



WILLMAR CITY COUNCIL MEETING

MONDAY, FEBRUARY 5, 2024 @ 6:30 PM

BOARD ROOM HEALTH AND HUMAN SERVICES BUILDING 2200 – 23rd STREET NE, WILLMAR MINNESOTA

ALSO AVAILABLE BY ELECTRONIC MEANS FOR REMOTE COUNCIL MEMBERS

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Consent Items

Approve:

- A. City Council Minutes of January 16, 2024
- B. City Council Work Session Meeting Minutes of January 22, 2024
- C. Willmar Municipal Utilities Commission Meeting Minutes of January 22, 2024
- D. Planning Commission Minutes of January 17, 2024
- E. Accept and Final Project No. 2101-A 2nd Street SE Reconstruction
- F. Accept and Final Project No. 2204 Parking Lots Reconstruction
- G. Accept and Final Project No. 2304 Block 22 Lot & Sunrise Path
- H. Consideration of Resolution Appointing Election Judges for the 2024 Presidential Nomination Primary Election
- I. Economic Development Operations Board Reappointment
- J. Prairie Lakes Chapter Rocky Mountain Elk Foundation Lawful Gambling Application
- K. Accounts Payable Report, 1-10-24 to 1-31-24

Information:

- L. City Investment Report through 12/31/2023
6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Regular Business
 - A. Consideration of Birdie Boys, LLC On-Sale Intoxicating and Sunday Liquor Licenses
 - B. Approve Plans & Specifications, Authorize Ad for Bids: Project No. 2404-A
 - C. Request for Statement of Qualifications for Professional Engineering Services for Willmar Municipal Airport

D. Public Works Roller Purchase

E. Consideration of a Broadband Community Out Reach and Education Proposal

F. Consider Approval of the City Branding Initiative

10. "Community Pride" Announcements

11. Adjourn

WILLMAR CITY COUNCIL PROCEEDINGS BOARD ROOM
HEALTH AND HUMAN SERVICES BUILDING
2200 – 23rd STREET NE, WILLMAR MINNESOTA

January 16, 2024
6:30 PM

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, Michael O'Brien, and Julie Asmus (remote). Present 7, Absent 1. Council Member Rick Fagerlie 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, Planning and Development Director Christopher Corbett, and City Engineer Jared Voge.

There were no additions or deletions to the agenda.

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

City Operations Director Kyle Box reviewed the consent agenda.

Approve:

- A. City Council Minutes of January 2, 2024
- B. City Council Work Session Minutes of January 9, 2024
- C. MUC Meeting Minutes of January 8, 2024
- D. Planning Commission Draft Minutes January 3, 2024
- E. Amendment No. 1 to MnDOT Contract No. 1031715
- F. Accounts Payable Report 12/28/23 thru 01/09/24

Information:

Director Reports
December Building Report
WMU Financial Reports for November 2023

Council Member Ask offered a motion to approve Consent Agenda Items. Council Member O'Brien seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0

Resolution to Acknowledge Donations for the 4th Quarter of 2023

Following discussion, **Resolution No. 2024-007 to Acknowledge Donations for the 4th Quarter of 2023** was introduced by Council Member Nelsen. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

City Hall Discussion

City Administrator Valiant opened the agenda item with a review of the Council's past year of works sessions and information provided to the Council on the city hall and community center projects.

Administrator Valiant commented on the next steps in place for the Council to take, including site selection and finding a project at-risk manager.

There was continued discussion by the Council and staff on both the City Hall and the Community Center.

Council Member Ask offered a motion to adjourn the meeting with Council Member Nelsen seconding the motion, which carried. The meeting adjourned at 7:03 p.m.

MAYOR

Attest:

SECRETARY TO THE COUNCIL

RESOLUTION NO. 2024-007

ACKNOWLEDGEMENT OF DONATIONS

Motion By: Nelsen

Second By: Davis

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 October 1, 2023 through December 31, 2023.

Amount	From	For /Purpose
\$288.00	Sharon Lodge	Fire Explorers
\$200.00	Mick Quinn Insurance Agency, Inc	Father Daughter Dance 2024
\$250.00	Frances Hendershott	Police Explorers
\$250.00	Frances Hendershott	Willmar Area CERT Program
\$1000.00	Kandiyohi Power Charitable Trust	Willmar Area Community Emergency Response Team
\$6,000.00	BNSF	Willmar CERT Program

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

Dated This 16th day of January 2024

/s/ Douglas E. Reese
MAYOR

Attest:

/s/ Leslie M. Valiant
CITY ADMINISTRATOR

**WILLMAR CITY COUNCIL WORK SESSION
MEETING ROOM
WILLMAR MUNICIPAL UTILITIES
700 LITCHFIELD AVE SW WILLMAR, MN 56201**

January 22, 2024
6:00 p.m.

The Work Session 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 Vicki Davis, Carl Shuldes, Michael O'Brien, Julie Asmus, Thomas Butterfield, Audrey Nelsen and Rick Fagerlie. Council Member Justin Ask was absent. Present 8, Absent 1.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Finance Director Tom Odens, Planning and Development Services Director Christopher Corbett, and Director of Community Growth Pablo Obregon.

There were no additions or deletions to the agenda.

Mayor Reese opened the agenda item and called on City Operations Director Kyle Box to introduce the agenda item.

Director Box provided an overview of the agenda and provided four primary areas of focus: including survey results, community outreach and education, financing, and the introduction of an operations agreement between the city of Willmar and Hometown Fiber.

Director Box introduced Kyle Moorhead President of Hometown Fiber, Marlana Pfeiffer Principal Consultant of Hometown Fiber, Doug Green Director with Baker Tilly, and Laura Lewis of LRB Public Finance Advisors.

There was continued discussion by the Council, staff, and invited parties on the proposed open-access fiber network infrastructure project.

The work session adjourned at 8:09 pm

MAYOR

Attest:

SECRETARY TO THE COUNCIL



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – January 22, 2024

11:45 am – WMU Auditorium

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Monday, January 22, 2024, at 11:45 am in the WMU Auditorium with the following Commissioners present: Shawn Mueske, John Kennedy, Dave Baumgart, Terrill Sieck, Bruce DeBleck, Carol Laumer, and Patricia Elizondo.

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

The meeting opened by reciting the Pledge of Allegiance. Commission President Mueske continued by asking if any changes to the agenda were needed. There being none, a resolution to approve the consent agenda was requested. Following review and discussion, Commissioner DeBleck offered a resolution to approve the consent agenda as presented. Commissioner Baumgart seconded.

RESOLUTION NO. 5

"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 January 8, 2024, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 20240048 to No. 20240138 and associated wire transfers inclusive in the amount of \$2,264,837.17.

Dated this 22nd day of January 2024.

President

Attest:

Secretary

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

General Manager Harren informed the Commission that as a matter of procedural protocol, the Utility is required to annually designate official posting sites for legal notifications. It is the recommendation of staff to designate West Central Tribune (newspaper), Willmar City Office Building (community board), and the WMU website as the official posting sites for legal publications/notifications. Commissioner Laumer offered a resolution to designate West Central Tribune, Willmar City Office, and WMU's website as the designated publication sites for 2024. Commissioner DeBleck seconded.

RESOLUTION NO. 6

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the 2024 official designated sites for Willmar Municipal Utilities legal postings and notifications be West Central Tribune (Willmar, MN), Willmar City Office Building (community board), and WMU website (www.wmu.willmar.mn.us)."

Dated this 22nd day of January 2024.

President

Attest:

Secretary

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

Director of Administration Johnson presented the Commission with an annual recap of the Customer Service Department and the Energy Services/Safety/Marketing Departments. The 2023 reports include the following data and items of interest:

1) 2023 Customer Service Update:

- a. Three full-time Customer Service Representatives (CRS) provide assistance to 10,460 customers.
- b. CSR and Billing Functions:
 - i. 10,147 Customer accounts billed monthly
 - ii. 5,151 E-Bill accounts (50% of our customer base)
 - iii. 2,275 Paperless customer accounts (22% of our custom base)
- c. Service Order Processing:
 - i. 3,686 Service Orders processed by CSRs (avg. 15/day)
 - ii. 259 New services added
 - iii. 2,549 Transferred services
 - iv. 59 Accounts disconnected for non-payment (decrease of 66 since 2022)
- d. Financial assistance received on behalf of customers in 2023: \$441,996
 - i. Electric: \$343,849
 - ii. Water: \$41,320
 - iii. Sewer: \$56,827
- e. Agency/method utilized to collect on accounts deemed “uncollectable”:
 - i. MN Recapture Program: \$35,054 (\$8,500 increase from 2022)
 - ii. Collection Agency: \$1,118
 - iii. Tax lien process: \$16,454
- f. 2023 Goals Met & Ongoing:
 - i. Learning new software to assist customers
 - ii. Transitioning all customers to new Tyler Tech Incode 10 billing software and help to setup new online access, Municipal Online Payments
 - iii. Encourage customer to transition to paperless billing
 - iv. Encourage customers to utilize bank draft payment option to avoid credit card fees
 - v. Continue all collection efforts to avoid customer disconnections

2) 2023 Energy/Safety/Marketing Departments:

- a. **Energy Services:**
 - i. Bright Energy Solutions (BES) rebate program reimbursed 96 applications totaling \$58,372 and saved over 1,000 MW of power in 2023 (enough energy to power 100 avg. homes for a year).
 - ii. Saved over 5,420 MWh of electricity over the past 6 yrs. in energy efficiency program (enough electricity for an electric vehicle to travel almost 16 million miles)
 - iii. MRES provided WMU a rebate for 1700 LED light bulbs distributed to our customers
 - iv. Load Share A/C Program was suspended in August 2023 and will not be reenergized utilizing the current equipment/software
 - v. Water Heater and In-Floor Heat Program continues to run daily
- b. **Safety:**
 - i. Ridgewater College Customized Training Program for staff included:
 - 1. 11 safety training session covering 25 training topics
 - 2. 8 Safety Committee meetings
 - 3. Additional employee training:
 - a. MMUA Job Training and Safety Program
 - b. HazWoper Training (for hazardous materials)

- ii. Safety Stats:
 - 1. OSHA Recordable injury/illness cases: 0
 - 2. First Report of Injuries: 2 (no medical assistance was sought)
 - 3. Lost time due to injury: 0 days
- iii. Safety Recognition:
 - 1. APPA Certificate of Excellence in Reliability for 2022
 - 2. 2023 APPA RP3 Diamond Designation Award (2023-2025)
- c. 2023 Marketing Outreach:
 - i. Received BES WattSTAR Award for “Utilities that Never Stop” for WMU’s contribution to the community and participation in various local events.
 - ii. Rolled out new logo
 - iii. Willmar Fest Block Party and parade
 - iv. Children’s Corner Touch a Truck event
 - v. Offered MRES 5th Grade Energy Education Program in local schools
 - vi. Donated “Magic School Bus” books to local schools
 - vii. Scholarship programs (WMU, MMUA, MRES)
 - viii. Celebrate the Light – assisted with in kind donation for electrical work
 - ix. Participated in Willmar Holiday Parade and Christmas tree display at Barn Theater
 - x. MRES contributed \$5800 cost share for advertising and logo merchandise

On behalf of the Commission, Commissioner Mueske expressed his appreciation for the successful efforts and commitment exhibited by all departments/staff in 2023.

American Public Power Association (APPA) is offering a new 15-part on-demand training course entitled “*Public Power Governance Essentials*”. This new series offers a convenient way to get “up-to-speed” on governance requirements, such as complying with charters/bylaws, reporting conflicts of interest, understanding duties and legal obligations, and facilitating an effective board meeting. The videos, which range from 12-25 min., are led by an expert in the field and designed to help build the skills necessary to become a successful board member. As a member of Missouri River Energy Services (MRES), WMU is provided with this training tool at no cost (\$600 non-member cost). WMU will present the videos at future MUC meetings as time permits. Lesson #1 entitled “*Public Power Governance Models*” was presented at this time (25 minutes).

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 Strategic Plan update. Tentative future Planning Committee agenda items will include new building, new generation, transmission projects, and water treatment plant.

Upcoming 2024 events to note:

- APPA Legislative Rally (Washington, DC): February 26-28
- MMUA Legislative Conference (St. Paul): March 26-27
- APPA National Conference (San Diego, CA): June 7-12 (general session: June 10-12)

There being no further business to come before the Commission, Commissioner Baumgart offered a motion to adjourn. Commissioner Kennedy seconded the motion which carried by a vote of seven ayes and zero nays, and the meeting was adjourned at 12:55 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen, Executive Secretary

ATTEST:

Dave Baumgart, Secretary

**WILLMAR PLANNING COMMISSION
WEDNESDAY, JANUARY 17th, 2024
333 6TH STREET SW, CONFERENCE ROOM 1
MINUTES**

The Willmar Planning Commission met on Wednesday, January 17th, 2024, at 6:30pm at City Hall.

Members Present: Jonathan Marchand (Chair), Kelsey Vosika (Vice-Chair), Stacy Holwerda, Christopher Buzzeo, and Gary Newberg.

Members Absent: Steve Dresler (Secretary), Bob Poe, and Yvon Fils-Aime

Others Present: Christopher Corbett – City Planning and Development Director, Christopher Frank – City Planner, Jennifer Kotila – West Central Tribune, Tim Jackson – Rockstep Willmar, LLC, Vinicio Perez – Tienda Chapin, Danny Carranza – Tienda Chapin, Adam Hedlof – Hedlof Properties.

1. Chair Marchand called for order at 6:41 pm.
2. Roll Call
3. Chair Marchand presented the minutes from January 3RD, 2024 for approval.
4. Commissioner Halwerda motioned to approve the minutes and Commissioner Newberg seconded. All voted in favor. The motion was approved.

5. REGULAR BUSINESS

a. BRIEFING ONLY: REVIEW APPLICATION FOR PLAN REVIEW BY HEDLOF PROPERTIES, LLC.

Adam Hedlof presented plans to convert the second level of a building located at 115 Litchfield Ave SE, Willmar, MN 56201 into two one-bedroom apartments. Commissioners discussed parking arrangements, layout of the building, and other details. No departmental reviews have been conducted yet. Action planned for the February 7th meeting.

b. ACTION ITEM: PUBLIC HEARING ON APPLICATION FOR MAJOR SUBDIVISION BY ROCKSTEP WILLMAR, LLC.

Subdivision plan was discussed and opened for public hearing at 6:53 pm. There was nobody present for discussion from the public and the public hearing was closed at 6:57 pm. There was further discussion on the Engineering department's request for additional details on easements. City Staff requested clarification on how parking will be allocated between the subdivided lots and how water lines will be maintained between the lots. Director recommended commissioners to post pone voting until all details are submitted to planning commission satisfying Engineering's comments. Commissioners decided to wait for updated information before making it an actionable item.

c. ACTION ITEM: PLAN REVIEW VOTE ON TIENDA CHAPIN GROCERY STORE.

No major issues reported by departmental reviews. Affirmative findings for plan review were read, Commissioner Buzzeo motioned to approve the plan review and Commissioner Vosika seconded. All voted in favor and the motion was approved.

6. **DIRECTOR'S REPORT:**

There were no needed updates from the Director.

7. **MISCELLANY**

No other business was discussed.

8. **ADJOURN**

Commissioner Newberg motioned to adjourn at 7:20 pm. It was seconded by Commissioner Halwerda. All members present voted aye. The motion carried. With no further business, the meeting was adjourned.



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.E.
Agenda Section:	Consent Items	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge
Item:	Accept and Final Project No. 2101-A 2nd Street SE Reconstruction		

RECOMMENDED ACTION:

Adopt the resolution accepting Project No. 2101-A and authorizing final payment to Joe Riley Construction, Inc. in the amount of \$96,304.79.

OVERVIEW:

Project No. 2101-A, the reconstruction of 2nd Street SE from Becker Avenue to Olena Avenue, was awarded to Riley Bros. Construction at the May 3rd, 2021 Council Meeting for \$2,099,609.54. The final construction cost came under bid at \$173,513.84.

Final quantities have been reconciled and staff recommends authorization of final payment in the amount of \$96,304.79.

BUDGETARY/FISCAL ISSUES:

The final payment is within the project budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- ACCEPT PROJECT FINAL PROJECT NO. 2101-A
2. Project No. 2101-A Final Pay Application

Resolution No.

A RESOLUTION ACCEPTING PROJECT NO. 2101-A AND AUTHORIZING FINAL PAYMENT.

Motion By:_____ Second By:_____

IMPROVEMENT: Project No. 2101-A: 2nd Street SE Reconstruction

CONTRACTOR:	Riley Bros. Construction, Inc./Joe Riley Construction, Inc.
DATE OF CONTRACT:	May 3, 2021
BEGIN WORK:	July 9, 2021
COMPLETE WORK:	September 22, 2023
APPROVE, ENGINEERING DEPT:	January 23, 2024

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar 2nd Street SE Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$2,099,609.54
CHANGE ORDER NO. 1	\$9,000.00
CHANGE ORDER NO. 2	\$13,396.18
CHANGE ORDER NO. 3	(\$195,910.02)
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$1,926,095.70
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$1,926,095.70
Less Previous Payments	\$1,829,790.91
FINAL PAYMENT DUE CONTRACTOR:	\$96,304.79

Dated this 5th day of February, 2024

Mayor

Attest:

City Clerk

Contractor's Application for Payment

Owner: <u>City of Willmar</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Joe Riley Construction, Inc.</u> Project: <u>2nd Street SE</u> Contract: <u>2nd Street SE</u>	Owner's Project No.: <u>2101-A</u> Engineer's Project No.: <u>OW1.124785</u> Other Project No.: _____																																				
Application No.: <u>8 - FINAL</u> Application Date: <u>1/22/2024</u>																																					
Application Period: <u>From</u> <u>7/22/2023</u> <u>to</u> <u>9/22/2023</u>																																					
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 60%;">1. Original Contract Price</td><td style="width: 10%; text-align: right;">\$</td><td style="width: 30%; text-align: right;">2,099,609.54</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$</td><td style="text-align: right;">(173,513.84)</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$</td><td style="text-align: right;">1,926,095.70</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$</td><td style="text-align: right;">1,926,095.70</td></tr><tr><td>5. Retainage</td><td></td><td></td></tr><tr><td> a. _____ X \$ 1,926,095.70 Work Completed</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td> b. _____ X \$ - Stored Materials</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$</td><td style="text-align: right;">1,926,095.70</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td style="text-align: right;">\$</td><td style="text-align: right;">1,829,790.91</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$</td><td style="text-align: right;">96,304.79</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4)</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr></table>		1. Original Contract Price	\$	2,099,609.54	2. Net change by Change Orders	\$	(173,513.84)	3. Current Contract Price (Line 1 + Line 2)	\$	1,926,095.70	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	1,926,095.70	5. Retainage			a. _____ X \$ 1,926,095.70 Work Completed	\$	-	b. _____ X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	-	6. Amount eligible to date (Line 4 - Line 5.c)	\$	1,926,095.70	7. Less previous payments (Line 6 from prior application)	\$	1,829,790.91	8. Amount due this application	\$	96,304.79	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and (4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.																																					
Contractor: <u>Joe Riley construction</u>																																					
Signature: <u>Chris Riley</u>	Date: <u>1-23-24</u>																																				
Name: <u>Chris Riley</u>	Title: <u>President</u>																																				
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; vertical-align: top;">Recommended by Engineer By: <u>Jared Voge</u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>01/23/2024</u></td><td style="width: 50%; vertical-align: top;">Approved by Owner By: <u>Justin DeLeeuw</u> Name: <u>Justin DeLeeuw</u> Title: <u>Public Works Director</u> Date: <u>1-23-2024</u></td></tr></table>		Recommended by Engineer By: <u>Jared Voge</u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>01/23/2024</u>	Approved by Owner By: <u>Justin DeLeeuw</u> Name: <u>Justin DeLeeuw</u> Title: <u>Public Works Director</u> Date: <u>1-23-2024</u>																																		
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2101-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.124785
Contractor:	Joe Riley Construction, Inc.	Contractor's Project No.:	
Project:	2nd Street SE		
Contract:	2nd Street SE		

Application No.: 8 - FINAL Application Period: From 07/22/23 to 09/22/23 Application Date: 01/22/24

A	B	C	D	E	F	G	H	I	J	K
Bid Item No.	Description	Item Quantity	Contract Information		Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)
			Units	Unit Price (\$)		Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
Original Contract										
1	Mobilization	1.00	LS	100,000.00	100,000.00	1.00	100,000.00		100,000.00	100%
2	Grubbing	54.00	TREE	900.00	48,600.00	1.00	900.00		900.00	2%
3	Salvage Casting	38.00	EA	50.00	1,900.00	-	-		-	-
4	Remove Manhole or Catch Basin	36.00	EA	100.00	3,600.00	36.00	3,600.00		3,600.00	100%
5	Remove Curb and Gutter	5,025.00	LF	5.00	25,125.00	5,025.00	25,125.00		25,125.00	100%
6	Remove Sewer Pipe (Storm)	3,150.00	LF	2.00	6,300.00	3,150.00	6,300.00		6,300.00	100%
7	Remove Concrete Driveway Pavement	245.00	SY	5.00	1,225.00	395.00	1,975.00		1,975.00	161%
8	Remove Bituminous Pavement	9,800.00	SY	2.50	24,500.00	8,893.00	22,232.50		22,232.50	91%
9	Remove Sidewalk	20,470.00	SF	1.50	30,705.00	20,470.00	30,705.00		30,705.00	100%
10	Geotextile Fabric Type 5	10,075.00	SY	1.25	12,593.75	9,658.00	12,072.50		12,072.50	96%
11	Common Excavation (EV) (P)	7,000.00	CY	21.00	147,000.00	7,000.00	147,000.00		147,000.00	100%
12	Select Granular Borrow (CV)	6,450.00	TON	18.00	116,100.00	6,063.00	109,134.00		109,134.00	94%
13	Select Granular Borrow (CV)	600.00	TON	18.00	10,800.00	1,127.00	20,286.00		20,286.00	188%
14	Subgrade Preparation	26.00	RDST	280.00	7,280.00	17.00	4,760.00		4,760.00	65%
15	Street Sweeper (With Pickup Broom)	15.00	HR	75.00	1,125.00	-	-		-	-
16	Aggregate Base Class 6	3,950.00	TON	26.00	102,700.00	2,911.00	75,686.00		75,686.00	74%
17	Type SP12.5 Wearing Course Mixture (3B)	1,150.00	TON	73.75	84,812.50	1,040.00	76,700.00		76,700.00	90%
18	Type SP12.5 Non Wearing Course Mixture (3B)	1,150.00	TON	72.95	83,892.50	1,071.00	78,129.45		78,129.45	93%
19	5" Perf Pe Pipe Drain	5,470.00	LF	2.25	12,307.50	5,470.00	12,307.50		12,307.50	100%
20	12" RC Pipe Sewer Class II	1,310.00	LF	42.00	55,020.00	1,253.00	52,626.00		52,626.00	96%
21	18" RC Pipe Sewer Class II	32.00	LF	48.00	1,536.00	32.00	1,536.00		1,536.00	100%
22	24" RC Pipe Sewer Class II	48.00	LF	95.00	4,560.00	32.00	3,040.00		3,040.00	67%
23	36" RC Pipe Sewer Class II	1,135.00	LF	101.00	114,635.00	1,127.00	113,827.00		113,827.00	99%
24	42" RC Pipe Sewer Class II	600.00	LF	134.00	80,400.00	596.00	79,864.00		79,864.00	99%
25	Connect To Existing Storm Sewer	6.00	EA	250.00	1,500.00	5.00	1,250.00		1,250.00	83%
26	Casting Assembly (Manhole)	13.00	EA	1,196.00	15,548.00	17.00	20,332.00		20,332.00	131%
27	Casting Assembly (Catch Basin - B618 Curb)	20.00	EA	1,196.00	23,920.00	20.00	23,920.00		23,920.00	100%
28	Construct Drainage Structure Design 48-4020	31.44	LF	570.00	17,920.80	26.46	15,082.20		15,082.20	84%
29	Construct Drainage Structure Design 60-4020	42.05	LF	603.00	25,356.15	21.71	13,091.13		13,091.13	52%
30	Construct Drainage Structure Design 72-4020	15.09	LF	915.00	13,807.35	20.67	18,913.05		18,913.05	137%
31	Construct Drainage Structure Design 84-4020	8.55	LF	1,395.00	11,927.25	7.63	10,643.85		10,643.85	89%
32	Construct Drainage Structure Design H	87.94	LF	376.00	33,065.44	51.93	19,525.68		19,525.68	59%
33	4" Concrete Walk	12,000.00	SF	5.10	61,200.00	12,760.00	65,076.00		65,076.00	106%
34	Concrete Curb and Gutter Design B618	5,025.00	LF	15.10	75,877.50	5,121.00	77,327.10		77,327.10	102%
35	Truncated Domes	304.00	SF	52.00	15,808.00	207.00	10,764.00		10,764.00	68%
36	6" Concrete Driveway Pavement	760.00	SY	55.00	41,800.00	897.00	49,335.00		49,335.00	118%
37	Traffic Control	1.00	LS	4,900.00	4,900.00	1.00	4,900.00		4,900.00	100%
38	Common Topsoil Borrow	500.00	CY	44.00	22,000.00	-	-		-	-
39	Fertilizer Type 3 (P)	333.00	LB	0.85	283.05	333.00	283.05		283.05	100%
40	Seed Mixture 25-151 (P)	285.00	LB	3.25	926.25	285.00	926.25		926.25	100%

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2101-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.124785
Contractor:	Joe Riley Construction, Inc.	Contractor's Project No.:	
Project:	2nd Street SE		
Contract:	2nd Street SE		

Application No.:	8 - FINAL	Application Period:	From 07/22/23 to 09/22/23	Application Date:	01/22/24
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A	B	C	D	E	F	G	H	I	J	K
Bid Item No.	Description	Item Quantity	Contract Information			Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)
			Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
41	Seeding (P)	0.95	AC	750.00	712.50	0.95	712.50		712.50	100%
42	Hydraulic Bonded Fiber Matrix (P)	3,325.00	LB	1.36	4,522.00	3,325.00	4,522.00		4,522.00	100%
43	Erosion Control Supervisor	1.00	LS	2,500.00	2,500.00	1.00	2,500.00		2,500.00	100%
44	Storm Drain Inlet Protection	20.00	EA	120.00	2,400.00	25.00	3,000.00		3,000.00	125%
45	Remove Manhole	6.00	EA	100.00	600.00	6.00	600.00		600.00	100%
46	Salvage Casting	7.00	EA	100.00	700.00	-	-		-	-
47	Remove Sewer Pipe (Sanitary)	4,405.00	LF	3.00	13,215.00	2,523.00	7,569.00		7,569.00	57%
48	Rock Stabilization	500.00	TON	30.00	15,000.00	-	-		-	-
49	Connect to Existing Sanitary Sewer	8.00	EA	275.00	2,200.00	10.00	2,750.00		2,750.00	125%
50	8" x 4" PVC Wye	12.00	EA	305.00	3,660.00	10.00	3,050.00		3,050.00	83%
51	15" x 4" PVC Wye	61.00	EA	584.00	35,624.00	55.00	32,120.00		32,120.00	90%
52	4" PVC Pipe Sewer	1,780.00	LF	29.00	51,620.00	1,498.50	43,456.50		43,456.50	84%
53	8" PVC Pipe Sewer	485.00	LF	29.00	14,065.00	458.00	13,282.00		13,282.00	94%
54	10" PVC Pipe Sewer	10.00	LF	55.00	550.00	10.00	550.00		550.00	100%
55	12" PVC Pipe Sewer	10.00	LF	70.00	700.00	6.00	420.00		420.00	60%
56	15" PVC Pipe Sewer	2,120.00	LF	49.00	103,880.00	2,100.00	102,900.00		102,900.00	99%
57	Construct Drainage Structure Design 4007	78.50	LF	438.00	34,383.00	70.25	30,769.50		30,769.50	89%
58	Connect to Existing Sanitary Sewer Service	73.00	EA	260.00	18,980.00	63.00	16,380.00		16,380.00	86%
59	Adjust Frame & Ring Casting	2.00	EA	350.00	700.00	-	-		-	-
60	Salvage Hydrant	5.00	EA	500.00	2,500.00	-	-		-	-
61	Temporary Water Service	1.00	LS	15,000.00	15,000.00	1.00	15,000.00		15,000.00	100%
62	Connect to Existing Water Service	70.00	EA	200.00	14,000.00	63.00	12,600.00		12,600.00	90%
63	Connect to Existing Water Main	10.00	EA	1,850.00	18,500.00	9.00	16,650.00		16,650.00	90%
64	Install 1" Curb Stop & Box	70.00	EA	332.00	23,240.00	63.00	20,916.00		20,916.00	90%
65	Hydrant	4.00	EA	5,857.00	23,428.00	5.00	29,285.00		29,285.00	125%
66	4" Gate Valve And Box	1.00	EA	1,250.00	1,250.00	1.00	1,250.00		1,250.00	100%
67	6" Gate Valve And Box	5.00	EA	1,573.00	7,865.00	5.00	7,865.00		7,865.00	100%
68	8" Gate Valve And Box	5.00	EA	2,146.00	10,730.00	5.00	10,730.00		10,730.00	100%
69	10" Gate Valve And Box	5.00	EA	3,100.00	15,500.00	6.00	18,600.00		18,600.00	120%
70	12" Gate Valve And Box	3.00	EA	3,706.00	11,118.00	1.00	3,706.00		3,706.00	33%
71	1" Type PE Pipe	1,650.00	LF	25.00	41,250.00	1,512.50	37,812.50		37,812.50	92%
72	4" PVC Water Main	10.00	LF	49.00	490.00	20.00	980.00		980.00	200%
73	6" PVC Water Main	70.00	LF	53.00	3,710.00	66.00	3,498.00		3,498.00	94%
74	8" PVC Water Main	40.00	LF	69.00	2,760.00	68.50	4,726.50		4,726.50	171%
75	10" PVC Water Main	2,542.00	LF	46.00	116,932.00	2,549.00	117,254.00		117,254.00	100%
76	12" PVC Water Main	30.00	LF	104.00	3,120.00	15.00	1,560.00		1,560.00	50%
77	2" Polystyrene Insulation	250.00	SY	12.00	3,000.00	125.48	1,505.76		1,505.76	50%
78	Water Main Fittings	3,054.00	LB	12.00	36,648.00	2,167.00	26,004.00		26,004.00	71%
Original Contract Totals					\$ 2,099,609.54		\$ 1,903,699.52	\$ -	\$ 1,903,699.52	91%

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2101-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.124785
Contractor:	Joe Riley Construction, Inc.	Contractor's Project No.:	
Project:	2nd Street SE		
Contract:	2nd Street SE		

Application No.: 8 - FINAL		Application Period: From 07/22/23 to 09/22/23		Application Date: 01/22/24						
A	B	C	D	E	F	G	H	I	J	K
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
Change Orders										
79	CHANGE ORDER 1	1.00	LS	9,000.00	9,000.00	1.00	9,000.00		9,000.00	100%
80	CHANGE ORDER 2	1.00	LS	13,396.18	13,396.18	1.00	13,396.18		13,396.18	100%
81	CHANGE ORDER 3	1.00	LS	(195,910.02)	(195,910.02)		-		-	
Change Order Totals					\$ (173,513.84)		\$ 22,396.18	\$ -	\$ 22,396.18	-13%
Original Contract and Change Orders										
Project Totals					\$ 1,926,095.70		\$ 1,926,095.70	\$ -	\$ 1,926,095.70	100%

CHANGE ORDER NO.: 3

Owner: City of Willmar
Engineer: Bolton & Menk, Inc.
Contractor: Riley Brothers
Project: 2nd Street SE Reconstruction
Contract Name: 2nd Street SE Reconstruction
Date Issued: 01/22/2024

Owner's Project No.: 2101-A
Engineer's Project No.: OW1.124785
Contractor's Project No.:
Effective Date of Change Order: 01/22/2024

The Contract is modified as follows upon execution of this Change Order:

Description:

This change order modifies the contract to extend the warranty on all casting adjustments completed with the project for a period of 5 years through December 31, 2028.

This change order also reconciles Final Contract Amount to Final Quantities. -\$195,910.02 Lump Sum

Attachments:

None

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 2,099,609.54	Original Contract Times: Substantial Completion: October 1, 2021 Ready for final payment: June 17, 2022
Increase from previously approved Change Order No. 1 to Change Order No. 2: \$ 22,396.18	Increase from previously approved Change Orders No.1: Substantial Completion: August 5, 2022 Ready for final payment: June 16, 2023
Contract Price prior to this Change Order: \$ 2,122,005.72	Contract Times prior to this Change Order: Substantial Completion: August 5, 2022 Ready for final payment: June 16, 2023
Decrease this Change Order: \$ 195,910.02	Increase this Change Order: Substantial Completion: August 5, 2022 Ready for final payment: January 22, 2024
Contract Price incorporating this Change Order: \$ 1,926,095.70	Contract Times with all approved Change Orders: Substantial Completion: August 5, 2022 Ready for final payment: January 22, 2024

Recommended by Engineer
By: Jared Voge, P.E.
Title: City Engineer
Date: 01/23/2024

Accepted by Contractor
C. Riley
PRESIDENT
1/23/24

Authorized by Owner
By: Public Works Director
Title: Public Works Director
Date: 1-23-2024



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge
Item:	Accept and Final Project No. 2204 Parking Lots Reconstruction		

RECOMMENDED ACTION:

Adopt the resolution accepting Project No. 2204 and authorizing final payment to Duinick, Inc. in the amount of \$25,185.17.

OVERVIEW:

Project No. 2204 included the reconstruction of the Fire Department North and South lots, Block 41 7th Street SW lot and construction of the Sperryville Parking lot. The project was awarded to Duinick, Inc. at the May 16th, 2022 Council Meeting for \$528,442.75. The final construction cost came under bid at \$35,236.86.

Final quantities have been reconciled and staff recommends authorization of final payment in the amount of \$25,185.17.

BUDGETARY/FISCAL ISSUES:

The final payment is within the project budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- ACCEPT PROJECT FINAL PROJECT NO. 2204
2. Project No. 2204 Final Pay Application

Resolution No.

A RESOLUTION ACCEPTING PROJECT NO. 2204 AND AUTHORIZING FINAL PAYMENT.

Motion By:_____ Second By:_____

IMPROVEMENT: Project No. 2204: Parking Lots Reconstruction

CONTRACTOR:	Duininck, Inc.
DATE OF CONTRACT:	May 16, 2022
BEGIN WORK:	May 30, 2022
COMPLETE WORK:	November 8 2023
APPROVE, ENGINEERING DEPT:	November 21, 2023

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Parking Lots Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$528,442.75
CHANGE ORDER NO. 1	\$7,641.00
CHANGE ORDER NO. 2	(\$42,877.86)
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$493,205.89
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$493,205.89
Less Previous Payments	\$468,020.72
FINAL PAYMENT DUE CONTRACTOR:	\$25,185.17

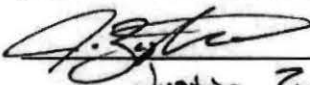
Dated this 5th day of February, 2024

Attest:

Mayor

City Clerk

Contractor's Application for Payment

Owner: <u>City of Willmar</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Duininck, Inc.</u> Project: <u>Parking Lot Improvements</u> Contract: <u>Parking Lot Improvements</u>	Owner's Project No.: <u>2204</u> Engineer's Project No.: <u>OW1.126079</u> Agency's Project No.: _____																																				
Application No.: <u>6 - FINAL</u> Application Date: <u>11/8/2023</u>																																					
Application Period: <u>From</u> <u>7/22/2023</u> <u>to</u> <u>11/8/2023</u>																																					
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 60%;">1. Original Contract Price</td><td style="width: 10%; text-align: right;">\$</td><td style="width: 30%; text-align: right;">528,442.75</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$</td><td style="text-align: right;">(35,236.86)</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$</td><td style="text-align: right;">493,205.89</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$</td><td style="text-align: right;">493,205.89</td></tr><tr><td>5. Retainage</td><td></td><td></td></tr><tr><td> a. _____ X \$ 493,205.89 Work Completed</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td> b. _____ X \$ - Stored Materials</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$</td><td style="text-align: right;">493,205.89</td></tr><tr><td>7. Less previous payments</td><td style="text-align: right;">\$</td><td style="text-align: right;">468,020.72</td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$</td><td style="text-align: right;">25,185.17</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4)</td><td style="text-align: right;">\$</td><td style="text-align: right;">-</td></tr></table>		1. Original Contract Price	\$	528,442.75	2. Net change by Change Orders	\$	(35,236.86)	3. Current Contract Price (Line 1 + Line 2)	\$	493,205.89	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	493,205.89	5. Retainage			a. _____ X \$ 493,205.89 Work Completed	\$	-	b. _____ X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	-	6. Amount eligible to date (Line 4 - Line 5.c)	\$	493,205.89	7. Less previous payments	\$	468,020.72	8. Amount due this application	\$	25,185.17	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-
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8. Amount due this application	\$	25,185.17																																			
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-																																			
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and (4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.																																					
Contractor: <u>Duininck, Inc.</u>																																					
Signature: 	Date: <u>11-16-23</u>																																				
Name: <u>Justin Zylstra</u>	Title: <u>Project Manager</u>																																				
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; vertical-align: top;">Recommended by Engineer By:  Name: <u>Josh Halvorson, P.E.</u> Title: <u>Principal in Charge</u> Date: <u>11/21/2023</u></td><td style="width: 50%; vertical-align: top;">Approved by Owner By:  Name: <u>Justin DeLeeuw</u> Title: <u>Public Works Director</u> Date: <u>1-23-2024</u></td></tr></table>		Recommended by Engineer By:  Name: <u>Josh Halvorson, P.E.</u> Title: <u>Principal in Charge</u> Date: <u>11/21/2023</u>	Approved by Owner By:  Name: <u>Justin DeLeeuw</u> Title: <u>Public Works Director</u> Date: <u>1-23-2024</u>																																		
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Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2204
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0W1.126079
Contractor:	Dulnack, Inc.	Agency's Project No.:	
Project:	Parking Lot Improvements		
Contract:	Parking Lot Improvements		

Application No.: 6 - FINAL Application Period: From 07/22/23 to 11/08/23 Application Date: 11/08/23

A	B	C	D	E	F	F1	F2	G	H	I	J	K					
Bid Item No.	Description	Item Quantity	Contract Information			Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)					
			Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)								
Original																	
1	MOBILIZATION	1.00	LUMP SUM	15,000.00	15,000.00	1.00	15,000.00	1.00	15,000.00		15,000.00	100%					
2	CLEAR & GRUB TREE	9.00	EACH	460.00	4,140.00	9.00	4,140.00	9.00	4,140.00		4,140.00	100%					
3	REMOVE CURB AND GUTTER	234.00	LIN FT	7.25	1,696.50	259.00	1,877.75	259.00	1,877.75		1,877.75	111%					
4	REMOVE BOLLARD	9.00	EACH	73.30	659.70	8.00	586.40	8.00	586.40		586.40	89%					
5	REMOVE POLE	11.00	EACH	65.00	715.00	11.00	715.00	11.00	715.00		715.00	100%					
6	REMOVE SEWER PIPE (STORM)	116.00	LIN FT	8.00	928.00	116.00	928.00	116.00	928.00		928.00	100%					
7	REMOVE BITUMINOUS PAVEMENT	5,991.00	SQ YD	6.00	35,946.00	5,991.00	35,946.00	5,991.00	35,946.00		35,946.00	100%					
8	REMOVE CONCRETE DRIVEWAY PAVEMENT	43.00	SQ YD	12.15	522.45	40.33	490.01	40.33	490.01		490.01	94%					
9	REMOVE CONCRETE WALK	16.00	SQ YD	25.70	411.20	31.30	804.41	31.30	804.41		804.41	196%					
10	COMMON EXCAVATION (P)	3,199.00	CU YD	15.35	49,104.65	3,261.00	50,056.35	3,261.00	50,056.35		50,056.35	102%					
11	SUBGRADE EXCAVATION (EV)	480.00	CU YD	26.40	12,672.00	6.66	175.82	6.66	175.82		175.82	1%					
12	SELECT GRANULAR BORROW (CV)	480.00	CU YD	33.45	16,056.00	-	-	-	-		-	-					
13	GEOTEXTILE FABRIC TYPE V	7,195.00	SQ YD	1.70	12,231.50	7,317.00	12,438.90	7,317.00	12,438.90		12,438.90	102%					
14	AGGREGATE BASE (CV) CLASS 5	2,639.00	CU YD	40.00	105,560.00	2,447.00	97,880.00	2,447.00	97,880.00		97,880.00	93%					
15	BITUMINOUS STREET PATCH	10.00	SQ YD	150.00	1,500.00	10.67	1,600.50	10.67	1,600.50		1,600.50	107%					
16	TYPE SP 9.5 WEARING COURSE MIX (2,B)	662.00	TON	110.00	72,820.00	708.00	77,880.00	708.00	77,880.00		77,880.00	107%					
17	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	1,105.00	TON	100.00	110,500.00	1,044.00	104,400.00	1,019.00	101,900.00		101,900.00	92%					
18	4" CONCRETE WALK	295.00	SQ FT	13.75	4,056.25	310.00	4,262.50	532.00	7,315.00		7,315.00	180%					
19	6" CONCRETE DRIVEWAY PAVEMENT	47.00	SQ YD	100.00	4,700.00	57.66	5,766.00	57.66	5,766.00		5,766.00	123%					
20	4" THICKENED EDGE CONCRETE WALK	2,101.00	SQ FT	9.75	20,484.75	2,048.00	19,968.00	2,048.00	19,968.00		19,968.00	97%					
21	CONCRETE CURB & GUTTER DESIGN B618	234.00	LIN FT	45.00	10,530.00	280.00	12,600.00	280.00	12,600.00		12,600.00	120%					
22	CONCRETE V CURB	22.00	LIN FT	38.00	836.00	22.00	836.00	22.00	836.00		836.00	100%					
23	8" PVC STORM PIPE (SDR 26)	179.00	LIN FT	31.00	5,549.00	179.00	5,549.00	179.00	5,549.00		5,549.00	100%					
24	CONNECT TO EXISTING STORM SEWER (PIPE)	2.00	EACH	600.00	1,200.00	2.00	1,200.00	2.00	1,200.00		1,200.00	100%					
25	CONNECT TO EXISTING STORM SEWER (STRUCTURE)	1.00	EACH	1,500.00	1,500.00	1.00	1,500.00	1.00	1,500.00		1,500.00	100%					
26	INSTALL SIGN PANEL (HANDICAP PARKING)	10.00	EACH	400.00	4,000.00	10.00	4,000.00	10.00	4,000.00		4,000.00	100%					
27	TRAFFIC CONTROL	1.00	LUMP SUM	1,400.00	1,400.00	1.00	1,400.00	1.00	1,400.00		1,400.00	100%					
28	ADJUST CASTING	2.00	EACH	460.00	920.00	-	-	-	-		-	-					
29	4" SOLID LINE WHITE PAINT	2,194.00	LIN FT	0.50	1,097.00	3,241.00	1,620.50	3,241.00	1,620.50		1,620.50	148%					
30	PAVEMENT MESSAGE WHITE (HANDICAP SYMBOL)	6.00	EACH	35.00	210.00	10.00	350.00	10.00	350.00		350.00	167%					
31	STORM DRAIN INLET PROTECTION	11.00	EACH	100.00	1,100.00	4.00	400.00	4.00	400.00		400.00	36%					
32	BIOLOG	180.00	LIN FT	4.00	720.00	40.00	160.00	40.00	160.00		160.00	22%					
33	STRIP, SALVAGE, SCREEN, AND RESPREAD EXISTING TOPSOIL	1.00	LUMP SUM	15,000.00	15,000.00	0.85	12,750.00	0.85	12,750.00		12,750.00	85%					
34	COMMON TOPSOIL BORROW	100.00	CU YD	64.00	6,400.00	-	-	-	-		-	-					
35	TURF ESTABLISHMENT, EROSION CONTROL BLANKET	2,605.00	SQ YD	1.35	3,516.75	2,000.00	2,700.00	2,000.00	2,700.00		2,700.00	77%					
36	TURF ESTABLISHMENT, HYDROMULCH	3,808.00	SQ YD	1.25	4,760.00	4,025.00	5,031.25	4,025.00	5,031.25		5,031.25	106%					
Original Contract Totals					\$	528,442.75		\$	485,012.39		\$	485,564.89	\$	-	\$	485,564.89	92%

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner: City of Willmar	Owner's Project No.: 2204
Engineer: Bolton & Menk, Inc.	Engineer's Project No.: 0W1.126079
Contractor: Duininck, Inc.	Agency's Project No.:
Project: Parking Lot Improvements	
Contract: Parking Lot Improvements	

Application No.: 6 - FINAL	Application Period: From 07/22/23 to 11/08/23	Application Date: 11/08/23
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Application Date: 12/06/23												
A	B	C	D	E	F	F1	F2	G	H	I	J	K
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
Change												
CO - 1	CHANGE ORDER 1	1.00	LUMP SUM	7,641.00	7,641.00	1.00	7,641.00	1.00	7,641.00		7,641.00	100%
CO - 2	CHANGE ORDER 2	1.00	LUMP SUM	(42,877.86)	(42,877.86)		-		-		-	
					-		-		-		-	
Change Order Totals					\$ (35,236.86)		\$ 7,641.00		\$ 7,641.00	\$ -	\$ 7,641.00	-22%
Original												
Project Totals					\$ 493,205.89				\$ 493,205.89	\$ -	\$ 493,205.89	100%

CHANGE ORDER FORM

NO.: 2

Owner: City of Willmar Owner's Project No.: 2204
 Engineer: Bolton & Menk, Inc. Engineer's Project No.: OW1.126079
 Contractor: Duininck, Inc. Contractor's Project No.:
 Project: Parking Lot Improvements
 Contract Name: Parking Lot Improvements
 Date Issued: 11/08/2023 Effective Date of Change Order: 11/08/2023

The Contract is modified as follows upon execution of this Change Order:

Description:

Reconciles Final Contract Amount to Final Quantities. -\$42,877.86 Lump Sum

Change in Contract Price	Change in Contract Times
Original Contract Price:	Original Contract Times:
\$ 528,442.75	Substantial Completion: 10/14/2022
	Ready for final payment: 10/21/2022
Increase from previously approved Change Orders No. 1:	Increase from previously approved Change Orders No.1:
\$ 7,641.00	Substantial Completion:
	Ready for final payment:
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 536,083.75	Substantial Completion: 10/14/2022
	Ready for final payment: 10/21/2022
Decrease this Change Order:	Increase this Change Order:
\$ 42,877.86	Substantial Completion: 10/14/2022
	Ready for final payment: 11/08/2023
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 493,205.89	Substantial Completion: 10/14/2022
	Ready for final payment: 11/08/2023

Recommended by Engineer
 By: [Signature]
 Title: Principal in Charge
 Date: 11/21/2023

Accepted by Contractor
Justin Zylstra
Project Manager
 11-16-23

Authorized by Owner
 By: [Signature]
 Title: Public Works Director
 Date: 1-23-2024



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge, City Engineer
Item:	Accept and Final Project No. 2304 Block 22 Lot & Sunrise Path		

RECOMMENDED ACTION:

Adopt the resolution accepting Project No. 2304 and authorizing final payment to Joe Riley Construction in the amount of \$45,857.79.

OVERVIEW:

Project No. 2304, the reconstruction of Block 22 parking lot and the Sunrise Path, was awarded to Joe Riley Construction at the April 17th, 2023 Council Meeting for the contract amount of \$323,580.60. After adjusting for the actual qualities, the final project cost was \$26,078.12 higher than bid price.

Final quantities have been reconciled and staff recommends authorization of final payment in the amount of \$45,857.79.

BUDGETARY/FISCAL ISSUES:

The final payment is within the project budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- ACCEPT PROJECT FINAL PROJECT NO. 2304
2. Project No. 2304 Final Pay Application

Resolution No.

A RESOLUTION ACCEPTING PROJECT NO. 2304 AND AUTHORIZING FINAL PAYMENT.

Motion By:_____ Second By:_____

IMPROVEMENT: Project No. 2304: Block 22 Parking Lot & Sunrise Path
Reconstruction

CONTRACTOR: Joe Riley Construction
DATE OF CONTRACT: April 17, 2023
BEGIN WORK: May 30, 2023
COMPLETE WORK: October 26, 2023
APPROVE, ENGINEERING DEPT: January 29, 2024

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that:

1. The said City of Willmar Parking Lot and Path Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$323,580.60
CHANGE ORDER NO. 1	\$27,362.40
CHANGE ORDER NO. 2	(\$1,284.28)
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$349,658.72
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$349,658.72
Less Previous Payments	\$303,800.93
FINAL PAYMENT DUE CONTRACTOR:	\$45,857.79

Dated this 5th day of February, 2024

Mayor

Attest:

City Clerk

Contractor's Application for Payment

Owner:	<u>City of Willmar</u>	Owner's Project No.:	<u>2304</u>
Engineer:	<u>Bolton & Menk, Inc.</u>	Engineer's Project No.:	<u>OW1.127956</u>
Contractor:	<u>Joe Riley Construction</u>	Agency's Project No.:	<u></u>
Project:	<u>Block 22 Parking & Sunrise Path Improvements</u>		
Contract:	<u>Block 22 Parking & Sunrise Path Improvements</u>		

Application No.: 3 - FINAL **Application Date:** 10/26/2023
Application Period: **From** 7/22/2023 **to** 10/26/2023

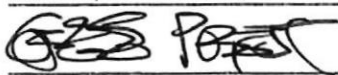
1. Original Contract Price	\$	323,580.60
2. Net change by Change Orders	\$	26,078.12
3. Current Contract Price (Line 1 + Line 2)	\$	349,658.72
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	349,658.72
5. Retainage		
a. <u> </u> X \$ <u>349,658.72</u> Work Completed	\$	-
b. <u> </u> X \$ <u>-</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	349,658.72
7. Less previous payments	\$	303,800.93
8. Amount due this application	\$	45,857.79
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

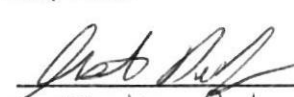
- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective. and
- (4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Joe Riley Construction, Inc.

Signature:  **Date:** 10/30/23
Name: GREGG PREST **Title:** CFO/CFO

Recommended by Engineer

Approved by Owner

By: <u></u>	By: <u></u>
Name: <u>Josh Halvorson, P.E.</u>	Name: <u>Justin DeLeeuw</u>
Title: <u>Principal in Charge</u>	Title: <u>Public Works Director</u>
Date: <u>01/29/2024</u>	Date: <u>1-29-2024</u>

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2304
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0W1.127956
Contractor:	Joe Riley Construction	Agency's Project No.:	
Project:	Block 22 Parking & Sunrise Path Improvements		
Contract:	Block 22 Parking & Sunrise Path Improvements		

Application No.: 3 - FINAL		Application Period: From 07/22/23 to 10/26/23		Application Date: 10/26/23								
A	B	C	D	E	F	F1	F2	G	H	I	J	K
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	34,900.00	34,900.00	0.90	31,410.00	1.00	34,900.00		34,900.00	100%
2	GRUBBING	3.00	TREE	100.00	300.00	3.00	300.00	3.00	300.00		300.00	100%
3	REMOVE CURB AND GUTTER	250.00	LIN FT	6.00	1,500.00	261.00	1,566.00	261.00	1,566.00		1,566.00	104%
4	REMOVE SIGN	1.00	EACH	10.00	10.00	1.00	10.00	1.00	10.00		10.00	100%
5	SALVAGE SIGN	5.00	EACH	20.00	100.00	-	-	2.00	40.00		40.00	40%
6	REMOVE BITUMINOUS PAVEMENT	4,050.00	SQ YD	2.90	11,745.00	4,097.00	11,881.30	4,097.00	11,881.30		11,881.30	101%
7	REMOVE CONCRETE WALK	35.00	SQ YD	5.00	175.00	70.00	350.00	70.00	350.00		350.00	200%
8	REMOVE HYDRANT	1.00	EACH	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%
9	REMOVE WATERMAIN	30.00	EACH	75.00	2,250.00	25.00	1,875.00	25.00	1,875.00		1,875.00	83%
10	HYDRANT (7" BURY)	1.00	EACH	7,546.00	7,546.00	1.00	7,546.00	1.00	7,546.00		7,546.00	100%
11	6" C900 PVC WATERMAIN	25.00	LIN FT	200.00	5,000.00	24.00	4,800.00	24.00	4,800.00		4,800.00	96%
12	6" GATE VALVE AND BOX	1.00	EACH	3,000.00	3,000.00	1.00	3,000.00	1.00	3,000.00		3,000.00	100%
13	WATERMAIN FITTINGS	67.00	POUND	29.85	1,999.95	30.00	895.50	30.00	895.50		895.50	45%
14	CONNECT TO EXISTING WATERMAIN	1.00	EACH	2,050.00	2,050.00	1.00	2,050.00	1.00	2,050.00		2,050.00	100%
15	ADJUST VALVE BOX	2.00	EACH	500.00	1,000.00	2.00	1,000.00	2.00	1,000.00		1,000.00	100%
16	INTERIOR LINING OF CATCH BASIN	3.00	EACH	800.00	2,400.00	-	-	3.00	2,400.00		2,400.00	100%
17	ADJUST CATCH BASIN RINGS & CASTING	3.00	EACH	825.00	2,475.00	2.00	1,650.00	3.00	2,475.00		2,475.00	100%
18	ADJUST SANITARY FRAME & RING CASTING	1.00	EACH	825.00	825.00	1.00	825.00	1.00	825.00		825.00	100%
19	FURNISH & INSTALL FRAME AND RING CASTING (MANHOLE)	1.00	EACH	600.00	600.00	1.00	600.00	1.00	600.00		600.00	100%
20	6" PVC SDR 26 DRAINPIPE	55.00	LIN FT	41.00	2,255.00	28.00	1,148.00	28.00	1,148.00		1,148.00	51%
21	COMMON EXCAVATION (P)	2,020.00	CU YD	13.65	27,573.00	2,020.00	27,573.00	2,020.00	27,573.00		27,573.00	100%
22	SUBGRADE EXCAVATION (EV)	195.00	CU YD	42.00	8,190.00	33.00	1,386.00	33.00	1,386.00		1,386.00	17%
23	GEOTEXTILE FABRIC TYPE V	5,425.00	SQ YD	2.00	10,850.00	5,425.00	10,850.00	5,425.00	10,850.00		10,850.00	100%
24	AGGREGATE BASE (CV) CLASS 5	1,585.00	CU YD	33.90	53,731.50	1,580.00	53,562.00	1,580.00	53,562.00		53,562.00	100%
25	BITUMINOUS STREET PATCH	15.00	SQ YD	53.00	795.00	2.50	132.50	2.50	132.50		132.50	17%
26	TYPE SP 9.5 WEARING COURSE MIX (2,B) (PATH)	590.00	TON	99.00	58,410.00	595.30	58,934.70	595.30	58,934.70		58,934.70	101%
27	TYPE SP 9.5 WEARING COURSE MIX (2,B)	150.00	TON	103.50	15,525.00	168.89	17,480.12	168.89	17,480.12		17,480.12	113%
28	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	250.00	TON	102.00	25,500.00	239.44	24,422.88	239.44	24,422.88		24,422.88	96%
29	CASTING ASSEMBLY SPECIAL - CURB STOP	1.00	EACH	350.00	350.00	-	-	-	-		-	-
30	6" CONCRETE WALK (PEDESTRIAN RAMP)	355.00	SQ FT	12.00	4,260.00	692.00	8,304.00	692.00	8,304.00		8,304.00	195%
31	6" CONCRETE WALK	360.00	SQ FT	14.00	5,040.00	396.00	5,544.00	396.00	5,544.00		5,544.00	110%
32	CONCRETE CURB & GUTTER DESIGN B618	160.00	LIN FT	31.00	4,960.00	222.00	6,882.00	222.00	6,882.00		6,882.00	139%
33	CONCRETE CURB & GUTTER DESIGN D412	60.00	LIN FT	35.00	2,100.00	43.50	1,522.50	43.50	1,522.50		1,522.50	73%
34	INSTALL SIGN PANEL (HANDICAP PARKING)	2.00	EACH	400.00	800.00	-	-	2.00	800.00		800.00	100%
35	REINSTALL SALVAGED SIGN	5.00	EACH	45.00	225.00	-	-	2.00	90.00		90.00	40%
36	TRUNCATED DOMES	75.00	SQ FT	60.00	4,500.00	84.00	5,040.00	84.00	5,040.00		5,040.00	112%
37	TRAFFIC CONTROL	1.00	LUMP SUM	3,000.00	3,000.00	0.90	2,700.00	1.00	3,000.00		3,000.00	100%
38	STORM DRAIN INLET PROTECTION	5.00	EACH	115.00	575.00	3.00	345.00	3.00	345.00		345.00	60%
39	SILT FENCE, TYPE MS	755.00	LIN FT	2.15	1,623.25	650.00	1,397.50	811.00	1,743.65		1,743.65	107%
40	COMMON TOPSOIL BORROW (LV)	79.00	CU YD	64.50	5,095.50	-	-	90.00	5,805.00		5,805.00	114%
41	TURF ESTABLISHMENT, HYDRAULIC MATRIX	3,260.00	SQ YD	1.39	4,531.40	-	-	3,370.00	4,684.30		4,684.30	103%
42	TURF ESTABLISHMENT, EROSION CONTROL BLANKET	1,500.00	SQ YD	1.59	2,385.00	-	-	2,048.00	3,256.32		3,256.32	137%
43	4" SOLID LINE MULTI COMP	1,325.00	LIN FT	2.00	2,650.00	-	-	1,069.00	2,138.00		2,138.00	81%
44	PAVEMENT MESSAGE PAINT (HANDICAP SYMBOL)	2.00	EACH	40.00	80.00	-	-	2.00	80.00		80.00	100%
45	PAVEMENT MESSAGE PAINT (DIRECTION ARROW)	5.00	EACH	40.00	200.00	-	-	5.00	200.00		200.00	100%
Original Contract Totals					\$ 323,580.60		\$ 297,483.00		\$ 321,937.77	\$ -	\$ 321,937.77	99%

CHANGE ORDER FORM**NO.: 2**

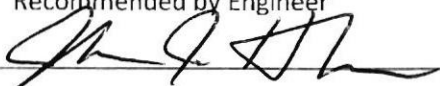
Owner: City of Willmar Owner's Project No.: 2304
Engineer: Bolton & Menk, Inc. Engineer's Project No.: 0W1.127956
Contractor: Joe Riley Construction Contractor's Project No.:
Project: Block 22 Parking & Sunrise Path Improvements
Contract
Name: Block 22 Parking & Sunrise Path Improvements
Date Issued: Effective Date of Change
10/20/2023 Order: 10/20/2023

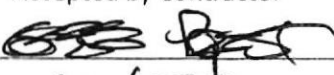
The Contract is modified as follows upon execution of this Change Order:

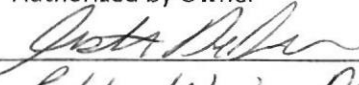
Description:

Reconciles Final Contract Amount to Final Quantities. -\$1,284.28 Lump Sum

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 323,580.60	Original Contract Times: Substantial Completion: 10/13/2023 Ready for final payment: 10/20/2023
Increase from previously approved Change Orders No. 0 to No. 1 \$ 27,362.40	Decrease from previously approved Change Orders No.0 to No. 1 Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 350,943.00	Contract Times prior to this Change Order: Substantial Completion: 10/13/2023 Ready for final payment: 10/20/2023
Decrease this Change Order: \$ 1,284.28	Decrease this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: \$ 349,658.72	Contract Times with all approved Change Orders: Substantial Completion: 10/13/2023 Ready for final payment: 10/20/2023

Recommended by Engineer
By: 
Title: Principal in Charge
Date: 01/29/2024

Accepted by Contractor

CEO/GFO
10/31/23

Authorized by Owner
By: 
Title: Public Works Director
Date: 1-29-2024



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of Resolution Appointing Election Judges for the 2024 Presidential Nomination Primary Election		

RECOMMENDED ACTION:

Approve the Resolution Appointing Election Judges for the 2024 Presidential Nomination Primary Election.

OVERVIEW:

The Presidential Nomination Primary Election is scheduled for Tuesday, March 5, 2024. In accordance to Minnesota Statutes 204B.21, Subdivision 2, it is necessary at this time to pass a resolution appointing election judges.

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. Resoution Appointing Judges

RESOLUTION NO. ____
APPOINTMENT OF ELECTION JUDGES

Motion By: _____

Second By:_____

WHEREAS, Minnesota Statutes, Section 204B.21, requires that the election judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, authorize the City Clerk of the City of Willmar to appoint election judges for known elections in 2024.

Dated this 5th day of February, 2024

MAYOR

Attest:

CITY ADMINISTRATOR



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Economic Development Operations Board Reappointment		

RECOMMENDED ACTION:

Mayor Reese recommends that the Council approve the reappointment of Economic Development Operations Board member Abdulcadir Abucar Gaal.

OVERVIEW:

Abdulcadir Abucar Gaal first appointment was May, 2022.. This is the second term for Mr. Gaal serving on the EDC Operations Board.

