WILLMAR CITY COUNCIL MEETING

MONDAY, NOVEMBER 20, 2023 @ 6:30 PM

BOARD ROOM HEALTH AND HUMAN SERVICES BUILDING

2200 – 23rd STREET NE, WILLMAR MINNESOTA

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Award Recongition
   - A. City of Willmar - Willmar Wye Award Recognition
4. Pledge of Allegiance
5. Staff Introduction
   - A. Introduction of Planning Director, Christopher Corbett and City Planner Christopher Frank
6. Proposed Additions or Deletions to Agenda
7. Consent Items

   Approve:
   - A. City Council Minutes of November 6, 2023
   - B. City Council Work Session Minutes of November 13, 2023
   - C. Willmar Municipal Utilities Meeting Minutes November 13th, 2023
   - D. Charter Commission Minutes of October 24, 2023
   - E. Charter Commission Minutes of November 6, 2023
   - F. Consideration of Designating Polling Places for Elections 2024

   Information:
   - G. 2024 City Council Meetings
   - H. Director Reports - October, 2023
   - I. City Finance Report Through 10/31/2023
   - J. City Investment Report through 9/30/2023
   - K. WMU Financial Reports for September 2023
   - L. Consideration of Charter Commission Members
   - M. Legal Services Rates for 2024
   - N. Accounts Payable Report, 11-1-23 Thru 11-17-23
8. Approve Consent Agenda Items
9. Items Removed from Consent Agenda
10. Open Forum (Individuals Limited to Three (3) Minutes)

11. Public Hearing:
    A. Duininck Concrete, LLC land sale
    B. 2024 Improvement Hearing
12. Regular Business
    A. 2024 Street Improvement Projects Engineering Services
13. "Community Pride" Announcements
14. Adjourn

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	3.A.
Agenda Section:	Award Recongition	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	Leslie Valiant, City Administrator
Ordinance:	No	**Presented By:**	Jon Huseby, MnDot District 8-Willmar District Engineer
Item:	City of Willmar - Willmar Wye Award Recognition		

RECOMMENDED ACTION:

OVERVIEW:
Willmar Wye project was recently recognized with a national award from AASHTO (American Association of State Highway and Transportation Officials). Every year, state departments of transportation from AASHTO's four regions nominate projects in the "America's Transportation Awards" competition, -- sponsored by AASHTO, AAA, and the US Chamber of Commerce. This year, the Willmar Wye Project won the award for "Quality of Life/Community Development, Medium (size) Category".

Even though the award was presented to MnDOT at an annual MAASTO (Mid-America region) Conference, it was truly an award for all the partners involved in the project – City, County, EDC, FHWA, FRA, MnDOT, and BNSF Railway. In recognition of the other partners, MnDot District 8 will be presenting to the City of Willmar the city's award for this national award honor.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
None

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	5.A.
Agenda Section:	Staff Introduction	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Introduction of Planning Director, Christopher Corbett and City Planner Christopher Frank		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
None

WILLMAR CITY COUNCIL PROCEEDINGS
BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
WILLMAR, MINNESOTA

November 6, 2023
6:30 p.m.

The regular meeting of the Willmar City Council was called to order by Mayor Douglas E. Reese. Members present on a roll call were Mayor Douglas E. Reese, Council Members Justin Ask, Audrey Nelsen, Vicki Davis, Carl Shuldes, Thomas Butterfield, Julie Asmus, and Rick Fagerlie. Present 8, Absent 1. Council Member O'Brien was excused from the meeting.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Jim Felt, Finance Director Tom Odens, Public Works Director Justin DeLeeuw, Community Growth Director Pablo Obregon, City Clerk Judy Thompson and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Ask moved to approve the agenda, as presented. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson reviewed the consent agenda.

A. City Council Minutes of October 16, 2023
B. City Council Special Meeting Minutes of October 23, 2023
C. Planning Commission "Draft" Minutes of November 1, 2023
D. Willmar Municipal Utilities Minutes of October 23, 2023
E. WMU Financial Reports for August 2023
F. **Resolution No. 2023-172 Certification of Unpaid Utility Charges as a Lien**
G. Accounts Payable Report, 10-12-23 Thru 10-31-23
H. **Resolution No. 2023-173 Certifying Deferred Special Assessments for Senior Citizens, Disabled, or Active Military**
I. Approve Planning Commission appointments

Information:

CVB Board Minutes of August 15, 2023

Council Member Ask offered a motion to approve the consent agenda. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Nancy Stredde, 410 20th Street NW, addressed the Mayor and Council with concerns over the assessment policy and process currently in place, the fact her driveway hasn't been filled in yet from the street project, and deferment policy.

At 6:39 p.m. Mayor Reese opened the public hearing for the ordinance to approve Willmar Municipal Utilities 2024 water rates. Willmar Municipal Utilities representative Janell Johnson presented the pertinent information.

Chris Peterson, 419 12th Street NW, presented his concerns with the proposed rate increase and what this money is being used for.

City Clerk Thompson read a letter from Samuel Herzog, owner of multi-family housing in Willmar, regarding his concern over the proposed rate increase and the effect it has on his tenants, and the billing process for multi-family housing versus other properties.

City Clerk Thompson read a text from Joe Ridler, 1912 20th Avenue SW, regarding his opposition to the proposed rate increases.

City Clerk Thompson read an email from Ron Christianson, 1912 Richland Avenue SW, regarding his opposition to the proposed rate increases.

There being no others to speak for or against the proposed ordinance, Mayor Reese closed the public hearing at 6:50 p.m. and opened it up for discussion from the Council.

Following discussion, Council Member Asmus offered a motion to adopt, assign a number, and publish **Ordinance No. 1517 An Ordinance Amending Water Rates Charged by the Municipal Utilities Commission of the City of Willmar, A Public Utility, to be Effective for Billings Sent On and After January 1, 2024.** Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

At 7:21 p.m. Mayor Reese opened the public hearing for an ordinance to approve Willmar Municipal Utilities 2024 electric rates. Willmar Municipal Utilities representative Janell Johnson presented the pertinent information.

There being no one present to speak for or against the proposed ordinance, Mayor Reese closed the public hearing at 7:22 p.m. and opened it up for discussion from the Council.

Following discussion, Council Member Ask offered a motion to adopt, assign a number, and publish **Ordinance No. 1518 An Ordinance Amending Electric Rates Charged by the Municipal Utilities Commission of the City of Willmar, A Public Utility, to be Effective for Billings Sent On and After January 1, 2024.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 6, Noes 1. Council Member Butterfield voted "no".

Economic Development Commission Executive Director Aaron Backman presented a request to approve a land sale to Duininck Concrete, LLC and provided the pertinent information regarding the sale.

Following discussion, Council Member Davis offered a motion to **introduce an ordinance authorizing the sale of real property to Duininck Concrete, LLC**., and set the public hearing for November 20, 2023. Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Due to the length and cost of publishing the entire ordinance, **an ordinance authorizing the sale of real property to Duininck Concrete, LLC**., Council Member Ask offered a motion to publish by summary Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Contracted City Engineer Jared Voge presented a request to approve the pursuit of local road improvement program (LRIP) funding for the Business 71 improvements project.

Following discussion, Council Member Nelsen offered a motion approving staff's request and introduced **Resolution No. 2023-174 Authorizing the Pursuit of Local Road Improvement Program Funding for the Business 71 Improvements Project.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Contracted City Engineer Jared Voge presented a request to award the municipal airport drain tile installation project to Brouwer Construction, LLC of Raymond, MN. The drainage improvements in this project include site grading, installation of drain tile, and drainage improvements to mitigate the concerns in the hangar and taxi lane area on the southeast building area of the airfield.

Following discussion, Council Member Ask offered a motion to approve staff's request and introduced **Resolution No. 2023-175 Awarding the Willmar Municipal Airport Drain Tile Installation Project to Brouwer Construction, LLC in the Amount of $85,647.81.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson presented a request to approve the Foxhole Brewhouse Inc. On-Sale Intoxicating and Brew Pub Off-Sale Liquor Licenses through the fiscal year ending April 25, 2024, and the Sunday Liquor License through the fiscal year ending December 31, 2023, for the location of 905 Business Highway 71 North.

Council Member Shuldes offered a motion to approve staff's request. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson presented a request to approve the Intuition Brewing LLC On-Sale Taproom and Brewer Off-Sale Liquor Licenses through the fiscal year ending April 25, 2024, and the Sunday Liquor Licenses through the fiscal year ending December 31, 2023, for the location of 313 4th Street SW, Suite 1.

Council Member Asmus offered a motion to approve staff's request. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson presented a request to approve the Willmar Indoor Golf & Cages LLC On-Sale Wine and On-Sale Intoxicating 3.2 Liquor Licenses through the fiscal year ending April 25, 2024, for the location at Uptown Willmar Mall, 1605 1st Street South.

Council Member Fagerlie offered a motion to approve staff's request. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson acknowledged the donations received by the City for the third quarter 2023.

Council Member Fagerlie offered a motion to introduce **Resolution No. 2023-176 Acknowledgement of Donations.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Mayor Reese presented a summary of conclusions of the evaluation of the performance of City Administrator Valiant pursuant to Minnesota Statute 13D.05, subd.3. This matter was received for information only.

Council Member Butterfield offered the following comments: he conducted a town hall meeting on the proposed budget recently and would like to propose a town hall meeting be held next year with all council members present.

Council Member Nelsen offered a motion to adjourn the meeting, with Council Member Fagerlie seconding the motion, which carried. The meeting adjourned at 7:55 p.m.

____
MAYOR

Attest:

____
SECRETARY TO THE COUNCIL

RESOLUTION NO. 2023-172

RESOLUTION APPROVING UNPAID UTILITY CHARGES BE CERTIFIED AGAINST THE REAL PROPERTY

Motion By: Ask Second By: Shuldes

WHEREAS, Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and

WHEREAS, the Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment; and

WHEREAS, the Willmar Municipal Utilities Commission has adopted Resolution No. 34 on October 9, 2023, requesting the Willmar City Clerk to certify the unpaid utility charges as a lien on the real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid utility charges totaling $7,423.96 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2024 and collected by the County Treasurer, and paid to the City Clerk along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid utility charges be certified against the real property as follows:

1. Parcel No. 95-006-7210
   Located at 516 12th Street SW — $869.60
   Described as Section 15, Township 119, Range 35, Lot 5, Block 111
   FIRST ADDITION TO THE CITY OF WILLMAR

2. Parcel No. 95-090-1490
   Located at 1017 7th Street SW — $442.63
   Described as Section 15, Township 119, Range 35
   BOOTH'S ADDITION TO WILLMAR
   Block K Lot 10 Except North 5 Feet; Northerly Half of Lot 9

3. Parcel No. 95-220-1390
   Located at 421 Julii Street SE — $446.82
   Described as Section 14, Township 119, Range 35, Lot 9, Block 10
   FERRING'S ADDITION TO THE CITY OF WILLMAR

4. Parcel No. 95-320-0410
   Located at 500 13th Street SW — $902.36
   Described as Section 15, Township 119, Range 35, Lot 1, Block 4
   HIGHLAND PLACE IN THE CITY OF WILLMAR

5. Parcel No. 95-480-0060
   Located at 500 13th Avenue SW — $903.47
   Described as Section 22, Township 119, Range 35, Block 1
   LEARY'S ADDITION TO WILLMAR
   Lots 6 & 7

6. Parcel No. 95-540-0010
   Located at 804 Olaf Avenue NW — $504.76
   Described as
   ERIK NILSONS ADDITION TO THE VILLAGE OF WILLMAR
   West 71 Feet of Lot 1, Block 1 of Nelsons Addition & West 71 Feet of South 3 Feet of Lot 2, Block 3, Thorpe & Lien's Addition

7. Parcel No. 95-740-1330
   Located at 416 Trott Avenue SE — $1,189.43
   Described as Section 14, Township 119, Range 35, Block 9
   SPICER'S ADDITION TO WILLMAR
   West 50 Feet of East 100 Feet of Lots 1 & 2 & of North 40 Feet of Lot 3

8. Parcel No. 95-750-0370
Located at 1320 6th Street SW $653.75
Described as Section 22, Township 119, Range 35
Subdivision North Half of Northeast Quarter North 60 feet of East 200 feet of Lot 19

9. Parcel No. 95-922-7380
Located at 1308 10th Street SW $1,511.14
Described as Section 22, Township 119, Range 35
South 90 Feet of North 716 Feet of West 98.75 Feet of East 775.5 Feet of Northeast Quarter of Northwest Quarter

Dated this 6th day of November 2023.

/s/ Douglas E. Reese
MAYOR

Attest:

/s/ Judy R. Thompson
CITY CLERK

RESOLUTION NO. 2023-173

A RESOLUTION CERTIFYING DEFERRED SPECIAL ASSESSMENTS

Motion By: Ask Second By: Shuldes

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the reconstruction of certain streets during the year 2023 (Project 2301); and

WHEREAS, Minnesota Statutes, Sections 435.193 to 435.195 allows local governments certifying special assessments against municipal properties to defer the payment of that assessment for any homestead property owned by a person 65 years of age or older, retired by virtue of a permanent and total disability; and active military

WHEREAS, certain property owner(s) have made application to the City for delayed payment of tax on special assessments and have met the criteria contained in Minnesota Statutes for said deferment.

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that special assessments as hereinafter designated be certified to the County and deferred for the years of 2024 through 2039 with interest at the annual rate of five and six seven two hundredths (5.672%) percent.

BE IT FURTHER RESOLVED that the option to defer payments will terminate and all deferred payments and interest become payable if a) the owner dies and the surviving spouse is not eligible; b) the property or a portion of the property is sold, transferred or subdivided; c) the property loses its homestead status; or d) the City determines that to require immediate or partial payment would not create a hardship.

Evelyn Koch	95-660-0340	$9,480.00
605 Irene Avenue SE	Section 14, Township 119, Range 35, Lot 14, Block 2	
Willmar	PERKINS' FIRST ADDITION TO THE CITY OF WILLMAR	

Shirley Fostervold 912 Irene Avenue SE Willmar	95-665-0140 Section 14, Township 119, Range 35, Lot 4, Block 2 PERKINS FIFTH ADDITION	$12,120.00
Quentin Springer 1108 Irene Avenue SE Willmar	95-665-0210 Section 14, Township 119, Range 35, Lot 11, Block 2 PERKINS FIFTH ADDITION	$10,800.00
Karen Klinghagen 604 Irene Avenue SE Willmar	95-662-0110 Section 14, Township 119, Range 35, Lot 11, Block 1 PERKINS' SECOND ADDITION TO THE CITY OF WILLMAR	$9,700.00

Dated this 6th day of November, 2023

Attest: /s/ Douglas E. Reese
MAYOR

/s/ Judy R. Thompson
CITY CLERK

RESOLUTION NO. 2023-174

A RESOLUTION AUTHORIZING THE PURSUIT OF LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FOR THE BUSINESS 71 IMPROVEMENTS PROJECT

Motion By: Nelsen Seconded By: Shuldes

Whereas the Minnesota Department of Transportation (MnDOT) has funds allocated through the legislature for roads of regional significance;

Whereas the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to $1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development;

Whereas LRIP funds are eligible for use on construction costs while the applicant will be responsible for financing design and engineering costs;

Whereas Business 71 is a principal arterial that carries 9,000 vehicles and 364 trucks through central Willmar;

Whereas Business 71's pavement is in unacceptable condition and has reached the point where reconstruction is needed;

Whereas the Business 71 and Civic Center Drive intersection does not meet ADA accessibility guidelines;

Whereas the Business 71 Improvements Project will improve mobility for all roadway users, bring the area into ADA compliance, and improve the state of repair of transportation infrastructure;

Whereas the City of Willmar, as the applicant is prepared to execute the grant agreement and ensure the proposed project meets all project milestones and deadlines;

Now, Therefore Be It Resolved**,** the Willmar City Council hereby approves the City of Willmar's pursuit of LRIP funds for the Business 71 Improvements Project;

Therefore, Be It Further Resolved, the City of Willmar is committed to the development and construction of the proposed project in a timeframe that supports grant agreement requirements;

Dated this 6th day of November, 2023.

/s/ Douglas E. Reese
Mayor

Attest:

/s/ Judy R. Thompson
City Clerk

RESOLUTION NO. 2023-175

A RESOLUTION AWARDING THE WILLMAR MUNICIPAL AIRPORT DRAINTILE INSTALLATION PROJECT TO BROUWER CONSTRUCTION, LLC IN THE AMOUNT OF $85,647.81.

Motion By: Ask Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Brouwer Construction, LLC of Raymond, MN for the Willmar Municipal Airport Draintile Installation Project is accepted and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of $85,647.81.

Dated this 6th day of November, 2023

/s/ Douglas E. Reese
Mayor

Attest:

/s/ Judy R. Thompson
City Clerk

RESOLUTION NO. 2023-176

ACKNOWLEDGEMENT OF DONATIONS

Motion By: Fagerlie Second By: Nelsen

WHEREAS, the City of Willmar has received donations which have been acknowledged by the City Administrator expressing the community's appreciation for the period of July 1, 2023, through September 31, 2023.

Amount	**From**	**For/Purpose**
$200.00	Tersa Holwerda	Willmar Community Center
$295.00	American Legion Gambling Account	Willmar Police Explorers
$500.00	Kandiyohi Power Charitable Trust	Willmar Community Center
$500.00	Ryane Clark	Willmar Police Explorers
$1,500.00	Willmar Take Down Club	City of Willmar
$1,530.56	WBFBA Tournament Account	City of Willmar

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota that the city formally accept the donations as listed below:

Dated This 6th day of November 2023.

/s/ Douglas E. Reese

MAYOR

ATTEST:

/s/ Judy R. Thompson

CITY CLERK

WILLMAR CITY COUNCIL WORK SESSION
MEETING ROOM
WILLMAR CIVIC CENTER
WILLMAR MINNESOTA

November 13, 2023
6:30 p.m.

The Work Session of the Willmar City Council was called to order by Mayor Douglas Reese. Members present on a roll call were Mayor Douglas Reese, Council Members Justin Ask, Audrey Nelsen, Vicki Davis, Carl Shuldes, Michael O'Brien, Thomas Butterfield, Julie Asmus, and Rick Fagerlie. Present 9, Absent 0.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Public Works Director Justin DeLeeuw, Community Growth Director Pablo Obregon, and City Clerk Judy Thompson.

There were no additions or deletions to the agenda.

BKV Group – Preliminary City Hall Costs and Plans for City Auditorium and Block 50 BKV Group representatives Bruce Schwartzman and Chris Palkowitsch presented the various site plans and costs for locating the city hall at either location.

Following a lengthy discussion, consensus of the Council was to direct Mr. Schwartzman to prepare information on the possibility of constructing a city hall only on Block 50, and bring back updated costs/information on a possible combined city hall/community center at the current community center location.

2024 Budget Discussion City Operations Director Kyle Box opened the discussion for the 2024 Budget and tax levy, along with Capital Improvement Program (CIP) and ARPA funds. It was noted additional reductions have been made by staff and these areas were presented to council.

Following a lengthy discussion, consensus of the Council was to schedule a work session for Tuesday, November 28, 2023 at 5:30 p.m. at the Willmar Civic Center to continue to review/revise the 2024 Budget.

The work session adjourned at 9:41 p.m.

Respectfully submitted,

Judy R. Thompson
City Clerk

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.C.
Agenda Section:	Consent Items	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Willmar Municipal Utilities Meeting Minutes November 13th, 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 23.11.13 MUC Meeting Minutes

Willmar Municipal Utilities

WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – November 13, 2023
11:45 am – WMU Auditorium

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, November 13, 2023, at 11:45 am in the WMU Auditorium with the following Commissioners present: Bruce DeBlieck, Shawn Mueske, Dave Baumgart, John Kennedy, Patricia Elizondo, and Terrill Sieck. Absent was Commissioner Carol Laumer.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Facilities & Maintenance Supervisor Kevin Marti, Staff Electrical Engineer Jeron Smith, Systems Coordinator Mike Sangren, Executive Secretary Beth Mattheisen, City Attorney Robert Scott (via teleconference), City Councilman Michael O'Brien, and WC Tribune Journalist Jennifer Kotila.

The meeting opened by reciting the Pledge of Allegiance. Commission President DeBlieck next asked if there were any changes to the presented agenda. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner Baumgart offered a resolution to approve the consent agenda as presented. Commissioner Kennedy seconded.

RESOLUTION NO. 36

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the consent agenda be approved as presented which includes:

- Minutes from the October 23, 2023, MUC Meeting; and,
- Bills represented by vouchers No. 20231556 to No. 20231675 and associated wire transfers inclusive in the amount of $3,454,006.48.

Dated this 13th day of November 2023.

____
President

Attest:

____
Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Commissioner Mueske (PC Chair) reviewed with the Commission minutes from the October 30th WMU Planning Committee meeting (see attached). Following review and discussion, Commissioner Mueske offered a motion to approve the minutes as presented. Commissioner Sieck seconded the motion which carried by a vote of six ayes and zero nays.

In conjunction with the Planning Committee meeting recommendation, the Commission was requested to authorize DGR's Professional Services Generation Proposal (Task Order No. 11) to provide consulting services for the installation of four additional 2,725 kW diesel gensets in metal enclosures. The total estimated cost for the engineering services is in the amount of $760,000 with completion of the project targeted for 2027. Following discussion, Commissioner Mueske offered a resolution to authorize DRG Engineering to provide consulting services for the installation of four diesel gensets in metal enclosures for the estimated amount of $760,000. Commissioner Sieck seconded.

RESOLUTION NO. 37

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that DGR Engineering of Rock Rapids, Iowa, be authorized to provide professional engineering services for the installation of four 2,725 kW diesel gensets in metal enclosures (Task Order No. 11) for the estimated amount of $760,000."

Dated this 13th day of November 2023.

____
President

Attest:

____
Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Relating to investing in future transmission projects, the Planning Committee was requesting the Commission to authorize staff to work with MRES and GRE to develop a Facilities Construction Agreement to define ownership, construction, and financial responsibilities to proceed with identified transmission improvements. These improvements would increase area capacity energy by +34 MW and provide additional transmission reliability for Willmar and the surrounding area. WMU's estimated cost of these projects is $18.6M with completion estimated in 2028. Following review, Commission Baumgart offered a motion to authorize staff to proceed in coordinating with MRES and GRE to develop a Facilities Construction Agreement for transmission improvement projects as specified. (This agreement would subsequently be submitted to MISO for approval.) Commissioner Mueske seconded the motion which carried by a vote of six ayes and zero nays.

Commissioner Baumgart (LC Chair) reviewed with the Commission minutes from the November 7th WMU Labor Committee meeting (see attached). It was noted that one item recommended by the Committee was to direct staff to proceed with discussions with MinnWest Technology as a possible site location for a new WMU facility. As requested by MinnWest, three site options will be submitted for their consideration. Following review and discussion, Commissioner Baumgart offered a motion to approve the minutes as presented. Commissioner Mueske seconded the motion which carried by a vote of five ayes, zero nays, and one abstention (Commissioner Kennedy).

Following approval of the minutes, Commissioner Baumgart requested the Commission to approve the 2024-2026 contract between WMU and IBEW Local Union #160. The negotiated three-year agreement was ratified by the union membership on October 2nd with the most significant changes addressed being promotions/seniority, health insurance, and wages. Baumgart presented a summary of the terms and conditions of the agreement which includes changing to a low-deductible health insurance provider, and wage adjustments in the amount of 7% in 2024, 5% in 2025, and 5% in 2026. No market adjustments were included. Following discussion, Commissioner Kennedy offered a resolution to approve the three-year labor contract with WMU's union employees as presented. Commissioner Baumgart seconded.

RESOLUTION NO. 38

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the three-year labor agreement between Willmar Municipal Utilities and IBEW Local Union #160 employee-members which includes incorporating wage adjustments in the amount of 7% in 2024, 5% in 2025, and 5% in 2026 along with a change of health insurance provider be approved effective January 1, 2024."

Dated this 13th day of November 2023.

____
President

Attest:

____
Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

In conjunction with the approved union contract and to remain in compliance with pay equity, the Commission was requested to support an equal three-year wage adjustment for non-union employees (excluding the General Manager who is a contracted employee). Following discussion, Commissioner Mueske offered a resolution to approve the non-union wage adjustments (COLA) in the amounts of 7% in 2024, 5% in 2025, and 5% in 2026. Commissioner Baumgart seconded.

RESOLUTION NO. 39

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that COLA/wage adjustments be approved for all WMU non-union employees (excluding the General Manager) in the amounts of 7% in 2024, 5% in 2025, and 5% in 2026 effective January 1, 2024."

Dated this 13th day of November 2023.

____
President

Attest:

____
Secretary

The foregoing resolution was adopted by a vote of six ayes and zero nays.

Due to union employees acquiring a low deductible insurance plan and therefore leaving the current groupplan , optional health insurance for non-union employees was sought. Two companies were considered based on comparable coverage. It was the recommendation of the Labor Committee to change 2024 health insurance coverage for non-union employees to United Health Care to realize savings to WMU. Following review, Commissioner Baumgart offered a motion to transition non-union employees to United Health Care in 2024, and to adopt the same methodology as union employees for calculating employee premiums based on employees for the high deductible health care plan. Commissioner Kennedy seconded the motion which carried by a vote of six ayes and zero nays.

Director of Administration Johnson reviewed with the Commission the September 2023 Financial Reports along with a recap of the September 30, 2023 Investment Portfolio, and September 2023 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflects operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2022/2023 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Facilities & Maintenance Supervisor Marti presented the October 2023 Wind Turbine Report. Wind turbine availabilities for the month of October were at 29.0% (Unit #3) and 76.6% (Unit #4) for a total monthly production of 375,352 kilowatt hours (kwh). Unit #3 had issues affecting the availability including a hydraulic leak along with electrical and communications issues. The 2023 total production through October is 2,315,751 kwh. The 2023 costs/kwh associated with operating the units is 7.26¢/kwh. Since the inception of the units in 2009, the operational cost has been calculated at 14.89¢/kwh.

Director of Administration Johnson and Staff Electrical Engineer Smith recapped for the Commission their recent attendance at the MRES Area Meeting held in Alexandria October 25th (Commissioner Laumer also attended). Topics of discussion included: technology advancements, regulatory updates, legislative issues, grant programs/funding, customer satisfaction survey, educational & scholarship programs, 2024 rates/budget estimates, bond ratings, transmission expansion projects, and anticipated generation shortfalls and projects. Both Johnson and Smith expressed their appreciation to the Commission for allowing them to attend the informative meeting and encouraged others to attend in the future.

As a review for both new and veteran Commissioners, Director of Administration Johnson provided an overview of electric and water billing charges and their definitions (including the City of Willmar's wastewater charges). The review provided clarification to the billing charges listed monthly on the WMU utility bills.

Meetings of both the WMU Labor and Planning Committees will be forthcoming. Tentative future Labor Committee agenda item(s) will include new building land acquisition and Personnel Policies (annual review). Tentative future Planning Committee agenda items will include new building, water treatment plant, new generation, transmission projects, water system model, and Operations Policies (annual review).

For information: Upcoming events to note include:

- 2024 APPA Legislative Rally (Washington, DC): February 26-28
- 2024 MMUA Legislative Conference (St. Pau): March 19-20

There being no further business to come before the Commission, Commissioner Mueske offered a motion to adjourn. Commissioner Baumgart seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:48 pm.

Respectfully Submitted,

WILLMAR MUNICPAL UTILITIES

____

Beth Mattheisen, Executive Secretary

ATTEST:

____

Dave Baumgart, Secretary

WILLMAR MUNICIPAL UTILITIES
MUC Planning Committee Meeting Minutes
Monday, October 30, 2023
12:00 pm (WMU Conference Room)

Attendees: Commissioners Shawn Mueske, Carol Laumer & Terry Sieck, General Manager John Harren, Director of Administration Janell Johnson, Staff Electrical Engineer Jeron Smith, Facilities & Maintenance Supervisor Kevin Marti, and Executive Secretary Beth Mattheisen.

Commissioner Mueske (PC Chair) called the meeting to order at 12:00 pm.
****

1. **Diesel Generation Project:** (Staff Electrical Engineer Jeron Smith and General Manager Harren)
General Manager Harren informed the Planning Committee that project costs have increased significantly since the Commission approved the project for additional local generation. Therefore, before the Commission approves DGR's Scope of Work to proceed, Staff wanted to share the updated costs with the Commission.

   Staff Electrical Engineer Smith continued by presenting a PowerPoint overview of the gensets installation project. In 2016, the Commission approved a goal to cover 25% of Willmar load with local generation. The existing diesel generation covers 20% of Willmar's load. In June 2023, MRES updated the Reserve Capacity Agreement (RCA) with its members which included increased capacity rates along with incentives to its members who install additional generation. In June of 2023, the Commission approved the installation of four 2,725 kW diesel gensets (in metal enclosures) to provide additional local generation.

   A proposal from DGR Engineering to provide consulting services for the project was presented (est. total $760,000). Additional data presented was a tentative schedule and budget to complete the project. The total estimated cost of the project is $16,697,400 (including consulting services). With MRES incentives ($2,616,000), WMU's share of the project would be $14,081,400.

   To note, associated project costs along with interest rates are anticipated to continue to increase. Smith summarized the DGR proposal submitted which included the scope of work, components involved, and a tentative project schedule with the target date for completion in 2027. Capacity markets and incentives for members to build local generation greatly affect the future of the industry. It was noted that if the project becomes financially unfeasible after air permitting is conducted and bids are opened for the generators, the project can be stopped or amended.

   Recommendation:
   Following review and discussion, the WMU Planning Committee is recommending approval of the proposed consulting service agreement with DGR Engineering (Task Order No. 11) to proceed with the addional diesel generation project as presented. This recommendation will be presented to the Commission at their November 13th meeting for approval.

2. **Area Transmission Improvement Projects:** (Staff Electrical Engineer Jeron Smith)
Staff Electrical Engineer Smith opened discussion with the Committee on area transmission projects that would be most beneficial and cost-effective to WMU. These findings were identified following the Willmar Area Study completed earlier this year (MRES conducted this costly study on behalf of WMU at no additional cost). Study results identified current system limitations and the best value projects to increase load serving capacity.

   Three options were evaluated with MRES, GRE and WMU recommending one transmission project that would be the most advantageous. This project would entail constructing breaker stations at Hawick and St. John's Lake, adding a second transformer at Priam, rebuilding transmission lines to St. John's Lake breaker station, and a Pennock Loop. Estimated cost is $31M with WMU's share estimated at $18.6M. These improvements would increase the transmission area capacity by over 34 megawatts with an estimated completion date in 2028. Additional data presented included a cost breakdown, financing information for the transmission projects, and Annual Transmission Revenue Requirements (ATRR). These area improvements would be beneficial not only to our local area but also to the 30-mile radius around the Willmar area.

By investing in this project, there is a guaranteed 10% return on the transmission investment. A cost breakdown of the proposed project was reviewed. The ATRR return from the project would offset the annual bond payment and increased maintenance expenses. This project would greatly increase future reliability through the enhanced transmission facilities. It was further noted that this project is the only transmission investment project identified in the foreseeable future in our area.

Recommendation:
Following review and discussion, it was a consensus of the WMU Planning Committee to recommend authorizing Staff to work with MRES and GRE to develop a Facilities Construction Agreement which defines ownership, construction and financial responsibilities for the transmission project as identified. This recommendation will be presented to the Commission at their November 13th meeting for approval.

3. **Miscellaneous:** *For information only*
The Biden Administration recently announced the recipients of the more than $3.5 billion in funding to improve the nations electric grid as part of the federal Grid Resilience and Innovation Partnership Program. The list of chosen recipients did not include the joint $500 million proposal from the MN Dept. of Commerce, developed in collaboration with the Minnesota Rural Electric Association (MREA), the Minnesota Municipal Utilities Association (MMUA), and 85 consumer-owned utilities. Nearly 300 projects were included in the proposal, all would have helped consumer-owned electric utilities such as WMU to enhance the resiliency of the electric grid in Minnesota and through the Upper Midwest.

Staff Electrical Engineer & Facilities & Maintenance Supv. Marti had submitted grant applications for funding of needed area projects as part of the proposal. Therefore, this brings closure to the proposed grant efforts for project funding assistance.

4. **Adjournment:**
There being no further business to come before the WMU Planning Committee, Commissioner Mueske declared the meeting adjourned at 1:12 pm.

MUC Labor Committee Meeting Minutes
Tuesday, November 7, 2023
12:00 pm (WMU Conference Room)

Attendees: Commissioners Dave Baumgart, John Kennedy & Patricia Elizondo, General Manager John Harren, Director of Administration Janell Johnson, Facilities & Maintenance Supervisor Kevin Marti, and Executive Secretary Beth Mattheisen.

Commissioner Baumgart (LC Chair) called the meeting to order at 12:00 pm.

****

1) **2024-2026 IBEW Local #160 Union Contract:** (Director of Administration Janell Johnson)
Director of Administration Johnson reviewed with the Labor Committee the process followed to negotiate a new contract between the WMU and Local Union #160. The current three-year agreement (2021-2023) expires December 31, 2023, and the new three-year contract would be for the years 2024-2026. The negotiated agreement was ratified by the membership on October 2, 2023. The most significant changes addressed were promotions/seniority, health insurance, and wages.

- Promotions/Seniority: Addressed promotion and leadership positions utilizing WMU hiring practices with union members being part of the process.
- Health insurance: Union membership acquired a low deductible health insurance plan. This plan provides savings to both the employee and employer.
- Wages: Line Dept. wages were lagging in comparison to similar-sized municipal utilities. Additional factors affecting the proposed adjustments were inflation and employee retention. Wage adjustments negotiated were for 7% in 2024, 5% in 2025, and 5% in 2026. Wage and benefits were discussed.

Recommendation:
Following review and discussion, it was a consensus of the Labor Committee to recommend approval of the ratified union contract between WMU and Local Union #160 as negotiated. The agreement will be presented for approval at the November 13th MUC meeting.

2) **2024-2026 Non-union wage adjustments (excluding General Manager)** (Director of Administration Janell Johnson)
In conjunction with the proposed union wage adjustments and to remain in compliance with pay equity, staff requested the Committee to support an equal wage adjustment for non-union employees due to inflation and employee retention (excluding the General Manager position which is under contract). Proposed COLA adjustments for non-union employees would be in the amounts of 7% in 2024, 5% in 2025, and 5% in 2026.

General Manager Harren provided clarification to the Committee on the state mandated pay equity requirements. It was further noted that the current WMU staff consists of 13 union and 15 are non-union employees. Various positions and future staffing were reviewed.

Recommendation:
Following review and discussion, it was a consensus of the Labor Committee to recommend approving non-union wage adjustments (COLA) in the amounts of 7% in 2024, 5% in 20225, and 5% in 2026. Commission approval will be requested at the November 13th MUC meeting.

3) **Non-union health insurance** (Director of Administration Janell Johnson)

Due to the union membership acquiring a low deductible insurance and therefore leaving the current group rate, optional health insurance for non-union employees was sought. Two companies were considered based on comparable coverage.

It was the recommendation of staff to change 2024 health insurance coverage for non-union employees to United Health Care to realize significant savings to WMU.

Recommendation:

Following review and discussion, it was a consensus of the Labor Committee to recommend transitioning to United Health Care in 2024, and to adopt the same methodology as union employees for calculating employee premiums based on 90/10 split for 2024 coverage and continue the same level of contribution to the deductible on behalf of employees for the high deductible health care plan. Commission approval will be requested at the November 13th MUC meeting.

4) **New facility site location** (Facilities & Maintenance Supervisor Kevin Marti)

Facilities & Maintenance Supv. Marti provided an update to the site selection process for a new WMU facility. Property located on the MinnWest Technology Campus was presented with three options for consideration. The three proposed options, including their site layouts, were reviewed.

The acreage options are for 14 acres (option #1), 17.5 acres, and 25.5 acres. Site options will be submitted to the MinnWest Board for consideration.

If MinnWest Board is agreeable, the next steps would be:

- Perform an Environmental Impact Study including soil borings.
- Have an appraisal conducted for the purpose of making an offer.
- Bring all findings back to the Labor Committee for final consideration.

Recommendation:

Following review and discussion, it was a consensus of the WMU Labor Committee to recommend supporting option #1 for a new facility location on the MinnWest Campus. If MinnWest Board approves, the next step would be to conduct the environmental study including soil borings. Commission approval will be requested at the November 13th MUC meeting.

Note: While supportive of the location, Commissioner Kennedy abstained from the voting process.

5) **WMU Strategic Plan update** (Facilities & Maintenance Supervisor Kevin Marti)

Facilities & Maintenance Supervisor Marti opened discussion with the Committee on the WMU Strategic Plan. The current five-year Strategic Plan was adopted by the Commission in 2021 (Marcy Douglas from MRES acted as the Facilitator for the planning session). As we enter year three of the Plan, updates are warranted as the goals and tasks have evolved. The goals initially established in 2021 are scheduled for completion by the end of 2024.

Seven long-range goals were proposed for the 2024 Strategic Plan. With these goals, priorities for each goal would be created to identify the path to accomplish these goals.

Recommendation:

Following discussion, it was a consensus of the Labor Committee to direct staff to contact MRES consultant Marcy Douglas to inquire about the consulting fee to act as Facilitator once again in the development of an updated Strategic Plan. The consulting fee in 2021 was $1,000. If the amount was comparable, it was the recommendation of the Committee to utilize the services of Ms. Douglas for the 2024 Strategic Plan.

6) Adjournment:

There being no further business to come before the WMU Labor Committee, Commissioner Baumgart offered a motion to adjourn. Commissioner Kennedy seconded the motion which carried, and the meeting was adjourned by a vote of three ayes and zero nays at 1:30 pm.

Update:

Immediately following the Labor Committee, staff contacted MRES and determined that the consulting service fee to facilitate the 2024 Strategic Planning Session would remain unchanged at $1,000.

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.D.
Agenda Section:	Consent Items	**Originating Department:**	City Clerk
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Charter Commission Minutes of October 24, 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Charter Commission Minutes of October 24, 2023

Willmar Charter Commission
Minutes of Meeting
City Office Building
Willmar, Minnesota

October 24, 2023

The Willmar Charter Commission was called to order by Chairman Richard Engan. Members present were Richard Falk, Richard Engan, Kelly Welch, John Soderholm, Ruth Trageser and Suzanne Napgezek. Present 6, Absent 3. Dan Reigstad, Karla Tinklenberg and Luke Geiger were excused from the meeting.

Also in attendance was City Clerk Judy Thompson, and City Administrator Leslie Valiant.

Item 1 Call Meeting to Order
Chairman Engan called the meeting to order at 1:30 p.m.

Item 2 Approve Minutes of July 27, 2023
Commissioner Falk moved to approve the minutes of July 27, 2023, as printed. Commissioner Welch seconded the motion which carried.

Item 3 Commissioner Terms Expiring & Suggested Nominations
It was noted, the terms for Commissioners Engan and Falk expire December 31, 2023. Commissioner Engan stated his desire to be re-appointed. Commissioner Falk stated he did not want to be re-appointed. Following discussion, a motion to nominate Commissioner Engan by acclimation was made by Commissioner Falk. Commissioner Trageser seconded the motion which carried.

Chairman Engan called for nominations for the upcoming vacant term of Commissioner Falk. There being none a motion to set a meeting on Monday, November 6, 2023, to bring nominations forward was made by Commissioner Trageser. Commissioner Welch seconded the motion which carried.

Item 4 Council Approval of Article IV, Section 4.02, Subdivision 4 Amendments & Effective Date
Chairman Engan stated that this Article was approved by City Council on September 18, 2023. City Clerk Thompson informed the Commission that Charter Amendments take effect 90 days after the second publication with an effective date of December 23, 2023, for this item.

Item 5 Section 8.06 Regulation of Rates and Charges
City Clerk Thompson informed the Commission that City Administrator Leslie Valiant was present to answer any questions the Commission has concerning franchise agreement.

Commissioner Welch questioned if increases to resident billing statements can be made without first going to a City Council public hearing when increases occur as stated in the City Charter. Also, questioning what the franchise fee is actually paying for and has requested a copy of the current franchise fee.

City Administrator Leslie Valiant explained that the franchise fee is for using City property not necessarily the equipment and services fees to residents.

The Commission also reviewed City Attorney Robert Scott's comments on Section 8.06.

Item 4 Other Business
City Administrator Leslie Valiant received a request to allow non-residents to serve on City Boards and Commissions. Commissioner Falk offered a motion for membership on City Boards and Commissions to remain as stated in the City Charter. Commissioner Napgezek seconded the motion which carried.

Item 5 Adjourn
With no other business to come before the Commission, Commissioner Napgezek offered a motion to adjourn the meeting. Commissioner Welch seconded the motion, which carried. The meeting adjourned at 2:25 p.m.

Respectfully Submitted,

Dan Reigstad
Secretary

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.E.
Agenda Section:	Consent Items	**Originating Department:**	City Clerk
Resolution:	No	**Prepared By:**	
Ordinance:	No	**Presented By:**	
Item:	Charter Commission Minutes of November 6, 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. 11-06-2023 Charter Commission Minutes

Willmar Charter Commission "Draft"
Minutes of Meeting
City Office Building
Willmar, Minnesota

November 6, 2023

The Willmar Charter Commission was called to order by Chairman Richard Engan. Members present were Richard Engan, Kelly Welch, Dan Reigstad, Karla Tinklenberg, Luke Geiger, John Soderholm, and Suzanne Napgezek. Present 7, Absent 2. Richard Falk and Ruth Trageser were excused from the meeting.

Also in attendance was City Clerk Judy Thompson, City Administrator Leslie Valiant, and Cable Coordinator Rudy Vigil.

Item 1 Call Meeting to Order
Chairman Engan called the meeting to order at 1:30 p.m.

Item 2 Approve Minutes of October 24, 2023
Commissioner Napgezek moved to approve the minutes of October 24, 2023, as printed. Commissioner Soderholm seconded the motion which carried.

Item 3 Nominations for Charter Commission Member
Chairman Engan called for nominations for the upcoming vacant term of Commissioner Falk. Commissioner Napgezek nominated David Anfinson to fill the vacant term. Commissioner Welch seconded the motion which carried.

Commissioner Napgezek left the meeting at 1:35 p.m.

Item 4 Other Business
Cable Coordinator Rudy Vigil received information from the City's Franchise Attorney which states if a franchise fee is actually a tax to the residents. The information states it is a fee paid by the cable operator. Explaining that in 1984 the Federal Cable Act came out stating that the City's will access the franchise fee which would not exceed the 5% on the gross revenue that the operator brings in annually. Franchise fees are listed on the subscriber bills for full disclosure for the operator.

Item 5 Adjourn
With no other business to come before the Commission, Commissioner Welch offered a motion to adjourn the meeting. Commissioner Reigstad seconded the motion, which carried. The meeting adjourned at 2:12 p.m.

Respectfully Submitted,

Dan Reigstad
Secretary

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.F.
Agenda Section:	Consent Items	**Originating Department:**	City Clerk
Resolution:	Yes	**Prepared By:**	Judy Thompson, City Clerk
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	Consideration of Designating Polling Places for Elections 2024		

RECOMMENDED ACTION:
Adopt the Resolution Designating Polling Places for Elections in 2024

OVERVIEW:
In accordance with Minnesota Statutes 204B.16, Subdivision 1, which was changed in the 2017 legislative session, by December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year unless a change is made.

BUDGETARY/FISCAL ISSUES:
N/A

ALTERNATIVES TO CONSIDER:
N/A
ATTACHMENTS:
1. Resolution Polls 2024 Elections

RESOLUTION NO.

RESOLUTION APPROVING DESIGNATING POLLING PLACES FOR ELECTIONS IN 2024

Motion By:________________________ Second By:________________________

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the following buildings be designated as the official voting locations for the 2024 Elections:

FIRST WARD:	1st Precinct	National Guard Armory 614 North Highway 71
	2nd Precinct	Four Season Shelter, Robbins Island 945 Business Hwy 71 N
	3rd Precinct	Word of Faith Family Church 3010 7th Avenue Northwest
SECOND WARD:	1st Precinct	St. Mary's Catholic Church 713 Southwest 12th Street
	2nd Precinct	Vinje Lutheran Church 1101 Willmar Avenue Southwest
	3rd Precinct	Rock of Life, CRC 1708 Southwest 8th Street
	4th Precinct	Mail Ballot
THIRD WARD:	1st Precinct	Refuge Church 1000 6th Street Southeast
	2nd Precinct	Highland Apartments 115 East Becker Avenue
	3rd Precinct	Willmar Education and Arts Center 611 West 5th Street
FOURTH WARD:	1st Precinct	Refuge Church 1000 6th Street Southeast
	2nd Precinct	Calvary Lutheran Church 302 Olena Avenue
	3rd Precinct	First Covenant Church 801 Southwest Willmar Avenue

Dated this 20th day of November 2023.

Attest:

____
MAYOR

____
CITY CLERK

2024 City Council Dates

Tuesday January 2nd, 2024
Tuesday January 16th, 2024

Monday February 5th, 2024
Tuesday February 20th, 2024

Monday March 4th, 2024
Monday March 18th, 2024

Monday April 1st, 2024
Monday April 15th, 2024

Monday May 6th, 2024
Monday Mary 20th, 2024

Monday June 3rd, 2024
Monday June 17th, 2024

Monday July 1st, 2024
Monday July 15th, 2024

Monday August 5th, 2024
Monday August 19th, 2024

Tuesday September 3rd, 2024
Monday September 16th, 2024

Monday October 7th, 2024
Monday October 21st, 2024

Monday November 4th, 2024
Monday November 18th, 2024

Monday December 2nd, 2024
Monday December 16th, 2024

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	7.H.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Director Reports - October, 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. HR October Update
2. WPD Monthly Council Stat Sheet October 2023
3. PUBLIC WORKS DIRECTOR REORT November (1)
4. Willmar Fire Department October Service Calls - GRAPH
5. Willmar Fire Department October Service Calls - GRAPH
6. Community Growth Directors Report

Human Resources Update - 11/13/2023

- Staffing Update: We recruited for several positions in October 2023:
  - Planning & Development Director – Christopher Corbett accepted the City's offer and will start Monday, 11/20/2023.
  - City Planner – Completed 2nd In person interviews. The offer was accepted by Christopher Frank. Chris will start Monday, 11/20/2023.
  - Public Works Mechanic position was offered and accepted by Brandon Lang. Brandon started 10/23/2023.
  - Police Officers - Chief Felt is working with the Police Commission. There is still 4 open officer positions.

- EEO4 (Equal Employment Opportunity) Reporting for 2022 – The Equal Employment Opportunity Commission (EEOC) pushed out the EEO-4 reporting requirement for 2022 several times throughout 2023. The State and Local Government Information Report (EEO-4), EEOC Form 164, also referred to as the EEO-4 Report, is a mandatory biennial data collection that requires all state and local governments with 100 or more employees to submit workforce demographic data, including data by race/ethnicity, sex, job category, and salary band. The filing by eligible state and local governments is required under section 709(c) of Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000e-8(c), 29 CFR 1602.30 and .32-.37. The information/report portal opened for reporting to organizations effective 10/30/2023 – December 5, 2023. Willmar completed and reported to the EEOC 11/01/2023!

- Benefit Fair/ Open Enrollment & Flu shots: Open Enrollment event was held October 26, 2023 at the Civic Center from 10:00am – 1:00pm. Open Enrollment for 2024 benefit changes closes 11/17/2023.

- Classification/Compensation Study - Work has continued towards creating a citywide new base pay scale for all full-time employees in the City of Willmar. We have been working with a consultant from David Drown & Associates Human Resources in this endeavor. Information has been shared with Council and Initial meetings have been held with all employee groups within the City. We are working towards a possible implementation date of the new Employee Base Pay Schedule on December 17, 2023; pending Union approval & City Council final Approval.

Willmar Police Department
Monthly Calls for Service Statistics

Title	October 2022	October 2023
911 Hang Up	18	16
Abandoned Vehicles	76	47
Agency Assist	39	9
Alarm	35	33
Alcohol Offense	12	5
Animal	47	47
Assault	23	11
Burglary	8	4
Child Custody Dispute	7	7
Crash	72	52
Criminal Damage To Property	28	23
Disorderly	38	25
Domestic	30	39
Drugs	18	19
Family Service	68	81
Fight	11	3
Fraud	13	11
Gun Permits	21	9
Harassment	35	31
Information	14	7
K-9 Assist	1	1
Lost And Found	51	44
Mental Issues	14	22
Missing Person	30	22
Motorists Assist	13	9
Neighborhood Disturbance	22	17
Public Assist	126	140
School Related Incidents	20	55
Sex Crimes	5	8
Sudden Death/Bodies Found	4	3
Suicidal Person	9	8
Suspicious	88	58
Theft	64	36
Traffic Complaint	44	39
Traffic Stop	237	272
Trespass	12	11
Warrant Service	24	13

Current Month CFS:

1325

YTD Calls for Service:

13720

2022 Month CFS:

1475

(Some minimal CFS categories not shown)

PUBLIC WORKS DIRECTOR REORT – NOVEMBER 2023

Street Projects

Gorton Ave/18th St/20th St – The base layer of asphalt in this area was installed starting Thursday November 9th. The final layer of asphalt will be paved next year after any repairs from the winter are addressed. Other work still scheduled for this fall includes topsoil installation and seeding. Signage and mailbox installation will be done as well. Next year, the path and the west end of Gorton will be completed. We thank everyone for their continued patience during this reconstruction.

Irene Ave/Augusta Ave/Mary Ave – Final grading of gravel and base layer asphalt installation began the week of November 13th. The final asphalt layer will be paved next year after the winter season. Signage and topsoil work will be done the Week of November 20th. Again, we thank everyone for their continued patience with this reconstruction project.

Wastewater

The Wastewater crew has been working long hours hauling and spreading biosolids from the plant out to the fields. Thankfully, for the most part, the weather has been cooperating with us. The following is a list from Superintendent Jason Lindahl that gives an overview of the other work that has been done recently:

- Daily duties for plant operations.
- Submitted the monthly EDMR to the MPCA.
- JOTS billing and Hauled-in waste billings.
- Cleaned and inspected AGST's 3 and 4.
- Put industrial oxidation ditch 2 back in service.
- Continuing to haul biosolids to MPCA approved fields.
- Re-construction of EL 7,8 and 9 at 75% review.
- Monthly generator runs at multiple lift stations and the plant.
- Shut down and removed the UV system for the year.
- Finished up fecal sampling for the year.
- Reviewed our quality manual and all SOP's, updated TSS and BOD SOP's to reflect the EPAs MUR changes.
- Submitted our lab certification renewal application to the MPCA.
- Sara attended MESERB fall conference.
- Attended MCEA webinar on PFAS in wastewater.
- Submitted the annual compliance report for the MN river basin phosphorus general permit.
- Public education posts on SW, WW, and PW's dept. activities.
- Completed initial review of draft NPDES wastewater permit.
- Working with Hall & Associates, Flaherty & Hood, and Donohue on a more detailed review. Will submit to MPCA soon.
- Completed stockpile inspections for 4th quarter (MS4 permit requirement).
- Completed annual SIU inspection at Jennie-O
- Provided plant tours to the Ridgewater Environmental Science class.

Public Works Department

The Public Works Department has been working hard to finish our fall checklist before the winter weather is upon us. Below is a list from Superintendent Kyle Radunz that touches on some of the work being done:

- Removed all buoys, all docks, and fishing piers from Foot and Willmar Lakes.
- Set up hockey boards.
- Worked with Willmar Mainstreet, Administration, Willmar MUC and Kandiyohi HRA for downtown clock installation.
- Continue street sweeping so long as the weather permits.
- Finished fall baseball/softball field maintenance - Mowing, overseeding, top dressing, fertilizing, edging, remove batting cage nets, removed back stop padding, etc.
- Removed footings for the old lights at North Swansson.
- Brush Site Work - Burning logs, piling of leaves and brush, mixing and turning compost.
- Hauled street sweepings to the landfill and brought winter sand back from Duinincks.
- Mixed and stacked about 2500 yds of sand for the winter.
- One morning of sanding the main roads - Oct 31st
- Continue to grind, clean out and backfill stumps.
- Put up Christmas lights and trim trees at Selvig Park.
- Install brackets and hang banners on the downtown streetlights.
- Helped install I-Beams for the new score boards at the Civic Center pinwheel complex.
- Bagging and hauling leaves in parks -Rice, Miller, Garfield, Hilltop, Flags of Honor, Destination playground, etc.
- Prepping lake aeration pumps for use in the winter.
- Flushing sewers for general maintenance.
- Painting Graffiti.

Brandon Lang has been hired to fill the position of Public Works mechanic. Brandon grew up in the area and had many of the qualifications that we were looking for in a candidate. I am excited to have Brandon as part of the team.

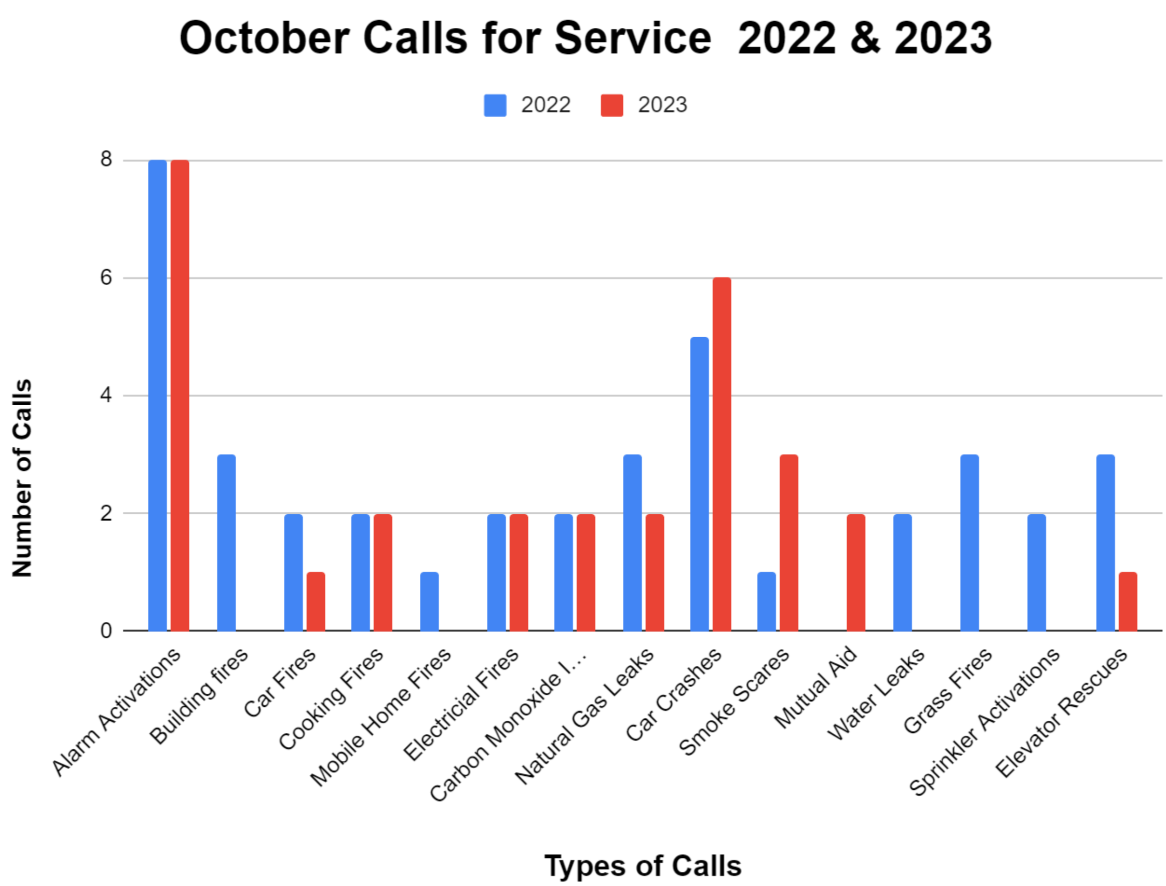
City Hall/Auditorium

General maintenance and cleaning are being performed daily. Other work includes filter replacement, belt replacement, painting, carpet cleaning, door repairs and plumbing work.

My sincere appreciation goes out to the entire staff for their continued help and support. We truly have a great team here at the City of Willmar.

Respectfully

Justin DeLeeuw – Public Works Director


October Calls for Service 2022 & 2023
2022
2023
8
6
4
2
0
Number of Calls
Alarm Activations
Building fires
Car Fires
Cooking Fires
Mobile Home Fires
Electricial Fires
Carbon Monoxide I...
Natural Gas Leaks
Car Crashes
Smoke Scares
Mutual Aid
Water Leaks
Grass Fires
Sprinkler Activations
Elevator Rescues
Types of Calls

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

October 2023

Type of Call	October 2022	October 2023
Alarm Activations	8	8
Building Fires	3	0
Car Fires	2	1
Cooking Fires	2	2
Mobile Home Fires	1	0
Electrical Fires	2	2
Carbon Monoxide Incidents	2	2
Natural Gas Leak	3	2
Car Crashes	5	6
Smoke Scares	1	3
Mutual Aid	0	2
Water Leaks	2	0
Grass Fires	3	0
Sprinkler Activations	2	0
Elevator Rescues	3	1

Current Month CFS: 28   First Responder Calls: 16

2023 YTD Fire Calls for Service: 294

2023 YTD First Responder Calls: 69 (Since start date of May 8, 2023)

2022 Calls for Service thru October: 322

Training:

October 5 -- Business Meeting

October 10 – Storytime at the Fire Station/ Open House   Approx 1,000 people attended this year.

October 19 – Fire Truck Winterization

October 26 – Officers Meeting

October Response Time: 5:54

YTD Response Time: 6:15

Pablo Obregon
Director of Community Growth-Equity and Inclusion
November Report

November 23 is Thanksgiving Day, I first experienced this celebration in 1986, although the food preparation was at the heart of the celebration, the main theme was grateful hearts and a recollection of the story of the pilgrims. Today, I observe thanksgiving as an ally with the native people, a day to retell the story, inviting everyone to practice narrative change. I am still grateful for the opportunity to live in this world and this land, I am humble to receive the many benefits most of us enjoy, freedom, food, family and much more, this all came with a high cost and resilience by those who were the first habitants of this land. I am thankful for the opportunity to share with you all the task to make Willmar the best place to live!