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.J.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Prairie Lakes Chapter Rocky Mountain Elk Foundation Lawful Gambling Application		

RECOMMENDED ACTION:

Approve Prairie Lakes Chapter Rocky Mountain Elk Foundation Lawful Gambling Application

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Prairie Lakes Chapter Rocky Mountain Elk Foundation Permit Application

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Prairie Lakes Chapter Rocky Mountain Elk Foudation Previous Gambling Permit Number: X-04845
 Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 81-0421425
 Mailing Address: 7242 North Shore Drive
 City: Spicer State: MNB Zip: 56288 County: Kandiyohi
 Name of Chief Executive Officer (CEO): Doug Wessling
 CEO Daytime Phone: 320-212-2106 CEO Email: myday@tds.net
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- ☒ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Best Western Plus & Conference Centewr

Physical Address (do not use P.O. box): 2100 E HWY 12 #1

Check one:

☒ City: Willmar Zip: 56201 County: Kandiyohi
☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 2-24-2024

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☒ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: Willmar

Signature of City Personnel:

[Signature]

Title: City Administrator Date: 1/12/2024

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: 1-8-2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Doug Wessling

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103008	ASPEN MILLS	0000		INV	01/19/2024	325919			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5080		FIRE DEP	EMEEAPRARE		178.83			
						CHECK TOTAL	178.83		
103610	AUSTIN INCORPORATED	0000		INV	01/13/2024	46552			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5490		AIRPORT	OTHER		360.00			
							360.00		
103610	AUSTIN INCORPORATED	0000		INV	01/13/2024	46377			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5490		AIRPORT	OTHER		120.00			
							120.00		
103610	AUSTIN INCORPORATED	0000		INV	01/13/2024	46329			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5490		AIRPORT	OTHER		120.00			
							120.00		
103610	AUSTIN INCORPORATED	0000		INV	01/13/2024	46150			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5490		AIRPORT	OTHER		120.00			
							120.00		
						CHECK TOTAL	720.00		
100900	BEST WESTERN PLUS	0000		INV	01/13/2024	NovBoard			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 208850 5380		CVB	ALSGENTRVL		188.75			
							188.75		
						CHECK TOTAL	188.75		
102552	CARD SERVICES	0000		INV	01/13/2024	120114			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		23.94			
							23.94		
102552	CARD SERVICES	0000		INV	01/13/2024	120516			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		31.92			
							31.92		

Report generated: 01/17/2024 16:21:19
User: Abby Valladarez (avalladarez)
Program ID: apwarnt

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	55.86		
103841	FENSKE/WILLIAM	0000		INV	12/29/2023	23-050523			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101806 5460		FINANCE	PROFESSION		810.00			
							810.00		
						CHECK TOTAL	810.00		
101449	FLAHERTY & HOOD P.A.	0000		INV	12/29/2023	20603			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101808 5460		LEGAL	PROFESSION		17,896.55			
							17,896.55		
101449	FLAHERTY & HOOD P.A.	0000		INV	01/24/2024	20651			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101808 5460		LEGAL	PROFESSION		3,238.00			
							3,238.00		
101449	FLAHERTY & HOOD P.A.	0000		INV	12/29/2023	20206			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101808 5460		LEGAL	PROFESSION		13,905.31			
							13,905.31		
101449	FLAHERTY & HOOD P.A.	0000		INV	01/13/2024	20286			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101808 5460		LEGAL	PROFESSION		10,088.20			
							10,088.20		
						CHECK TOTAL	45,128.06		
100293	GENERAL MAILING SERVI	0000		INV	01/26/2024	68690			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5270		CITY HALL	POSTAGE		20.00			
	2 101807 5270		PLAN&DEV	POSTAGE		11.55			
	3 101804 5270		CITY CLERK	POSTAGE		13.03			
	4 101806 5270		FINANCE	POSTAGE		38.88			
	5 101830 5270		PUBLICWORK	POSTAGE		0.81			
	6 651890 5270		WWTREAT	POSTAGE		1.62			
							85.89		
						CHECK TOTAL	85.89		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100376	KANDIYOHI CO AUDITOR	0000		INV	01/13/2024	509049			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORKWASTEREM			19.52	19.52		
100376	KANDIYOHI CO AUDITOR	0000		INV	12/29/2023	509048			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORKWASTEREM			44.48	44.48		
100376	KANDIYOHI CO AUDITOR	0000		INV	12/29/2023	509022			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORKWASTEREM			37.44	37.44		
100376	KANDIYOHI CO AUDITOR	0000		INV	12/29/2023	509023			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORKWASTEREM			39.36	39.36		
100376	KANDIYOHI CO AUDITOR	0000		INV	12/29/2023	508991			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORKWASTEREM			74.04	74.04		
						CHECK TOTAL	214.84		
101646	LAKESIDE PRESS	0000		INV	01/12/2024	11997			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 208851 5472		TOURISM LEISRETRVL			2,150.00	2,150.00		
						CHECK TOTAL	2,150.00		
100449	MENARDS	0000		INV	01/19/2024	71160			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5200		FIRE DEP GENSUPP			26.51	26.51		
						CHECK TOTAL	26.51		
103790	MILES PARTNERSHIP,LLL	0000		INV	01/13/2024	90207			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 208851 5472		TOURISM LEISRETRVL			2,425.00	2,425.00		

Report generated: 01/17/2024 16:21:19
User: Abby Valladarez (avalladarez)
Program ID: apwarmt

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
						CHECK TOTAL	2,425.00		
100094	MN DEPT OF LABOR & IN	0000		INV	01/23/2024	957			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101807 5490		PLAN&DEV	OTHER			1,416.16		
						CHECK TOTAL	1,416.16		
100524	MN UC FUND	0000		INV	01/13/2024	STMT/12-23			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101801 5070		ADMIN	INSPASS			194.42		
						CHECK TOTAL	194.42		
100544	MVTL LABORATORIES INC	0000		INV	11/23/2023	1225745			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION			58.30		
								58.30	
100544	MVTL LABORATORIES INC	0000		INV	11/15/2023	1224171			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION			58.30		
						CHECK TOTAL	116.60		
103286	OASIS AERO INC	0000		INV	01/13/2024	5760			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5460		AIRPORT	PROFESSION			4,000.00		
	2 230838 5360		AIRPORT	WASTEREM			85.01		
								4,085.01	
103286	OASIS AERO INC	0000		INV	01/13/2024	5730			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5320		AIRPORT	MAINTOTHIM			615.12		
								615.12	
103286	OASIS AERO INC	0000		INV	01/13/2024	5603			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5460		AIRPORT	PROFESSION			4,000.00		
								4,000.00	

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103286	OASIS AERO INC	0000		INV	01/13/2024	5602			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 230838 5460		AIRPORT	PROFESSION		4,000.00			
							4,000.00		
						CHECK TOTAL	12,700.13		
100608	PETERSON SHOE STORE	0000		INV	01/05/2024	228703			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORKIGENSUPP			39.09			
	2 651890 5200		WWTREAT GENSUPP			39.10			
	3 101847 5200		COMM CENTGENSUPP			117.30			
							195.49		
100608	PETERSON SHOE STORE	0000		INV	01/13/2024	224256			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORKIGENSUPP			203.99			
							203.99		
						CHECK TOTAL	399.48		
100624	PRINT MASTERS	0000		INV	12/16/2023	181396			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5310		FIRE DEP	MAINTSTRUC		190.00			
							190.00		
100624	PRINT MASTERS	0000		INV	01/13/2024	92286			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 208851 5472		TOURISM	LEISRETRVL		162.00			
							162.00		
						CHECK TOTAL	352.00		
100685	SERVICE CENTER/CITY O	0000		INV	12/29/2023	STMT/12-2023			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5300		POLICE DEP MAINT EQUIP			1,492.90			
	2 101820 5300		POLICE DEP MAINT EQUIP			255.85			
	3 101830 5300		PUBLICWORK MAINT EQUIP			3,026.54			
	4 101844 5300		PARKS&REC MAINT EQUIP			35.59			
	5 651891 5300		WWCOLLECT MAINT EQUIP			190.60			
							5,001.48		
						CHECK TOTAL	5,001.48		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
104012	The Uniform Shoppe	0000		INV	01/12/2024	341297			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5080		FIRE DEP	EMEEAPRARE		103.20			
							103.20		
						CHECK TOTAL	103.20		
100805	WEST CENTRAL SANITATI	0000		INV	01/15/2024	12990606			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5360		WWTREAT	WASTEREM		104.13			
							104.13		
						CHECK TOTAL	104.13		
100812	WILLMAR CHAMBER OF CO	0000		INV	01/13/2024	STMT/12-23			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 208850 5200		CVB	GENSUPP		105.42			
	2 208850 5390		CVB	AWARDS		55.06			
	3 208850 5380		CVB	ALSGENTRVL		7.54			
	4 208850 5380		CVB	ALSGENTRVL		164.15			
	5 208851 5472		TOURISM	LEISRETRVL		258.07			
	6 208850 5400		CVB	SUBSCRIPT		20.00			
	7 208851 5472		TOURISM	LEISRETRVL		0.02			
	8 208850 5290		CVB	COMM		7.54			
	9 208850 5210		CVB	OFFICE SUP		154.94			
	10 208851 5472		TOURISM	LEISRETRVL		1,700.00			
	11 208851 5472		TOURISM	LEISRETRVL		330.93			
							2,803.67		
						CHECK TOTAL	2,803.67		
103287	WILLMAR WARHAWKS	0000		INV	01/12/2024	1824			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5460		CIVIC CENT	PROFESSION		2,564.71			
							2,564.71		
						CHECK TOTAL	2,564.71		
39	INVOICES					77,739.72	77,739.72		
						CASH ACCOUNT BALANCE	2,946,994.31		

City of Willmar



Vendor Check Distribution Check Run Summary

CHECK RUN: 01/16-AV 01/16/2024
DUE DATE: 01/16/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101801	GE - ADMIN (E) 101 -00-801-000-5070 -	RETIRED EMPLOYEES INS 194.42	0.00
101	101803	GE - CITY HALL (E) 101 -00-803-000-5270 -	POSTAGE 20.00	0.00
101	101804	GE - CITY CLERK (E) 101 -00-804-000-5270 -	POSTAGE 13.03	0.00
101	101806	GE - FINANCE (E) 101 -00-806-000-5270 -	POSTAGE 38.88	0.00
101	101806	GE - FINANCE (E) 101 -00-806-000-5460 -	PROFESSIONAL SERVICES 810.00	0.00
101	101807	GE - PLAN&DEV (E) 101 -00-807-000-5270 -	POSTAGE 11.55	0.00
101	101807	GE - PLAN&DEV (E) 101 -00-807-000-5490 -	OTHER CHARGES/SERVICE 1,416.16	0.00
101	101808	GE - LEGAL (E) 101 -00-808-000-5460 -	PROFESSIONAL SERVICES 45,128.06	0.00
101	101820	GE - POLICE DEP (E) 101 -00-820-000-5300 -	MTCE. OF EQUIPMENT 1,748.75	0.00
101	101821	GE - FIRE DEP (E) 101 -00-821-000-5080 -	EMPLOYEE SAFETY APPAR 282.03	0.00
101	101821	GE - FIRE DEP (E) 101 -00-821-000-5200 -	GENERAL SUPPLIES 26.51	0.00
101	101821	GE - FIRE DEP (E) 101 -00-821-000-5310 -	MTCE. OF STRUCTURES 190.00	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5200 -	GENERAL SUPPLIES 243.08	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5270 -	POSTAGE 0.81	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5300 -	MTCE. OF EQUIPMENT 3,026.54	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5360 -	CLEANING AND WASTE RE 214.84	0.00
101	101844	GE - PARKS&REC (E) 101 -00-844-000-5300 -	MTCE. OF EQUIPMENT 35.59	0.00
101	101845	GE - CIVIC CENT (E) 101 -00-845-000-5200 -	GENERAL SUPPLIES 55.86	0.00
101	101845	GE - CIVIC CENT (E) 101 -00-845-000-5460 -	PROFESSIONAL SERVICES 2,564.71	0.00
101	101847	GE - COMM CENT (E) 101 -00-847-000-5200 -	GENERAL SUPPLIES 117.30	0.00

FUND TOTAL 56,138.12

CASH ACCOUNT 999 1100 BALANCE 2,946,994.31

208	208850	CV - CVB (E) 208 -00-850-000-5200 -	GENERAL SUPPLIES 105.42	0.00
208	208850	CV - CVB (E) 208 -00-850-000-5210 -	OFFICE SUPPLIES 154.94	0.00
208	208850	CV - CVB (E) 208 -00-850-000-5290 -	COMMUNICATIONS 7.54	0.00
208	208850	CV - CVB (E) 208 -00-850-000-5380 -	MEALS GENERAL TRAVEL 360.44	0.00
208	208850	CV - CVB (E) 208 -00-850-000-5390 -	AWARDS AND INDEMNITIE 55.06	0.00
208	208850	CV - CVB (E) 208 -00-850-000-5400 -	SUBSCRIPTIONS AND MEM 20.00	0.00
208	208851	CV - TOURISM (E) 208 -00-851-000-5472 -	LEISURE TRAVEL 7,026.02	0.00

FUND TOTAL 7,729.42

CASH ACCOUNT 999 1100 BALANCE 2,946,994.31

230	230838	AI - AIRPORT (E) 230 -00-838-000-5320 -	MTCE. OF OTHER IMPROV 615.12	0.00
230	230838	AI - AIRPORT (E) 230 -00-838-000-5360 -	CLEANING AND WASTE RE 85.01	0.00
230	230838	AI - AIRPORT (E) 230 -00-838-000-5460 -	PROFESSIONAL SERVICES 12,000.00	0.00
230	230838	AI - AIRPORT (E) 230 -00-838-000-5490 -	OTHER CHARGES/SERVICE 720.00	0.00

Report generated: 01/17/2024 16:21:19
User: Abby Valladarez (avalladarez)
Program ID: apwarnt

City of Willmar

Vendor Check Distribution



				FUND TOTAL	13,420.13	
CASH ACCOUNT 999 1100		BALANCE 2,946,994.31				
651	651890	WW - WWTREAT (E)	651 -00-890-000-5200 -	GENERAL SUPPLIES	39.10	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5270 -	POSTAGE	1.62	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5360 -	CLEANING AND WASTE RE	104.13	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5460 -	PROFESSIONAL SERVICES	116.60	0.00
651	651891	WW - WWCOLLECT (E)	651 -00-891-000-5300 -	MTCE. OF EQUIPMENT	190.60	0.00
				FUND TOTAL	452.05	
CASH ACCOUNT 999 1100		BALANCE 2,946,994.31				
				WARRANT SUMMARY TOTAL	77,739.72	
				GRAND TOTAL	77,739.72	

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1100

HERITAGE GENERAL CHECKING

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
103008	ASPEN MILLS 1 101821 5080	00000		INV	01/19/2024	325919	
		FIRE DEP		EMEEAPRARE		178.83	
		Invoice Net				178.83	
				CHECK TOTAL		178.83	-----
103610	AUSTIN INCORPORATED 1 230838 5490	00000		INV	01/13/2024	46552	
		AIRPORT		OTHER		360.00	
		Invoice Net				360.00	
103610	AUSTIN INCORPORATED 1 230838 5490	00000		INV	01/13/2024	46377	
		AIRPORT		OTHER		120.00	
		Invoice Net				120.00	
103610	AUSTIN INCORPORATED 1 230838 5490	00000		INV	01/13/2024	46329	
		AIRPORT		OTHER		120.00	
		Invoice Net				120.00	
103610	AUSTIN INCORPORATED 1 230838 5490	00000		INV	01/13/2024	46150	
		AIRPORT		OTHER		120.00	
		Invoice Net				120.00	
				CHECK TOTAL		720.00	-----
100900	BEST WESTERN PLUS 1 208850 5380	00000		INV	01/13/2024	NovBoard	
		CVB		ALSGENTRVL		188.75	
		Invoice Net				188.75	
				CHECK TOTAL		188.75	-----
102552	CARD SERVICES 1 101845 5200	00000		INV	01/13/2024	120114	
		CIVIC CENT		GENSUPP		23.94	
		Invoice Net				23.94	
102552	CARD SERVICES 1 101845 5200	00000		INV	01/13/2024	120516	
		CIVIC CENT		GENSUPP		31.92	
		Invoice Net				31.92	
				CHECK TOTAL		55.86	-----
103841	FENSKE/WILLIAM 1 101806 5460	00000		INV	12/29/2023	23-050523	
		FINANCE		PROFESSION		810.00	
		Invoice Net				810.00	
				CHECK TOTAL		810.00	-----
101449	FLAHERTY & HOOD P.A. 1 101808 5460	00000		INV	12/29/2023	20603	
		LEGAL		PROFESSION		17,896.55	
		Invoice Net				17,896.55	
101449	FLAHERTY & HOOD P.A. 1 101808 5460	00000		INV	01/24/2024	20651	
		LEGAL		PROFESSION		3,238.00	
		Invoice Net				3,238.00	
101449	FLAHERTY & HOOD P.A. 1 101808 5460	00000		INV	12/29/2023	20206	
		LEGAL		PROFESSION		13,905.31	
		Invoice Net				13,905.31	
101449	FLAHERTY & HOOD P.A.	00000		INV	01/13/2024	20286	

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1100

HERITAGE GENERAL CHECKING

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
1	101808 5460	LEGAL		PROFESSION		10,088.20	
		Invoice Net				10,088.20	
				CHECK TOTAL		45,128.06	-----
100293	GENERAL MAILING SERVIC	00000		INV	01/26/2024	68690	
1	101803 5270	CITY HALL		POSTAGE		20.00	
2	101807 5270	PLAN&DEV		POSTAGE		11.55	
3	101804 5270	CITY CLERK		POSTAGE		13.03	
4	101806 5270	FINANCE		POSTAGE		38.88	
5	101830 5270	PUBLICWORK		POSTAGE		.81	
6	651890 5270	WWTREAT		POSTAGE		1.62	
		Invoice Net				85.89	
				CHECK TOTAL		85.89	-----
100376	KANDIYOHI CO AUDITOR	00000		INV	01/13/2024	509049	
1	101830 5360	PUBLICWORK		WASTEREM		19.52	
		Invoice Net				19.52	
100376	KANDIYOHI CO AUDITOR	00000		INV	12/29/2023	509048	
1	101830 5360	PUBLICWORK		WASTEREM		44.48	
		Invoice Net				44.48	
100376	KANDIYOHI CO AUDITOR	00000		INV	12/29/2023	509022	
1	101830 5360	PUBLICWORK		WASTEREM		37.44	
		Invoice Net				37.44	
100376	KANDIYOHI CO AUDITOR	00000		INV	12/29/2023	509023	
1	101830 5360	PUBLICWORK		WASTEREM		39.36	
		Invoice Net				39.36	
100376	KANDIYOHI CO AUDITOR	00000		INV	12/29/2023	508991	
1	101830 5360	PUBLICWORK		WASTEREM		74.04	
		Invoice Net				74.04	
				CHECK TOTAL		214.84	-----
101646	LAKESIDE PRESS	00000		INV	01/12/2024	11997	
1	208851 5472	TOURISM		LEISRETRVL		2,150.00	
		Invoice Net				2,150.00	
				CHECK TOTAL		2,150.00	-----
100449	MENARDS	00000		INV	01/19/2024	71160	
1	101821 5200	FIRE DEP		GENSUPP		26.51	
		Invoice Net				26.51	
				CHECK TOTAL		26.51	-----
103790	MILES PARTNERSHIP,LLLP	00000		INV	01/13/2024	90207	
1	208851 5472	TOURISM		LEISRETRVL		2,425.00	
		Invoice Net				2,425.00	
				CHECK TOTAL		2,425.00	-----
100094	MN DEPT OF LABOR & IND	00000		INV	01/23/2024	957	

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1100

HERITAGE GENERAL CHECKING

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
	1 101807 5490		PLAN&DEV	OTHER		1,416.16	
			Invoice Net			1,416.16	
						CHECK TOTAL	1,416.16
100524	MN UC FUND		00000	INV	01/13/2024	STMT/12-23	
	1 101801 5070		ADMIN	INSPASS		194.42	
			Invoice Net			194.42	
						CHECK TOTAL	194.42
100544	MVTL LABORATORIES INC		00000	INV	11/23/2023	1225745	
	1 651890 5460		WWTREAT	PROFESSION		58.30	
			Invoice Net			58.30	
100544	MVTL LABORATORIES INC		00000	INV	11/15/2023	1224171	
	1 651890 5460		WWTREAT	PROFESSION		58.30	
			Invoice Net			58.30	
						CHECK TOTAL	116.60
103286	OASIS AERO INC		00000	INV	01/13/2024	5760	
	1 230838 5460		AIRPORT	PROFESSION		4,000.00	
	2 230838 5360		AIRPORT	WASTEREM		85.01	
			Invoice Net			4,085.01	
103286	OASIS AERO INC		00000	INV	01/13/2024	5730	
	1 230838 5320		AIRPORT	MAINTOTHIM		615.12	
			Invoice Net			615.12	
103286	OASIS AERO INC		00000	INV	01/13/2024	5603	
	1 230838 5460		AIRPORT	PROFESSION		4,000.00	
			Invoice Net			4,000.00	
103286	OASIS AERO INC		00000	INV	01/13/2024	5602	
	1 230838 5460		AIRPORT	PROFESSION		4,000.00	
			Invoice Net			4,000.00	
						CHECK TOTAL	12,700.13
100608	PETERSON SHOE STORE		00000	INV	01/05/2024	228703	
	1 101830 5200		PUBLICWORK	GENSUPP		39.09	
	2 651890 5200		WWTREAT	GENSUPP		39.10	
	3 101847 5200		COMM CENT	GENSUPP		117.30	
			Invoice Net			195.49	
100608	PETERSON SHOE STORE		00000	INV	01/13/2024	224256	
	1 101830 5200		PUBLICWORK	GENSUPP		203.99	
			Invoice Net			203.99	
						CHECK TOTAL	399.48
100624	PRINT MASTERS		00000	INV	12/16/2023	181396	
	1 101821 5310		FIRE DEP	MAINTSTRUC		190.00	
			Invoice Net			190.00	
100624	PRINT MASTERS		00000	INV	01/13/2024	92286	
	1 208851 5472		TOURISM	LEISRETRVL		162.00	
			Invoice Net			162.00	

DETAIL INVOICE LIST

CASH ACCOUNT: 999 1100

HERITAGE GENERAL CHECKING

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

VENDOR	G/L ACCOUNTS	R	PO	TYPE	DUE DATE	INVOICE/AMOUNT	CHECK
						CHECK TOTAL	352.00
100685	SERVICE CENTER/CITY OF	00000		INV	12/29/2023	STMT/12-2023	
1	101820 5300		POLICE DEP	MAINT EQUIP		1,492.90	
2	101820 5300		POLICE DEP	MAINT EQUIP		255.85	
3	101830 5300		PUBLICWORK	MAINT EQUIP		3,026.54	
4	101844 5300		PARKS&REC	MAINT EQUIP		35.59	
5	651891 5300		WWCOLLCT	MAINT EQUIP		190.60	
			Invoice Net			5,001.48	
						CHECK TOTAL	5,001.48
104012	The Uniform Shoppe	00000		INV	01/12/2024	341297	
1	101821 5080		FIRE DEP	EMEEAPRARE		103.20	
			Invoice Net			103.20	
						CHECK TOTAL	103.20
100805	WEST CENTRAL SANITATIO	00000		INV	01/15/2024	12990606	
1	651890 5360		WWTREAT	WASTEREM		104.13	
			Invoice Net			104.13	
						CHECK TOTAL	104.13
100812	WILLMAR CHAMBER OF COM	00000		INV	01/13/2024	STMT/12-23	
1	208850 5200		CVB	GENSUPP		105.42	
2	208850 5390		CVB	AWARDS		55.06	
3	208850 5380		CVB	ALSGENTRVL		7.54	
4	208850 5380		CVB	ALSGENTRVL		164.15	
5	208851 5472		TOURISM	LEISRETRVL		258.07	
6	208850 5400		CVB	SUBSCRIPT		20.00	
7	208851 5472		TOURISM	LEISRETRVL		.02	
8	208850 5290		CVB	COMM		7.54	
9	208850 5210		CVB	OFFICE SUP		154.94	
10	208851 5472		TOURISM	LEISRETRVL		1,700.00	
11	208851 5472		TOURISM	LEISRETRVL		330.93	
			Invoice Net			2,803.67	
						CHECK TOTAL	2,803.67
103287	WILLMAR WARHAWKS	00000		INV	01/12/2024	1824	
1	101845 5460		CIVIC CENT	PROFESSION		2,564.71	
			Invoice Net			2,564.71	
						CHECK TOTAL	2,564.71
39 INVOICES						CHECK RUN TOTAL	77,739.72
						CASH ACCOUNT BALANCE	2,946,994.31

CHECK RUN SUMMARY

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

FUND ORG				ACCOUNT		AMOUNT	AVLB	BUDGET
101	101801	GE - ADMIN (E)	101	-00-801-000-5070	-	RETIRED EMPLOYEES INS.	194.42	.00
101	101803	GE - CITY HALL (E)	101	-00-803-000-5270	-	POSTAGE	20.00	.00
101	101804	GE - CITY CLERK (E)	101	-00-804-000-5270	-	POSTAGE	13.03	.00
101	101806	GE - FINANCE (E)	101	-00-806-000-5270	-	POSTAGE	38.88	.00
101	101806	GE - FINANCE (E)	101	-00-806-000-5460	-	PROFESSIONAL SERVICES	810.00	.00
101	101807	GE - PLAN&DEV (E)	101	-00-807-000-5270	-	POSTAGE	11.55	.00
101	101807	GE - PLAN&DEV (E)	101	-00-807-000-5490	-	OTHER CHARGES/SERVICES	1,416.16	.00
101	101808	GE - LEGAL (E)	101	-00-808-000-5460	-	PROFESSIONAL SERVICES	45,128.06	.00
101	101820	GE - POLICE DEP (E)	101	-00-820-000-5300	-	MTCE. OF EQUIPMENT	1,748.75	.00
101	101821	GE - FIRE DEP (E)	101	-00-821-000-5080	-	EMPLOYEE SAFETY APPARE	282.03	.00
101	101821	GE - FIRE DEP (E)	101	-00-821-000-5200	-	GENERAL SUPPLIES	26.51	.00
101	101821	GE - FIRE DEP (E)	101	-00-821-000-5310	-	MTCE. OF STRUCTURES	190.00	.00
101	101830	GE - PUBLICWORK (E)	101	-00-830-000-5200	-	GENERAL SUPPLIES	243.08	.00
101	101830	GE - PUBLICWORK (E)	101	-00-830-000-5270	-	POSTAGE	.81	.00
101	101830	GE - PUBLICWORK (E)	101	-00-830-000-5300	-	MTCE. OF EQUIPMENT	3,026.54	.00
101	101830	GE - PUBLICWORK (E)	101	-00-830-000-5360	-	CLEANING AND WASTE REM	214.84	.00
101	101844	GE - PARKS&REC (E)	101	-00-844-000-5300	-	MTCE. OF EQUIPMENT	35.59	.00
101	101845	GE - CIVIC CENT (E)	101	-00-845-000-5200	-	GENERAL SUPPLIES	55.86	.00
101	101845	GE - CIVIC CENT (E)	101	-00-845-000-5460	-	PROFESSIONAL SERVICES	2,564.71	.00
101	101847	GE - COMM CENT (E)	101	-00-847-000-5200	-	GENERAL SUPPLIES	117.30	.00
FUND TOTAL						56,138.12		
CASH ACCOUNT 999 1100				BALANCE	2,946,994.31			
208	208850	CV - CVB (E)	208	-00-850-000-5200	-	GENERAL SUPPLIES	105.42	.00
208	208850	CV - CVB (E)	208	-00-850-000-5210	-	OFFICE SUPPLIES	154.94	.00
208	208850	CV - CVB (E)	208	-00-850-000-5290	-	COMMUNICATIONS	7.54	.00
208	208850	CV - CVB (E)	208	-00-850-000-5380	-	MEALS GENERAL TRAVEL	360.44	.00
208	208850	CV - CVB (E)	208	-00-850-000-5390	-	AWARDS AND INDEMNITIES	55.06	.00
208	208850	CV - CVB (E)	208	-00-850-000-5400	-	SUBSCRIPTIONS AND MEMB	20.00	.00
208	208851	CV - TOURISM (E)	208	-00-851-000-5472	-	LEISURE TRAVEL	7,026.02	.00
FUND TOTAL						7,729.42		
CASH ACCOUNT 999 1100				BALANCE	2,946,994.31			
230	230838	AI - AIRPORT (E)	230	-00-838-000-5320	-	MTCE. OF OTHER IMPROVE	615.12	.00
230	230838	AI - AIRPORT (E)	230	-00-838-000-5360	-	CLEANING AND WASTE REM	85.01	.00
230	230838	AI - AIRPORT (E)	230	-00-838-000-5460	-	PROFESSIONAL SERVICES	12,000.00	.00
230	230838	AI - AIRPORT (E)	230	-00-838-000-5490	-	OTHER CHARGES/SERVICES	720.00	.00
FUND TOTAL						13,420.13		
CASH ACCOUNT 999 1100				BALANCE	2,946,994.31			
651	651890	WW - WWTREAT (E)	651	-00-890-000-5200	-	GENERAL SUPPLIES	39.10	.00
651	651890	WW - WWTREAT (E)	651	-00-890-000-5270	-	POSTAGE	1.62	.00
651	651890	WW - WWTREAT (E)	651	-00-890-000-5360	-	CLEANING AND WASTE REM	104.13	.00

CHECK RUN SUMMARY

CHECK RUN: 01/16-AV 01/16/2024

DUE DATE: 01/17/2024

FUND ORG		ACCOUNT			AMOUNT	AVLB	BUDGET
651	651890	WW - WWTREAT (E)	651 -00-890-000-5460	-	PROFESSIONAL SERVICES	116.60	.00
651	651891	WW - WWCOLLCT (E)	651 -00-891-000-5300	-	MTCE. OF EQUIPMENT	190.60	.00
					FUND TOTAL	452.05	
CASH ACCOUNT 999 1100		BALANCE		2,946,994.31			
					CHECK RUN SUMMARY TOTAL	77,739.72	
					GRAND TOTAL	77,739.72	

** END OF REPORT - Generated by Abby Valladarez **

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/19-AA 01/19/2024
DUE DATE: 01/19/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103799	NCPERS GROUP LIFE INS	0000		INV	02/03/2024	01-2024			
ACCOUNT DETAIL							LINE AMOUNT		
1	101801 5075		ADMIN	INSPASS			96.00		
							96.00		
						CHECK TOTAL	96.00		
1	INVOICES						96.00		
						WARRANT TOTAL	96.00		
						CASH ACCOUNT BALANCE	2,676,669.01		



Vendor Check Distribution
Check Run Summary

CHECK RUN: 01/19-AA 01/19/2024
DUE DATE: 01/19/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101801	GE - ADMIN (E) 101 -00-801-000-5075 -	INSURANCE PASS THRU 96.00	0.00
FUND TOTAL			96.00	
CASH ACCOUNT 999 1100		BALANCE 2,676,669.01		
WARRANT SUMMARY TOTAL			96.00	
GRAND TOTAL			96.00	

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/18-AV 01/18/2024
DUE DATE: 01/18/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103675	15TH STREET FLATS	0000		INV	12/29/2023	011624			
	ACCOUNT DETAIL					LINE AMOUNT			
	2 376807 5820		TIPLNDEV	CONTRACTS		17,035.43			
							17,035.43		
						CHECK TOTAL	17,035.43		
103789	JH, LLC	0000		INV	12/29/2023	011724			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 373807 5820		TIPLNDEV	CONTRACTS		71,490.26			
	2 373807 5820		TIPLNDEV	CONTRACTS		69,713.57			
							141,203.83		
						CHECK TOTAL	141,203.83		
103723	LEGACY GROUP DEVELOPM	0000		INV	12/29/2023	011724			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 375807 5820		TIPLNDEV	CONTRACTS		13,708.66			
	2 375807 5820		TIPLNDEV	CONTRACTS		2,567.94			
							16,276.60		
						CHECK TOTAL	16,276.60		
100685	SERVICE CENTER/CITY O	0000		INV	12/29/2023	Statement/12-2023			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5260		FIRE DEP	MTRFUEL		118.99			
	2 101830 5260		PUBLICWORK	MTRFUEL		6,395.78			
	3 651890 5260		WWTREAT	MTRFUEL		217.57			
	4 101807 5260		PLAN&DEV	MTRFUEL		211.73			
	5 101820 5260		POLICE DEP	MTRFUEL		6,612.50			
	6 101821 5260		FIRE DEP	MTRFUEL		183.91			
	7 101830 5260		PUBLICWORK	MTRFUEL		1,801.27			
	8 101845 5260		CIVIC CENT	MTRFUEL		96.82			
	9 651890 5260		WWTREAT	MTRFUEL		111.58			
							15,750.15		
						CHECK TOTAL	15,750.15		
102915	VERIZON WIRELESS	0000		INV	12/29/2023	9953751720			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5290		INFO TECH	COMM		1,646.15			
	2 101 1370		GENFND	PREPAID		673.42			

Report generated: 01/18/2024 14:24:52
User: Abby Valladarez (avalladarez)
Program ID: apwarrrnt

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/18-AV 01/18/2024
DUE DATE: 01/18/2024

CASH ACCOUNT: 999		1100	HERITAGE GENERAL CHECKING						
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
						2,319.57			
					CHECK TOTAL	2,319.57			
5	INVOICES								
					WARRANT TOTAL	192,585.58			
					CASH ACCOUNT BALANCE	192,585.58			
						2,869,254.59			

City of Willmar



Vendor Check Distribution Check Run Summary

CHECK RUN: 01/18-AV 01/18/2024
DUE DATE: 01/18/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101	GENERAL FUND (BS)	101 -00-000-000-1370 -	
101	101807	GE - PLAN&DEV (E)	101 -00-807-000-5260 -	
101	101809	GE - INFO TECH (E)	101 -00-809-000-5290 -	
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5260 -	
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5260 -	
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5260 -	
101	101845	GE - CIVIC CENT (E)	101 -00-845-000-5260 -	
			PREPAID EXPENSES	673.42
			MOTOR FUELS AND LUBRI	211.73
			COMMUNICATIONS	1,646.15
			MOTOR FUELS AND LUBRI	6,612.50
			MOTOR FUELS AND LUBRI	302.90
			MOTOR FUELS AND LUBRI	8,197.05
			MOTOR FUELS AND LUBRI	96.82
			FUND TOTAL	17,740.57
CASH ACCOUNT 999 1100			BALANCE 2,869,254.59	
373	373807	TI PLANNING & DEV (E)	373 -00-807-000-5820 -	
			CONTRACTS	141,203.83
			FUND TOTAL	141,203.83
CASH ACCOUNT 999 1100			BALANCE 2,869,254.59	
375	375807	TI PLANNING & DEV (E)	375 -00-807-000-5820 -	
			CONTRACTS	16,276.60
			FUND TOTAL	16,276.60
CASH ACCOUNT 999 1100			BALANCE 2,869,254.59	
376	376807	TI PLANNING & DEV (E)	376 -00-807-000-5820 -	
			CONTRACTS	17,035.43
			FUND TOTAL	17,035.43
CASH ACCOUNT 999 1100			BALANCE 2,869,254.59	
651	651890	WW - WWTREAT (E)	651 -00-890-000-5260 -	
			MOTOR FUELS AND LUBRI	329.15
			FUND TOTAL	329.15
CASH ACCOUNT 999 1100			BALANCE 2,869,254.59	
			WARRANT SUMMARY TOTAL	192,585.58
			GRAND TOTAL	192,585.58

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/24-P2 01/24/2024
DUE DATE: 01/24/2024

CASH ACCOUNT: 999 1100				HERITAGE GENERAL CHECKING							
VENDOR				REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103800	AFLAC			0000		INV	02/08/2024	01/2024			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101801	5075		ADMIN	INSPASS			31.07		
									31.07		
103800	AFLAC			0000		INV	02/08/2024	01/2024 1			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101801	5075		ADMIN	INSPASS			125.92		
									125.92		
103800	AFLAC			0000		INV	02/08/2024	01/2024 2			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101801	5075		ADMIN	INSPASS			313.95		
									313.95		
103800	AFLAC			0000		INV	02/08/2024	01/2024 3			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101801	5075		ADMIN	INSPASS			102.40		
									102.40		
								CHECK TOTAL	573.34		
100263	BREMER BANK			0000		INV	01/20/2024	02012024			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	319830	5810		DS-PBWRK	INTEREST			23,954.50		
	2	319830	5800		DS-PBWRK	BONDS			277,000.00		
	3	300830	5810		DS-PBWRK	INTEREST			7,000.00		
	4	300830	5800		DS-PBWRK	BONDS			94,000.00		
									401,954.50		
								CHECK TOTAL	401,954.50		
100168	COALITION OF GREATER			0000		INV	02/01/2024	010324			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101802	5400		MAYOR&COUN	SUBSCRIPT			45,338.00		
									45,338.00		
								CHECK TOTAL	45,338.00		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/24-P2 01/24/2024
DUE DATE: 01/24/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
102887	CONCORDE BANK	0000		INV	01/20/2024	02012024			
						LINE AMOUNT			
	ACCOUNT DETAIL								
	1 316830 5810		DS-PBWRK	INTEREST		537.50			
	2 316830 5800		DS-PBWRK	BONDS		10,000.00			
	3 397830 5810		DS-PBWRK	INTEREST		2,193.75			
	4 397830 5800		DS-PBWRK	BONDS		25,000.00			
	5 319830 5810		DS-PBWRK	INTEREST		747.50			
	6 319830 5800		DS-PBWRK	BONDS		9,000.00			
							47,478.75		
						CHECK TOTAL	47,478.75		
103067	HOME STATE BANK	0000		INV	01/20/2024	02012024			
						LINE AMOUNT			
	ACCOUNT DETAIL								
	1 316830 5810		DS-PBWRK	INTEREST		2,712.50			
	2 316830 5800		DS-PBWRK	BONDS		52,000.00			
	3 319830 5810		DS-PBWRK	INTEREST		3,300.50			
	4 319830 5800		DS-PBWRK	BONDS		38,000.00			
	5 300830 5810		DS-PBWRK	INTEREST		2,327.50			
	6 300830 5800		DS-PBWRK	BONDS		31,000.00			
							129,340.50		
						CHECK TOTAL	129,340.50		
100375	KANDIYOHI CO-OP ELECT	0000		INV	02/01/2024	STMT/01-24			
						LINE AMOUNT			
	ACCOUNT DETAIL								
	1 651893 5350		WWEAGLE	UTILITIES		887.45			
	2 651892 5350		WWBIO	UTILITIES		38.00			
	3 101830 5350		PUBLICWORK	UTILITIES		64.15			
	4 101830 5350		PUBLICWORK	UTILITIES		112.00			
							1,101.60		
						CHECK TOTAL	1,101.60		

Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/24-P2 01/24/2024
DUE DATE: 01/24/2024

CASH ACCOUNT: 999		1100	HERITAGE GENERAL CHECKING							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103068	KENSINGTON BANK		0000		INV	01/20/2024	02012024			
ACCOUNT DETAIL							LINE AMOUNT			
1	316830	5810		DS-PBWRK	INTEREST		2,712.50			
2	316830	5800		DS-PBWRK	BONDS		52,000.00			
3	397830	5810		DS-PBWRK	INTEREST		3,201.25			
4	397830	5800		DS-PBWRK	BONDS		37,000.00			
5	319830	5810		DS-PBWRK	INTEREST		4,186.00			
6	319830	5800		DS-PBWRK	BONDS		49,000.00			
7	300830	5810		DS-PBWRK	INTEREST		2,327.50			
8	300830	5800		DS-PBWRK	BONDS		31,000.00			
								181,427.25		
CHECK TOTAL								181,427.25		
102886	LAKE REGION BANK		0000		INV	01/20/2024	02012024			
ACCOUNT DETAIL							LINE AMOUNT			
1	316830	5810		DS-PBWRK	INTEREST		2,700.00			
2	316830	5800		DS-PBWRK	BONDS		53,000.00			
3	397830	5810		DS-PBWRK	INTEREST		4,257.50			
4	397830	5800		DS-PBWRK	BONDS		49,000.00			
5	319830	5810		DS-PBWRK	INTEREST		4,186.00			
6	319830	5800		DS-PBWRK	BONDS		49,000.00			
7	300830	5810		DS-PBWRK	INTEREST		2,327.50			
8	300830	5800		DS-PBWRK	BONDS		31,000.00			
								195,471.00		
CHECK TOTAL								195,471.00		
103324	UNITED PRAIRIE BANK		0000		INV	01/20/2024	02012024			
ACCOUNT DETAIL							LINE AMOUNT			
1	319830	5810		DS-PBWRK	INTEREST		3,300.50			
2	319830	5800		DS-PBWRK	BONDS		38,000.00			
								41,300.50		
CHECK TOTAL								41,300.50		
12	INVOICES	WARRANT TOTAL					1,043,985.44	1,043,985.44		
CASH ACCOUNT BALANCE								2,630,732.20		

City of Willmar



Vendor Check Distribution Check Run Summary

CHECK RUN: 01/24-P2 01/24/2024
DUE DATE: 01/24/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101801	GE - ADMIN (E) 101 -00-801-000-5075 -	INSURANCE PASS THRU 573.34	0.00
101	101802	GE - MAYOR&COUN (E) 101 -00-802-000-5400 -	SUBSCRIPTIONS AND MEM 45,338.00	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5350 -	UTILITIES 176.15	0.00
FUND TOTAL			46,087.49	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
300	300830	DS - PUBLICWORK (E) 300 -00-830-000-5800 -	BOND PRINCIPAL PAYMEN 187,000.00	0.00
300	300830	DS - PUBLICWORK (E) 300 -00-830-000-5810 -	INTEREST 13,982.50	0.00
FUND TOTAL			200,982.50	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
316	316830	DS - PUBLICWORK (E) 316 -00-830-000-5800 -	BOND PRINCIPAL PAYMEN 167,000.00	0.00
316	316830	DS - PUBLICWORK (E) 316 -00-830-000-5810 -	INTEREST 8,662.50	0.00
FUND TOTAL			175,662.50	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
319	319830	DS - PUBLICWORK (E) 319 -00-830-000-5800 -	BOND PRINCIPAL PAYMEN 460,000.00	0.00
319	319830	DS - PUBLICWORK (E) 319 -00-830-000-5810 -	INTEREST 39,675.00	0.00
FUND TOTAL			499,675.00	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
397	397830	DS - PUBLICWORK (E) 397 -00-830-000-5800 -	BOND PRINCIPAL PAYMEN 111,000.00	0.00
397	397830	DS - PUBLICWORK (E) 397 -00-830-000-5810 -	INTEREST 9,652.50	0.00
FUND TOTAL			120,652.50	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
651	651892	WW - WWBIO (E) 651 -00-892-000-5350 -	UTILITIES 38.00	0.00
651	651893	WW - WVEAGLE (E) 651 -00-893-000-5350 -	UTILITIES 887.45	0.00
FUND TOTAL			925.45	
CASH ACCOUNT 999 1100		BALANCE 2,630,732.20		
WARRANT SUMMARY TOTAL			1,043,985.44	
GRAND TOTAL			1,043,985.44	

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/24-AV 01/24/2024
DUE DATE: 01/24/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100541	MUNICIPAL UTILITIES	0000		INV	01/29/2023	STMT/12-2023			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5350		CITY HALL	UTILITIES		2,024.75			
	2 101830 5350		PUBLICWORK	UTILITIES		4,900.59			
	3 230838 5350		AIRPORT	UTILITIES		39.32			
	4 101843 5350		AUDITORIUM	UTILITIES		1,633.65			
	5 101844 5350		PARKS&REC	UTILITIES		317.56			
	6 101845 5350		CIVIC CENT	UTILITIES		25,879.43			
	7 101847 5350		COMM CENT	UTILITIES		1,161.68			
	8 101841 5350		WRAC	UTILITIES		262.87			
	9 651890 5350		WWTREAT	UTILITIES		1,263.51			
	10 651891 5350		WWCOLLCT	UTILITIES		6,122.53			
	11 101848 5350		AQUATICS	UTILITIES		276.93			
							43,882.82		
						CHECK TOTAL	43,882.82		
1	INVOICES		WARRANT TOTAL			43,882.82	43,882.82		
			CASH ACCOUNT BALANCE				2,674,615.02		

City of Willmar

Vendor Check Distribution Check Run Summary

CHECK RUN: 01/24-AV 01/24/2024
DUE DATE: 01/24/2024



FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101803	GE - CITY HALL (E) 101 -00-803-000-5350 -	UTILITIES 2,024.75	0.00
101	101830	GE - PUBLICWORK (E) 101 -00-830-000-5350 -	UTILITIES 4,900.59	0.00
101	101841	GE - WRAC (E) 101 -00-841-000-5350 -	UTILITIES 262.87	0.00
101	101843	GE - AUDITORIUM (E) 101 -00-843-000-5350 -	UTILITIES 1,633.65	0.00
101	101844	GE - PARKS&REC (E) 101 -00-844-000-5350 -	UTILITIES 317.56	0.00
101	101845	GE - CIVIC CENT (E) 101 -00-845-000-5350 -	UTILITIES 25,879.43	0.00
101	101847	GE - COMM CENT (E) 101 -00-847-000-5350 -	UTILITIES 1,161.68	0.00
101	101848	GE - AQUATICS (E) 101 -00-848-000-5350 -	UTILITIES 276.93	0.00
FUND TOTAL			36,457.46	
CASH ACCOUNT 999 1100 BALANCE 2,674,615.02				
230	230838	AI - AIRPORT (E) 230 -00-838-000-5350 -	UTILITIES 39.32	0.00
FUND TOTAL			39.32	
CASH ACCOUNT 999 1100 BALANCE 2,674,615.02				
651	651890	WW - WWTREAT (E) 651 -00-890-000-5350 -	UTILITIES 1,263.51	0.00
651	651891	WW - WWCOLLCT (E) 651 -00-891-000-5350 -	UTILITIES 6,122.53	0.00
FUND TOTAL			7,386.04	
CASH ACCOUNT 999 1100 BALANCE 2,674,615.02				
WARRANT SUMMARY TOTAL			43,882.82	
GRAND TOTAL			43,882.82	

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103111	ACCESS LIFTS	0000		INV	02/09/2024	M1043SA-10			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5450		CIVIC CENT	LICTAXES		1,003.00			
							1,003.00		
						CHECK TOTAL	1,003.00		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/16/2024	239/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORK	WASTEREM		207.71			
							207.71		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/16/2024	238/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5360		CITY HALL	WASTEREM		132.72			
							132.72		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/16/2024	231/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5360		PUBLICWORK	WASTEREM		47.30			
							47.30		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/16/2024	240/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5360		WWTREAT	WASTEREM		24.96			
							24.96		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/16/2024	241/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5360		WWTREAT	WASTEREM		214.95			
							214.95		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/18/2024	233/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5360		COMM CENT	WASTEREM		100.60			
							100.60		
103696	ACE ROLLOFFS & DISPOS	0000		INV	01/19/2024	237/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5360		FIRE DEP	WASTEREM		218.71			
							218.71		
						CHECK TOTAL	946.95		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	01/26/2024	1VCF-H1L9-VT7F LINE AMOUNT 64.82	64.82		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	01/31/2024	17T7-WNMN-L6MF LINE AMOUNT 55.58	55.58		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	02/01/2024	1WTH-H3DX-Q7NT LINE AMOUNT 249.32	249.32		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220	0000		INV	02/14/2024	1XVH-44YC-CRCR LINE AMOUNT 24.99	24.99		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	1RRV-M6MW-64DL LINE AMOUNT 263.93	263.93		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	1RM3-HNRQ-WLNP LINE AMOUNT 15.78	15.78		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	161D-QKPT-WQMR LINE AMOUNT 15.98	15.98		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	17L1-YC3H-3CPD LINE AMOUNT 59.78	59.78		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220 2 101809 5200	0000		INV	02/15/2024	17JN-1X6H-X9C6 LINE AMOUNT 1,034.94 5.86	1,040.80		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220	0000		INV	02/16/2024	1J7X-PMLQ-PXHG LINE AMOUNT 102.14	102.14		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220	0000		INV	02/16/2024	1WTH-H3DX-QHH1 LINE AMOUNT 38.70	38.70		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	02/06/2024	11FF-FG93-9Y16 LINE AMOUNT 94.86	94.86		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101845 5200	0000		INV	02/06/2024	1YKT-KPWP-1GYQ LINE AMOUNT 235.83	235.83		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	1TT7-TKTH-13JD LINE AMOUNT 20.15	20.15		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	02/07/2024	1RPG-RHCC-1QHC LINE AMOUNT 96.11	96.11		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	02/08/2024	1XGP-1QX1-7LCQ LINE AMOUNT 258.56	258.56		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5300	0000		INV	01/25/2024	1J3F-GYN9-CNPH LINE AMOUNT 21.98	21.98		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	1MM6-RRQ6-DPW7 LINE AMOUNT 42.99	42.99		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220	0000		INV	02/22/2024	1PKJ-XM6R-3HH3 LINE AMOUNT 195.95	195.95		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/25/2024	1G3F-CK7V-7YNJ LINE AMOUNT 14.69	14.69		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5220	0000		INV	01/25/2024	19F1-GC43-Y74N LINE AMOUNT 21.73	21.73		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101844 5210	0000		INV	02/01/2024	1NG&-1J6L-Q4D4 LINE AMOUNT 84.54	84.54		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101844 5210	0000		INV	02/17/2024	19FG-VTCY-QHJ1 LINE AMOUNT 409.75	409.75		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101847 5200	0000		INV	02/14/2024	13LL-XFJQ-3K4Q LINE AMOUNT 128.55	128.55		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101820 5200	0000		INV	01/20/2024	1JWC-7QTM-9J3D LINE AMOUNT 55.80	55.80		
103557	AMAZON CAPITAL SERVIC ACCOUNT DETAIL 1 101809 5220	0000		INV	02/03/2024	16GX-YLGD-6L9J LINE AMOUNT 58.05	58.05		
						CHECK TOTAL	3,671.36		
103852	APPLE, INC. ACCOUNT DETAIL 1 101809 5220	0000	3	INV	02/02/2024	MA55176611 LINE AMOUNT 899.00	899.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	899.00		
103946	ARVIG	0000		INV	01/25/2024	STMT/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5290		INFO TECH	COMM		3,850.00			
	2 101809 5490		INFO TECH	OTHER		46.75			
							3,896.75		
						CHECK TOTAL	3,896.75		
103008	ASPEN MILLS	0000		INV	01/25/2024	326102			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5500		POLICE DEP	SAFETY PRO		373.40			
							373.40		
103008	ASPEN MILLS	0000		INV	01/25/2024	326101			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5500		POLICE DEP	SAFETY PRO		474.40			
							474.40		
103008	ASPEN MILLS	0000		INV	01/25/2024	325920			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5500		POLICE DEP	SAFETY PRO		558.91			
							558.91		
103008	ASPEN MILLS	0000		INV	01/25/2024	326103			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5500		POLICE DEP	SAFETY PRO		519.42			
							519.42		
						CHECK TOTAL	1,926.13		
102418	B & H	0000	8	INV	02/07/2024	220269294			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5300		INFO TECH	MAINT EQUIP		1,623.08			
	2 101809 5310		INFO TECH	MAINT STRUC		1,237.04			
							2,860.12		
						CHECK TOTAL	2,860.12		
100087	BACKES TECHNOLOGY SER	0000		INV	02/06/2024	21548			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5300		COMM CENT	MAINT EQUIP		120.00			
							120.00		

Report generated: 01/30/2024 14:44:38
User: Abby Valladarez (avalladarez)
Program ID: apwarrnt

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE	CHECK TOTAL	120.00		
100917	BAKER GRAPHICS INC	0000		INV	01/25/2024	24078			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5200		POLICE DEP	GENSUPP		80.00			
						CHECK TOTAL	80.00		
103482	BAKER TILLY MUNICIPAL	0000		INV	02/05/2024	BTMA23669			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 338844 5460		DS - PRKRC	PROFESSION		200.00			
	2 318830 5460		DS-PBWRK	PROFESSION		200.00			
	3 320830 5460		DS-PBWRK	PROFESSION		100.00			
	4 320830 5460		DS-PBWRK	PROFESSION		100.00			
	5 321830 5460		DS-PBWRK	PROFESSION		200.00			
	6 320830 5460		DS-PBWRK	PROFESSION		100.00			
	7 320830 5460		DS-PBWRK	PROFESSION		100.00			
	8 322830 5460		DS-PBWRK	PROFESSION		200.00			
	9 323830 5460		DS-PBWRK	PROFESSION		200.00			
							1,400.00		
						CHECK TOTAL	1,400.00		
102860	BATTERY WHOLESALE INC	0000		INV	02/01/2024	231666wil			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5300		WWTREAT	MAINTEQUIP		379.76			
							379.76		
102860	BATTERY WHOLESALE INC	0000		INV	02/03/2024	231815wil			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5300		WWTREAT	MAINTEQUIP		87.24			
							87.24		
102860	BATTERY WHOLESALE INC	0000		INV	02/13/2024	232338WIL			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5200		FIRE DEP	GENSUPP		90.72			
							90.72		
						CHECK TOTAL	557.72		

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 9991100				HERITAGE GENERAL CHECKING						
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
103010	BMI	0000		INV	02/09/2024	51436525				
ACCOUNT DETAIL						LINE AMOUNT				
1	101845	5450	CIVIC CENT	LICTAXES		435.00		435.00		
						CHECK TOTAL	435.00			
104021	Braakholler LLC	0000		INV	02/14/2024	013024				
ACCOUNT DETAIL						LINE AMOUNT				
1	101845	5200	CIVIC CENT	GENSUPP		1,494.89		1,494.89		
						CHECK TOTAL	1,494.89			
102336	CANON FINANCIAL SERVI	0000		INV	02/11/2024	31915093				
ACCOUNT DETAIL						LINE AMOUNT				
1	101809	5420	INFO TECH	RENTS		41.67		41.67		
						CHECK TOTAL	41.67			
103390	CENTRACARE	0000		INV	01/19/2024	721454985				
ACCOUNT DETAIL						LINE AMOUNT				
1	101830	5500	PUBLICWORKS	SAFETYPROG		35.00		35.00		
103390	CENTRACARE	0000		INV	01/19/2024	721454707				
ACCOUNT DETAIL						LINE AMOUNT				
1	651890	5500	WWTREAT	SAFETY PRO		35.00		35.00		
103390	CENTRACARE	0000		INV	01/19/2024	721454884				
ACCOUNT DETAIL						LINE AMOUNT				
1	101830	5500	PUBLICWORKS	SAFETYPROG		35.00		35.00		
103390	CENTRACARE	0000		INV	01/25/2024	RMH243				
ACCOUNT DETAIL						LINE AMOUNT				
1	101820	5460	POLICE DEP	PROFESSION		65.00		65.00		
						CHECK TOTAL	170.00			

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100154	CHAMBERLAIN OIL CO	0000		INV	01/25/2024	458972-01			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5260		PUBLICWORK	MTRFUEL		51.00			
							51.00		
100154	CHAMBERLAIN OIL CO	0000		INV	01/18/2024	458972-00			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		64.90			
	2 101830 5200		PUBLICWORK	GENSUPP		443.89			
							508.79		
100154	CHAMBERLAIN OIL CO	0000		INV	02/01/2024	460208-00			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5500		WWTREAT	SAFETY PRO		350.00			
							350.00		
						CHECK TOTAL	909.79		
100736	CHARTER COMMUNICATION	0000		INV	01/31/2024	224360801010124			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5290		INFO TECH	COMM		576.12			
							576.12		
						CHECK TOTAL	576.12		
101708	CINTAS CORPORATION	0000		INV	02/06/2024	5193656925			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		94.13			
							94.13		
						CHECK TOTAL	94.13		
900001	CITY OF ST. CLOUD	0000		INV	02/14/2024	AR030233			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101833 5400		STORMWATER	SUBSCRIPT		3,723.00			
							3,723.00		
						CHECK TOTAL	3,723.00		
100935	CITY OF WILLMAR	0000		INV	02/01/2024	011724			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101848 5450		AQUATICS	LICTAXES		30.00			
							30.00		

Report generated: 01/30/2024 14:44:38
User: Abby Valladares (avalladares)
Program ID: apwarrnt

City of Willmar

Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100935	CITY OF WILLMAR	0000		INV	02/14/2024	013024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5450		CIVIC CENT	LICTAXES		30.00			
						CHECK TOTAL	60.00		
103677	COORDINATED BUSINESS	0000		INV	02/07/2024	INV352660			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5400		INFO TECH	SUBSCRIPT		4.18			
						CHECK TOTAL	4.18		
103079	DELBOSQUE/KELSI	0000		INV	02/07/2024	012424			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5400		PUBLICWORK	SUBSCRIPT		22.00			
							22.00		
103079	DELBOSQUE/KELSI	0000		INV	02/08/2024	012324			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5380		PUBLICWORK	ALSGENTRVL		40.87			
						CHECK TOTAL	62.87		
100212	DOOLEY'S PETROLEUM IN	0000		INV	02/03/2024	694873			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5260		WWTREAT	MTRFUEL		555.94			
							555.94		
100212	DOOLEY'S PETROLEUM IN	0000		INV	02/03/2024	691972			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5350		PUBLICWORK	UTILITIES		726.61			
							726.61		
100212	DOOLEY'S PETROLEUM IN	0000		INV	01/20/2024	680854			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5260		WWTREAT	MTRFUEL		4,350.67			
						CHECK TOTAL	5,633.22		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100231	ED'S SERVICE CENTER & ACCOUNT DETAIL 1 101820 5490	0000		INV	01/25/2024	146780 LINE AMOUNT 175.00			
			POLICE DEP OTHER			CHECK TOTAL	175.00 175.00		
100788	ELECTRIC PUMP INC ACCOUNT DETAIL 1 651893 5300	0000		INV	02/02/2024	0077471-IN LINE AMOUNT 584.96			
			WWEAGLE MAINT EQUIP				584.96		
100788	ELECTRIC PUMP INC ACCOUNT DETAIL 1 651893 5300	0000		INV	02/02/2024	0077470-IN LINE AMOUNT 3,076.61			
			WWEAGLE MAINT EQUIP			CHECK TOTAL	3,076.61 3,661.57		
103906	ELECTRICAL PRODUCTION ACCOUNT DETAIL 1 219809 5610	0000		INV	02/24/2024	21766 LINE AMOUNT 5,635.00			
			INFO TECH FURNEQUIP			CHECK TOTAL	5,635.00 5,635.00		
102723	ENVIRONMENTAL RESOURC ACCOUNT DETAIL 1 651890 5200	0000		INV	01/31/2024	062753 LINE AMOUNT 654.18			
			WWTREAT GEN SUPP			CHECK TOTAL	654.18 654.18		
102176	ERICKSON/SCOTT ACCOUNT DETAIL 1 101820 5480	0000		INV	01/25/2024	011024 LINE AMOUNT 82.00			
			POLICE DEP REFRIMBSTS			CHECK TOTAL	82.00 82.00		
103002	FARM-RITE EQUIPMENT ACCOUNT DETAIL 1 101 1350	0000		INV	01/19/2024	P48863 LINE AMOUNT 376.68			
			GENFND MDSRESALE				376.68		

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User: Abby Valladarez (avalladarez)
Program ID: apwarrrnt

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999		1100	HERITAGE GENERAL CHECKING							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							CHECK TOTAL	376.68		
104018	FBI-LEEDA		0000		INV	01/25/2024	200099509			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101820 5370			POLICE DEP CONFTRVL			795.00			
							CHECK TOTAL	795.00		
100993	FELT/JAMES E		0000		INV	01/25/2024	011024			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101820 5480			POLICE DEP REFRIMBSTS			255.95			
							CHECK TOTAL	255.95		
100810	FERGUSON ENTERPRISES		0000		INV	01/18/2024	9581749			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 651891 5200			WWCOLLCT GENSUPP			96.76			
								96.76		
100810	FERGUSON ENTERPRISES		0000		INV	01/19/2024	9586007			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 651890 5300			WWTREAT MAINT EQUIP			193.52			
								193.52		
100810	FERGUSON ENTERPRISES		0000		INV	01/27/2024	9614232			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101830 5310			PUBLICWORKMAINTSTRUC			16.99			
							CHECK TOTAL	307.27		
100775	FIRST CHOICE FOOD & B		0000		INV	02/06/2024	2107:034894			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101845 5200			CIVIC CENT GENSUPP			1,420.74			
								1,420.74		
100775	FIRST CHOICE FOOD & B		0000		INV	02/06/2024	2107:034866			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101845 5200			CIVIC CENT GENSUPP			525.60			
								525.60		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100775	FIRST CHOICE FOOD & B	0000		INV	02/09/2024	2107:034602			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		655.20			
							655.20		
						CHECK TOTAL	2,601.54		
102973	FLEETPRIDE	0000		INV	01/19/2024	113644966			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		141.77			
							141.77		
102973	FLEETPRIDE	0000		INV	01/17/2024	113590603			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		119.57			
							119.57		
102973	FLEETPRIDE	0000		INV	01/17/2024	113609161			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		175.14			
							175.14		
102973	FLEETPRIDE	0000		INV	02/01/2024	113935096			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		109.34			
							109.34		
						CHECK TOTAL	545.82		
100293	GENERAL MAILING SERVI	0000		INV	01/31/2024	68733			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5270		CITY HALL	POSTAGE		20.00			
	2 101801 5270		ADMIN	POSTAGE		4.86			
	3 101807 5270		PLAN&DEV	POSTAGE		28.22			
	4 101804 5270		CITY CLERK	POSTAGE		1.62			
	5 101806 5270		FINANCE	POSTAGE		38.96			
	6 101821 5270		FIRE DEP	POSTAGE		4.86			
	7 101830 5270		PUBLICWORK	POSTAGE		0.81			
	8 651890 5270		WWTREAT	POSTAGE		1.62			
							100.95		

City of Willmar

Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
100293	GENERAL MAILING SERVI	0000		INV	02/10/2024	68779			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5270		CITY HALL	POSTAGE			20.00		
	2 101801 5270		ADMIN	POSTAGE			0.81		
	3 101810 5270		HR	POSTAGE			0.81		
	4 101807 5270		PLAN&DEV	POSTAGE			14.29		
	5 101804 5270		CITY CLERK	POSTAGE			16.68		
	6 101806 5270		FINANCE	POSTAGE			5.54		
	7 101805 5270		ELECTIONS	POSTAGE			137.38		
							195.51		
						CHECK TOTAL	296.46		
102798	GIS MIDWEST	0000		INV	01/31/2024	24-002-GIS			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101805 5330		ELECTIONS	PRINTPUB			50.00		
	2 101805 5330		ELECTIONS	PRINTPUB			36.00		
							86.00		
						CHECK TOTAL	86.00		
100786	GRAINGER INC	0000		INV	01/25/2024	9958423478			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5500		WWTREAT	SAFETY PRO			133.59		
							133.59		
100786	GRAINGER INC	0000		INV	02/06/2024	9944160256			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5300		CIVIC CENT	MAINT EQUIP			16.19		
							16.19		
						CHECK TOTAL	149.78		
102863	GREATER MN PARKS & TR	0000		INV	02/04/2024	012924			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101844 5400		PARKS&RECSUBSCRIPT				500.00		
							500.00		
						CHECK TOTAL	500.00		
103042	HANNEMAN/BENJAMIN J	0000		INV	01/25/2024	011024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5480		POLICE DEP REFRIMBSTS				82.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							82.00		
						CHECK TOTAL	82.00		
100321	HANSEN ADVERTISING SP	0000		INV	01/18/2024	49257			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP			120.00		
							120.00		
						CHECK TOTAL	120.00		
100324	HAUG IMPLEMENT CO - J	0000		INV	02/06/2024	477631			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5300		CIVIC CENT	MAINTEQUIP			128.73		
							128.73		
100324	HAUG IMPLEMENT CO - J	0000		INV	02/09/2024	477879			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5300		CIVIC CENT	MAINTEQUIP			35.40		
							35.40		
100324	HAUG IMPLEMENT CO - J	0000		INV	01/26/2024	477224			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE			17.58		
							17.58		
						CHECK TOTAL	181.71		
100325	HAWKINS INC	0000		INV	01/30/2024	6670268			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP			12,215.89		
							12,215.89		
100325	HAWKINS INC	0000		INV	02/09/2024	6674388			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP			609.06		
							609.06		
						CHECK TOTAL	12,824.95		
102299	HIGH POINT NETWORKS I	0000		INV	02/07/2024	240588			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5450		INFO TECH	LICTAXES			323.75		
	2 101809 5450		INFO TECH	LICTAXES			1,191.25		
							1,515.00		

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User: Abby Valladarez (avalladarez)
Program ID: apwarrnt

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
102299	HIGH POINT NETWORKS I ACCOUNT DETAIL 1 101809 5450	0000		INV	02/07/2024	240524 LINE AMOUNT 1,192.10	1,192.10		
						CHECK TOTAL	2,707.10		
100333	HILLYARD\HUTCHINSON ACCOUNT DETAIL 1 101845 5360	0000		INV	02/06/2024	605354309 LINE AMOUNT 48.94	48.94		
100333	HILLYARD\HUTCHINSON ACCOUNT DETAIL 1 101845 5360	0000		INV	02/09/2024	605364734 LINE AMOUNT 1,234.47	1,234.47		
100333	HILLYARD\HUTCHINSON ACCOUNT DETAIL 1 101845 5360	0000		INV	02/09/2024	605315148 LINE AMOUNT 1,054.05	1,054.05		
100333	HILLYARD\HUTCHINSON ACCOUNT DETAIL 1 101821 5300	0000		INV	02/29/2024	700574344 LINE AMOUNT 133.00	133.00		
						CHECK TOTAL	2,470.46		
102486	IN CONTROL INC ACCOUNT DETAIL 1 651890 5200	0000		INV	01/23/2024	S-INV01246 LINE AMOUNT 172.88	172.88		
102486	IN CONTROL INC ACCOUNT DETAIL 1 651890 5300	0000		INV	01/23/2024	S-INV01242 LINE AMOUNT 5,497.36	5,497.36		
						CHECK TOTAL	5,670.24		
103023	INNOVATIVE OFFICE SOL ACCOUNT DETAIL 1 101844 5210	0000		INV	01/27/2024	IN4432654 LINE AMOUNT 255.53	255.53		

City of Willmar

Vendor Check Distribution

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CHECK RUN: 01/30-AV 01/30/2024
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CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103023	INNOVATIVE OFFICE SOL	0000		INV	01/31/2024	IN4435589			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5210		CITY HALL	OFFICE SUP		501.76			
							501.76		
103023	INNOVATIVE OFFICE SOL	0000		CRM	02/13/2024	SCN-125159			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5210		CITY HALL	OFFICE SUP		-51.22			
							-51.22		
						CHECK TOTAL	706.07		
100867	KANDI STEEL AND FAB	0000		INV	02/02/2024	5984			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		54.75			
							54.75		
100867	KANDI STEEL AND FAB	0000		INV	02/01/2024	5976			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		33.26			
							33.26		
						CHECK TOTAL	88.01		
101507	KANDIYOHI CO SHERIFF'	0000		INV	01/25/2024	2024-11			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5400		POLICE DEP	SUBSCRIPT		1,797.00			
							1,797.00		
						CHECK TOTAL	1,797.00		
100375	KANDIYOHI CO-OP ELECT	0000		INV	02/14/2024	STMT/01/24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651893 5350		WWEAGLE	UTILITIES		806.59			
							806.59		
						CHECK TOTAL	806.59		
900022	KELCO SUPPLY COMPANY	0000		INV	01/25/2024	CI2400614			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5200		POLICE DEP	GENSUPP		332.00			
							332.00		
						CHECK TOTAL	332.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING					AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE			
103138	KING'S ELECTRIC LLC	0000		INV	01/20/2024	2802			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5310		CITY HALL	MTCESTRUCT		157.44			
							157.44		
103138	KING'S ELECTRIC LLC	0000		INV	01/27/2024	2815			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5310		FIRE DEP	MAINTSTRUC		932.79			
							932.79		
						CHECK TOTAL	1,090.23		
100412	LEAGUE OF MN CITIES	0000		INV	01/20/2024	397968			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5370		POLICE DEP	CONFTRVL		3,060.00			
							3,060.00		
						CHECK TOTAL	3,060.00		
103694	LETS	0000		INV	01/20/2024	002017			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5400		POLICE DEP	SUBSCRIPT		4,074.00			
							4,074.00		
						CHECK TOTAL	4,074.00		
104023	Lisa Liebl	0000		INV	01/25/2024	012624			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5200		POLICE DEP	GENSUPP		83.80			
							83.80		
						CHECK TOTAL	83.80		
103226	LOCAL GOV'T INFORMATI	0000		INV	02/15/2024	54524			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5400		INFO TECH	SUBSCRIPT		4,125.00			
							4,125.00		
103226	LOCAL GOV'T INFORMATI	0000		INV	02/15/2024	54637			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5400		INFO TECH	SUBSCRIPT		7,431.00			
							7,431.00		
						CHECK TOTAL	11,556.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103038	LOU'S GLOVES	0000		INV	02/14/2024	055151			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5500		WWTREAT	SAFETY PRO		99.00			
							99.00		
						CHECK TOTAL	99.00		
100427	MACQUEEN EQUIPMENT IN	0000		INV	01/25/2024	P54929			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		82.39			
							82.39		
						CHECK TOTAL	82.39		
100437	MARCO TECHNOLOGIES LL	0000		INV	02/09/2024	518417175			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101844 5210		PARKS&RECOFFICE SUP			338.14			
							338.14		
						CHECK TOTAL	338.14		
101838	MARCO TECHNOLOGIES LL	0000		INV	02/29/2024	500-0565502-000			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5420		INFO TECH	RENTS		172.95			
							172.95		
101838	MARCO TECHNOLOGIES LL	0000		INV	02/29/2024	500-0564417-000			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5420		INFO TECH	RENTS		324.22			
							324.22		
101838	MARCO TECHNOLOGIES LL	0000		INV	01/20/2024	518851688-1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5420		INFO TECH	RENTS		158.76			
							158.76		
101838	MARCO TECHNOLOGIES LL	0000		INV	01/20/2024	518852124-1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5420		INFO TECH	RENTS		205.39			
							205.39		
						CHECK TOTAL	861.32		

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100449	MENARDS	0000		INV	01/25/2024	71434			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		101.68			
							101.68		
100449	MENARDS	0000		INV	02/01/2024	71753			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5200		COMM CENT	GENSUPP		96.82			
							96.82		
100449	MENARDS	0000		INV	02/01/2024	71797			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		72.93			
							72.93		
100449	MENARDS	0000		INV	02/01/2024	71776			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5200		CITY HALL	GENSUPP		37.54			
							37.54		
100449	MENARDS	0000		INV	02/02/2024	71823			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5200		CITY HALL	GENSUPP		11.26			
							11.26		
100449	MENARDS	0000		INV	01/25/2024	71189			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5200		POLICE DEP	GENSUPP		96.31			
							96.31		
100449	MENARDS	0000		INV	02/03/2024	71884			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101803 5200		CITY HALL	GENSUPP		53.35			
							53.35		
100449	MENARDS	0000		INV	02/07/2024	72049			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		59.10			
							59.10		
100449	MENARDS	0000		INV	02/08/2024	72103			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		47.98			
							47.98		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100449	MENARDS	0000		INV	02/08/2024	72125			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		80.17			
							80.17		
100449	MENARDS	0000		INV	02/02/2024	71830			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		329.99			
							329.99		
100449	MENARDS	0000		INV	02/07/2024	72062			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5300		PUBLICWORK	MAINT EQUIP		153.96			
	2 101830 5200		PUBLICWORK	GENSUPP		35.93			
							189.89		
100449	MENARDS	0000		INV	01/27/2024	71557			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5220		PUBLICWORK	SMALL TOOL		42.49			
	2 101830 5360		PUBLICWORK	WASTEREM		53.51			
	3 101830 5200		PUBLICWORK	GENSUPP		116.96			
							212.96		
100449	MENARDS	0000		INV	01/31/2024	71734			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		17.96			
							17.96		
100449	MENARDS	0000		INV	02/03/2024	71887			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5310		PUBLICWORK	MAINT STRUC		174.00			
	2 101830 5360		PUBLICWORK	WASTEREM		35.96			
	3 101830 5220		PUBLICWORK	SMALL TOOL		74.97			
							284.93		
100449	MENARDS	0000		INV	02/13/2024	72121			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5220		FIRE DEP	SMALL TOOL		48.45			
							48.45		
100449	MENARDS	0000		INV	01/26/2024	71512			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5200		FIRE DEP	GENSUPP		45.16			
							45.16		

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100449	MENARDS	0000		INV	02/08/2024	72113			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		59.80	59.80		
100449	MENARDS	0000		INV	01/20/2024	71045			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5200		POLICE DEP	GENSUPP		5.85	5.85		
100449	MENARDS	0000		INV	01/19/2024	71141			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		204.96	204.96		
100449	MENARDS	0000		INV	01/18/2024	71107			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101844 5210		PARKS&REC	OFFICE SUP		4.23	4.23		
						CHECK TOTAL	2,061.32		
102699	MIKE'S SMALL ENGINE C	0000		INV	01/20/2024	28344			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5220		PUBLICWORK	SMALL TOOL		269.99	269.99		
102699	MIKE'S SMALL ENGINE C	0000		INV	01/27/2024	28401			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5220		PUBLICWORK	SMALL TOOL		76.95	76.95		
						CHECK TOTAL	346.94		
103729	MILLS PARTS CENTER	0000		INV	01/17/2024	6068350			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		142.16	142.16		
						CHECK TOTAL	142.16		
101805	MINI BIFF LLC	0000		INV	02/08/2024	A-146776			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5420		PUBLICWORK	RENTS		196.86	196.86		

Report generated: 01/30/2024 14:44:38
User: Abby Valladarez (avalladarez)
Program ID: apwarnt

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999		1100	HERITAGE GENERAL CHECKING							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
					CHECK TOTAL	196.86				
101341 MN DNR WATERS	0000		INV	01/23/2024	010824					
ACCOUNT DETAIL					LINE AMOUNT					
1 651892 5450		WWBIO	LICTAXES		140.00					
					CHECK TOTAL	140.00				
103293 MN LAW ENF EXPLORER A	0000		INV	01/25/2024	5497					
ACCOUNT DETAIL					LINE AMOUNT					
1 101820 5400		POLICE DEP	SUBSCRIPT		150.00					
					CHECK TOTAL	150.00				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	070043RFY09-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		335,785.75					
						335,785.75				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	090005RFY10-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		7,385.15					
						7,385.15				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	090043RFY10-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		312,885.20					
						312,885.20				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	090044RFY13-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		7,480.22					
						7,480.22				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	140050RFY15-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		8,145.00					
						8,145.00				
100496 MN PUBLIC FACILITIES	0000		INV	02/10/2024	CWRFL010FY17-02/24					
ACCOUNT DETAIL					LINE AMOUNT					
1 651890 5810		WWTREAT	INTEREST		3,513.83					
						3,513.83				

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
100496	MN PUBLIC FACILITIES	0000		INV	02/10/2024	CWRFL033FY19-02/24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5810		WWTREAT	INTEREST		6,518.18			
							6,518.18		
						CHECK TOTAL	681,713.33		
104022	Mohammed Hassab	0000		INV	02/10/2024	012624			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101801 5480		ADMIN	REFRIMBSTS		2,000.00			
							2,000.00		
						CHECK TOTAL	2,000.00		
104024	MRPA	0000		INV	02/04/2024	012924			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101844 5400		PARKS&RECSUBSCRIPT			620.00			
							620.00		
						CHECK TOTAL	620.00		
100541	MUNICIPAL UTILITIES	0000		INV	02/13/2024	01/24/24 TX STTLMT			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 295 1190		COMINV	SMTREC-CUR		248.66			
							248.66		
100541	MUNICIPAL UTILITIES	0000		INV	02/14/2024	STMT/01-24			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5350		FIRE DEP	UTILITIES		859.01			
	2 101830 5350		PUBLICWORK	UTILITIES		1,203.82			
	3 230838 5350		AIRPORT	UTILITIES		3,059.53			
	4 651890 5350		WWTREAT	UTILITIES		49,578.19			
	5 651891 5350		WWCOLLCT	UTILITIES		225.43			
							54,925.98		
						CHECK TOTAL	55,174.64		
100544	MVTL LABORATORIES INC	0000		INV	02/02/2024	1236029			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION		694.00			
							694.00		

City of Willmar

Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING					AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE			
100544	MVTL LABORATORIES INC	0000		INV	02/06/2024	1236370			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION		195.00	195.00		
100544	MVTL LABORATORIES INC	0000		INV	01/20/2024	1234328			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION		53.00	53.00		
100544	MVTL LABORATORIES INC	0000		INV	01/17/2024	1233784			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5460		WWTREAT	PROFESSION		53.00	53.00		
						CHECK TOTAL	995.00		
100249	NAPA CENTRAL MN	0000		INV	02/09/2024	918767			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5300		CIVIC CENT	MAINT EQUIP		72.43	72.43		
						CHECK TOTAL	72.43		
102547	CARRANZA/NOE	0000		INV	01/25/2024	137			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP	PROFESSION		150.00	150.00		
102547	CARRANZA/NOE	0000		INV	01/25/2024	136			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP	PROFESSION		262.50	262.50		
102547	CARRANZA/NOE	0000		INV	01/25/2024	135			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP	PROFESSION		150.00	150.00		
102547	CARRANZA/NOE	0000		INV	01/25/2024	138			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP	PROFESSION		262.50	262.50		
						CHECK TOTAL	825.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING					AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE			
100585	NORTHERN STATES SUPPL ACCOUNT DETAIL	0000		INV	02/13/2024	10-617472			
	1 101830 5200		PUBLICWORK	GENSUPP		LINE AMOUNT	29.52		
							29.52		
100585	NORTHERN STATES SUPPL ACCOUNT DETAIL	0000		INV	02/03/2024	10-617302			
	1 101830 5200		PUBLICWORK	GENSUPP		LINE AMOUNT	36.43		
							36.43		
100585	NORTHERN STATES SUPPL ACCOUNT DETAIL	0000		INV	02/03/2024	10-617285			
	1 101830 5220		PUBLICWORK	SMALL TOOL		LINE AMOUNT	15.00		
	2 101830 5310		PUBLICWORK	MAINTSTRUC			11.89		
						CHECK TOTAL	26.89		
							92.84		
100650	O'REILLY AUTOMOTIVE I ACCOUNT DETAIL	0000		INV	01/23/2024	1528-115654			
	1 101830 5360		PUBLICWORK	WASTEREM		LINE AMOUNT	60.97		
							60.97		
100650	O'REILLY AUTOMOTIVE I ACCOUNT DETAIL	0000		INV	01/25/2024	1528-116292			
	1 101820 5300		POLICE DEP	MAINTEQUIP		LINE AMOUNT	75.98		
							75.98		
100650	O'REILLY AUTOMOTIVE I ACCOUNT DETAIL	0000		INV	01/25/2024	1528-119181			
	1 101820 5300		POLICE DEP	MAINTEQUIP		LINE AMOUNT	9.03		
							9.03		
100650	O'REILLY AUTOMOTIVE I ACCOUNT DETAIL	0000		INV	01/25/2024	1528-115677			
	1 101820 5220		POLICE DEP	SMALL TOOL		LINE AMOUNT	27.00		
							27.00		
100650	O'REILLY AUTOMOTIVE I ACCOUNT DETAIL	0000		INV	01/20/2024	1528-114880			
	1 101820 5200		POLICE DEP	GENSUPP		LINE AMOUNT	15.96		
						CHECK TOTAL	15.96		
							188.94		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
103693	PAXXO USA INC	0000		INV	01/18/2024	F24-003			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5200		WWTREAT	GENSUPP		539.12			
						CHECK TOTAL	539.12		
							539.12		
101968	PEST PRO II	0000		INV	01/19/2024	40966			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5360		COMM CENTWASTEREM			38.00			
						CHECK TOTAL	38.00		
							38.00		
100374	PREMIUM WATERS INC	0000		INV	01/31/2024	330577518			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5200		COMM CENTGENSUPP			38.99			
						CHECK TOTAL	38.99		
							38.99		
100374	PREMIUM WATERS INC	0000		INV	01/17/2024	330575282			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5200		COMM CENTGENSUPP			10.00			
						CHECK TOTAL	10.00		
							48.99		
103109	RDO EQUIPMENT CO	0000		INV	01/18/2024	P2658503			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		178.29			
						CHECK TOTAL	178.29		
							178.29		
103663	REACH MEDIA NETWORK	0000		INV	01/12/2024	91993			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5400		INFO TECH	SUBSCRIPT		900.00			
						CHECK TOTAL	900.00		
							900.00		
100645	REGION VI CHIEF'S ASS	0000		INV	01/25/2024	012624			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5400		POLICE DEP	SUBSCRIPT		40.00			
						CHECK TOTAL	40.00		
							40.00		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
						CHECK TOTAL	40.00		
101136	RIDGEWATER COLLEGE	0000		INV	01/27/2024	2024-01-746			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5370		PUBLICWORK	CONFTRVL		4,400.00			
							4,400.00		
						CHECK TOTAL	4,400.00		
103834	ROTHWELL/DANIEL	0000		INV	02/04/2024	012924			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101844 5490		PARKS&REC	OTHER		141.95			
							141.95		
						CHECK TOTAL	141.95		
100275	SHI CORP	0000	6	INV	02/03/2024	B17805536			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5220		INFO TECH	SMALL TOOL		12,345.00			
							12,345.00		
100275	SHI CORP	0000	5	INV	02/08/2024	B17815564			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5220		INFO TECH	SMALL TOOL		2,629.00			
							2,629.00		
100275	SHI CORP	0000	7	INV	02/11/2024	B17830101			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5450		INFO TECH	LICTAXES		12,838.00			
							12,838.00		
100275	SHI CORP	0000	5	INV	02/04/2024	B17810020			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5220		INFO TECH	SMALL TOOL		16,345.00			
							16,345.00		
						CHECK TOTAL	44,157.00		
103218	SIETSEMA/SARA	0000		INV	02/14/2024	013024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5370		WWTREAT	CONFTRVL		557.09			
							557.09		
						CHECK TOTAL	557.09		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024

DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100699	SOUTH 71 VETERINARY C	0000		INV	01/25/2024	49834			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP PROFESSION			616.08			
							616.08		
100699	SOUTH 71 VETERINARY C	0000		INV	01/25/2024	2330092			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101820 5460		POLICE DEP PROFESSION			201.72			
							201.72		
						CHECK TOTAL	817.80		
101282	SOUTHWEST MN CHAPTER	0000		INV	02/14/2024	01302024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101807 5400		PLAN&DEV SUBSCRIPT			75.00			
							75.00		
101282	SOUTHWEST MN CHAPTER	0000		INV	02/14/2024	013024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101807 5400		PLAN&DEV SUBSCRIPT			75.00			
							75.00		
						CHECK TOTAL	150.00		
100728	SURPLUS WAREHOUSE INC	0000		INV	01/27/2024	5027			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5300		PUBLICWORKMAINT EQUIP			45.90			
							45.90		
						CHECK TOTAL	45.90		
104015	Swenson and Sons Cons	0000		INV	01/25/2024	Appl #1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 420833 5320		STORMWATER TCEOTHIMP			94,605.27			
							94,605.27		
						CHECK TOTAL	94,605.27		
100161	SYSCO WESTERN MINNESO	0000		INV	02/06/2024	253555640			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT GENSUPP			1,216.27			
							1,216.27		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING					AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE			
100161	SYS CO WESTERN MINNESO	0000		INV	02/06/2024	253551432			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		1,080.66			
							1,080.66		
						CHECK TOTAL	2,296.93		
103801	TECH CHECK,LLC	0000	2	INV	02/08/2024	54507			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5300		INFO TECH	MAINT EQUIP		1,215.68			
							1,215.68		
103801	TECH CHECK,LLC	0000	4	INV	02/08/2024	54506			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5300		INFO TECH	MAINT EQUIP		2,797.32			
							2,797.32		
						CHECK TOTAL	4,013.00		
101471	TRAFFIC CONTROL CORPO	0000		INV	01/24/2024	148480			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101831 5320		ENGINEER	MAINTOTHIM		1,680.00			
							1,680.00		
						CHECK TOTAL	1,680.00		
103143	US BANK EQUIPMENT FIN	0000		INV	01/30/2024	519636344-1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5420		INFO TECH	RENTS		157.00			
							157.00		
103143	US BANK EQUIPMENT FIN	0000		INV	02/15/2024	520622309			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101809 5400		INFO TECH	SUBSCRIPT		751.80			
							751.80		
						CHECK TOTAL	908.80		
100777	VIKING COCA-COLA BOTT	0000		INV	02/06/2024	3316114			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		2,162.25			
							2,162.25		
						CHECK TOTAL	2,162.25		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100777	VIKING COCA-COLA BOTT ACCOUNT DETAIL	0001		INV	02/06/2024	3309496			
	1 101845 5200		CIVIC CENT	GENSUPP		LINE AMOUNT			
						2,440.50			
							2,440.50		
						CHECK TOTAL	2,440.50		
102868	WALT'S ACCOUNT DETAIL	0000		INV	01/25/2024	011924			
	1 101820 5300		POLICE DEP	MAINTEQUIP		LINE AMOUNT			
						3,590.00			
							3,590.00		
						CHECK TOTAL	3,590.00		
100796	WEST CENTRAL COMMUNIC ACCOUNT DETAIL	0000		INV	02/07/2024	097402S			
	1 101821 5300		FIRE DEP	MAINTEQUIP		LINE AMOUNT			
						195.00			
							195.00		
100796	WEST CENTRAL COMMUNIC ACCOUNT DETAIL	0000		INV	02/07/2024	097541S			
	1 101821 5300		FIRE DEP	MAINTEQUIP		LINE AMOUNT			
						111.55			
							111.55		
						CHECK TOTAL	306.55		
100803	WEST CENTRAL PRINTING ACCOUNT DETAIL	0000		INV	01/25/2024	24232			
	1 101820 5210		POLICE DEP	OFFICE SUP		LINE AMOUNT			
						220.37			
							220.37		
						CHECK TOTAL	220.37		
100805	WEST CENTRAL SANITATI ACCOUNT DETAIL	0000		INV	01/15/2024	12991223			
	1 101830 5360		PUBLICWORK	WASTEREM		LINE AMOUNT			
						70.38			
							70.38		
100805	WEST CENTRAL SANITATI ACCOUNT DETAIL	0000		INV	02/14/2024	5554400			
	1 101803 5360		CITY HALL	WASTEREM		LINE AMOUNT			
						71.73			
							71.73		
						CHECK TOTAL	142.11		

City of Willmar



Vendor Check Distribution Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100809	WESTBERG, EISCHENS PL	0000		INV	02/13/2024	70810			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101806 5460		FINANCE	PROFESSION		600.00			
							600.00		
						CHECK TOTAL	600.00		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22509873			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		69.98			
	2 101830 5200		PUBLICWORKIGENSUPP			33.99			
							103.97		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22510169			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		10.99			
	2 101830 5200		PUBLICWORKIGENSUPP			15.99			
							26.98		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511300			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORKIGENSUPP			7.99			
							7.99		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511125			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORKIGENSUPP			10.98			
							10.98		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511106			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		93.58			
							93.58		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511307			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		500.00			
							500.00		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22508925			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		8.81			
							8.81		

City of Willmar

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22509842			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		9.99			
	2 101 1350		GENFND	MDSRESALE		3.69			
							13.68		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22509674			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		15.62			
							15.62		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22508370			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		9.23			
							9.23		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511896			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		17.18			
	2 101830 5220		PUBLICWORK	SMALL TOOL		36.99			
							54.17		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511756			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		149.99			
							149.99		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511755			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		58.14			
							58.14		
102689	WILLMAR AUTO VALUE	0000		INV	02/14/2024	22511899			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5200		PUBLICWORK	GENSUPP		354.00			
							354.00		
						CHECK TOTAL	1,407.14		
104016	Wroblewski/Laura	0000		INV	02/01/2024	0005949			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 2260		GENFND	DEPOSIT		100.00			
							100.00		
						CHECK TOTAL	100.00		

City of Willmar



Vendor Check Distribution Check Run Summary

CHECK RUN: 01/30-AV 01/30/2024
DUE DATE: 01/30/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101	GENERAL FUND (BS)	101 -00-000-000-1350 -	INVENTORIES-MDSE FOR 2,433.04
101	101	GENERAL FUND (BS)	101 -00-000-000-2260 -	DEPOSITS 100.00
101	101801	GE - ADMIN (E)	101 -00-801-000-5270 -	POSTAGE 5.67 0.00
101	101801	GE - ADMIN (E)	101 -00-801-000-5480 -	REFUNDS AND REIMBURSE 2,000.00 0.00
101	101803	GE - CITY HALL (E)	101 -00-803-000-5200 -	GENERAL SUPPLIES 102.15 0.00
101	101803	GE - CITY HALL (E)	101 -00-803-000-5210 -	OFFICE SUPPLIES 450.54 0.00
101	101803	GE - CITY HALL (E)	101 -00-803-000-5270 -	POSTAGE 40.00 0.00
101	101803	GE - CITY HALL (E)	101 -00-803-000-5310 -	MTCE. OF STRUCTURES 157.44 0.00
101	101803	GE - CITY HALL (E)	101 -00-803-000-5360 -	CLEANING AND WASTE RE 204.45 0.00
101	101804	GE - CITY CLERK (E)	101 -00-804-000-5270 -	POSTAGE 18.30 0.00
101	101805	GE - ELECTIONS (E)	101 -00-805-000-5270 -	POSTAGE 137.38 0.00
101	101805	GE - ELECTIONS (E)	101 -00-805-000-5330 -	PRINTING AND PUBLISHI 86.00 0.00
101	101806	GE - FINANCE (E)	101 -00-806-000-5270 -	POSTAGE 44.50 0.00
101	101806	GE - FINANCE (E)	101 -00-806-000-5460 -	PROFESSIONAL SERVICES 600.00 0.00
101	101807	GE - PLAN&DEV (E)	101 -00-807-000-5270 -	POSTAGE 42.51 0.00
101	101807	GE - PLAN&DEV (E)	101 -00-807-000-5400 -	SUBSCRIPTIONS AND MEM 150.00 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5200 -	GENERAL SUPPLIES 5.86 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5220 -	SMALL TOOLS 33,672.77 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5290 -	COMMUNICATIONS 4,426.12 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5300 -	MTCE. OF EQUIPMENT 5,636.08 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5310 -	MTCE. OF STRUCTURES 1,237.04 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5400 -	SUBSCRIPTIONS AND MEM 13,211.98 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5420 -	RENTS 1,059.99 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5450 -	LICENSES AND TAXES 15,545.10 0.00
101	101809	GE - INFO TECH (E)	101 -00-809-000-5490 -	OTHER CHARGES/SERVICE 46.75 0.00
101	101810	GE - HR (E)	101 -00-810-000-5270 -	POSTAGE 0.81 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5200 -	GENERAL SUPPLIES 1,103.02 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5210 -	OFFICE SUPPLIES 220.37 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5220 -	SMALL TOOLS 48.73 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5300 -	MTCE. OF EQUIPMENT 3,696.99 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5370 -	CONFERENCE SCHOOL TRAV 3,855.00 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5400 -	SUBSCRIPTIONS AND MEM 6,061.00 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5460 -	PROFESSIONAL SERVICES 1,707.80 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5480 -	REFUNDS AND REIMBURSE 419.95 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5490 -	OTHER CHARGES/SERVICE 175.00 0.00
101	101820	GE - POLICE DEP (E)	101 -00-820-000-5500 -	SAFETY PROGRAM 1,926.13 0.00
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5200 -	GENERAL SUPPLIES 135.88 0.00
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5220 -	SMALL TOOLS 48.45 0.00
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5270 -	POSTAGE 4.86 0.00
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5300 -	MTCE. OF EQUIPMENT 439.55 0.00

Report generated: 01/30/2024 14:44:38
User: Abby Valladarez (avalladarez)
Program ID: apwarrrt

City of Willmar

Vendor Check Distribution

101	101821	GE - FIRE DEP (E)	101 -00-821-000-5310 -
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5350 -
101	101821	GE - FIRE DEP (E)	101 -00-821-000-5360 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5200 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5220 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5260 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5270 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5300 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5310 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5350 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5360 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5370 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5380 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5400 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5420 -
101	101830	GE - PUBLICWORK (E)	101 -00-830-000-5500 -
101	101831	GE - ENGINEER (E)	101 -00-831-000-5320 -
101	101833	GE - STORMWATER (E)	101 -00-833-000-5400 -
101	101844	GE - PARKS&REC (E)	101 -00-844-000-5210 -
101	101844	GE - PARKS&REC (E)	101 -00-844-000-5400 -
101	101844	GE - PARKS&REC (E)	101 -00-844-000-5490 -
101	101845	GE - CIVIC CENT (E)	101 -00-845-000-5200 -
101	101845	GE - CIVIC CENT (E)	101 -00-845-000-5300 -
101	101845	GE - CIVIC CENT (E)	101 -00-845-000-5360 -
101	101845	GE - CIVIC CENT (E)	101 -00-845-000-5450 -
101	101847	GE - COMM CENT (E)	101 -00-847-000-5200 -
101	101847	GE - COMM CENT (E)	101 -00-847-000-5300 -
101	101847	GE - COMM CENT (E)	101 -00-847-000-5360 -
101	101848	GE - AQUATICS (E)	101 -00-848-000-5450 -

CASH ACCOUNT 999 1100 BALANCE 2,630,732.20

219 219809 CO - INFO TECH (E) 219 -00-809-000-5610 -

CASH ACCOUNT 999 1100 BALANCE 2,630,732.20

230 230838 AI - AIRPORT (E) 230 -00-838-000-5350 -

CASH ACCOUNT 999 1100 BALANCE 2,630,732.20

295 295 COMMUNITY INVESTMENT 295 -00-000-000-1190 -

MTCE. OF STRUCTURES	932.79	0.00
UTILITIES	859.01	0.00
CLEANING AND WASTE RE	218.71	0.00
GENERAL SUPPLIES	1,725.10	0.00
SMALL TOOLS	516.39	0.00
MOTOR FUELS AND LUBRI	51.00	0.00
POSTAGE	0.81	0.00
MTCE. OF EQUIPMENT	199.86	0.00
MTCE. OF STRUCTURES	202.88	0.00
UTILITIES	1,930.43	0.00
CLEANING AND WASTE RE	475.83	0.00
CONFERENCE SCHOOL TRAV	4,400.00	0.00
MEALS GENERAL TRAVEL	40.87	0.00
SUBSCRIPTIONS AND MEM	22.00	0.00
RENTS	196.86	0.00
SAFETY PROGRAM	70.00	0.00
MTCE. OF OTHER IMPROV	1,680.00	0.00
SUBSCRIPTIONS AND MEM	3,723.00	0.00
OFFICE SUPPLIES	1,092.19	0.00
SUBSCRIPTIONS AND MEM	1,120.00	0.00
OTHER CHARGES/SERVICE	141.95	0.00
GENERAL SUPPLIES	11,326.07	0.00
MTCE. OF EQUIPMENT	252.75	0.00
CLEANING AND WASTE RE	2,337.46	0.00
LICENSES AND TAXES	1,468.00	0.00
GENERAL SUPPLIES	1,093.61	0.00
MTCE. OF EQUIPMENT	120.00	0.00
CLEANING AND WASTE RE	138.60	0.00
LICENSES AND TAXES	30.00	0.00

FUND TOTAL 137,623.38

FURNITURE AND EQUIPME 5,635.00 0.00

FUND TOTAL 5,635.00

UTILITIES 3,059.53 0.00

FUND TOTAL 3,059.53

ASSESSMENTS REC.-CURR 248.66

City of Willmar

Vendor Check Distribution

				FUND TOTAL	248.66	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
318	318830	DS - PUBLICWORK (E)	318 -00-830-000-5460 -	PROFESSIONAL SERVICES	200.00	0.00
				FUND TOTAL	200.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
320	320830	DS - PUBLICWORK (E)	320 -00-830-000-5460 -	PROFESSIONAL SERVICES	400.00	0.00
				FUND TOTAL	400.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
321	321830	DS - PUBLICWORK (E)	321 -00-830-000-5460 -	PROFESSIONAL SERVICES	200.00	0.00
				FUND TOTAL	200.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
322	322830	DS - PUBLICWORK (E)	322 -00-830-000-5460 -	PROFESSIONAL SERVICES	200.00	0.00
				FUND TOTAL	200.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
323	323830	DS - PUBLICWORK (E)	323 -00-000-000-5460 -	PROFESSIONAL SERVICES	200.00	0.00
				FUND TOTAL	200.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
338	338844	DS- PARK & REC (E)	338 -00-844-000-5460 -	PROFESSIONAL SERVICES	200.00	-200.00
				FUND TOTAL	200.00	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
420	420833	LOCP - STORMWATER (E)	420 -00-833-000-5320 -	MTCE. OF OTHER IIMPRO	94,605.27	0.00
				FUND TOTAL	94,605.27	
CASH ACCOUNT 999 1100 BALANCE 2,630,732.20						
651	651890	WW - WWTREAT (E)	651 -00-890-000-5200 -	GENERAL SUPPLIES	14,656.27	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5260 -	MOTOR FUELS AND LUBRI	4,906.61	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5270 -	POSTAGE	1.62	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5300 -	MTCE. OF EQUIPMENT	6,157.88	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5350 -	UTILITIES	49,578.19	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5360 -	CLEANING AND WASTE RE	239.91	0.00
651	651890	WW - WWTREAT (E)	651 -00-890-000-5370 -	CONFERENCE SCHOOL TRAV	557.09	0.00

City of Willmar

Vendor Check Distribution

651	651890	WW - WWTREAT (E)	651 -00-890-000-5460 -
651	651890	WW - WWTREAT (E)	651 -00-890-000-5500 -
651	651890	WW - WWTREAT (E)	651 -00-890-000-5810 -
651	651891	WW - WWCOLLCT (E)	651 -00-891-000-5200 -
651	651891	WW - WWCOLLCT (E)	651 -00-891-000-5350 -
651	651892	WW - WWBIO (E)	651 -00-892-000-5450 -
651	651893	WW - WWEAGLE (E)	651 -00-893-000-5300 -
651	651893	WW - WWEAGLE (E)	651 -00-893-000-5350 -

PROFESSIONAL SERVICES	995.00	0.00
SAFETY PROGRAM	617.59	0.00
INTEREST	681,713.33	0.00
GENERAL SUPPLIES	96.76	0.00
UTILITIES	225.43	0.00
LICENSES AND TAXES	140.00	0.00
MTCE. OF EQUIPMENT	3,661.57	0.00
UTILITIES	806.59	0.00

FUND TOTAL 764,353.84

CASH ACCOUNT 999 1100 BALANCE 2,630,732.20

WARRANT SUMMARY TOTAL 1,006,925.68
GRAND TOTAL 1,006,925.68

Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/31-AV 01/31/2024
 DUE DATE: 01/31/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
100057	AMERICAN WELDING & GA	0000		INV	12/29/2023	09821800			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 651890 5420		WWTREAT	RENTS		40.52			
						CHECK TOTAL	40.52		
103377	BENSON LAUNDRY	0000		INV	12/29/2023	396784			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5360		CIVIC CENT	WASTEREM		57.54			
						CHECK TOTAL	57.54		
100150	CENTRAL TIRE AND AUTO	0000		INV	01/06/2024	96759			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		237.14			
							237.14		
100150	CENTRAL TIRE AND AUTO	0000		INV	12/29/2023	96608			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 1350		GENFND	MDSRESALE		2,393.74			
						CHECK TOTAL	2,393.74		
							2,630.88		
102269	FORUM COMMUNICATIONS	0000		INV	01/05/2024	I2024.00000194			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101807 5330		PLAN&DEV	PRINTPUB		48.26			
							48.26		
102269	FORUM COMMUNICATIONS	0000		INV	01/05/2024	I2024.00000193			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101802 5330		MAYOR&COUN	PRINTPUB		66.82			
							66.82		
102269	FORUM COMMUNICATIONS	0000		INV	01/05/2024	I2024.00000192			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5330		PUBLICWORK	PRINTPUB		149.80			
						CHECK TOTAL	149.80		
							264.88		

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/31-AV 01/31/2024
DUE DATE: 01/31/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
103765	HARRY'S FROZEN FOOD	0000		INV	12/29/2023	63008			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		388.50			
							388.50		
103765	HARRY'S FROZEN FOOD	0000		INV	12/29/2023	63251			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		595.00			
							595.00		
						CHECK TOTAL	983.50		
100382	KANDIYOHI CO RECORDER	0001		INV	01/05/2024	699111			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101801 5490		ADMIN	OTHER		46.00			
							46.00		
						CHECK TOTAL	46.00		
100424	M-R SIGN CO INC	0000		INV	01/12/2024	222785			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5320		PUBLICWORK	MAINTOTHIM		118.50			
							118.50		
						CHECK TOTAL	118.50		
100449	MENARDS	0000		INV	01/05/2024	70601			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101830 5310		PUBLICWORK	MAINTSTRUC		169.99			
							169.99		
100449	MENARDS	0000		INV	12/29/2023	70480			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		34.35			
							34.35		
						CHECK TOTAL	204.34		
102699	MIKE'S SMALL ENGINE C	0000		INV	12/29/2023	28196			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5300		CIVIC CENT	MAINTEQUIP		20.99			
							20.99		

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/31-AV 01/31/2024
DUE DATE: 01/31/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
102699	MIKE'S SMALL ENGINE C ACCOUNT DETAIL	0000		INV	12/29/2023	28304			
	1 101845 5300		CIVIC CENT	MAINTEQUIP		LINE AMOUNT	13.99		
							13.99		
						CHECK TOTAL	34.98		
100094	MN DEPT OF LABOR & IN ACCOUNT DETAIL	0000		INV	01/29/2024	ALR0156813X			
	1 101845 5450		CIVIC CENT	LICTAXES		LINE AMOUNT	100.00		
							100.00		
						CHECK TOTAL	100.00		
100497	MN DEPT OF TRANSPORTA ACCOUNT DETAIL	0000		INV	12/29/2023	P00017598			
	1 101830 5320		PUBLICWORK	MAINTOTHIM		LINE AMOUNT	765.60		
							765.60		
100497	MN DEPT OF TRANSPORTA ACCOUNT DETAIL	0000		INV	12/29/2023	P00017743			
	1 423830 5320		CP-PBWRK	MTCEOTHIMP		LINE AMOUNT	376.66		
							376.66		
						CHECK TOTAL	1,142.26		
103567	MN OFFICE OF ADMIN. H ACCOUNT DETAIL	0000		INV	01/05/2024	524677			
	1 101820 5275		POLICE DEP	LEGAL		LINE AMOUNT	12.25		
							12.25		
						CHECK TOTAL	12.25		
103756	MR. CLEAN WILLMAR CLE ACCOUNT DETAIL	0000		INV	12/29/2023	STMT/12-23			
	1 101844 5460		PARKS&REC	PROFESSION		LINE AMOUNT	900.00		
							900.00		
						CHECK TOTAL	900.00		
101285	SESAC ACCOUNT DETAIL	0000		INV	12/29/2023	1332467			
	1 101845 5450		CIVIC CENT	LICTAXES		LINE AMOUNT	581.00		
							581.00		

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/31-AV 01/31/2024
DUE DATE: 01/31/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING				INVOICE	AMOUNT	VOUCHER	CHECK
VENDOR		REMIT	PO	TYPE	DUE DATE				
						CHECK TOTAL	581.00		
100161	SYSKO WESTERN MINNESO	0000		INV	12/29/2023	253546536			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101845 5200		CIVIC CENT	GENSUPP		927.81			
						CHECK TOTAL	927.81		
101471	TRAFFIC CONTROL CORPO	0000		INV	12/29/2023	147489-1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101831 5320		ENGINEER	MAINTOTHIM		458.00			
						CHECK TOTAL	458.00		
103795	TYLER TECHNOLOGIES, I	0000		INV	01/05/2024	045-447344			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 219809 5460		INFO TECH	PROFESSION		930.71			
						CHECK TOTAL	930.71		
100777	VIKING COCA-COLA BOTT	0000		INV	12/29/2023	2107:034097			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101847 5200		COMM CENT	GENSUPP		140.00			
						CHECK TOTAL	140.00		
100796	WEST CENTRAL COMMUNIC	0000		INV	11/17/2023	096526S			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101821 5520		FIRE DEP	CIVELDEF		343.75			
						CHECK TOTAL	343.75		
100393	WILLMAR NOON KIWANIS	0000		INV	01/05/2024	1152024			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101801 5400		ADMIN	SUBSCRIPT		72.00			
						CHECK TOTAL	72.00		

Report generated: 01/31/2024 11:35:19
User: Abby Valladarez (avalladarez)
Program ID: apwarrnt

City of Willmar



Vendor Check Distribution

Detail Invoice List

CHECK RUN: 01/31-AV 01/31/2024
DUE DATE: 01/31/2024

CASH ACCOUNT: 999 1100		HERITAGE GENERAL CHECKING							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
27	INVOICES								
WARRANT TOTAL						9,988.92	9,988.92		
CASH ACCOUNT BALANCE							2,630,262.21		

City of Willmar

Vendor Check Distribution Check Run Summary

CHECK RUN: 01/31-AV 01/31/2024
DUE DATE: 01/31/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
101	101	GENERAL FUND (BS)	2,630.88	
101	101801	GE - ADMIN (E)	72.00	0.00
101	101801	GE - ADMIN (E)	46.00	0.00
101	101802	GE - MAYOR&COUN (E)	66.82	0.00
101	101807	GE - PLAN&DEV (E)	48.26	0.00
101	101820	GE - POLICE DEP (E)	12.25	0.00
101	101821	GE - FIRE DEP (E)	343.75	0.00
101	101830	GE - PUBLICWORK (E)	169.99	0.00
101	101830	GE - PUBLICWORK (E)	884.10	0.00
101	101830	GE - PUBLICWORK (E)	149.80	0.00
101	101831	GE - ENGINEER (E)	458.00	0.00
101	101844	GE - PARKS&REC (E)	900.00	0.00
101	101845	GE - CIVIC CENT (E)	1,945.66	0.00
101	101845	GE - CIVIC CENT (E)	34.98	0.00
101	101845	GE - CIVIC CENT (E)	57.54	0.00
101	101845	GE - CIVIC CENT (E)	681.00	0.00
101	101847	GE - COMM CENT (E)	140.00	0.00
FUND TOTAL			8,641.03	
CASH ACCOUNT 999 1100 BALANCE 2,630,262.21				
219	219809	CO - INFO TECH (E)	930.71	0.00
FUND TOTAL			930.71	
CASH ACCOUNT 999 1100 BALANCE 2,630,262.21				
423	423830	CP-PUBLICWORK (E)	376.66	8,941,014.01
FUND TOTAL			376.66	
CASH ACCOUNT 999 1100 BALANCE 2,630,262.21				
651	651890	WW - WWTREAT (E)	40.52	0.00
FUND TOTAL			40.52	
CASH ACCOUNT 999 1100 BALANCE 2,630,262.21				
WARRANT SUMMARY TOTAL			9,988.92	
GRAND TOTAL			9,988.92	

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 328

NEW INVOICES

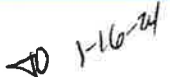
VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
APPROVED PAID INVOICES								
100467	00000 CENTERPOINT ENER	STMT/12-23		CTR PNT	12,713.66	.00	.00	513
CASH 999	2023/12	INV 12/29/2023	SEP-CHK: N	DISC: .00	101841 5350		215.38	1099:
ACCT 1100	DEPT 806	DUE 01/11/2024	DESC:Natural Gas-December 2023		101843 5350		1,091.84	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 100467/1037								
* w9hld								
					101830 5350		2,593.47	1099:
					101821 5350		552.63	1099:
					230838 5350		192.75	1099:
					101803 5350		824.92	1099:
					651891 5350		15.87	1099:
					651891 5350		26.00	1099:
					651890 5350		7,200.80	1099:
1 APPROVED PAID INVOICES					TOTAL	12,713.66		
1 INVOICE(S)					REPORT POST TOTAL	12,713.66		

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 328

ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2023 12	101803	101 -00-803-000-5350 -	UTILITIES	824.92	.00
	101821	101 -00-821-000-5350 -	UTILITIES	552.63	.00
	101830	101 -00-830-000-5350 -	UTILITIES	2,593.47	.00
	101841	101 -00-841-000-5350 -	UTILITIES	215.38	.00
	101843	101 -00-843-000-5350 -	UTILITIES	1,091.84	.00
	230838	230 -00-838-000-5350 -	UTILITIES	192.75	.00
	651890	651 -00-890-000-5350 -	UTILITIES	7,200.80	.00
	651891	651 -00-891-000-5350 -	UTILITIES	41.87	.00
REPORT TOTALS				12,713.66	


 1-16-24
 CAC 1/17/24

INVOICE ENTRY PROOF LIST

CLERK: avalladarez

YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT	
2023 12 120408	API 101841-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	215.38		
API 101843-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	1,091.84			
API 101830-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	2,593.47			
API 101821-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	552.63			
API 230838-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	192.75			
API 101803-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	824.92			
API 651891-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	15.87			
API 651891-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	26.00			
API 651890-5350	12/29/2023	CK	51	100467	1037	UTILITIES Natural Gas-December 2023	Y	7,200.80			
GENERAL LEDGER TOTAL									12,713.66	.00	
API 101-2200	12/29/2023	W CTR PNT B 328	ACCOUNTS PAYABLE						5,278.24		
API 230-2200	12/29/2023	W CTR PNT B 328	ACCOUNTS PAYABLE						192.75		
API 651-2200	12/29/2023	W CTR PNT B 328	ACCOUNTS PAYABLE						7,242.67		
SYSTEM GENERATED ENTRIES TOTAL									.00	12,713.66	
JOURNAL 2023/12/120408 TOTAL									12,713.66	12,713.66	
2023 12 120408	API 101-3100	12/29/2023	W CTR PNT B 328	EXPENDITURES						5,278.24	
API 230-3100	12/29/2023	W CTR PNT B 328	EXPENDITURES						192.75		
API 651-3100	12/29/2023	W CTR PNT B 328	EXPENDITURES						7,242.67		

INVOICE ENTRY PROOF LIST

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	GENERAL FUND	2023	12	120408	12/29/2023	ACCOUNTS PAYABLE		5,278.24
	101-2200					EXPENDITURES	5,278.24	
	101-3100							
						FUND TOTAL	5,278.24	5,278.24
230	WILLMAR MUNICIPAL AIRPORT	2023	12	120408	12/29/2023	ACCOUNTS PAYABLE		192.75
	230-2200					EXPENDITURES	192.75	
	230-3100							
						FUND TOTAL	192.75	192.75
651	WASTE TREATMENT	2023	12	120408	12/29/2023	ACCOUNTS PAYABLE		7,242.67
	651-2200					EXPENDITURES	7,242.67	
	651-3100							
						FUND TOTAL	7,242.67	7,242.67

** END OF REPORT - Generated by Abby Valladarez **

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 344

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
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APPROVED PAID INVOICES

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 344

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
102365	00000	CARDMEMBER SERVI STMT/12-23			12,185.39	.00	.00	514
CASH 999	2023/12	INV 12/29/2023	SEP-CHK: N	DISC: .00	101801 5380		8.87	1099:
ACCT 1100	DEPT 806	DUE 01/28/2024	DESC:Bremer	Bank Credit Card Statement-Decemb	101801 5380		63.59	1099:
					899811 5400		24.99	1099:
					101811 5370		24.33	1099:
					101811 5370		66.48	1099:
					101801 5490		-572.01	1099:
					101845 5200		31.92	1099:
					101845 5200		16.50	1099:
					101845 5200		10.76	1099:
					101845 5200		23.94	1099:
					101845 5300		40.66	1099:
					101844 5200		173.32	1099:
					101845 5220		96.93	1099:
					101845 5220		23.94	1099:
					101820 5260		15.01	1099:
					101820 5260		34.01	1099:
					101820 5260		20.15	1099:
					101844 5200		14.01	1099:
					101845 5200		239.92	1099:
					101845 5200		8.58	1099:
					101844 5200		29.12	1099:
					101844 5210		16.17	1099:
					101844 5200		44.00	1099:
					101848 5450		700.00	1099:
					101820 5380		90.53	1099:
					101820 5380		103.54	1099:
					101820 5230		81.88	1099:
					101820 5370		1,100.00	1099:
					101820 5390		1,552.00	1099:
					101807 5400		180.00	1099:
					101803 5210		45.76	1099:
					101801 5400		1,114.00	1099:
					101807 5400		107.09	1099:
					101807 5450		120.00	1099:
					101821 5220		320.39	1099:
					804821 5390		109.88	1099:
					101821 5390		367.50	1099:
					101821 5220		913.24	1099:
					101821 5200		95.80	1099:
					101821 5390		83.00	1099:
					101821 5220		599.00	1099:
					101830 5370		10.49	1099:
					101830 5370		17.00	1099:
					101830 5370		20.00	1099:
					101830 5370		6.50	1099:
					101830 5370		6.27	1099:
					101830 5370		10.00	1099:
					101830 5370		12.60	1099:

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 344

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
					101830 5400	200.00	1099:
					101830 5400	95.00	1099:
					651890 5200	52.48	1099:
					101830 5400	15.38	1099:
					101809 5300	120.39	1099:
					101809 5220	599.99	1099:
					101809 5270	80.00	1099:
					101809 5400	100.00	1099:
					101809 5460	34.98	1099:
					101809 5400	9.99	1099:
					101809 5400	173.92	1099:
					651891 5290	24.95	1099:
					101803 5610	379.99	1099:
					101809 5460	50.00	1099:
					101809 5460	20.00	1099:
					101847 5200	-5.18	1099:
					101847 5200	196.50	1099:
					101847 5230	15.00	1099:
					101847 5200	80.78	1099:
					101847 5200	122.14	1099:
					101847 5230	15.00	1099:
					101847 5200	60.95	1099:
					101847 5400	102.47	1099:
					101847 5200	79.79	1099:
					899844 5200	21.53	1099:
					101847 5200	83.30	1099:
					101847 5200	57.16	1099:
					101847 5200	39.90	1099:
					101847 5200	19.40	1099:
					101847 5200	15.82	1099:
					101847 5200	78.61	1099:
					101847 5200	144.56	1099:
					101847 5200	399.98	1099:
					101847 5200	25.56	1099:
					101847 5200	154.89	1099:
					101847 5200	44.15	1099:
					101847 5200	117.70	1099:
					101801 5380	136.65	1099:
1 APPROVED PAID INVOICES				TOTAL	12,185.39		
1 INVOICE(S)				REPORT POST TOTAL	12,185.39		

AD
1-16-24
Cue/1/2/24

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 344				ACCOUNT DISTRIBUTION SUMMARY		REMAINING BUDGET
YR/PER	ORG	ACCOUNT		DESCRIPTION	AMOUNT	
2023 12	101801	101 -00-801-000-5380	-	MEALS GENERAL T	209.11	.00
	101801	101 -00-801-000-5400	-	SUBSCRIPTIONS A	1,114.00	.00
	101801	101 -00-801-000-5490	-	OTHER CHARGES/S	-572.01	.00
	101803	101 -00-803-000-5210	-	OFFICE SUPPLIES	45.76	.00
	101803	101 -00-803-000-5610	-	FURNITURE AND E	379.99	.00
	101807	101 -00-807-000-5400	-	SUBSCRIPTIONS A	287.09	.00
	101807	101 -00-807-000-5450	-	LICENSES AND TA	120.00	.00
	101809	101 -00-809-000-5220	-	SMALL TOOLS	599.99	.00
	101809	101 -00-809-000-5270	-	POSTAGE	80.00	.00
	101809	101 -00-809-000-5300	-	MTCE. OF EQUIPM	120.39	.00
	101809	101 -00-809-000-5400	-	SUBSCRIPTIONS A	283.91	.00
	101809	101 -00-809-000-5460	-	PROFESSIONAL SE	104.98	.00
	101811	101 -00-811-000-5370	-	CONFERNCE SCHOO	90.81	.00
	101820	101 -00-820-000-5230	-	ADVERTISING	81.88	.00
	101820	101 -00-820-000-5260	-	MOTOR FUELS AND	69.17	.00
	101820	101 -00-820-000-5370	-	CONFERNCE SCHOO	1,100.00	.00
	101820	101 -00-820-000-5380	-	MEALS GENERAL T	194.07	.00
	101820	101 -00-820-000-5390	-	AWARDS AND INDE	1,552.00	.00
	101821	101 -00-821-000-5200	-	GENERAL SUPPLIE	95.80	.00
	101821	101 -00-821-000-5220	-	SMALL TOOLS	1,832.63	.00
	101821	101 -00-821-000-5390	-	AWARDS AND INDE	450.50	.00
	101830	101 -00-830-000-5370	-	CONFERNCE SCHOO	82.86	.00
	101830	101 -00-830-000-5400	-	SUBSCRIPTIONS A	310.38	.00
	101844	101 -00-844-000-5200	-	GENERAL SUPPLIE	260.45	.00
	101844	101 -00-844-000-5210	-	OFFICE SUPPLIES	16.17	.00
	101845	101 -00-845-000-5200	-	GENERAL SUPPLIE	331.62	.00
	101845	101 -00-845-000-5220	-	SMALL TOOLS	120.87	.00
	101845	101 -00-845-000-5300	-	MTCE. OF EQUIPM	40.66	.00
	101847	101 -00-847-000-5200	-	GENERAL SUPPLIE	1,716.01	.00
	101847	101 -00-847-000-5230	-	ADVERTISING	30.00	.00
	101847	101 -00-847-000-5400	-	SUBSCRIPTIONS A	102.47	.00
	101848	101 -00-848-000-5450	-	LICENSES AND TA	700.00	.00
	651890	651 -00-890-000-5200	-	GENERAL SUPPLIE	52.48	.00
	651891	651 -00-891-000-5290	-	COMMUNICATIONS	24.95	.00
	804821	804 -00-821-000-5390	-	AWARDS AND INDE	109.88	-109.88
	899811	899 -00-811-000-5400	-	SUBSCRIPTIONS A	24.99	-24.99
	899844	899 -00-844-000-5200	-	GENERAL SUPPLIE	21.53	-2,015.61
REPORT TOTALS					12,185.39	

INVOICE ENTRY PROOF LIST

CLERK: avalladarez

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T OB	DEBIT	CREDIT
								LINE DESC			
2023 12	120434										
API	101801-5380							MEALS GENERAL TRAVEL	Y	8.87	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101801-5380							MEALS GENERAL TRAVEL	Y	63.59	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	899811-5400							SUBSCRIPTIONS AND MEMBERSHIP	Y	24.99	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101811-5370							CONFERNCE SCHOOL TRAVEL	Y	24.33	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101811-5370							CONFERNCE SCHOOL TRAVEL	Y	66.48	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101801-5490							OTHER CHARGES/SERVICES			572.01
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	31.92	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	16.50	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	10.76	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	23.94	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5300							MTCE. OF EQUIPMENT	Y	40.66	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101844-5200							GENERAL SUPPLIES	Y	173.32	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5220							SMALL TOOLS	Y	96.93	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5220							SMALL TOOLS	Y	23.94	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101820-5260							MOTOR FUELS AND LUBRICANTS	Y	15.01	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101820-5260							MOTOR FUELS AND LUBRICANTS	Y	34.01	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101820-5260							MOTOR FUELS AND LUBRICANTS	Y	20.15	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101844-5200							GENERAL SUPPLIES	Y	14.01	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	239.92	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101845-5200							GENERAL SUPPLIES	Y	8.58	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101844-5200							GENERAL SUPPLIES	Y	29.12	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101844-5210							OFFICE SUPPLIES	Y	16.17	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101844-5200							GENERAL SUPPLIES	Y	44.00	
	12/29/2023	CK		51	102365		1122	Bremer Bank Credit Card Statem			
API	101848-5450							LICENSES AND TAXES	Y	700.00	

INVOICE ENTRY PROOF LIST

YEAR PER SRC ACCOUNT	JNL EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
API 101820-5380	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	90.53	
API 101820-5380	12/29/2023	CK	51	102365	1122	MEALS GENERAL TRAVEL	Y	103.54	
API 101820-5380	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	81.88	
API 101820-5230	12/29/2023	CK	51	102365	1122	MEALS GENERAL TRAVEL	Y	1,100.00	
API 101820-5370	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	1,552.00	
API 101820-5390	12/29/2023	CK	51	102365	1122	ADVERTISING	Y	180.00	
API 101807-5400	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	45.76	
API 101807-5400	12/29/2023	CK	51	102365	1122	CONFERNCE SCHOOL TRAVEL	Y	1,114.00	
API 101803-5210	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	107.09	
API 101801-5400	12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP	Y	120.00	
API 101807-5400	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	320.39	
API 101807-5450	12/29/2023	CK	51	102365	1122	OFFICE SUPPLIES	Y	109.88	
API 101821-5220	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	367.50	
API 804821-5390	12/29/2023	CK	51	102365	1122	LICENSES AND TAXES	Y	913.24	
API 101821-5390	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	95.80	
API 101821-5220	12/29/2023	CK	51	102365	1122	SMALL TOOLS	Y	83.00	
API 101821-5200	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	599.00	
API 101821-5390	12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES	Y	10.49	
API 101821-5220	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	17.00	
API 101830-5370	12/29/2023	CK	51	102365	1122	AWARDS AND INDEMNITIES	Y	20.00	
API 101830-5370	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	6.50	
API 101830-5370	12/29/2023	CK	51	102365	1122	CONFERNCE SCHOOL TRAVEL	Y	6.27	
API 101830-5370	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y	10.00	
API 101830-5370	12/29/2023	CK	51	102365	1122	CONFERNCE SCHOOL TRAVEL	Y	12.60	
API 101830-5370	12/29/2023	CK	51	102365	1122	Bremer Bank Credit Card Statem	Y		

INVOICE ENTRY PROOF LIST

YEAR PER	JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
API	101830-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	200.00	
API	101830-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	95.00	
API	651890-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	52.48	
API	101830-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	15.38	
API	101809-5300		12/29/2023	CK	51	102365	1122	MTCE. OF EQUIPMENT Bremer Bank Credit Card Statem	Y	120.39	
API	101809-5220		12/29/2023	CK	51	102365	1122	SMALL TOOLS Bremer Bank Credit Card Statem	Y	599.99	
API	101809-5270		12/29/2023	CK	51	102365	1122	POSTAGE Bremer Bank Credit Card Statem	Y	80.00	
API	101809-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	100.00	
API	101809-5460		12/29/2023	CK	51	102365	1122	PROFESSIONAL SERVICES Bremer Bank Credit Card Statem	Y	34.98	
API	101809-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	9.99	
API	101809-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	173.92	
API	651891-5290		12/29/2023	CK	51	102365	1122	COMMUNICATIONS Bremer Bank Credit Card Statem	Y	24.95	
API	101803-5610		12/29/2023	CK	51	102365	1122	FURNITURE AND EQUIPMENT Bremer Bank Credit Card Statem	Y	379.99	
API	101809-5460		12/29/2023	CK	51	102365	1122	PROFESSIONAL SERVICES Bremer Bank Credit Card Statem	Y	50.00	
API	101809-5460		12/29/2023	CK	51	102365	1122	PROFESSIONAL SERVICES Bremer Bank Credit Card Statem	Y	20.00	
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y		5.18
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	196.50	
API	101847-5230		12/29/2023	CK	51	102365	1122	ADVERTISING Bremer Bank Credit Card Statem	Y	15.00	
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	80.78	
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	122.14	
API	101847-5230		12/29/2023	CK	51	102365	1122	ADVERTISING Bremer Bank Credit Card Statem	Y	15.00	
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	60.95	
API	101847-5400		12/29/2023	CK	51	102365	1122	SUBSCRIPTIONS AND MEMBERSHIP Bremer Bank Credit Card Statem	Y	102.47	
API	101847-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES Bremer Bank Credit Card Statem	Y	79.79	
API	899844-5200		12/29/2023	CK	51	102365	1122	GENERAL SUPPLIES	Y	21.53	

INVOICE ENTRY PROOF LIST

YEAR PER	JNL						ACCOUNT DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE DESC		
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	83.30
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	57.16
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	39.90
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	19.40
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	15.82
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	78.61
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	144.56
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	399.98
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	25.56
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	154.89
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	44.15
API	101847-5200	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL SUPPLIES	Y	117.70
API	101801-5380	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									MEALS GENERAL TRAVEL	Y	136.65
API	101801-5380	12/29/2023	CK	51	102365			1122	Bremer Bank Credit Card Statem		
									GENERAL LEDGER TOTAL		
										12,762.58	577.19
API	101-2200								ACCOUNTS PAYABLE		11,951.56
		12/29/2023	INV ENTRY	B	344						
API	651-2200								ACCOUNTS PAYABLE		77.43
		12/29/2023	INV ENTRY	B	344						
API	804-2200								ACCOUNTS PAYABLE		109.88
		12/29/2023	INV ENTRY	B	344						
API	899-2200								ACCOUNTS PAYABLE		46.52
		12/29/2023	INV ENTRY	B	344						
SYSTEM GENERATED ENTRIES TOTAL										.00	12,185.39
JOURNAL 2023/12/120434 TOTAL										12,762.58	12,762.58
2023 12 120434											
API	101-3100								EXPENDITURES		11,951.56
		12/29/2023	INV ENTRY	B	344						
API	651-3100								EXPENDITURES		77.43

INVOICE ENTRY PROOF LIST

YEAR PER	JNL						ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC				
API 804-3100	12/29/2023	INV ENTRY	B	344		EXPENDITURES			109.88	
API 899-3100	12/29/2023	INV ENTRY	B	344		EXPENDITURES			46.52	
	12/29/2023	INV ENTRY	B	344						

INVOICE ENTRY PROOF LIST

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	GENERAL FUND	2023	12	120434	12/29/2023			
	101-2200					ACCOUNTS PAYABLE		
	101-3100					EXPENDITURES	11,951.56	11,951.56
						FUND TOTAL	11,951.56	11,951.56
651	WASTE TREATMENT	2023	12	120434	12/29/2023			
	651-2200					ACCOUNTS PAYABLE		
	651-3100					EXPENDITURES	77.43	77.43
						FUND TOTAL	77.43	77.43
804	FIRE DEPT EXPLORERS	2023	12	120434	12/29/2023			
	804-2200					ACCOUNTS PAYABLE		
	804-3100					EXPENDITURES	109.88	109.88
						FUND TOTAL	109.88	109.88
899	DONATION FUND (AGENCY)	2023	12	120434	12/29/2023			
	899-2200					ACCOUNTS PAYABLE		
	899-3100					EXPENDITURES	46.52	46.52
						FUND TOTAL	46.52	46.52

** END OF REPORT - Generated by Abby valladarez **

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 397

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
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APPROVED PAID INVOICES

100492 00000 MN DEPT OF REVEN STMT/12-23	MN D.REV	469.99	.00	.00	515
CASH 999 2023/12 INV 12/29/2023 SEP-CHK: N	DISC: .00	101830 5260	394.70 1099:		
ACCT 1100 DEPT 806 DUE 12/29/2023 DESC:Petro Tax		101820 5260	3.31 1099:		
CONDITIONS THAT PREVENT POSTING INVOICE 100492/1394					
* w9hld		651891 5260	28.07 1099:		
		101830 5490	43.91 1099:		

1 APPROVED PAID INVOICES	TOTAL	469.99
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1 INVOICE(S)	REPORT POST TOTAL	469.99
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INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 397

ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2023 12	101820	101 -00-820-000-5260 -	MOTOR FUELS AND	3.31	.00
	101830	101 -00-830-000-5260 -	MOTOR FUELS AND	394.70	.00
	101830	101 -00-830-000-5490 -	OTHER CHARGES/S	43.91	.00
	651891	651 -00-891-000-5260 -	MOTOR FUELS AND	28.07	.00
REPORT TOTALS				469.99	

INVOICE ENTRY PROOF LIST

CLERK: avalladarez

YEAR PER	JNL					ACCOUNT DESC	T OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC		
2023 12	120469								
API 101830-5260									
	12/29/2023 CK		51 100492			1394	MOTOR FUELS AND LUBRICANTS	Y	394.70
							Petro Tax		
API 101820-5260									
	12/29/2023 CK		51 100492			1394	MOTOR FUELS AND LUBRICANTS	Y	3.31
							Petro Tax		
API 651891-5260									
	12/29/2023 CK		51 100492			1394	MOTOR FUELS AND LUBRICANTS	Y	28.07
							Petro Tax		
API 101830-5490									
	12/29/2023 CK		51 100492			1394	OTHER CHARGES/SERVICES	Y	43.91
							Petro Tax		
GENERAL LEDGER TOTAL								469.99	.00
API 101-2200							ACCOUNTS PAYABLE		441.92
	12/29/2023 W MN D.REV B		397						
API 651-2200							ACCOUNTS PAYABLE		28.07
	12/29/2023 W MN D.REV B		397						
SYSTEM GENERATED ENTRIES TOTAL								.00	469.99
JOURNAL 2023/12/120469 TOTAL								469.99	469.99
2023 12	120469								
API 101-3100									
	12/29/2023 W MN D.REV B		397				EXPENDITURES		441.92
API 651-3100									
	12/29/2023 W MN D.REV B		397				EXPENDITURES		28.07

INVOICE ENTRY PROOF LIST

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	GENERAL FUND	2023	12	120469	12/29/2023			
	101-2200					ACCOUNTS PAYABLE		441.92
	101-3100					EXPENDITURES	441.92	
						FUND TOTAL	441.92	441.92
651	WASTE TREATMENT	2023	12	120469	12/29/2023			
	651-2200					ACCOUNTS PAYABLE		28.07
	651-3100					EXPENDITURES	28.07	
						FUND TOTAL	28.07	28.07

** END OF REPORT - Generated by Abby valladarez **

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 398

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
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APPROVED PAID INVOICES

100492 00000 MN DEPT OF REVEN STMT/12-2023

MN D.REV



421.80

.00

.00

516

CASH 999	2023/12	INV 12/29/2023	SEP-CHK: N	DISC: .00
ACCT 1100	DEPT 806	DUE 12/29/2023	DESC: Petro tax-december 2023	

101830	5260
651891	5260

403.41	1099:
18.39	1099:

CONDITIONS THAT PREVENT POSTING INVOICE 100492/1395

* w9h1d

1 APPROVED PAID INVOICES

TOTAL

421.80

1 INVOICE(S)

REPORT POST TOTAL

421.80

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 398

ACCOUNT DISTRIBUTION SUMMARY

YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	REMAINING BUDGET
2023 12	101830	101 -00-830-000-5260 -	MOTOR FUELS AND	403.41	.00
	651891	651 -00-891-000-5260 -	MOTOR FUELS AND	18.39	.00
REPORT TOTALS				421.80	

INVOICE ENTRY PROOF LIST

CLERK: avalladarez

YEAR PER JNL	SRC ACCOUNT	ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC
2023 12 120478					
API 101830-5260					MOTOR FUELS AND LUBRICANTS
12/29/2023 CK	51 100492		1395		Petro tax-december 2023
API 651891-5260					MOTOR FUELS AND LUBRICANTS
12/29/2023 CK	51 100492		1395		Petro tax-december 2023
				GENERAL LEDGER TOTAL	
				421.80	.00
API 101-2200					ACCOUNTS PAYABLE
12/29/2023 W MN D.REV B	398				
API 651-2200					ACCOUNTS PAYABLE
12/29/2023 W MN D.REV B	398				
				SYSTEM GENERATED ENTRIES TOTAL	
				.00	421.80
				JOURNAL 2023/12/120478 TOTAL	
				421.80	421.80
2023 12 120478					
API 101-3100					EXPENDITURES
12/29/2023 W MN D.REV B	398				
API 651-3100					EXPENDITURES
12/29/2023 W MN D.REV B	398				

INVOICE ENTRY PROOF LIST

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	GENERAL FUND	2023	12	120478	12/29/2023			
	101-2200					ACCOUNTS PAYABLE		
	101-3100					EXPENDITURES	403.41	403.41
						FUND TOTAL	403.41	403.41
651	WASTE TREATMENT	2023	12	120478	12/29/2023			
	651-2200					ACCOUNTS PAYABLE		
	651-3100					EXPENDITURES	18.39	18.39
						FUND TOTAL	18.39	18.39

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INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 403

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
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APPROVED PAID INVOICES

100467	00000	CENTERPOINT ENER STMT/12-2023		EFTCK517	8,111.51	.00	.00	517
CASH 999	2024/01	INV 12/29/2023	SEP-CHK: N	DISC: .00	101830	5350	15.00	1099:
ACCT 1100	DEPT 806	DUE 01/13/2024	DESC:Natural Gas-December 2023		651890	5350	782.25	1099:
CONDITIONS THAT PREVENT POSTING INVOICE					100467/1410			
* w9hld					101845	5350	1,928.56	1099:
					101830	5350	15.00	1099:
					101848	5350	15.00	1099:
					101847	5350	805.36	1099:
					101845	5350	4,535.34	1099:
					101830	5350	15.00	1099:

1 APPROVED PAID INVOICES	TOTAL	8,111.51
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1 INVOICE(S)	REPORT POST TOTAL	8,111.51
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INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 403			ACCOUNT DISTRIBUTION SUMMARY			REMAINING
YR/PER	ORG	ACCOUNT	DESCRIPTION	AMOUNT	BUDGET	
2024 01	101830	101 -00-830-000-5350 -	UTILITIES	45.00	.00	
	101845	101 -00-845-000-5350 -	UTILITIES	6,463.90	.00	
	101847	101 -00-847-000-5350 -	UTILITIES	805.36	.00	
	101848	101 -00-848-000-5350 -	UTILITIES	15.00	.00	
	651890	651 -00-890-000-5350 -	UTILITIES	782.25	.00	
REPORT TOTALS				8,111.51		

INVOICE ENTRY PROOF LIST

CLERK: avalladarez

YEAR PER	JNL	SRC ACCOUNT	ACCOUNT DESC	T OB	DEBIT	CREDIT
EFF DATE	JNL DESC	REF 1	REF 2	REF 3	LINE DESC	
2024 1 189						
API 101830-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 15.00
API 651890-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 782.25
API 101845-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 1,928.56
API 101830-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 15.00
API 101848-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 15.00
API 101847-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 805.36
API 101845-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 4,535.34
API 101830-5350					UTILITIES	
01/23/2024 CK	51 100467			1410	Natural Gas-December 2023	Y 15.00
					GENERAL LEDGER TOTAL	8,111.51 .00
API 101-2200					ACCOUNTS PAYABLE	7,329.26
01/23/2024 W EFTCK517 B 403						
API 651-2200					ACCOUNTS PAYABLE	782.25
01/23/2024 W EFTCK517 B 403						
					SYSTEM GENERATED ENTRIES TOTAL	.00 8,111.51
					JOURNAL 2024/01/189 TOTAL	8,111.51 8,111.51
2024 1 189						
API 101-3100					EXPENDITURES	7,329.26
01/23/2024 W EFTCK517 B 403						
API 651-3100					EXPENDITURES	782.25
01/23/2024 W EFTCK517 B 403						

INVOICE ENTRY PROOF LIST

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
101	GENERAL FUND	2024	1	189	01/23/2024	ACCOUNTS PAYABLE		7,329.26
	101-2200					EXPENDITURES	7,329.26	
	101-3100							
						FUND TOTAL	7,329.26	7,329.26
651	WASTE TREATMENT	2024	1	189	01/23/2024	ACCOUNTS PAYABLE		782.25
	651-2200					EXPENDITURES	782.25	
	651-3100							
						FUND TOTAL	782.25	782.25

** END OF REPORT - Generated by Abby valladarez **



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	5.L.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	City Investment Report through 12/31/2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 12-31-23 Investment Report

CASH/INVESTMENT PORTFOLIO AS OF DECEMBER 31, 2023

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>SETTLEMENT DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>	
Investments:								
1	Bremer Bank	MM	437680198	09/28/2018	N/A	1.000%	\$ 168,452.97	\$ 168,452.97
2	4M	MM	35205-101	01/31/2020	N/A	5.580%	1,481.09	1,481.09
3	4M	MM	35205-101-P	01/31/2020	N/A	5.658%	526,382.92	526,382.92
4	4M	MM	35205-201-21C	10/08/2021	N/A	5.580%	507,598.05	507,598.05
5	4M	MM	35205-203	09/14/2023	N/A	5.658%	7,943,043.57	7,943,043.57
6	UBS	MM		12/06/2023	N/A	5.430%	6,512,988.83	6,512,988.83
7	Multi-Bank Sec	FHLB	3130AQVF7	02/28/2022	02/28/2024	1.000-2000%	1,000,000.00	985,490.00
8	Bremer Wealth	TB	436308HF0	04/16/2020	04/01/2024	5.000%	200,000.00	201,044.00
9	Wells Fargo Adv	CD	90421MFQ1	12/27/2023	04/29/2024	5.350%	245,000.00	245,000.00
10	Multi-Bank Sec	FHLMC	3134GXG73	08/12/2022	08/12/2024	4.100%	1,500,000.00	1,480,860.00
11	Wells Fargo Adv	FHLB	3130APWJ0	12/10/2021	09/10/2024	1.000%	500,000.00	478,930.00
12	Bremer Wealth	FFCB	3133EMBD3	09/25/2020	09/24/2024	0.360%	200,000.00	190,052.00
13	Wells Fargo Adv	CD	05600XBJ8	11/25/2020	11/25/2024	0.300%	245,000.00	230,941.90
14	Multi-Bank Sec	FHLB	3130AQJM6	01/28/2022	01/28/2025	1.250%	1,000,000.00	945,230.00
15	Multi-Bank Sec	FHLB	3130AQYM9	02/28/2022	02/28/2025	1.250-5000%	2,000,000.00	1,959,280.00
16	Multi-Bank Sec	FHLB	3130AR3N9	03/10/2022	03/10/2025	1.250-5.000%	1,000,000.00	978,830.00
17	Multi-Bank Sec	FHLB	3130ARGD7	04/14/2022	04/14/2025	2.000-4.000%	1,000,000.00	972,300.00
18	Multi-Bank Sec	FHLMC	3134GXE34	07/25/2022	07/25/2025	4.050%	1,500,000.00	1,463,400.00
19	Multi-Bank Sec	FHLB	3130ASR76	07/28/2022	07/28/2025	3.500-5.500%	500,000.00	493,005.00
20	Bremer Wealth	FHLMC	3134GWND4	03/02/2021	08/12/2025	0.600%	250,000.00	229,310.00
21	Wells Fargo Adv	FHLB	3130AKLN4	01/14/2021	10/14/2025	0.200-3.500%	1,000,000.00	920,700.00
22	Wells Fargo Adv	CD	48128UQY8	11/13/2020	11/13/2025	0.400-1.000%	245,000.00	221,031.65
23	Wells Fargo Adv	FHLB	3130AKTT3	01/29/2021	01/29/2026	0.300-1.000%	2,000,000.00	1,807,260.00
24	Wells Fargo Adv	FHLB	3130AKWD4	02/09/2021	02/09/2026	0.300-0.750%	2,000,000.00	1,800,480.00
25	Wells Fargo Adv	FHLB	3130ALGY4	03/16/2021	03/16/2026	0.500-1.000%	755,000.00	686,566.80
26	Wells Fargo Adv	FHLB	3130ALYA6	04/28/2021	04/28/2026	0.550-2.000%	1,000,000.00	923,470.00
27	Wells Fargo Adv	FHLB	3130ALX66	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	921,430.00
28	Wells Fargo Adv	FHLB	3130ALZ80	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	921,430.00
29	Wells Fargo Adv	CD	856285VS7	05/19/2021	05/19/2026	1.000%	245,000.00	218,451.80
30	Wells Fargo Adv	FHLB	3130AMKN1	05/27/2021	05/27/2026	0.500-2.250%	505,000.00	461,267.00
31	Wells Fargo Adv	FHLB	3130AMLA8	06/15/2021	06/15/2026	0.500-3.000%	1,860,000.00	1,705,713.00
32	Wells Fargo Adv	FHLB	3130AMZD7	06/30/2021	06/30/2026	0.500-2.500%	2,000,000.00	1,824,160.00
33	Wells Fargo Adv	FHLB	3130AMW57	06/30/2021	06/30/2026	0.650-2.000%	750,000.00	675,232.50
34	Bremer Wealth	TB	837445AL9	02/09/2021	07/01/2026	3.250%	450,000.00	427,522.50
35	Wells Fargo Adv	CD	795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	216,856.85
36	Bremer Wealth	FHLB	3130AMAQ5	04/22/2021	07/29/2026	1.000%	150,000.00	133,836.00
37	Wells Fargo Adv	FHLB	3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	909,660.00
38	Wells Fargo Adv	FHLB	3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	225,225.00
39	Wells Fargo Adv	FHLB	3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	890,140.00
40	Wells Fargo Adv	FHLB	3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	905,450.00
41	Wells Fargo Adv	FHLB	3130APMS1	10/28/2021	10/28/2026	0.750-4.000%	1,000,000.00	912,320.00
42	Multi-Bank Sec	CD	61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	216,026.30
43	Wells Fargo Adv	FHLB	3130APPP4	11/23/2021	11/23/2026	0.750-5.000%	935,000.00	856,301.05
44	Wells Fargo Adv	FHLB	3130APV51	11/24/2021	11/24/2026	1.000-4.000%	1,500,000.00	1,373,370.00
45	Wells Fargo Adv	FHLB	3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	918,520.00
46	Wells Fargo Adv	FHLB	3134GXWP5	06/23/2022	06/23/2027	3.000-5.250%	1,000,000.00	957,520.00
47	Wells Fargo Adv	FHLB	3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	1,781,260.00
48	Multi-Bank Sec	FHLB	3130AT3M7	09/16/2022	09/16/2027	4.000%	500,000.00	493,190.00
49	Multi-Bank Sec	FHLB	3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	438,230.00
50	Wells Fargo Adv	FHLB	3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	865,720.00
TOTAL INVESTMENT						\$ 54,934,947.43	\$ 52,121,960.78	