Native America Heritage Month-November: Native American Heritage Month in November **is about celebrating the rich culture and history of Native Americans**. As residents of the community of Willmar we value understanding contexts and environments. Therefore, we recognize the truth of the context and environment we share today. We are acknowledging that the land on which we gather is the traditional land of the Pezihutazizi Kapi people (the place where they dig for yellow medicine) has been the homeland for the Upper Sioux people, the Dakota Oyate (Nation), And also the Bdewakantunwan and Wahpekute bands of Dakota home of the Lower Sioux people for thousands of years. Please, take this time to reflect on and hold space for the violence, displacement, migration, and settlement that has brought us to this moment and the impact that has had on many people, their environments, their occupations. It is imperative for us to acknowledge, honor, and take action to support the communities of the People who have been on this land for countless generations. It is important we stay committed to taking action and work to offer more opportunity in preserving the culture, regeneration, and healing for this community. Although we don't have a visible presence of the native American community in our city, I know many of our residents have native/indigenous background, we celebrate their resilience, and the community values they have been able to share even throughout a very difficult history. The closest organized presence of Native American are the Upper Sioux and Lower Sioux Communities. Press the links to learn more about their history.

Age-Friendly Communities: The Willmar working committee of Age Friendly Community will kick off our city assessment/survey in the next few days. I encourage all of you reading this report to take time and participate in this effort to collect information that will be beneficial as we learn what may be the future needs of our community. We are committed to making this survey accessible to most of our resident. We will have an electronic version and will also have hard copies, we will also bring it to targeted groups, and host listening sessions. It is also to notice that Willmar's cultural diversity is giving us the opportunity to work intentionally in the areas of diversity, equity, and inclusion. We are actively creating space for our new immigrant community to be involved in our project and removing barriers so everyone can have access to share their feedback and perspective. We will have our assessment/survey in 4 languages and will have culture-specific listening sessions.

Martin Luther King Jr Event: January 15 at Ridgewater College Everyone is invited to join and remember the legacy of the Human Rights activist and champion Martin Luther King Jr. This event is a partnership of many local organizations and institution. Save the date, invitation with more details coming soon

With gratitude for our partnership.

Pablo

CITY OF Willmar

Pablo Obregon
Director of Community Growth (Equity and Inclusion)
E: pobregon@willmarmn.gov
DN: 320-214-5169 | **M:** 320-894-2346

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.I.
Agenda Section:	Consent Items	**Originating Department:**	Finance
Resolution:	No	**Prepared By:**	Tom Odens, Finance Director
Ordinance:	No	**Presented By:**	Tom Odens, Finance Director
Item:	City Finance Report Through 10/31/2023		

RECOMMENDED ACTION:
For information only

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. 10-31-2023 General Fund
2. 10-31-2023 WTP

City of Willmar
General Fund
Budgetary Comparison Report
For the Period EndedOctober 31, 2023
(As of 11/01/2023)

	2022 Actual Year-To-Date		2023 Annual Budget		2023 Actual Year-To-Date		% of 2023 Budget
Revenues							
General Property Taxes	$ 6,716,243.12		$ 8,526,561.00		$ 4,431,087.71		51.97%
Licenses and Permits	691,420.36	*	495,310.00		470,979.29		95.09%
Intergovernmental	6,117,702.15	*	6,211,046.00		3,510,214.11		56.52%
Service Charges	974,940.16	*	1,007,651.00		820,398.41		81.42%
Fines and Forfeits	92,982.67		100,000.00		77,671.16		77.67%
Special Assessments	3,845.48	*	1,700.00		1,015.19		59.72%
Miscellaneous Revenue	854,613.38	*	851,324.00		1,576,830.25	*	185.22%
Other Financing Sources	2,494,902.52		2,524,792.00		1,996,554.00		79.08%
Total Revenues	**$ 17,946,649.84**	*	**$ 19,718,384.00**		**$ 12,884,750.12**		**65.34%**
Expenditures							
City Administrator	$ 457,058.70		$ 672,053.00		$ 472,870.55		70.36%
Mayor and Council	207,970.27	*	224,100.00		241,498.70	*	107.76%
Planning/Development Services	763,066.77		797,675.00		708,659.72		88.84%
City Clerk	242,355.04		246,111.00		203,622.08		82.74%
Assessing	121,570.00		134,938.00	*	139,496.00	*	103.38%
Finance Department	493,471.15		641,539.00		518,864.26		80.88%
Legal	400,065.84	*	300,000.00		328,935.77	*	109.65%
City Hall	180,979.53	*	166,058.00		188,653.98	*	113.61%
Information Technology	651,066.41		762,060.00		618,048.90		81.10%
Office Services	15,976.36		31,800.00		16,521.64		51.95%
Cultural Diversity	-		-	*	3,237.03	*	999.99%
Human Resources	185,668.20	*	227,849.00		143,457.59		62.96%
Elections	89,646.75		37,781.00		7,236.42		19.15%
Non-Departmental/Gen.Gov't.	1,161,671.70	*	714,968.00		881,542.43	*	123.30%
Sub-Total General Gov't.	4,970,566.72		4,956,932.00		4,472,645.07		**90.23%**
Police Department	6,229,299.35	*	5,404,330.00		4,813,228.00		89.06%
Fire Protection	878,286.13		1,012,641.00		792,577.41		78.27%
Non-Departmental/Pub.Safety	14,560.30		18,500.00		20,471.00	*	110.65%
Sub-Total Public Safety	7,122,145.78		6,435,471.00		5,626,276.41		**87.43%**
Transit System	17,500.00		20,000.00		20,000.00		100.00%
Engineering	392,316.27		871,658.00		339,901.58		38.99%
Storm Water	67,006.47		82,200.00		88,463.42	*	107.62%
Public Works	3,354,526.09	*	3,382,720.00		3,270,609.71		96.69%
Non-Departmental/Pub.Works	-		1,000.00		41.25		4.13%
Airport	-		-	*	-		
Sub-Total Streets/Highways	3,831,348.83		4,357,578.00		3,719,015.96		**85.35%**
WRAC	127,393.37		130,712.00		105,664.51		80.84%
Library	551,502.90		568,825.00		443,499.21		77.97%
Auditorium	52,515.88		176,500.00		48,744.27		27.62%
Non-Departmental/Culture-Recr.	89,857.36		100,000.00		71,000.00		71.00%
Parks & Recreation	746,696.00	*	896,281.00		897,441.31	*	100.13%
Civic Center	750,258.06	*	823,911.00		753,915.63		91.50%
Community Center	251,989.56	*	260,194.00		210,528.25		80.91%
Aquatic Center	275,577.65		311,035.00		206,042.33		66.24%
Recreation/Event Center	29,467.66		188,500.00		22,637.63		12.01%
Sub-Total Culture/Recreation	2,875,258.44		3,455,958.00		2,759,473.14		**79.85%**
Transfers	79,000.00	*	1,956,186.00		2,085,984.75		106.64%
Total Expenditures	**$ 18,878,319.77**		**$ 21,162,125.00**		**$ 18,663,395.33**		**88.19%**

* Indicates Over Budget

City of Willmar

Waste Treatment Plant

Budgetary Comparison Report

For the Period Ended October 31, 2023

(As of 11/01/2023)

	2022 Actual Year-To-Date		2023 Annual Budget	2023 Actual Year-To-Date		% of 2023 Budget
Revenues						
Intergovernmental	$ 79,456.21		$ 78,500.00	$ 82,163.12	*	104.67%
Service Charges	10,107,369.10		10,101,000.00	7,497,257.75		74.22%
Miscellaneous Revenue	272,880.12	*	84,000.00	501,482.52	*	597.00%
Other Financing Sources	1,608,307.47	*	-	-		-----
Total Revenues	**$ 12,068,012.90**	*	**$ 10,263,500.00**	**$ 8,080,903.39**		**78.73%**
Expenditures						
Waste Treatment - Municipal	$ -		$ -	$ -		-----
Waste Treatment - Treatment	7,955,205.53		12,315,489.00	10,390,561.25		84.37%
Waste Treatment - Collections	4,796,123.77	*	4,237,929.00	3,314,573.40		78.21%
Waste Treatment - Biosolids	285,533.27		399,105.00	180,012.56		45.10%
Waste Treatment - Eagle Lake	13,127.88		54,650.00	56,303.35	*	103.03%
Total Expenditures	**$ 13,049,990.45**		**$ 17,007,173.00**	**$ 13,941,450.56**		**81.97%**

* Indicates Over Budget

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	7.J.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Judy Thompson, City Clerk
Item:	City Investment Report through 9/30/2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. 9-30-2023 Investment Report
2. 9-30-2023 Historical Interest per Quarter

INVESTMENT ACTIVITY REPORT FOR QUARTER ENDED SEPTEMBER 30, 2023

BALANCE AT PRIOR QUARTER END JUNE 30, 2023	**$ 48,676,390.91**
SUMMARY OF JULY THROUGH SEPTEMBER, 2023, TRANSACTIONS:	
(07/31/23) Matured: Multi-Bank Securities, FHLB-3130ATNL7, 07/27/23, 4.375%	(540,000.00)
(07/31/23) Market Value Adjustment: Multi-Bank Securities, FHLB-3130ATNL7	383.40
(07/31/23) Interest Accrued 4M Money Market	19,579.64
(07/31/23) Interest Accrued 4MP Money Market	2,490.00
(07/31/23) Interest Accrued 4MC Money Market	2,339.73
(07/31/23) Interest Accrued Bremer Bank Money Market	142.36
(08/03/23) Transfer from 4M	(5,200,000.00)
(08/15/23) Called: Wells Fargo Advisors, FHLB-3130AK2Q8, 0.320%	(1,632,272.73)
(08/15/23) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130AK2Q8	10,521.84
(08/25/23) Matured: Bremer Wealth Mgmt, FNMA-3136G42C6, 08/25/23, 0.320%	(500,000.00)
(08/25/23 Market Value Adjustment: Bremer Wealth Mgmt, FNMA-3136G42C6	3,740.00
(08/31/23) Interest Accrued 4M Money Market	1,300.03
(08/31/23) Interest Accrued 4MP Money Market	2,336.04
(08/31/23) Interest Accrued 4MC Money Market	155.35
(08/31/23) Interest Accrued Bremer Bank Money Market	142.47
(09/14/23) PURCHASED: 4M-203 Money Market	7,816,995.14
(09/18/23) PURCHASED: 4M-203, Money Market	500,000.00
(09/30/23) Interest Accrued 4M Money Market	6.35
(09/30/23) Interest Accrued 4MP Money Market	2,281.11
(09/30/23) Interest Accrued 4M-203 Money Market	885.20
(09/30/23) Interest Accrued 4M-203-P Money Market	19,691.93
(09/30/23 Interest Accrued Bremer Bank Money Market	137.99
(09/30/23) Quarter-End Market Value Adjustment	24,392.35
SEPTEMBER 30, 2023, BALANCE	**$ 49,211,639.11**

CASH/INVESTMENT PORTFOLIO AS OF SEPTEMBER 30, 2023

	BANK	SECURITY TYPE		ACQUIRED DATE	MATURITY DATE	INTEREST RATE	PAR VALUE	MARKET VALUE
Investments:								
1	Bremer Bank	MM	437680198	09/28/2018	N/A	1.000%	$ 167,891.10	$ 168,029.09
2	4M	MM	35205-101	01/31/2020	N/A	5.580%	1,461.73	1,461.73
3	4M	MM	35205-101-P	01/31/2020	N/A	5.658%	519,334.72	519,334.72
4	4M	MM	35205-201-21C	10/08/2021	N/A	5.580%	500,885.20	500,885.20
5	4M	MM	35205-203	09/14/2023	N/A	5.658%	7,836,687.07	7,836,687.07
6	Bremer Wealth	FFCB	3133EMBQ4	10/13/2020	10/05/2023	0.270%	250,000.00	249,885.00
7	Wells Fargo Adv	FHMA	3136G46A6	10/27/2020	10/27/2023	0.300%	1,000,000.00	996,470.00
8	Wells Fargo Adv	FHLMC	3134GXCA0	11/24/2020	11/24/2023	0.320%	1,000,000.00	992,520.00
9	Wells Fargo Adv	FFCB	3133EMHL9	11/30/2020	11/30/2023	0.310%	1,500,000.00	1,487,070.00
10	Wells Fargo Adv	CD	88241TJP6	12/18/2020	12/18/2023	0.350%	245,000.00	242,282.95
11	Multi-Bank Sec	FHLB	3130AQVF7	02/28/2022	02/28/2024	1.000-2000%	1,000,000.00	985,490.00
12	Bremer Wealth	TB	436308HF0	04/16/2020	04/01/2024	5.000%	200,000.00	201,044.00
13	Multi-Bank Sec	FHLMC	3134GXG73	08/12/2022	08/12/2024	4.100%	1,500,000.00	1,480,860.00
14	Wells Fargo Adv	FHLB	3130APWJ0	12/10/2021	09/10/2024	1.000%	500,000.00	478,930.00
15	Bremer Wealth	FFCB	3133EMBD3	09/25/2020	09/24/2024	0.360%	200,000.00	190,052.00
16	Wells Fargo Adv	CD	05600XBJ8	11/25/2020	11/25/2024	0.300%	245,000.00	230,941.90
17	Multi-Bank Sec	FHLB	3130AQJM6	01/28/2022	01/28/2025	1.250%	1,000,000.00	945,230.00
18	Multi-Bank Sec	FHLB	3130AQYM9	02/28/2022	02/28/2025	1.250-5000%	2,000,000.00	1,959,280.00
19	Multi-Bank Sec	FHLB	3130AR3N9	03/10/2022	03/10/2025	1.250-5.000%	1,000,000.00	978,830.00
20	Multi-Bank Sec	FHLB	3130ARGD7	04/14/2022	04/14/2025	2.000-4.000%	1,000,000.00	972,300.00
21	Multi-Bank Sec	FHLMC	3134GXE34	07/25/2022	07/25/2025	4.050%	1,500,000.00	1,463,400.00
22	Multi-Bank Sec	FHLB	3130ASR76	07/28/2022	07/28/2025	3.500-5.500%	500,000.00	493,005.00
23	Bremer Wealth	FHLMC	3134GWND4	03/02/2021	08/12/2025	0.600%	250,000.00	229,310.00
24	Wells Fargo Adv	FHLB	3130AKLN4	01/14/2021	10/14/2025	0.200-3.500%	1,000,000.00	920,700.00
25	Wells Fargo Adv	CD	48128UQY8	11/13/2020	11/13/2025	0.400-1.000%	245,000.00	221,031.65
26	Wells Fargo Adv	FHLB	3130AKTT3	01/29/2021	01/29/2026	0.300-1.000%	2,000,000.00	1,807,260.00
27	Wells Fargo Adv	FHLB	3130AKWD4	02/09/2021	02/09/2026	0.300-0.750%	2,000,000.00	1,800,480.00
28	Wells Fargo Adv	FHLB	3130ALGY4	03/16/2021	03/16/2026	0.500-1.000%	755,000.00	686,566.80
29	Wells Fargo Adv	FHLB	3130ALYA6	04/28/2021	04/28/2026	0.550-2.000%	1,000,000.00	923,470.00
30	Wells Fargo Adv	FHLB	3130ALX66	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	921,430.00
31	Wells Fargo Adv	FHLB	3130ALZ80	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	921,430.00
32	Wells Fargo Adv	CD	856285VS7	05/19/2021	05/19/2026	1.000%	245,000.00	218,451.80
33	Wells Fargo Adv	FHLB	3130AMKN1	05/27/2021	05/27/2026	0.500-2.250%	505,000.00	461,267.00
34	Wells Fargo Adv	FHLB	3130AMLA8	06/15/2021	06/15/2026	0.500-3.000%	1,860,000.00	1,705,713.00
35	Wells Fargo Adv	FHLB	3130AMZD7	06/30/2021	06/30/2026	0.500-2.500%	2,000,000.00	1,824,160.00
36	Wells Fargo Adv	FHLB	3130AMW57	06/30/2021	06/30/2026	0.650-2.000%	750,000.00	675,232.50
37	Bremer Wealth	TB	837445AL9	02/09/2021	07/01/2026	3.250%	450,000.00	427,522.50
38	Wells Fargo Adv	CD	795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	216,856.85
39	Bremer Wealth	FHLB	3130AMAQ5	04/22/2021	07/29/2026	1.000%	150,000.00	133,836.00
40	Wells Fargo Adv	FHLB	3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	909,660.00
41	Wells Fargo Adv	FHLB	3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	225,225.00
42	Wells Fargo Adv	FHLB	3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	890,140.00
43	Wells Fargo Adv	FHLB	3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	905,450.00
44	Wells Fargo Adv	FHLB	3130APMS1	10/28/2021	10/28/2026	0.750-4.000%	1,000,000.00	912,320.00
45	Multi-Bank Sec	CD	61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	216,026.30
46	Wells Fargo Adv	FHLB	3130APPP4	11/23/2021	11/23/2026	0.750-5.000%	935,000.00	856,301.05
47	Wells Fargo Adv	FHLB	3130APV51	11/24/2021	11/24/2026	1.000-4.000%	1,500,000.00	1,373,370.00
48	Wells Fargo Adv	FHLB	3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	918,520.00
49	Wells Fargo Adv	FHLB	3134GXWP5	06/23/2022	06/23/2027	3.000-5.250%	1,000,000.00	957,520.00
50	Wells Fargo Adv	FHLB	3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	1,781,260.00
51	Multi-Bank Sec	FHLB	3130AT3M7	09/16/2022	09/16/2027	4.000%	500,000.00	493,190.00
52	Multi-Bank Sec	FHLB	3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	438,230.00
53	Wells Fargo Adv	FHLB	3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	865,720.00
	TOTAL INVESTMENT						$ 52,051,259.82	$ 49,211,639.11

CASH/INVESTMENT PORTFOLIO AS OF SEPTEMBER 30, 2023

	BANK	SECURITY TYPE	ACQUIRED DATE	MATURITY DATE	INTEREST RATE	PAR VALUE	MARKET VALUE
Cash:							
54	Heritage Bank	Jumbo Deposit Account		None	0.040%	768,971.69	768,971.69
55	Heritage Bank	Commercial Ckg		None	0.140%	4,329,530.33	4,329,530.33
56	Heritage Bank	Employee FSA Ckg		None	0.000%	7,773.94	7,773.94
57	Heritage Bank	Police Forfeiture Ckg		None	0.040%	37,966.64	37,966.64
58	Heritage Bank	Police Explorer Ckg		None	0.000%	14,453.92	14,453.92
59	Heritage Bank	Fire Dpt Explorer Ckg		None	0.000%	10,642.92	10,642.92
60	Heritage Bank	Payroll Ckg		None	0.000%	235,013.40	235,013.40
61	Bremer Wealth	Money Market		None	0.030%	168,029.09	28,189.50
	TOTAL PORTFOLIO FOR SEPTEMBER 30, 2023					$ 57,623,641.75	$ 54,644,181.45

USTN: US Treasury Note
TB: Taxable Bond
Par Value is not equal to Purchase Amount

Total Net Market Value Increase During Quarter Ended September 30, 2023	$ 39,037.59
Total Capital Gain During Quarter Ended September 30, 2023	-

Historical Interest/Dividends Received Per Quarter
2013 through 09/30/2023

Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Annual Totals
2023	$ 208,735.23	$ 184,247.62	$ 262,034.89	$ -	$ 655,017.74
2022	$ 51,425.47	$ 92,025.80	$ 115,301.08	$ 158,956.69	$ 417,709.04
2021	$ 45,770.36	$ 70,546.38	$ 44,546.22	$ 69,630.17	$ 230,493.13
2020	$ 251,403.43	$ 211,548.65	$ 101,244.27	$ 63,649.97	$ 627,846.32
2019	$ 169,343.56	$ 253,437.22	$ 281,584.07	$ 296,234.54	$ 1,000,599.39
2018	$ 174,572.53	$ 258,322.75	$ 180,554.87	$ 304,728.14	$ 918,178.29
2017	$ 209,941.65	$ 207,001.33	$ 159,519.58	$ 254,797.06	$ 831,259.62
2016	$ 203,419.67	$ 243,624.43	$ 128,705.25	$ 203,709.56	$ 779,458.91
2015	$ 187,662.01	$ 241,077.82	$ 183,436.47	$ 238,629.12	$ 850,805.42
2014	$ 196,385.66	$ 258,307.26	$ 182,514.61	$ 259,763.87	$ 896,971.40
2013	$ 221,647.55	$ 231,204.91	$ 171,397.74	$ 264,878.39	$ 889,128.59

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	7.K.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Reports for September 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. September 2023 FS (1)

WILLMAR MUNICIPAL UTILITIES
ELECTRIC DIVISION
SEPTEMBER 2023

	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
Operating Revenues					
Residential	$724,004	$672,613	$6,348,293	$6,053,518	$6,290,505
Commercial/Industrial	$1,813,514	$1,630,015	$14,913,027	$14,670,131	$14,674,889
Energy Acquisition/Fuel Adj	$0	$0	$0	$0	$0
City Franchise Fee	$248,611	$219,983	$2,239,649	$1,979,843	$1,729,578
Transmission	$288,464	$237,377	$2,170,119	$2,136,392	$2,260,540
Miscellaneous	$84,797	$72,424	$582,187	$651,815	$543,461
Total Operating Revenues	$3,159,391	$2,832,411	$26,253,275	$25,491,697	$25,498,973
Operating Expenses					
Production	$10,479	$27,872	$221,552	$250,851	$160,991
Purchased Power	$1,348,258	$1,340,640	$12,597,564	$12,065,759	$11,469,833
Transmission	$436,682	$352,718	$3,534,947	$3,174,462	$3,255,737
Distribution	$99,492	$146,476	$817,292	$1,318,288	$1,074,719
Customer Service	$16,564	$24,916	$124,198	$224,248	$119,128
Energy Services	$31,589	$11,355	$89,727	$102,197	$68,034
General & Administrative	$148,012	$215,566	$1,805,609	$1,940,093	$1,644,472
Depreciation	$177,460	$168,051	$1,558,406	$1,512,455	$1,483,356
Total Operating Expenses	$2,268,536	$2,287,595	$20,749,294	$20,588,352	$19,276,270
Operating Income					
Other Income	$106,249	$39,154	$967,685	$352,387	$441,986
Other Expense	-$154	-$542	-$521	-$4,875	-$1,974
Net Earnings	$106,094	$38,612	$967,164	$347,512	$440,012
Cash Payment to City	$179,383	$178,070	$1,614,450	$1,602,632	$1,614,450
Retained Earnings	$817,566	$405,358	$4,856,695	$3,648,225	$5,048,265

* The Monthly & YTD Budget Amounts are Annual Budget divided by 12. Seasonal energy rates will cause actual to be different than budget during the early part of the year, but will catch up over the higher summer months.

Notes: Total Operating Revenues are about $761,000 over our budget forecast for the year. Expenses are about $160,000 over our budget forecast and Retained Earnings are about $1,208,000 over our budget forecast.

WILLMAR MUNICIPAL UTILITIES
WATER DIVISION
SEPTEMBER 2023

	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
Operating Revenues					
Residential	$248,300	$207,342	$1,922,268	$1,866,076	$1,616,894
Commercial/Industrial	$272,912	$213,869	$2,166,261	$1,924,825	$1,629,987
Miscellaneous	$53,140	$4,683	$109,216	$42,150	$53,196
Total Operating Revenues	$574,352	$425,895	$4,197,745	$3,833,051	$3,300,077
Operating Expenses					
Production & Distribution	$76,244	$115,991	$840,225	$1,043,918	$948,244
Customer Service	$9,485	$8,298	$74,978	$74,678	$73,484
General & Administrative	$53,341	$69,752	$536,119	$627,769	$510,433
Depreciation	$29,842	$40,296	$268,251	$362,663	$221,989
Total Operating Expenses	$168,912	$234,336	$1,719,574	$2,109,026	$1,754,150
Operating Income					
Other Income	$13,847	$3,527	$100,030	$31,739	$41,080
Other Expense	$0	-$58,792	$0	-$529,125	$0
Net Earnings	$13,847	-$55,265	$100,030	-$497,386	$41,080
Retained Earnings	$419,286	$136,293	$2,578,201	$1,226,639	$1,587,006

* The Monthly & YTD Budget Amounts are Annual Budget divided by 12. Seasonal energy rates will cause actual to be different than budget during the early part of the year, but will catch up over the higher summer months.

Notes: Total Operating Revenues are about $364,000 over our budget forecast for the year. Expenses are about $389,000 under our budget forecast and Retained Earnings are about $1,351,000 over our budget.

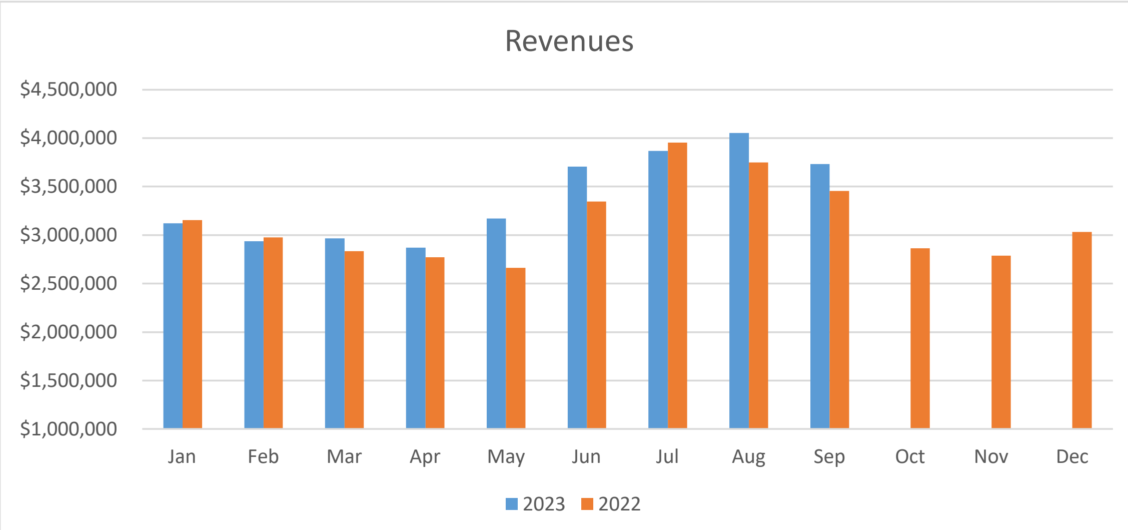
WILLMAR MUNICIPAL UTILITIES
ALL DIVISIONS
SEPTEMBER 2023

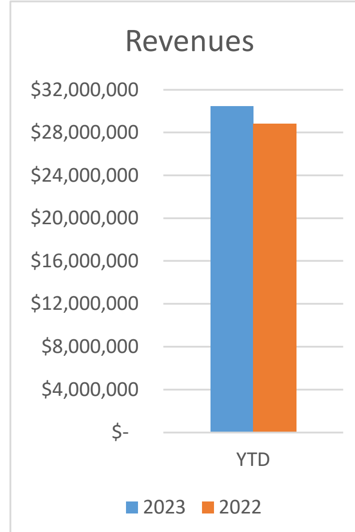
	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
Operating Revenues					
Residential	$972,304	$879,955	$8,270,561	$7,919,594	$7,907,399
Commercial/Industrial	$2,086,426	$1,843,884	$17,079,288	$16,594,955	$16,304,876
Energy Acquisition/Fuel Adj	$0	$0	$0	$0	$0
City Franchise Fee	$248,611	$219,983	$2,239,649	$1,979,843	$1,729,578
Transmission	$288,464	$237,377	$2,170,119	$2,136,392	$2,260,540
Miscellaneous	$137,937	$77,107	$691,403	$693,965	$596,657
Total Operating Revenues	$3,733,743	$3,258,305	$30,451,020	$29,324,747	$28,799,050
Operating Expenses					
Production	$10,479	$27,872	$221,552	$250,851	$160,991
Purchased Power	$1,348,258	$1,340,640	$12,597,564	$12,065,759	$11,469,833
Transmission	$436,682	$352,718	$3,534,947	$3,174,462	$3,255,737
Distribution	$99,492	$146,476	$817,292	$1,318,288	$1,074,719
Water Production & Distribution	$76,244	$115,991	$840,225	$1,043,918	$948,244
Customer Service	$26,049	$33,214	$199,177	$298,925	$192,612
Energy Services	$31,589	$11,355	$89,727	$102,197	$68,034
General & Administrative	$201,353	$285,318	$2,341,728	$2,567,861	$2,154,905
Depreciation	$207,302	$208,346	$1,826,657	$1,875,117	$1,705,345
Total Operating Expenses	$2,437,448	$2,521,931	$22,468,868	$22,697,378	$21,030,420
Operating Income					
Other Income	$120,095	$42,681	$1,067,715	$384,126	$483,066
Other Expense	-$154	-$59,333	-$521	-$534,000	-$1,974
Net Earnings	$119,941	-$16,653	$1,067,194	-$149,874	$481,092
Cash Payment to City	$179,383	$178,070	$1,614,450	$1,602,632	$1,614,450
Retained Earnings	$1,236,853	$541,652	$7,434,897	$4,874,864	$6,635,271

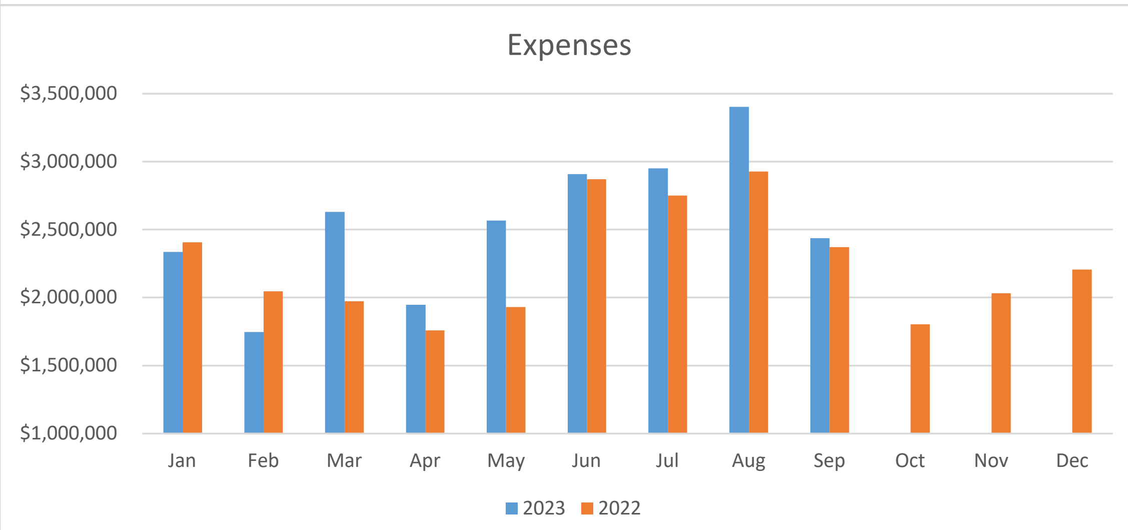
* The Monthly & YTD Budget Amounts are Annual Budget divided by 12. Seasonal energy rates will cause actual to be different than budget during the early part of the year, but will catch up over the higher summer months.