Historical Interest/Dividends Received Per Quarter 2013 through 12/31/2023

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2023	\$ 208,735.23	\$ 184,247.62	\$ 262,034.89	\$ 272,701.63	\$ 927,719.37
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

2023 Interest/Dividends Received By Institution

<u>Institution</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>2023 Year-To-Date</u>	<u>2022 Year-To-Date</u>
4M	\$ 22,864.59	\$ 40,365.06	\$ 79,771.85	\$ 248,550.15	\$ 73,749.10
Bremer Bank	\$ 137.99	\$ 142.71	\$ 281.17	\$ 1,675.44	\$ 2,373.18
Bremer Wealth Management	\$ 6,206.13	\$ 1,115.75	\$ 1,228.05	\$ 44,663.93	\$ 82,371.12
Heritage Bank	\$ -	\$ 2,199.43	\$ 4,120.17	\$ 36,113.46	\$ 9,067.45
Multi-Bank Securities	\$ 15,000.00	\$ -	\$ 1,235.07	\$ 317,159.92	\$ 52,807.64
UBS	\$ -	\$ -	\$ 12,988.83	\$ 26,870.33	\$ -
Wells Fargo Advisors	\$ 34,945.55	\$ 16,602.44	\$ 33,496.84	\$ 252,686.14	\$ 197,340.55
Totals	\$ 79,154.26	\$ 60,425.39	\$ 133,121.98	\$ 927,719.37	\$ 417,709.04

Investment Activity 01/01/23 through 12/31/23

Date	Company	Investment ID	Amount Called	Amount Matured	Amount Purchased	Current Interest Rate	Redeemed Market Value Incr/(Decr)	Quarterly Market Value Incr/(Decr)	Redeemed Capital Gain/ (Loss)
01/03/23	4M	USTN-91282CBD2	\$ -	\$ 2,020,000.00	\$ -	2.294%	\$ -	\$ -	\$ -
01/03/23	4M	Money Market	\$ -	\$ -	\$ 2,020,000.00	4.207%	\$ -	\$ -	\$ -
01/03/23	4M	USTN-91282CBD2 Int	\$ -	\$ -	\$ 1,262.50	4.207%	\$ -	\$ -	\$ -
01/31/23	4M	Money Market Int	\$ -	\$ -	\$ 6,750.60	4.207%	\$ -	\$ -	\$ -
01/31/23	4MP	Money Market Int	\$ -	\$ -	\$ 3,735.54	4.191%	\$ -	\$ -	\$ -
01/31/23	4MC	Money Market Int	\$ -	\$ -	\$ 1,893.28	1.810%	\$ -	\$ -	\$ -
01/31/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 141.65	1.000%	\$ -	\$ -	\$ -
02/28/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 128.04	1.000%	\$ -	\$ -	\$ -
02/28/23	4M	Money Market Int	\$ -	\$ -	\$ 6,949.19	4.207%	\$ -	\$ -	\$ -
02/28/23	4MP	Money Market Int	\$ -	\$ -	\$ 3,641.25	4.191%	\$ -	\$ -	\$ -
02/28/23	4MC	Money Market Int	\$ -	\$ -	\$ 1,825.71	1.810%	\$ -	\$ -	\$ -
03/13/23	Multi-Bank Securities	CD-02007GMY6	\$ -	\$ 245,000.00	\$ -	0.900%	\$ 1,555.75	\$ -	\$ -
03/24/23	4M	Money Market	\$ 1,000,000.00	\$ -	\$ -	4.207%	\$ -	\$ -	\$ -
03/31/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 141.88	1.000%	\$ -	\$ -	\$ -
03/31/23	4M	Money Market Int	\$ -	\$ -	\$ 7,081.60	5.012%	\$ -	\$ -	\$ -
03/31/23	4MP	Money Market Int	\$ -	\$ -	\$ 4,198.22	5.013%	\$ -	\$ -	\$ -
03/31/23	4MC	Money Market Int	\$ -	\$ -	\$ 2,138.42	3.050%	\$ -	\$ -	\$ -
03/31/23	UBS	Money Market Int	\$ -	\$ -	\$ 11,578.75	4.210%	\$ -	\$ -	\$ -
03/31/23	Quarterly Market Value Adjustment		\$ -	\$ -	\$ -	0.000%	\$ -	\$ 659,344.13	\$ -
04/28/23	UBS	Money Market	\$ 1,031,663.65	\$ -	\$ -	4.210%	\$ -	\$ -	\$ -
04/30/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 137.42	1.000%	\$ -	\$ -	\$ -
04/30/23	4M	Money Market Int	\$ -	\$ -	\$ 4,194.31	4.939%	\$ -	\$ -	\$ -
04/30/23	4MP	Money Market Int	\$ -	\$ -	\$ 4,267.41	5.039%	\$ -	\$ -	\$ -
04/30/23	4MC	Money Market Int	\$ -	\$ -	\$ 2,148.88	2.940%	\$ -	\$ -	\$ -
05/01/23	Bremer Wealth Mgmt	TB-952718Q31	\$ -	\$ 405,000.00	\$ -	0.450%	\$ 1,336.50	\$ -	\$ -
05/31/23	Multi-Bank Securities	FHLB-3130ATYH4	\$ 500,000.00	\$ -	\$ -	5.100%	\$ 1,290.00	\$ -	\$ -
05/31/23	4M	Money Market Int	\$ -	\$ -	\$ 4,498.74	4.939%	\$ -	\$ -	\$ -
05/31/23	4MP	Money Market Int	\$ -	\$ -	\$ 4,564.16	5.039%	\$ -	\$ -	\$ -
05/31/23	4MC	Money Market Int	\$ -	\$ -	\$ 2,304.91	2.940%	\$ -	\$ -	\$ -
05/31/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 142.11	1.000%	\$ -	\$ -	\$ -
06/06/23	4M	Money Market	\$ 1,000,000.00	\$ -	\$ -	4.939%	\$ -	\$ -	\$ -
06/15/23	Multi-Bank Securities	FHLB-3130AT2E6	\$ -	\$ 500,000.00	\$ -	3.330%	\$ 1,500.00	\$ -	\$ -
06/16/23	4M	Money Market	\$ -	\$ -	\$ 4,000,000.00	4.939%	\$ -	\$ -	\$ -
06/30/23	4M	Money Market	\$ -	\$ -	\$ 10,913.22	5.027%	\$ -	\$ -	\$ -
06/30/23	4MP	Money Market	\$ -	\$ -	\$ 2,731.29	5.105%	\$ -	\$ -	\$ -
06/30/23	4MC	Money Market	\$ -	\$ -	\$ 2,248.63	5.027%	\$ -	\$ -	\$ -
06/30/23	Bremer Bank	Money Market	\$ -	\$ -	\$ 137.64	1.000%	\$ -	\$ -	\$ -
06/30/23	Quarterly Market Value Adjustment		\$ -	\$ -	\$ -	0.000%	\$ -	\$ (204,489.89)	\$ -
07/31/23	Multi-Bank Securities	FHLB-3130ATNL7	\$ -	\$ 540,000.00	\$ -	4.375%	\$ 383.40	\$ -	\$ -
07/31/23	4M	Money Market Int	\$ -	\$ -	\$ 19,579.64	5.241%	\$ -	\$ -	\$ -
07/31/23	4MP	Money Market Int	\$ -	\$ -	\$ 2,490.00	5.325%	\$ -	\$ -	\$ -
07/31/23	4MC	Money Market Int	\$ -	\$ -	\$ 2,339.73	3.570%	\$ -	\$ -	\$ -
07/31/23	Bremer Bank	Money Market Int	\$ -	\$ -	\$ 142.36	1.000%	\$ -	\$ -	\$ -
08/03/23	4M	Money Market	\$ 5,200,000.00	\$ -	\$ -	5.241%	\$ -	\$ -	\$ -
08/15/23	Wells Fargo Advisors	FHLB-3130AK2Q8	\$ 1,632,272.73	\$ -	\$ -	0.320%	\$ 10,521.84	\$ -	\$ -
08/25/23	Bremer Wealth Mgmt	FNMA-3136G42C6	\$ -	\$ 500,000.00	\$ -	0.320%	\$ 3,740.00	\$ -	\$ -
08/31/23	4M	Money Market	\$ -	\$ -	\$ 1,300.03	5.153%	\$ -	\$ -	\$ -
08/31/23	4MC	Money Market	\$ -	\$ -	\$ 2,336.04	5.239%	\$ -	\$ -	\$ -
08/31/23	4MP	Money Market	\$ -	\$ -	\$ 155.35	3.410%	\$ -	\$ -	\$ -

08/31/23	Bremer Bank	Money Market	\$	-	\$	-	\$	142.47	1.000%	\$	-	\$	-	\$	-
09/14/23	4M-203	Money Market	\$	-	\$	-	\$	7,816,995.14	5.580%	\$	-	\$	-	\$	-
09/18/23	4M-203	Money Market	\$	-	\$	-	\$	500,000.00	5.658%	\$	-	\$	-	\$	-
09/30/23	4M	Money Market Int	\$	-	\$	-	\$	6.35	5.580%	\$	-	\$	-	\$	-
09/30/23	4MP	Money Market Int	\$	-	\$	-	\$	2,281.11	5.658%	\$	-	\$	-	\$	-
09/30/23	4M-203	Money Market Int	\$	-	\$	-	\$	885.20	5.580%	\$	-	\$	-	\$	-
09/30/23	4M203-P	Money Market Int	\$	-	\$	-	\$	19,691.93	5.658%	\$	-	\$	-	\$	-
09/30/23	Bremer Bank	Money Market Int	\$	-	\$	-	\$	137.99	1.000%	\$	-	\$	-	\$	-
09/30/23	Quarterly Market Value Adjustment		\$	-	\$	-	\$	-	0.000%	\$	-	\$	24,392.35	\$	-
10/05/23	Bremer Wealth Mgmt	FFCB-3133EMBQ4	\$	-	\$	250,000.00	\$	-	0.270%	\$	115.00	\$	-	\$	-
10/27/23	Wells Fargo Advisors	FNMA-3136G46A6	\$	-	\$	1,000,000.00	\$	-	0.320%	\$	3,530.00	\$	-	\$	-
10/31/23	Bremer Bank	Money Market Int	\$	-	\$	-	\$	142.71	1.000%	\$	-	\$	-	\$	-
10/31/23	4M	Money Market Int	\$	-	\$	-	\$	6.53	5.450%	\$	-	\$	-	\$	-
10/31/23	4MP	Money Market Int	\$	-	\$	-	\$	2,367.63	5.490%	\$	-	\$	-	\$	-
10/31/23	4M-203	Money Market Int	\$	-	\$	-	\$	2,263.78	5.450%	\$	-	\$	-	\$	-
10/31/23	4M203-P	Money Market Int	\$	-	\$	-	\$	35,727.12	5.490%	\$	-	\$	-	\$	-
11/24/23	Wells Fargo Advisors	FHLMC-3134GXCA0	\$	-	\$	1,000,000.00	\$	-	0.320%	\$	7,480.00	\$	-	\$	-
11/30/23	Wells Fargo Advisors	FFCB-3133EMHL9	\$	-	\$	1,500,000.00	\$	-	0.310%	\$	12,930.00	\$	-	\$	-
11/30/23	Bremer Bank	Money Market Int	\$	-	\$	-	\$	138.22	1.000%	\$	-	\$	-	\$	-
11/30/23	4M	Money Market Int	\$	-	\$	-	\$	6.32	5.470%	\$	-	\$	-	\$	-
11/30/23	4MP	Money Market Int	\$	-	\$	-	\$	2,298.51	5.530%	\$	-	\$	-	\$	-
11/30/23	4M-203	Money Market Int	\$	-	\$	-	\$	2,199.32	5.470%	\$	-	\$	-	\$	-
11/30/23	4M203-P	Money Market Int	\$	-	\$	-	\$	34,684.10	5.530%	\$	-	\$	-	\$	-
12/06/23	UBS	Money Market	\$	-	\$	-	\$	3,000,000.00	5.430%	\$	-	\$	-	\$	-
12/20/23	UBS	Money Market	\$	-	\$	-	\$	3,500,000.00	5.430%	\$	-	\$	-	\$	-
12/27/23	Wells Fargo Advisors		\$	245,000.00	\$	-	\$	-	0.350%	\$	2,717.05	\$	-	\$	-
12/27/23	Wells Fargo Advisors		\$	-	\$	-	\$	245,000.00	5.350%	\$	-	\$	-	\$	-
12/31/23	Bremer Bank	Money Market Int	\$	-	\$	-	\$	142.95	1.000%	\$	-	\$	-	\$	-
12/31/23	4M	Money Market Int	\$	-	\$	-	\$	6.51	5.330%	\$	-	\$	-	\$	-
12/31/23	4MP	Money Market Int	\$	-	\$	-	\$	2,382.06	5.500%	\$	-	\$	-	\$	-
12/31/23	4M-203	Money Market Int	\$	-	\$	-	\$	2,249.75	5.330%	\$	-	\$	-	\$	-
12/31/23	4M203-P	Money Market Int	\$	-	\$	-	\$	35,945.28	5.500%	\$	-	\$	-	\$	-
12/31/23	UBS	Money Market Int	\$	-	\$	-	\$	12,988.83	5.430%	\$	-	\$	-	\$	-
12/31/23	Market Value Adjustment		\$	-	\$	-	\$	-		\$	-	\$	947,772.30	\$	-
			\$	10,608,936.38	\$	7,960,000.00	\$	21,356,788.31		\$	47,099.54	\$	1,427,018.89	\$	-

Grand Total

Total Purchases	\$	21,356,788.31
Total Maturities	\$	(7,960,000.00)
Total Calls	\$	(10,608,936.38)
Net Incr/(Decr)	\$	2,787,851.93
Less Net Mkt Valu/Gain Adj	\$	1,474,118.43
Overall Net Incr/(Decr)	\$	4,261,970.36

12/31/23 Investment Balance	\$	53,069,733.08
12/31/22 Investment Balance	\$	48,807,762.72
	\$	4,261,970.36
Invstmts purchased less than par ^	\$	-
	\$	4,261,970.36



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.A.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of Birdie Boys, LLC On-Sale Intoxicating and Sunday Liquor Licenses		

RECOMMENDED ACTION:

Approve the Birdie Boys, LLC On-Sale Intoxicating Liquor Licenses through the Fiscal Year Ending April 25, 2024, and the Sunday Liquor License through the Fiscal Year Ending December 31, 2024, on a Roll Call Vote.

OVERVIEW:

On January 4, 2024, Birdie Boys, LLC requested to hold an On-Sale Intoxicating and Sunday Liquor License located at 1000 26th Avenue NE under the name Birdie Boys, LLC dba Eagle Creek Golf Club. The Willmar Police Department has completed a background, criminal history, and driving record check. Robby Denzel is the Resident Manager for this establishment.

BUDGETARY/FISCAL ISSUES:

\$150.00 Investigation Fee and \$4,200.00 License Fees

ALTERNATIVES TO CONSIDER:

Deny the approval of the requested applications

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.B.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge
Item:	Approve Plans & Specifications, Authorize Ad for Bids: Project No. 2404-A		

RECOMMENDED ACTION:

Adopt the resolution approving final plans and specifications for Project No. 2404-A Thompson Parking Lot and Ella Avenue Improvement Project and authorize advertisement for bids.

OVERVIEW:

As required by State Statute 429.031 subd. 1(b), a Public Hearing has been held on 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 were considered and approved by the Council for construction. Approval of the plans and specifications, as prepared by staff, also requires Council action at this time for authorization to advertise for bids.

Project No. 2404-A Parking Lot & Path Reconstruction

Thompson Parking Lot
Ella Avenue Path

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- APPROVE SPECS & ADV. FOR BIDS PROJECT NO 2404-A
2. Project No. 2404-A Title Sheet

RESOLUTION NO. _____

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING
PUBLICATION OF THE ADVERTISEMENT FOR BIDS FOR PROJECT NO 2404-A.**

Motion By: _____ Second By: _____

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Project No. 2404-A for the City of Willmar;

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

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bid packages will be publicly opened and read at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 5th day of February, 2024

Mayor

Attest:

City Clerk

CITY OF WILLMAR

CONSTRUCTION PLANS FOR

THOMPSON PARKING LOT & ELLA AVENUE PATH IMPROVEMENT PROJECT

BITUMINOUS PARKING AND BITUMINOUS PATH

JANUARY, 2024

RESOURCE LIST

CITY OF WILLMAR
CITY HALL
333 6TH STREET SW
WILLMAR, MN 56201
PHONE: (320) 212-2171
FAX: (320) 235-4917
EMAIL: info@willmarmn.gov
MAYOR: DOUG REESE

CITY ENGINEER
JARED VOGUE, P.E.
2040 U.S. HIGHWAY 12 EAST
WILLMAR, MN 56201
PHONE: (320) 231-3956
CELL: (612) 756-0326
EMAIL: jared.vogue@bolton-menk.com

CONSULTANT
BOLTON & MENK, INC.
JOSHUA HALVORSON, P.E.
2040 U.S. HIGHWAY 12 EAST
WILLMAR, MN 56201
PHONE: (320) 231-3956
CELL: (320) 905-3520 (JOSHUA)
FAX: (320) 231-9710
EMAIL: joshua.halvorson@bolton-menk.com

WATER
WILLMAR MUNICIPAL UTILITIES
ALAN NEER
MATT KADERLIK
700 LITCHFIELD AVENUE SW
P.O. BOX 937
WILLMAR, MN
PHONE: (320) 235-4422
CELL: (320) 212-8583 (ALAN)
CELL: (320) 894-8141 (MATT)
EMAIL: aneer@wmu.willmar.mn.us

ELECTRIC
WILLMAR MUNICIPAL UTILITIES
ED ZURN
BRIAN HOOVER
700 LITCHFIELD AVENUE SW
P.O. BOX 937
WILLMAR, MN 56201
PHONE: (320) 235-4422
CELL: (320) 212-8588 (ED)
CELL: (320) 212-0376 (BRIAN)
EMAIL: ezurn@wmu.willmar.mn.us
EMAIL: bhoover@wmu.willmar.mn.us

WASTEWATER
CITY OF WILLMAR
JASON LINDAHL
TOM TEMPLER
3000 75TH STREET SW
WILLMAR, MN 56201
PHONE: 320-235-4760
CELL: (320) 905-3659 (JASON)
CELL: (320)-894-2961 (TOM)
EMAIL: jlindahl@willmarmn.gov
EMAIL: ttempler@willmarmn.gov

PUBLIC WORKS
JUSTIN DELEEUEW
801 INDUSTRIAL DR SW
WILLMAR, MN 56201
PHONE: (320)235-4252
CELL: (320) 214-5171
EMAIL: jdeleeuw@willmarmn.gov

UTILITIES

GAS
CENTERPOINT ENERGY
AUSTIN SOWERS
PAUL JACKS
700 WEST LINDEN AVENUE
MINNEAPOLIS, MN 55440
OFFICE: (612) 321-5421 (AUSTIN)
OFFICE: (612) 321-5077 (PAUL)
CELL: (218) 780-2507 (AUSTIN)
EMAIL: austin.sowers@centerpointenergy.com
EMAIL: paul.jacks@centerpointenergy.com
LOCAL - CURT PETERSON (320) 815-4581 CELL

COMMUNICATIONS
LUMEN
TONY VANDERHAGEN
4658 Heatherwood Road
Saint Cloud, MN 56301
PHONE: (320) 255-8533
FAX: (320) 255-8194
EMAIL: tony.vanderhagen@centurylink.com

CABLE
CHARTER COMMUNICATIONS
RICK WYNN
400 LAKELAND DRIVE NE
WILLMAR, MN 56201
PHONE: (320) 235-1535 EXT. 11614
CELL: (320) 247-3533
EMAIL: rick.wynn@charter.com

TELEPHONE
HANSON COMMUNICATIONS
BRUCE HANSON
1104 19TH AVENUE SW, SUITE B
WILLMAR, MN 56201
PHONE: (320) 847-3993
EMAIL: bruce@hcinet.net
FIELD - TOM JOHNSON (320) 212-3560

FIBER OPTIC
WINDSTREAM/EN-TEL
ALLAN KOBILANSKY
P.O. BOX 938
WILLMAR, MN 56201
PHONE: (320) 222-1000
CELL: (320) 295-3283
EMAIL: allan.kobilansky@windstream.com
DEBORAH SADDLER (CONSTRUCTION MANAGER)
P.O. BOX 440
BIG LAKE, MN 55309
PHONE: (763) 262-4162
EMAIL: Deborah.A.Saddler@windstream.com

ZAYO GROUP, LLC
STEVEN SENGGER
OSP PROJECT MANAGER
5005 CHESHIRE PKWY
SUITE 1
PLYMOUTH, MN 55446
PHONE: (952) 230-9660
CELL: (612) 210-8036
EMAIL: steven.sengger@zayo.com



MAP LEGEND

PROJECT LIMITS

SHEET NUMBER	SHEET TITLE
GENERAL	
G0.01 - G0.02	TITLE SHEET, LEGEND
G1.01	STATEMENT OF ESTIMATED QUANTITIES
CIVIL	
C0.01	EXISTING CONDITIONS & REMOVALS
C1.01 - C1.10	DETAILS
C2.01	EROSION CONTROL PLAN
C6.01 - C6.02	STREET PLAN & PROFILE
C7.01	SIGNAGE & STRIPING
C8.01 - C8.04	CROSS SECTIONS

THIS PLAN SET CONTAINS 22 SHEETS.

MAP OF THE
CITY OF WILLMAR
KANDIYOHI COUNTY, MN



0 500 1000
SCALE FEET

BM=1120.95 BMI CONTROL POINT (PT S131) 40' SE OF EDGE N FORK & 50' WNW OF EDGE S FORK NW QUADRANT OF BUSINESS 71 & ELLA AVE NW	PROJECT DATUM: KANDIYOHI COUNTY COORDINATES HORIZONTAL: NAD 83 VERTICAL: NAVD 88
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CITY OF WILLMAR, MINNESOTA

THOMPSON PARKING LOT & ELLA AVENUE PATH IMPROVEMENT

TITLE SHEET

SHEET

G0.01



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.C.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Eric Rudningen Airport Manager
Item:	Request for Statement of Qualifications for Professional Engineering Services for Willmar Municipal Airport		

RECOMMENDED ACTION:

Approve a Request for Statement of Qualifications for Professional Engineering Services for Willmar Municipal Airport

OVERVIEW:

The City of Willmar is required to consult with an engineering firm to provide professional services associated with airport improvements. The Airport Commission, Airport Supervisor, and city staff have identified the following improvements that may be considered for future capital improvements.

2025

Runway 13/31 Edge Light Replacement with LED
Airfield Back-up Generator
T-Hangar Construction/Design

2026

PAPI/REIL LED Conversion
Connection to City Sewer/water
Airfield Drainage Improvements

2027

Taxiway A Edge Lighting System to LED
Runway 13/31 Pavement Reconstruction

2028

Taxiway A Pavement Reconstruction
Taxiway A Runup Areas
Sod Runway Rehabilitation

2029

Runway Expansion 13/31

Connection between the Terminal Building and FBO Hangar

Proposals will be reviewed by the Airport Manager, City Administrator, City Operations Director, and two Airport Commission members. A recommendation will be brought to the City Council for consideration at an April regular council meeting.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. SOQ 2024_KB
2. News paper ad SOQ 2024

REQUEST FOR STATEMENT OF QUALIFICATIONS (SOQ)
WILLMAR MUNICIPAL AIRPORT
CITY OF WILLMAR
ENGINEERING AND PLANNING SERVICES

The City of Willmar, Minnesota is soliciting qualification statements from qualified engineering/planning firms to provide professional services associated with airport improvements, which may include the following:

- 2025 Runway 13/31 Edge Light replacement with LED
 Airfield Back-up Generator
 T-Hangar Construction/Design

- 2026 PAPI/REIL LED Conversion
 Connection to City Sewer/water
 Airfield Drainage Improvements

- 2027 Taxiway A Edge Lighting System to LED
 Runway 13/31 Pavement Reconstruction

- 2028 Taxiway A Pavement Reconstruction
 Taxiway A Runup Areas
 Sod Runway Rehabilitation

- 2029 Runway Expansion 13/31
 Connection between the Terminal Building and FBO Hangar

The Statement of Qualifications should include:

1. A brief history of the firm and airport experience.
2. Team members of the firm, their experience and education.
3. A listing of recent airport projects with references.
4. Evidence of the firm's Affirmative Action Program.

A detailed proposal is not to be submitted at this time. The City of Willmar anticipates projects to be funded in part by MN/DOT Aeronautics and the Federal Aviation Administration. All services provided must be in compliance with current MNDOT and FAA policies and standards.

Based on the submitted information, a firm will be selected using an analysis of the following criteria:

1. Professional experience of key personnel.
2. Experience with state and federal grant programs.
3. Capabilities in airport planning and engineering.

4. Ability to meet schedules and budgets.
5. Experience on comparable projects.
6. Quality of the work accomplished.

The City of Willmar intends to retain the selected firm for five (5) years. Negotiations for consulting fees will be accomplished after a firm has been selected.

SOQ will be reviewed the 1st week of April, and City Council action will occur in mid-April.

Five (5) copies of the Statement of Qualifications should be submitted to:

City of Willmar
C/O Eric Rudningen, Airport Manager
6600 HWY 40 W
Willmar, MN 56201
320-214-9669

The information must be submitted no later than 1:00 p.m. March 15, 2024.

REQUEST FOR STATEMENT OF QUALIFICATIONS (SOQ)
WILLMAR MUNICIPAL AIRPORT
CITY OF WILLMAR
ENGINEERING AND PLANNING SERVICES

The City of Willmar, Minnesota is soliciting qualification statements from qualified engineering/planning firms to provide professional services associated with airport improvements, for a detailed SOQ project list and criteria the City of Willmar is looking for please contact Eric Rudningen Airport Manager 6600 HWY 40 W Willmar, MN 56201. (320)214-9669. The information should be submitted no later than 1:00 p.m. March 15, 2024.



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.D.
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:	Public Works Roller Purchase		

RECOMMENDED ACTION:

Adopt the resolution authorizing the purchase of a roller and trailer from Sourcewell Contract No. in the total amount of \$56,791.45.

OVERVIEW:

Public Works staff is requesting the purchase and replacement of an asphalt roller and trailer. The current 2009 Case SV208 roller has reached its useful life and was recommended for replacement in 2024 by the Vehicle Replacement Committee. It is too large to haul by trailer and driving it to locations for street patching is very time-consuming. The water tank on the unit is leaking, and the vibrator function is intermittent at best and mechanics have been unsuccessful at pinpointing the issue.

We are proposing to acquire a new compaction roller for asphalt projects, a Case DV36E model, from Titan Machinery. This roller is smaller and more convenient than our current one, as it can be transported by trailer. The cost of the roller is \$40,564.25, which includes the trade-in value of our old unit. We also need a utility trailer to haul the roller, which costs \$16,227.20. Both the roller and the trailer are available through Sourcewell Contract No. 032119-CNH-1 and No. 092922-MNR respectively.

BUDGETARY/FISCAL ISSUES:

The 2024 CIP includes \$80,000 for the purchase.

2024 Case DV36E Roller	\$71,564.25
Utility Trailer	\$16,227.20
Trade of 2009 Roller	(\$31,000.00)
Total Purchase Price	\$56,791.45

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution- Case Roller & Trailer Purchase
2. 2009 PW Case Roller
3. Equipment Change Request Form- Roller

4. Titan Machinery Roller Specs
5. Titan Machinery Trailer Specs

RESOLUTION NO. ____

**A RESOLUTION APPROVING THE PURCHASE OF A CASE DV36E ROLLER AND UTILITY TRAILER IN THE
AMOUNT OF \$56,791.45.**

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a Case DV36E Roller and Towmaster T-12DT Utility Trailer is accepted from Titan Machinery through Sourcewell Contract No. 032119-CNH-1 and No. 092922-MNR, and be it further resolved 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 \$56,791.45.

Dated this 5th day of February, 2024

Mayor

Attest:

City Clerk



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

Department Head - I am requesting the following to occur:

Check Applicable Box

Addition - (To the overall number of vehicles in our fleet):				☐
Deletion - (From the overall number of vehicles in our fleet and not to be replaced):				☐
Replacement - (To be replaced by another vehicle):				☒
Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)				☐
Re-assignment - (Transfer to another City Dept.):				☐
Fixed Asset Number:				<i>Reminder to Attach Photo</i>
Vehicle Number:	092117	Replacement Cost:	\$80,000	
Vehicle Year:	2009	Vehicle Model:	Case SV208	
Mileage:		OR	Hours on vehicle:	1,773

(Comments): Recommend replacement

Initial GM

Operator or Supervisor (comments if applicable):

The current roller we have was designed for dirt compaction. It is to large to haul with our current trailers which forces us to drive it to all locations. The new roller we are proposing would be a smaller unit designed for asphalt and would be trailered for easier use.

Initial KR

Mechanic (comments if applicable):

I would suggest replacement of this unit. The water tank that was installed on this roller is leaking and we have been putting off the repair because of the \$4,000 price tag. Also at times the vibrator does not function but it is so intermittent we havn't been able to locate the issue.

Initial JJ

✓ **APPROVED**

 DENIED

Vehicle/Equipment Committee

5-8-23
Date

✓ **APPROVED**

 DENIED

Selim Dalit
City Administrator

1/26/2024
Date

Page 151 of 487

AVAILABILITY / PRICING

I (We), the undersigned, hereby order from you the Product described on the previous page, to be available as shown. This order is subject to your ability to obtain such Product from the manufacturer and you shall be under no liability if delivery of the Product is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond your control. The price shown is subject to your receipt of the Product prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Product after the date of this order. Product to be available on or after .

WARRANTY

New, New Demo/Rental Equipment

Applicable new equipment warranty is available to the customer by a separate statement of Manufacturer's Warranty and Limitation of Liability. Please read it carefully. **YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE MANUFACTURER'S WARRANTY.** Remaining new equipment warranty on demo/rental units will be provided per Manufacturer's policy. The customer signature below acknowledges receipt of the warranty statement.

Used Equipment Warranty

Used Equipment is sold AS-IS, WITH NO REPRESENTATIONS OR WARRANTIES unless otherwise noted in warranty column of Purchased Equipment. If extended or Powertrain warranty is noted for used equipment, that warranty will expire based on the Terms and Conditions set forth on the Warranty Contract.

Warranty is defined as a failure or defect in parts and/or workmanship. Upgrades, improvements, wear items, tires, maintenance parts, service call mileage and trucking are excluded. Warranty parts and labor must be purchased from Titan Machinery Inc. dealerships.

ACKNOWLEDGMENTS

I (We) promise to pay the balance due shown on the reverse (line 7 and 8) in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement, for the purchase price of the Product, plus additional charges shown thereon or execute a Lease Agreement on or before delivery of the Product ordered herein. Despite physical delivery of the Product, title shall remain in the Seller until one of the foregoing is accomplished. This is a cash transaction. If the Purchaser so requests prior to acceptance, the unpaid balance will be handled as a Time Sale Agreement (Retail Installment Contract), subject to available financing and credit approval.

ADDITIONAL TERMS AND CONDITIONS

1. When trade-in equipment is not to be delivered to the Seller until delivery of the equipment purchased by this order, the trade-in equipment may be reappraised at the time and such reappraisal value shall determine the allowance made for such trade-in equipment. When the reappraised value is less than the original trade-in allowance shown on this form, the purchaser may terminate this order; however, this right of termination must be exercised prior to delivery of the equipment by Seller and surrender of the trade-in equipment to Seller.
2. In the event the dealer's price is changed prior to delivery, the purchase price shall be adjusted accordingly. If such price change results in an increase, purchaser has the option of canceling this order in writing immediately on being notified thereof.
3. No delivery of above goods to be made until full settlement is received.
4. Seller and manufacturer make no representations or warranties, express or implied (including the implied warranties of merchantability and fitness) except as provided on the Manufacturer's Warranty and Limitation of Liability Statement.
5. The Seller assumes no liability for non-shipment, delay in shipment or other circumstances beyond its control.
6. If any balance is owed under this Agreement, customer hereby grants to Seller, to secure the payment of the balance, a security interest in the Purchased Equipment described on page 1. Customer authorizes Seller to file any document necessary to perfect, continue, amend, or terminate its security interest in the collateral.

Purchaser(s) Initials: _____

DV36E TANDEM VIBRATORY ROLLER
US PRICE LIST

Standard Equipment

ENGINE:

Kubota D1803CRT
Tier 4 Final (DOC, DPF)
Horsepower
- 42 Hp (32 kW)
Fuel tank capacity: 15.6 gallons (59 L)

-Auto vibration stop in neutral
Adjustable Vulcollon scrapers
-2 x scrapers per drum
Recessed drum drive motors
Isolated rubber drum mounts

OPERATOR STRUCTURE:

Foldable ROPS
Iso-mounted operator's platform
Instrument panel with vandal guard
Lateral shifting suspension seat with
-Vinyl
-3" retractable seatbelt
-Handrails
Human Machine Interface (HMI)
Including two drive settings:
-Soft Drive
-Hard Drive
Single lever control with
-integrated RPM setting
-electronic controlled ground speed
-Vibration on/off control
-Sprinkler on/off control
-edge cutter activation
-integrated parking brake

TRANSMISSION:

Variable displacement axial piston
drive pump

ELECTRICAL:

Batteries - 1 x 12V @ 760 CCA
Master disconnect switch
Fuse protection cover

WATER SYSTEM:

Polyethylene water tank
Single water tank
- 92.5 gallon (350 L)
Pressurized sprinkler system
Adjustable sprinkler volume control
Two-stage water filtration
Water tank drain
Sprinkler system on/off switch

DRUM AND CHASSIS:

Articulated chassis
Hydrostatic drive (both drums)
51.2" wide x 33.5" diameter with
-Chamfered drum edges
Drum drive motors
-Poclain drum drive motors with
fixed displacement
Hydraulic oil cooler
Dual frequency vibration (hi/lo)
Dual amplitude vibration (hi/low)
Dual drum vibration selections
-Front drum only
-Both drums

OTHER:

Hydrostatic service brake
SAHR parking/emergency brake
Back-up alarm
Lift and tie downs
Horn
Hour meter
Emergency stop button
Spin on fuel, engine oil and hydraulic
filters
Tilt open engine enclosure hood with
gas strut assist (lockable)
Indicator lights:
-Battery
-Engine Oil Pressure
-Intake pre-heater



**DV36E TANDEM VIBRATORY ROLLER
US PRICE LIST**

Standard Equipment

- Engine temperature
- Parking brake on/off
- Hydraulic oil temperature
- Low fuel indicator
- Worklight indicator
- Turn signal indicator
- Fuel guage

- Operator hours
- CASE SiteWatch™ Telematics
includes hardware and a 5-yr
Advanced data subscription



DV36E TANDEM VIBRATORY ROLLER
US PRICE LIST

Models

COMMERCIAL MODEL	Weight	Factory Data	List Price
DV36E T4 FINAL TANDEM	4,920 LB		\$89,864.00

$$\begin{array}{r} \$ 95,419.00 \\ 25\% - 23,854.75 \\ \hline 71,564.25 \end{array}$$



**DV36E TANDEM VIBRATORY ROLLER
US PRICE LIST**

Factory Supplied Options

Order Code	Description	Weight	Factory Data	List Price
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OPERATOR MANUALS

SD 47083 OPERATOR'S MANUAL

	786819	English literature		No Charge
	786829	French Canadian literature		No Charge
	786830	Spanish literature		No Charge

ADDITIONAL EQUIPMENT CPC

SD 30048 ROTATING BEACON

	786059	Rotating Beacon		No Charge
--	--------	-----------------	--	-----------

SD R5400 ROLLOVER PROTECTIVE STRUCTURES

	734125	FOLDABLE ROPS		No Charge
	734126	CANVAS CANOPY		\$1,022.00
		Not FOPS Certified		

Steel Canopy Addition

\$2,655

SD R5405 SEAT BELT

	423460	3" wide retractable seatbelt		No Charge
--	--------	------------------------------	--	-----------

SD R5406 DRUM SCRAPERS

	423472	Fixed Drum Scraper		No Charge
	423473	Tilttable Drum Scrapers		\$964.00

SD R5408 INFRARED THERMOMETER

	XR5408X	No Infrared Thermometer		No Charge
	423483	Infrared Thermometer		\$1,270.00
		NOTE: Recommended for use with ACE Force		

SD R5417 ADDITIONAL WORKLIGHTS

	XR5417X	No Additional Worklights		No Charge
	423488	Road Lights (2 Front, 1 Rear)		\$317.00
	423436	Road Lights/Signals/Flashers		\$341.00
		2 Front and 1 Rear Road Light, Turn Signals and Flashers		

SD R5423 TRACTION ASSIST

	423405	No Traction Assist		No Charge
	423341	Traction Assist		\$1,880.00



**DV36E TANDEM VIBRATORY ROLLER
US PRICE LIST**

SD R5424 ADDITIONAL WORK LIGHT

		XR5424X	No Additional Work Lights			No Charge
		423342	Additional Work Lights (ROPS) 2 Lights on ROPS Cannot be taken with Weather Canopy			\$211.00

SD R5427 ARM REST

		XR5427X	No Arm Rests on Seat			No Charge
		423343	Arm Rests on Seat			\$211.00

SD R5428 DRIVE LEVER

		423344	Right Side Drive Lever			No Charge
		423345	Right & Left Side Drive Lever			\$788.00

SD R5430 DRUM ALIGNMENT

		423349	Inline Drum			No Charge
		423348	Offset Drum			No Charge

SD R5431 HEATED OPERATOR SEAT

		XR5431X	Standard Operator Seat			No Charge
		423435	Heated Operator Seat			\$545.00

SD R5435 INTELLIGENT COMP

		XR5435X	No Ace Force			No Charge
		449490	Ace Force Measures compaction stiffness with illuminated display NOTE: Infrared thermometer recommended, but not included			\$5,170.00

SD R5438 LOCKABLE CAP

		XR5438X	No Lockable Water Tank Cap			No Charge
		449501	Lockable Water Tank Cap			\$51.00

Customer: WILLMAR, CITY OF Address: CITY OF WILLMAR 333 6TH ST SW PO BOX 755 WILLMAR MN 56201-0755 County: KANDIYOHI PO: Phone: 320-235-3827	Seller: TITAN MACHINERY- MARSHALL Address: 1201 HWY 59 N MARSHALL MN 56258-2710 Phone: 507-532-5783 CULVER, CHARLES
Sales Tax Possession / Receiving Location: MN, KANDIYOHI, WILLMAR	

NOTICE TO PURCHASER

1. Read this contract before you sign it.
2. You are entitled to an exact and completely filled in copy of this contract when you sign it. Keep it to protect your legal rights.
3. Purchaser acknowledges receipt of a fully completed copy of this contract and Purchaser waives notice of the acceptance or rejection of this order by the seller.
4. The Acknowledgments and Additional Terms and Conditions are a part of this contract and are incorporated herein by reference.

Purchased Equipment Information

Type	Product	PDI	Warranty	Unit #	Serial Number	Sales Price
New	TOWMASTER TRAILERS, T-12DT, TRAILER-UTILITY	No	STANDARD FACTORY	E00238040		16,227.20
Addendum Subtotal Price						0.00

Trade-In Equipment Information

I (we) offer to sell, transfer and convey the following item(s) at or prior to the time of delivery of the above product as a "trade-in" to be applied against the cash price. Such items shall be free and clear of all security agreements, liens, and encumbrances at the time of transfer to you. The following is a description and the price allowed for each item.

1. Total Sales Price **16,227.20**

Description of Trade In	Unit #	Serial Number	Amount
Addendum Subtotal Price			0.00

Tax Breakdown	Amount
Total Taxes	0.00
Other Options, Charges, Fees	Amount
FINANCE FEES	0.00
Addendum Subtotal Price	0.00
Total Other Options, Charges and Fees	0.00

2. Total Trade In Allowance	0.00
3. Balance	16,227.20
4. Total Tax	0.00
5. Other Options, Charges, Fees	0.00
6. Trade Payoff / Pre Barter	0.00
7. Total Due	16,227.20
SETTLEMENT	
8. Cash Payment	0.00
9. Cash Due:	0.00
10. Retail Installment Contract	16,227.20
11. Total Settlement	16,227.20

It is understood that this is the entire agreement between the parties

Customer: _____ Date: _____ Salesperson: _____ CULVER, CHARLES
 Customer: _____ Date: _____ Accepted By: _____

AVAILABILITY / PRICING

I (We), the undersigned, hereby order from you the Product described on the previous page, to be available as shown. This order is subject to your ability to obtain such Product from the manufacturer and you shall be under no liability if delivery of the Product is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond your control. The price shown is subject to your receipt of the Product prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Product after the date of this order. Product to be available on or after .

WARRANTY

New, New Demo/Rental Equipment

Applicable new equipment warranty is available to the customer by a separate statement of Manufacturer's Warranty and Limitation of Liability. Please read it carefully. **YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE MANUFACTURER'S WARRANTY.** Remaining new equipment warranty on demo/rental units will be provided per Manufacturer's policy. The customer signature below acknowledges receipt of the warranty statement.

Used Equipment Warranty

Used Equipment is sold AS-IS, WITH NO REPRESENTATIONS OR WARRANTIES unless otherwise noted in warranty column of Purchased Equipment. If extended or Powertrain warranty is noted for used equipment, that warranty will expire based on the Terms and Conditions set forth on the Warranty Contract. Warranty is defined as a failure or defect in parts and/or workmanship. Upgrades, improvements, wear items, tires, maintenance parts, service call mileage and trucking are excluded. Warranty parts and labor must be purchased from Titan Machinery Inc. dealerships.

ACKNOWLEDGMENTS

I (We) promise to pay the balance due shown on the reverse (line 7 and 8) in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement, for the purchase price of the Product, plus additional charges shown thereon or execute a Lease Agreement on or before delivery of the Product ordered herein. Despite physical delivery of the Product, title shall remain in the Seller until one of the foregoing is accomplished. This is a cash transaction. If the Purchaser so requests prior to acceptance, the unpaid balance will be handled as a Time Sale Agreement (Retail Installment Contract), subject to available financing and credit approval.

ADDITIONAL TERMS AND CONDITIONS

1. When trade-in equipment is not to be delivered to the Seller until delivery of the equipment purchased by this order, the trade-in equipment may be reappraised at the time and such reappraisal value shall determine the allowance made for such trade-in equipment. When the reappraised value is less than the original trade-in allowance shown on this form, the purchaser may terminate this order; however, this right of termination must be exercised prior to delivery of the equipment by Seller and surrender of the trade-in equipment to Seller.
2. In the event the dealer's price is changed prior to delivery, the purchase price shall be adjusted accordingly. If such price change results in an increase, purchaser has the option of canceling this order in writing immediately on being notified thereof.
3. No delivery of above goods to be made until full settlement is received.
4. Seller and manufacturer make no representations or warranties, express or implied (including the implied warranties of merchantability and fitness) except as provided on the Manufacturer's Warranty and Limitation of Liability Statement.
5. The Seller assumes no liability for non-shipment, delay in shipment or other circumstances beyond its control.
6. If any balance is owed under this Agreement, customer hereby grants to Seller, to secure the payment of the balance, a security interest in the Purchased Equipment described on page 1. Customer authorizes Seller to file any document necessary to perfect, continue, amend, or terminate its security interest in the collateral.

Purchaser(s) Initials: _____



Reference No.
QT 79269

QUOTATION

Ship To: CITY OF WILLMAR 61381 US HWY 12 CONTRACT: 221693 WILLMAR MN 55355 USA	Cust: 9 Phone:	Bill To: MONROE TOWMASTER, LLC 61381 US HWY 12 CONTRACT: 221693 LITCHFIELD MN 55355	Phone:
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ATTN: CHRIS CULVER 507-531-0252

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	ANNA JOHNSON	COD	5/03/23	5/03/23	0/00/00

Serial No. _____ **Discounts:** 12% % % %

Build Instructions MN STATE CONTRACT
CITY OF WILLMAR

Qty	Feature	Description	List
1	Base Model - T-12DT		\$17,530.00
1	Option - DOT INSPECTION		\$160.00
1	Std Features - 24" Diamond Plate Approach		
1	Std Features - Side Lip Down		
18	Deck Length - In Feet		
18	Decking Type - 2" Nominal Oak		
1	Deck Height - 22.5"		
1	Width - 102" Overall with 82" Deck		
2	Axles - 7k E-Z lube Torflex		
2	Brakes - Electric		
4	Tires - 235/85Rx16 (E)		
4	Wheels - White Mod		
1	Jack - 12K Drop Leg		
1	Lights - L.E.D.		
1	Plug - 7 Pole Rv		

SALE PRICE

--- Continued ---

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

FET required on all trailers with a GVWR OF 26,000 lbs or more.

Accepted by _____ Date _____

Price:
Total Discounts:
Net Cost:

Freight
Material Surcharge:
Fuel Surcharge:
Total Due:



Reference No.
QT 79269

QUOTATION

Ship To:	Cust:	9	Phone:	Bill To:	Phone:
CITY OF WILLMAR				MONROE TOWMASTER, LLC	
61381 US HWY 12				61381 US HWY 12	
CONTRACT: 221693				CONTRACT: 221693	
WILLMAR		MN 55355	USA	LITCHFIELD	MN 55355

ATTN: CHRIS CULVER 507-531-0252

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	ANNA JOHNSON	COD	5/03/23	5/03/23	0/00/00
Serial No.	Discounts: 12% % % %				
Qty	Feature	Description	List		
1	Hitch/Neck - 2.5''	Pintle Ring			
1	Trailer Color - Equipment	Black			
8	Tie Downs - D-Rings				
1	Option - Tool Box Lid		\$125.00		
1	Option - Rubber runner pads- (2)8" rubber strips, 24" on-center, full length of deck		\$625.00		

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

FET required on all trailers with a GVWR OF 26,000 lbs or more.

Price: \$18,440.00
Total Discounts: \$2,212.80
Net Cost: \$16,227.20

Accepted by _____ Date _____

Freight
Material Surcharge:
Fuel Surcharge:

Total Due: \$16,227.20



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.E.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of a Broadband Community Out Reach and Education Proposal		

RECOMMENDED ACTION:

Staff recommends that the Council Approve a Community Outreach and Education Proposal from Hometown Fiber in an amount not to exceed \$85,900.

OVERVIEW:

At its January 22, 2024, work session, the Council was introduced to a Community Outreach & Education proposal to promote the Connect Willmar Initiative. The goal of this proposal is to create awareness, maximize support, and create a substantial commitment to the Connect Willmar Initiative among residents, business owners, and stakeholders within the community.

Identified in the proposal were three main objectives:

1. To introduce benefits and raise awareness of the city's plan to bring an open-access fiber optic internet network to the community.
2. To cultivate businesses and resident support for the initiative by highlighting the project's reliability, affordability, speed, and sustainability, both financially and otherwise.
3. To develop the City of Willmar's public image as a technologically advanced and innovative place to live and work.

The significance of community education and outreach cannot be overstated. The proposed project will be infrastructure owned by the City; community support and involvement will play a pivotal role in ensuring its success. To generate excitement and create momentum, this promotion offers transparency, creates trust, and solidifies support to give community leaders the ability to move forward with full confidence in the success of the initiative.

After review of the proposal, staff are recommending that the council select the Tier One option listed in the proposal. A change within the presented proposal will include the language of "not to exceed" dollar amount. This allows staff and Hometown to collaboratively work together and assess the needs of the program as it develops. The City would retain the ability to choose and eliminate line items within Tier One or elect to do some items in-house rather than assign work to Hometown.

Furthermore, the funds to initially pay for this proposal would be assigned from the Industrial Park fund and would be reimbursed to the city when bond proceeds for the infrastructure project are issued.

BUDGETARY/FISCAL ISSUES:

Industrial Park Fund: \$85,900

ALTERNATIVES TO CONSIDER:

1. Select a different Tier Identified in the Proposal

ATTACHMENTS:

1. Resoution HTF Outreach_EDU
2. Connect Willmar Initiative Outreach

RESOLUTION NO. ____

**A RESOLUTION AUTHORIZING THE CITY OF WILLMAR TO ENTER INTO AN AGREEMENT
WITH HOMETOWN FIBER.**

Motion By: _____

Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, to authorize the Mayor and the City Administrator to enter into an agreement with Hometown Fiber for Community Outreach and Education of the Connect Willmar Initiative in the amount not to exceed \$85,900.00.

Dated this 5th day of February, 2024

MAYOR

Attest:

CITY ADMINISTRATOR



Community Outreach & Education to Promote the Connect Willmar Initiative

Submitted To

Kyle Box
City Operations Director
City of Willmar

Date

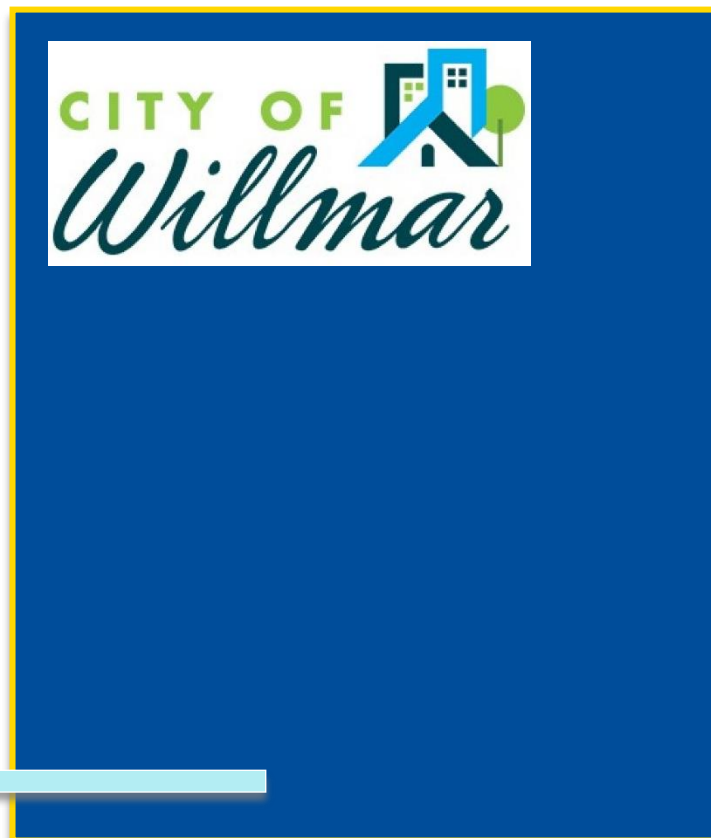
January 17, 2024

Version

V0.R3

Submitted By

Marlena Pfeiffer
Principal Consultant
Hometown Fiber



Community Outreach and Education

to Promote the *Connect Willmar Initiative*

Hometown Fiber is pleased to submit to the City of Willmar this proposal for the development and implementation of a community-focused promotion of the citywide fiber optic initiative to all its residents, businesses, and anchor institutions.

Our dedication to collaboration with city leaders remains unwavering as we provide essential information to empower informed decision-making. This program fosters awareness, partnership, and support within the community of Willmar as it allows leaders to hear the community's voice.

GOAL:

To create awareness, maximize support and create substantial commitment to the *Connect Willmar Initiative* among residents, business owners, and stake holders in Willmar, Minn.

Objectives:

1. To introduce benefits and raise awareness of the city's plan to bring fiber optic internet to the community.
2. To cultivate businesses and resident support for the initiative by highlighting its reliability, affordability, speed, and sustainability both financially and otherwise.
3. To develop the City of Willmar's public image as a technologically advanced and innovative place to live and work.

WHY IT'S IMPORTANT:

The significance of community education and outreach cannot be overstated. This infrastructure will be owned by the City; community support and involvement will play a pivotal role in ensuring its success. To generate excitement and create momentum, this promotion offers transparency, creates trust, and solidifies support to give community leaders the ability to move forward with full confidence in the success of the initiative.

Community Outreach and Engagement Strategy

Outreach and Engagement focus is on educating and gaining community support necessary for the success of the city-wide plans. This is a multi-faceted approach to achieve the above objectives. Hometown Fiber has created three different tiers for the council's choice. These tiers offer three levels of impact for the outreach program. The cost of each represents the amount of desired personal interaction with community members and leaders, event planning and implementation, as well as the frequency of communication with the community.

Proposed Marketing Strategies:

- 1. Public Relations Management**
- 2. Community Awareness Promotion**
- 3. Education and Engagement**
- 4. Marketing Material Creation and Distribution**

Public Relations Management

Hometown Fiber will engage multiple media communication channels. Here we create, manage, and maintain the consistency of the initiative's narrative. This is done by organizing and hosting in-person or virtual meetings, creating social media posts, collaborating with local media to generate interest and excitement, designing community bulletin boards, writing and distributing informational newsletters, as well as recording radio spots.

Community Education and Engagement:

Personal connection is the most powerful conduit we have to build relationships, create loyalty, and spark conversation. The community education and engagement portion focuses on just that. By being an active part of the community, Hometown Fiber will showcase the *Connect Willmar Initiative* in an interactive form. Our representatives will personally collaborate and meet with local businesses and anchor institutions to gain support and secure commitment. We will highlight the benefits throughout the community by hosting informational sessions, town hall meetings, and educational seminars. These events will be in-person or in a virtual setting depending upon tier selection. Hometown Fiber will also create and host a public question-and-answer forum where people can have their questions answered quickly and precisely.

Creation of Marketing Content and Graphics:

Print media fosters a high level of credibility and longevity among consumers. Consistent distribution creates top-of-mind awareness, as well as brand loyalty. Hometown fiber will create, design, and manage distribution of brochures, flyers, and postcards to provide an overview of the Initiative, its benefits, and how it will positively affect the community. Printed messages have been proven effective in any marketing strategy. Digital Marketing is used to reach large, targeted audiences. Keeping the initiative's benefits and progress in front of community members consistently will maintain momentum and guarantee continued attention from the public. This portion will include digital marketing material creation, social media campaign launches, email marketing campaigns tailored to specific audiences, and website development.

How this helps

Social Media:

Social media platforms such as Facebook, Twitter, and Instagram can be used to create awareness about the initiative and engage with the community. Social media can be used to share updates and information on the initiative, and encourage people to share their thoughts, support, and experiences.

Email:

Email campaigns can provide a more personalized contact and be used to create awareness, keep the community informed about the initiative progress and encourage further engagement through other platforms.

Direct Mail:

A direct mail campaign can be a very personal touch for those who may not use or prefer online platforms. It can create awareness, provide updates, and encourage people to follow and support the initiative.

Web Presence:

A website can become the main hub for the network and can be used to provide detailed information; share updates, photos, maps, and answers to frequently asked questions, and engage people by creating a place for them to share comments.

Paid Advertisement:

Advertisement can be used to help reach the community outside of social media and other online venues.

Engage Local Influencers:

Identify, collaborate with, and gather the support of influential figures and organizations within the community.

Host Community Events—In-person and Virtual

Organize events, workshops, or seminars to raise awareness, educate, and directly engage with the community. Provide opportunities for the community to ask questions, share feedback, and make personal connections.

Leverage Existing Community Networks:

Partner with local organizations, schools, businesses, and community groups to leverage their existing influence in the community. Seek endorsements or collaborations to enhance support and credibility.

Collect and Showcase Support:

Share success stories and testimonials from community members who will benefit from the initiative.

Encourage Two-Way Communication:

Create channels for questions, feedback, and input from the community.

Respond promptly to inquiries and actively engage in conversations.

Maintain a consistent presence to ensure ongoing awareness and support.

Deliverables, Costs and Timelines

Deliverables (based on Tier selection)

- Create and provide website content to align with comparable media content.
- Design visually appealing and educational content for printed materials, brochures, postcards, and flyers.
- Design and create targeted print media for distribution. Creating material specifically for residents, small businesses, and large businesses and anchor institutions.
- Hire and direct a print house to execute marketing materials.
- Strategically disperse/mail printed materials throughout the city of Willmar.
- Create content and conduct up to three individual email marketing campaigns tailored individually for residents, small businesses, and large businesses and anchor institutions.
- Create email lists, pulling from multiple resources in preparation for email campaigns.
- Create social media content for all major social media platforms the city uses.
- Create paid advertising content to be used for print and electronic media.
- Create and manage paid advertisements.
- Conduct in-person/virtual events and information sessions.
- Contact businesses in Willmar to provide educational/informational media and meetings.
- Provide educational/informational media and meetings directly to Wilmar's anchor institutions.
- Gather letters of support from businesses and anchor institutions within Willmar.

Tier One	Tier Two	Tier Three
Website Content Creation	Website Content Creation	Website Content Creation
Marketing Content/Graphics	Marketing Content/Graphics	Marketing Content/Graphics
3 Targeted Educational Brochures	3 Targeted Educational Brochures	1 General Educational Brochure
2 Informational Postcards	1 Informational Postcard	N/A
3 Community Mailings	2 Community Mailings	1 Community Mailing
3 Targeted Email Content Dev	3 Targeted Email Content Dev	General Email Content Development
3 Email Campaigns	2 Email Campaigns	1 Email Campaign
3 Social Media Content Creations	2 Social Media Content Creations	1 Social Media Content Creation
3 Paid Advertisements	2 Paid Advertisements	N/A
3 In-Person Informational Events	1 In-Person Informational Events	N/A
3 Virtual Informational Session	2 Virtual Informational Session	1 Virtual Informational Session
Event Coordination and Advertisement	Event Coordination and Advertisement	Event Coordination and Advertisement
Contact Businesses/Anchor Institutes	Contact Businesses/Anchor Institutes	Contact Businesses/Anchor Institutes
In-person meetings with Businesses	Virtual Meetings with Businesses	Virtual meetings upon request
Collect letters of Support	Collect Letters of Support	Collect Letters of Support
Cost for Tier One is \$85,900.00	Cost for Tier Two is \$55,900.00	Cost for Tier Three is \$29,900.00

Timeline: The Community Engagement and Educational above commences upon approval and shall continue through tier engagement completion on or before April 30, 2024.

Conclusion: Hometown Fiber is committed to working collaboratively with the City of Willmar to transform its digital landscape and position its leaders to have the full support of the community. We believe this comprehensive awareness and educational plan will drive the widespread adoption of this citywide fiber initiative, benefiting residents, businesses, and the community.

We appreciate the opportunity to submit this proposal and look forward to contributing to Wilmar's growth and prosperity. Should you have questions or concerns, please contact Hometown Fiber.

Remember, creating community awareness is an ongoing process that requires dedication, consistency, and a genuine commitment to building relationships within the community.

Thank you for considering Hometown Fiber for this important step in achieving the successful launch of the city's broadband future.

Sincerely,

Marlena Pfeiffer



City Council Action Request

Council Meeting Date:	February 5, 2024	Agenda Item Number:	9.F.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consider Approval of the City Branding Initiative		

RECOMMENDED ACTION:

The Rebranding Committee requests that the City Council approve the City Branding Initiative.

OVERVIEW:

The City of Willmar released Requests for Proposals in April 2023 to search for qualified consultants to research, create, develop, and help generate an implementation plan for a City branding initiative for the City of Willmar. The City Council adopted the red "W" logo as the official City logo in the 1990s. Since a brand development strategy or standards were not created during that process, various department logos were developed independently by each respective department.

The objective of this branding project is to create a new identity for Willmar and all the city departments to adopt and utilize one brand for messaging and promotion. The primary goals of this project are to create uniformity, community identity and pride, community and economic development promotion, brand flexibility, and community endorsement. Branding and changing of the current logo will be done strategically with the least expensive changes completed first. As new vehicles, equipment, building renovations, etc. will be designed with Willmar's new brand standards.

The City received proposals from 20 different professional consultants with vast backgrounds, professional experience, and data-driven results. The Re-branding Committee comprised four people, including Council members Asmus and Davis, Administrator Valiant, and Operations Director Box.

Replace was selected by the committee and recommended to the Council for Willmar re-branding and approved by the Council on June 20, 2023. Since July 2023, Replace has been diligently working on Willmar's brand. Community and stakeholder engagement, multiple design directions, and exploring Willmar's history were key elements of this project. The Rebranding Committee worked alongside Replace to develop a brand logo reflective of Willmar's history and the future growth of Willmar.

Deliverables have been presented and provided to the city, and with the approval of the brand, staff will begin to organize a brand launch anticipated for Wednesday, February 21.

BUDGETARY/FISCAL ISSUES:

2024 Budget set re-branding budget at \$17,000

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. Willmar_Rnd1_Design_Final
2. Willmar_Rnd2_Design_final 2
3. 2024_Willmar Styleguide

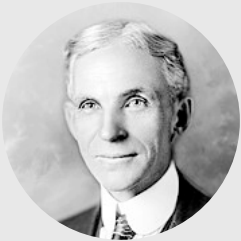
The City of Willmar

Round 1 Design

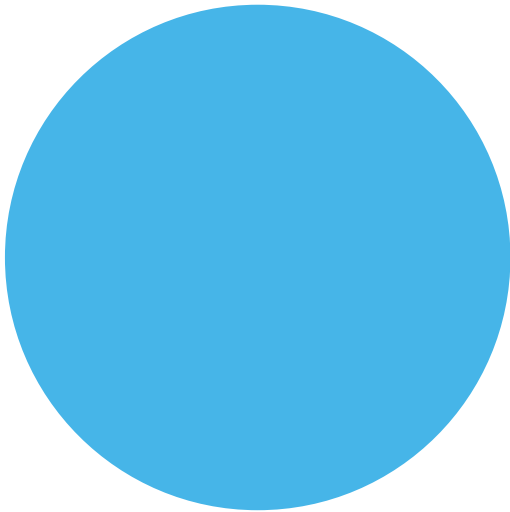
09/06/23

REPLACE





HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.



KUNAL NAYYAR
Smart, Tech Savvy & Young.

Edits in Blue

THE CITY OF
WILLMAR

BRAND
POSITIONING

A dynamic regional center, Willmar fosters community collaboration to elevate education, industry, and lifestyle. With robust agricultural roots, our hidden gem offers scenic landscapes from lakes to parks. We're a refuge of unity, nurturing family ties and limitless opportunities. From outstanding education and recreational offerings to proactive community engagement, we stand as a thriving hub where tradition and innovation harmoniously flourish. **Welcome to Willmar, Minnesota's Crossroads!**

BRAND
PILLARS

COMMUNITY
COLLABORATION

SHOWCASING NATURAL
BEAUTY & BALANCE

CULTURING GROWTH
& DEVELOPMENT

BRAND
MESSAGING

We are a collaborative community that involves all stakeholders for the improvement of our schools, community, and county. We unite residents to help enrich our schools, community, and county. Residents' genuine care drives collective progress.

This is a place where tradition and innovation coexist seamlessly. Explore an inviting haven where unity thrives, where family ties are nurtured, and where opportunities are limitless.

With an eye on our green spaces and main street, we strive to preserve and improve all our amenities. Whether it's adding new park and trail features or breathing new life into our historic downtown. **There is plenty of room for future opportunities in Willmar and we strive to do our best to promote them.**

BRAND
KEY THEMES

1. The City of Willmar serves as the hub of Kandiyohi County offering road, air and train transportation. This allows the City to be competitive for new business and industry.

2. Our community continues to grow with every census and our diversity in that community continues to grow as well.

3. Our city, regional and state parks close by are treasures. We work to help expand and protect these to ensure future generations **recreational opportunities**

4. We are rooted in agriculture & growing in innovation. Our robust agricultural systems contribute to the area's vibrancy, aligning with our commitment to innovation.

BRAND
VALUES

AGRICULTURAL
SUCCESS

INDUSTRIAL
GROWTH

PROMOTING
DIVERSITY

EDUCATION

RECREATIONAL
OPPORTUNITIES

THE CITY OF
WILLMAR

MINNESOTA’S CROSSROADS

YOU BELONG HERE

WHERE THE BUFFALO SWIM

WHERE THERE’S A WILL, THERE’S WILLMAR!

FROM 1ST STREET TO WHERE PLAINS MEET

WHERE TRACKS CONVERGE

WHERE THE PLAINS MEET THE LAKES

KAFFE & COMMUNITY

WHERE PLAINS AND LAKES MEET

WHERE THE PRAIRIE AND LAKES TOUCH THE SKY

LET’S MAKE TRACKS

WHERE UNITY CULTIVATES GROWTH

WHERE TRADITION INSPIRES INNOVATION

ALL THE LAKES IN THE AREA

THE WILLMAR ROTARY CLUB

ROBBIN’S ISLAND PARK

RIDGEWATER COLLEGE

BARN THEATER

THE FOXHOLE BREWERY

LATINO & SOMALI RESTUARANTS

THE BIKE TRAIL SYSTEM

WAR MEMORIAL AUDITORIUM

FLAGS OF HONOR MEMORIAL

GLACIAL LAKES TRAIL

STATUE OF CHIEF KANDIYOHI

THE CIVIC CENTER

WILLMAR PUBLIC SCHOOLS

SIBLEY STATE PARK

THE RAILYARD

SPERRY PARK PICKLEBALL COURTS

DESTINATION PLAYGROUND

WILLMAR FEST

THE AIRPORT

RAMBLEWOOD PARK

WILLMAR’S DOWNTOWN AREA

KANDIYOHI COUNTY COURTHOUSE





BUFFALO

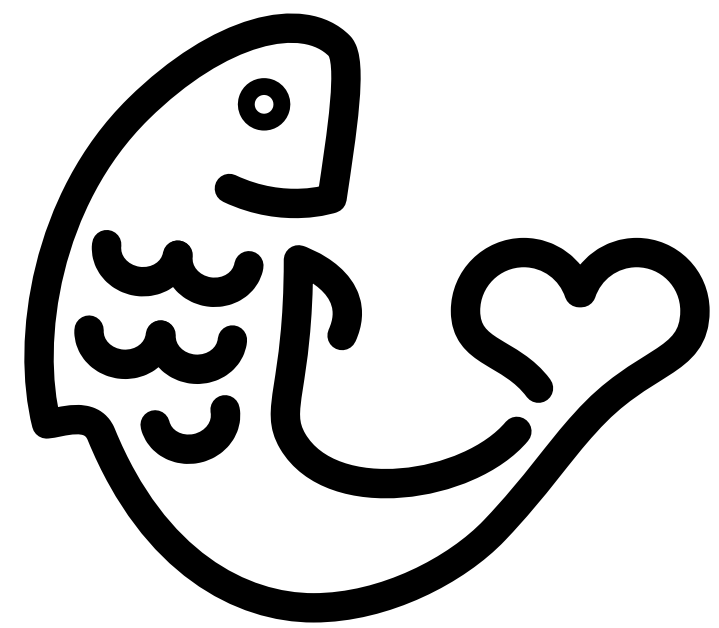
PRAIRE
STRENGTH
RESILIENCE

FISH

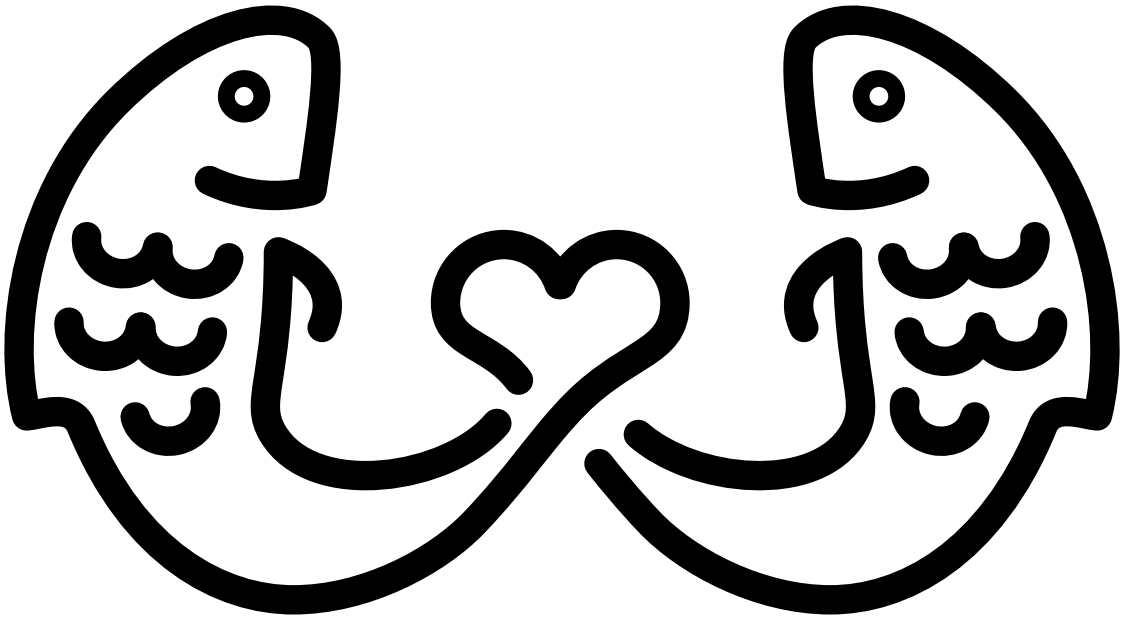
LAKES
AGILITY
NOURISHMENT

This concept gives greater validity to taglines such as

WHERE PRAIRIE AND LAKES MEET



LONG STANDING HISTORY INVITES...



LONG STANDING HISTORY INVITES... NEW STORIES

Direction 1



WILLMAR

WILLMAR

WILLMAR

The below option splits the logotype in a similar fashion as the inspirational image.

WILLMAR

WILLMAR

Kerning from previous page

WILLMAR

WILLMAR

WILLMAR

WILLMAR

★ *The Willmar typography is kerned
looser in these options*

WILLMAR

WILLMAR

WILLMAR

WILLMAR

*An option that is kerned closer to the
inspirational sign.*

W I L L M A R

W I L L M A R

W I L L M A R

W I L L M A R

TT Pubs (Black)

WILLMAR
MINNESOTA

Universe (75 Black)

WILLMAR
MINNESOTA

Walstein (Medium)

WILLMAR
MINNESOTA

★ *Verlag (Black)*

WILLMAR
MINNESOTA

Clearface (Heavy)

WILLMAR
MINNESOTA

★ *Susa (Regular)*

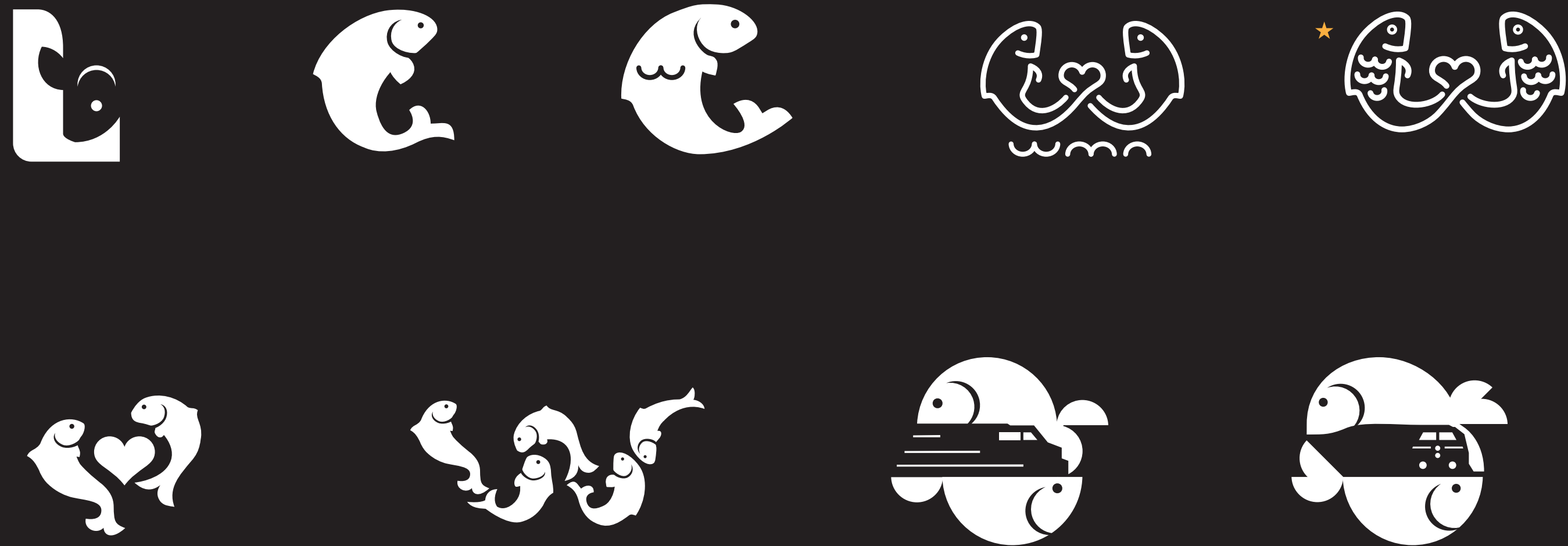
WILLMAR
Minnesota

Alto Aldige

WILLMAR
MINNESOTA

Rift (Demi)

WILLMAR
MINNESOTA



WILLMAR *Minn.*

WELCOME TO
WILLMAR
MINNESOTA'S CROSSROADS

WELCOME TO
MINNESOTA'S CROSSROADS
WILLMAR

WILLMAR
INC. *Minnesota* 1901

THE CITY OF WILLMAR MINNESOTA'S CROSSROADS

WELCOME TO
WILLMAR
Minnesota



THE COMMUNITY OF
WILLMAR
INC. *Minnesota* 1901



THE COMMUNITY OF
WILLMAR
INC. *Minnesota* 1901

THE COMMUNITY OF
WILLMAR
MINNESOTA'S CROSSROADS



WILLMAR
Minnesota



WILLMAR

THE VERY WELCOMING

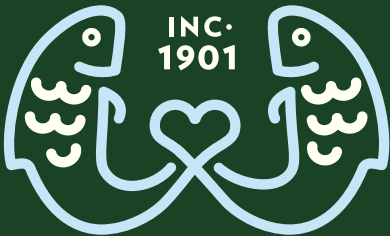


COMMUNITY FOR ALL



With much  *love from*
WILLMAR
Minn.

THE COMMUNITY OF
WILLMAR
MINNESOTA'S CROSSROADS



We love
WILLMAR

WELCOME TO
WILLMAR
Minnesota



WILLMAR

*The very
welcoming*



*Community
for all*



THE COMMUNITY OF
WILLMAR
INC. *Minnesota* 1901

Explore lovely

WILLMAR

Minn.



WHERE THE BUFFALO ROAM

WILLMAR *Minn.*



WILLMAR *Admin*

WILLMAR *Engineering*

WILLMAR *Parks & Rec*

WILLMAR *Human Resources*

WILLMAR *Fire*

WILLMAR *Public Works*

WILLMAR *City Clerk*

WILLMAR *Water Treatment*

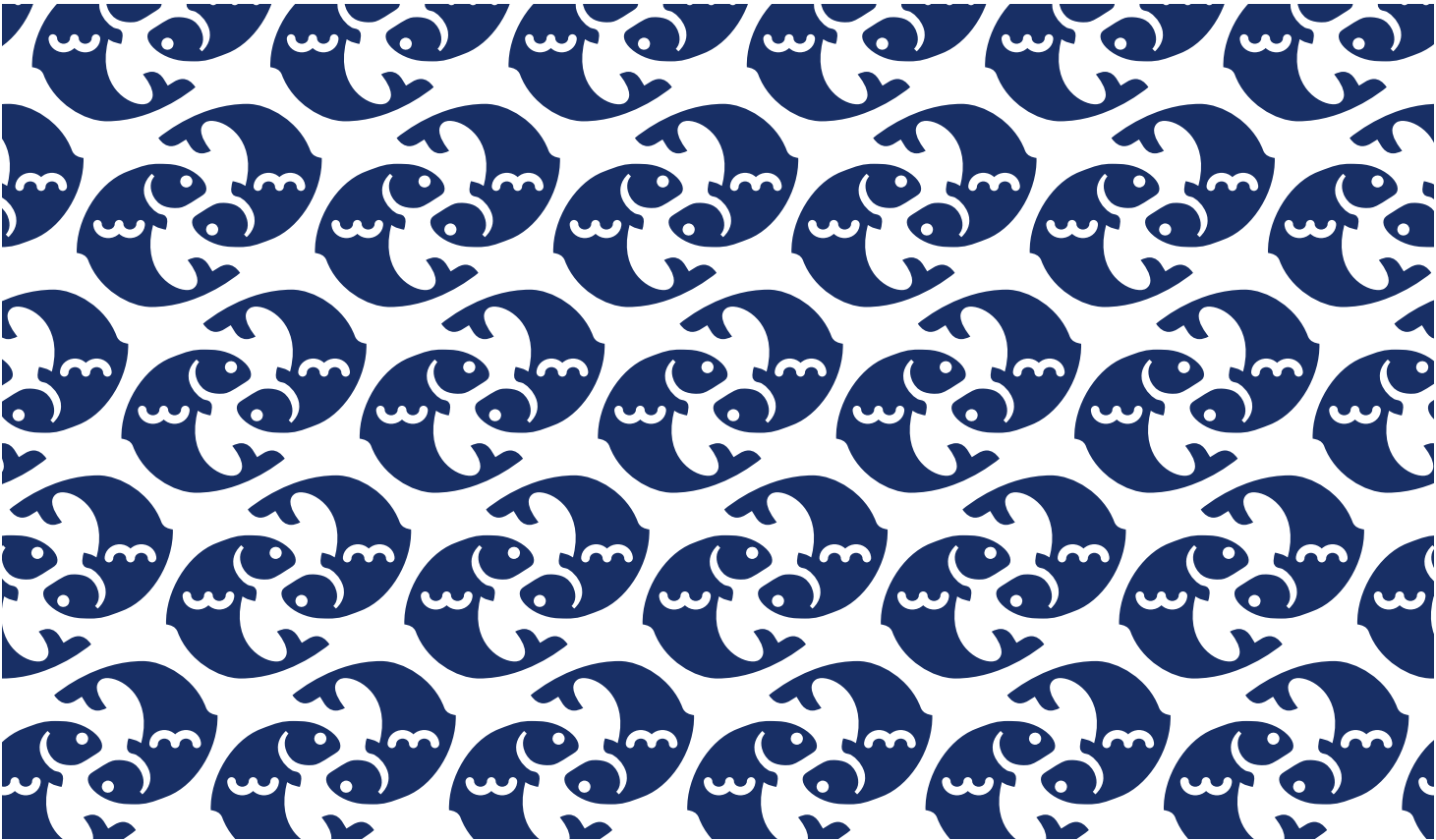
WILLMAR *Finance*

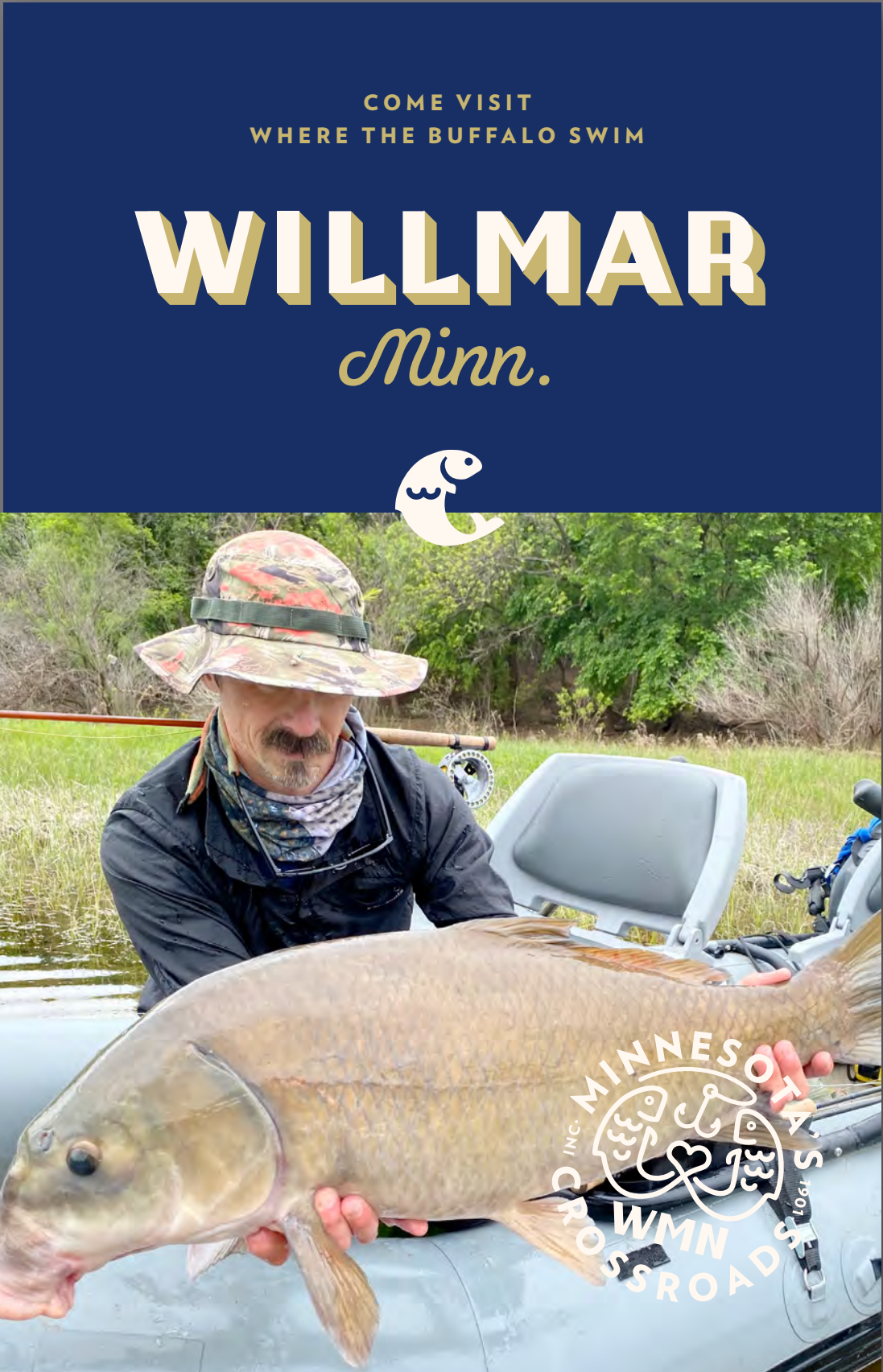
WILLMAR *City Planning*

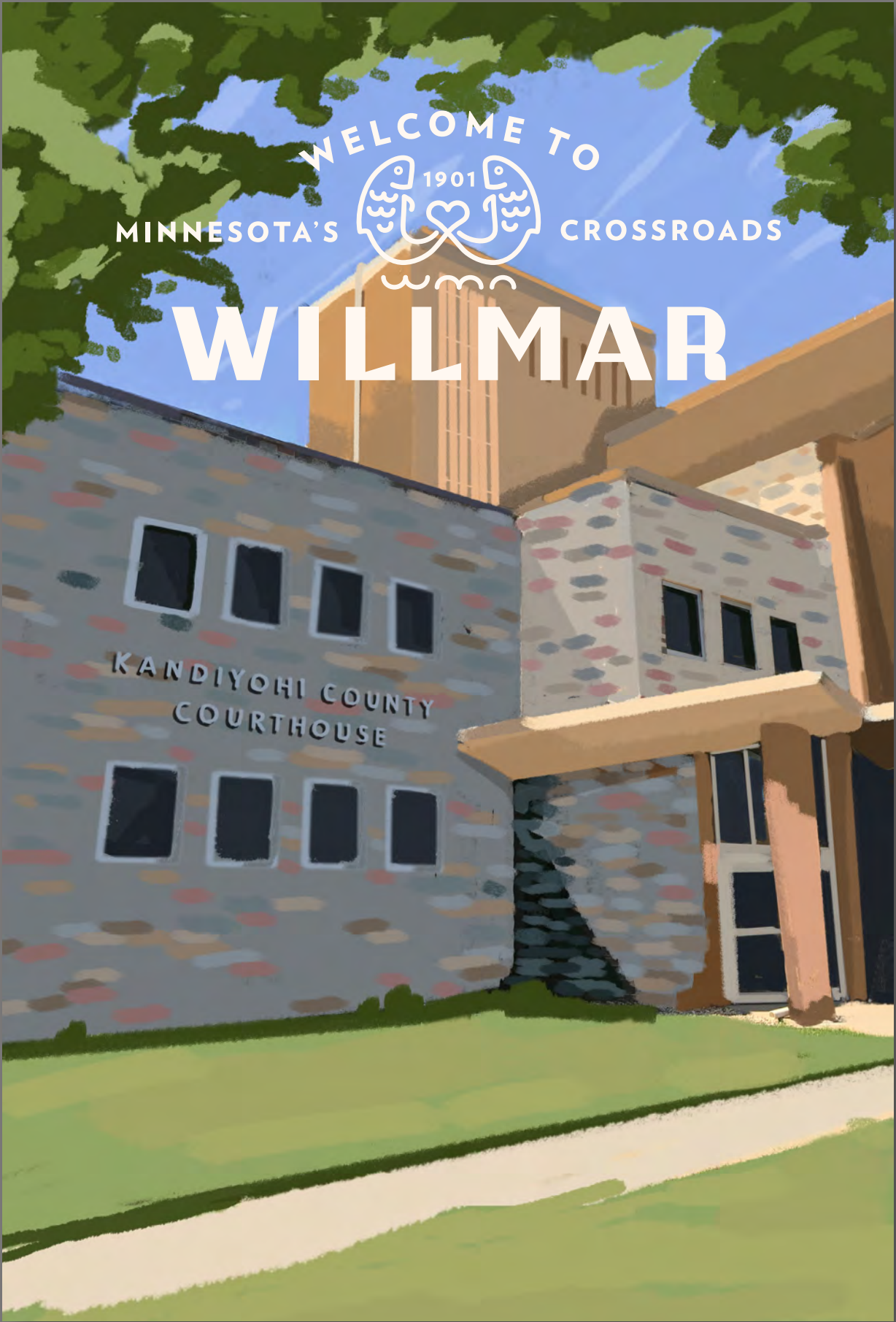
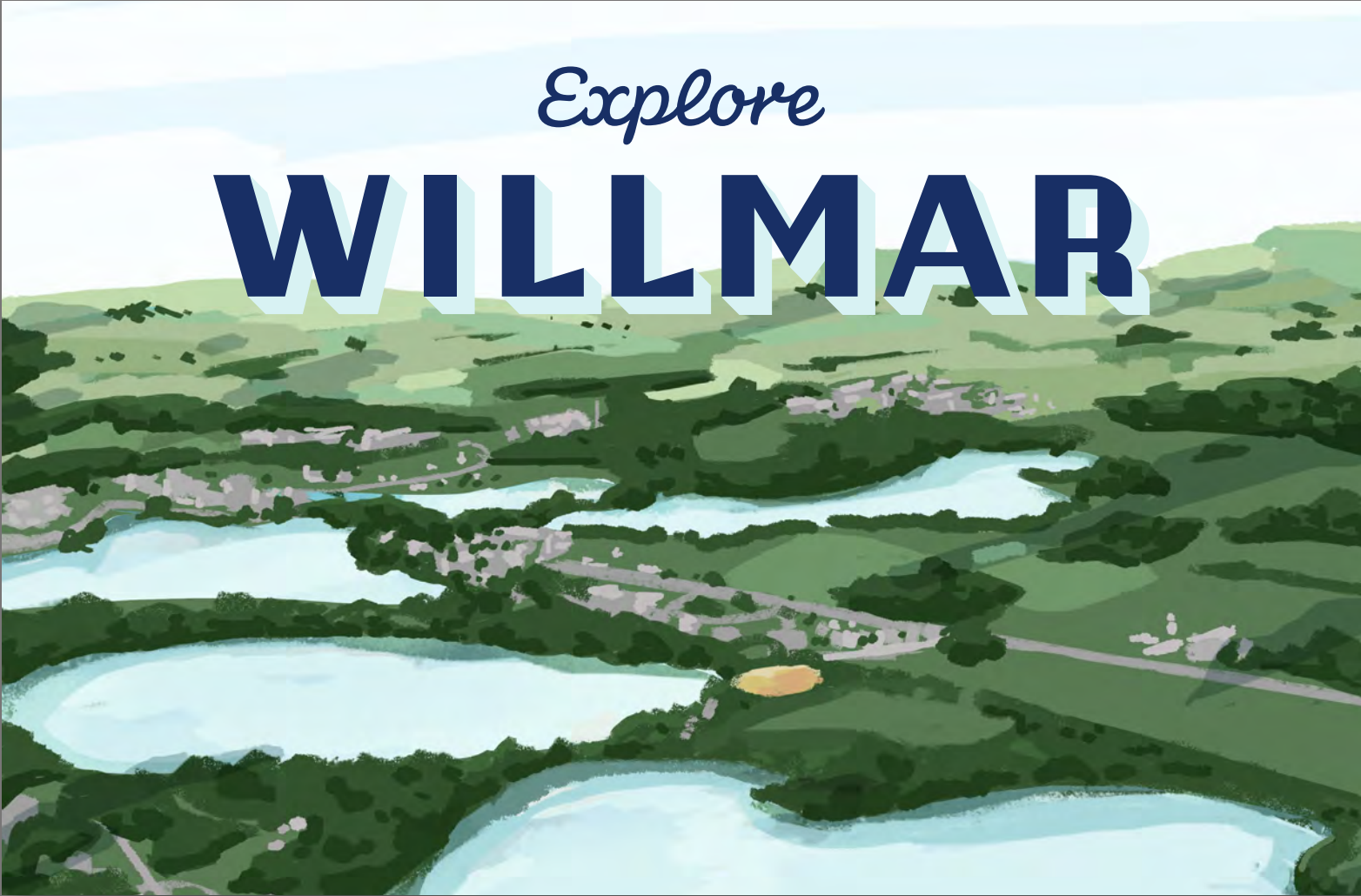
WILLMAR *Police*

WILLMAR *Minn.*









THE CITY OF

WILLMARMinn.

Admin



Dept.

WHERE THE BUFFALO SWIM

Leslie Valiant

CITY ADMINISTRATOR

PH: 320-235-4913

FAX: 320-235-4917

E: lvaliant@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

City



Clerk

WHERE THERE'S A WILL, THERE'S WILLMAR!

Judy Thompson

CITY ADMINISTRATOR

PH: 320-235-4913

FAX: 320-235-4917

E: jthompson@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

Public



Works

WELCOMING WATERS

Gary Manzer

DIRECTOR

PH: 320-235-4913

FAX: 320-235-4917

E: lvaliant@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

Human



Resources

FROM 1ST STREET TO WHERE PLAINS MEET

LucAnn Sietsema

CITY ADMINISTRATOR

PH: 320-235-4913

FAX: 320-235-4917

E: jthompson@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

Parks



& Rec

WHERE THE PLAINS MEET THE LAKES

Rob Baumgarn

DIRECTOR

PH: 320-235-4913

FAX: 320-235-4917

E: lvaliant@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

City



Planning

WHERE TRACKS CONVERGE

Justice Walker

DIRECTOR

PH: 320-235-4913

FAX: 320-235-4917

E: jthompson@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

Police



Dept.

KAFFE & COMMUNITY

Jim Felt

POLICE CHIEF

PH: 320-235-4913

FAX: 320-235-4917

E: lvaliant@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE CITY OF

WILLMARMinn.

Fire



Dept.

MAKE TRACKS

Frank Hanson

FIRE CHIEF

PH: 320-235-4913

FAX: 320-235-4917

E: jthompson@willmarmn.gov

333 Southwest 6th St. Willmar, MN 56201



THE COMMUNITY OF
WILLMAR
INC. *Minnesota* 1901

Phone: (320) 235-4252
Fax: (320) 235-4917
801 Industrial Dr. SW
Willmar, MN 56201

Sept. 7th, 2023

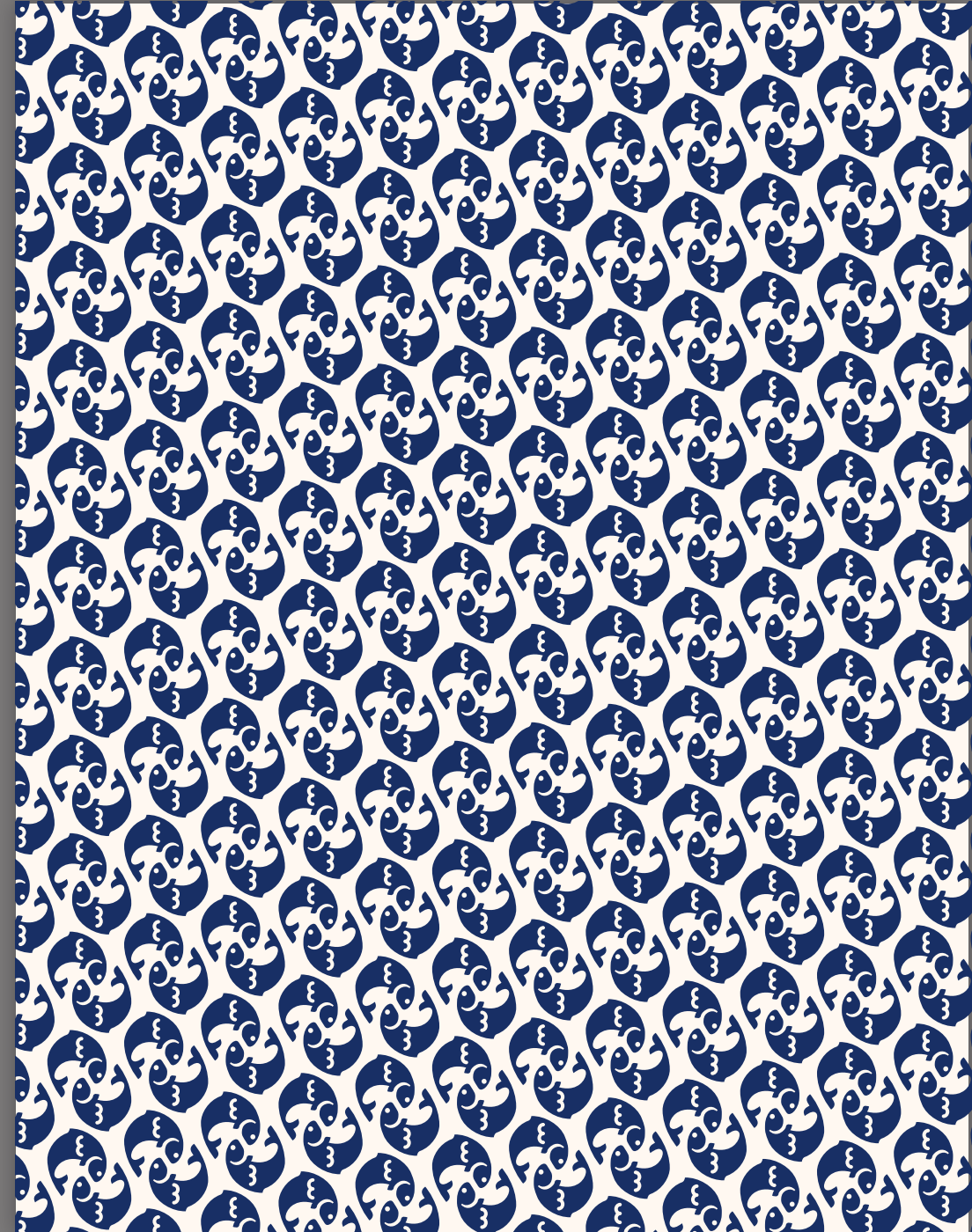
Attn: **JOHN DOE**
801 Industrial Dr. SW
Willmar, MN 56201

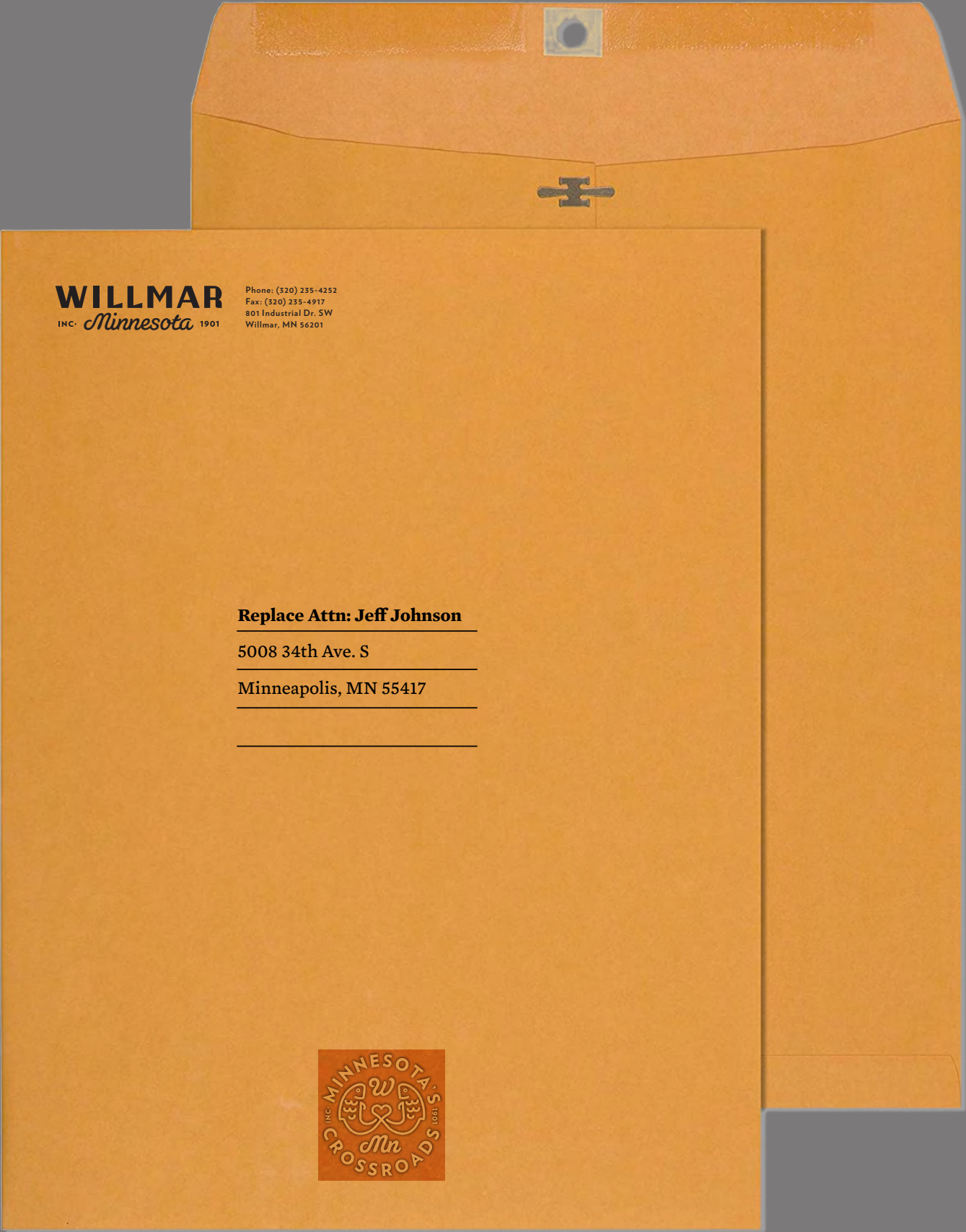
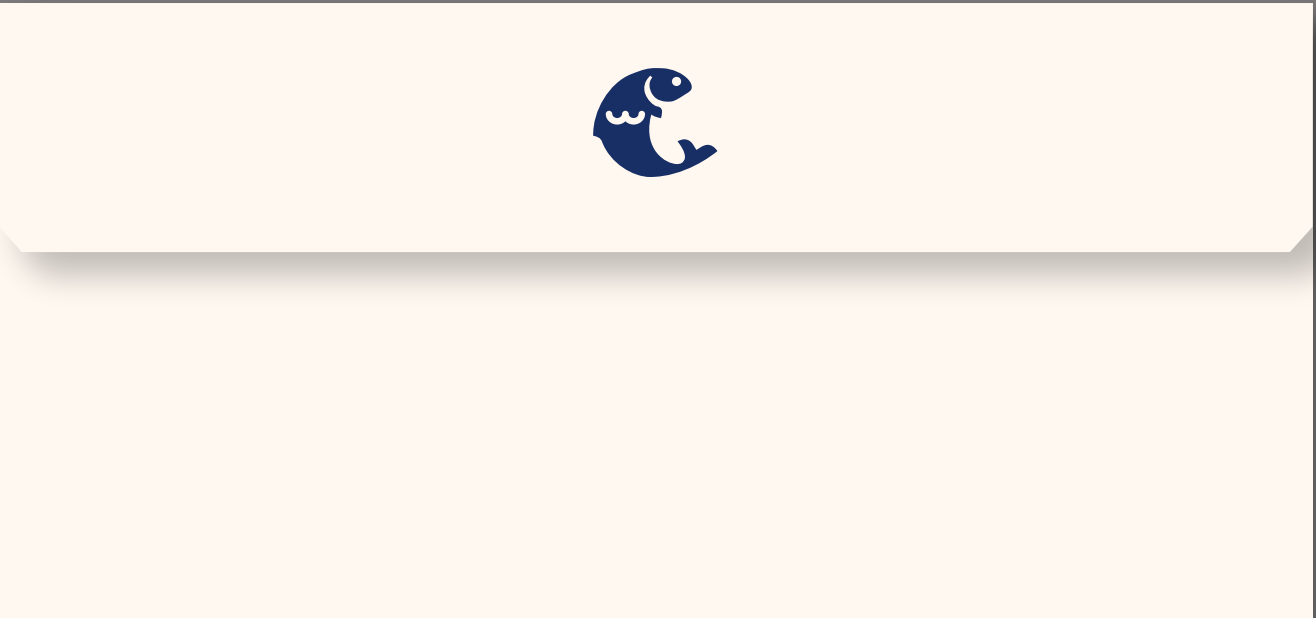
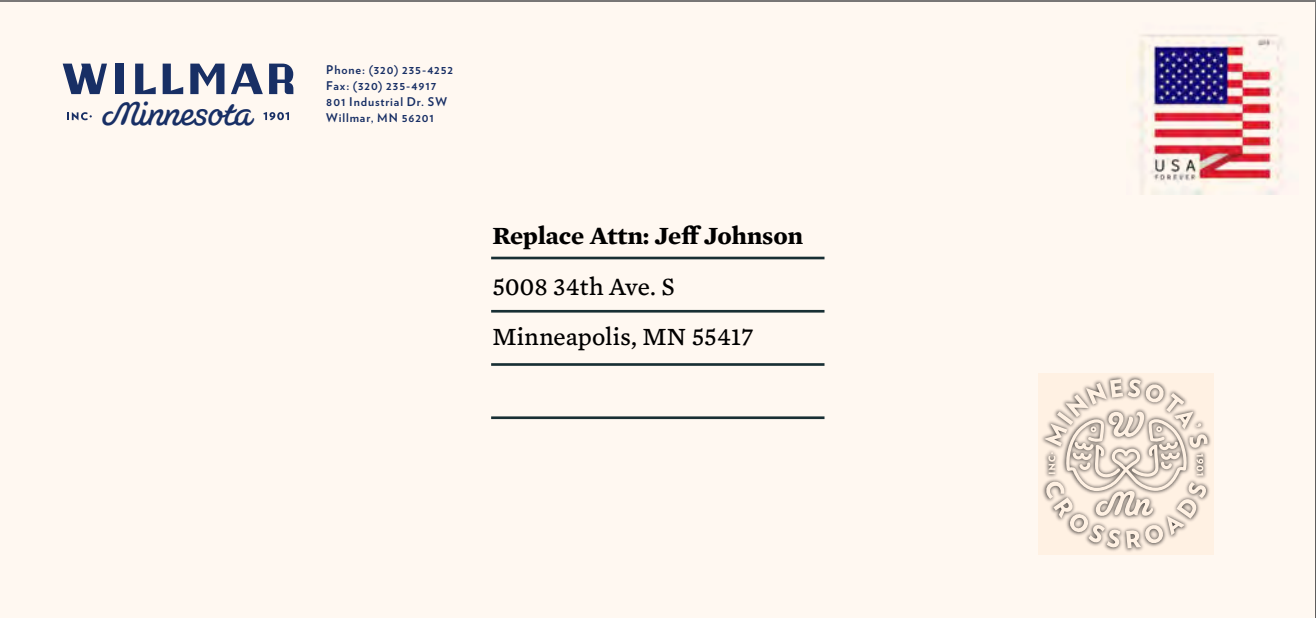
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque et pharetra eros. Etiam dapibus, massa ut egestas pellentesque, velit nunc vestibulum tortor, sed iaculis justo tortor nec elit. Nam placerat enim lorem, at gravida lorem blandit ei. Suspendisse leo arcu, tempor vel enim eget, laoreet tempor dui. Proin eget lectus eu nibh porta commodo nec quis magna. Integer tristique vehicula elit, quis accumsan lectus dignissim in. Pellentesque eget purus at eros iaculis facilisis. Proin vitae sclerisque orci, luctus lacinia justo. Nam urna ex, laoreet sed urna quis, tristique porttitor nisl. Nullam in euismod velit.

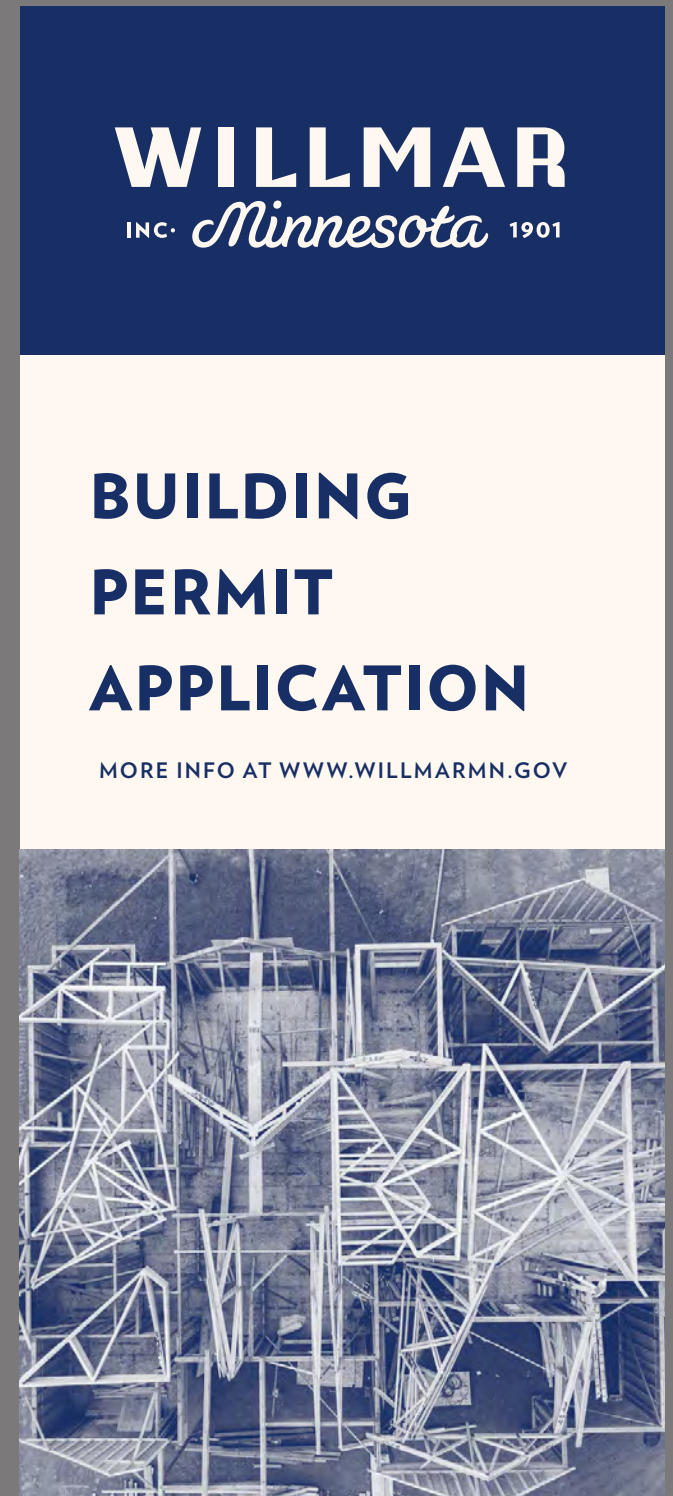
Aliquam vel neque enim. Nullam in velit libero. Etiam ac est iaculis, commodo urna at, laoreet elit. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Ut in est vitae ipsum maximus fermentum. Cras faucibus, sapien at efficitur fringilla, nisi sem laoreet ex, id sodales sem diam at ante. Vivamus ante tellus, convallis quis dolor non, bibendum blandit ipsum. Nulla ac porttitor arcu. Mauris a venenatis lacus, id mattis dui. Sed lorem diam, ullamcorper in feugiat in, varius id dui. Duis aliquam mauris vel est consequat fermentum. Etiam eu euismod enim. Etiam mattis lacus a dapibus condimentum. Praesent suscipit, ante in maximus sagittis, ante odio porta lacus, non porta nulla felis sit amet neque. Donec erat nunc, volutpat vel arcu a, eleifend semper nulla. Aliquam id turpis commodo, feugiat ipsum at.

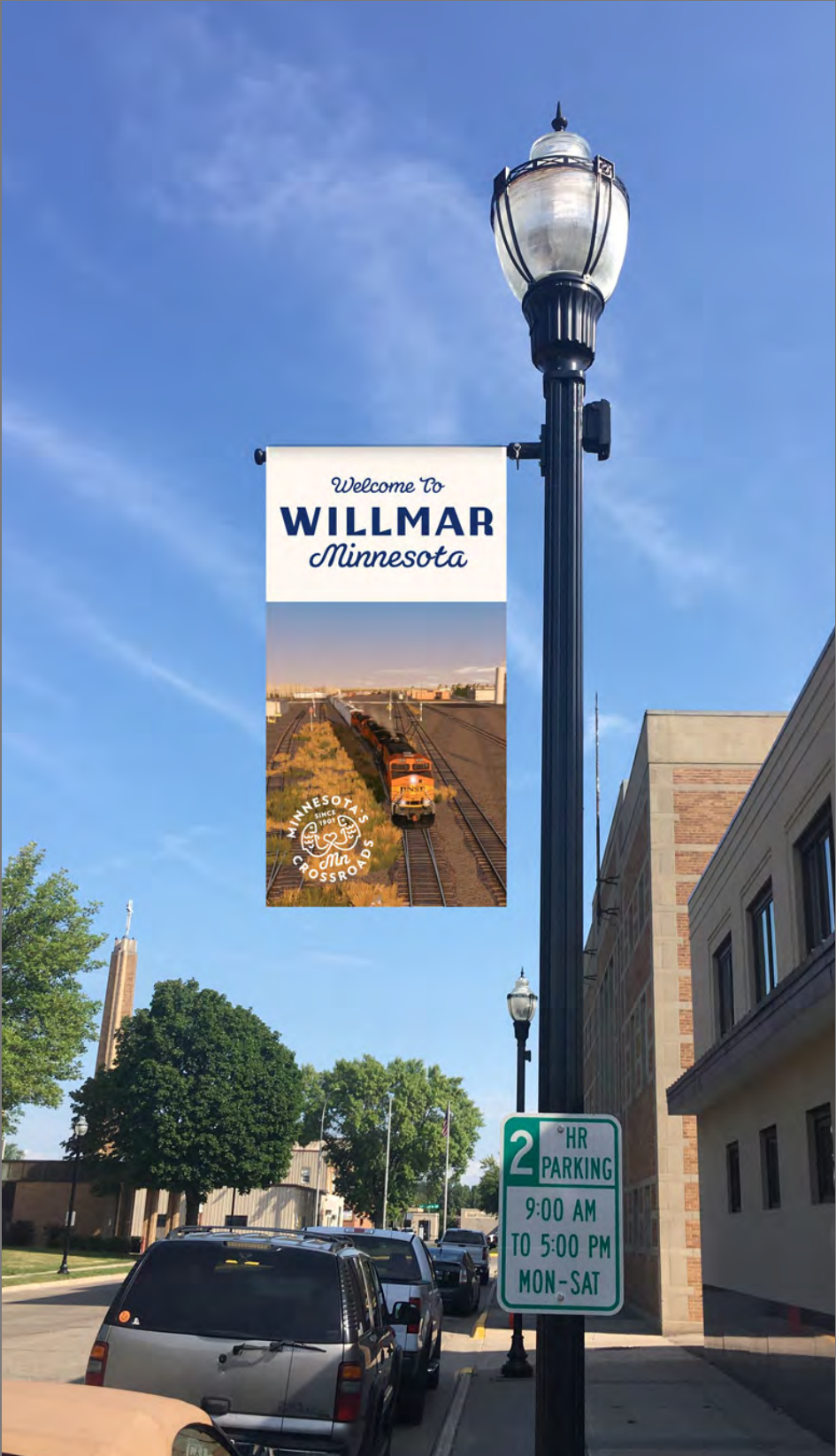
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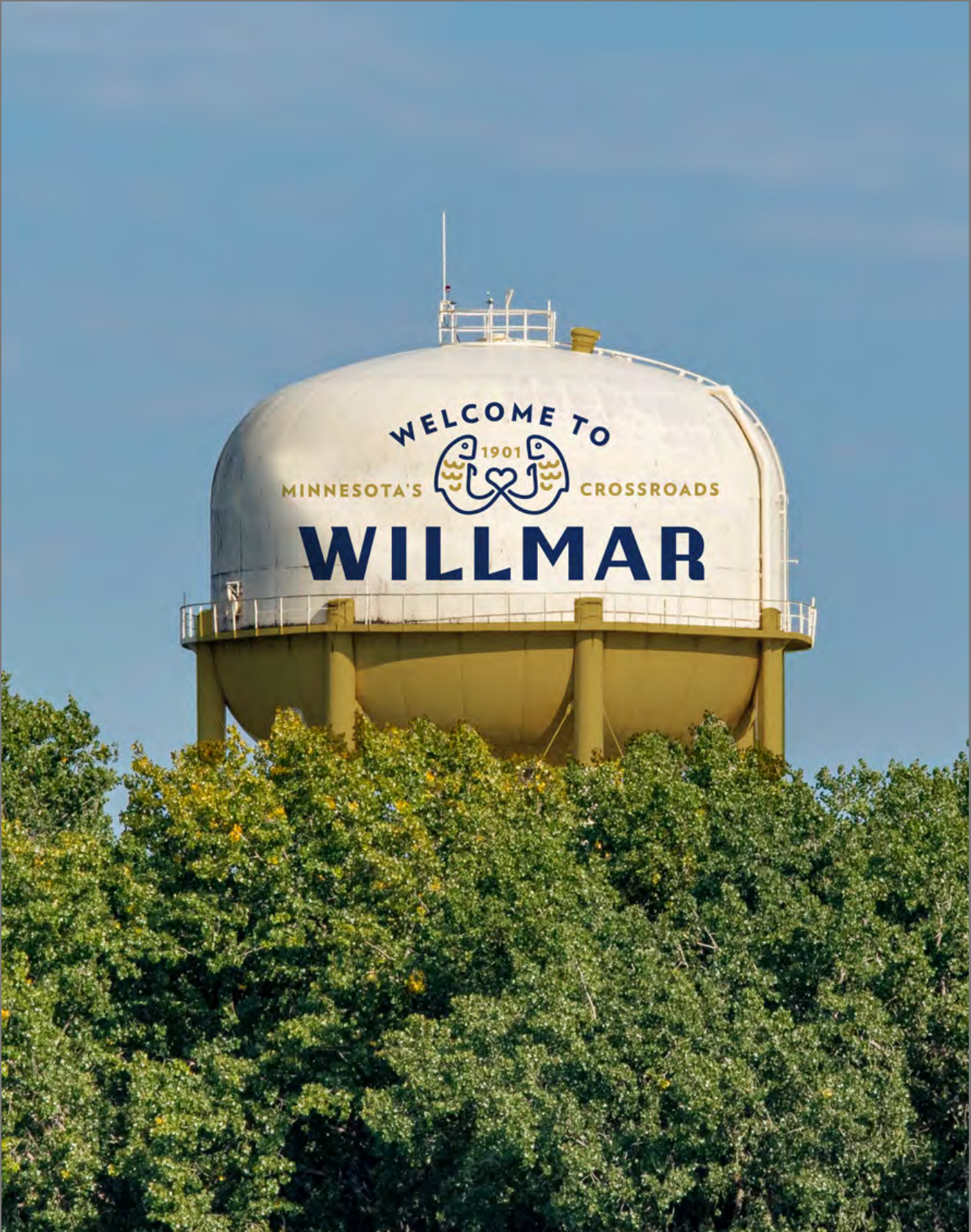
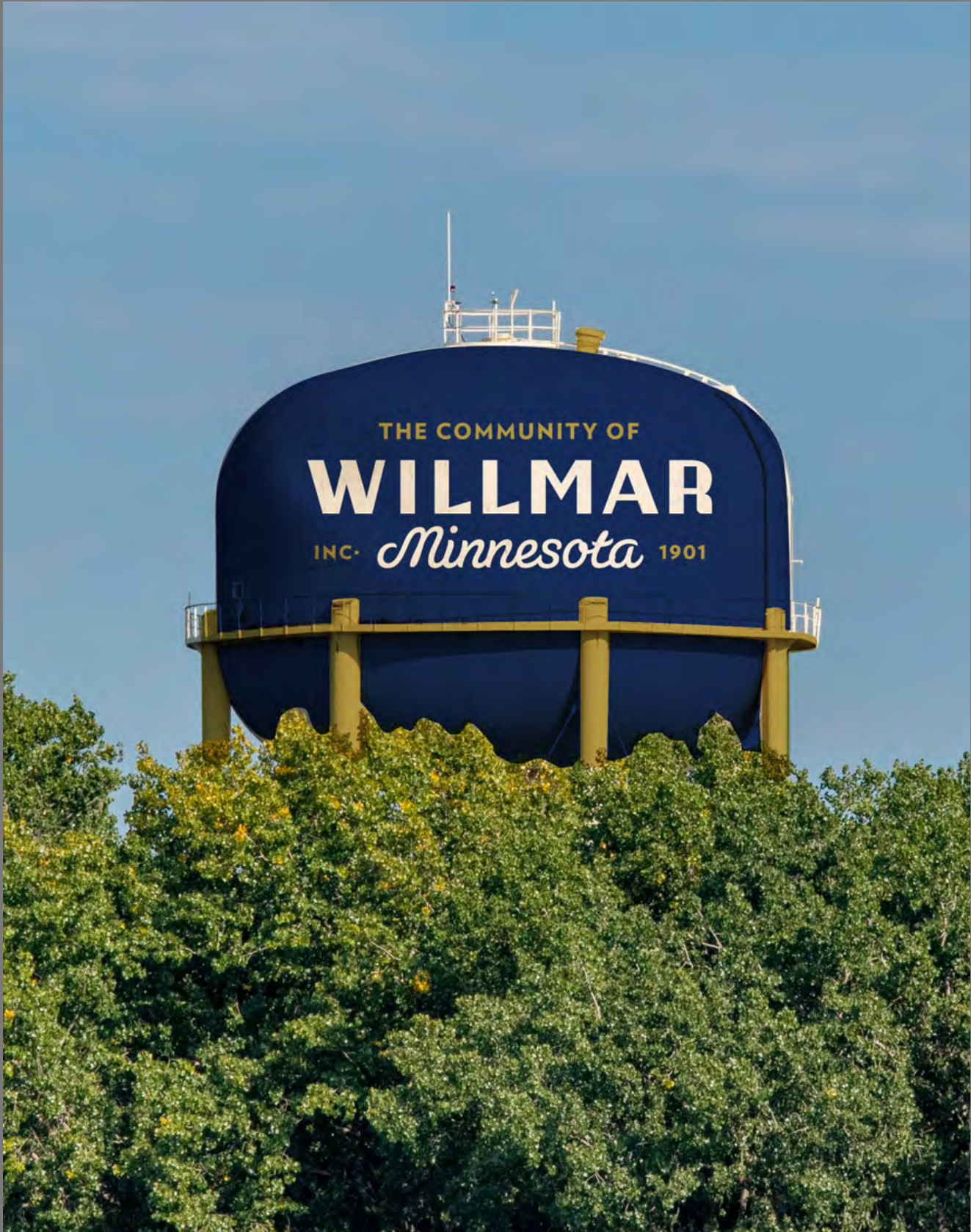
Greg Manzer
Director of Public Works











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MINNESOTA'S

SINCE 1901

CROSSROADS

Mn

THE COMMUNITY OF

WILLMAR

INC. *Minnesota* 1901

SEARCH

LANGUAGE ▼

DEPARTMENTS

GOVERNMENT

I WANT TO

EMPLOYMENT

CONTACT

FROM FIRST STREET TO
WHERE THE PLAINS MEET.

PARKS & REC

REPORT A PROBLEM

PERMIT CENTER

WRAC TV

VIDEOS

CITY PROJECTS

SCHOOLS

UTILITIES

CITY SERVICES

PARKS & RECREATION

NEW TO TOWN

COMMUNITY

NEWS & EVENTS

4TH OF JULY

City Hall Hours

Monday: 7:30a-5:00p

Tuesday: 7:30a-5:00p

Wednesday: 7:30a-5:00p

Thursday: 7:30a-5:00p

Friday: 8:00a-12 Noon

Saturday: Closed

Sunday: Closed

Site Map - Contact Us

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HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.



KUNAL NAYYAR
Smart, Tech Savvy & Young.

WILLMAR *Minn.*

Direction 2



**WILLMAR
MN**

WILLMAR

WILLMAR

WILLMAR

WILLMAR

WILLMAR

WILLMAR

Standard Stacked

WILLMAR
MN

Full Minnesota

WILLMAR
MINNESOTA

Single Line

WILLMAR MN

Block-Up

WILLMAR
MINNESOTA

Minimal MN

WILLMAR
MN

Minimal Full MN

WILLMAR
MINNESOTA

WILLMAR

WILLMAR

WILLMAR

WILLMAR

WILLMAR

**WELCOME TO
WILLMAR**

WELCOME TO
WILLMAR

WELCOME TO
WILLMAR
MN CROSSROADS

WELCOME TO
WILLMAR
ESTD MN CROSSROADS 1901

THE CITY OF
WILLMAR

THE CITY OF
WILLMAR
YOU BELONG HERE

THE CITY OF
WILLMAR



MINNESOTA CROSSROADS
WILLMAR

MINNESOTA CROSSROADS
 **WILLMAR**

THE COMMUNITY OF
ESTD **WILLMAR** 1901
THE JEWEL OF KANDIYOHI COUNTY

WILLMAR
MINNESOTA

WELCOME TO
WILLMAR
MINNESOTA

WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE

WELCOME TO
WILLMAR
ESTD MN CROSSROADS 1901

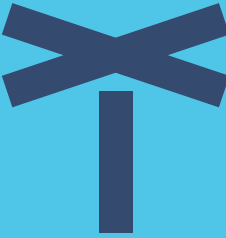
WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE

X MINNESOTA CROSSROADS
WILLMAR

FROM MAIN STREET TO
SINCE
WHERE THE PLAINS MEET
THE CITY OF
WILLMAR

WELCOME TO
WILLMAR
ESTD MN CROSSROADS 1901

WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE

 MINNESOTA CROSSROADS
WILLMAR

THE CITY OF
WILLMAR



WELCOME TO
WILLMAR
ESTD MN CROSSROADS 1901

WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE

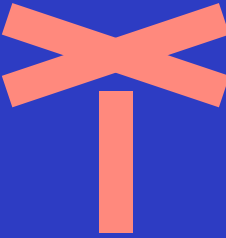
MINNESOTA CROSSROADS
WILLMAR

THE CITY OF
WILLMAR

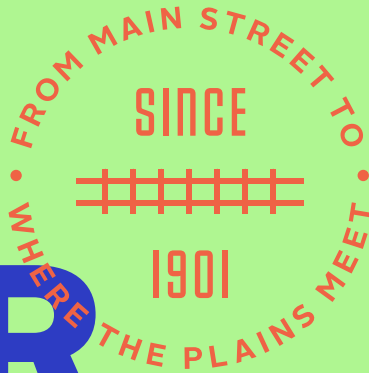
FROM MAIN STREET TO
SINCE
WHERE THE PLAINS MEET
1901

WELCOME TO
WILLMAR
ESTD MN CROSSROADS 1901

WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE

 MINNESOTA CROSSROADS
WILLMAR

THE CITY OF
WILLMAR



WILLMAR
ADMINISTRATION

WILLMAR
CITY CLERK

WILLMAR
ENGINEERING

WILLMAR
PUBLIC WORKS

WILLMAR
PARKS & RECREATION

WILLMAR
FINANCE DEPARTMENT

WILLMAR
PLANNING & DEVELOPMENT

WILLMAR
WASTEWATER TREATMENT

WILLMAR
FIRE DEPARTMENT

WILLMAR
POLICE DEPARTMENT

WILLMAR
HUMAN RESOURCES

WILLMAR
MINNESOTA

WILLMAR
ADMINISTRATION

WILLMAR
CITY CLERK

WILLMAR
ENGINEERING

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PUBLIC WORKS

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PARKS & RECREATION

WILLMAR
FINANCE DEPARTMENT

WILLMAR
PLANNING & DEVELOPMENT

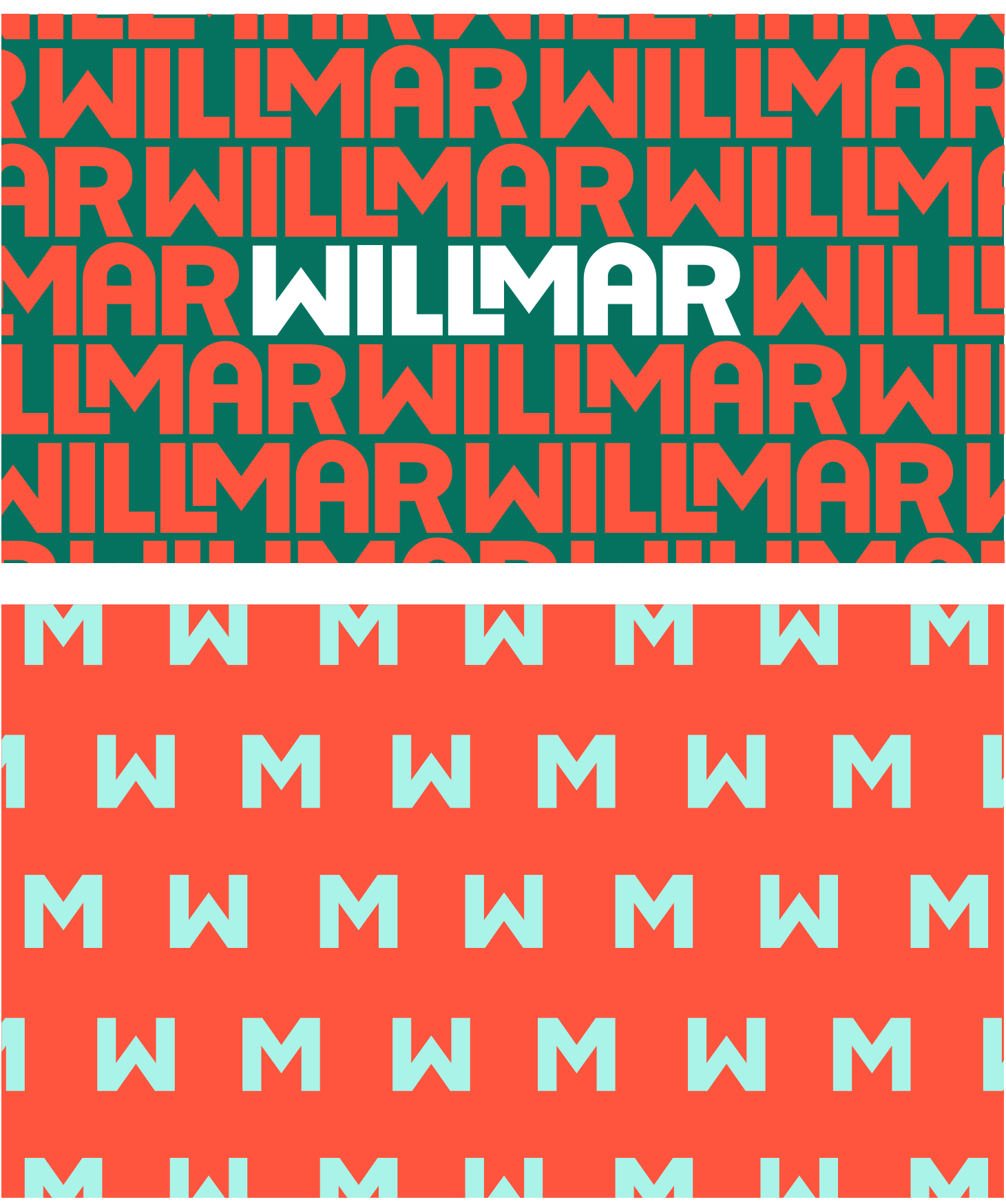
WILLMAR
WASTEWATER TREATMENT

WILLMAR
FIRE DEPARTMENT

WILLMAR
POLICE DEPARTMENT

WILLMAR
HUMAN RESOURCES

WILLMAR
MINNESOTA



WELCOME TO

WILLMAR

ESTD MN CROSSROADS 1901

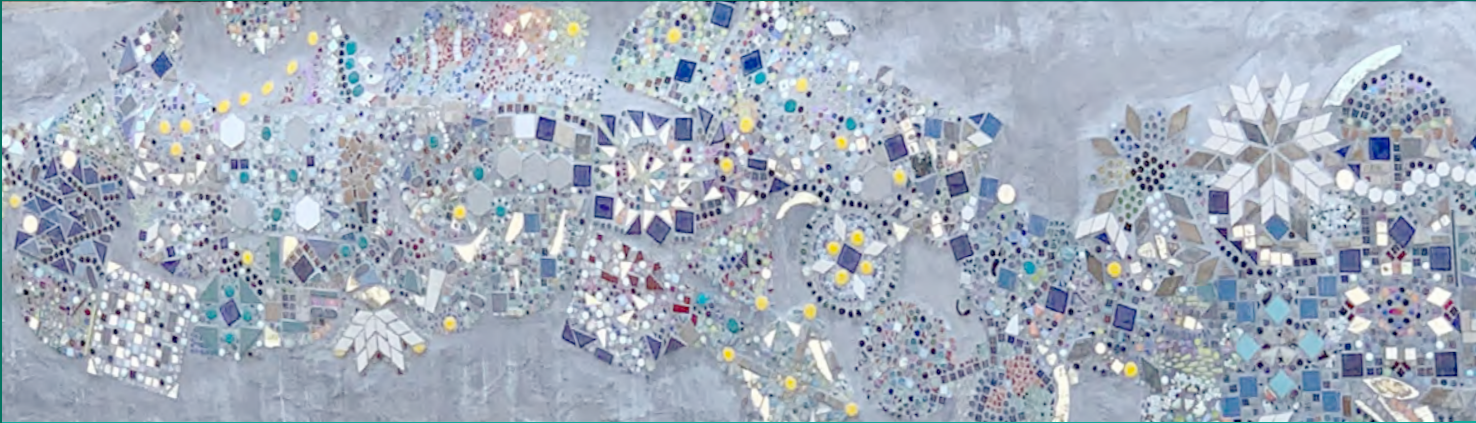
2023 YEAR IN REVIEW







WILLMAR ARTS COUNCIL



WILLMAR MN

WHERE TRACKS CONVERGE

WELCOME TO

WILLMAR

MINNESOTA

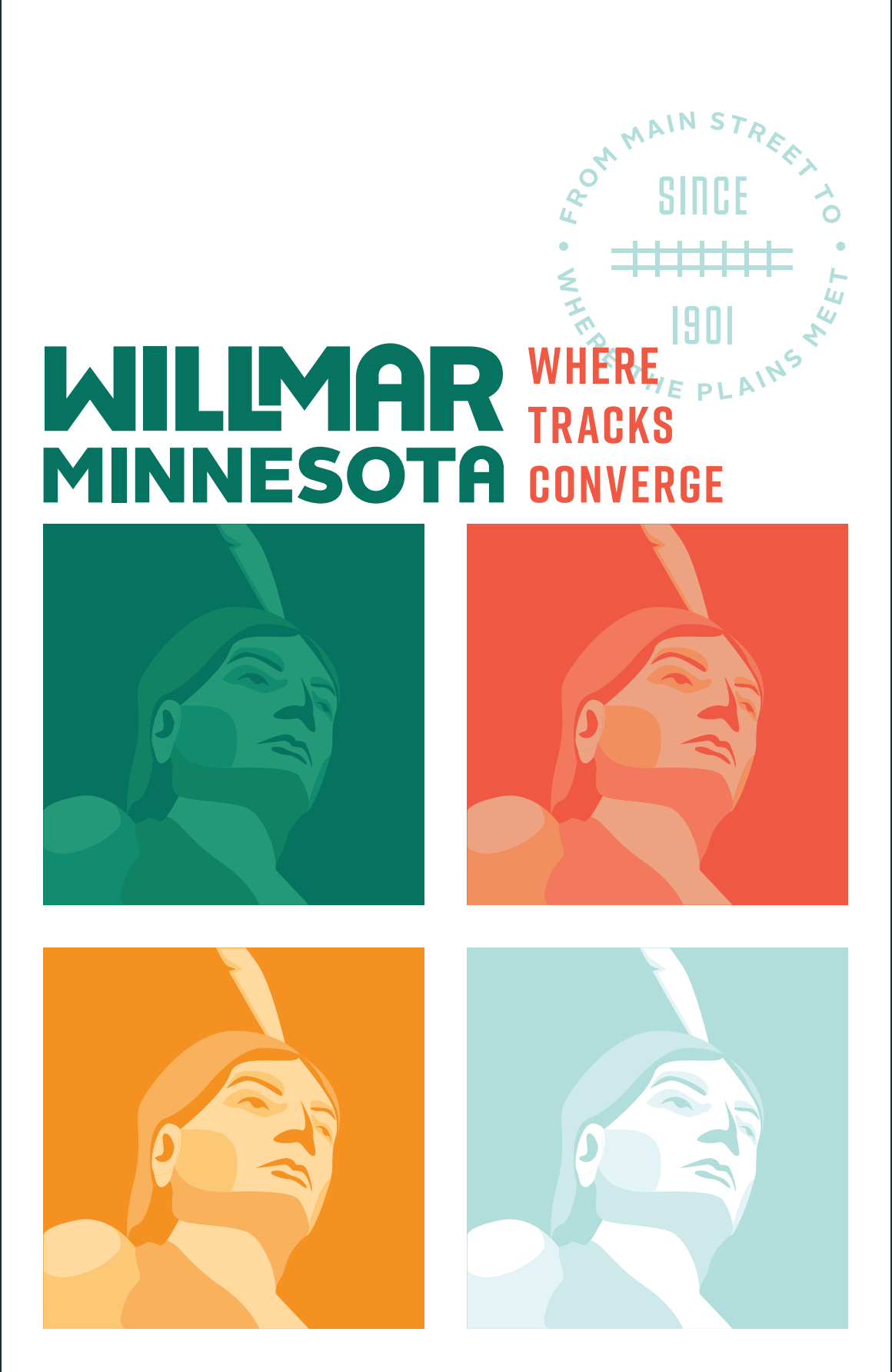


THE CITY OF

WILLMAR

COMMUNITY & CONVERGANCE





WELCOME TO

WILLMAR

ESTD MN CROSSROADS 1901

WILLMAR

ADMINISTRATION Dept.