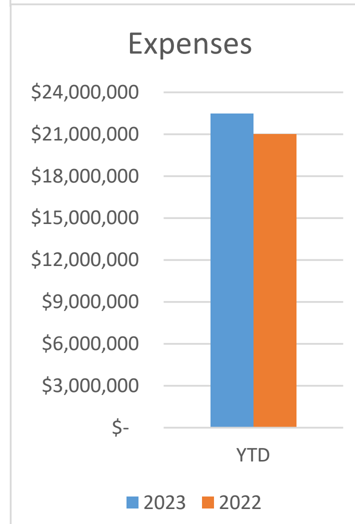
Notes: Overall, Retained Earnings are about $2.5 million over our budget forecast for the year.

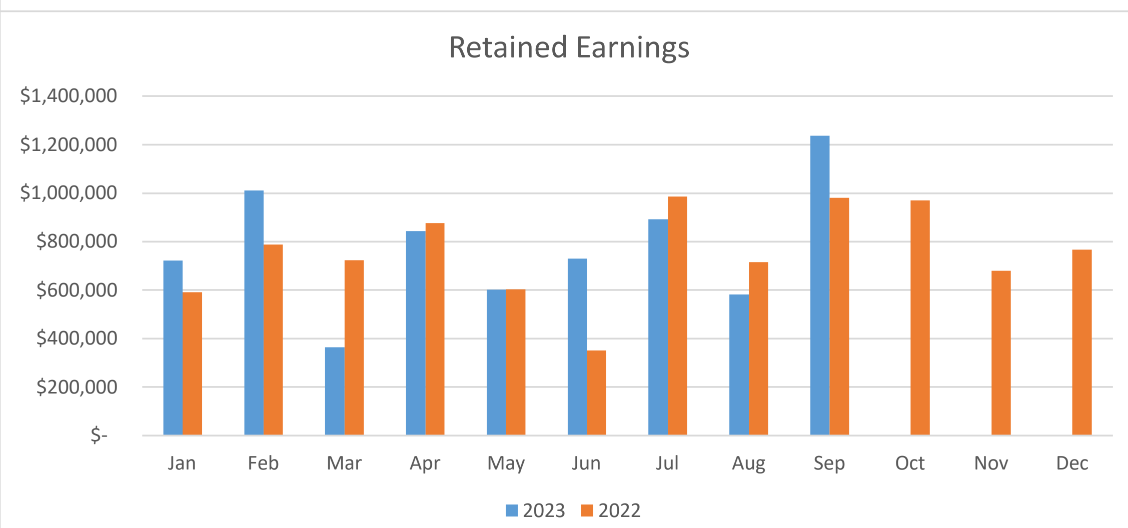
WILLMAR MUNICIPAL UTILITIES
ALL DIVISIONS
SEPTEMBER 2023

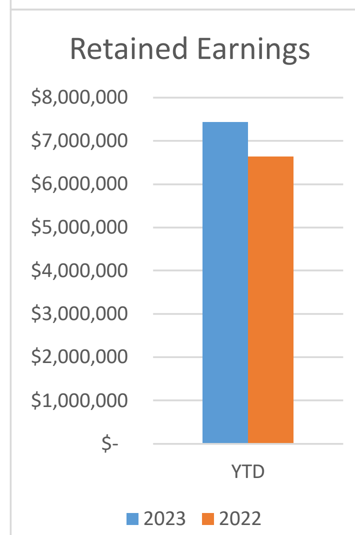












City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.L.
Agenda Section:	Consent Items	**Originating Department:**	City Clerk
Resolution:	No	**Prepared By:**	Judy Thompson, City Clerk
Ordinance:	No	**Presented By:**	Judy Thompson, City Clerk
Item:	Consideration of Charter Commission Members		

RECOMMENDED ACTION:
Recommend additional people to list of nominees to present to District Court Judge for appointment or approve as presented.

OVERVIEW:
The Charter Commission currently consists of nine members. One of the two Commissioner's whose terms expire December 31, 2023, has expressed his desire to serve another term. This leaves one vacant position on the Commission. The list of nominees thus far is:

Re-appointment: Richard Engan
To fill vacancy: David Anfinson

BUDGETARY/FISCAL ISSUES:
N/A

ALTERNATIVES TO CONSIDER:
N/A

ATTACHMENTS:
None

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	7.M.
Agenda Section:	Consent Items	**Originating Department:**	Administration
Resolution:	No	**Prepared By:**	Leslie Valiant, City Administrator
Ordinance:	No	**Presented By:**	Leslie Valiant, City Administrator
Item:	Legal Services Rates for 2024		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Willmar - 2024 Flaherty & Hood Rate Schedule - 11.13.2023

November 13, 2023

Ms. Leslie Valiant
City Administrator
City of Willmar
P.O. Box 755
Willmar, MN 56201-0755

VIA EMAIL AND U.S. MAIL

Re: City of Willmar Legal Services

Dear Ms. Valiant:

Please find enclosed Flaherty & Hood, P.A.'s hourly rate schedule for providing legal services to the City of Willmar (the "City") for calendar year 2024. The rate schedule is effective January 1, 2024.

We have very much appreciated the opportunity to work with you and the City over the past year and look forward to continuing to provide legal services to the City in the upcoming year.

Should you have any questions or require additional information, please do not hesitate to contact me at (651) 225-8840 or via email at cmhood@flaherty-hood.com. Thank you.

Very truly yours,

FLAHERTY & HOOD, P.A.

Chris Hood

Christopher M. Hood

CMH/sc

Encl.

cc: Shannon Strei, Finance via email only at finance@willmarmn.gov
Abby Ahrendt, Administrative Assistant via email only at aahrendt@willmarmn.gov

FLAHERTY & HOOD, P.A.
2024 HOURLY RATE SCHEDULE

HOURLY FEES[1]		2024
General Municipal Matters Advise and represent the government unit in civil legal matters not otherwise categorized as Labor and Employment, Environment[2], Real Estate, or Litigation matters.	**Attorneys**	**$190/hr.**
	Paralegals	**$105/hr.**
	Law Clerks	**$95/hr.**
Labor and Employment Matters Advise and represent the government unit in labor relations and employment matters.	**First 25 Hours**	**9/1/23–8/31/24**
	Attorneys	**$150/hr.**
	Analysts	**$130/hr.**
	Paralegals	**$85/hr.**
	Law Clerks	**$75/hr.**
	Hours Over 25	**9/1/23–8/31/24**
	Attorneys	**$180/hr.**
	Analysts	**$140/hr.**
	Paralegals	**$95/hr.**
	Law Clerks	**$85/hr.**
Real Estate Matters Advise and represent the government unit in real estate matters.	**Attorneys**	**$200/hr.**
	Paralegals	**$110/hr.**
	Law Clerks	**$100/hr.**
Litigation Matters Advise and represent the government unit in contested matters, where no insurance coverage is otherwise available, including but not limited to: state or federal district court or appellate civil litigation; mediation; arbitration; administrative proceedings before state or federal agencies; and like proceedings.	**Attorneys**	**$210/hr.**
	Paralegals	**$120/hr.**
	Law Clerks	**$110/hr.**
Minimum Increment of Time Billed for Services		**15 min.**

[1] Firm may utilize other professional staff at lower hourly rates as appropriate.
[2] Rates for environmental matters will be negotiated on a per case basis.

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	7.N.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Judy Thompson, City Clerk
Item:	Accounts Payable Report, 11-1-23 Thru 11-17-23		

RECOMMENDED ACTION:
Review and Approve Accounts Payable Listing

OVERVIEW:
Departmental submission of Invoices to be included on the Accounts Payable Listing.

BUDGETARY/FISCAL ISSUES:
Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Vendor Pymt History Report 11-01-23 Thru 11-17-23

```
ACS FINANCIAL SYSTEM                                            CITY OF WILLMAR
11/17/2023  13:04:49   Vendor Payment History Report    GL050S-V08.19 COVERPAGE
                                                        GL540R


Report Selection:

Optional Report Title.......INCLUDES ONLY POSTED TRANS

INCLUSIONS:
Fund & Account.                              thru

Check.. Date................      11/01/2023 thru 11/17/2023
Source Codes................                 thru
Journal Entry Dates.........                 thru
Journal Entry Ids...........                 thru
Check.. Number..............                 thru

Project.....................                 thru
Vendor......................                 thru
Invoice.....................                 thru
Purchase Order..............                 thru
Bank........................                 thru
Payment Method...
Totals Only?................               N
1099 Vendors Only?..........
Lower Dollars Limit.........

Create Excel file & Download               N


Run Instructions:
  Jobq Banner   Copies Form  Printer      Hold Space  LPI  Lines CPI  CP SP RT
    L             01         MNWIPRT01     Y     S     6    066   10
```

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ACE ROLLOFFS & DISPOSAL 003696													
69942	11/17/23	GARBAGE SERVICE-NOV	46.15		231/11-23			D	N	01		CLEANING AND WAS	101.43425.0228
69942	11/17/23	GARBAGE SERVICE-NOV	49.68		233/11-23			D	N	01		CLEANING AND WAS	101.45435.0338
69942	11/17/23	GARBAGE SERVICE-NOV	154.51		234/11-23			D	N	01		CLEANING AND WAS	101.45433.0228
69942	11/17/23	GARBAGE SERVICE-NOV	146.02		235/11-23			D	N	01		CLEANING AND WAS	101.45433.0228
69942	11/17/23	GARBAGE SERVICE-NOV	129.48		238/11-23			D	N	01		CLEANING AND WAS	101.41408.0228
69942	11/17/23	GARBAGE SERVICE-NOV	202.64		239/11-23			D	N	01		CLEANING AND WAS	101.43425.0228
69942	11/17/23	GARBAGE SERVICE-NOV	24.35		240/11-23			D	N	01		CLEANING AND WAS	651.48484.0338
69942	11/17/23	GARBAGE SERVICE-NOV	209.71		241/11-23			D	N	01		CLEANING AND WAS	651.48484.0338
			962.54	*CHECK TOTAL									
		VENDOR TOTAL	962.54										
AFLAC 003800													
69940	11/14/23	ACCIDENT INS-NOV	31.07		11-2023			D	-			INS. PASS THROUG	101.41428.0819
69940	11/14/23	CANCER INS-NOV	245.87		11-2023			D	-			INS. PASS THROUG	101.41428.0819
69940	11/14/23	SHORT TERM DSBLTY-NOV	373.23		11-2023			D	-			INS. PASS THROUG	101.41428.0819
			650.17	*CHECK TOTAL									
		VENDOR TOTAL	650.17										
ALPHA TRAINING & TACTICS 003136													
69943	11/17/23	CHRISTENSEN-BALLIST VEST	979.02		2023-0345			D	-			SUBSISTENCE OF P	101.42411.0227
69943	11/17/23	LLOYD-BALLISTICS VEST	979.02		2023-0346			D	-			SUBSISTENCE OF P	101.42411.0227
69943	11/17/23	HELGESON-BALLISTICS VEST	979.02		2023-0347			D	-			SUBSISTENCE OF P	101.42411.0227
69943	11/17/23	HANNEMAN-BALLISTICS VEST	979.02		2023-0348			D	-			SUBSISTENCE OF P	101.42411.0227
69943	11/17/23	SCHAEFBAUER-BALLIST VEST	979.02		2023-0351			D	-			SUBSISTENCE OF P	101.42411.0227
69943	11/17/23	ANDERSON-BALLISTICS VEST	979.02		2023-0352			D	-			SUBSISTENCE OF P	101.42411.0227
			5,874.12	*CHECK TOTAL									
		VENDOR TOTAL	5,874.12										
AMAZON CAPITAL SERVICES 003557													
69944	11/17/23	UPS FOR FIRE&POLICE DE	2,942.02		1G9C-369X-1FTJ			D	-			MTCE. OF EQUIPME	101.41409.0334
69944	11/17/23	PAPER-RECEIPT PRINTER	33.96		1QTY-3HQR-HJHW			D	-			MTCE. OF EQUIPME	101.41409.0334
69944	11/17/23	CLIPBOARD	9.89		1WTR-CP1P-3DTX			D	-			OFFICE SUPPLIES	101.42411.0220
69944	11/17/23	VOIP TO ANALOG ADAPTER	34.00		1XWD-X9KH-39CP			D	-			SMALL TOOLS	101.41409.0221
69944	11/17/23	BATTERIES	5.59		1XWD-X9KH-39CP			D	-			MTCE. OF EQUIPME	101.41409.0334
69944	11/17/23	BATTERY	34.76		113L-1PCL-3WJT			D	-			MTCE. OF EQUIPME	101.42411.0224
69944	11/17/23	USB SOUND CARD	17.83		14T6-QJ3V-3CDH			D	-			SMALL TOOLS	101.41409.0221
69944	11/17/23	FIRST AID BAGS FOR CERTS	493.02		19G1-9PVY-LCRG			D	-			GENERAL SUPPLIES	101.42411.0229
			3,571.07	*CHECK TOTAL									
		VENDOR TOTAL	3,571.07										
AMERICAN DOOR WORKS 000825													
69945	11/17/23	REPAIR ROLLERS-GARAGE #2	135.89		02-013198			D	-			MTCE. OF STRUCTU	101.43425.0335
AMERICAN WELDING & GAS I 000057													
69946	11/17/23	FIRE EXT. INSPECTION	43.19		09635322			D	-			MTCE. OF EQUIPME	101.45435.0334
69946	11/17/23	FIRE EXT. INSEPCTION	22.73		09672021			D	-			MTCE. OF EQUIPME	651.48485.0334
69946	11/17/23	FIRE EXT. INSEPCTION	22.73		09672023			D	-			MTCE. OF EQUIPME	651.48485.0334

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
AMERICAN WELDING & GAS I 000057										
	69946	11/17/23	FIRE EXT. INSEPCTION	22.73		09672025		D -	MTCE. OF EQUIPME	651.48485.0334
	69946	11/17/23	FIRE EXT. INSEPCTION	9.09		09672026		D -	MTCE. OF EQUIPME	651.48485.0334
	69946	11/17/23	FIRE EXT. INSEPCTION	9.09		09672027		D -	MTCE. OF EQUIPME	651.48484.0334
	69946	11/17/23	FIRE EXT. INSEPCTION	204.22		09672144		D -	MTCE. OF EQUIPME	651.48484.0334
	69946	11/17/23	FIRE EXT. INSEPCTION	568.71		09672146		D -	MTCE. OF EQUIPME	651.48484.0334
	69946	11/17/23	CYLINDER RENTAL	39.83		09696353		D -	RENTS	651.48484.0440
				942.32	*CHECK TOTAL					
			VENDOR TOTAL	942.32						
ANDERSON LAW OFFICES 002954										
	69947	11/17/23	LEGAL SERVICES-OCT	19,590.85		2411		D N 01	PROFESSIONAL SER	101.41406.0446
ANDERSON/CALLA-SJEA 003845										
	69948	11/17/23	YTH VOLLEYVBALL CAMP	3,312.00		111423		D N 01	PROFESSIONAL SER	101.45432.0446
ANDERSON/KYLIE 003972										
	69949	11/17/23	CUPCAKES	200.00		111423		D -	PROFESSIONAL SER	101.45435.0446
ARAMARK 000051										
	69950	11/17/23	UNIFORM RENTAL	128.35		2560181113		D -	RENTS	101.43425.0440
	69950	11/17/23	UNIFORM RENTAL	10.21		2560181122		D -	RENTS	101.42412.0440
	69950	11/17/23	UNIFORM RENTAL	112.37		2560183572		D -	RENTS	101.43425.0440
	69950	11/17/23	UNIFORM RENTAL	10.21		2560183578		D -	RENTS	101.42412.0440
	69950	11/17/23	UNIFORM RENTAL	128.35		2560185937		D -	RENTS	101.43425.0440
	69950	11/17/23	UNIFORM RENTAL	10.21		2560185946		D -	RENTS	101.42412.0440
	69950	11/17/23	UNIFORM RENTAL	116.54		2560188424		D -	RENTS	101.43425.0440
	69950	11/17/23	UNIFORM RENTAL	17.16		2560188430		D -	RENTS	101.42412.0440
	69950	11/17/23	UNIFORM RENTAL	128.35		2560190748		D -	RENTS	101.43425.0440
	69950	11/17/23	UNIFORM RENTAL	7.43		2560190757		D -	RENTS	101.42412.0440
				669.18	*CHECK TOTAL					
			VENDOR TOTAL	669.18						
ARVIG 003946										
	69951	11/17/23	ETHERNET-NOVEMBER	3,853.00		STMT/11-23		D -	SUBSCRIPTIONS AN	101.41409.0443
AT&T MOBILITY 000075										
	69952	11/17/23	PHONE SERVICE-OCT	1,953.44		11032023		D -	COMMUNICATIONS	101.41409.0330
ATWATER FORD INC 000073										
	69953	11/17/23	SQUAD #29 BATTERY RPR	449.56		101759		D -	MTCE. OF EQUIPME	101.42411.0224
AVENU INSIGHTS & ANALYTI 000131										
	69954	11/17/23	AS400 DATA EXTRACT	1,500.00		INVB-049062		D -	SUBSCRIPTIONS AN	219.41409.0443
B & H 002418										
	69955	11/17/23	UPS'S	1,019.10		218003018		D -	MTCE. OF EQUIPME	101.41409.0334
	69955	11/17/23	UPS'S FOR SERVER RACK	6,929.54		218016277		D -	MTCE. OF EQUIPME	101.41409.0334
				7,948.64	*CHECK TOTAL					
			VENDOR TOTAL	7,948.64						

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
BACKES TECHNOLOGY SERVIC 000087									
69956	11/17/23	2023 CIP I.S PROJECT	7,559.07		21398		D -	FURNITURE AND EQ	219.41409.0552
BAKER GRAPHICS INC 000917									
69957	11/17/23	CERT HELMET DECALS	70.00		23248		D -	GENERAL SUPPLIES	803.42411.0229
69957	11/17/23	SHEILD DECALS	160.00		23265		D -	GENERAL SUPPLIES	101.42411.0229
			230.00	*CHECK TOTAL					
		VENDOR TOTAL	230.00						
BENSON LAUNDRY 003377									
69958	11/17/23	CLEANING SUPPLIES	29.65		395460		D -	CLEANING AND WAS	101.45433.0228
BERNICK'S PEPSI-COLA CO 000103									
69959	11/17/23	COFFEE	163.80		I48393		D -	GENERAL SUPPLIES	101.43425.0229
CARD SERVICES 002552									
69960	11/17/23	CONCESSION SUPPLIES	8.07		100610		D -	GENERAL SUPPLIES	101.45433.0229
69960	11/17/23	CONCESSION SUPPLIES	8.07		101008		D -	GENERAL SUPPLIES	101.45433.0229
69960	11/17/23	CONCESSION SUPPLIES	8.07		101910		D -	GENERAL SUPPLIES	101.45433.0229
69960	11/17/23	CONCESSION SUPPLIES	15.96		102813		D -	GENERAL SUPPLIES	101.45433.0229
			40.17	*CHECK TOTAL					
		VENDOR TOTAL	40.17						
CARDMEMBER SERVICE 002365									
69961	11/17/23	#991481 FUEL LINE KIT	47.99		STMT/10-23		D -	INVENTORIES-MDSE	101.125000
69961	11/17/23	COFFEE-INTERVIEW	9.71		STMT/10-23		D -	SUBSISTENCE OF P	101.41400.0227
69961	11/17/23	ROLLS-INTERVIEW	29.13		STMT/10-23		D -	SUBSISTENCE OF P	101.41400.0227
69961	11/17/23	BAGGAGE FEE	30.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41400.0333
69961	11/17/23	PARKING-MSP AIRPORT	180.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41400.0333
69961	11/17/23	LODGING 9/29-10/04/23	1,552.92		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41400.0333
69961	11/17/23	ODENDS OFFICE CHAIR	349.90		STMT/10-23		D -	OTHER SERVICES	101.41400.0339
69961	11/17/23	LUNCH-PAY NEGOTIATIONS	85.55		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41400.0443
69961	11/17/23	NOTARY KIT	180.30		STMT/10-23		D -	LICENSES AND TAX	101.41400.0445
69961	11/17/23	DELEEUW-CGMC FALL CONF	175.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	OBREGON-LMC FALL FORUMS	30.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	NELSEN-LMC FALL FORUMS	30.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	VALIANT&NELSEN-LMC FORUM	60.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	OBREGON-CGMC FALL CONF	175.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	ODENS-CGMC DINNER	20.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	NELSEN-CGMC CONF	75.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	101.41401.0333
69961	11/17/23	TAP INSPECTION SUBSCRIP	180.00		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41402.0443
69961	11/17/23	KENNEDY-CANVA DESIGN	149.90		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41402.0443
69961	11/17/23	AD-PLANNING&DEV DIRECTOR	282.61		STMT/10-23		D -	ADVERTISING	101.41402.0447
69961	11/17/23	AD-CITY PLANNER	228.53		STMT/10-23		D -	ADVERTISING	101.41402.0447
69961	11/17/23	LOCK&KEYS-CLERKS OFFICE	438.00		STMT/10-23		D -	GENERAL SUPPLIES	101.41403.0229
69961	11/17/23	AP CHECKS	233.61		STMT/10-23		D -	RENTS	101.41405.0440
69961	11/17/23	MICR TONER-AP	283.72		STMT/10-23		D -	MTCE. OF EQUIPME	101.41409.0334
69961	11/17/23	ITGLUE SUBSCRIPTION	95.00		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41409.0443
69961	11/17/23	TEMP ICLOUD SUBSCRIPTION	0.99		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41409.0443
69961	11/17/23	FILES.COM SUBSCRIPTION	100.00		STMT/10-23		D -	SUBSCRIPTIONS AN	101.41409.0443

VENDOR NAME AND NUMBER

CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
CARDMEMBER SERVICE		002365											
69961	11/17/23	CIVIC CTR PHONE SERVICE	173.92		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.41409.0443
69961	11/17/23	AIRPORT FUEL SYS BACKUP	9.99		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.41409.0443
69961	11/17/23	ANYTRANS SOFTWARE	64.71		STMT/10-23			D	-			LICENSES AND TAX	101.41409.0445
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00CR		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00CR		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00CR		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	TST-TYER TECH CC SYSTEM	1.00CR		STMT/10-23			D	-			OTHER CHARGES	101.41409.0449
69961	11/17/23	CANDY-BENEFITS FAIR	23.70		STMT/10-23			D	-			RENTS	101.41420.0440
69961	11/17/23	RADIOS-CERT VOLUNTEERS	95.24		STMT/10-23			D	-			SMALL TOOLS	101.42411.0221
69961	11/17/23	CERT TRNG MEAL 10/21/23	101.32		STMT/10-23			D	-			SUBSISTENCE OF P	101.42411.0227
69961	11/17/23	CERT TRNG MEAL 10/28/23	133.36		STMT/10-23			D	-			SUBSISTENCE OF P	101.42411.0227
69961	11/17/23	STRESS BALLS	536.00		STMT/10-23			D	-			GENERAL SUPPLIES	101.42411.0229
69961	11/17/23	CERT EQUIPMENT	314.64		STMT/10-23			D	-			GENERAL SUPPLIES	101.42411.0229
69961	11/17/23	NIK TST-CANNABINOIDS	153.71		STMT/10-23			D	-			GENERAL SUPPLIES	101.42411.0229
69961	11/17/23	NELSON-LEADERSHIP TRNG	795.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.42411.0333
69961	11/17/23	HOLME-LEADERSHIP TRNG	795.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.42411.0333
69961	11/17/23	WALLACE&SMEBY APX TRNG	217.32		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.42411.0333
69961	11/17/23	ARREDONDO-DMT TRNG	75.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.42411.0333
69961	11/17/23	PICTURE FRAMES&TAPE	27.14		STMT/10-23			D	-			OFFICE SUPPLIES	101.42412.0220
69961	11/17/23	BATTERIES	34.86		STMT/10-23			D	-			OFFICE SUPPLIES	101.42412.0220
69961	11/17/23	PAPER SHREDDER	147.00		STMT/10-23			D	-			OFFICE SUPPLIES	101.42412.0220
69961	11/17/23	TRAILER HITCH	46.71		STMT/10-23			D	-			SMALL TOOLS	101.42412.0221
69961	11/17/23	OXYGEN REGULATOR	29.99		STMT/10-23			D	-			SMALL TOOLS	101.42412.0221
69961	11/17/23	LODGING-FIRE CHEIFS CONF	492.09		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.42412.0333
69961	11/17/23	PICTURES PRINTS	1.26		STMT/10-23			D	-			PROFESSIONAL SER	101.42412.0446
69961	11/17/23	WIERSCHEM-PARTY SUPPLIES	69.31		STMT/10-23			D	-			GENERAL SUPPLIES	101.43425.0229
69961	11/17/23	SAUNDERS-TREE SCHOOL	100.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.43425.0333
69961	11/17/23	RADUNZ-TREE SCHOOL	100.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.43425.0333
69961	11/17/23	TINKLENBERG-TREE SCHOOL	100.00		STMT/10-23			D	-			TRAVEL-CONF.-SCH	101.43425.0333
69961	11/17/23	FUEL SYSTEM SUBSCRIPTION	95.00		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.43425.0443
69961	11/17/23	DROPBOX SUBSCRIPTION	119.88		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.45001.0443
69961	11/17/23	MEAL-BASEBALL GAME	70.14		STMT/10-23			D	-			SUBSISTENCE OF P	101.45432.0227
69961	11/17/23	MEETING MEAL-DEVIN&RYAN	46.35		STMT/10-23			D	-			SUBSISTENCE OF P	101.45432.0227
69961	11/17/23	YOUTH HOCKEY EQUIPMENT	22.32		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	OFFICE SUPPLIES	25.59		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	YOUTH HOCKEY SUPPLIES	48.52		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	PICKLEBALL NETS	419.64		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	YOUTH HOCKEY SUPPLIES	353.94		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	YOUTH HOCKEY SUPPLIES	1,768.93		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	ICE SKATES	391.53		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	GAME BALLS-VOLLEYBALLS	233.40		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	A.S-PERSONAL EXPENSE	26.00		STMT/10-23			D	-			GENERAL SUPPLIES	101.45432.0229
69961	11/17/23	AMAZON PRIME SUBSCRIP	16.17		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.45432.0443
69961	11/17/23	CIVIC CENTER TV	278.25		STMT/10-23			D	-			SUBSCRIPTIONS AN	101.45432.0443
69961	11/17/23	ICE MACHINE	423.94		STMT/10-23			D	-			SMALL TOOLS	101.45433.0221