Leslie Valiant

City Administrator

Phone: 320-235-4913

Fax: 320-235-4917

Email: lvaliant@willmarmn.gov

333 SOUTHWEST 6TH ST.

WILLMAR, MN 56201

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WILLMAR

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WILLMAR

CITY CLERK

Judy Thompson

City Administrator

Phone: 320-235-4913

Fax: 320-235-4917

Email: JTHOMPSON@willmarmn.gov

333 Southwest 6th St

Willmar, MN 56201

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WILLMAR

PUBLIC WORKS

GARY MANZER

DIRECTOR

Phone: (320) 235-4252

Fax: (320) 235-4917

Email: gmanzer@willmarmn.gov

801 Industrial Dr. SW

Willmar, MN 56201

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WILLMAR

HUMAN RESOURCES

LuAnn Sietsema

DIRECTOR

Phone: 320-235-4913

Fax: 320-235-4917

Email: lsietsema@willmarmn.gov

333 Southwest 6th St.

Willmar, MN 56201

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WILLMAR

PARKS AND RECREATION

Rob Baumgarn

DIRECTOR

Phone: 320-235-1454

Email: rbaumgarn@willmarmn.gov

2707 Arena Drive

Willmar, MN 56201

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WILLMAR

ESTD MN CROSSROADS 1901

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PLANNING AND DEVELOPMENT

Justice Walker

DIRECTOR

Phone: 320-235-8311

Fax: 320-235-4917

Email: jwalker@willmarmn.gov

333 Southwest 6th St.

Willmar, MN 56201

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WILLMAR

FIRE DEPT.

Frank Hanson

FIRE CHIEF

Phone: (320) 235-4252

Fax: (320) 235-4917

Email: FHANSON@willmarmn.gov

801 Industrial Dr. SW

Willmar, MN 56201

WELCOME TO

WILLMAR

ESTD MN CROSSROADS 1901

WILLMAR

POLICE DEPT.

Jim Felt

POLICE CHIEF

Phone: (320) 235-4252

Fax: (320) 235-4917

Email: JFELT@willmarmn.gov

2201 23rd St. NE, Suite 102

Willmar, MN 56201



Phone: (320) 235-4252 801 Industrial Dr. SW
Fax: (320) 235-4917 Willmar, MN 56201

Sept. 7th, 2023

Attn: **JOHN DOE**
801 Industrial Dr. SW
Willmar, MN 56201

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque et pharetra eros. Etiam dapibus, massa ut egestas pellentesque, velit nunc vestibulum tortor, sed iaculis justo tortor nec elit. Nam placerat enim lorem, at gravida lorem blandit et. Suspendisse leo arcu, tempor vel enim eget, laoreet tempor dui. Proin eget lectus eu nibh porta commodo nec quis magna. Integer tristique vehicula elit, quis accumsan lectus dignissim in. Pellentesque eget purus at eros iaculis facilisis. Proin vitae scelerisque orci, luctus lacinia justo. Nam urna ex, laoreet sed urna quis, tristique porttitor nisl. Nullam in euismod velit.

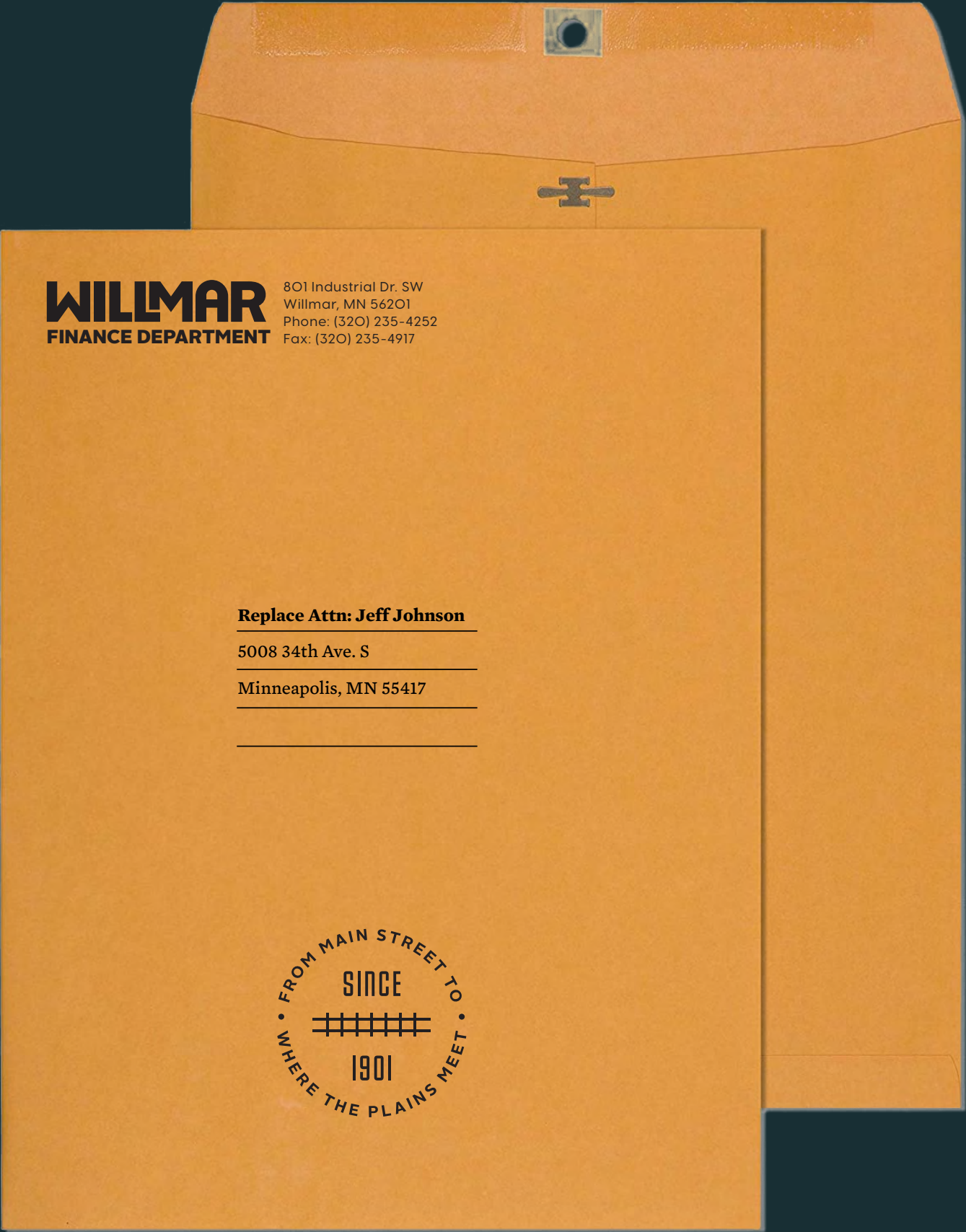
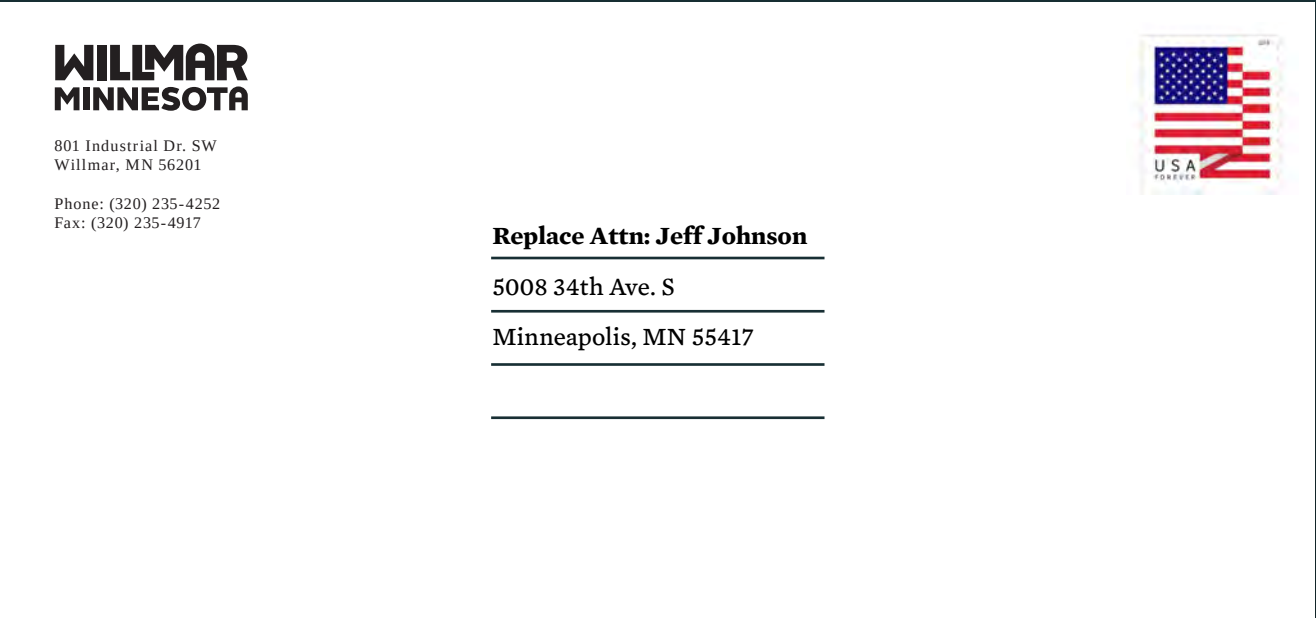
Aliquam vel neque enim. Nullam in velit libero. Etiam ac est iaculis, commodo urna at, laoreet elit. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Ut in est vitae ipsum maximus fermentum. Cras faucibus, sapien at efficitur fringilla, nisi sem laoreet ex, id sodales sem diam at ante. Vivamus ante tellus, convallis quis dolor non, bibendum blandit ipsum. Nulla ac porttitor arcu. Mauris a venenatis lacus, id mattis dui. Sed lorem diam, ullamcorper in feugiat in, varius id dui. Duis aliquam mauris vel est consequat fermentum. Etiam eu euismod enim. Etiam mattis lacus a dapibus condimentum. Praesent suscipit, ante in maximus sagittis, ante odio porta lacus, non porta nulla felis sit amet neque. Donec erat nunc, volutpat vel arcu a, eleifend semper nulla. Aliquam id turpis commodo, feugiat ipsum at.



Greg Manzer
Director of Public Works



To add a little more character to these envelopes we could make coffee pot stickers or stamps to add a touch more character to them.



For these brochures, we’re planning on using 1 color (Black) to save money. We could utilize different colored paper stocks to add some variety to this system.

WILLMAR MINNESOTA

MECHANICAL PERMIT APPLICATION



Phone: 320-235-8311 333 SW 6th St.
Fax: 320-235-4917 Willmar, MN 56201
willmarmn.gov/

WILLMAR MINNESOTA

BUILDING PERMIT APPLICATION



Phone: 320-235-8311 333 SW 6th St.
Fax: 320-235-4917 Willmar, MN 56201
willmarmn.gov/

WILLMAR MINNESOTA

MECHANICAL PERMIT APPLICATION



Phone: 320-235-8311 333 SW 6th St.
Fax: 320-235-4917 Willmar, MN 56201
willmarmn.gov/

WILLMAR MINNESOTA

BUILDING PERMIT APPLICATION



Phone: 320-235-8311 333 SW 6th St.
Fax: 320-235-4917 Willmar, MN 56201
willmarmn.gov/





HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.



KUNAL NAYYAR
Smart, Tech Savvy & Young.

WILLMAR
MINNESOTA

Direction 3





Trade Gothic



Ultramagnetic



Visby Slab



Walbaum



DIN



Clan Condensed



Auckland Script



Muller



Trade Gothic



Ultramagnetic



Visby Slab



Walbaum



DIN



Bebas



AT Sackers Gothic



Muller



WILLMAR

WILLMAR

WILLMAR

WILLMAR

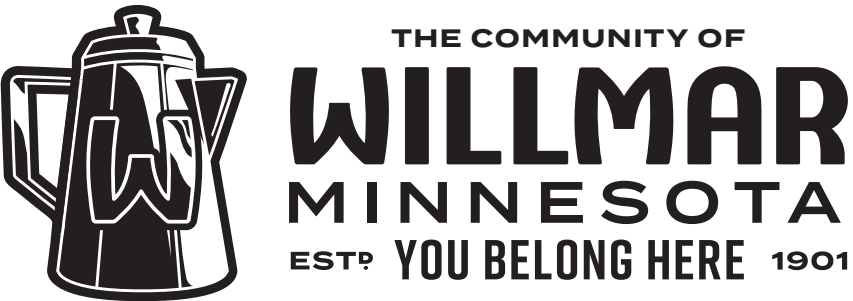
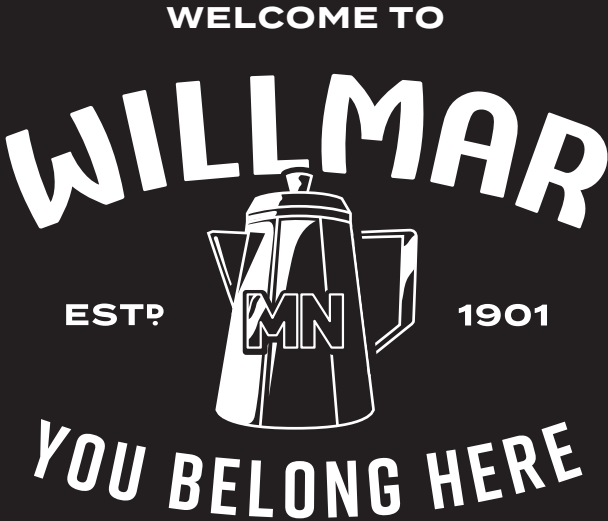
WILLMAR

WELCOME TO
WILLMAR

WELCOME TO WILLMAR	WELCOME TO WILLMAR YOU BELONG HERE	WELCOME TO WILLMAR ESTD YOU BELONG HERE 1901
THE CITY OF WILLMAR	THE CITY OF WILLMAR LET’S MAKE TRACKS!	THE CITY OF WILLMAR 
THE COMMUNITY OF WILLMAR	THE COMMUNITY OF WILLMAR MINNESOTA’S CROSSROADS	THE COMMUNITY OF WILLMAR THE JEWEL OF KANDIYOHI COUNTY SINCE 1901
WILLMAR MINNESOTA	WELCOME TO WILLMAR MINNESOTA 	WELCOME TO WILLMAR MINNESOTA WHERE TRACKS CONVERGE <u>SINCE</u> 1901



THE COMMUNITY OF
WILLMAR
MINNESOTA
ESTD YOU BELONG HERE 1901





WELCOME TO
ESTD
WILLMAR
MINNESOTA
1901
YOU BELONG HERE





PULL
UP A
SEAT!

WELCOME TO
EST.
WILLMAR
MINNESOTA
1901
MAKE TRACKS



OUR CUP IS
ALWAYS HALF
FULL.

THE CITY OF
WILLMAR





WILLMAR
ADMINISTRATION

WILLMAR
CITY CLERK

WILLMAR
ENGINEERING

WILLMAR
PUBLIC WORKS

WILLMAR
PARKS & RECREATION

WILLMAR
FINANCE DEPARTMENT

WILLMAR
PLANNING & DEVELOPEMENT

WILLMAR
WASTEWATER TREATMENT

WILLMAR
FIRE DEPARTMENT

WILLMAR
POLICE DEPARTMENT

WILLMAR
HUMAN RESOURCES

WILLMAR
MINNESOTA

WILLMAR
ADMINISTRATION

WILLMAR
CITY CLERK

WILLMAR
ENGINEERING

WILLMAR
PUBLIC WORKS

WILLMAR
PARKS & RECREATION

WILLMAR
FINANCE DEPARTMENT

WILLMAR
PLANNING & DEVELOPEMENT

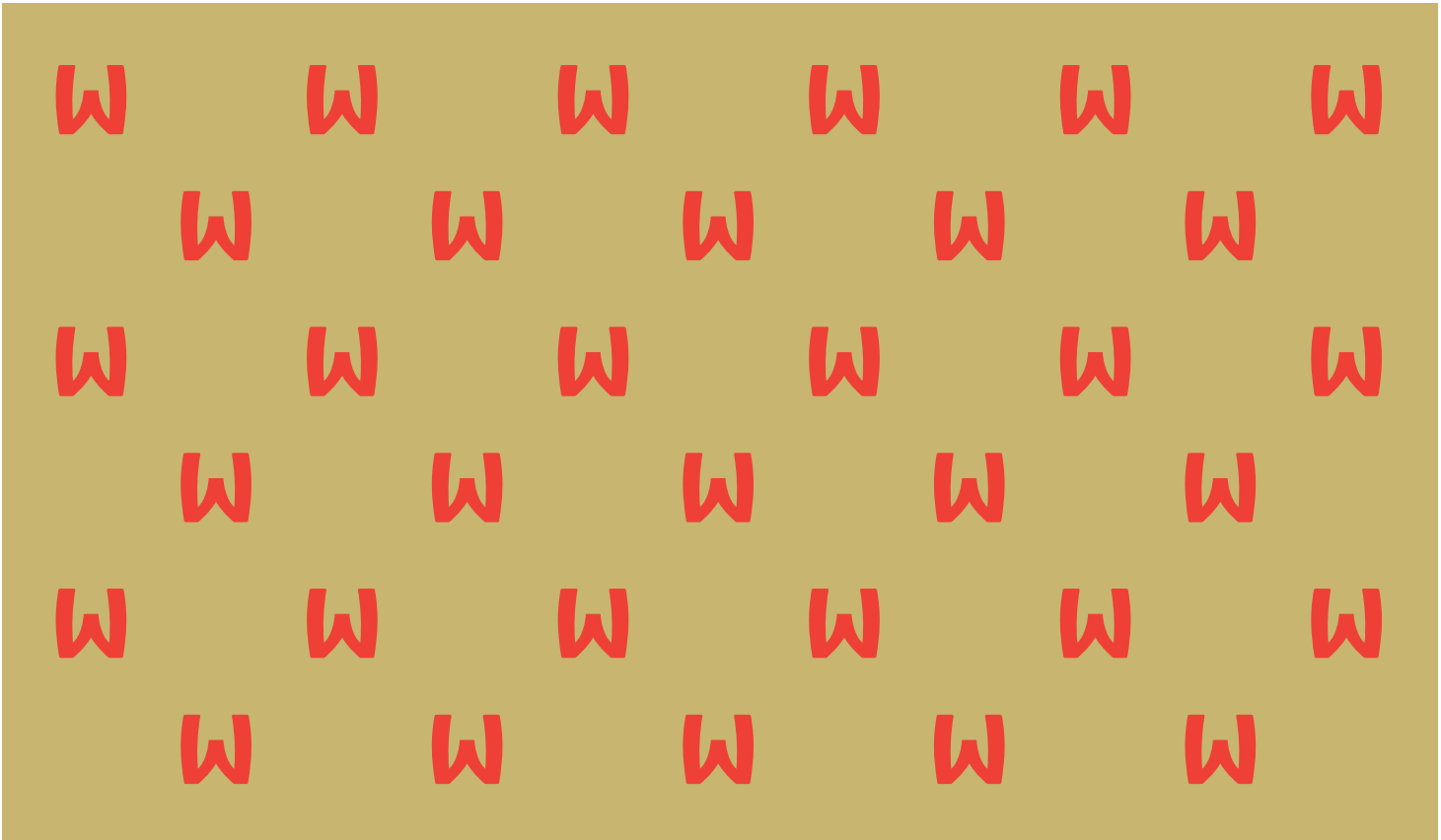
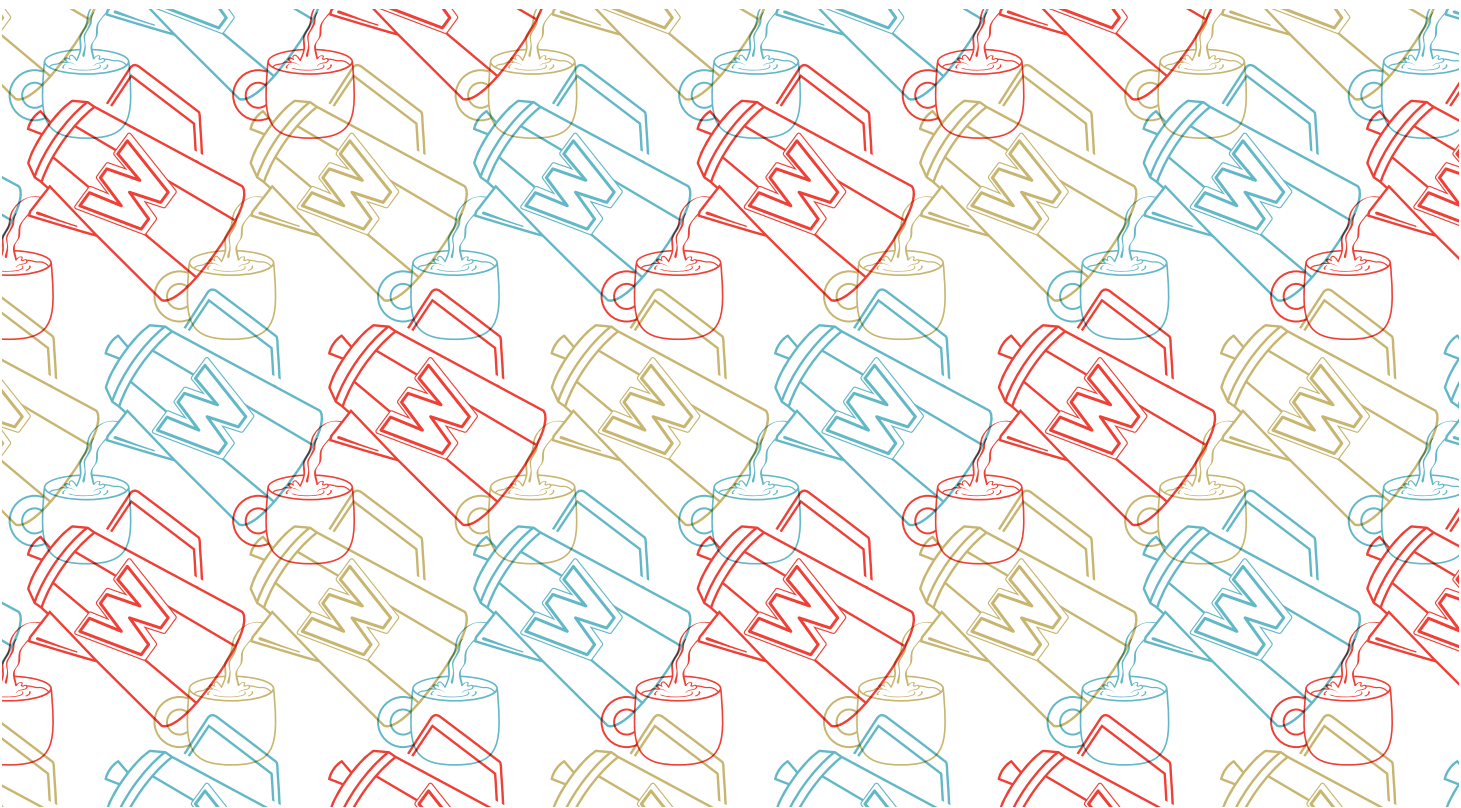
WILLMAR
WASTEWATER TREATMENT

WILLMAR
FIRE DEPARTMENT

WILLMAR
POLICE DEPARTMENT

WILLMAR
HUMAN RESOURCES

WILLMAR
MINNESOTA



WELCOME TO
ESTD
WILLMAR
MINNESOTA
1901
YOU BELONG HERE

PARKS & RECREATION



WILLMAR MINNESOTA
ESTD YOU BELONG HERE 1901



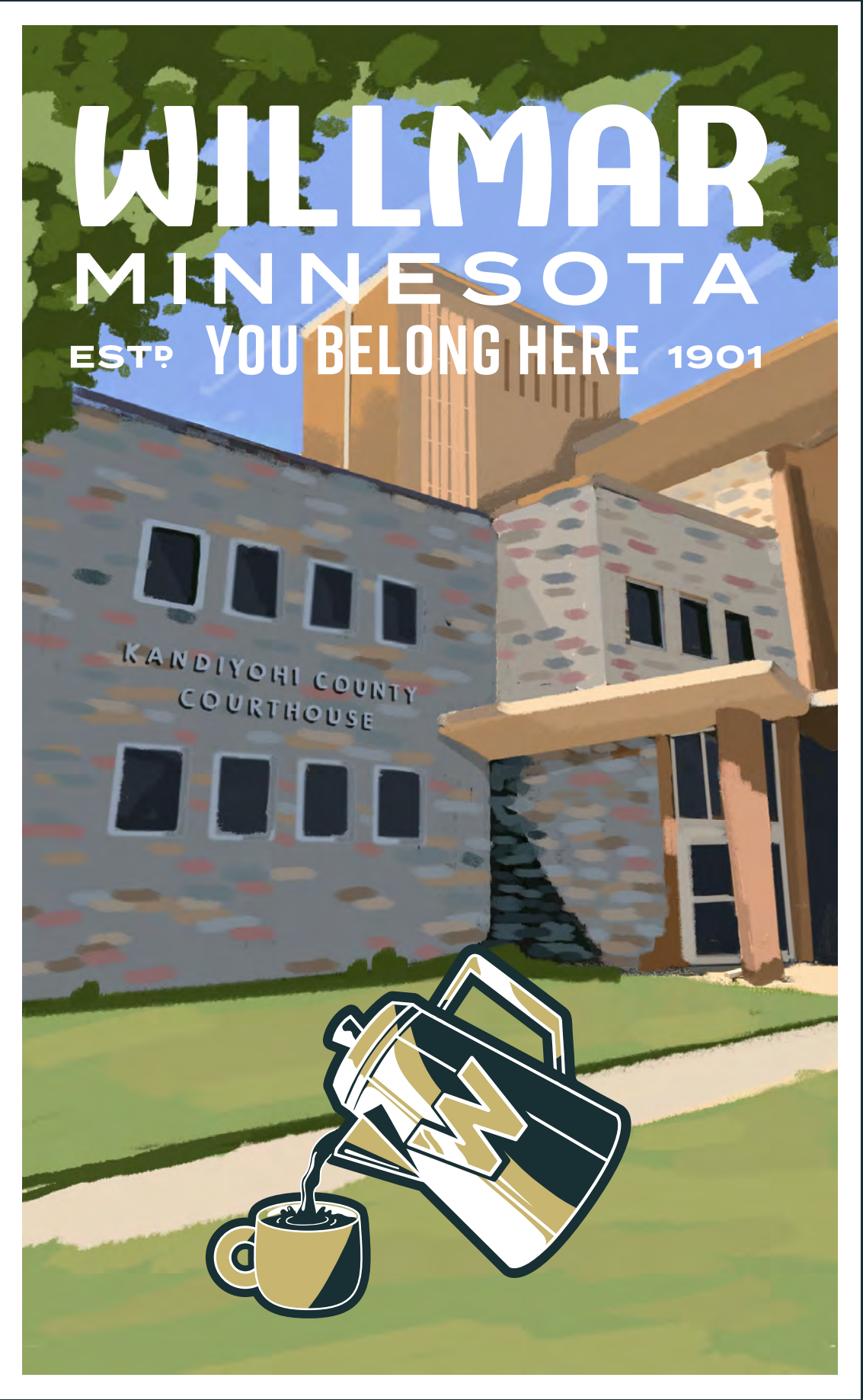
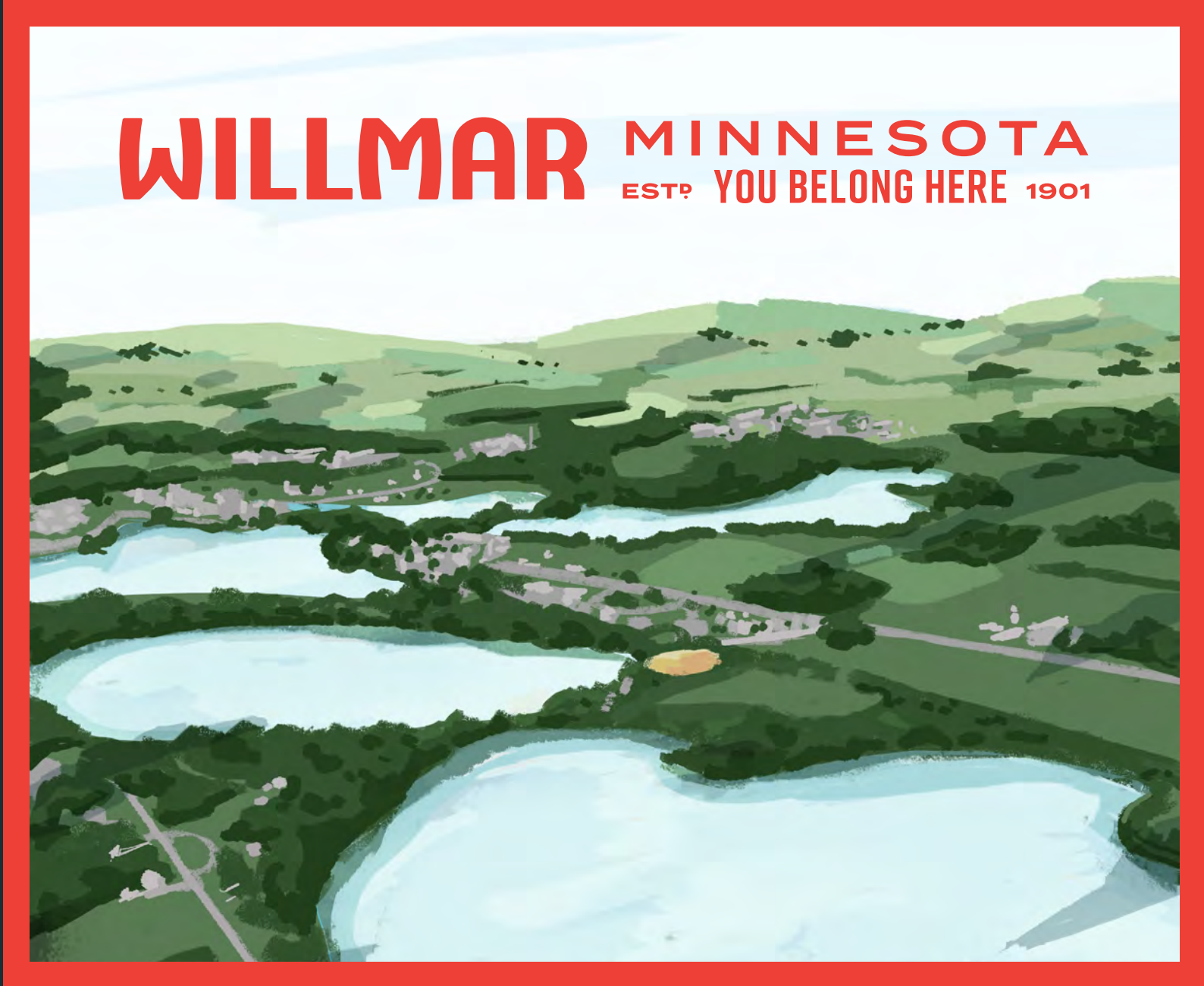
KAFFE & COMMUNITY!

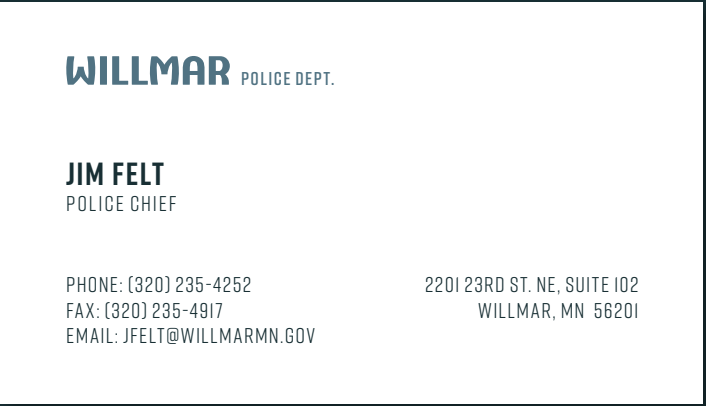
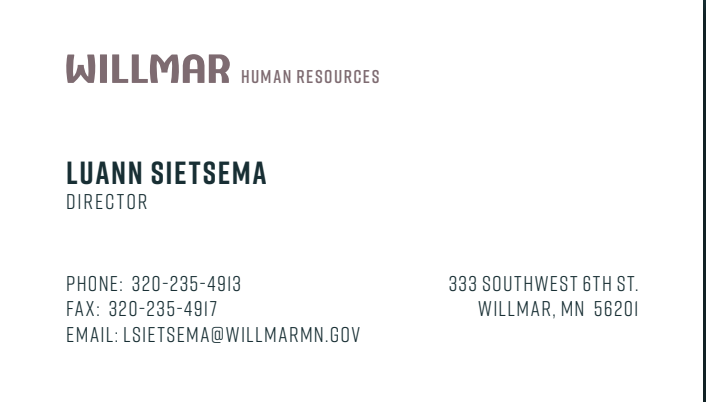
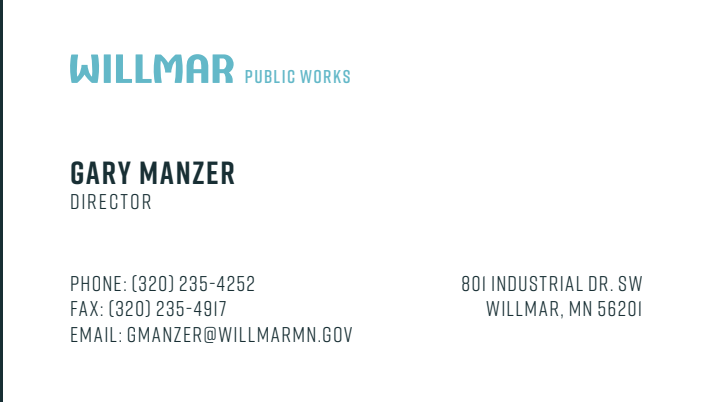
WELCOME TO
ESTD
WILLMAR
MINNESOTA
1901
YOU BELONG HERE



WELCOME TO
ESTD
WILLMAR
MINNESOTA
1901
YOU BELONG HERE









Phone: (320) 235-4252
Fax: (320) 235-4917
801 Industrial Dr. SW
Willmar, MN 56201

Sept. 7th, 2023

Attn: **JOHN DOE**
801 Industrial Dr. SW
Willmar, MN 56201

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque et pharetra eros. Etiam dapibus, massa ut egestas pellentesque, velit nunc vestibulum tortor, sed iaculis justo tortor nec elit. Nam placerat enim lorem, at gravida lorem blandit et. Suspendisse leo arcu, tempor vel enim eget, laoreet tempor dui. Proin eget lectus eu nibh porta commodo nec quis magna. Integer tristique vehicula elit, quis accumsan lectus dignissim in. Pellentesque eget purus at eros iaculis facilisis. Proin vitae scelerisque orci, luctus lacinia justo. Nam urna ex, laoreet sed urna quis, tristique porttitor nisl. Nullam in euismod velit.

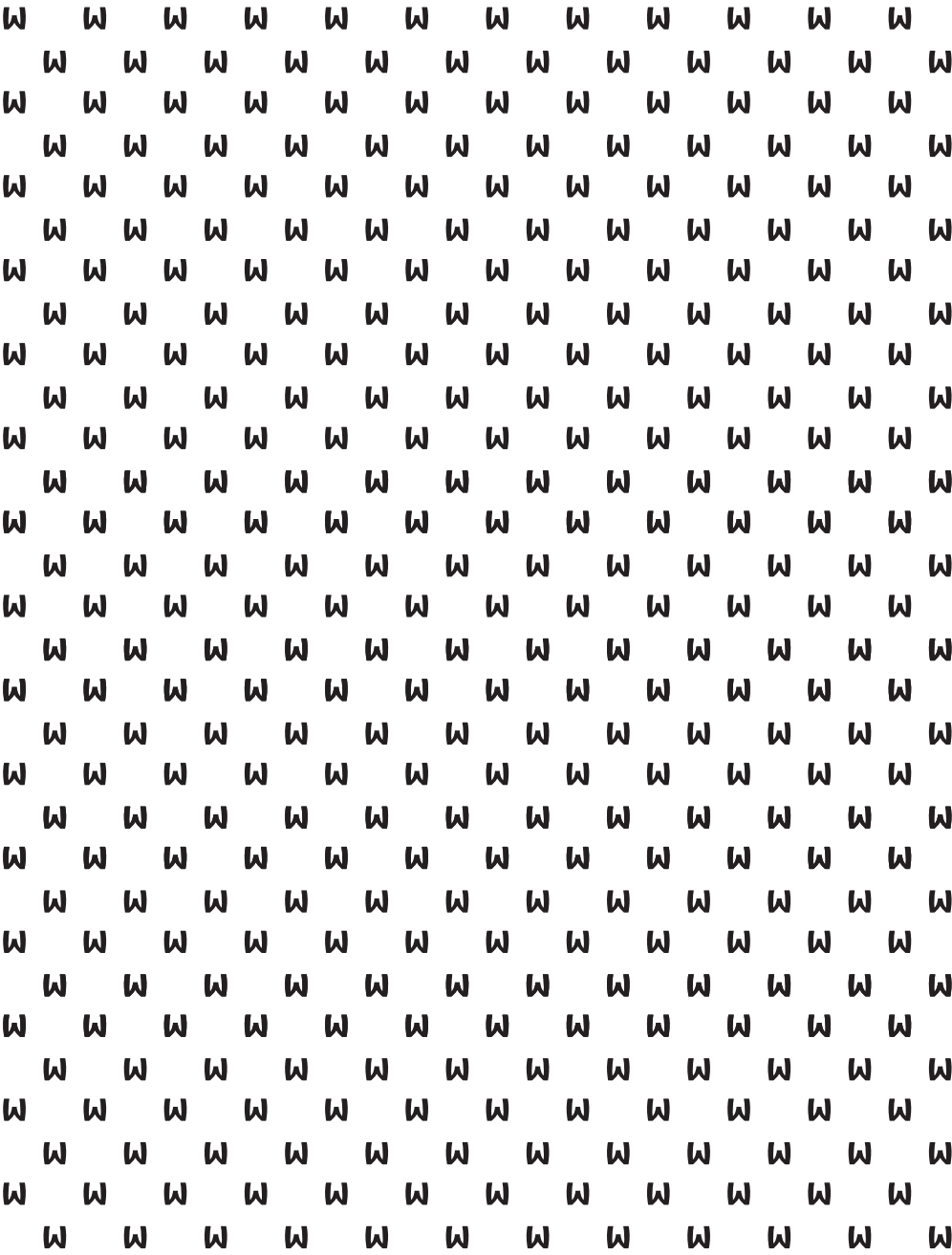
Aliquam vel neque enim. Nullam in velit libero. Etiam ac est iaculis, commodo urna at, laoreet elit. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Ut in est vitae ipsum maximus fermentum. Cras faucibus, sapien at efficitur fringilla, nisi sem laoreet ex, id sodales sem diam at ante. Vivamus ante tellus, convallis quis dolor non, bibendum blandit ipsum. Nulla ac porttitor arcu. Mauris a venenatis lacus, id mattis dui. Sed lorem diam, ullamcorper in feugiat in, varius id dui. Duis aliquam mauris vel est consequat fermentum. Etiam eu euismod enim. Etiam mattis lacus a dapibus condimentum. Praesent suscipit, ante in maximus sagittis, ante odio porta lacus, non porta nulla felis sit amet neque. Donec erat nunc, volutpat vel arcu a, eleifend semper nulla. Aliquam id turpis commodo, feugiat ipsum at.



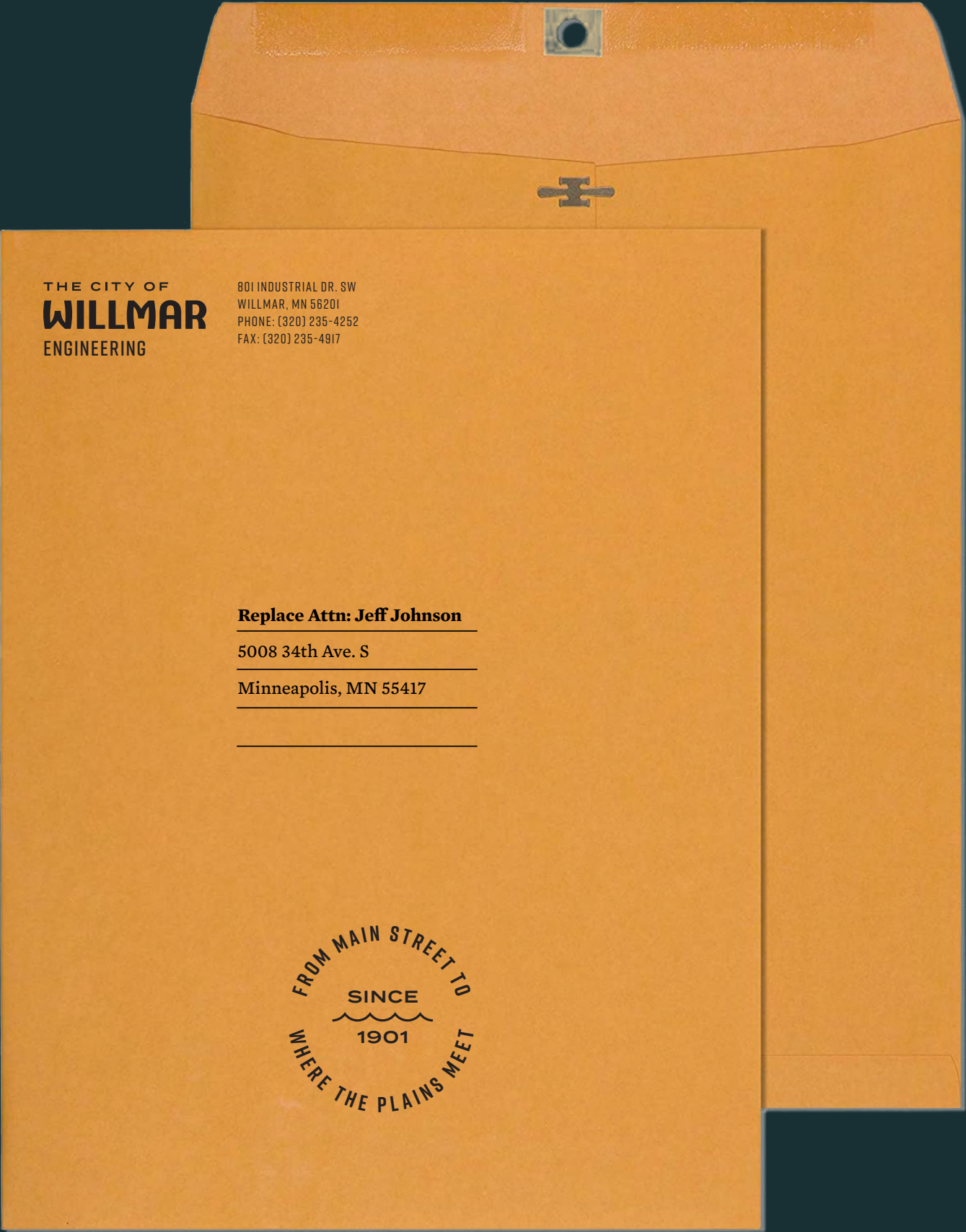
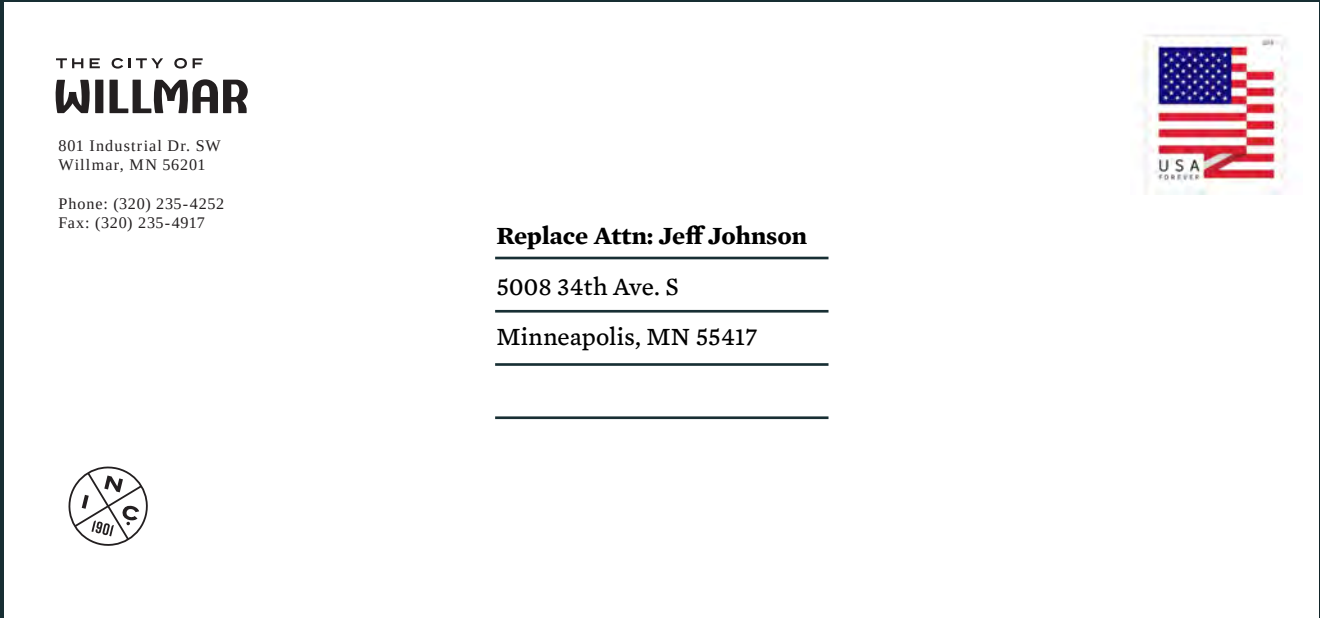
Greg Manzer
Director of Public Works



YOU BELONG HERE



To add a little more character to these envelopes we could make coffee pot stickers or stamps to add a touch more character to them.



For these brochures, we're planning on using 1 color (Black) to save money. We could utilize different colored paper stocks to add some variety to this system.

WILLMAR
MINNESOTA

UPCOMING PUBLIC WORKS PROJECTS

PHONE: 320-235-8311 333 SW 6TH ST.
FAX: 320-235-4917 WILLMAR, MN 56201
WILLMARMN.GOV/

WILLMAR
MINNESOTA



RENTAL LICENSE APPLICATION

PHONE: 320-235-8311 333 SW 6TH ST.
FAX: 320-235-4917 WILLMAR, MN 56201
WILLMARMN.GOV/

WILLMAR
MINNESOTA



MECHANICAL PERMIT APPLICATION

PHONE: 320-235-8311 333 SW 6TH ST.
FAX: 320-235-4917 WILLMAR, MN 56201
WILLMARMN.GOV/

WILLMAR
MINNESOTA



BUILDING PERMIT APPLICATION

PHONE: 320-235-8311 333 SW 6TH ST.
FAX: 320-235-4917 WILLMAR, MN 56201
WEB: WILLMARMN.GOV





Page 247 of 487



HENRY FORD
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VANNA WHITE
Classic, Beautiful & Friendly.



KUNAL NAYYAR
Smart, Tech Savvy & Young.

WILLMAR
MINNESOTA

Direction 4



WILLMAR

THE CITY OF
WILLMAR

THE CITY OF
WILLMAR

THE CITY OF
WILLMAR

Custom Typeface

WILLMAR
MINNESOTA

Visby Slab (Heavy)

WILLMAR
MINNESOTA

★ Futura BT (Extra-Black)

WILLMAR
MINNESOTA

Romy Caps

WILLMAR
MINNESOTA

Decima Nova (Heavy)

WILLMAR
MINNESOTA

Omnes (Black)

WILLMAR
MINNESOTA

Bakery Script

WILLMAR
MINNESOTA

Clan Condensed (Ultra)

WILLMAR
MINNESOTA

WILLMAR MN

**WELCOME TO
WILLMAR
MINNESOTA'S CROSSROADS**

**WELCOME TO
SINCE 1901
WILLMAR
LET'S MAKE TRACKS**

**WELCOME TO
WILLMAR
MINNESOTA**

THE CITY OF WILLMAR LET'S MAKE TRACKS!

LET'S MAKE TRACKS
WILLMAR MN

**THE CITY OF
WILLMAR
EST.D MN 1901**

**THE CITY OF
WILLMAR
MINNESOTA**



**THE COMMUNITY OF
WILLMAR
MINNESOTA
LET'S MAKE TRACKS TO
MINNESOTA'S CROSSROADS**

**THE COMMUNITY OF
WILLMAR
SINCE MN 1901**



WILLMAR
SINCE 1901
MAKE TRACKS TO MN'S CROSSROADS

THE CITY OF
WILLMAR
MN

EST.D WE LOVE 1901
WILLMAR MN



THE CITY OF
WILLMAR
EST.D **MN** 1901

WELCOME TO
WILLMAR
MINNESOTA
LET'S MAKE TRACKS!



WILLMAR Admin

WILLMAR Engineering

WILLMAR Parks & Rec

WILLMAR Human Resources

WILLMAR Fire

WILLMAR Public Works

WILLMAR City Clerk

WILLMAR Water Treatment

WILLMAR Finance

WILLMAR City Planning

WILLMAR Police

WILLMAR Minn.



Leslie Valiant
City Administrator

PH: 320-235-4913
FAX: 320-235-4917
E: lvaliant@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



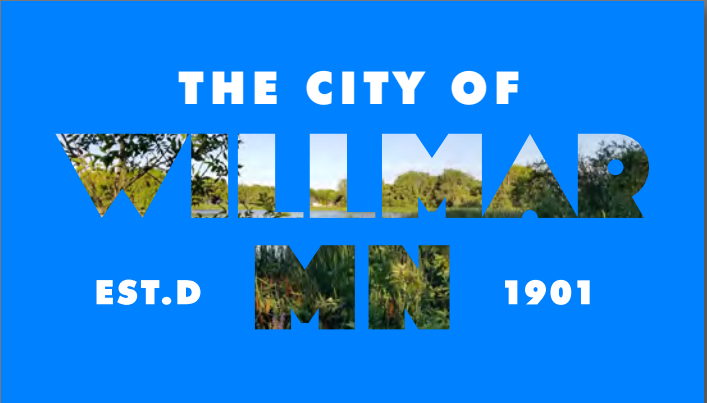
Judy Thompson
City Administrator

PH: 320-235-4913
FAX: 320-235-4917
E: jthompson@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



Gary Manzer
Director

PH: 320-235-4913
FAX: 320-235-4917
E: lvaliant@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



LuAnn Sietsema
City Administrator

PH: 320-235-4913
FAX: 320-235-4917
E: jthompson@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



Rob Baumgarn
Director

PH: 320-235-4913
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333 Southwest 6th St. Willmar, MN 56201



Justice Walker
Director

PH: 320-235-4913
FAX: 320-235-4917
E: jthompson@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



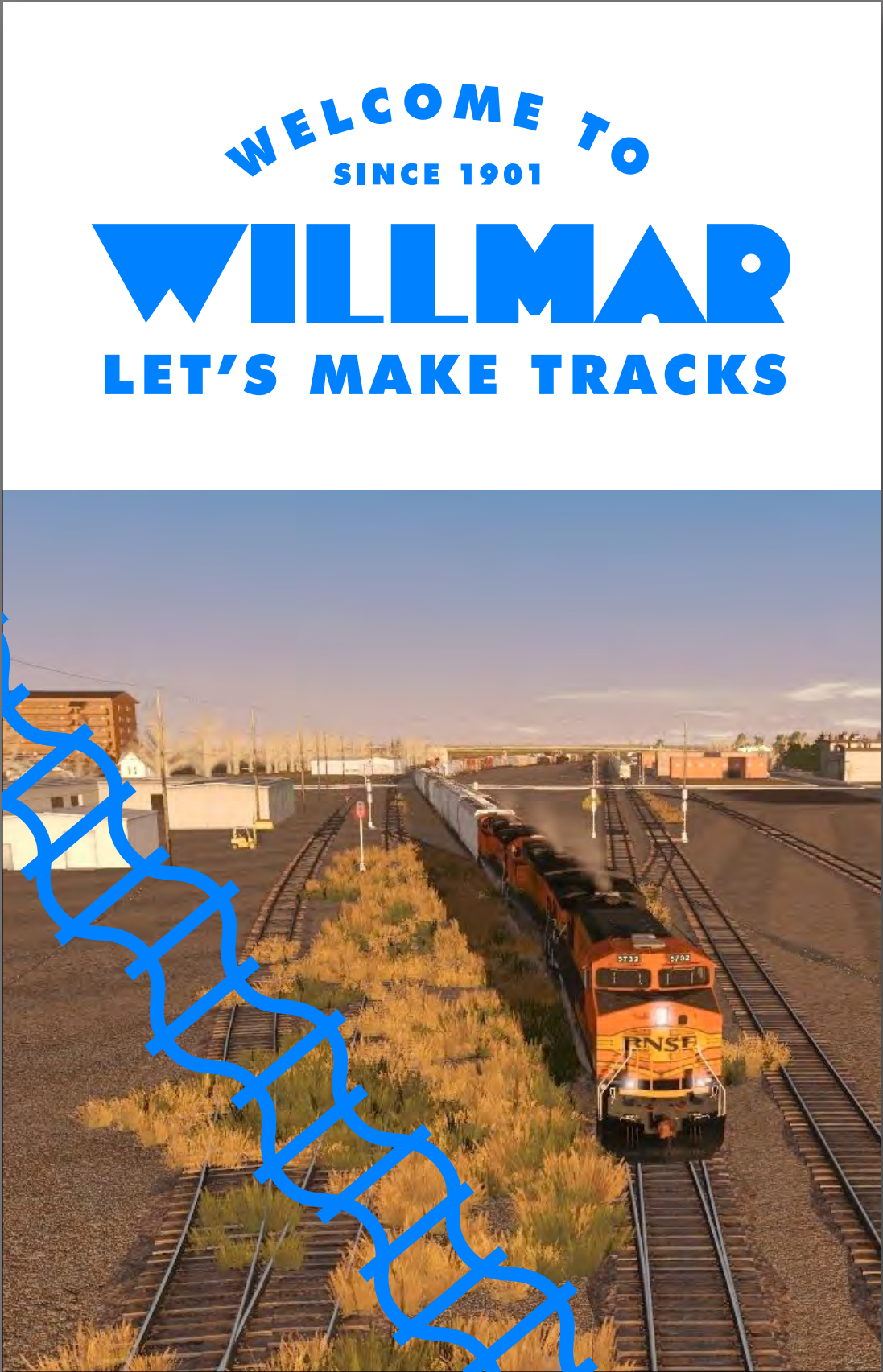
Jim Felt
Police Chief

PH: 320-235-4913
FAX: 320-235-4917
E: lvaliant@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201



Frank Hanson
Fire Chief

PH: 320-235-4913
FAX: 320-235-4917
E: jthompson@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201











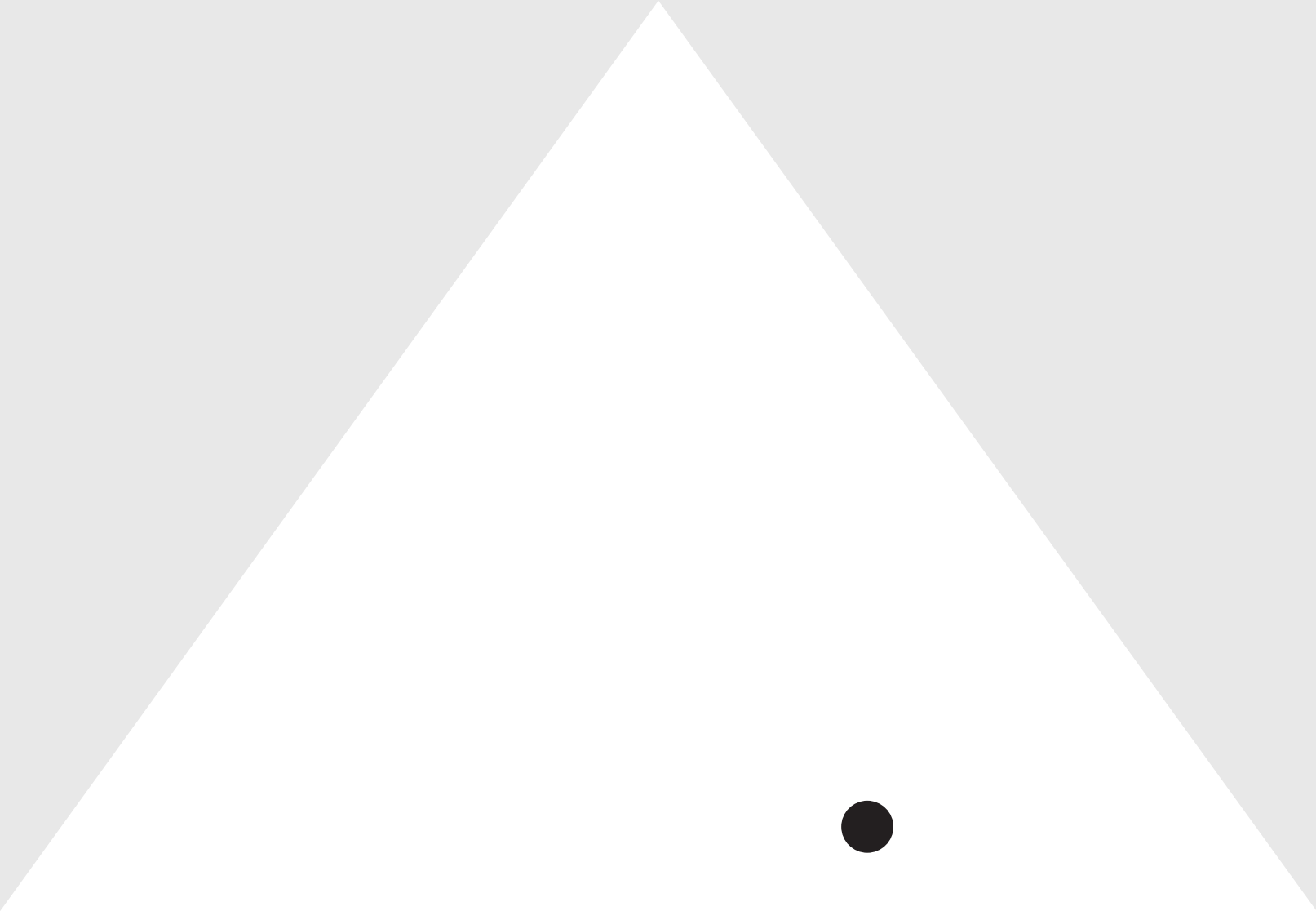
HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.



KUNAL NAYYAR
Smart, Tech Savvy & Young.

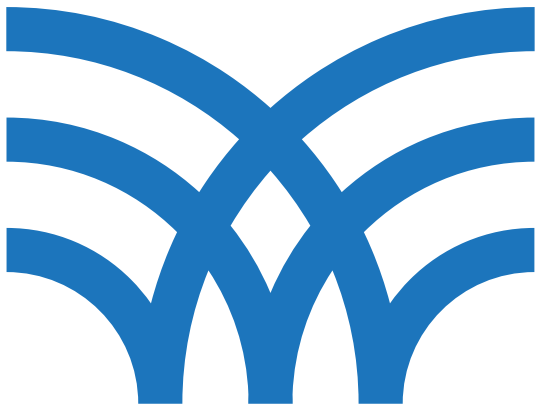


THE CITY OF
WILLMAR

Direction 5



Willmar
Minnesota's Crossroads



PRAIRIE



LAKES



Where the Lakes meet the Prairie.

Where Tech meets Common Sense.

Where Neighbors meet New Neighbors.

Where 1871 Horse Sense meet 2024 Common Sense.

Where Coffee meets More Coffee.

Where Turkeys meet Thanksgiving.

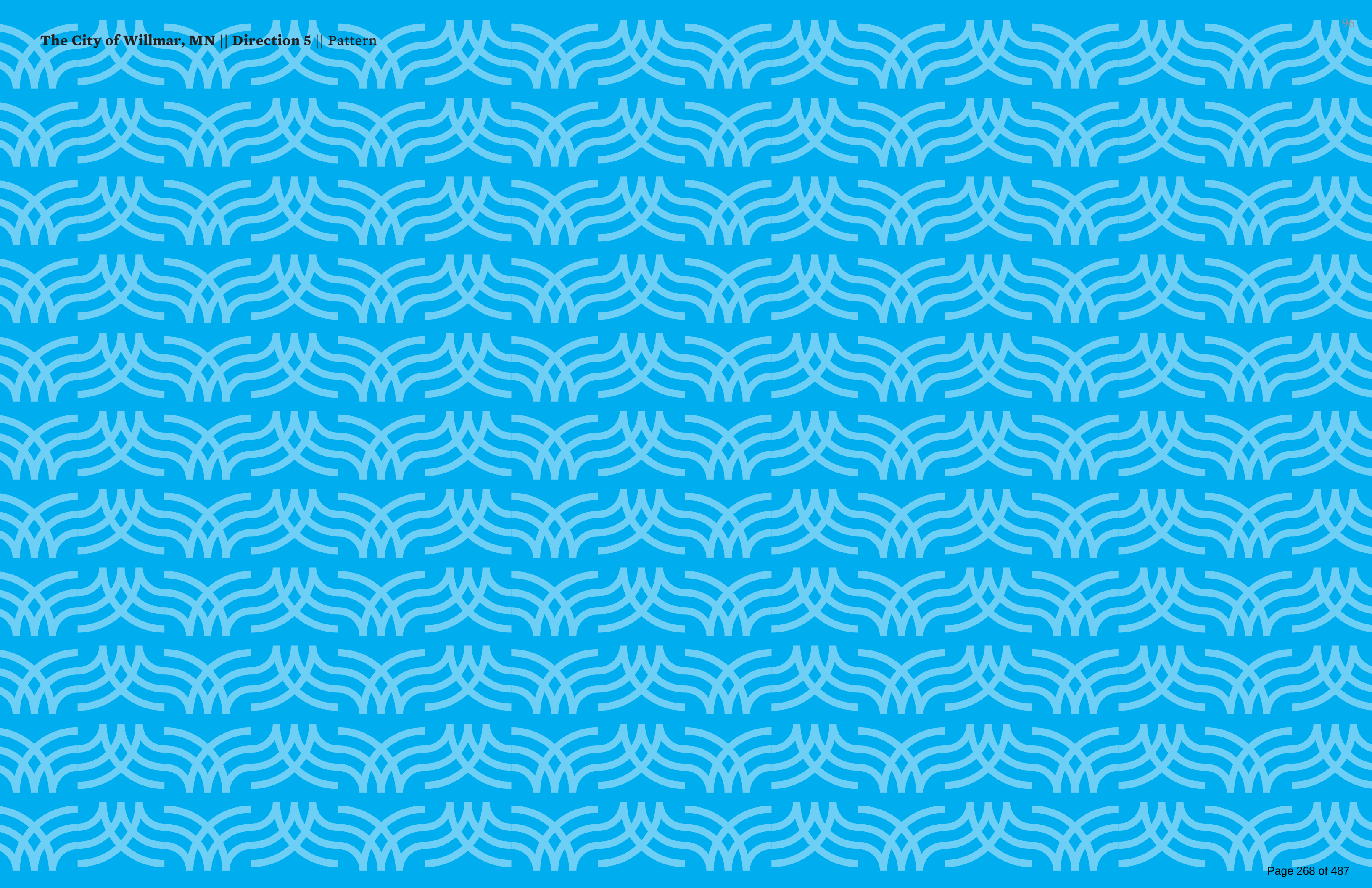
Where the Immigrants meet the New Immigrants.

Where Highway 12 meets the Higher Ground.