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CARDMEMBER SERVICE 002365									
69961	11/17/23	CONCESSION SUPPLIES	179.94		STMT/10-23		D -	GENERAL SUPPLIES	101.45433.0229
69961	11/17/23	OFFICE SUPPLIES	49.14		STMT/10-23		D -	OFFICE SUPPLIES	101.45435.0220
69961	11/17/23	SMALL TOOLS-CRAFTS	42.04		STMT/10-23		D -	SMALL TOOLS	101.45435.0221
69961	11/17/23	PAINT SUPPLIES	25.43		STMT/10-23		D -	SMALL TOOLS	101.45435.0221
69961	11/17/23	CRICUT	430.42		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	MOVIE	32.32		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	PAINT HAIR DRYER	53.37		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	PUMPKIN CRAFT	65.20		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	CRAFT SUPPLIES	99.93		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	HOLIDAY CRAFTS	56.72		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	STRAINER	17.43		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	CRAFT SUPPLIES	97.16		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	CRAFT SUPPLIES	34.61		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	HALLOWEEN CANDY	71.59		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	STRAINER	17.43		STMT/10-23		D -	GENERAL SUPPLIES	101.45435.0229
69961	11/17/23	CANVA PRO SUBSCRIPTION	119.40		STMT/10-23		D -	PRINTING AND PUB	101.45435.0331
69961	11/17/23	ADS-COMMUNITY EVENTS	15.00		STMT/10-23		D -	ADVERTISING	101.45435.0447
69961	11/17/23	ADS-COMMUNITY EVENTS	15.00		STMT/10-23		D -	ADVERTISING	101.45435.0447
69961	11/17/23	ADS-COMMUNITY EVENTS	15.00		STMT/10-23		D -	ADVERTISING	101.45435.0447
69961	11/17/23	AD-FURY FRIEND HALLOWEEN	2.11		STMT/10-23		D -	ADVERTISING	101.45435.0447
69961	11/17/23	AD-DRIVE-THRU & TREAT	15.00		STMT/10-23		D -	ADVERTISING	101.45435.0447
69961	11/17/23	GAS STRUTS	38.56		STMT/10-23		D -	MTCE. OF EQUIPME	651.48484.0224
69961	11/17/23	SAFETY JACKETS	1,024.94		STMT/10-23		D -	SUBSISTENCE OF P	651.48484.0227
69961	11/17/23	SIETSEMA-PFAS CONF	675.00		STMT/10-23		D -	TRAVEL-CONF.-SCH	651.48484.0333
69961	11/17/23	AIRLINE TICKET-PFAS CONF	397.80		STMT/10-23		D -	TRAVEL-CONF.-SCH	651.48484.0333
69961	11/17/23	WTP SCADA PHONE SERVICE	24.95		STMT/10-23		D -	COMMUNICATIONS	651.48485.0330
69961	11/17/23	EXPLORER CHALLENGE COI	1,452.00		STMT/10-23		D -	GENERAL SUPPLIES	802.42411.0229
			19,067.22	*CHECK TOTAL					
		VENDOR TOTAL	19,067.22						
CARRANZA/NOE 002547									
69962	11/17/23	INTERVIEW 11/02/23	140.00		109		D N 01	PROFESSIONAL SER	101.42411.0446
69962	11/17/23	INTERVIEW 11/04/23	140.00		110		D N 01	PROFESSIONAL SER	101.42411.0446
69962	11/17/23	INTERVIEW 11/05/23	140.00		111		D N 01	PROFESSIONAL SER	101.42411.0446
69962	11/17/23	INTERVIEW 11/10/23	140.00		113		D N 01	PROFESSIONAL SER	101.42411.0446
69962	11/17/23	INTERVIEW 11/11/23	140.00		114		D N 01	PROFESSIONAL SER	101.42411.0446
			700.00	*CHECK TOTAL					
		VENDOR TOTAL	700.00						
CENTERPOINT ENERGY 000467									
505	11/14/23	NATURAL GAS-OCT	15.00		STMT/10-23		M -	UTILITIES	101.43425.0332
505	11/14/23	NATURAL GAS-OCT	15.00		STMT/10-23		M -	UTILITIES	101.43425.0332
505	11/14/23	NATURAL GAS-OCT	15.00		STMT/10-23		M -	UTILITIES	101.43425.0332
505	11/14/23	NATURAL GAS-OCT	800.54		STMT/10-23		M -	UTILITIES	101.45433.0332
505	11/14/23	NATURAL GAS-OCT	2,371.64		STMT/10-23		M -	UTILITIES	101.45433.0332
505	11/14/23	NATURAL GAS-OCT	189.27		STMT/10-23		M -	UTILITIES	101.45435.0332
505	11/14/23	NATURAL GAS-OCT	15.93		STMT/10-23		M -	UTILITIES	101.45437.0332
505	11/14/23	NATURAL GAS-OCT	228.52		STMT/10-23		M -	UTILITIES	651.48484.0332
			3,650.90	*CHECK TOTAL					

VENDOR NAME AND NUMBER									
CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CENTERPOINT ENERGY 000467									
		VENDOR TOTAL	3,650.90						
CENTERPOINT ENERGY 003974									
69963	11/17/23	REIM-CHARGED WRONG CARD	300.00		111623		D -	REFUNDS AND REIM	101.43425.0882
CENTRACARE 003390									
69964	11/17/23	BLOOD DRAW-OFFIVER 3212	32.50		RMH196		D -	PROFESSIONAL SER	101.42411.0446
69964	11/17/23	BLOOD DRAW-OFFIVER 3215	32.50		RMH196		D -	PROFESSIONAL SER	101.42411.0446
69964	11/17/23	LANG-DRUG TESTING	95.00		504991217		D -	SUBSISTENCE OF P	101.43425.0337
			160.00	*CHECK TOTAL					
		VENDOR TOTAL	160.00						
CENTRAL COUNTIES COOPERA 001259									
69965	11/17/23	WEED KILLER	647.06		33200		D -	MTCE. OF OTHER I	101.43425.0336
69965	11/17/23	WEED KILLER	2,168.71		33235		D -	GENERAL SUPPLIES	101.43425.0229
69965	11/17/23	WEED KILLER	1,280.72		33236		D -	GENERAL SUPPLIES	101.43425.0229
69965	11/17/23	WEED KILLER	353.05		33476		D -	MTCE. OF OTHER I	101.45432.0226
69965	11/17/23	WEED KILLER	176.52		33492		D -	GENERAL SUPPLIES	651.48484.0229
			4,626.06	*CHECK TOTAL					
		VENDOR TOTAL	4,626.06						
CENTRAL TIRE AND AUTO IN 000150									
69966	11/17/23	#186884 RPR ABS LIGHT	835.37		95989		D -	INVENTORIES-MDSE	101.125000
CES IMAGING 002988									
69967	11/17/23	TONER	450.00		INV156799		D -	MTCE. OF EQUIPME	101.43417.0334
69967	11/17/23	PAPER FOR PLOTTER	76.96		INV156835		D -	OFFICE SUPPLIES	101.41408.0220
			526.96	*CHECK TOTAL					
		VENDOR TOTAL	526.96						
CHAMBERLAIN OIL CO 000154									
69968	11/17/23	OIL	1,255.25		453415-00		D -	INVENTORIES-MDSE	101.125000
69968	11/17/23	GREASE	581.15		453432-00		D -	OFFICE SUPPLIES	651.48484.0220
			1,836.40	*CHECK TOTAL					
		VENDOR TOTAL	1,836.40						
CHAPPELL CENTRAL INC 000156									
69969	11/17/23	CITY HALL SERVICE CALL	99.00		SVC-113765		D -	MTCE. OF EQUIPME	101.41408.0334
CHARTER COMMUNICATIONS 000736									
69970	11/17/23	PHONE SERVICE-NOV	576.02		22436080111012		D -	COMMUNICATIONS	101.41409.0330
CO RENTAL PROPERTIES LLC 003976									
69971	11/17/23	2420 4TH AVE SE	15,600.00		111723		D -	OTHER SERVICES	812.42412.0339
CROW CHEMICAL & LIGHTING 000186									
69972	11/17/23	CLEANING SUPPLIES	67.60		125644		D -	CLEANING AND WAS	101.43425.0228

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
CROW CHEMICAL & LIGHTING 000186									
69972	11/17/23	CLEANING SUPPLIES	156.75		125647		D -	GENERAL SUPPLIES	651.48484.0229
69972	11/17/23	CLEANING SUPPLIES	266.75		125808		D -	GENERAL SUPPLIES	101.43425.0229
			491.10	*CHECK TOTAL					
		VENDOR TOTAL	491.10						
CROW RIVER CONSTRUCTION 003260									
69973	11/17/23	BLOCKS @ EL#6 PROTECT	150.00		7528		D -	MTCE. OF OTHER I	651.48487.0226
69973	11/17/23	BLOCKS @ EL#6 PROTECT	298.56		7528		D -	MTCE. OF OTHER I	651.48487.0336
			448.56	*CHECK TOTAL					
		VENDOR TOTAL	448.56						
CROW RIVER READY MIX 003648									
69974	11/17/23	CONCRETE	1,451.70		6525		D -	GENERAL SUPPLIES	101.43425.0229
69974	11/17/23	CONCRETE	459.81		7368		D -	MTCE. OF OTHER I	101.43425.0226
69974	11/17/23	CONCRETE-SCORBOARDS	919.61		7417		D -	MTCE. OF OTHER I	101.45432.0226
69974	11/17/23	CONCRETE	674.34		7544		D -	MTCE. OF OTHER I	101.43425.0226
			3,505.46	*CHECK TOTAL					
		VENDOR TOTAL	3,505.46						
DEPT OF HUMAN SERVICES 002914									
69975	11/17/23	ECPN PAYMENT-DEC	18,378.16		00000765869		D -	OTHER SERVICES	101.41400.0339
DOOLEY'S PETROLEUM INC 000212									
69976	11/17/23	2.7370 GALLONS UNLEAD	13,685.00		470625		D -	INVENTORIES-MDSE	101.125000
69976	11/17/23	3.540 GALLONS DIESEL	10,620.00		470625		D -	INVENTORIES-MDSE	101.125000
69976	11/17/23	PLANT FUEL	1,737.19		616819		D -	MOTOR FUELS AND	651.48484.0222
69976	11/17/23	GENERATOR FUEL	2,091.55		620054		D -	SMALL TOOLS	651.48485.0221
			28,133.74	*CHECK TOTAL					
		VENDOR TOTAL	28,133.74						
DUININCK CONCRETE 000151									
69977	11/17/23	MIXER	20.65		2310-676476		D -	SMALL TOOLS	101.43425.0221
69977	11/17/23	CONCRETE STAIN	88.63		2310-676476		D -	GENERAL SUPPLIES	101.43425.0229
69977	11/17/23	CONCRETE	27.51		2310-676563		D -	GENERAL SUPPLIES	101.43425.0229
69977	11/17/23	CONCRETE	64.04		2311-677126		D -	GENERAL SUPPLIES	101.43425.0229
			200.83	*CHECK TOTAL					
		VENDOR TOTAL	200.83						
DUININCK INC 000222									
69978	11/17/23	IRENE AVE SE/AUG AVE	692,248.52		APPL #5		D -	MTCE. OF OTHER I	423.48455.0336
69978	11/17/23	GORTON AVE AREA IM	1,218,957.93		APPL #6		D -	MTCE. OF OTHER I	423.48451.0336
69978	11/17/23	SAND AND PEA ROCK	870.06		558111		D -	GENERAL SUPPLIES	101.43425.0229
69978	11/17/23	SAND	2,274.72		558151		D -	MTCE. OF OTHER I	101.43425.0226
			1,914,351.23	*CHECK TOTAL					
		VENDOR TOTAL	1,914,351.23						
ED'S SERVICE CENTER & SA 000231									
69979	11/17/23	TOWING CHARGES	160.00		145701		D -	OTHER SERVICES	101.42411.0339

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
ED'S SERVICE CENTER & SA 000231													
69979	11/17/23	TOWING CHARGES	160.00		145864			D	-			OTHER SERVICES	101.42411.0339
69979	11/17/23	TOWING CHARGES	160.00		145953			D	-			OTHER SERVICES	101.42411.0339
			480.00	*CHECK TOTAL									
		VENDOR TOTAL	480.00										
EXCEL OVERHEAD DOOR 002443													
69980	11/17/23	OVERHEAD DOOR RPR-PARTS	130.00		41867			D	N	01		MTCE. OF STRUCTU	101.42412.0225
69980	11/17/23	OVERHEAD DOOR RPR-LABOR	125.00		41867			D	N	01		MTCE. OF STRUCTU	101.42412.0335
			255.00	*CHECK TOTAL									
		VENDOR TOTAL	255.00										
EXECUTIVE MEDIA GLOBAL, 003978													
69981	11/17/23	2024 ROVA AD-AUG/SEP	475.00		101105			D	-			PREPAID EXPENSES	208.128000
69981	11/17/23	2024 ROVA AD-APRIL/MAY	475.00		101106			D	-			PREPAID EXPENSES	208.128000
			950.00	*CHECK TOTAL									
		VENDOR TOTAL	950.00										
FANCY COATS 002172													
69982	11/17/23	BOARING K-9 10/27-10/29	56.00		111623			D	-			PROFESSIONAL SER	101.42411.0446
FARM-RITE EQUIPMENT 003002													
69983	11/17/23	#214495 HORN	24.20		P47838			D	-			INVENTORIES-MDSE	101.125000
69983	11/17/23	LIFT RENTAL-SCOREBOARDS	259.17		R12537			D	-			RENTS	101.45432.0440
			283.37	*CHECK TOTAL									
		VENDOR TOTAL	283.37										
FIRST CHOICE FOOD & BEVE 000775													
69984	11/17/23	CONCESSION SUPPLIES	172.80		2107:034525			D	-			GENERAL SUPPLIES	101.45433.0229
69984	11/17/23	CONCESSION SUPPLIES	1,329.87		2107:034559			D	-			GENERAL SUPPLIES	101.45433.0229
			1,502.67	*CHECK TOTAL									
		VENDOR TOTAL	1,502.67										
FLEETPRIDE 002973													
69985	11/17/23	FILTERS	247.49		112273555			D	-			INVENTORIES-MDSE	101.125000
69985	11/17/23	FILTERS	81.29		112312858			D	-			INVENTORIES-MDSE	101.125000
69985	11/17/23	FILTERS	28.31		112358497			D	-			INVENTORIES-MDSE	101.125000
69985	11/17/23	FILTERS	113.93		112478136			D	-			INVENTORIES-MDSE	101.125000
			471.02	*CHECK TOTAL									
		VENDOR TOTAL	471.02										
FLEXIBLE PIPE TOOL CO 000273													
69986	11/17/23	HOSE REEL ENCODER	466.25		29206			D	-			MTCE. OF EQUIPME	101.43425.0224
FORUM COMMUNICATIONS COM 002269													
69987	11/17/23	AGRICULTURAL LAND LEASE	54.92		I2023.00092921			D	-			PRINTING AND PUB	101.41400.0331
69987	11/17/23	PUBLIC HEARING PRELIM	48.26		I2023.00092922			D	-			PRINTING AND PUB	101.41402.0331
69987	11/17/23	PUBLIC HEARING CONDITION	44.94		I2023.00092923			D	-			PRINTING AND PUB	101.41402.0331

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F	S	9	BX	M	ACCOUNT NAME	ACCOUNT
FORUM COMMUNICATIONS COM 002269													
69987	11/17/23	ORDINANCE #1515	43.28		I2023.00092924			D	-			PRINTING AND PUB	101.41402.0331
69987	11/17/23	ORDINANCE NO 1516	43.28		I2023.00092925			D	-			PRINTING AND PUB	101.41402.0331
69987	11/17/23	PURSUANT TO ACTION	513.60		I2023.00092926			D	-			PRINTING AND PUB	101.41400.0331
69987	11/17/23	ELECTRIC RATES	416.02		I2023.00092927			D	-			PRINTING AND PUB	101.41400.0331
69987	11/17/23	COUNCIL NOTICE ASSESTMNT	13.32		I2023.00092928			D	-			PRINTING AND PUB	101.41401.0331
			1,177.62	*CHECK TOTAL									
		VENDOR TOTAL	1,177.62										
FP MAILING SOLUTIONS 001791													
69988	11/17/23	INKJET CARTRIDGE	171.50		RI105947814			D	-			OFFICE SUPPLIES	101.42411.0220
GALENA CHRYSLER 003954													
69989	11/17/23	2023 DOGDE CHARGER CA	38,523.00		111623			D	-			MACHINERY AND AU	450.42411.0553
GALLS LLC 000288													
69990	11/17/23	EXPLORER UNIFORM PANTS	334.27		026061323			D	-			SUBSISTENCE OF P	804.42412.0227
69990	11/17/23	EXPLORERS GEAR	598.39		026134261			D	-			SUBSISTENCE OF P	101.42411.0227
			932.66	*CHECK TOTAL									
		VENDOR TOTAL	932.66										
GENERAL MAILING SERVICES 000293													
69991	11/17/23	POSTAGE	10.16		67655			D	-			POSTAGE	101.42412.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	1.62		67954			D	-			POSTAGE	101.41400.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	26.73		67954			D	-			POSTAGE	101.41402.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	2.41		67954			D	-			POSTAGE	101.41403.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	13.75		67954			D	-			POSTAGE	101.41405.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	20.00		67954			D	-			POSTAGE	101.41408.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	0.81		67954			D	-			POSTAGE	101.42412.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	1.62		67954			D	-			POSTAGE	101.43425.0223
69991	11/17/23	POSTAGE 10/23-10/27/23	14.11		67954			D	-			POSTAGE	651.48484.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	44.22		68027			D	-			POSTAGE	101.41400.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	17.90		68027			D	-			POSTAGE	101.41402.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	2.43		68027			D	-			POSTAGE	101.41403.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	29.16		68027			D	-			POSTAGE	101.41405.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	20.00		68027			D	-			POSTAGE	101.41408.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	1.62		68027			D	-			POSTAGE	101.42412.0223
69991	11/17/23	POSTAGE 10/30-11/03/23	0.81		68027			D	-			POSTAGE	101.43425.0223
69991	11/17/23	POSTAGE	15.05		68090			D	-			POSTAGE	101.41409.0223
69991	11/17/23	POSTAGE	22.89		68090			D	-			POSTAGE	651.48484.0223
69991	11/17/23	POSTAGE	50.20		68127			D	-			POSTAGE	101.42411.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	0.81		68140			D	-			POSTAGE	101.41400.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	4.05		68140			D	-			POSTAGE	101.41402.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	107.68		68140			D	-			POSTAGE	101.41403.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	122.76		68140			D	-			POSTAGE	101.41405.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	20.00		68140			D	-			POSTAGE	101.41408.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	1.62		68140			D	-			POSTAGE	101.42412.0223
69991	11/17/23	POSTAGE 11/06-11/10/23	9.87		68140			D	-			POSTAGE	101.43425.0223
			562.28	*CHECK TOTAL									
		VENDOR TOTAL	562.28										

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
GRAINGER INC 000786									
69992	11/17/23	WHEELS-TABLE RACKS	267.95		9872836557		D -	MTCE. OF EQUIPME	101.45432.0224
69992	11/17/23	SCREWDRIVER SET	26.15		9876149627		D -	SMALL TOOLS	651.48484.0221
69992	11/17/23	FUSES	131.16		9876149627		D -	GENERAL SUPPLIES	651.48484.0229
69992	11/17/23	FUSES	1,046.20		9890033633		D -	MTCE. OF EQUIPME	651.48484.0224
			1,471.46	*CHECK TOTAL					
		VENDOR TOTAL	1,471.46						
GRAND RENTAL STATION 001887									
69993	11/17/23	TABLES	3,580.00		1-578448		D -	MTCE. OF EQUIPME	101.45427.0224
69993	11/17/23	STORAGE CONTAINER RENTAL	200.00		1-578547		D -	RENTS	101.45433.0440
69993	11/17/23	STORAGE CONTAINER RENTAL	200.00		1-578548		D -	RENTS	101.45433.0440
			3,980.00	*CHECK TOTAL					
		VENDOR TOTAL	3,980.00						
HARRY'S FROZEN FOOD 003765									
69994	11/17/23	CONCESSION SUPPLIES	504.00		61313		D -	GENERAL SUPPLIES	101.45433.0229
HAUG IMPLEMENT CO - JOHN 000324									
69995	11/17/23	TRACTOR WIPER BLADE	34.34		472523		D -	MTCE. OF EQUIPME	651.48486.0224
HAUG-KUBOTA LLC 002609									
69996	11/17/23	#151344 THROTTLE/DAMPER	129.14		23116		D -	INVENTORIES-MDSE	101.125000
HAWKINS INC 000325									
69997	11/17/23	FERRIC CHLORIDE	12,223.05		6617861		D -	GENERAL SUPPLIES	651.48484.0229
69997	11/17/23	FERRIC CHLORIDE	12,276.69		6622582		D -	GENERAL SUPPLIES	651.48484.0229
			24,499.74	*CHECK TOTAL					
		VENDOR TOTAL	24,499.74						
HEGLUND CATERING 002036									
69998	11/17/23	CVB LUNCH BRD MEETING	245.81		15289		D -	OTHER CHARGES	208.45005.0449
HIGH POINT NETWORKS INC 002299									
69999	11/17/23	ARUBA AP SUPPORT	984.00		236377		D -	MTCE. OF EQUIPME	101.41409.0334
69999	11/17/23	EMAIL SECURITY	1,191.25		236806		D -	SUBSCRIPTIONS AN	101.41409.0443
69999	11/17/23	PD FILE STORAGE	259.00		236806		D -	LICENSES AND TAX	101.41409.0445
69999	11/17/23	ANTIVIRUS SUBSCRIP-NOV	1,164.80		236830		D -	LICENSES AND TAX	101.41409.0445
			3,599.05	*CHECK TOTAL					
		VENDOR TOTAL	3,599.05						
HILLYARD\HUTCHINSON 000333									
70000	11/17/23	CLEANING SUPPLIES	205.27		605300559		D -	CLEANING AND WAS	101.45433.0228
70000	11/17/23	RETURN-BROOM	73.80CR		800658808		D -	CLEANING AND WAS	101.45433.0228
			131.47	*CHECK TOTAL					
		VENDOR TOTAL	131.47						
HOFFMAN CONSTRUCTION CO. 003936									
70001	11/17/23	STRMWTR BASIN RPR-CAMB	4,950.00		176		D -	MTCE. OF OTHER I	101.43418.0336

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
HOFFMAN CONSTRUCTION CO. 003936									
70001	11/17/23	STRMWTR BASIN RPR-3RD	4,825.00		177		D -	MTCE. OF OTHER I	101.43418.0336
			9,775.00	*CHECK TOTAL					
		VENDOR TOTAL	9,775.00						
HOFFMAN FILTER SERVICE 000335									
70002	11/17/23	USED OIL FILTER	65.00		95485		D -	CLEANING AND WAS	101.43425.0338
HOLME/MICHAEL 002511									
70003	11/17/23	FBI TRAINING	270.00		111623		D -	TRAVEL-CONF.-SCH	101.42411.0333
HYDRITE CHEMICAL CO 002837									
70004	11/17/23	ANTIFOAM	2,335.00		2023000007991		D -	GENERAL SUPPLIES	651.48484.0229
IDEAG GROUP, LLC .03237									
70005	11/17/23	2024 FARMFEST BOOTH	910.00		252416979		D -	PREPAID EXPENSES	208.128000
IN CONTROL INC 002486									
70006	11/17/23	REPLACE RADAR FERRIC T	1,722.13		S-INV01110		D -	MTCE. OF EQUIPME	651.48484.0224
INDIGITAL 003613									
70007	11/17/23	SCANNED DOCUMENTS	1,181.32		13320		D -	PROFESSIONAL SER	101.41403.0446
INNOVATIVE OFFICE SOLUTI 003023									
70008	11/17/23	ANDERSON-OFFICE CHAIR	369.00		CIN119130		D -	SMALL TOOLS	101.42411.0221
70008	11/17/23	NAPKIN DESPENSER	71.99		IN4351419		D -	SMALL TOOLS	101.45433.0221
70008	11/17/23	OFFICE SUPPLIES	53.95		IN4370541		D -	OFFICE SUPPLIES	101.45433.0220
70008	11/17/23	OFFICE SUPPLIES	146.12		IN4371908		D -	OFFICE SUPPLIES	101.42411.0220
70008	11/17/23	OFFICE SUPPLIES	85.93		IN4375618		D -	OFFICE SUPPLIES	651.48484.0220
			726.99	*CHECK TOTAL					
		VENDOR TOTAL	726.99						
J.P. COOKE CO/THE 001239									
70009	11/17/23	2024 DOG&CAT LICENSES	267.95		807320		D -	PREPAID EXPENSES	101.128000
JIMMYS P'S LLC 003975									
70010	11/17/23	DAMAGE DEPOSIT PERMIT	50.00		111723		D -	DEPOSITS	101.230000
JOHANNECK WTR CONDITIONI 003355									
70011	11/17/23	COOLER RENTAL	1.00		CR1711-3-147		D -	RENTS	651.48484.0440
70011	11/17/23	COOLER RENTAL	2.00		CR1711-3-159		D -	RENTS	651.48484.0440
70011	11/17/23	COOLER RENTAL	46.00		ER1801-3-070		D -	RENTS	101.41408.0440
70011	11/17/23	DRINKING WATER	46.00		113041		D -	GENERAL SUPPLIES	651.48484.0229
70011	11/17/23	SOFTNER SALT	78.55		113177		D -	GENERAL SUPPLIES	101.43425.0229
70011	11/17/23	SOFTNER SALT	76.55		113278		D -	GENERAL SUPPLIES	101.41408.0229
70011	11/17/23	SOFTNER SALT	108.50		113278		D -	GENERAL SUPPLIES	101.45427.0229
70011	11/17/23	DRINKING WATER	32.00		113286		D -	GENERAL SUPPLIES	651.48484.0229
70011	11/17/23	DRINKING WATER	18.00		113288		D -	GENERAL SUPPLIES	651.48484.0229

VENDOR NAME AND NUMBER	CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
JOHANNECK WTR CONDITIONI 003355										
	70011	11/17/23	DRINKING WATER	32.00		113557		D -	GENERAL SUPPLIES	651.48484.0229
	70011	11/17/23	DRINKING WATER	39.00		113814		D -	GENERAL SUPPLIES	651.48484.0229
	70011	11/17/23	DRINKING WATER	11.00		113817		D -	GENERAL SUPPLIES	651.48484.0229
				490.60	*CHECK TOTAL					
			VENDOR TOTAL	490.60						
JONES/JOHN 003537										
	70012	11/17/23	PLUMBING CEU CLASSES	280.00		111623		D -	TRAVEL-CONF.-SCH	101.43425.0333
KANDIYOHI CO AUDITOR 000376										
	70013	11/17/23	LANDFILL CHARGES-OCT	168.03		504614		D -	CLEANING AND WAS	101.43425.0338
KANDIYOHI CO H.R.A. 000341										
	70014	11/17/23	CDAP-17-0049-0-FY-18	46,619.00		111423		D -	OTHER SERVICES	212.46441.0339
	70014	11/17/23	CDAP-17-0049-0-FY-18 #	4,208.16		111423		D -	OTHER SERVICES	212.46441.0339
				50,827.16	*CHECK TOTAL					
			VENDOR TOTAL	50,827.16						
KANDIYOHI CO PUBLIC HEAL 000378										
	70015	11/17/23	LICENSE APP/CIVIC CTR	485.00		111723		D -	LICENSES AND TAX	101.45433.0445
KANDIYOHI CO RECORDER'S 000382										
	70016	11/17/23	RECORDING FEES	46.00		697397		D -	OTHER SERVICES	101.41403.0339
	70016	11/17/23	RECORDING FEES	46.00		697751		D -	OTHER SERVICES	101.41402.0339
				92.00	*CHECK TOTAL					
			VENDOR TOTAL	92.00						
KANDIYOHI CO TREASURER 000385										
	70017	11/17/23	#23-4146 LICENSE CAR#39	547.25		111623		D -	LICENSES AND TAX	101.42411.0445
	70017	11/17/23	#23-4146 TITLE CAR #39	8.25		111623		D -	LICENSES AND TAX	101.42411.0445
	70017	11/17/23	#23-4146 TAX CAR #39	2,426.94		111623		D -	MACHINERY AND AU	101.42411.0553
				2,982.44	*CHECK TOTAL					
			VENDOR TOTAL	2,982.44						
KANDIYOHI CO-OP ELECTRIC 000375										
	70018	11/17/23	128238003 WELCOME TO WIL	62.25		STMT/10-23		D -	UTILITIES	101.43425.0332
	70018	11/17/23	128238009 CO RD 23/HWY	109.00		STMT/10-23		D -	UTILITIES	101.43425.0332
	70018	11/17/23	128238001 ELEC SERV-SEC	38.00		STMT/10-23		D -	UTILITIES	651.48486.0332
	70018	11/17/23	187836 ELEC SERV LIFT ST	810.00		STMT/10-23		D -	UTILITIES	651.48487.0332
				1,019.25	*CHECK TOTAL					
			VENDOR TOTAL	1,019.25						
KING'S ELECTRIC LLC 003138										
	70019	11/17/23	SPERRY LIGHTS-PARTS	1,600.00		2716		D N 01	MTCE. OF OTHER I	101.45432.0226
	70019	11/17/23	SPERRY LIGHTS-LABOR	720.00		2716		D N 01	MTCE. OF STRUCTU	101.45432.0335
	70019	11/17/23	ELEC CLOCK INSTALL	148.01		2721		D N 01	MTCE. OF STRUCTU	101.43425.0335
	70019	11/17/23	RPR&REPLACE FIRE PANEL-P	24.45		2729		D N 01	MTCE. OF EQUIPME	651.48484.0224
	70019	11/17/23	RPR&REPLACE FIRE PANEL-L	675.00		2729		D N 01	MTCE. OF EQUIPME	651.48484.0334
				3,167.46	*CHECK TOTAL					