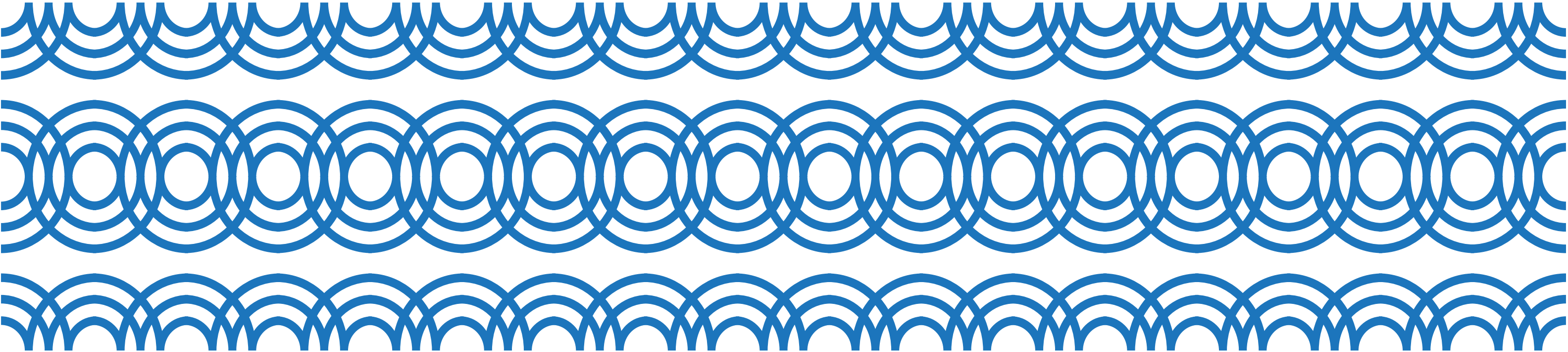
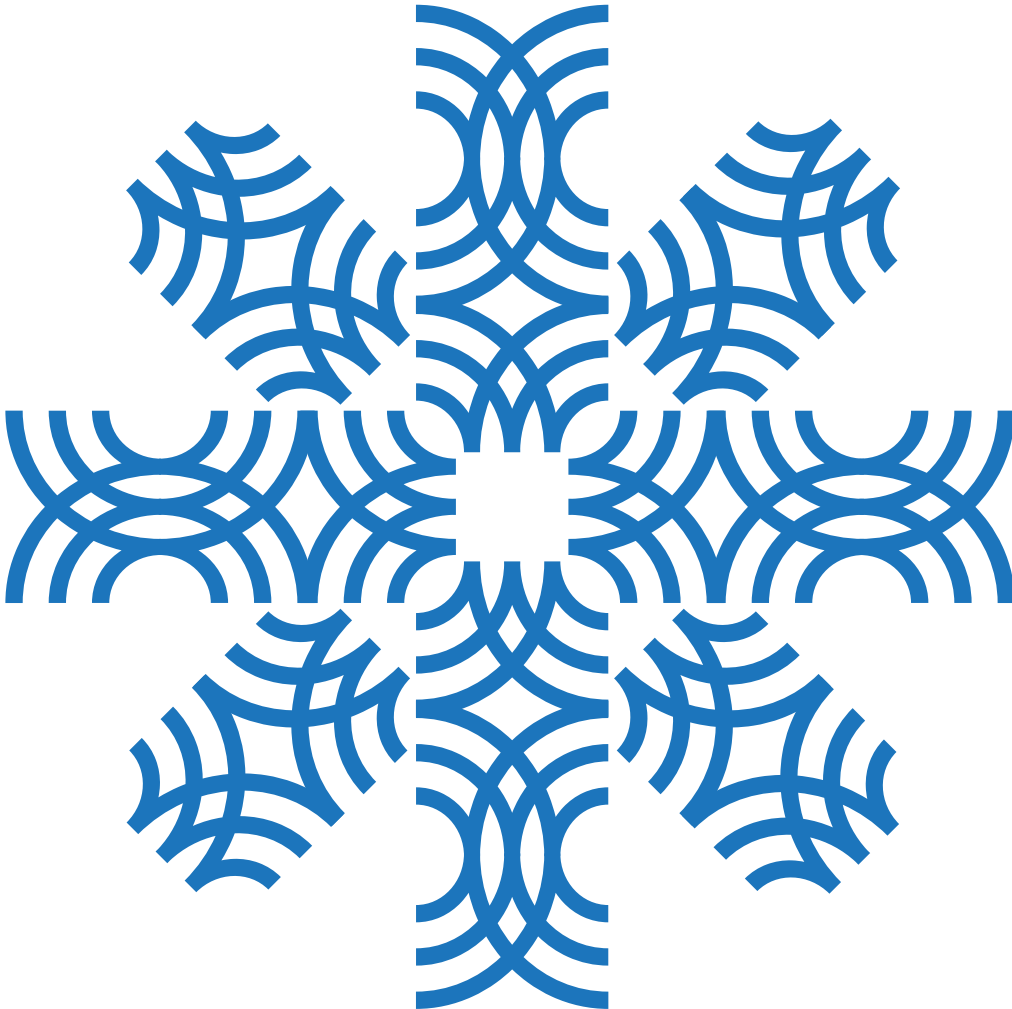
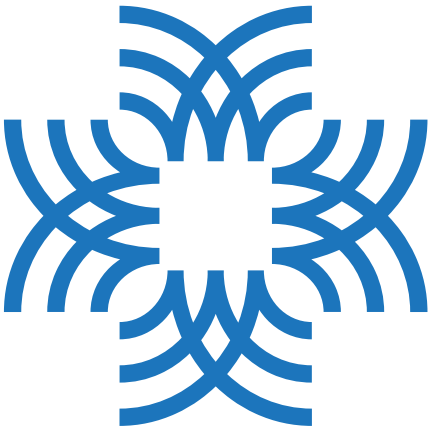
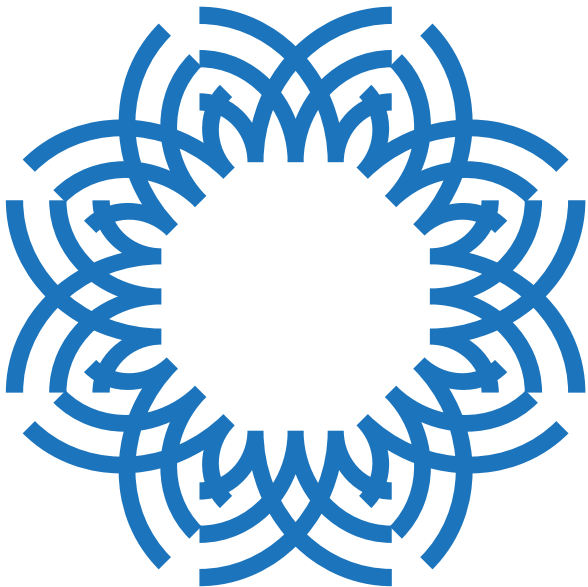
Where Horse Sense meets Common Sense.

Where Common Ground meets Common Sense.

Where Lake Life meets a Better Life.















Willmar

Minnesota's Crossroads

DEPARTMENTS

GOVERNMENT

I WANT TO

EMPLOYMENT

CONTACT

Where Great Traditions
meet AWESOME Costume Design.

PARKS & REC

REPORT A PROBLEM

PERMIT CENTER

WRAC TV

VIDEOS

CITY PROJECTS

SCHOOLS

UTILITIES

CITY SERVICES

PARKS & RECREATION

NEW TO TOWN

COMMUNITY

NEWS & EVENTS

4TH OF JULY

City Hall Hours

Monday: 7:30a-5:00p

Tuesday: 7:30a-5:00p

Wednesday: 7:30a-5:00p

Thursday: 7:30a-5:00p

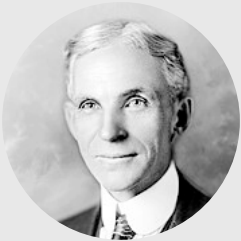
Friday: 8:00a-12 Noon

Saturday: Closed

Sunday: Closed

Site Map - Contact Us

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HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.



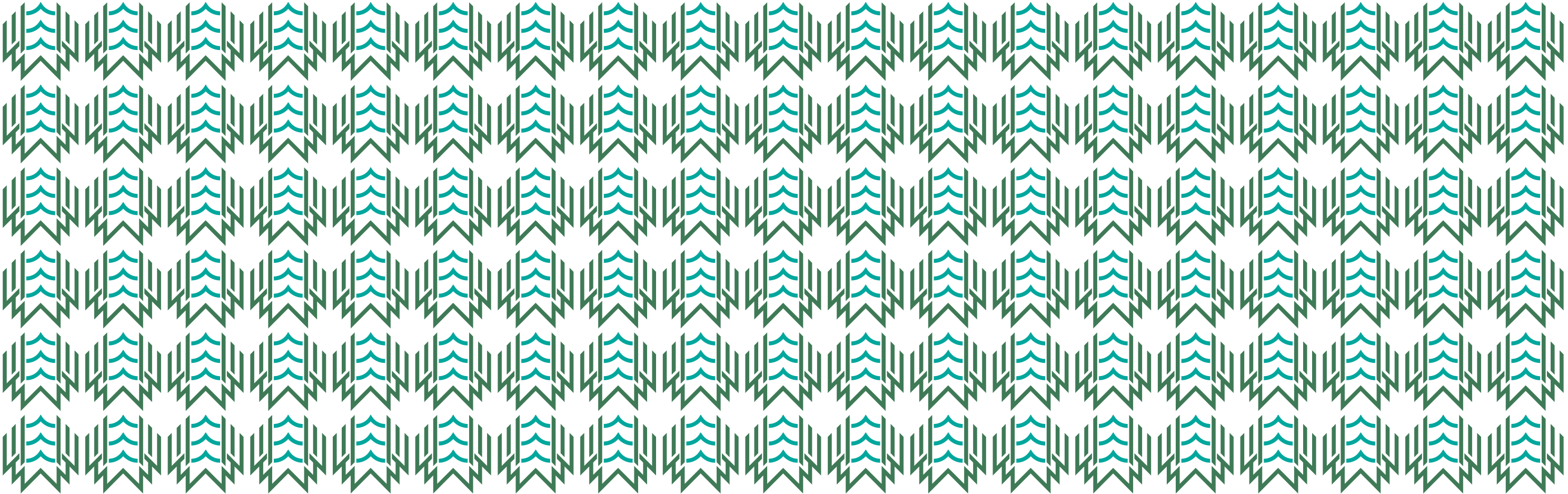
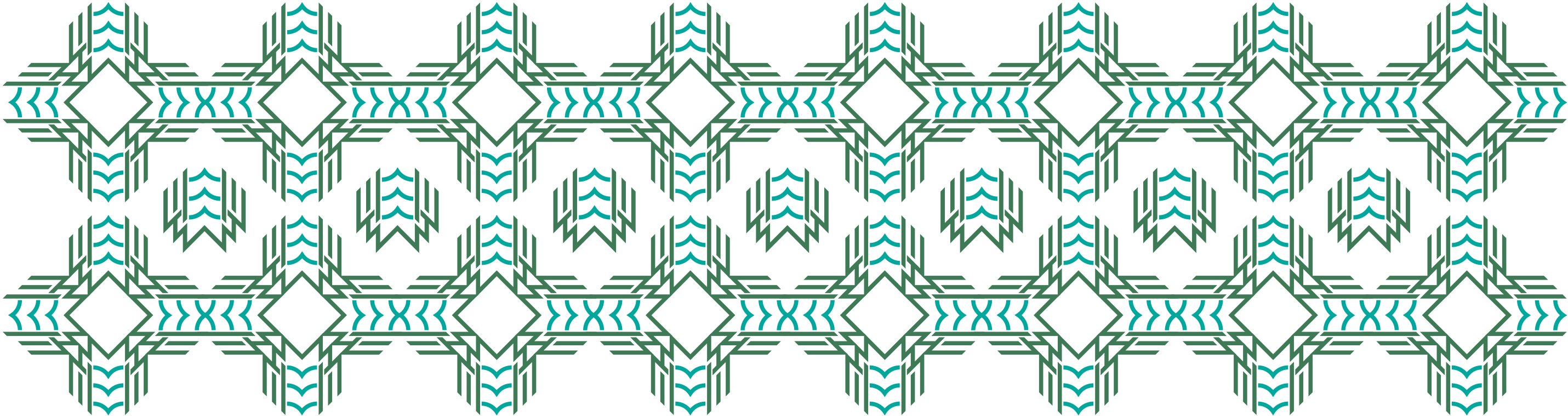
KUNAL NAYYAR
Smart, Tech Savvy & Young.



Direction 6

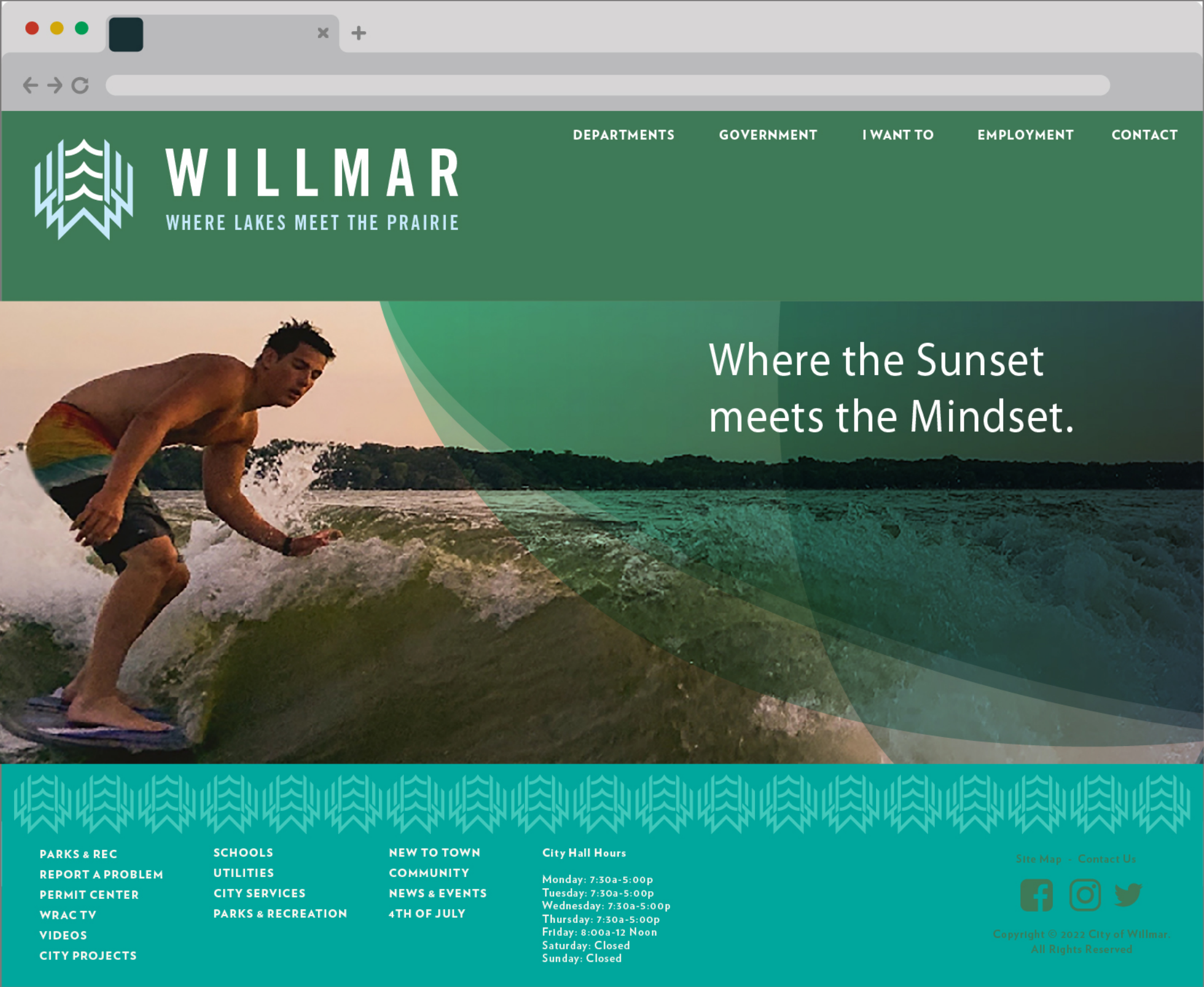




















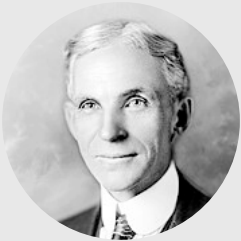
WELCOME TO

ESTD • 1871

WILLMAR

WHERE LAKES MEET THE PRAIRIE





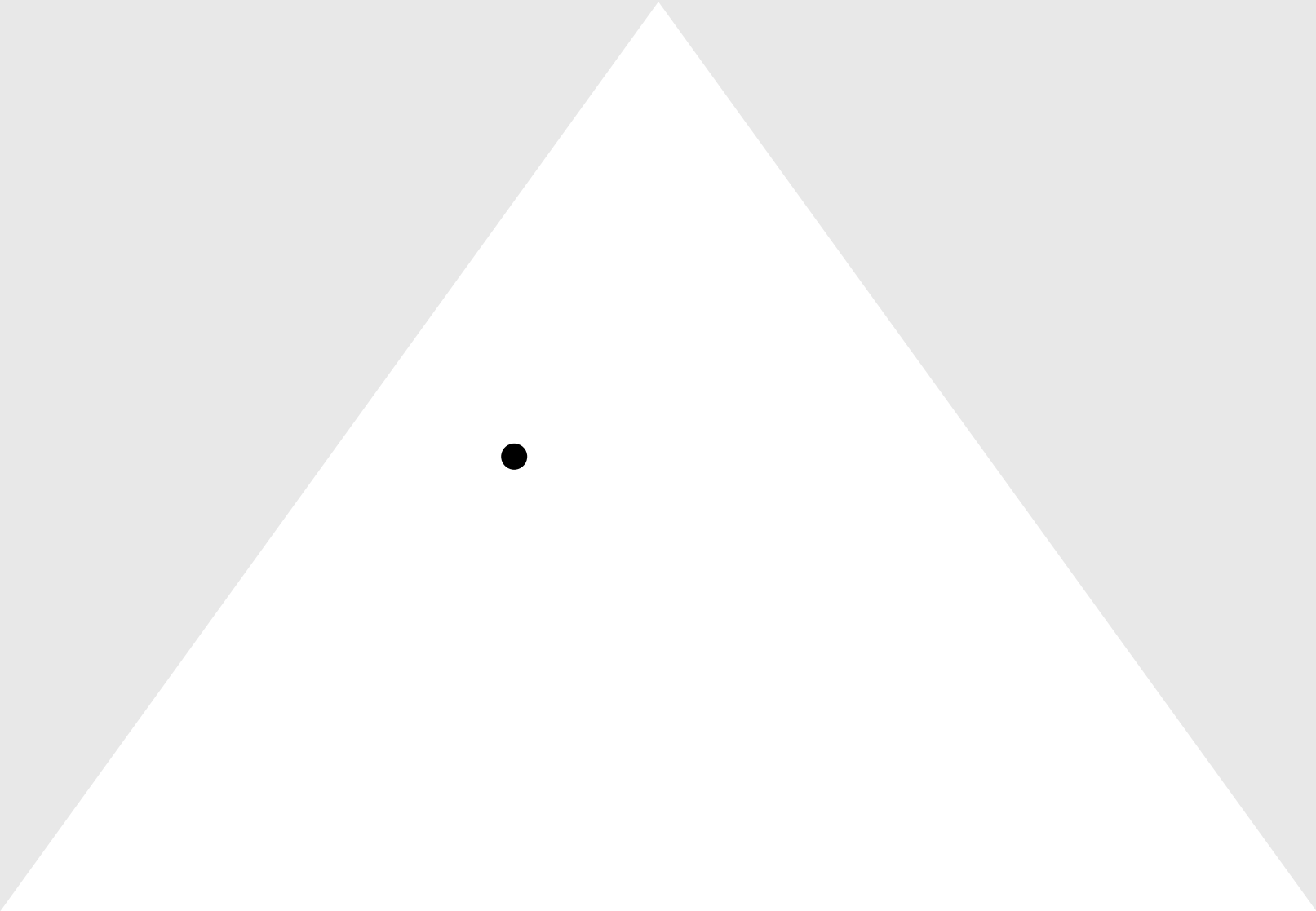
HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.

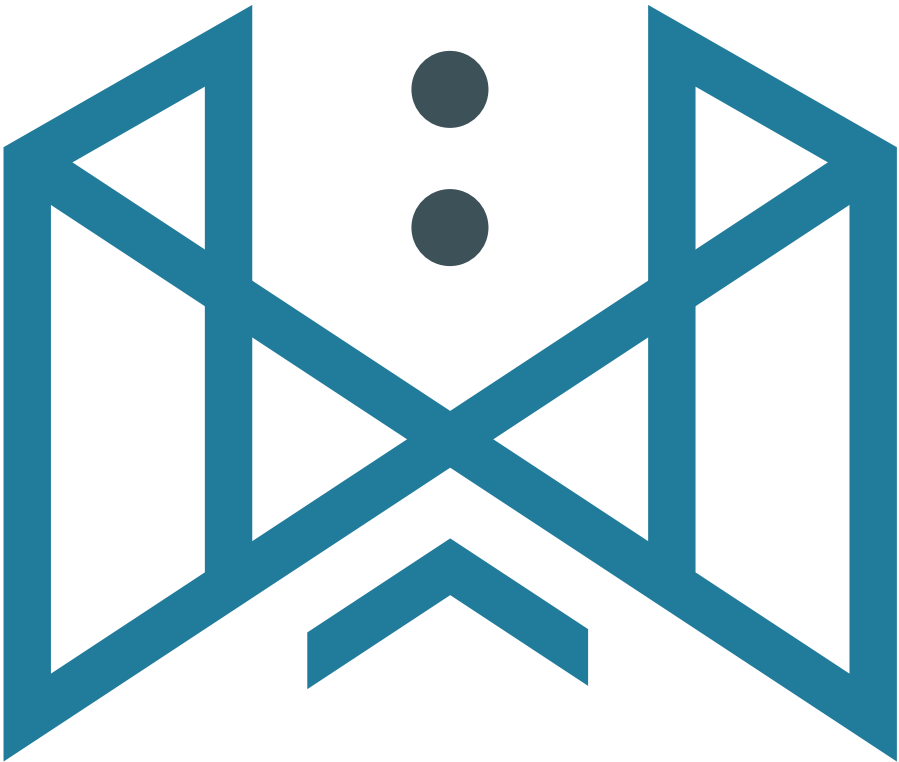


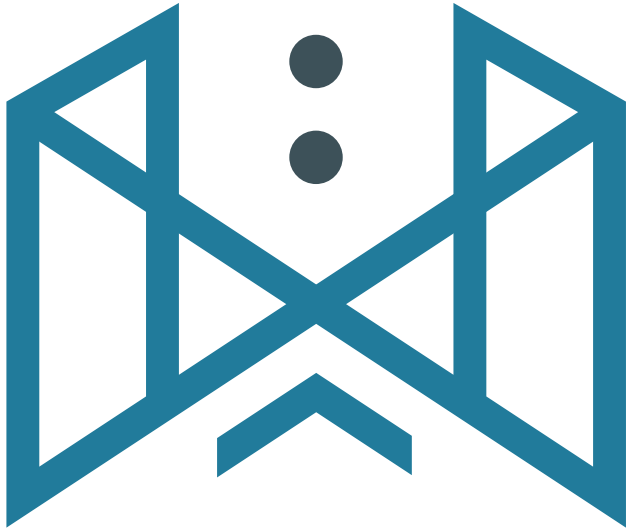
KUNAL NAYYAR
Smart, Tech Savvy & Young.



WILLMAR
WHERE LAKES MEET THE PRAIRIE

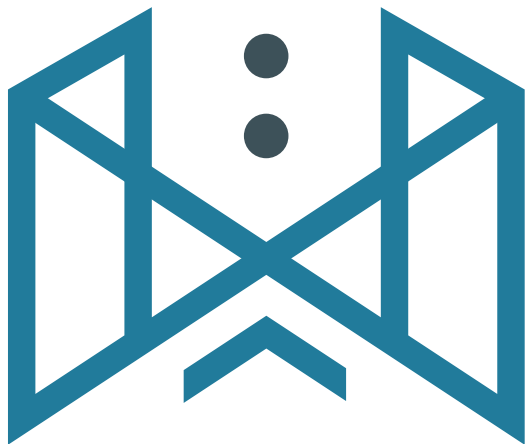
Direction 7



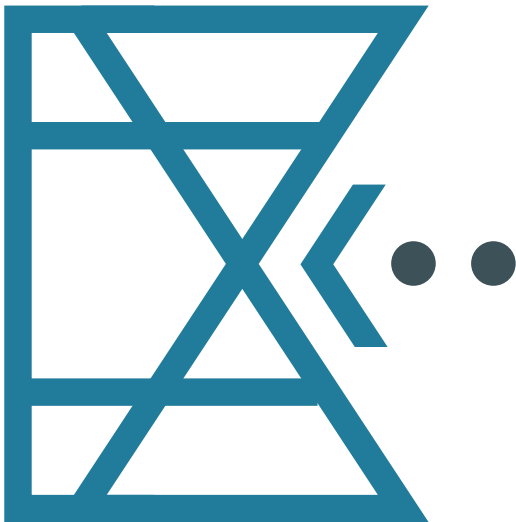


WILLMAR

MINNESOTA'S CROSSROADS

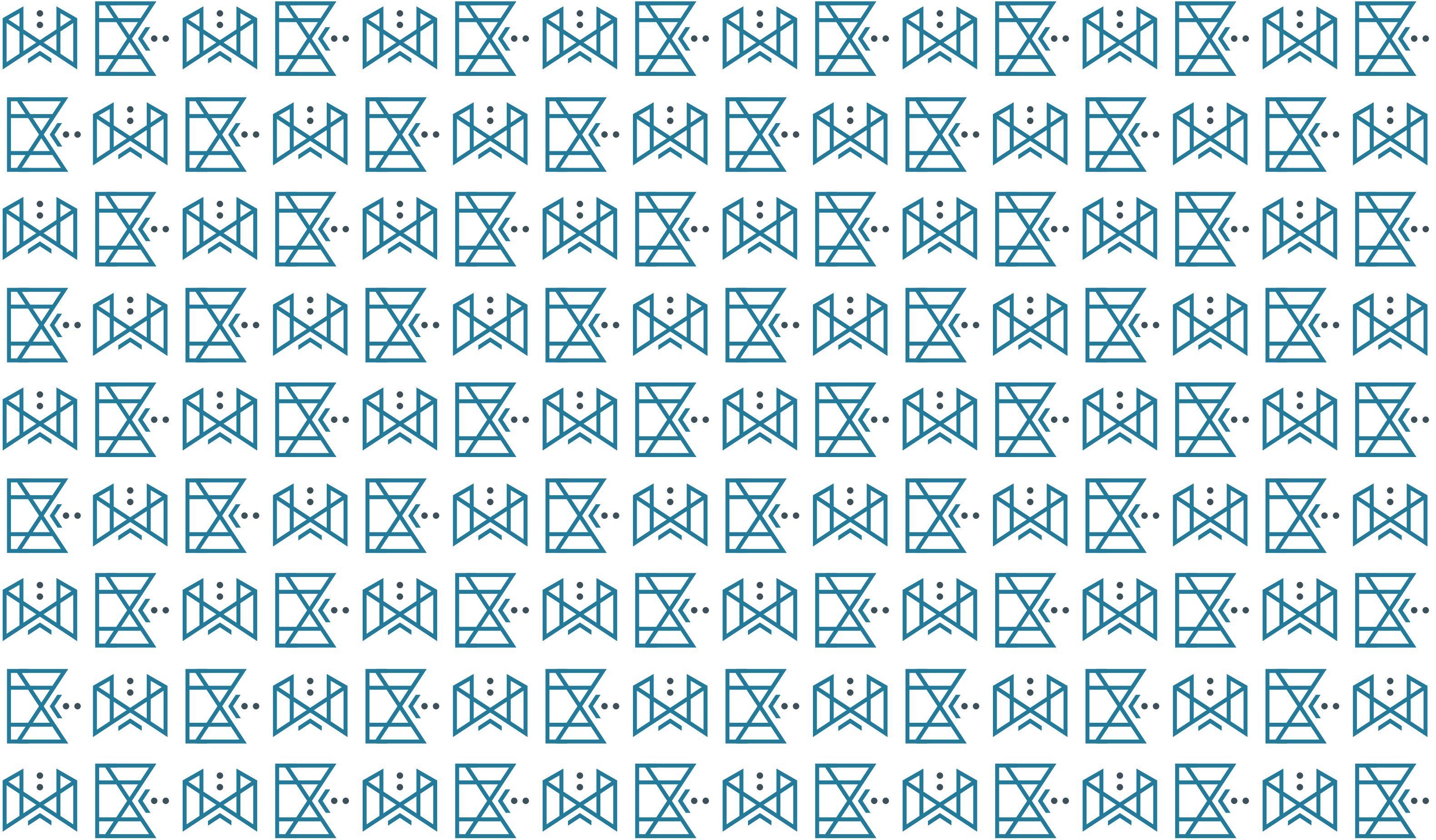


WILLMAR



MINNESOTA





OUT ON THE ICE

The land of 10,000 lakes is in hibernation, with snow forming drifts across the country roads and icicles forming on the eaves of houses. And although there's plenty to do inside, whether you're planning on staying in and cooking up a delicious pot of chili or listening to some great music at O'Neil's, the outdoors offers a certain allure that isn't available in your kitchen or at a restaurant. Sure, the open air requires a sturdy winter coat, thick pair of mittens, and possibly a warm knit hat, but it also provides the opportunity to step out onto the great unknown: the winter ice.



WILLMAR
MINNESOTA'S CROSSROADS



WHERE MAIN STREET MEETS MAINFRAMES

The Willmar Main Street program was re-established in 2018 and exists to promote downtown Willmar as the foundation of our community. It's an initiative led by the City of Willmar and is powered by passionate volunteers that just as strongly believe in highlighting all of good things happening downtown.



WILLMAR
MINNESOTA'S CROSSROADS

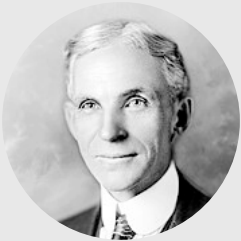
The Willmar rising tech industry community

The Main Street Program stems from a nation wide initiative by Main Street America to help communities all across the country. This allows us to tap into more ideas, funding and opportunities to make an even bigger impact locally









HENRY FORD
Industrious, Historic & Efficient



VANNA WHITE
Classic, Beautiful & Friendly.

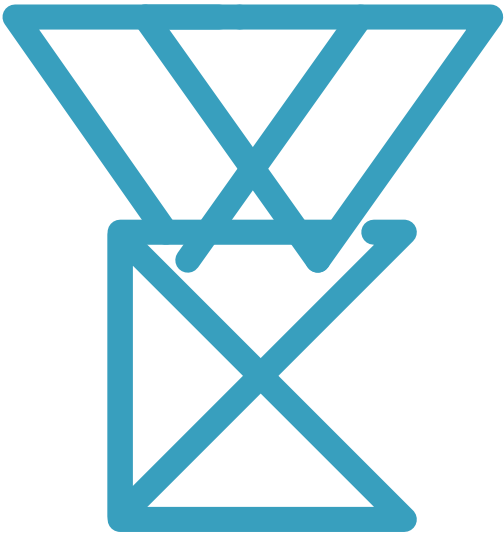


KUNAL NAYYAR
Smart, Tech Savvy & Young.



WILLMAR
MINNESOTA'S CROSSROADS

B-Sides









WILLMAR

CROSSROADS OF MINNESOTA

Where Good People meet Good Times.





WILLMAR

CROSSROADS OF MINNESOTA

Where the Lakes meet the Prairie.



Recap

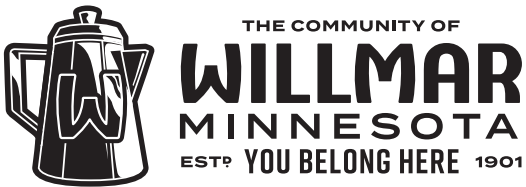
DIRECTION 1



DIRECTION 2



DIRECTION 3



DIRECTION 4



DIRECTION 5



DIRECTION 6



DIRECTION 7



Thanks!

09/06/23

REPLACE



The City of Willmar

Round 2 Design

11/09/23

REPLACE



Illustrations











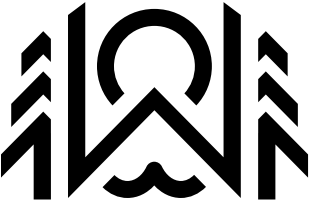
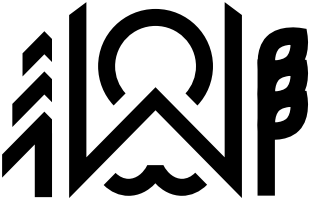
Direction 1

WHERE WE STARTED

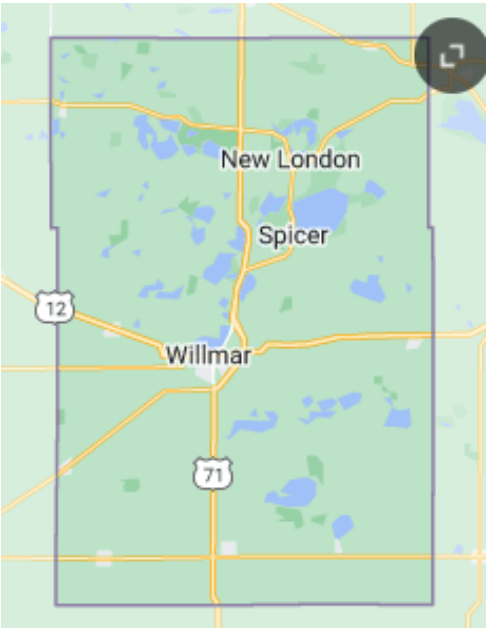


SAMPLE ROUND 2 LOCK-UP



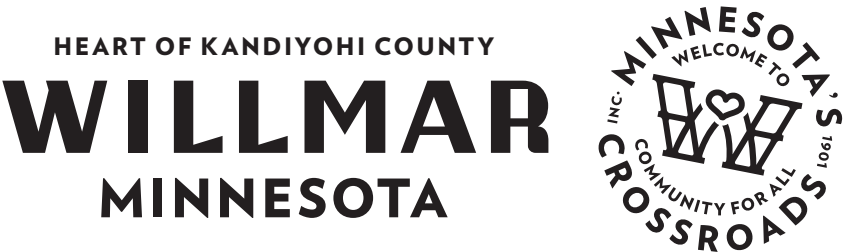




Rather than a buffalo fish, we wanted to create a unique W that reflects the tagline, Minnesota’s Crossroads. Given the industrial history of the town, we’ve designed our W to incorporate that strength while retaining our heart. This system, similar to the first direction of the round 1 work will allow us to create unique icons for each of the cities departments. We’re sticking with a heart icon given the position of Willmar in Kandiyohi County. We can then say things like “**Visit the Heart of Kandiyohi County.**”



We’re not necessarily recommending this but wanted to show what the logomark could look like used as the W with the rest of the logotype



TAGLINE OPTION 1



WELCOME TO
WILLMAR
INC. **MINNESOTA** 1901
MINNESOTA'S CROSSROADS

WILLMAR
INC. 1901
MINNESOTA'S  CROSSROADS
MINNESOTA

TAGLINE OPTION 2



WELCOME TO
WILLMAR
INC. **MINNESOTA** 1901
WHERE THE LAKES MEET THE PRAIRE

WILLMAR
INC. 1901
WHERE THE LAKES  MEET THE PRAIRE
MINNESOTA

TAGLINE OPTION 3



WELCOME TO
WILLMAR
INC. **MINNESOTA** 1901
YOU BELONG HERE

WILLMAR
INC.  1901
MINNESOTA
YOU BELONG HERE

SPANISH



SOMALI



HMONG



CHINESE



PRIMARIES



SECONDARIES



VISIT THE HEART
OF KANDIYOHI COUNTY

WILLMAR
INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

*With much love from

JACAYL BADAN
OO KA YIMID

BULSHADA REER

WILLMAR
INC. MINNESOTA 1901



WHERE THE
PRAIRIE



MEETS THE
LAKES

WILLMAR
MINNESOTA

WILLMAR
INC. MINNESOTA 1901

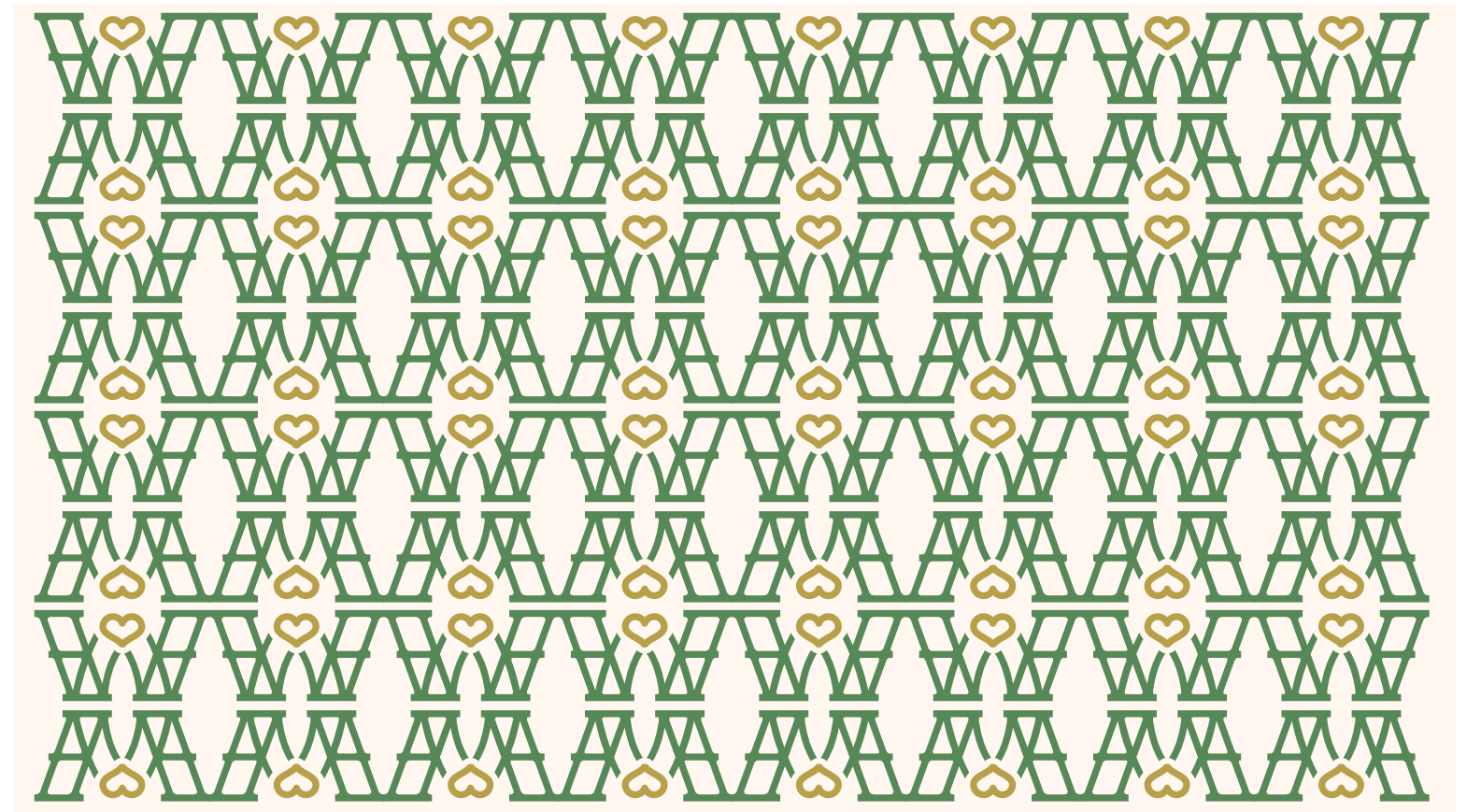
WHERE THE PRAIRIE
MEETS THE LAKES



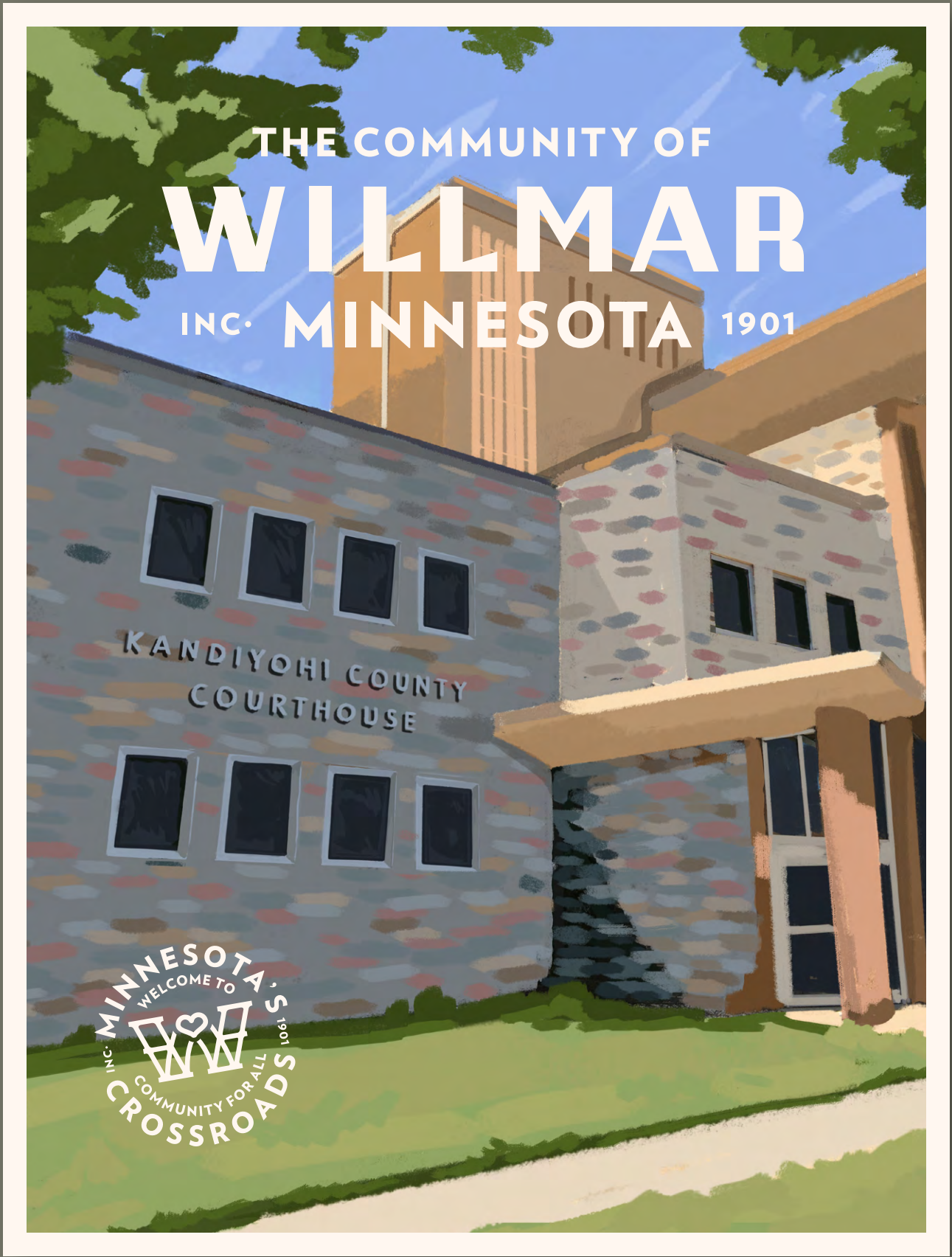
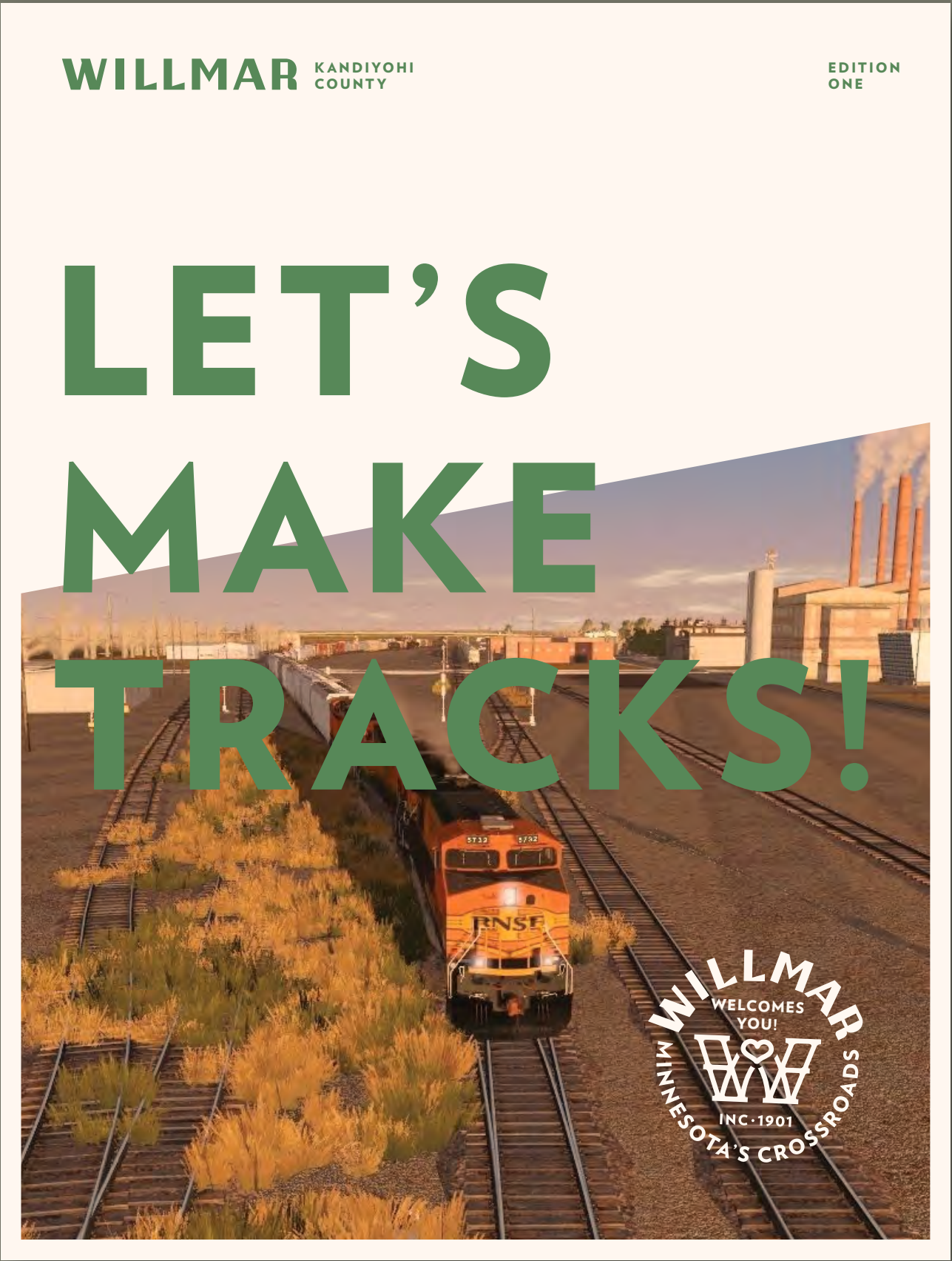


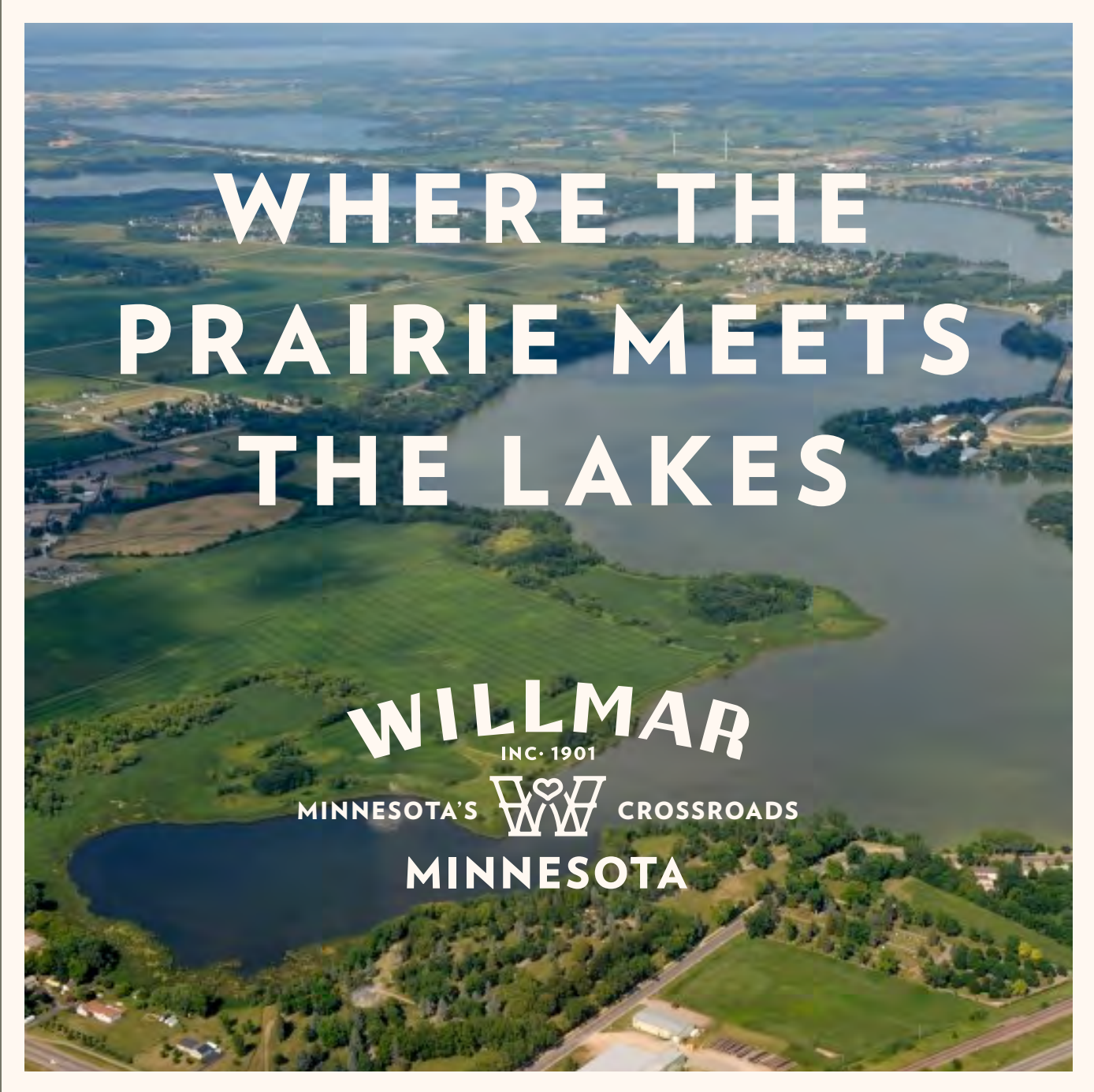














BUILD IN

WILLMAR

INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA



WILLMARFEST

JUNE 23RD THROUGH JUNE 27TH

LET'S ROCK!







ROBBINS ISLAND REGIONAL PARK

Robbins Island Regional Park is Willmar’s largest park. At 55 acres in size, this recreational area is surrounded by Willmar Lake and Foot Lake. With its rolling hills forested by oak trees and trails that wind through the park, Robbins Island is a spacious destination with vast green space, a sandy beach, and shelters available for rent.



WELCOME TO THE CITY OF **WILLMAR** MINNESOTA'S CROSSROADS



WILLMAR TRAIN SWITCH
Kandiyohi County has been a railroad hub for more than 120 years. Today, Burlington Northern Santa Fe Railway (BNSF) handles freight coming through Kandiyohi County, with a main line connecting Chicago to the Pacific coastal states.



KANDIYOHI COUNTY COURTHOUSE
Built in 1966, the building's projecting folded roofline supported by three-story pylons and its varied surface treatment reflect the style of many 1960s buildings. Gray, random-coursed ashlar covers the walls except for the front of the three-story section beneath the sawtooth roof, which is faced by smooth panels of tan stone.



WELCOME TO

WILLMAR

INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

Leslie Valiant

CITY ADMINISTRATOR



PH: 320-235-4913
FAX: 320-235-4917
E: lvaliant@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201

INC.  1901

WILLMAR

MINNESOTA

Judy Thompson

CITY ADMINISTRATOR



PH: 320-235-4913
FAX: 320-235-4917
E: jthompson@willmarmn.gov
333 Southwest 6th St. Willmar, MN 56201

WELCOME TO

WILLMAR

INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

Gary Manzer

DIRECTOR



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INC.  1901

WILLMAR

MINNESOTA

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CITY ADMINISTRATOR



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WELCOME TO

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INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

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INC.  1901

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MINNESOTA

Justice Walker

DIRECTOR



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WELCOME TO

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MINNESOTA'S  CROSSROADS

MINNESOTA

Jim Felt

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INC.  1901

WILLMAR

MINNESOTA

Frank Hanson

FIRE CHIEF



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801 Industrial Dr. SW
Willmar, MN 56201

THE COMMUNITY OF
WILLMAR
INC. MINNESOTA 1901

Sept. 7th, 2023

Attn: **JOHN DOE**
801 Industrial Dr. SW
Willmar, MN 56201

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Quisque et pharetra eros. Etiam dapibus, massa ut egestas pellentesque, velit nunc vestibulum tortor, sed iaculis justo tortor nec elit. Nam placerat enim lorem, at gravida lorem blandit et. Suspendisse leo arcu, tempor vel enim eget, laoreet tempor dui. Proin eget lectus eu nibh porta commodo nec quis magna. Integer tristique vehicula elit, quis accumsan lectus dignissim in. Pellentesque eget purus at eros iaculis facilisis. Proin vitae scelerisque orci, luctus lacinia justo. Nam urna ex, laoreet sed urna quis, tristique porttitor nisl. Nullam in euismod velit.

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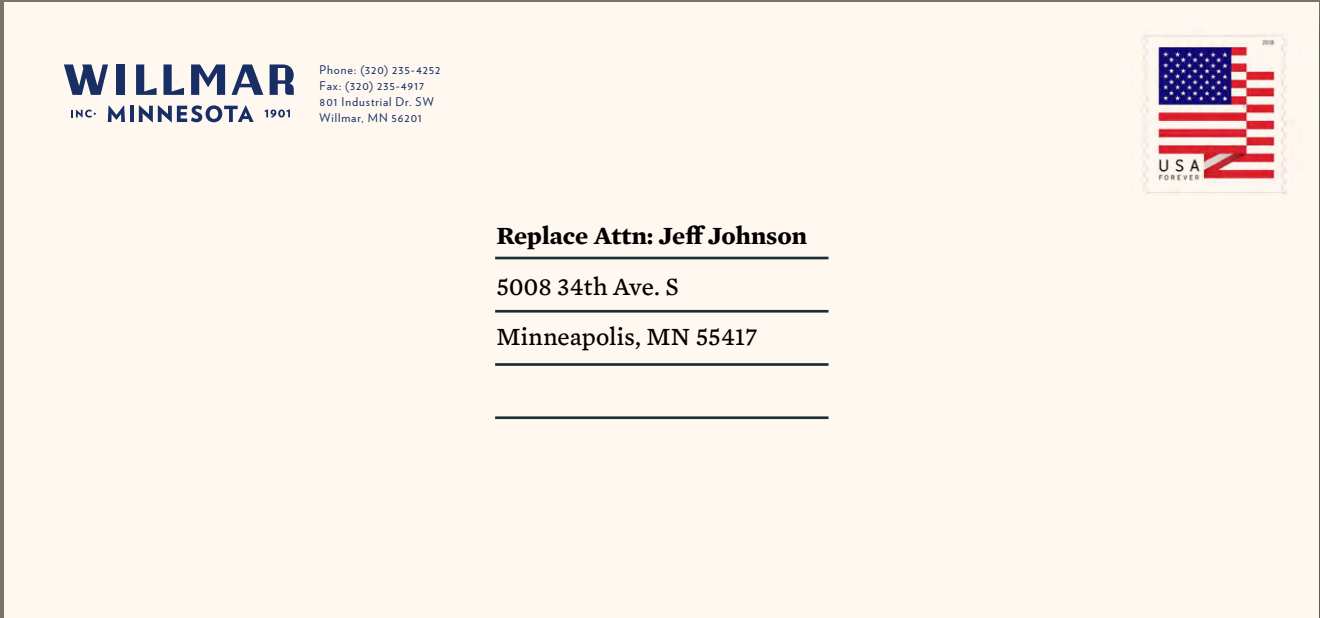
Greg Manzer
Director of Public Works



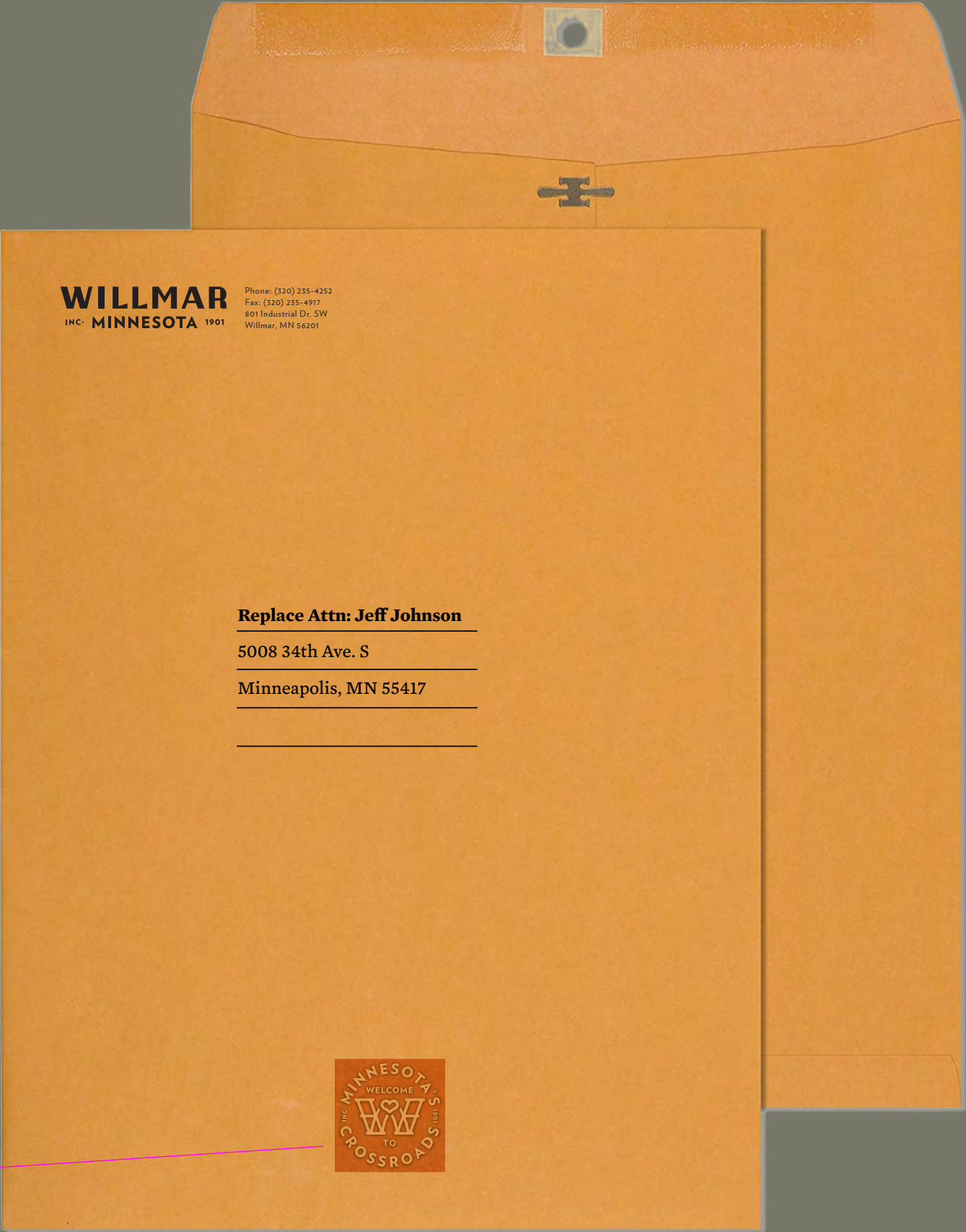
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INKED STAMP





EMBOSSSED CITY STAMP





WILLMAR

PUBLIC WORKS

UPCOMING PUBLIC WORKS PROJECTS

MORE INFO AT WWW.WILLMARMN.GOV





WILLMAR

ADMINISTRATION

RENTAL LICENSE APPLICATION

MORE INFO AT WWW.WILLMARMN.GOV





WILLMAR

ENGINEERING

MECHANICAL PERMIT APPLICATION

MORE INFO AT WWW.WILLMARMN.GOV





WILLMAR

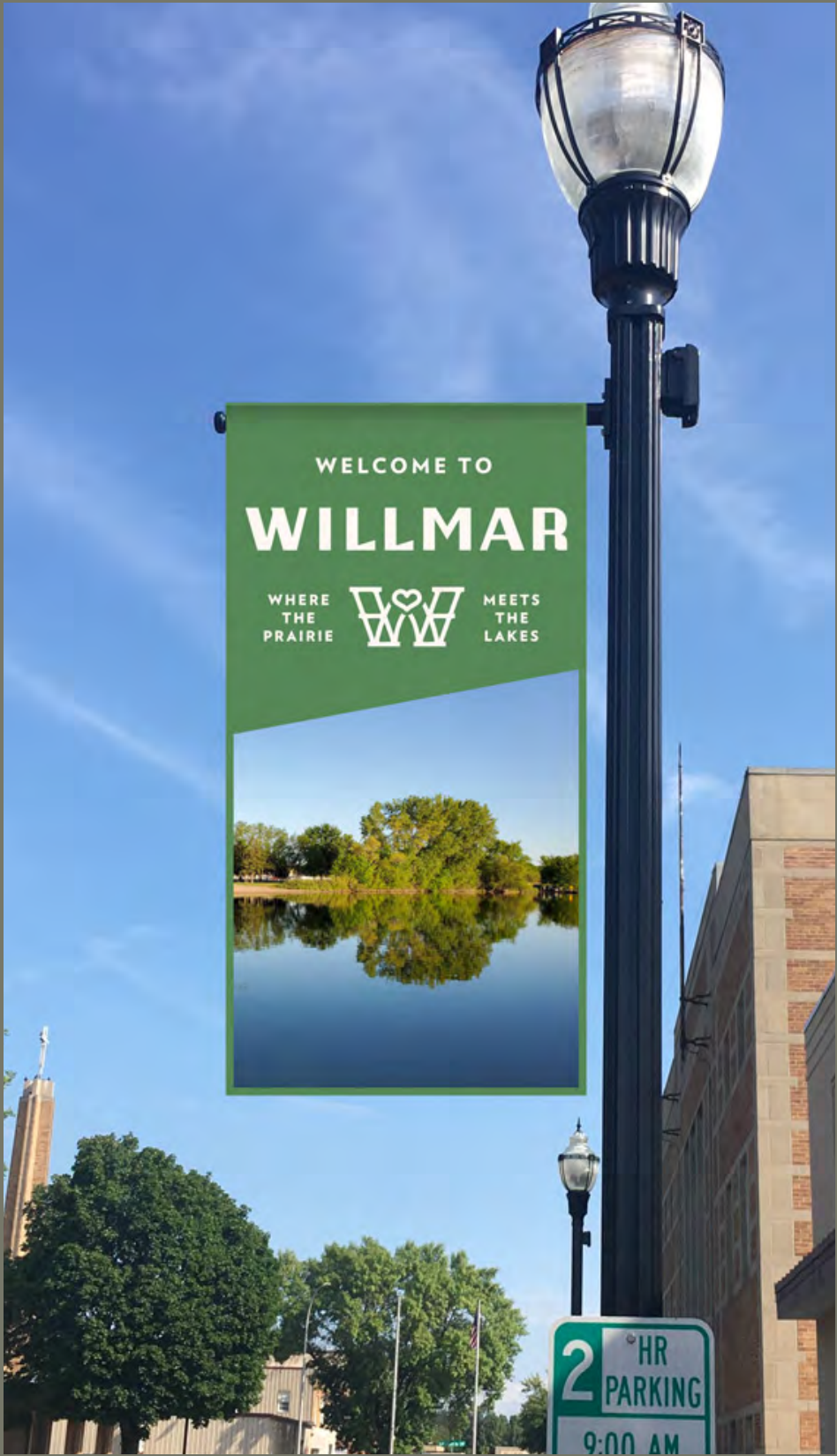
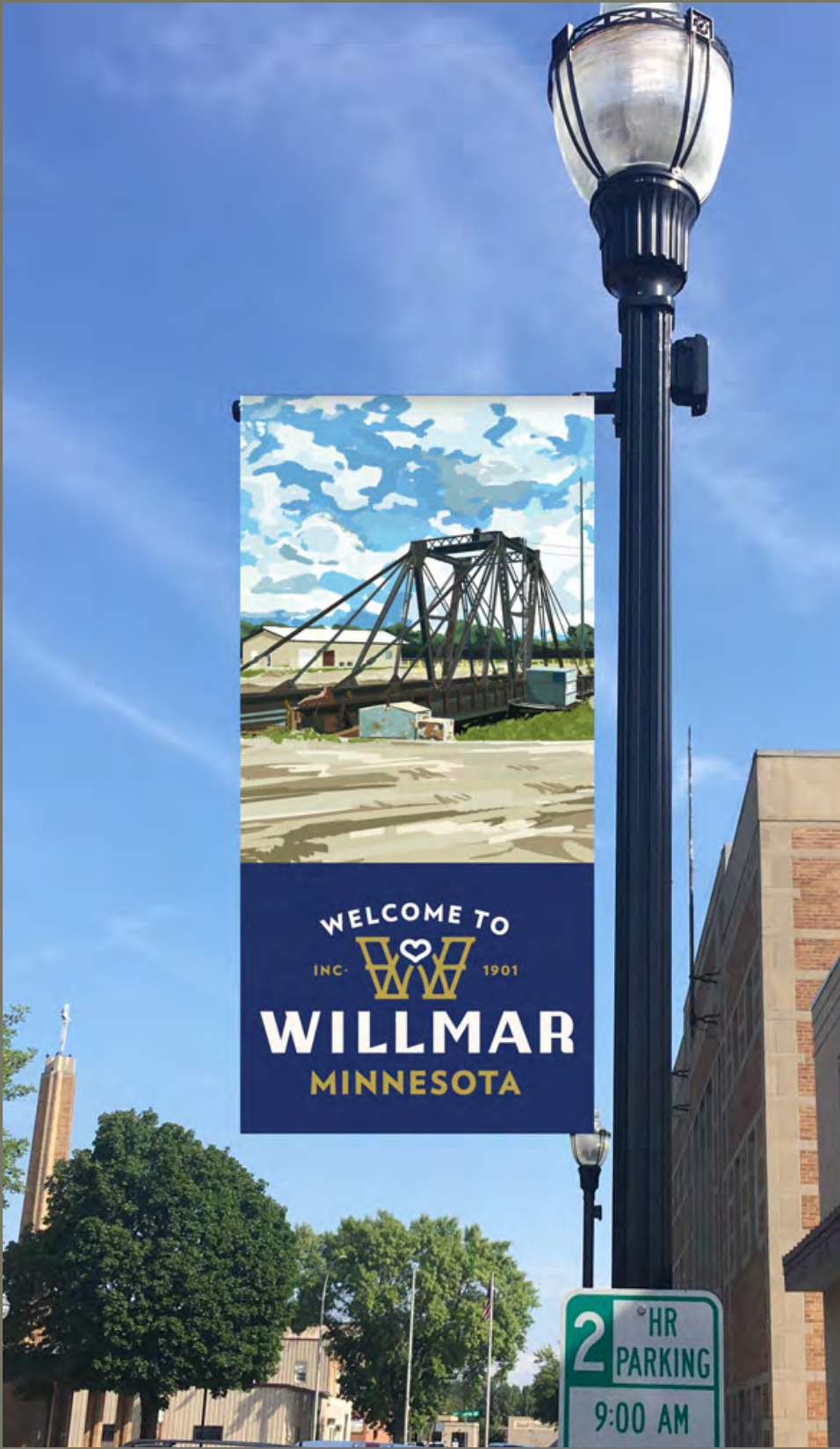
CITY PLANNING