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
KING'S ELECTRIC LLC 003138									
		VENDOR TOTAL	3,167.46						
LEAGUE OF MN CITIES INS 001189									
70020	11/17/23	23-24 WORKER'S COMP INS	859.33		111423		D -	EMPLOYER INSUR.	101.41400.0114
70020	11/17/23	23-24 WORKER'S COMP INS	19.57		111423		D -	EMPLOYER INSUR.	101.41401.0114
70020	11/17/23	23-24 WORKER'S COMP INS	959.09		111423		D -	EMPLOYER INSUR.	101.41402.0114
70020	11/17/23	23-24 WORKER'S COMP INS	262.01		111423		D -	EMPLOYER INSUR.	101.41403.0114
70020	11/17/23	23-24 WORKER'S COMP INS	511.68		111423		D -	EMPLOYER INSUR.	101.41405.0114
70020	11/17/23	23-24 WORKER'S COMP INS	962.33		111423		D -	EMPLOYER INSUR.	101.41408.0114
70020	11/17/23	23-24 WORKER'S COMP INS	228.92		111423		D -	EMPLOYER INSUR.	101.41409.0114
70020	11/17/23	23-24 WORKER'S COMP INS	246.20		111423		D -	EMPLOYER INSUR.	101.41420.0114
70020	11/17/23	23-24 WORKER'S COMP INS	0.50CR		111423		D -	EMPLOYER INSUR.	101.41420.0114
70020	11/17/23	23-24 WORKER'S COMP I	64,347.36		111423		D -	EMPLOYER INSUR.	101.42411.0114
70020	11/17/23	23-24 WORKER'S COMP I	15,885.16		111423		D -	EMPLOYER INSUR.	101.42412.0114
70020	11/17/23	23-24 WORKER'S COMP I	26,431.87		111423		D -	EMPLOYER INSUR.	101.43425.0114
70020	11/17/23	23-24 WORKER'S COMP INS	104.86		111423		D -	EMPLOYER INSUR.	101.45001.0114
70020	11/17/23	23-24 WORKER'S COMP IN	7,152.67		111423		D -	EMPLOYER INSUR.	101.45432.0114
70020	11/17/23	23-24 WORKER'S COMP IN	1,281.38		111423		D -	EMPLOYER INSUR.	101.45435.0114
70020	11/17/23	23-24 WORKER'S COMP IN	7,466.56		111423		D -	EMPLOYER INSUR.	651.48484.0114
70020	11/17/23	23-24 WORKER'S COMP IN	1,303.51		111423		D -	EMPLOYER INSUR.	651.48485.0114
			128,022.00	*CHECK TOTAL					
		VENDOR TOTAL	128,022.00						
LOCAL GOV'T INFORMATION 003226									
70021	11/17/23	PIMS HOSTING-NOV	2,395.00		54198		D -	SUBSCRIPTIONS AN	101.41409.0443
LOFFLER COMPANIES 002593									
70022	11/17/23	TELEPHONE CHARGE	34.34		4517175		D -	COMMUNICATIONS	208.45005.0330
MARCO TECHNOLOGIES LLC 000437									
70023	11/17/23	PRINT/PAGE COUNT	467.58		INV11837194		D -	SUBSCRIPTIONS AN	101.41409.0443
MARCO TECHNOLOGIES LLC 001838									
70024	11/17/23	500-0611665-000-NOV	158.76		514263847		D -	SUBSCRIPTIONS AN	101.41409.0443
70024	11/17/23	500-0623211-000-NOV	195.72		514264043		D -	SUBSCRIPTIONS AN	101.41409.0443
70024	11/17/23	500-0564417-000-NOV	149.61		515202349		D -	SUBSCRIPTIONS AN	101.41409.0443
			504.09	*CHECK TOTAL					
		VENDOR TOTAL	504.09						
MCFOA 001460									
70025	11/17/23	2024 MEMBERSHIP DUES	25.00		00875		D -	PREPAID EXPENSES	101.128000
70025	11/17/23	2023 MEMBERSHIP DUES	25.00		00875		D -	SUBSCRIPTIONS AN	101.41403.0443
			50.00	*CHECK TOTAL					
		VENDOR TOTAL	50.00						
MENARDS 000449									
70026	11/17/23	SHOP SUPPLIES	39.05		59658		D -	GENERAL SUPPLIES	101.43425.0229

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MENARDS		000449							
70026	11/17/23	SHOP SUPPLIES	56.85		67880		D -	GENERAL SUPPLIES	101.43425.0229
70026	11/17/23	TAPE/TANK SPRAYER/MARKER	89.86		67918		D -	GENERAL SUPPLIES	101.43425.0229
70026	11/17/23	FIRE ALARM/PANEL INSTALL	30.27		67921		D -	GENERAL SUPPLIES	651.48484.0229
70026	11/17/23	SHOP SUPPLIES	57.10		67931		D -	GENERAL SUPPLIES	101.43425.0229
70026	11/17/23	SHOP SUPPLIES	161.32		68033		D -	GENERAL SUPPLIES	651.48484.0229
70026	11/17/23	SHELF MATERIALS	199.39		68272		D -	OFFICE SUPPLIES	101.45432.0220
70026	11/17/23	TIRE GAUGE	23.17		68306		D -	GENERAL SUPPLIES	101.42411.0229
70026	11/17/23	BATTERY	245.59		68310		D -	MTCE. OF EQUIPME	651.48484.0224
70026	11/17/23	SHELF SUPPLIES	109.67		68318		D -	MTCE. OF STRUCTU	101.45433.0225
70026	11/17/23	MULCH/GUTTER SUPPLIES	374.54		68429		D -	MTCE. OF STRUCTU	101.45433.0225
70026	11/17/23	COFFEE	79.76		68459		D -	GENERAL SUPPLIES	101.41408.0229
70026	11/17/23	SHOP SUPPLIES	67.56		68486		D -	GENERAL SUPPLIES	651.48484.0229
70026	11/17/23	HEX SOCKET SET	11.22		68596		D -	SMALL TOOLS	101.43425.0221
70026	11/17/23	SCOREBOARDS PARTS	38.71		68691		D -	MTCE. OF STRUCTU	101.45432.0225
			1,584.06	*CHECK TOTAL					
		VENDOR TOTAL	1,584.06						
MHSRC/RANGE		003890							
70027	11/17/23	EVOC/PT REFRESH CLASS	635.00		337900-10466		D -	TRAVEL-CONF.-SCH	101.42411.0333
MILLS FORD\JEEP OF WILLM		003416							
70028	11/17/23	KEY-BLANK	18.08		2177744		D -	GENERAL SUPPLIES	101.42411.0229
MINI BIFF LLC		001805							
70029	11/17/23	TOILET RENTAL	96.90		A-145272		D M 01	RENTS	101.43425.0440
70029	11/17/23	TOILET RENTAL	107.10		A-145291		D M 01	RENTS	101.43425.0440
70029	11/17/23	TOILET RENTAL	82.92		A-145416		D M 01	RENTS	101.43425.0440
70029	11/17/23	TOILET RENTAL	55.27		A-145417		D M 01	RENTS	101.43425.0440
			342.19	*CHECK TOTAL					
		VENDOR TOTAL	342.19						
MINN WEST TECHNOLOGY CAM		002565							
70030	11/17/23	2ND 1/2 TAX ABATEMENT	20,800.00		FT002219		D -	REFUNDS AND REIM	101.41428.0882
MN DEED		003977							
70031	11/17/23	STATE OVERPAID	3,056.75		111716		D -	DUE TO OTHER GOV	405.223000
MN DEPT OF LABOR & INDUS		000522							
70032	11/17/23	SURCHARGE PYMT-OCT	4,933.93		111423		D -	OTHER CHARGES	101.41402.0449
MN DEPT OF LABOR & INDUS		002857							
70033	11/17/23	BOILER INSPECTION FEE	30.00		ABR0314680X		D -	LICENSES AND TAX	651.48484.0445
MN POLLUTION CONTROL AGE		001064							
70034	11/17/23	STORMWATER CERT FEE	2,466.00		10000176160		D -	LICENSES AND TAX	651.48484.0445
MOTOR SPORTS OF WILLMAR		000873							
70035	11/17/23	REPLACE BELT ON RANGER	199.99		2306516		D -	MTCE. OF EQUIPME	651.48484.0224

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
MUNICIPAL UTILITIES 000541									
70036	11/17/23	UTILITIES FOR OCTOBER	2,200.05		STMT/10-23		D -	UTILITIES	101.41408.0332
70036	11/17/23	UTILITIES FOR OCTOBER	3,572.31		STMT/10-23		D -	UTILITIES	101.43425.0332
70036	11/17/23	UTILITIES FOR OCTOBER	250.98		STMT/10-23		D -	UTILITIES	101.45001.0332
70036	11/17/23	UTILITIES FOR OCTOBER	419.70		STMT/10-23		D -	UTILITIES	101.45432.0332
70036	11/17/23	UTILITIES FOR OCTOBER	22,536.28		STMT/10-23		D -	UTILITIES	101.45433.0332
70036	11/17/23	UTILITIES FOR OCTOBER	1,147.96		STMT/10-23		D -	UTILITIES	101.45435.0332
70036	11/17/23	UTILITIES FOR OCTOBER	1,467.88		STMT/10-23		D -	UTILITIES	101.45437.0332
70036	11/17/23	UTILITIES FOR OCTOBER	274.27		STMT/10-23		D -	UTILITIES	101.45437.0332
70036	11/17/23	UTILITIES FOR OCTOBER	28.27		STMT/10-23		D -	UTILITIES	230.43430.0332
70036	11/17/23	UTILITIES FOR OCTOBER	916.65		STMT/10-23		D -	UTILITIES	651.48484.0332
70036	11/17/23	UTILITIES FOR OCTOBER	3,874.40		STMT/10-23		D -	UTILITIES	651.48485.0332
			36,688.75	*CHECK TOTAL					
		VENDOR TOTAL	36,688.75						
MUNICIPAL UTILITIES 002393									
70037	11/17/23	COMM GARDEN BULK WATER	59.17		2441		D -	UTILITIES	101.45435.0332
70037	11/17/23	COMM GARDEN BULK WATER	100.00		2441		D -	MTCE. OF OTHER I	101.45435.0336
70037	11/17/23	CIVIC CTR FIELD METER	302.40		2446		D -	UTILITIES	101.45432.0332
70037	11/17/23	CIVIC CTR FIELD METER	457.16		2447		D -	UTILITIES	101.45432.0332
70037	11/17/23	GOPHER ONE LINE LOCATES	522.01		2449		D -	PROFESSIONAL SER	101.43417.0446
70037	11/17/23	GOPHER ONE LINE LOCATES	522.01		2449		D -	PROFESSIONAL SER	101.43425.0446
			1,962.75	*CHECK TOTAL					
		VENDOR TOTAL	1,962.75						
MVTL LABORATORIES INC 000544									
70038	11/17/23	LAB TESTING	744.70		1223998		D -	PROFESSIONAL SER	651.48484.0446
NCPERS GROUP LIFE INS. 003799									
69941	11/14/23	LIFE INSURANCE-NOV	96.00		11-2023		D -	INS. PASS THROUG	101.41428.0819
NELSON INTERNATIONAL 000568									
70039	11/17/23	RPR-TIRE ON PLOW TRUCK	3,812.24		R101038031:01		D -	INSURANCE DEDUCT	101.41428.0822
70039	11/17/23	#229396 STARTER	390.74		X101121157:01		D -	INVENTORIES-MDSE	101.125000
			4,202.98	*CHECK TOTAL					
		VENDOR TOTAL	4,202.98						
NELSON/ANITA 002823									
70040	11/17/23	TREE ROOT REIMBURSEMEN	1,500.00		5264		D N 01	MTCE. OF OTHER I	651.48485.0336
NELSON/CHAD 001794									
70041	11/17/23	FUEL-FBI TRAINING	28.00		111623		D -	MOTOR FUELS AND	101.42411.0222
70041	11/17/23	FBI TRAINING	270.00		111623		D -	TRAVEL-CONF.-SCH	101.42411.0333
			298.00	*CHECK TOTAL					
		VENDOR TOTAL	298.00						
NORTHERN STAR COUNCIL 003748									
70042	11/17/23	2024 EXPLORER DUE	70.00		111623		D -	PREPAID EXPENSES	804.128000

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
NORTHERN STATES SUPPLY 000585									
70043	11/17/23	STAIN	5.89		10-614133		D -	MTCE. OF EQUIPME	101.43425.0224
70043	11/17/23	WOOD BOND	12.61		10-614142		D -	MTCE. OF EQUIPME	101.43425.0224
70043	11/17/23	NUTS AND BOLTS	3.87		10-615578		D -	MTCE. OF EQUIPME	101.43425.0224
70043	11/17/23	PINS	23.34		10-615623		D -	GENERAL SUPPLIES	101.43425.0229
70043	11/17/23	ZIPTIES	27.23		10-615796		D -	GENERAL SUPPLIES	101.43425.0229
70043	11/17/23	NUTS & BOLTS	62.71		10-615911		D -	MTCE. OF EQUIPME	101.43425.0224
70043	11/17/23	BANDSAW BLADES	60.75		10-615911		D -	GENERAL SUPPLIES	101.43425.0229
			196.40	*CHECK TOTAL					
		VENDOR TOTAL	196.40						
O'REILLY AUTOMOTIVE INC 000650									
70044	11/17/23	SOCKET	22.99		1528-103955		D -	SMALL TOOLS	101.43425.0221
70044	11/17/23	WIPER BLADES-SQUAD 2	75.98		1528-104096		D -	MTCE. OF EQUIPME	101.42411.0224
			98.97	*CHECK TOTAL					
		VENDOR TOTAL	98.97						
OPG-3 INC 003249									
70045	11/17/23	LASERFICHE SERVER MIGR	1,640.00		7253		D -	PROFESSIONAL SER	101.41409.0446
OXYGEN SERVICE COMPANY 002223									
70046	11/17/23	GASKEY LENS COVER	16.83		0008680140		D -	MTCE. OF EQUIPME	101.43425.0224
PERKINS LUMBER CO INC 000604									
70047	11/17/23	CONCRETE EXPANSION JOINT	8.76		2310-220110		D -	GENERAL SUPPLIES	101.43425.0229
70047	11/17/23	PLYWOOD	89.76		2310-221627		D -	MTCE. OF STRUCTU	101.43425.0225
			98.52	*CHECK TOTAL					
		VENDOR TOTAL	98.52						
PEST PRO II 001968									
70048	11/17/23	PEST CONTROLL SERVICE	38.00		40796		D -	CLEANING AND WAS	101.45435.0338
PIONEERLAND LIBRARY SYST 000614									
70049	11/17/23	4TH QTR OPERATIONAL	113,706.25		111623		D -	OTHER CHARGES	101.45426.0449
PREMIUM WATERS INC 000374									
70050	11/17/23	DRINKING WATER	12.99		330562054		D -	SUBSISTENCE OF P	101.42412.0227
70050	11/17/23	DRINKING WATER	12.99		330563847		D -	SUBSISTENCE OF P	101.42412.0227
70050	11/17/23	DRINKING WATER	10.00		330564745		D -	GENERAL SUPPLIES	101.45435.0229
70050	11/17/23	DRINKING WATER	30.49		330567173		D -	GENERAL SUPPLIES	101.45435.0229
			66.47	*CHECK TOTAL					
		VENDOR TOTAL	66.47						
PRO WATER SOLUTIONS 003529									
70051	11/17/23	SOFTENER SALT	110.50		6669		D -	GENERAL SUPPLIES	101.45432.0229
70051	11/17/23	SOFTENER SALT	416.50		6692		D -	GENERAL SUPPLIES	101.45432.0229
			527.00	*CHECK TOTAL					
		VENDOR TOTAL	527.00						

VENDOR NAME AND NUMBER / CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
QUICKBEAR/JENNIFER 003973									
70052	11/17/23	TREE ROOT REIMBURSEMEN	1,500.00		33931025		D -	MTCE. OF OTHER I	651.48485.0336
RDO EQUIPMENT CO 003109									
70053	11/17/23	#010410 O-RING	120.69		P9028311		D -	INVENTORIES-MDSE	101.125000
REPLACE INC 003911									
70054	11/17/23	REBRANDING PHASE 3	15,000.00		4059		D -	OTHER SERVICES	101.41400.0339
RIDGEWATER COLLEGE 001136									
70055	11/17/23	SIMON-CDL CLASS	4,400.00		00243303		D -	TRAVEL-CONF.-SCH	101.43425.0333
ROBERT HALF 003837									
70056	11/17/23	ACCT SERV 10/30-11/03/	1,426.00		62776485		D -	PROFESSIONAL SER	101.41402.0446
70056	11/17/23	ACCT SERV 11/6-11/10/2	1,472.00		62817329		D -	PROFESSIONAL SER	101.41405.0446
			2,898.00	*CHECK TOTAL					
		VENDOR TOTAL	2,898.00						
RULE TIRE SHOP 000665									
70057	11/17/23	TIRES FOR 206090/5297	1,188.00		1-67063		D -	MTCE. OF EQUIPME	101.42412.0224
70057	11/17/23	SNOW PLOW SWITCH	88.00		1-67089		D -	MTCE. OF EQUIPME	651.48484.0224
70057	11/17/23	#141958 TIRES	5,640.00		1-67245		D -	INVENTORIES-MDSE	101.125000
			6,916.00	*CHECK TOTAL					
		VENDOR TOTAL	6,916.00						
SERVICE CENTER/CITY OF W 000685									
70058	11/17/23	EQUIPMENT REPAIR-PARTS	1,139.32		STMT/07-23		D -	MTCE. OF EQUIPME	101.43425.0224
70058	11/17/23	92.70 GALLONS UNLEADED	301.65		STMT/10-23		D -	MOTOR FUELS AND	101.41402.0222
70058	11/17/23	EQUIPMENT REPAIR-PARTS	66.39		STMT/10-23		D -	MTCE. OF EQUIPME	101.41402.0224
70058	11/17/23	12.10 GALLONS UNLEADED	39.17		STMT/10-23		D -	MOTOR FUELS AND	101.41408.0222
70058	11/17/23	2341.20 GALLONS UNLEAD	7,609.35		STMT/10-23		D -	MOTOR FUELS AND	101.42411.0222
70058	11/17/23	EQUIPMENT REPAIR-PARTS	1,978.65		STMT/10-23		D -	MTCE. OF EQUIPME	101.42411.0224
70058	11/17/23	242.42 GALLONS DIESEL	859.02		STMT/10-23		D -	MOTOR FUELS AND	101.42412.0222
70058	11/17/23	87.90 GALLONS UNLEADED	285.06		STMT/10-23		D -	MOTOR FUELS AND	101.42412.0222
70058	11/17/23	EQUIPMENT REPAIR-PARTS	982.69		STMT/10-23		D -	MTCE. OF EQUIPME	101.42412.0224
70058	11/17/23	1621.13 GALLONS DIESEL	5,778.13		STMT/10-23		D -	MOTOR FUELS AND	101.43425.0222
70058	11/17/23	661.50 GALLONS UNLEADE	2,149.57		STMT/10-23		D -	MOTOR FUELS AND	101.43425.0222
70058	11/17/23	EQUIPMENT REPAIR-PARTS	5,746.53		STMT/10-23		D -	MTCE. OF EQUIPME	101.43425.0224
70058	11/17/23	EQUIPMENT REPAIR-PARTS	860.26		STMT/10-23		D -	MTCE. OF EQUIPME	101.43425.0224
70058	11/17/23	78.90 GALLONS UNLEADED	256.86		STMT/10-23		D -	MOTOR FUELS AND	101.45433.0222
70058	11/17/23	EQUIPMENT REPAIR-PARTS	50.00		STMT/10-23		D -	MTCE. OF EQUIPME	101.45433.0224
70058	11/17/23	177.68 GALLONS DIESEL	642.41		STMT/10-23		D -	MOTOR FUELS AND	651.48484.0222
70058	11/17/23	84.60 GALLONS UNLEADED	275.35		STMT/10-23		D -	MOTOR FUELS AND	651.48484.0222
			29,020.41	*CHECK TOTAL					
		VENDOR TOTAL	29,020.41						
SIETSEMA/SARA 003218									
70059	11/17/23	MESERB FALL CONF	522.56		111423		D -	TRAVEL-CONF.-SCH	651.48484.0333

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
SOUTH 71 VETERINARY CLIN 000699									
70060	11/17/23	ANIMAL CARE SERVICE	116.50		2326432		D -	SUBSISTENCE OF P	101.42411.0227
ST. LOUIS MRO, INC. .03124									
70061	11/17/23	FMCSA CLEARINGHOUSE FEE	25.00		2023575		D -	SUBSISTENCE OF P	101.43425.0337
70061	11/17/23	FMCSA CLEARINGHOUSE FEE	25.00		2023575		D -	SUBSISTENCE OF P	651.48484.0337
70061	11/17/23	THORSON-DRUG SCREEN COLL	20.00		29745		D -	SUBSISTENCE OF P	101.43425.0337
			70.00	*CHECK TOTAL					
		VENDOR TOTAL	70.00						
SUMMIT FIRE PROTECTION 002555									
70062	11/17/23	SPRINKLER SYSTEM INSPECT	283.00		150036561		D -	MTCE. OF STRUCTU	101.43425.0335
SURPLUS WAREHOUSE INC 000728									
70063	11/17/23	DISPOSE ICE MACHINE	10.00		4960		D -	CLEANING AND WAS	101.45433.0228
SYSCO WESTERN MINNESOTA 000161									
70064	11/17/23	CONCESSION SUPPLIES	1,063.63		253505445		D -	GENERAL SUPPLIES	101.45433.0229
70064	11/17/23	CONCESSION SUPPLIES	1,483.91		253515072		D -	GENERAL SUPPLIES	101.45435.0229
			2,547.54	*CHECK TOTAL					
		VENDOR TOTAL	2,547.54						
TORKELSON'S LOCK SERVICE 002583									
70065	11/17/23	CHANGE LOCK ON CABINET	93.00		5657600		D N 01	PROFESSIONAL SER	101.41403.0446
70065	11/17/23	KEYS-EXTERIOR FRONT DOOR	20.00		5657750		D N 01	GENERAL SUPPLIES	101.45427.0229
			113.00	*CHECK TOTAL					
		VENDOR TOTAL	113.00						
TREE-N-TURF SERVICES 001583									
70066	11/17/23	FERTILIZER-SOFT/BASEBA	1,676.59		130879		D -	MTCE. OF OTHER I	101.45432.0226
TURCH & ASSOCIATES/DAVID 002156									
70067	11/17/23	PROF SERVICES-OCT	1,500.00		111623		D N 01	PROFESSIONAL SER	101.41401.0446
UNCOMMON USA INC 001286									
70068	11/17/23	FLAG	240.00		1258183-IN		D -	GENERAL SUPPLIES	101.45433.0229
US BANK EQUIPMENT FINANC 003143									
70069	11/17/23	500-0576320-000-NOV	157.00		514901016		D -	RENTS	101.42411.0440
VIKING COCA-COLA BOTTLIN 000777									
70070	11/17/23	CONCESSION SUPPLIES	2,265.70		3272155		D -	GENERAL SUPPLIES	101.45433.0229
VISU-SEWER INC 000783									
70071	11/17/23	MANHOLE REPAIR-PARTS	4,255.50		34939		D -	MTCE. OF STRUCTU	651.48485.0225
70071	11/17/23	MANHOLE REPAIR-LABOR	13,795.00		34939		D -	MTCE. OF STRUCTU	651.48485.0335
			18,050.50	*CHECK TOTAL					
		VENDOR TOTAL	18,050.50						

VENDOR NAME AND NUMBER CHECK#	DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M	ACCOUNT NAME	ACCOUNT
WALT'S		002868							
70072	11/17/23	10.205 GALLONS UNLEADED	34.69		STMT/10-23		D -	MOTOR FUELS AND	101.42411.0222
70072	11/17/23	33.730 GALLONS UNLEADED	114.65		STMT/10-23		D -	MOTOR FUELS AND	101.43425.0222
70072	11/17/23	1.561 GALLONS UNLEADED	6.62		STMT/10-23		D -	MOTOR FUELS AND	101.43425.0222
70072	11/17/23	15.670 GALLONS UNLEADED	53.26		STMT/10-23		D -	MOTOR FUELS AND	101.45433.0222
70072	11/17/23	5.001 GALLONS DIESEL	21.74		STMT/10-23		D -	MOTOR FUELS AND	651.48486.0222
			230.96	*CHECK TOTAL					
		VENDOR TOTAL	230.96						
WEST CENTRAL COMMUNICATI		000796							
70073	11/17/23	CHECK RADIO-LABOR	45.00		097046S		D -	MTCE. OF EQUIPME	101.42411.0334
WEST CENTRAL SANITATION		000805							
70074	11/17/23	RECYCLING-DECEMBER	72.41		12932379		D -	CLEANING AND WAS	101.41408.0228
70074	11/17/23	RECYCLING-DECEMBER	54.31		12933597		D -	CLEANING AND WAS	651.48484.0338
70074	11/17/23	RECYCLING-DECEMBER	98.03		12934221		D -	CLEANING AND WAS	101.43425.0338
70074	11/17/23	RECYCLING-DECEMBER	98.03		12934221		D -	CLEANING AND WAS	101.45433.0338
70074	11/17/23	RECYCLING-DECEMBER	38.99		12934221		D -	CLEANING AND WAS	101.45435.0338
70074	11/17/23	RECYCLING-DECEMBER	98.03		12934221		D -	CLEANING AND WAS	101.45437.0338
			459.80	*CHECK TOTAL					
		VENDOR TOTAL	459.80						
WHITE CAP, L.P		003948							
70075	11/17/23	CONFINED SPACE CERT SY	4,869.62		50024339246		D -	SUBSISTENCE OF P	651.48484.0227
WILLMAR CHAMBER OF COMME		000812							
70076	11/17/23	MANAGED IT	212.13		56335		D -	PROFESSIONAL SER	208.45005.0446
70076	11/17/23	MAIL PICK-UP FEE-OCT	26.66		56336		D -	POSTAGE	208.45005.0223
70076	11/17/23	INTERNET	26.66		56336		D -	COMMUNICATIONS	208.45005.0330
70076	11/17/23	RECYCLING FEE-SEPTEMBER	6.41		56336		D -	CLEANING AND WAS	208.45005.0338
70076	11/17/23	DIRECTOR & ADMIN WAGES	9,338.70		56337		D -	SALARIES-REG. EM	208.45005.0110
70076	11/17/23	NOVEMBER INSURANCE	1,618.56		56337		D -	EMPLOYER PENSION	208.45005.0113
70076	11/17/23	FICA	551.29		56337		D -	EMPLOYER PENSION	208.45005.0113
70076	11/17/23	MEDICARE	128.93		56337		D -	EMPLOYER PENSION	208.45005.0113
70076	11/17/23	IRA CONTRIBUTION	266.76		56337		D -	EMPLOYER PENSION	208.45005.0113
70076	11/17/23	OK UNEMPLOYEMENT TAX	107.47		56337		D -	EMPLOYER PENSION	208.45005.0113
70076	11/17/23	OCTOBER COPES	6.02		56337		D -	OFFICE SUPPLIES	208.45005.0220
70076	11/17/23	PAYROLL & FLEX FEES	135.66		56337		D -	OTHER SERVICES	208.45005.0339
70076	11/17/23	NOVEMBER RENT	689.06		56337		D -	RENTS	208.45005.0440
70076	11/17/23	REESE-PUBLIC BENEFIT	14.00		56340		D -	SUBSISTENCE OF P	101.41400.0337
70076	11/17/23	BOX-PUBLIC POLICY BENEFI	14.00		56340		D -	SUBSISTENCE OF P	101.41401.0227
			13,142.31	*CHECK TOTAL					
		VENDOR TOTAL	13,142.31						
ZIEGLER INCORPORATED		000841							
70077	11/17/23	GENERATOR MTCE-LABOR	205.31		SI000408613		D -	MTCE. OF STRUCTU	651.48484.0335

VENDOR NAME AND NUMBER

CHECK# DATE	DESCRIPTION	AMOUNT	CLAIM	INVOICE	PO#	F S 9 BX M ACCOUNT NAME	ACCOUNT
REPORT TOTALS:		2,664,215.31					

RECORDS PRINTED - 000508

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	533,111.75
208	CONVENTION & VISITORS BUREAU	15,254.46
212	COMMUNITY DEVELOPMENT	50,827.16
219	CORONAVIRUS RELIEF FUND	9,059.07
230	WILLMAR MUNICIPAL AIRPORT	28.27
405	C.P. - EPITOPIX	3,056.75
423	S.A.B.F. - 2023A	1,911,206.45
450	CAPITAL IMPROVEMENT FUND	38,523.00
651	WASTE TREATMENT	85,622.13
802	LAW ENFORCEMENT EXPLORER FD	1,452.00
803	COMM EMERGENCY RESPONSE TEAM	70.00
804	FIRE DEPT EXPLORER FUND	404.27
812	FIRE INSURANCE ESCROW/TRUST	15,600.00
TOTAL ALL FUNDS		2,664,215.31

BANK RECAP:

BANK	NAME	DISBURSEMENTS
HERT	HERITAGE BANK	2,664,215.31
TOTAL ALL BANKS		2,664,215.31

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	11.A.
Agenda Section:	Public Hearing:	**Originating Department:**	Planning and Development
Resolution:	No	**Prepared By:**	Leslie Valiant, City Administrator
Ordinance:	Yes	**Presented By:**	Aaron Backman
Item:	Duininck Concrete, LLC land sale		

RECOMMENDED ACTION:
Recommend that Council approve the land sale of 13.67 acres to Duninick Concrete for an estimated $123,030.

OVERVIEW:
The EDC has been working with Duninick Concrete on the purchase of 13.67 acres connected to the Willmar Rail development. The total purchase price is estimated at $123,030. Duininck Concrete plans to construct a temporary concrete plant at the site with plans for future development within the next 5 years.

BUDGETARY/FISCAL ISSUES:
Estimated sale price $123,030

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. Willmar-Duininck Concrete purchase agreement (as approved by council) 102023
2. Summary publication of Duininck Concrete land sale ordinance 110123
3. Ordinance authorizing sale to Duininck Concrete 110123

COMMERCIAL PROPERTY PURCHASE AGREEMENT

This Commercial Property Purchase Agreement (this "Agreement") is made this _____ day of September __, 2023 ("Effective Date"), by and between Duininck Concrete, LLC, a limited liability company organized under the laws of the State of Minnesota, hereinafter referred to as "Buyer", and the City of Willmar, a municipal corporation under the laws of Minnesota, hereinafter referred to as "Seller."

RECITALS

1. Seller is the owner of certain real estate located in the City of Willmar, Kandiyohi County, Minnesota, (parts of PID 95-917-5511, PID, 95-197-5510 and PID 95-125-0150 to the extent necessary) legally described on the attached Exhibit A (the "Land") and depicted and legally described on the attached Exhibit B, together with all improvements thereon. Seller intends to subdivide the Land such that an approximately 13.67acre parcel is created in the approximate configuration as set forth on the attached Exhibit B (the "Property").

2. Buyer desires to acquire from Seller the entirety of the Property by voluntary sale for purposes of developing the Property by constructing and operating thereon a concrete storage facility and other real estate development projects (the "Project" also the "Intended Use").

3. Seller is willing to sell its interest in the Property "as is" without making any representations or warranties as to the condition of the Property or its suitability to Buyer's purposes.

AGREEMENT

In consideration of the mutual covenants and agreements of the parties hereto contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer hereby agree as follows:

1. Offer/Acceptance. Buyer agrees to purchase and Seller agrees to sell the Property under the terms and conditions set forth in this Agreement.

2. Purchase Price. The purchase price for the Property shall be Nine Thousand Dollars ($9,000.00) per acre, estimated to equal One Hundred Twenty-three Thousand Thirty and 00/100 Dollars ($123,030.00) for the approximately 13.67 acres comprising the Property ("Purchase Price"), payable as follows:

    a. Ten Thousand Dollars ($10,000.00) as earnest money ("Earnest Money") will be delivered to First American Title Insurance Company in Minneapolis, Minnesota Attn: Jim Erickson (the "Title Company") within five (5) business days after the Effective Date. All Earnest Money shall be held by the Title Company and shall be returned to Buyer if Buyer terminates this Agreement at Buyer's election as permitted herein, or be credited against the Purchase Price at Closing; and

b. The balance, in immediately available funds, is to be paid on the Closing Date, subject to any adjustments, prorations, or credits under this Agreement.

c. The Parties agree that the Purchase Price may be adjusted at the Closing to account for the subdivision of the Property following the Subdivision protocols as set forth in Section 8(a)(vi) of this Agreement.

3. <u>Conveyance; No Representations or Warranties.</u> Seller agrees to quit claim the Property to Buyer on the Closing Date using a quit claim deed without making any representations or warranties about the condition of the Property, and Buyer agrees to accept the Property "as is," subject to the terms and conditions herein contained.

4. <u>Seller's Reserved Interests; Restrictions and Covenants.</u> Seller's conveyance of the Property to Buyer shall be subject to the following interests reserved to the Seller and restrictions and covenants:

a. <u>Option to Repurchase.</u> Seller and its successors and assigns shall retain a conditional option to repurchase the Property valid for a period of two (2) years from and after the Closing Date for an amount equivalent to the Purchase Price. Seller's option shall only vest upon Buyer's failure to commence construction of a concrete storage facility on the Property within one (1) year after the Closing Date. For purposes of this section, construction is considered to be commenced upon the beginning of physical improvements beyond grading. Seller may, in its sole discretion and judgment, at any time after the vesting of such option and before the earlier of (i) Buyer's commencement of construction on the Property, or (ii) the expiration of Seller's option, exercise the option to repurchase as provided herein. Upon the expiration of Seller's reserved option to repurchase as provided herein, on the request of Buyer or its successors, Seller agrees to provide evidence to Buyer, or its successors, that the option to repurchase has expired, which obligation shall survive Closing.

b. <u>Temporary Access Easement.</u> Seller and its successors and assigns shall retain a temporary easement for ingress, egress and access over and across the taxiway at the former airport along the southern parcel boundary of the Property to Trott Avenue to the east thereof. Such temporary easement shall expire on the date on which certain roadway improvements to Highway 40 consisting of a turn lane to access the real property described as Lot 1, Block 1, Willmar Rail Park Addition, as approved by the Minnesota Department of Transportation, are completed and opened for use by the traveling public.

c. Seller and its successors and assigns shall retain, for the use and benefit of the public, a right of flight for the passage of aircraft in the airspace above the surface to the Property. This public right of flight shall include the right to cause in said airspace any noise inherent in the operation of any aircraft used for navigation or flight through the said airspace or landing at, taking off from, or operation on the Willmar Municipal Airport.

d. Restrictive Covenants.

i. Buyer, on behalf of itself and its successors and assigns, shall not engage in any activities on the Property that would interfere with or be a hazard to the flight of aircraft over such land or to and from the Willmar Municipal Airport or interfere with air navigation and communication facilities serving such airport.

ii. Buyer, on behalf of itself and its successors and assigns, shall not erect structures or allow natural objects to grow on the Property that would constitute an obstruction to air navigation as defined in Federal Aviation Regulations, Part 77.

iii. Buyer, on behalf of itself and its successors and assigns, further agrees that they will not use or permit or suffer use of the Property herein conveyed in such a manner as to create a potential for attracting birds and other wildlife which may pose a hazard to aircraft.

iv. Buyer, on behalf of itself and its successors and assigns, further agrees to comply with Notice requirements contained in Federal Aviation Regulations Part 77, Subpart B.

5. Closing Date. The closing shall take place through an escrow type closing using the Title Company as the closing agent, or at such other place as may be agreed to mutually by the parties, on a date mutually agreed to by the parties, but no later than thirty (30) days after the Inspection/Due Diligence Period described in Section 13 has expired or is waived in writing by Buyer, subject to extension for title curative matters pursuant to Section 10 (the "Closing Date"). Seller agrees to deliver possession of the Property to Buyer on the Closing Date in the same condition as the same existed on the Effective Date.

6. Seller's Closing Documents. On the Closing Date, Seller shall deliver to Buyer the following:

a. Quit Claim Deed. A duly executed quit claim deed, conveying the entirety of Seller's interest in the Property, subject to Seller's reserved interests and the restrictions and covenants as listed in Section 4 herein, to Buyer.

b. Seller's Affidavits. Seller shall provide a standard owner's affidavit and/or indemnity which may be reasonably required by the Title Company to issue an owner's policy of title insurance conforming to the requirements of Section 10 of this Agreement.

c. Well Certificate. If there are wells on the Property, a Well Certificate in the form required by Minn. Stat. § 103I.

d. Other Affidavits. Any other affidavits or certificates that may be required under Minn. Stat. § 116.48, Subd. 6, or Sect. 115B.16 or other provisions of law.

e. Abstract. The abstract of title or the owner's duplicate certificate of title for the Property, if the same is in the Seller's possession.

f. Subdivision. Evidence that the Property has been legally subdivided in accordance with the Subdivision Ordinance of the City of Willmar.

g. Other. Such other documents as may reasonably be required to transfer fee title to the Property to Buyer and to enable the Title Company to provide the Title Policy as required by this Agreement.

7. Buyer's Closing Obligations. On the Closing Date, Buyer will deliver to Seller the Purchase Price subject to any adjustment, prorations and credits (less the Earnest Money previously paid to Seller and subject to the prorations set forth below), in immediately available funds.

8. Contingencies.

a. Buyer's Contingencies. The obligation of the Buyer to perform under this Purchase Agreement is contingent upon the timely occurrence or satisfaction of each of the following conditions:

i. On the Closing Date, title to the Property shall be acceptable to Buyer in accordance with the provisions of Section 10 and the Title Company has unconditionally agreed to issue the Title Policy.

ii. The Inspection/Due Diligence Period described in Section 13, shall have expired without Buyer's termination of the Purchase Agreement.

iii. Buyer has obtained financing or otherwise obtained funds sufficient to enable it to pay the Purchase Price.

iv. Seller shall have performed all of its obligations required to be performed by Seller under this Agreement as and when required under this Agreement.

v. No Material Event (as herein defined) shall have occurred. For purposes hereof, the term "Material Event" shall mean and include any of the following that has occurred after the expiration of the Inspection/Due

Diligence Period: (w) any material change in the condition of such Property including, without limitation, the environmental condition thereof, (x) any amendment to, or enactment of any new, law, rule, regulation or ordinance, or issuance of any judicial or other legal imposition that would materially affect the zoning, use, occupancy or operation of such Property or Buyer's proposed development thereof, (y) the institution or issuance by any applicable governmental authority having jurisdiction of notice of any pending or proposed moratorium with respect to the Property or any portion thereof that would materially affect Buyer's proposed development or use of the Property, and (z) the issuance by any applicable governmental authority having jurisdiction of any notice of any violation of law, or institution of any litigation, suit or proceeding against the Property, any part thereof, or Seller which materially affects Buyer's proposed development or use of the Property.

vi. The Property will have been subdivided from the Land, it being agreed by the parties that a sale of the Property will require the Seller to subdivide the Property from the existing parcels of Land and to effect the issuance of a separate tax parcel for the Property. The legal description for the Property to be sold and acquired under this Agreement shall be established by the subdivision of the Land accomplished by Seller. If so requested by either party, this Agreement shall be amended to reflect the correct and complete updated legal description of the Property. Seller shall provide copies of any survey, preliminary plat, and final plat or similar documents required to effect the subdivision of the Property to Buyer as they are produced.

vii. Seller shall have granted any easements over lands owned by Seller that may be required, if any, for legal access to utility services extending public water, sanitary and storm sewer services to the Property as provided in Section 15 hereof.

The contingencies in this section are solely for the benefit of, and may at any time be waived by, the Buyer. If any approval as provided herein is not obtained by the Closing Date, this Agreement shall be null and void at the option of the Buyer, and in this event the Earnest Money paid by Buyer shall be returned to Buyer.

b. <u>Seller's Contingencies.</u> The obligation of the Seller to perform under this Purchase Agreement is contingent upon the timely occurrence or satisfaction of each of the following conditions:

i. The City Planning Commission shall review the sale and provide a recommendation on the proposed conveyance as required by City Charter, Section 4.02, subd. 8., which shall be prepared by the Sellers and submitted within thirty (30) days of the Effective Date.

ii. The Willmar City Council shall pass an ordinance authorizing the sale of the Property to Buyer consistent with the terms of this Agreement as required by Section 2.12, subdivision 1(G) of the City's Home Rule Charter.

iii. Buyer shall have performed all of its obligations required to be performed by Buyer under this Agreement as and when required under this Agreement.

The contingencies in this Section are solely for the benefit of, and may at any time be waived by, the Seller.

9. Prorations. Seller and Buyer agree to the following prorations and allocation of costs regarding this Agreement.

a. Title Insurance and Closing Fee. Buyer will pay all costs of the Title Commitment and all premiums required for the issuance of the Title Policy and any endorsements. Seller shall pay any costs to perfect its own title and/or to release encumbrances other than Permitted Exceptions (defined below) the Property. Seller and Buyer will each pay one-half (1/2) of any closing fee imposed by the Title Company. All other costs charged by the Title Company will be prorated as is normal and customary.

b. Deed Tax. Seller shall pay the state deed tax as required in order to convey the Property to Buyer.

c. Real Estate Taxes and Special Assessments. General real estate taxes and installments of special assessments payable therewith payable in the year prior to the year of Closing (including any so-called green acre taxes imposed because of a change in use of the Property after Closing thereof) will be paid by Seller. General real estate taxes and installments for special assessments payable in the year of Closing shall be prorated such that Seller shall pay such portion of such taxes and assessments attributable to the period beginning on January 1 of the year in which the Closing Date takes place, and continuing through and including the Closing Date and Buyer shall pay such portion of such taxes attributable to the period beginning on the first day after the Closing Date takes place; provided, however, if the Property is exempt from real estate taxes for the year in which Closing occurs there shall be no tax proration. If general real estate taxes due and payable during the year in which the Closing Date takes place have not yet been determined as of the Closing Date, Buyer and Seller shall prorate based on the last tax statement available.

d. Recording Costs. Seller will pay the cost of recording Seller's quit claim deed and Well Certificate, if any. Seller shall pay the cost of recording any documents necessary to perfect its own title or which release encumbrances other than Permitted Exceptions.

e. Professional Consultants' Fees. Buyer shall be responsible for payment of all real estate commissions, legal fees and/or other professional or administrative fees and expenses incurred by itself in connection with the sale and conveyance of the Property to Buyer. However, Seller shall be responsible for paying any commissions due to any real estate brokers or agents engaged by Seller and shall indemnify, defend and hold the Buyer hereunder from any claim related thereto. Buyer shall be responsible for the payment to any professionals required to be retained to effect the subdivision of the Property.

f. Other Costs. All other operating costs of the Property will be allocated between Seller and Buyer as of the Closing Date, so that Seller pays that part of such other operating costs accruing on or before the Closing Date, and Buyer pays that part of such operating costs accruing after the Closing Date.

10. Title. Seller shall convey the entirety of its interest in the Property to Buyer at Closing by delivery of a quit claim deed, and Buyer shall have the opportunity to satisfy itself that Seller's interest in the Property is free of encumbrances other than Seller's reserved interests and the restrictions and covenants as listed in Section 4 herein, any easements and restrictions of record which do not materially interfere with Buyer's intended use of the Property, as determined by Buyer in its sole discretion, and Permitted Exceptions as provided herein.

a. Title Commitment. Buyer may obtain at its sole cost and expense, a title commitment ("Title Commitment") covering the Property and binding the Title Company to issue at closing a current form ALTA Owner's Policy of Title Insurance ("Title Policy") in the full amount of the Purchase Price hereunder in favor of the Buyer. Within thirty (30) days of the Effective Date of this Agreement, Seller shall deliver to Buyer one or more Abstracts of Title, if the same are in Seller's possession, covering all parcels that make up the Property.

b. Objections. During the Inspection/Due Diligence Period Buyer may deliver to Seller such written objections as Buyer may have to any matters disclosed by the Title Commitment or in any survey to be prepared by Buyer. Seller shall use commercially reasonable efforts to satisfy such objections prior to the Closing Date.

c. Buyer's Rights if Seller Fails to Cure Objections. If Seller delivers written notice to Buyer on or before the date thirty (30) days after its receipt of Buyer's written objections that Seller is unable to satisfy any objection, Buyer may, as Buyer's exclusive remedies, waive such objections and accept such title as Seller is able to convey, extend the Closing Date in order to cure such objections itself, or terminate this Agreement by written notice to Seller and receive a refund of the Earnest Money, provided that such termination notice must be delivered on or before the Closing Date.

d. Permitted Exceptions. The following shall be deemed to be "Permitted Exceptions":

(1) Building and zoning laws, ordinances, state and federal regulations in effect at the conclusion of the Inspection/Due Diligence Period described in Section 13 and not identified by Buyer as objectionable information during such Inspection/Due Diligence Period; and

(2) The lien of general real property taxes for the year of Closing which by the terms of this Agreement are to be paid or assumed by Buyer (but prorated as described herein); and

(3) Matters contained in any title commitment or survey which Buyer is in possession of and for which Buyer does not make any objection to or waives any objection to and proceeds to closing on the Property.

11. Operation Prior to Closing. During the period from the date of Seller's acceptance of this Agreement to the Closing Date (the "Executory Period"), Seller shall operate and maintain the Property in the ordinary course of business in accordance with prudent, reasonable business standards, including the maintenance of adequate liability insurance and any currently-maintained insurance against loss by fire, windstorm and other hazards, casualties and contingencies, including vandalism and malicious mischief, provided, that Seller will not enter into any contracts or agreements pertaining to the Property, except contracts or agreements which are not inconsistent with Buyer's rights hereunder and which may be terminated on not more than 30 days' notice or enter into any new leases, or renew any lease terms (other than on a month-to-month basis), or modify or terminate any lease, or accept the surrender of any leased premises, without the written consent of Buyer, which consent shall not be unreasonably withheld or delayed. Seller shall (i) comply with all laws, ordinances, regulations and restrictions affecting the Property and its use, (ii) not create any mortgage, lien, pledge or other similar encumbrance in any way affecting the Property, nor otherwise convey any interest in the Property; and (iii) not commit any waste or nuisance upon the Property.

12. Damage. If, prior to the Closing Date, all or any part of the Property is substantially damaged by fire casualty, the elements or any other cause, Seller shall immediately give notice to Buyer of such fact and at Buyer's option (to be exercised within fifteen (15) days after Seller's notice), this Agreement shall terminate. In the event Buyer so terminates this Agreement, the parties will have no further obligations under this Agreement and any Earnest Money, together with any accrued interest, shall be refunded to Buyer.

13. Inspection/Due Diligence Period. Buyer shall have one hundred twenty (120) days from the Effective Date, subject to extension pursuant to Sections 13.c) or (d) below (the "Inspection/Due Diligence Period"), to (i) conduct such surveys, reviews, inspections and tests of the Property as Buyer in its sole discretion deems necessary or advisable, (ii) conduct a Phase I environmental site assessment of the Property and, if a Recognized Environmental Condition is found or if recommended in the Phase I assessment, a Phase II environmental site assessment of the Property, (iii) obtain such federal, state and local governmental approvals (including, without limitation, zoning and site plan approvals and approvals of the plans and specifications) and permits (including, without limitation, building permits) and other necessary or desirable approvals, permits, and entitlements (collectively, "Entitlements") as Buyer in its sole discretion deems necessary or advisable for Buyer's proposed development and use of the Property, including all requisite governmental and third party approvals for the design and extension of all utilities to the Property that support the Intended Use (the "Utilities"); (iv) determine the legal and economic feasibility of the proposed development; and (v) obtain financing for Buyer's proposed development on such terms and conditions as are satisfactory to Buyer, in Buyer's sole discretion. Such rights of inspection/due diligence by Buyer shall include, but not necessarily be limited to, the following:

a. Seller shall allow Buyer and its agents, upon 24 hours' advance verbal or written notice from Buyer to Seller, the right of any ingress and egress over and through the Property for the purpose of inspecting and testing the same and making other observations as Buyer deems prudent, necessary or advisable, all however, at Buyer's expense. Buyer agrees to indemnify, defend and hold harmless Seller from all expense, injury, death, or property damage or claims of any kind whatsoever arising out of or in any way incidental to Buyer's presence on the Property for the purposes aforesaid, except to the extent attributable to any pre-existing defects in the Property, it being understood and agreed that Buyer shall not be responsible for the restoration, remediation or other affirmative act with respect to any pre-existing condition which indemnity and hold harmless obligation of Buyer shall survive termination of this Purchase Agreement for any reason, provided Seller shall tender defense of any claim subject to Buyer's indemnity to Buyer in sufficient time to avoid prejudice, and Buyer shall have the right to assume and control the defense thereof with counsel selected by Buyer and reasonably acceptable to Seller. Buyer will return the Property to its original condition after any inspections and testing.

b. If prior to the end of the Inspection/Due Diligence Period, Buyer finds any information or conditions relating to the Property or Buyer's proposed development and use thereof that are objectionable to Buyer in Buyer's sole discretion, Buyer shall have the right to terminate this Purchase Agreement by giving written notice of termination to Seller no later than the end of the Inspection/Due Diligence Period and in such case, any Earnest Money shall be promptly refunded to Buyer.

c. In the event that the Phase I environmental site assessment of the Property conducted by Buyer finds a Recognized Environmental Condition or recommends that a Phase II environmental site assessment of the Property be completed, the parties shall agree to extend the Inspection/Due Diligence Period as reasonably necessary to allow such Phase II environmental site assessment to be completed if desired by Buyer, and any other applicable time periods established herein shall be extended by the same amount of time as the Inspection/Due Diligence Period extension.

d. Buyer shall have the right and option to extend the Inspection/Due Diligence Period for one (1) period of sixty (60) days. Buyer shall exercise its right and option to extend the Inspection/Due Diligence Period, as aforesaid, if at all, by: (i) giving Seller notice of such election on or before the date the Inspection/Due Diligence Period expires (as the same may be extended).

e. Regardless of any other provision to the contrary in this Agreement, Buyer at any time on or prior to the expiration of the Inspection/Due Diligence Period, may elect, in its sole discretion, for no reason or for any reason, to terminate this Agreement by delivery of a written notice (the "Termination Notice") to Seller, with a copy to Title Company, given on or before the last day of the Inspection/Due Diligence Period, whereupon the Earnest Money, together with all interest earned thereon, shall be returned immediately to Buyer and neither party shall have any further liability to the other hereunder, except as hereinafter specifically provided in this Agreement.

14. Purchase "As-Is". Subject to Buyer's right to terminate this Agreement during the Inspection/Due Diligence Period (Section 13) and subject to the satisfaction of the conditions to Closing, Buyer agrees to accept the condition of the Property at Closing, including specifically without limitation, the environmental and geological condition of the Property, in an "AS-IS" and with "ALL FAULTS" condition. Buyer's acceptance of title to the Property shall represent Buyer's acknowledgment and agreement that, except as expressly set forth in this Agreement: (i) Seller has not made any written or oral representation or warranty of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose), (ii) Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property, (iii) Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation, any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing, and (iv) the condition of the Property is fit for Buyer's intended use. Buyer agrees to accept all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or uncontemplated, suspected or unsuspected, including without limitation, the presence of any Hazardous Substance on the Property, whether such

Hazardous Substance is located on or under the Property, or has migrated or will migrate from or to the Property.

For purposes of this Section, the following terms have the following meanings:

> "Environmental Law" means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. §9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. §9601 et seq. the Federal Water Pollution Control Act, 33 U.S.C. §1201 et seq., the Clean Water Act, 33 U.S.C. §1321 et seq., the Clean Air Act, 42 U.S.C. §7401 et seq., the Toxic Substances Control Act, 33 U.S.C. §1251 et seq., and the Minnesota Environmental Response and Liability Act, all as amended from time to time, and any other federal, state, local or other governmental code, statute, regulation, rule, law, permit, consent, license, order or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing and hereafter enacted; and
>
> "Hazardous Substance" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law; and
>
> "Claim" or "Claims" means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgment, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney's fees, consultant's fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

15. Utility Service Extension. Prior to Buyer's completion of the Project, Seller shall extend public water and sanitary sewer services to the boundary of the Property. The costs of such extension shall be shared equally by Buyer and Seller.

16. Notices. Any notice required or permitted to be given by any party upon the other is given in accordance with this Agreement if it is directed to Seller by delivering it personally to a representative of Seller; or if it is directed to Buyer, by delivering to a representative of Buyer; or if mailed by United States registered or certified mail; return receipt requested, postage prepaid; or if transmitted by facsimile or e-mailed copy, and unless a confirmation of receipt is received then it must be followed by mailed notice as above required, or if deposited cost paid with a nationally recognized, reputable overnight courier, properly addressed as follows:

If to Seller: City Administrator
City of Willmar
333 Sixth Street Southwest

Willmar, MN 56201
Tel. No. (320) 235-4913
E-mail: lvaliant@willmarmn.gov

If to Buyer: Duininck Concrete LLC
Attn:Jason Duininck
605 Lakeland Drive NE
Willmar, MN 56201
E-mail: jasond@duininck.com

With copy to: Messerli & Kramer P.A.
Attn: Anthony L. Barthel
100 South Fifth Street, Suite 1400
Minneapolis, MN 55402
Email: abarthel@messerlikramer.com

Notices shall be deemed effective on the earlier of the date of receipt or the date of deposit as aforesaid; provided, however, that if notice is given by deposit, that the time for response to any notice by the other party shall commence to run two (2) business days after any such deposit. Any party may change its address for the service of notice by giving advance written notice of such change to the other party, in any manner above specified. Attorneys for each party shall be authorized to give notices for such party.

17. Entire Agreement; Amendments. This Agreement represents the complete and final agreement of the parties and supersedes any prior or contemporaneous oral or written understanding between the parties. There are no verbal agreements that change this Agreement and no waiver of any of its terms will be effective unless in writing executed by the parties. This Agreement may be amended only in writing, signed by both parties.

18. Binding Effect; Assignment. This Agreement shall be binding upon the parties hereto and their respective heirs, executors, administrators, successors and permitted assigns. Each party agrees to give the other party notice prior to assigning its interest in the Property or this Agreement. Buyer may assign all of Buyer's rights hereunder to and have its obligations hereunder assumed by any person, firm, partnership, corporation or other entity, and in the event of any such assignment, Buyer shall be released from any further obligations which have not yet accrued hereunder.

19. Controlling Law. The Parties acknowledge and agree that each has been given the opportunity to independently review this Agreement with legal counsel, and/or has the requisite experience and sophistication to understand, interpret, and agree to the particular language of this Agreement. The Parties have equal bargaining power and intend the plain meaning of the provisions of this Agreement. In the event of an ambiguity in or dispute regarding the interpretation of this Agreement, the ambiguity or dispute shall not be resolved by application of any rule that provides for interpretation against the drafter of the Agreement. This Agreement has been made under the laws of the State of Minnesota, and such laws will control its interpretation.

20. Remedies. If Closing does not occur as a result of a default by Buyer which is not cured within thirty (30) days after receipt of written notice from Seller identifying such default, then Seller has the right to immediately terminate this Agreement and retain the Earnest Money as liquidated damages, time being of the essence of this Agreement. The termination of this Agreement and retention of the Earnest Money will be the sole remedy available to Seller for such default by Buyer, and Buyer will not be liable for damages. If Closing does not occur as a result of a default by Seller which is not cured within thirty (30) days after receipt of written notice from Buyer identifying such default, then Buyer has the right to (a) immediately terminate this Agreement and have the Earnest Money returned to it or (b) enforce this Agreement by specific performance.

21. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, and which together shall constitute a single, integrated contract.

[*Remainder of page intentionally left blank*]

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be executed as of the Effective Date.

BUYER:	**SELLER:**
DUININCK CONCRETE, LLC	**CITY OF WILLMAR**
By:______________________________ _____________, Its __________	By:__________________________________ Doug Reese, Mayor
	By:__________________________________ Leslie Valiant, City Administrator

EXHIBIT A
LEGAL DESCRIPTION OF THE LAND

(Subject to revision in accordance with Title Commitment)

That part of the Northwest Quarter of the Southeast Quarter of Section 17, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County, Minnesota, described as follows:

- Commencing at the southwest corner of the Southeast Quarter of said Section 17;
- thence on an assumed bearing of North 88 degrees 41 minutes 00 seconds East, along the south line of said Section 17, a distance of 61.89 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 572.03 feet;
- thence on a bearing of North 89 degrees 07 minutes 13 seconds East a distance of 330.09 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 1691.75 feet to the point of beginning of the land to be described;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 263.06 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 232.04 feet to a point in the ditch;
- thence on a bearing of North 75 degrees 27 minutes 00 seconds East a distance of 313.50 feet to a point in the ditch on the north line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of North 88 degrees 54 minutes 55 seconds East, along said north line of the Northwest Quarter of the Southeast Quarter, a distance of 888.91 feet to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along the east line of said Northwest Quarter of the Southeast Quarter, a distance of 581.96 feet to the southwest corner of Lot 3, Block 5 of the record plat entitled WILLMAR INDUSTRIAL PARK FOURTH ADDITION, on file in the office of the Kandiyohi County Recorder;
- thence on a bearing of South 84 degrees 41 minutes 16 seconds West, along the westerly extension of the south line of said Lot 3, a distance of 100.44 feet to the west line of the east 100.00 feet of said Northwest Quarter of the Southeast Quarter as measured perpendicular to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along said west line of the east 100.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 108.01 feet to a point which bears South 71 degrees 14 minutes 10 seconds East from the point of beginning;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 892.33 feet to the point of beginning.

EXHIBIT B
DEPICTION AND LEGAL DESCRIPTION OF THE PROPERTY

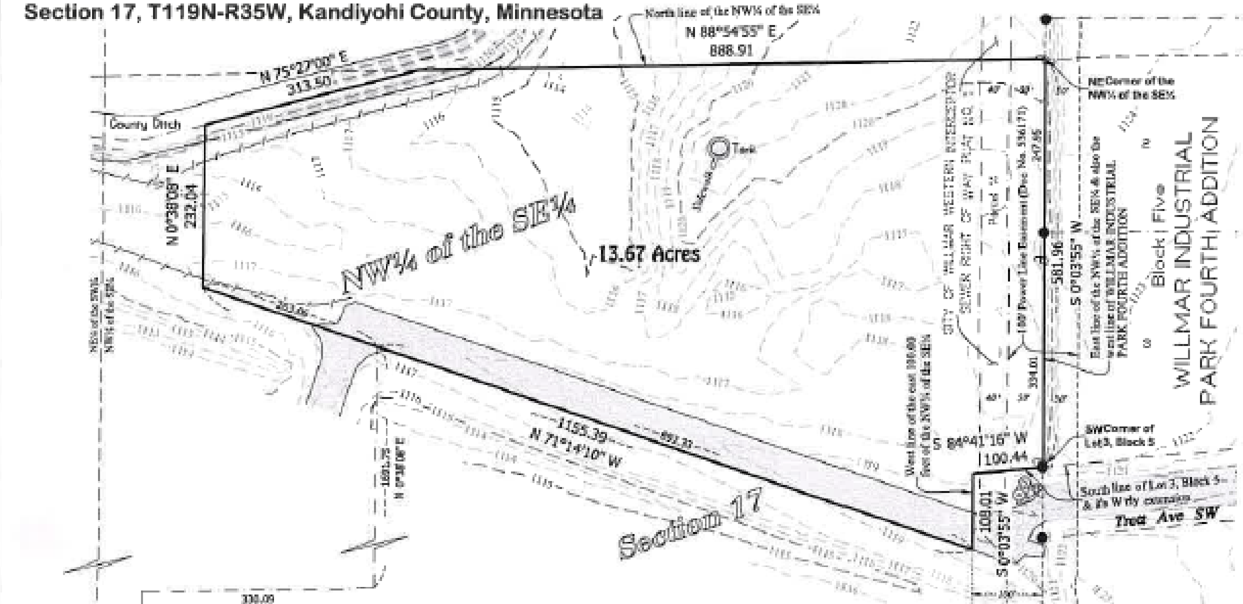
(see attached)

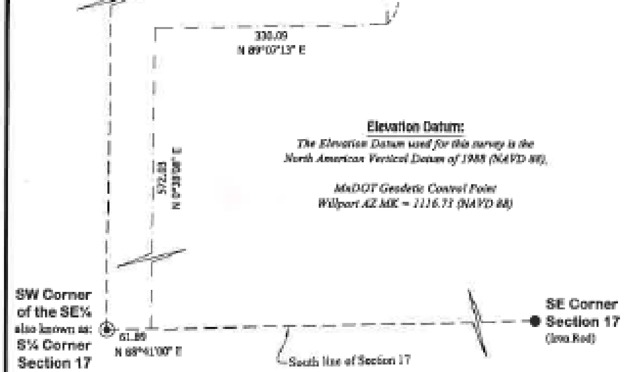
This is a survey of part of:

NW¼ of the SE¼

Located in:

Section 17, T119N-R35W, Kandiyohi County, Minnesota





Elevation Datum:

The Elevation Datum used for this survey is the North American Vertical Datum of 1988 (NAVD 88).

MnDOT Geodetic Control Point Willport AZ MK = 1116.71 (NAVD 88)

Land Description - 13.67 Acres

That part of the Northwest Quarter of the Southeast Quarter of Section 17, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County, Minnesota, described as follows:

- Commencing at the southwest corner of the Southeast Quarter of said Section 17;
- thence on an assumed bearing of North 88 degrees 41 minutes 00 seconds East, along the south line of said Section 17, a distance of 61.89 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 572.03 feet;
- thence on a bearing of North 89 degrees 07 minutes 13 seconds East a distance of 330.09 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 1691.75 feet to the point of beginning of the land to be described;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 263.06 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 232.04 feet to a point in the ditch;
- thence on a bearing of North 75 degrees 27 minutes 00 seconds East a distance of 313.50 feet to a point in the ditch on the north line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of North 88 degrees 54 minutes 55 seconds East, along said north line of the Northwest Quarter of the Southeast Quarter, a distance of 888.91 feet to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along the east line of said Northwest Quarter of the Southeast Quarter, a distance of 581.96 feet to the southwest corner of Lot 3, Block 5 of the record plat entitled WILLMAR INDUSTRIAL PARK FOURTH ADDITION, on file in the office of the Kandiyohi County Recorder;
- thence on a bearing of South 84 degrees 41 minutes 16 seconds West, along the westerly extension of the south line of said Lot 3, a distance of 100.44 feet to the west line of the east 100.00 feet of said Northwest Quarter of the Southeast Quarter as measured perpendicular to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along said west line of the east 100.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 108.01 feet to a point which bears South 71 degrees 14 minutes 10 seconds East from the point of beginning;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 892.33 feet to the point of beginning.

North

This drawing prepared by:

Bonnema Runke Stern Inc.

Professional Land Surveyors

4566 Hwy 71 NE - Suite 1
Willmar, MN 56201
Office (320) 231-2844 Fax (320) 231-2827

Requested by: **Kandiyohi County & City of Willmar - EDC**
222 20th St SE
PO Box 1783
Willmar, MN 56201

0 150 300
Scale in feet

LEGEND

- Found Iron Monument from former survey
- Bonnema Runke Stern Placed Capped Iron Monument
- Cast Iron Monument
- Tillage Line (Spring 2023)
- Fire Hydrant
- Utility Pole
- Sanitary Manhole
- Water Gate Valve
- Bituminous
- Gravel

All Documents referred to on this survey can be found in the office of the County Recorder.

Bonnema Runke Stern Inc. is not giving a title opinion or abstract of this parcel. We suggest that you contact your attorney or a title insurance company for that purpose. Easements or neighboring deed conflicts may exist which affect this parcel and are not shown on this survey.

The distances shown from improvements to the property lines are shown for reference purposes only and are NOT intended for determining the property line location. Property corner monuments shall always be used when establishing the property line.

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA. THE FIELD WORK WAS COMPLETED ON MAY 22, 2023.

PRELIMINARY RESULTS

Date June 2, 2023 License No. 48171

Survey Requested By: EDC - Duininck Parcel
© BONNEMA RUNKE STERN INC. 2023

17-119-35

2791965.v4

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ___

AN ORDINANCE AUTHORIZING THE SALE OF REAL PROPERTY
TO DUININCK CONCRETE, LLC

Summary: Ordinance No. ___ authorizes the sale and conveyance of real property owned by the City consisting of approximately 13.67 acres located on multiple parcels west of the City's industrial park to Duininck Concrete, LLC, pursuant to the terms of a purchase agreement to be separately approved by the City.

The complete text of Ordinance No. ___ may be obtained at no charge at City Hall (333 6th Street Southwest, Willmar, MN 56201), or from the City's website at www.willmarmn.gov.

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE SALE OF
REAL PROPERTY TO DUININCK CONCRETE, LLC

The City Council of the City of Willmar hereby ordains as follows:

Section 1. AUTHORIZATION OF SALE. Finding it to be in the best interests of the City of Willmar, the Willmar City Council hereby authorizes the sale and conveyance of real property owned by the City consisting of approximately 13.67 acres located on multiple parcels west of the City's industrial park, as legally defined on Exhibit A hereto, to Duininck Concrete, LLC, by quit claim deed pursuant to the terms and conditions of a Commercial Property Purchase Agreement to be entered into between the City and Duininck Concrete, LLC.

Section 2. EFFECTIVE DATE. This ordinance shall take effect after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of ____________, 2023.

ATTEST:

_______________________________ _______________________________
Judy Thompson, City Clerk Douglas E. Reese, Mayor

VOTE: ____ ASK ____ ASMUS ____ BUTTERFIELD ____ DAVIS

____ FAGERLIE ____ NELSEN ____ O'BRIEN ____ SHULDES

This Ordinance introduced by Council Member: Davis

This Ordinance introduced on: November 6, 2023

This Ordinance published on: November 11, 2023

This Ordinance given a hearing on: ____________________

This Ordinance adopted on: ____________________

This Ordinance published on: ____________________

EXHIBIT A
LEGAL DESCRIPTION

(Subject to revision in accordance with Title Commitment)

That part of the Northwest Quarter of the Southeast Quarter of Section 17, Township 119 North, Range 35 West of the Fifth Principal Meridian, Kandiyohi County, Minnesota, described as follows:

- Commencing at the southwest corner of the Southeast Quarter of said Section 17;
- thence on an assumed bearing of North 88 degrees 41 minutes 00 seconds East, along the south line of said Section 17, a distance of 61.89 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 572.03 feet;
- thence on a bearing of North 89 degrees 07 minutes 13 seconds East a distance of 330.09 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 1691.75 feet to the point of beginning of the land to be described;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 263.06 feet;
- thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 232.04 feet to a point in the ditch;
- thence on a bearing of North 75 degrees 27 minutes 00 seconds East a distance of 313.50 feet to a point in the ditch on the north line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of North 88 degrees 54 minutes 55 seconds East, along said north line of the Northwest Quarter of the Southeast Quarter, a distance of 888.91 feet to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along the east line of said Northwest Quarter of the Southeast Quarter, a distance of 581.96 feet to the southwest corner of Lot 3, Block 5 of the record plat entitled WILLMAR INDUSTRIAL PARK FOURTH ADDITION, on file in the office of the Kandiyohi County Recorder;
- thence on a bearing of South 84 degrees 41 minutes 16 seconds West, along the westerly extension of the south line of said Lot 3, a distance of 100.44 feet to the west line of the east 100.00 feet of said Northwest Quarter of the Southeast Quarter as measured perpendicular to the east line of said Northwest Quarter of the Southeast Quarter;
- thence on a bearing of South 00 degrees 03 minutes 55 seconds West, along said west line of the east 100.00 feet of the Northwest Quarter of the Southeast Quarter, a distance of 108.01 feet to a point which bears South 71 degrees 14 minutes 10 seconds East from the point of beginning;
- thence on a bearing of North 71 degrees 14 minutes 10 seconds West a distance of 892.33 feet to the point of beginning.

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	Agenda Item Number:	11.B.
Agenda Section:	Public Hearing:	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge
Item:	2024 Improvement Hearing		

RECOMMENDED ACTION:
Adopt the resolution ordering the 2024 street and other improvements and direct staff to prepare final plans and specifications.

OVERVIEW:
As required by State Statue 429.031 subd. 1(b), a Public Hearing has been scheduled for the proposed 2024 Street and Other Improvements for the purpose of reviewing and explaining the proposed improvements, estimated costs, and to obtain input from interested parties. Following the hearing, such improvements shall be considered by the Council for the ordering of the preparation of plans and specifications.

The proposed 2024 projects include:
Reconstruction:

- 10^{th} Street NW – Ella Avenue NW to Gorton Avenue NW
- 13^{th} Street SW – Trott Avenue SW to Willmar Avenue SW
- Grace Avenue SW – 11^{th} Street SW to 15^{th} Street SW
- Rice Avenue SW – 8^{th} Street SW to 10^{th} Street SW
- 8^{th} Street SW – Kandiyohi Avenue SW to Rice Avenue SW
- 10^{th} Street SW – Kandiyohi Avenue SW to Rice Avenue SW
- 20^{th} Street SE – Highway 12 to 2^{nd} Avenue SE
- 2^{nd} Avenue SE – 20^{th} Street SE to West End of Street

Overlay:

- 20^{th} Avenue SW – 21^{st} Street SW to 22^{nd} Street SW
- 21^{st} Avenue SW – 21^{st} Street SW to 25^{th} Street SW

- 22nd Street SW – 19th Avenue SW to 21st Avenue SW
- 24th Street SW – 19th Avenue SW to 20th Avenue SW
- Becker Avenue SE – Lakeland Drive SE to 19th Street SE
- 7th Avenue SE – Lakeland Drive SE to 19th Street SE
- 8th Avenue SE – 17th Street SE to 19th Street SE
- 17th Street SE – 7th Avenue SE to a point approximately 110 feet south of 8th Avenue SE
- 18th Street SE – North End of Street to 7th Avenue SE
- 19th Street SE – Becker Avenue SE to a point approximately 75 feet south of 8th Avenue SE
- 7th Avenue NW – 30th Street NW (County Road 5) to 33rd Street NW
- 8th Avenue NW – 30th Street NW (County Road 5) to East End of Street
- 29th Street NW – 8th Avenue NW to 6th Avenue NW
- Technology Drive NE – Civic Center Drive NE to 23rd Street NE
- Transportation Road NE - Civic Center Drive NE to North End of Street
- Arena Drive NE – Transportation Road NE to Civic Center Drive NE
- Fairway Drive NE – 26th Avenue NE to North End of Street
- Eagle Ridge Drive W – 1st Street N (County Road 41) to Eagle Ridge Drive E
- 32nd Avenue NE Cul-De-Sac
- 34th Avenue NE Cul-De-Sac
- 1st Street N (County Road 41) – North City Limits to 15th Avenue NW (County Project)
- 7th Street NW/SW (County Road 41) – From a point approximately 40 feet north of Park Avenue NW to Willmar Avenue SW (County Road 23) (County Project)
- 30th Street SW (County Road 5) – 15th Avenue SW (Highway 40) to Highway 12 (County Project)
- Willmar Avenue SW/SE – 30th Street SW (County Road 5) to Highway 71/23 Overpass Bridge (County Project)

Miscellaneous Non-Assessable Projects:

- 19th Avenue Path – 15th Street SW to 5th Street SE
- Thompson Park Parking Lot and Ella Avenue Path
- Civic Center Parking Lot and Transportation Road Path
- Airport Road and Parking Lot Sealcoat
- Lakeland Drive SE Sealcoat – Willmar Avenue SE (County Road 23) to Civic Center Drive NE
- 20th Avenue SW Sealcoat – 22nd Street SW to 25th Street SW
- 25th Street SW Sealcoat – 20th Avenue SW to 21st Avenue SW

BUDGETARY/FISCAL ISSUES:
The total estimated cost of assessable improvements is $20,996,700. Sources of funding include monies from Willmar Municipal Utilities, Wastewater, assessments, Active Transportation funds, state aid funds, local option sales tax and bond proceeds.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION - ORDERING IMPROVEMENTS 2024
2. 2024 Street Project Recommendation Memo

RESOLUTION NO._______

A RESOLUTION ORDERING THE 2024 STREET AND OTHER IMPROVEMENTS AND DIRECTING STAFF TO PREPARE FINAL PLANS AND SPECIFICATIONS.

Motion By:______________________ Second By:_____________________

WHEREAS, after due Notice of Public Hearing on the construction of street and other improvements for the City of Willmar, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, as follows:

1. It is advisable, expedient, and necessary that said improvements as described in the Notice of Hearing thereon be constructed and the same are hereby ordered made.

2. The improvements described in said Notice of Hearing are hereby designated and shall be known as 2024 Street and Other Improvements.

3. The City's Engineer is hereby directed to prepare final plans and specifications for said improvements.

4. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2, within one year of the date of this resolution ordering said improvements.

Dated this 20th day of November, 2023

____
Mayor

Attest:

____
City Clerk

WILLMAR

City Administrator

City Office Building
333 SW 6th Street
PO Box 755
Willmar, MN 56201
320-214-5160
Fax: 320-235-4917
www.willmarmn.gov

Memo

To: Mayor and Council
From: Leslie Valiant, City Administrator

Regarding the 2024 Construction Projects

Council,

On August 16, 2021, City Staff, along with our engineering firm, Bolton and Menk, Inc., presented the pavement management update. Over the past 50 years, the number of miles the city maintains has increased by 60% or 50.34 miles, an average of 10 miles per decade.

Currently, the city maintains 134.07 miles of roads, but we do know that more miles will be added over the next ten years because of 1) the industrial park is becoming very well known to numerous site selectors, 2) the increased housing needs, 3) the general increase of retail needs that comes with population growth. None of this is a negative for the city of Willmar; the city must develop a plan to maintain city streets.

During the pavement management update, we learned that an unmanaged payment life cycle is about 20 years, and a managed payment life cycle is a 50-year life expectancy. To achieve the managed pavement life cycle, the city would need to spend an annual $17.9 million. In 2021 the city was averaging an annual amount of approximately $3.1 million.

In July of 2022 the city completed a RoadBotics study of all city street conditions using artificial intelligence and machine learning to analyze high-definition images of the road surface and assign a numerical score from 1 to 5, where 1 is excellent and 5 is failed. This provides a clear grading system of street conditions and helps identify which streets should be reconstructed, mill and overlayed, and crack sealed and seal coated to extend their life span. The study found that approximately 33% of city streets are in good condition, 35% fair condition and 32% are in poor condition. From this information staff and city engineers presented to the Council on July 17, 2023, a 10-year capital improvement plan that targeted an annual budget of $12 million with an inflation factor of 4% from years 2025 through 2033. The Street CIP document is a living document that provides guidelines for future construction projects and should be reviewed and adjusted each year.

This year the proposed 2024 street projects included three reconstruction projects totaling an estimated $10,462,800, various mill and overlay street projects totaling an estimated $5,494,200, three seal coat projects estimated at $408,800, two parking lot improvements estimated at $3,230,000 and one path/trail improvement estimated at $1,400,900 for a total estimated project cost of $20,996,700.

Staff recommends based on the targeted annual budget of $12 million in the CIP plan, that the City Council approve the following projects for 2024:

2401-B: 13th Street, Grace Avenue and Rice Avenue Improvement project	$8,806,900
2401-A: 10th Street Improvement Project	$996,800
2408: Seal Coat Improvement Project	$408,800
2404-B: 19th Avenue Path Improvement Project	$1,400,900
2404-A: Thompson Park Parking Lot and Ella Avenue Path Improvement Project	$139,400
Total Estimated Cost	**$11,752,800**

Funding sources for the recommend projects are:

Project	Assessments (Bonding)	MUC	WasteWater	LOST	Active Transportation Grant	City (Bonding)
2401-B: 13th Street, Grace Avenue and Rice Avenue	$1,377,600	$1,262,300	$1,496,700	$392,500		$4,277,800
2401-A: 10th Street Improvement Project	$126,100	$159,900	$128,400			$582,400
2404-B: 19th Avenue Path					$500,000	$900,900
2404-A: Thompson Park Parking Lot and Ella Avenue Path						$139,400
Total Estimated Funding	**$1,503,700**	**$1,422,200**	**$1,625,100**	**$392,500**	**$500,000**	**$5,900,500**

These projects are recommended by the staff for the following reasons:

1. The 2401-B 13th Street, Grace Avenue and Rice Avenue project was originally planned for 2023, but it was pushed back to 2024 due to budget constraints.
2. The 2408 Seal Coating project is a regular maintenance activity that aims to prolong the lifespan of Lakeland Drive and enhance the conditions of Airport Road.
3. The 2404-B 19th Avenue Path project was delayed from late summer of 2023 to 2024 so that it could be combined with other projects and achieve better bid prices. This project is also important to complete in 2024 because it will enable the city to use the $500,000 active transportation grant.
4. The two smaller projects, 2401-A 10th Street Improvement Project and 2404-A Thompson Park Parking Lot and Ella Ave Path Improvements were added to the list because they are manageable in size and scope.

The projects proposed for 2024 are based on the 10-year capital improvement plan that allocates $12 million annually for street improvement projects. The projects were selected according to the evaluation criteria and their rationale and benefits are explained in this memo. The projects that did not qualify for 2024 are recommended to be approved through design and will be reconsidered for 2025 construction.

City of Willmar

City Council Action Request

Council Meeting Date:	November 20, 2023	**Agenda Item Number:**	12.A.
Agenda Section:	Regular Business	**Originating Department:**	Public Works
Resolution:	Yes	**Prepared By:**	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	**Presented By:**	Justin DeLeeuw, Public Works Director
Item:	2024 Street Improvement Projects Engineering Services		

RECOMMENDED ACTION:
Adopt the resolution awarding the 2024 Street Improvement Projects Engineering Design and Construction Related Services to Bolton and Menk, Inc. in the amount of $2,690,910.

OVERVIEW:
As part of the City's Capital Improvement Plan, City and Engineering staff have identified improvements for streets within the City of Willmar for 2024. Bolton and Menk submitted a proposal for design and construction engineering services of the 2024 Improvement Projects. This includes design to be completed in February, bidding of the projects in March, construction services in May 2024 through June 2025, project close-out, and ongoing project management.

BUDGETARY/FISCAL ISSUES:

Construction Cost:	$16,545,800
Contingency:	$827,500
Engineering (PER & Survey):	$213,000
Engineering (Design & Construction)	$2,690,910
Total	$20,277,210

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:
1. RESOLUTION ACCEPT SVCS BOLTON AND MENK 2024 DESIGN AND ENGINEERING
2. Projects Design-Construction Proposal

Resolution No.__________

A RESOLUTION AWARDING THE 2024 IMPROVEMENT PROJECTS DESIGN & CONSTRUCTION RELATED ENGINEERING PROFESSIONAL SERVICES TO BOLTON AND MENK, INC. IN THE AMOUNT OF $2,690,910.

Motion By:____________________ Second By:____________________

BE IT RESOLVED by the City Council of the City of Willmar. A Municipal Corporation of the State of Minnesota, that the bid of Bolton and Menk, Inc. of Willmar, MN for the 2024 Improvement Projects design and construction related engineering professional services is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of $2,690,910.

Dated this 20th day of November, 2023

____
Mayor

Attest:

____
City Clerk

BOLTON & MENK
Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

November 14, 2023

Justin DeLeeuw
Public Works Director
333 6th Street SW
Willmar, MN 56201

RE: 2024 Projects – Design and Construction Proposal
Willmar, MN

Dear Justin,

Bolton & Menk, Inc., is pleased to submit this Design and Construction Engineering Services proposal for the 2024 Improvement Projects. We sincerely thank you for the opportunity and look forward to continuing to serve the City of Willmar.

PROJECT UNDERSTANDING

It is our understanding that City of Willmar plans to make improvements by reconstructing streets and utilities, mill/reclaim and overlay, and parking lot and path improvements as identified in the Preliminary Engineering Report (PER) dated October 12, 2023, and approved by Council on October 23, 2023. The project areas were reviewed with City and Municipal Utilities staff as identified on ***Figures 1 and 2*** in the PER. City project numbers associated with the 2024 improvements will be 2401-A, 2401-B, 2401-C, 2403-A, 2403-B, 2403-C, 2404-A, 2404-B, 2404-C, and 2408. Our understanding for the scope of these improvements is as follows:

- 2401-A – Street & Utility Reconstruction
  - 10th Street NW
- 2401-B (Previously 2301-B) – Street & Utility Reconstruction
  - 13th Street SW
  - Grace Avenue SW
  - Rice Avenue SW
  - 8th Street SW
  - 10th Street SW
- 2401-C – Street & Utility Reconstruction
  - 20th Street SE
  - 2nd Avenue SE
- 2403-A – Mill/Reclaim & Overlay
  - Transportation Road, Arena Drive
  - Technology Drive
  - Becker Avenue SE, 7th Avenue SE, 8th Avenue SE, 17th Street SE, 18th Street SE, 19th Street SE

- 2403-B – Mill & Overlay (County Projects)
  - Willmar Avenue (County Road 23)
  - 7th Street NW (County Road 41)
  - 7th Street SW (County Road 41)
  - 30th Street (County Road 5)
- 2403-C – Mill/Reclaim & Overlay
  - Eagle Ridge Drive W, 32nd Avenue NE, 34th Avenue NE
  - Fairway Drive NE
  - 7th Avenue NW, 8th Avenue NW, 29th Street NW
  - 20th Avenue SW, 21st Avenue SW, 22nd Street SW, 24th Street SW
- 2404-A – Parking Lot/Path Improvement
  - Thompson Park Parking Lot and Ella Avenue Path
- 2404-B – Path Improvement
  - 19th Avenue Path
- 2404-C – Parking Lot/Path Improvement
  - Civic Center Parking Lot Reconstruction/Expansion
  - Transportation Road Path
- 2408– Seal Coat Improvement
  - Airport Road and Parking Lot
  - Lakeland Drive
  - 20th Avenue SW and 25th Street SW

SCOPE OF SERVICES

The tasks associated with the Design and Construction Services for the improvements are as follows:

1. **Preliminary Design**

   A Bolton & Menk survey crew will obtain topographical data based on NAD 83 horizontal and NAVD 88 vertical datums along the project areas not previously included in the 2024 Improvement PER and Preliminary Survey Professional Services Agreement. A Gopher State One Call ticket will be generated for the project. Bolton & Menk will work with City and Municipal Utilities staff to verify that all utilities are accounted for.

   Bolton & Menk will prepare 30% plans and a cost estimate for the improvements and review them with City and Municipal Utilities staff.

   The improvements will likely require permits including an NPDES Construction Stormwater permit. Bolton & Menk will prepare applications for all required permits and a comprehensive list of permits with the corresponding fees will be provided to the City. All permit fees will be the responsibility of the City of Willmar. As part of the permitting process, Bolton & Menk will verify and document regulations associated with the improvements.

2. **Design**

   Bolton & Menk will provide 90% design plans and a project manual including technical specifications and SWPPP requirements for the review of the City and Municipal Utilities. A utility meeting will be held to verify the location of all existing utilities and identify any conflicts. Following review of the 90% plans, final plans and specifications incorporating comments received will be prepared for the projects. In addition, a construction cost estimate will be provided.

3. **Bidding**

   Bolton & Menk will prepare the projects advertisements for bids while working closely with City staff to ensure the bid opening date fits with council meeting schedules. The projects will be advertised for a minimum of 21 days in the West Central Tribune, QuestCDN, and our website. Advertisement costs will be the responsibility of the City of Willmar.

   Bolton & Menk will distribute bidding documents, prepare any required addenda, conduct the projects bid openings, and prepare contract documents.

4. **Construction Services**

   Bolton & Menk will administer the construction contract, ensuring compliance with the contract documents on behalf of the City while communicating regularly with City staff. We will also provide construction staking and construction observation for the improvements. The Resident Project Representative will provide recommendations regarding the contractor's work, provide clarifications and interpretations of the contract documents based on contractor inquiries, recommend change orders and work change directives and prepare all necessary documents.

   In addition, the RPR will review and approve shop drawings, and samples as well as log and track all submittals. Substitutes proposed by the contractor will be evaluated for compliance with the contract documents. The RPR will also observe special inspections or tests such as televising, quality compaction, and review material certifications for compliance with the contract documents. The RPR will document the contractor's progress and prepare and process payment applications based on the work completed. Upon completion of the projects, Bolton & Menk will prepare the projects record drawings.

5. **Project Close-Out**

   Prior to recommending approval of the final project payment applications, Bolton & Menk will verify all information required by the contract documents is accounted for and a copy of the information exists in the hard copy and electronic project files. We will conduct a final review of the projects with City staff for the purpose of preparing final project punch lists prior to final project payment being issued to the contractor. After all project punch lists items have been completed and all paperwork required by the contract has been received from the contractor, Bolton & Menk will prepare a letter of acceptance recommending final payment be made to close the contract.

6. **Project Management**

   Bolton & Menk staff will meet with concerned citizens to discuss the projects and address questions and concerns in a timely manner. We also understand the importance of good communication with all City staff and will provide the information required from the projects to maintain the City's asset management system. Bolton & Menk will keep the City Council and staff informed on the status of the projects and attend meetings when the projects are on the agenda to present information regarding the project and respond to questions. We will conduct the necessary Assessment Hearing, as required by Minnesota Statutes to assess benefiting property owners. We will provide the necessary meeting materials, including change orders, reports, resolutions, and presentations, including all requirements for special assessments. Upon completion of the projects, we will also provide the City with electronic copies of the entire project file.

This proposal does not include any services related to geotechnical investigations or construction materials testing. These services are available upon request.

COMPENSATION

We propose to complete the services identified in the above Scope of Services for an HOURLY NOT TO EXCEED fee of $2,690,910. The breakdown of those costs are as follows:

	1. Prelim. Design	2. Design	3. Bidding	4. Const. Services	5. Project Close-Out	6. Project Management	Subtotals	Total
2401-A	$4,050	$16,740	$4,986	$74,790	$3,324	$8,310	$112,200	$2,690,910
2401-B*			$11,010	$693,630	$29,360	$73,400	$807,400	
2401-C	$17,350	$14,450	$3,300	$49,500	$2,200	$5,500	$92,300	
2403-A	$83,945	$78,231	$8,816	$202,759	$8,816	$22,039	$404,606	
2403-B**						$18,000	$18,000	
2403-C	$92,480	$85,059	$9,498	$218,463	$9,498	$23,746	$438,744	
2404-A	$6,975	$4,185	$2,232	$11,160	$1,953	$1,395	$27,900	
2404-B*			$5,604	$128,892	$5,604	$14,010	$154,110	
2404-C	$143,300	$115,140	$10,819	$285,917	$12,364	$30,910	$598,450	
2408	$8,556	$6,696	$2,604	$16,740	$744	$1,860	$37,200	

*Work previously completed from the 2301-B project will be utilized for the 2401-B project. Work previously completed from the 2304-B project will be utilized for the 2404-B project.

**Fees include administering state statute assessment processes for the County projects.

PRELIMINARY SCHEDULE

Bolton & Menk will initiate providing the scope of services immediately following execution of this proposal. Our proposed schedule for completing the major tasks outlined within this proposal includes estimated dates for completion and will be adjusted as the projects progress:

	1. Prelim. Design	2. Design	3. Bidding	4. Construction Services	5. Project Close-Out	6. Project Management
2401-A	Jan 2024	Feb 2024	March 2024	June 2025	July 2025	Ongoing
2401-B			March 2024	June 2025	July 2025	Ongoing
2401-C	Jan 2024	Feb 2024	March 2024	June 2025	July 2025	Ongoing
2403-A	Jan 2024	Feb 2024	March 2024	Oct 2024	Nov 2024	Ongoing
2403-B						Ongoing
2403-C	Jan 2024	Feb 2024	March 2024	Oct 2024	Nov 2024	Ongoing
2404-A	Jan 2024	Feb 2024	March 2024	Oct 2024	Nov 2024	Ongoing
2404-B			March 2024	Oct 2024	Nov 2024	Ongoing
2404-C	Jan 2024	Feb 2024	March 2024	June 2025	July 2025	Ongoing
2408	Jan 2024	Feb 2024	March 2024	Aug 2024	Sept 2024	Ongoing

We will submit invoices for payment monthly based on the time spent completing the tasks identified above. If less hours than those estimated are required to complete the tasks, the invoice amounts will be less. Any significant changes to the project scope initiated by the Owner may require an additional fee. In addition, Bolton & Menk is also willing to provide additional services which have not been mentioned above at our Standard Hourly Rates.

If you have any questions regarding our proposal, please contact me at your convenience at 320-905-3520 or Joshua.Halvorson@bolton-menk.com. We look forward to assisting you with another year of successful projects and appreciate the opportunity to continue to serve the City of Willmar. We are prepared to proceed upon your notification.

Sincerely,

Bolton & Menk, Inc.

Joshua J. Halvorson
Principal Engineer

Cc: Jared Voge, City Engineer
Spencer Johnson, Project Manager