BUILDING PERMIT APPLICATION

MORE INFO AT WWW.WILLMARMN.GOV

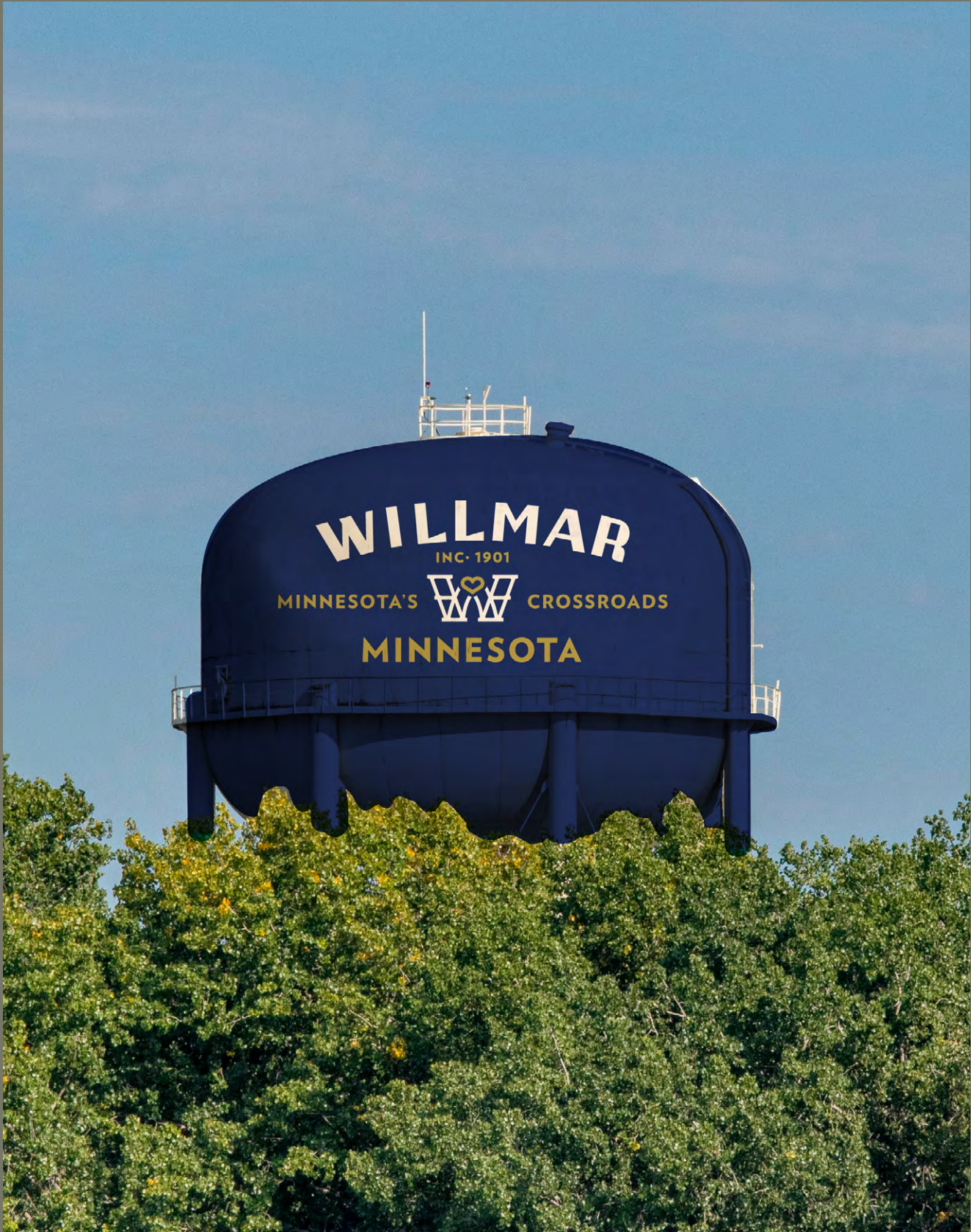
























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SEARCH

LANGUAGE

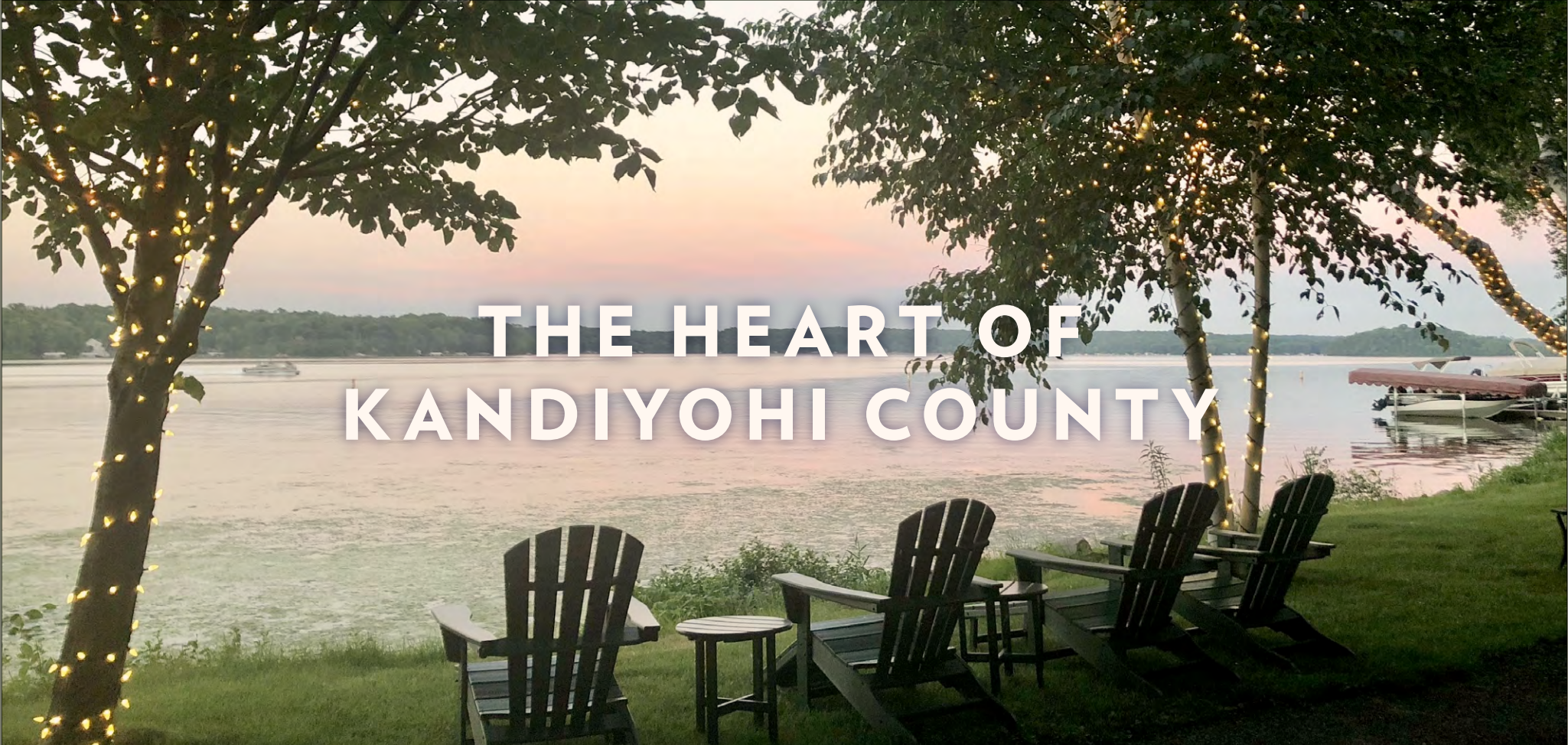
DEPARTMENTS

GOVERNMENT

I WANT TO

EMPLOYMENT

CONTACT



THE HEART OF

KANDIYOHI COUNTY

PARKS & REC

REPORT A PROBLEM

PERMIT CENTER

WRAC TV

VIDEOS

CITY PROJECTS

SCHOOLS

UTILITIES

CITY SERVICES

PARKS & RECREATION

NEW TO TOWN

COMMUNITY

NEWS & EVENTS

4TH OF JULY

City Hall Hours

Monday: 7:30a-5:00p

Tuesday: 7:30a-5:00p

Wednesday: 7:30a-5:00p

Thursday: 7:30a-5:00p

Friday: 8:00a-12 Noon

Saturday: Closed

Sunday: Closed

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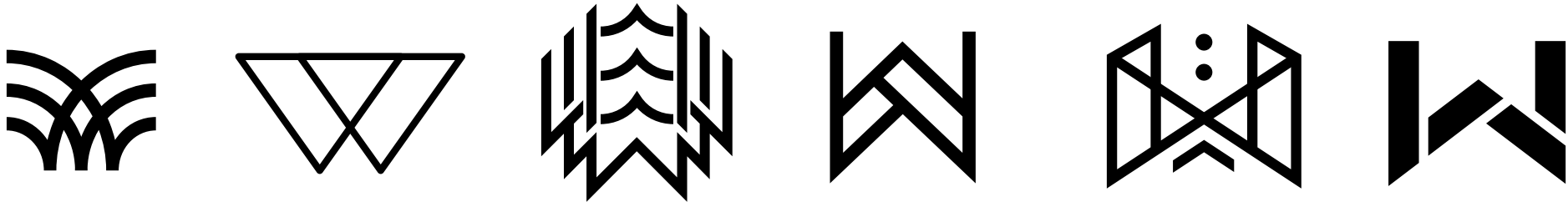


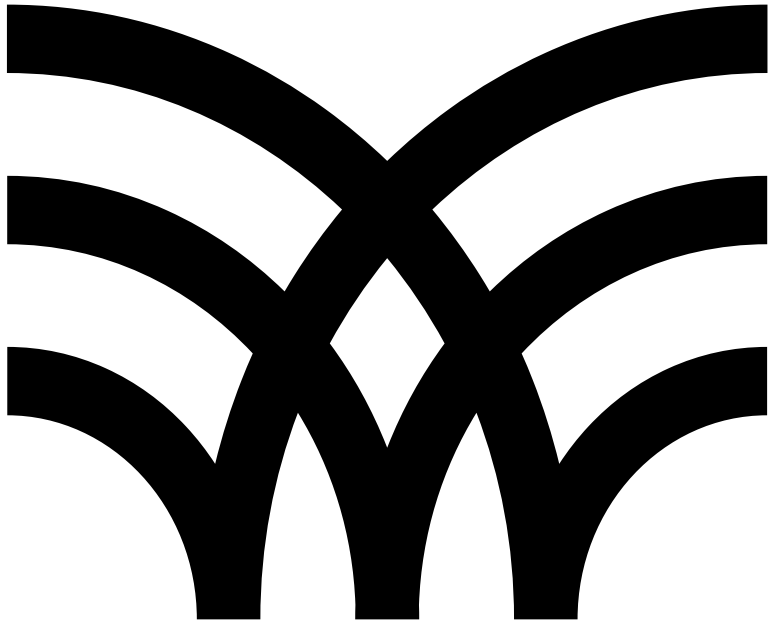
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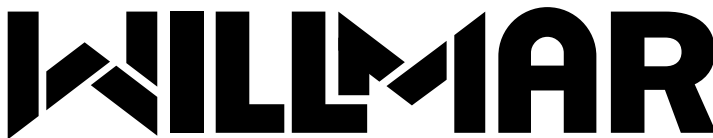
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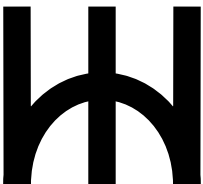
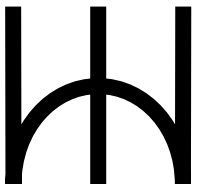
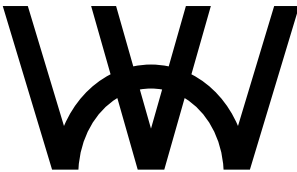
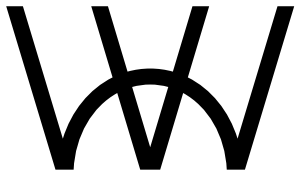
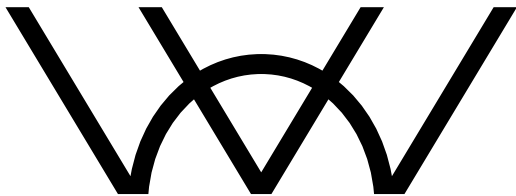
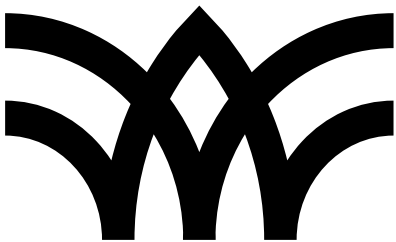
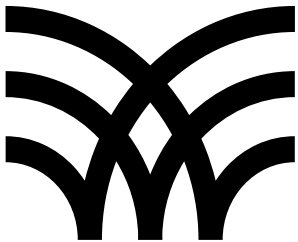
WHERE WE STARTED

WILLMAR









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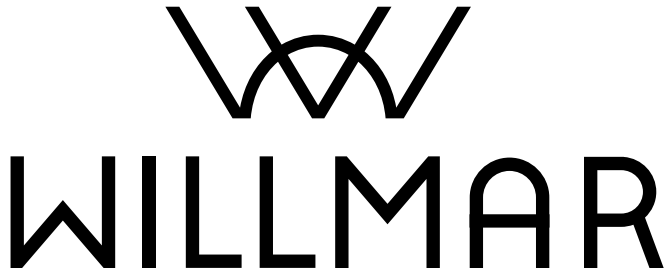
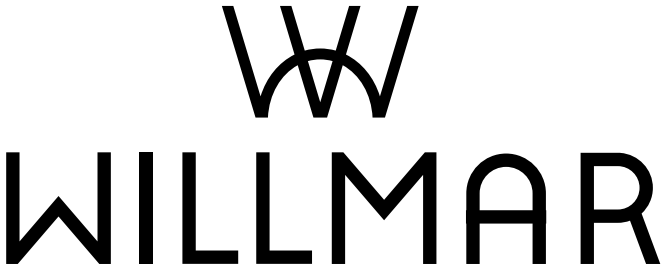
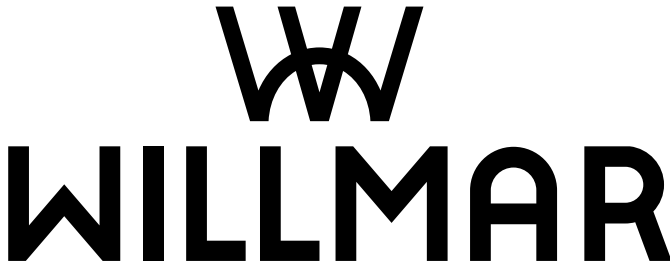
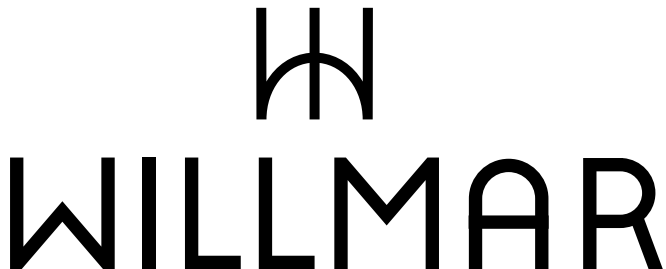
WILLMAR

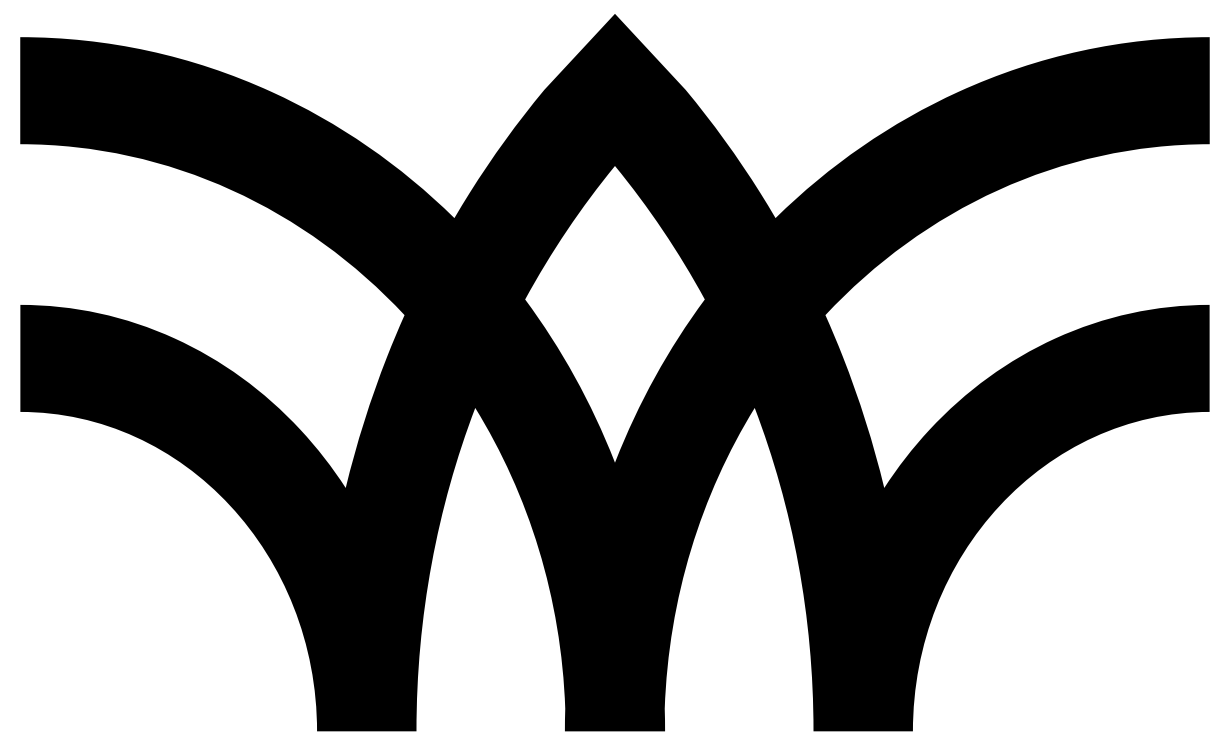
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WILLMAR



We decided to take the original Direction 5 logo, and attempt make it a bit more unique. For this logo, removed the top layer of the “W” in the original logo. This one is meant to maintain that plains and water expression that was very prevalent in the original direction, make it feel more unique, and allow for some more versatility across the direction as a whole.



WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE





WILLMAR

ENCRUCIJADA DE MINNESOTA

SPANISH



WILLMAR

ISGOYSYADA MINNESOTA

SOMALI



WILLMAR

MINNESOTA HLOOV

HMONG



WILLMAR

明尼蘇達州十字路口

CHINESE

PRIMARIES



SECONDARIES




WELCOME TO
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ESTD MN CROSSROADS 1901

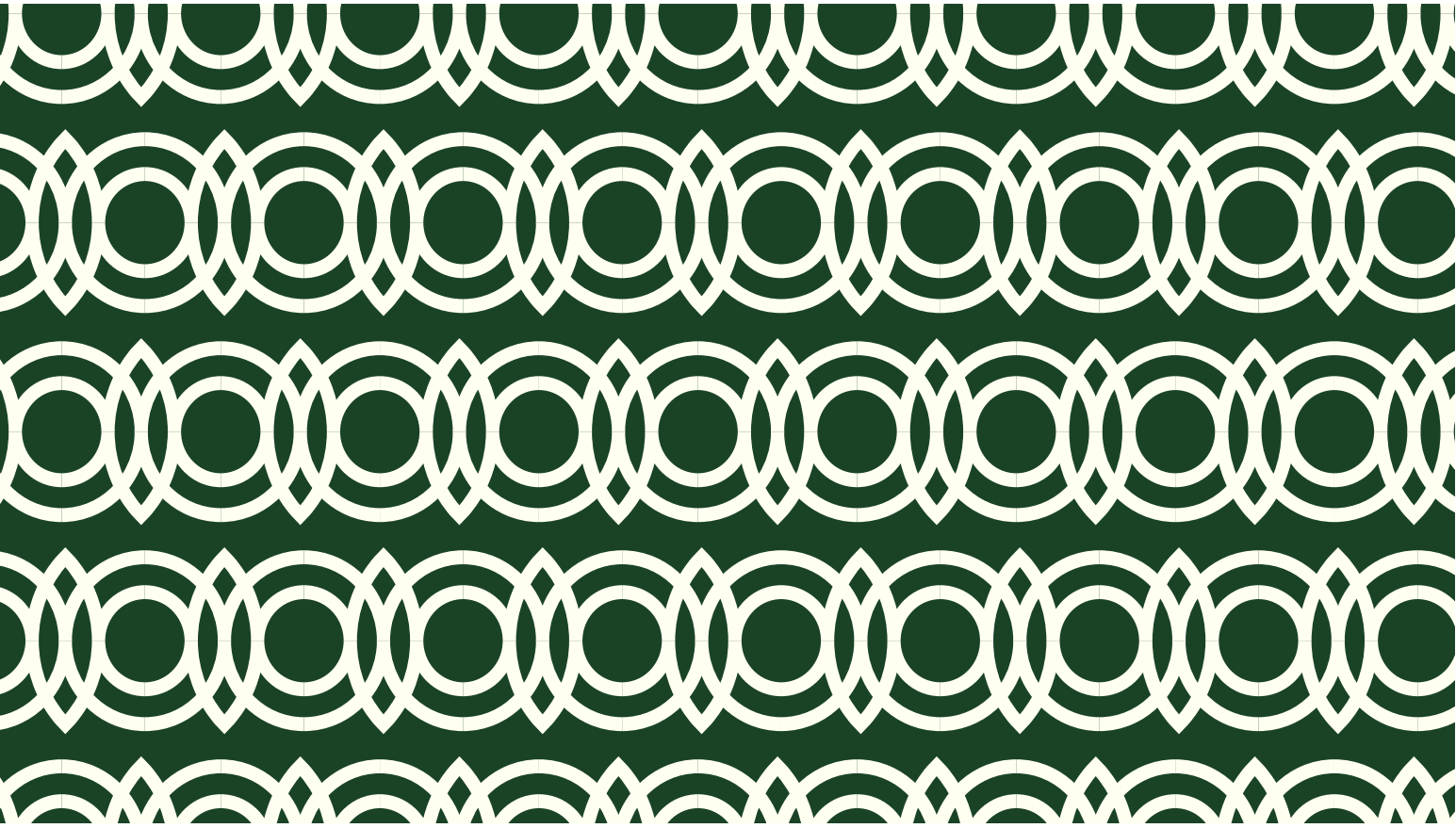
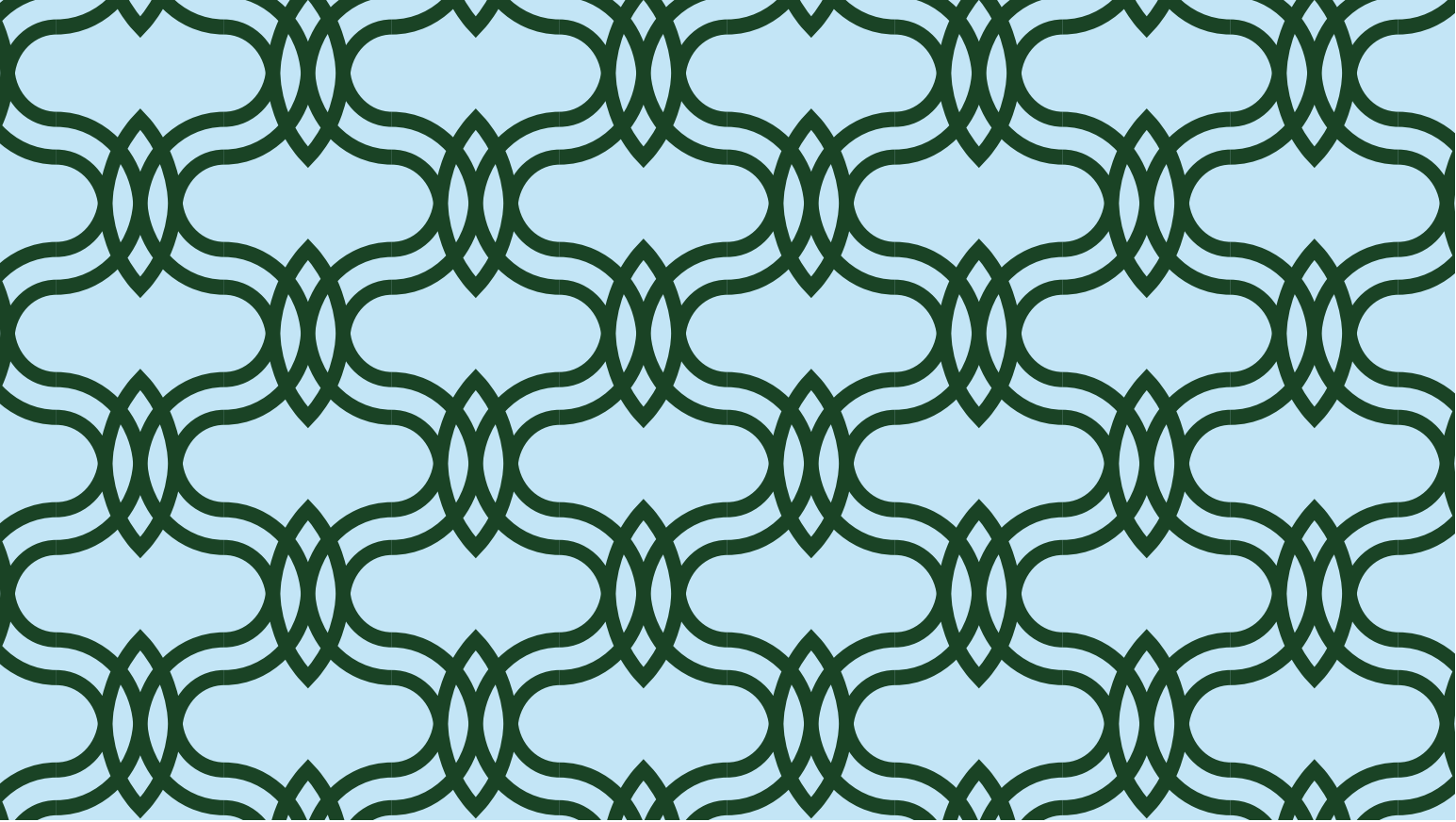
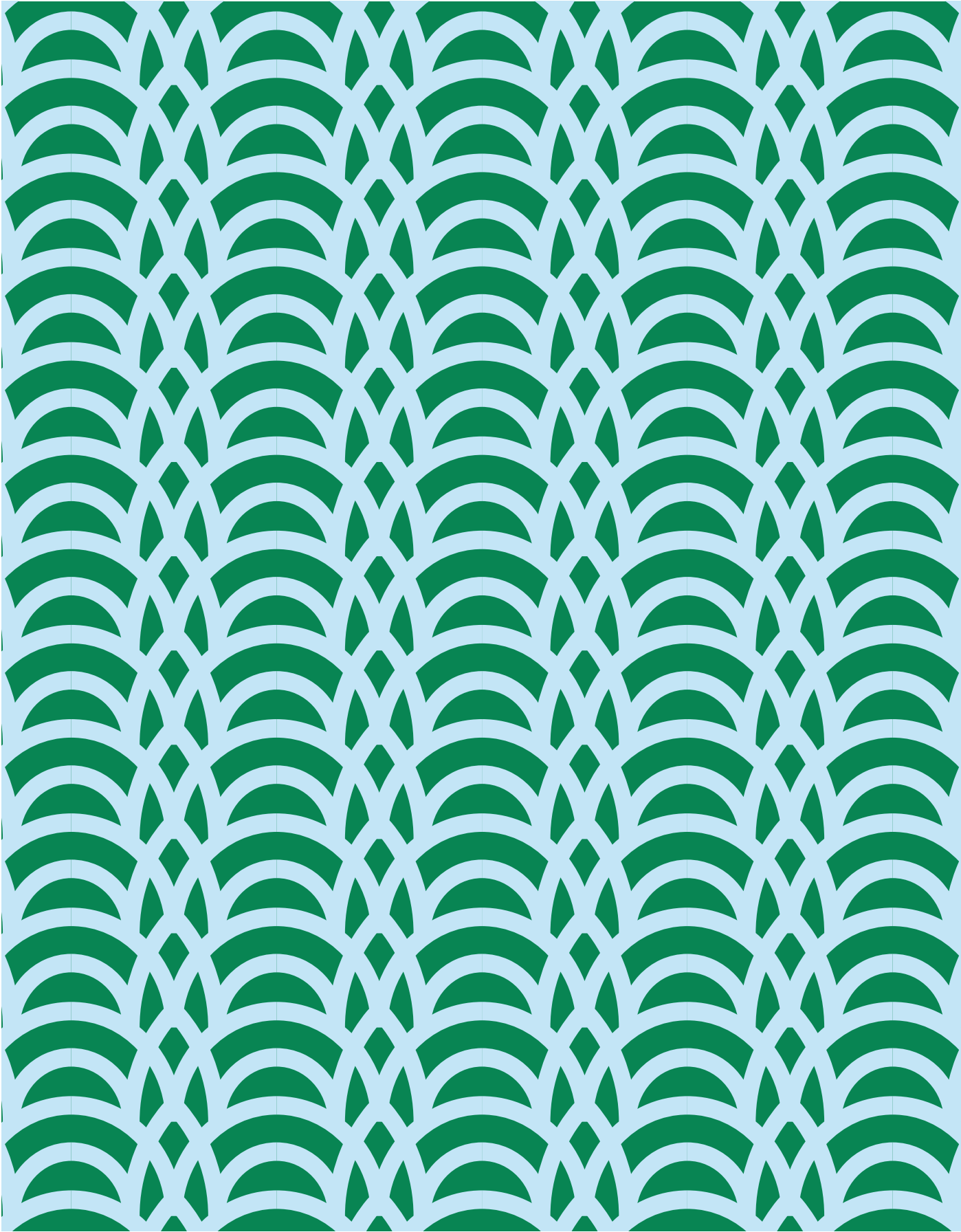
WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE


WILLMAR
MINNESOTA CROSSROADS


THE CITY OF
WILLMAR





















WELCOME TO
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ESTD **MN CROSSROADS** 1901

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Willmar, MN 56201



Sept. 7th, 2023

Attn: **JOHN DOE**
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Willmar, MN 56201

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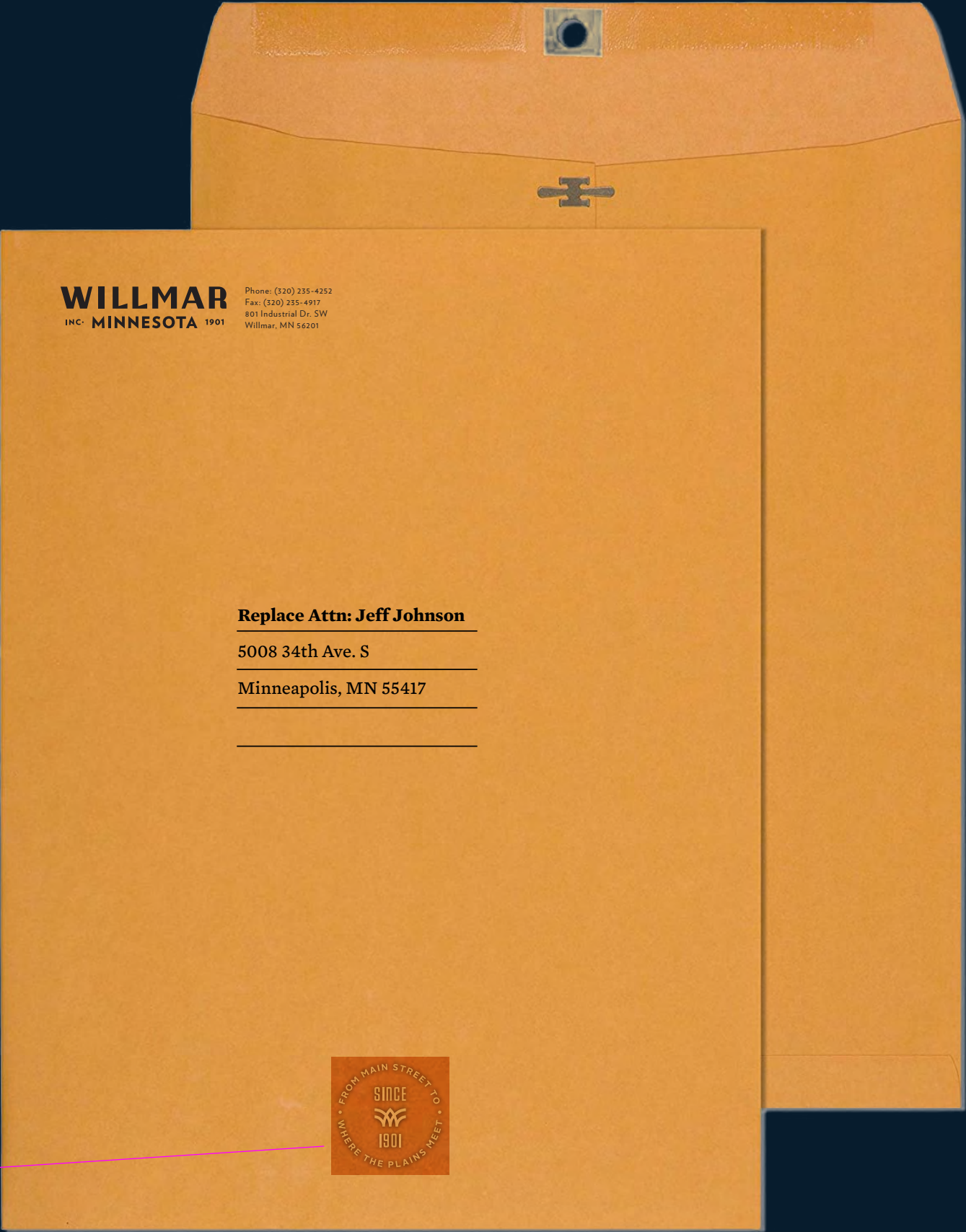
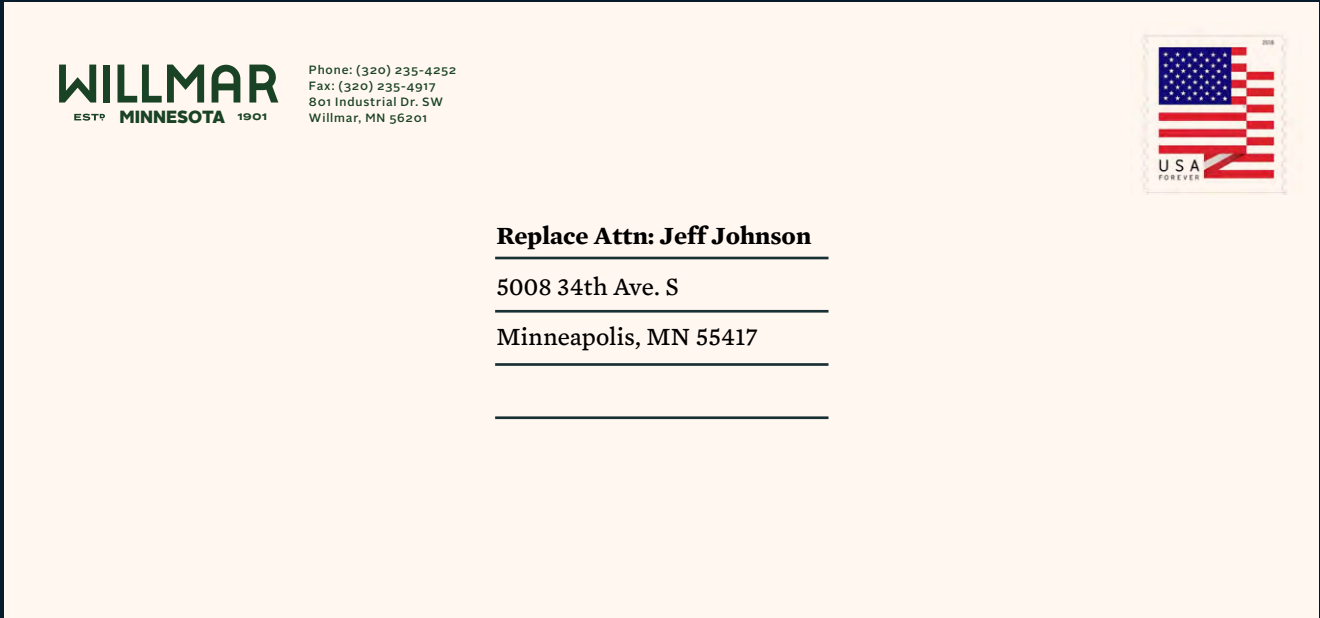
Greg Manzer
Director of Public Works



EMBOSSSED CITY STAMP

INKED STAMP





EMBOSSSED CITY STAMP



WILLMAR
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**UPCOMING
PUBLIC WORKS
PROJECTS**

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ESTD MINNESOTA 1901



**RENTAL
LICENSE
APPLICATION**

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ESTD MINNESOTA 1901



**MECHANICAL
PERMIT
APPLICATION**

MORE INFO AT WWW.WILLMARMN.GOV



WILLMAR
ESTD MINNESOTA 1901



**BUILDING
PERMIT
APPLICATION**

MORE INFO AT WWW.WILLMARMN.GOV



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FROM MAIN STREET TO

SINCE



1901

WHERE THE PLAINS MEET

WELCOME TO

WILLMAR

ESTD MN CROSSROADS 1901

SEARCH

LANGUAGE

DEPARTMENTS

GOVERNMENT

I WANT TO

EMPLOYMENT

CONTACT

MINNESOTA
CROSSROADS

PARKS & REC

REPORT A PROBLEM

PERMIT CENTER

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VIDEOS

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UTILITIES

CITY SERVICES

PARKS & RECREATION

NEW TO TOWN

COMMUNITY

NEWS & EVENTS

4TH OF JULY

City Hall Hours

Monday: 7:30a-5:00p

Tuesday: 7:30a-5:00p

Wednesday: 7:30a-5:00p

Thursday: 7:30a-5:00p

Friday: 8:00a-12 Noon

Saturday: Closed

Sunday: Closed

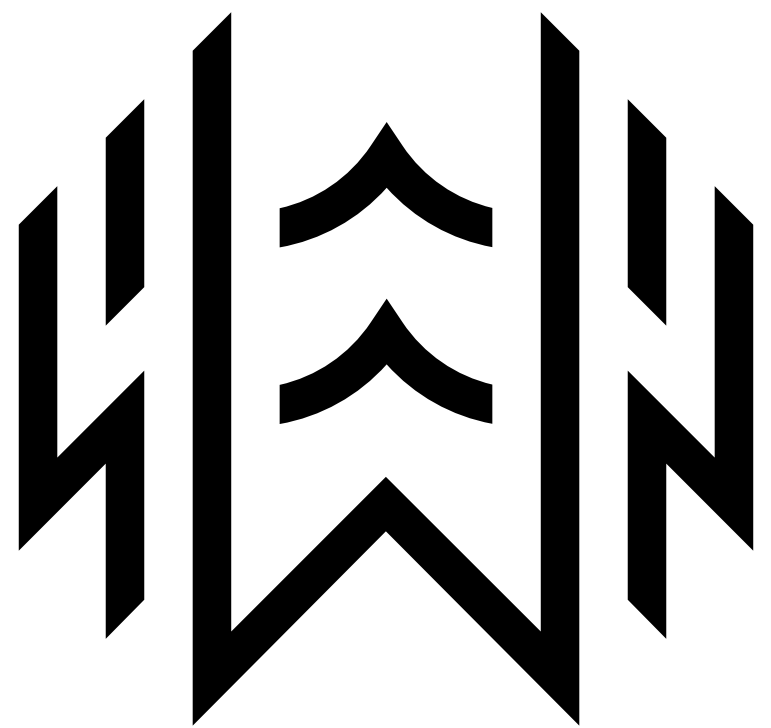
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Alternate Styles



We took the logo from the original Direction 6, and tried to decrease it’s complexity. It was a bit overwhelming before, but by changing the line weights, and adding more breating room between the parts, we have made something that accomplishes the goal we had before in a much cleaner way.



WELCOME TO

WILLMAR

ESTD MN CROSSROADS 1901

WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE



WILLMAR

MINNESOTA CROSSROADS

THE CITY OF

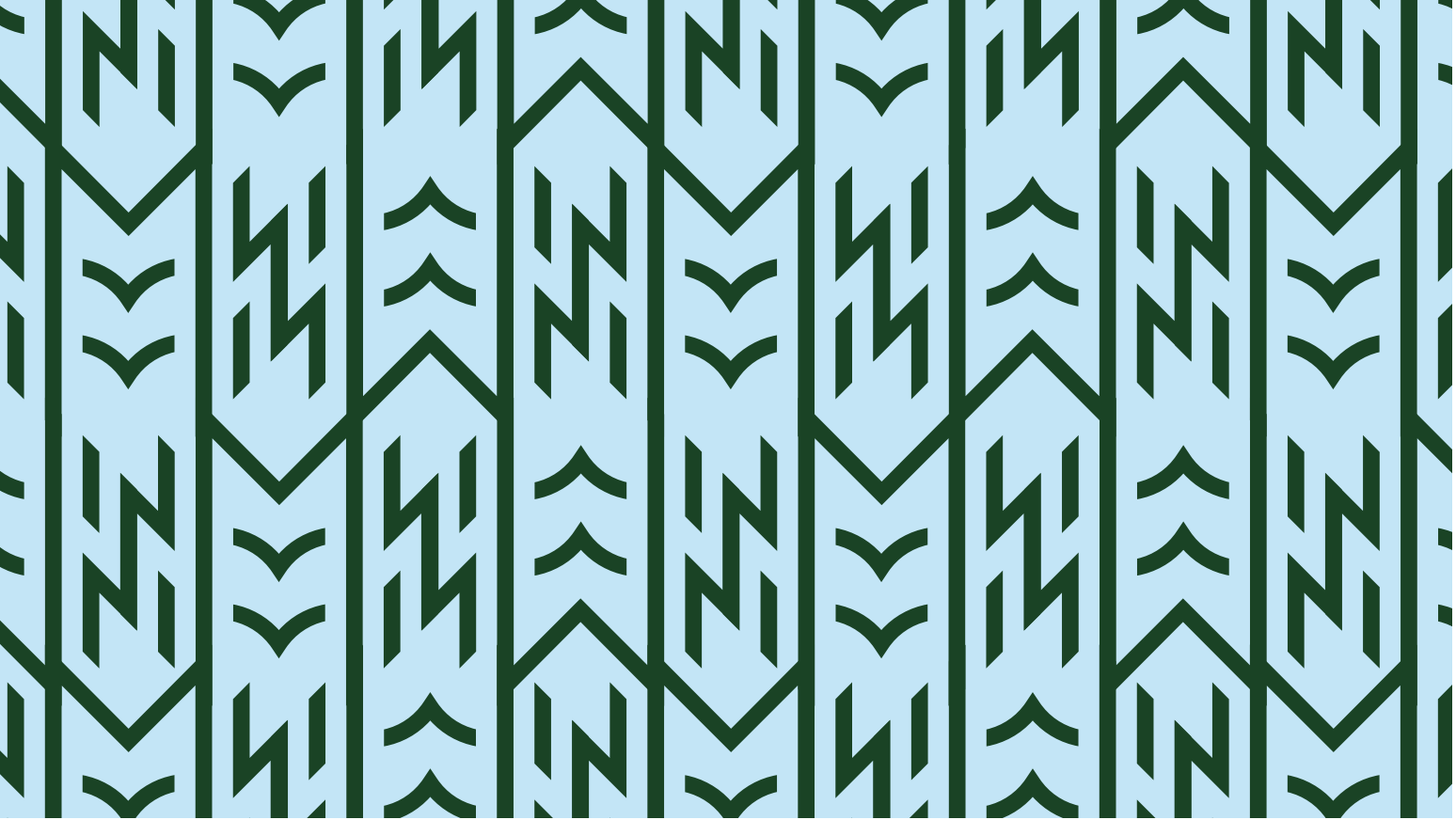
WILLMAR





WELCOME TO WHERE
WILLMAR TRACKS
MINNESOTA CONVERGE









We made another attempt at recreating a W shape that worked well as a symbol, and represented the overall vibe of Willmar in an exciting way. This one is similarly simplistic, while still maintaining a lot of detail and meaning.



This logo was designed to fit in with the logotype, and work in place of a traditional W. That being said, we don't always have to use it that way.

WELCOME TO
WILLMAR
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WELCOME TO WHERE
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WILLMAR

THE CITY OF
WILLMAR

FROM MAIN STREET TO
SINCE
1901
WHERE THE PLAINS MEET

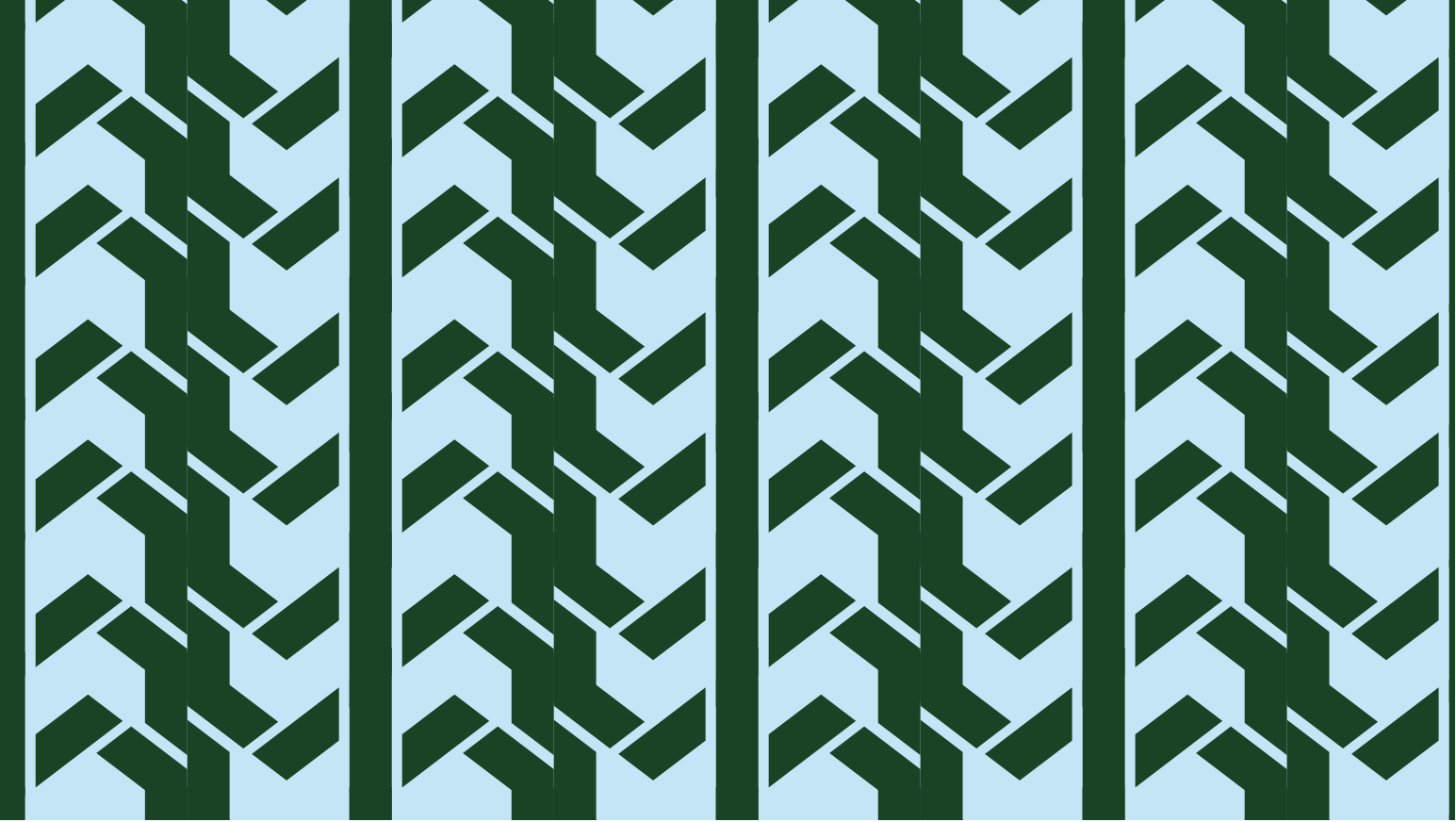
WELCOME TO
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WELCOME TO WHERE
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MINNESOTA CONVERGE

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WILLMAR

FROM MAIN STREET TO
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1901
WHERE THE PLAINS MEET

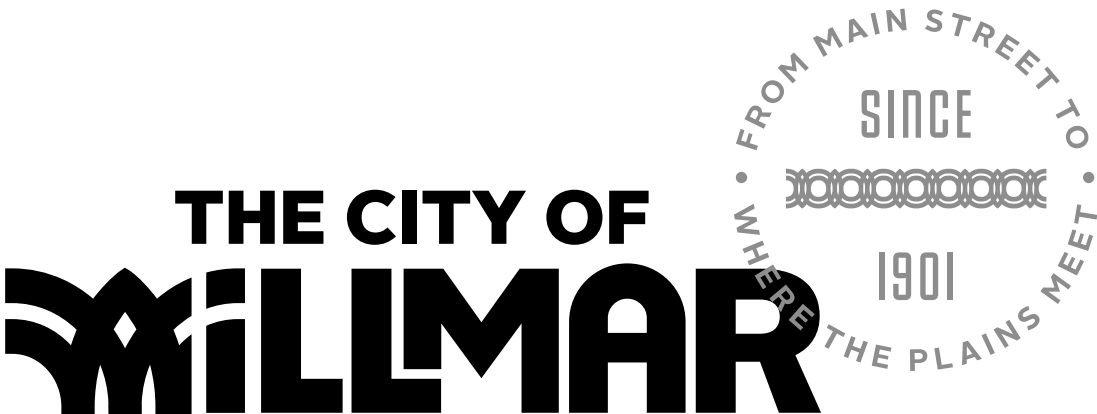
THE CITY OF
WILLMAR

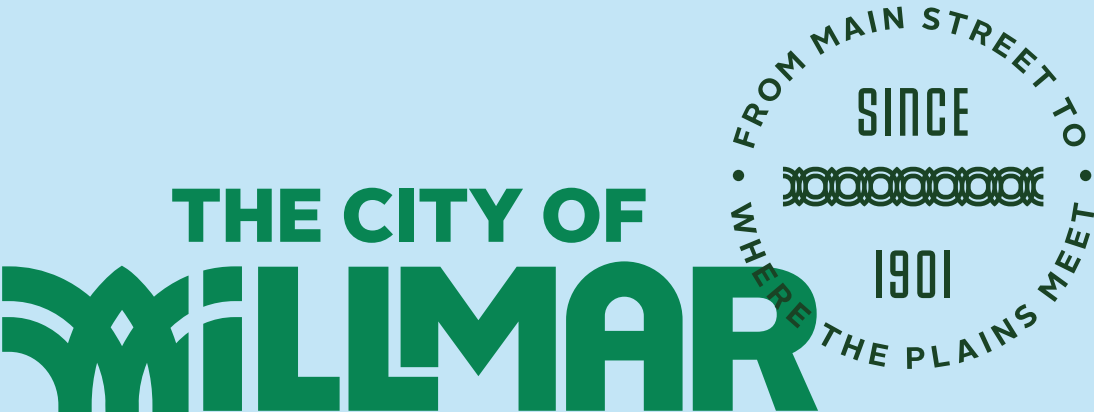


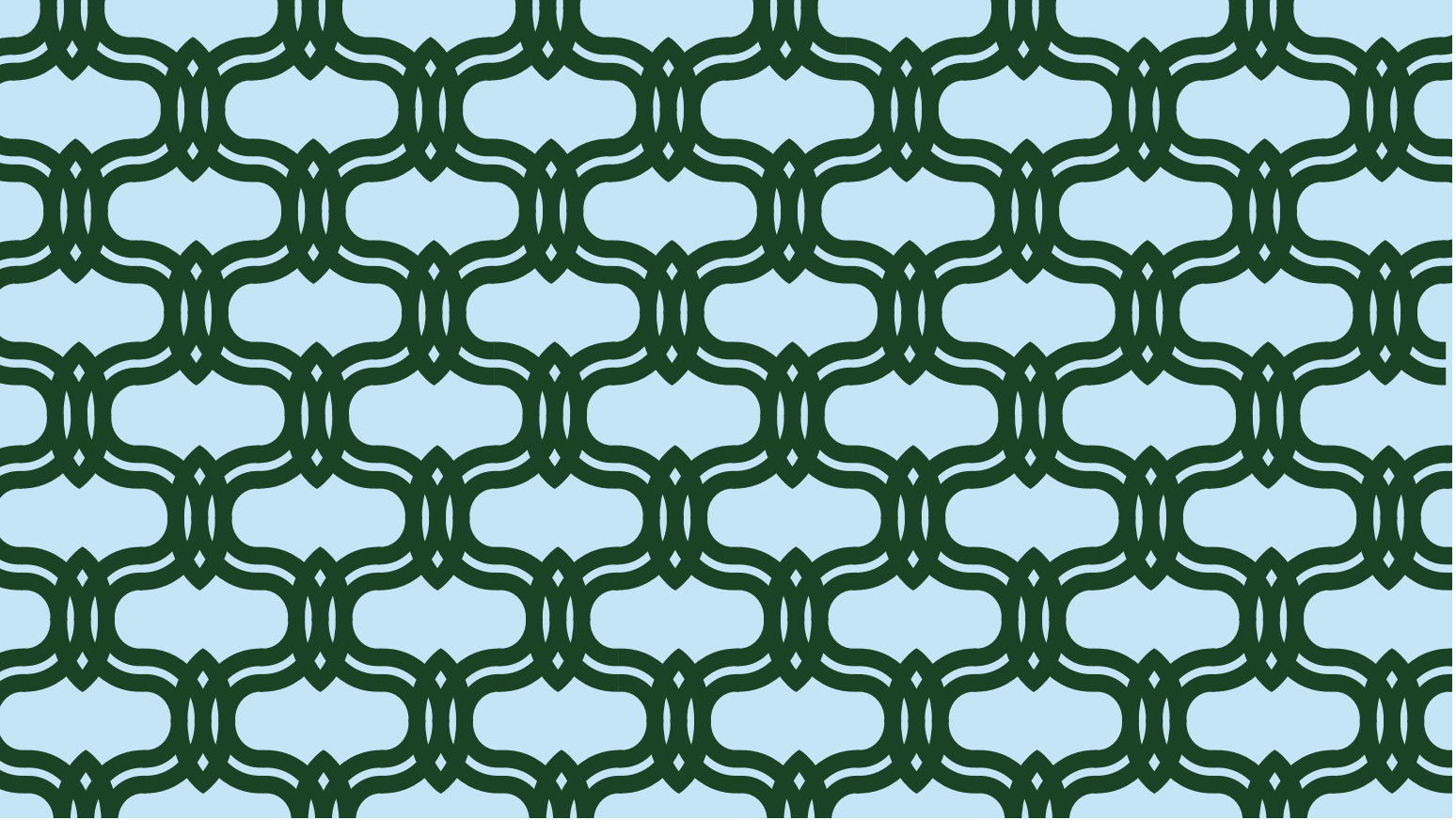
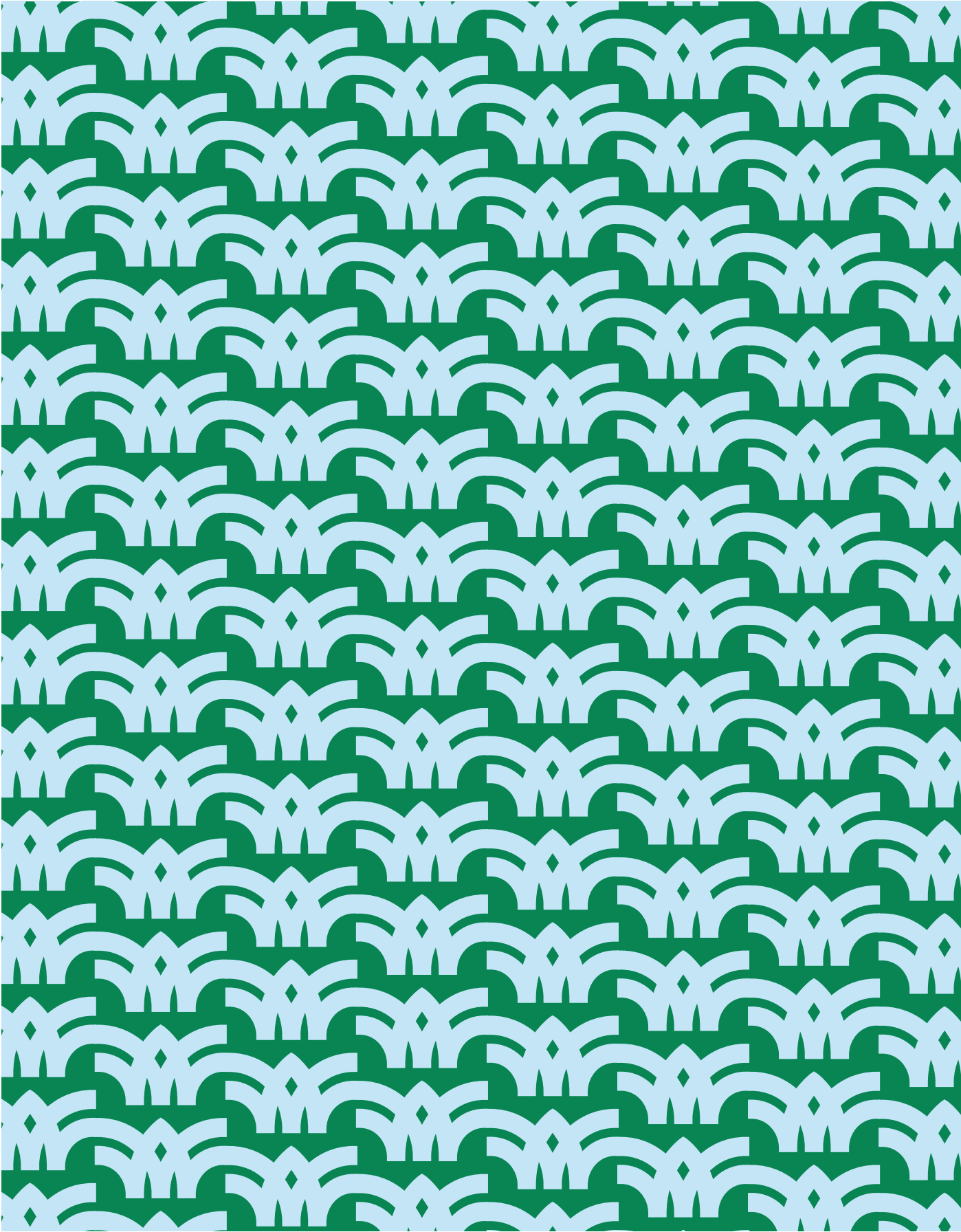




If we really like that original Direction 5 logo, and just need to make it a bit more unique, this is an option. For this logo, we thickened up the lines a lot, and removed the top layer of the “W” in the original logo. This one is meant to maintain that plains and water expression that was very prevalent in the original direction, but now it is much more unique, and unlike something that was already done.



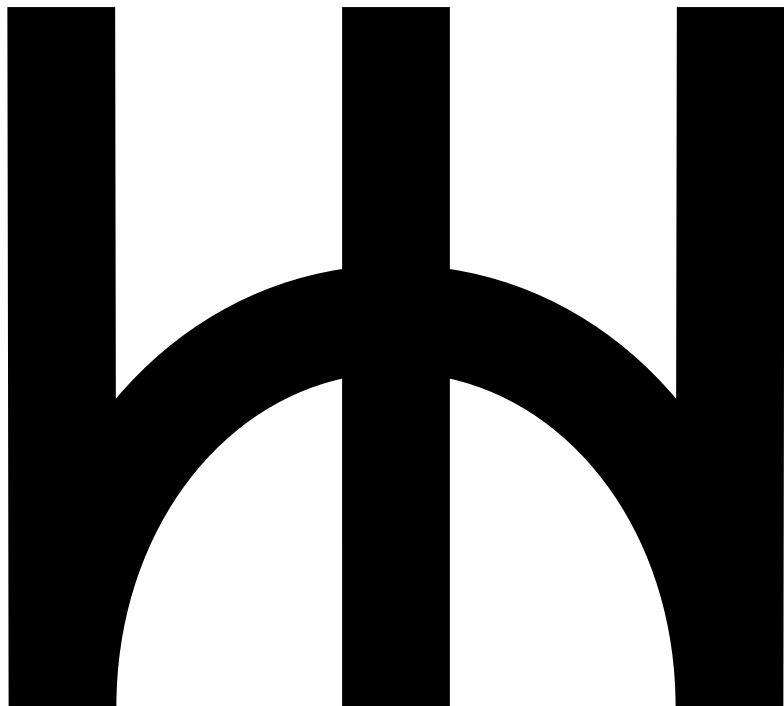






**WILLMAR
MINNESOTA**





We took the original logo from Direction 5, and simplified it down to it’s most basic form. It still reads as a W, and can be used to show plans, waves, a sunrise, crops, and more. This super simple expression lends itself well to a variety of applications, and can be a super useful tool if we want to move in a sleek, special, and satisfying direction.



This logo was designed to fit in with the logotype, and work in place of a traditional W. That being said, we don’t always have to use it that way.

WELCOME TO
WILLMAR
ESTD **MN CROSSROADS** 1901

WELCOME TO WHERE
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MINNESOTA CONVERGE


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MINNESOTA CROSSROADS

FROM MAIN STREET TO
SINCE

1901
WHERE THE PLAINS MEET

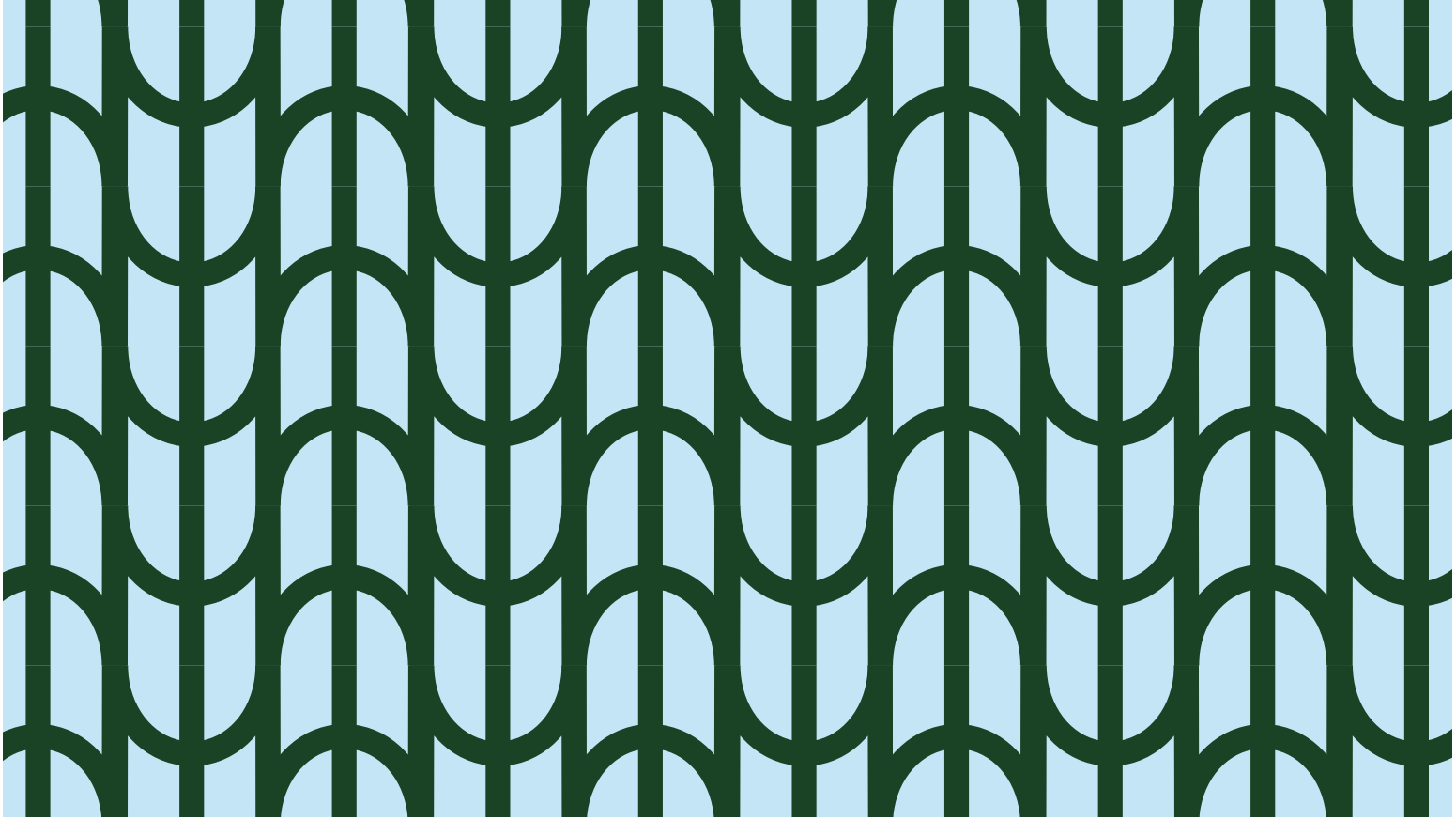
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WELCOME TO
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WELCOME TO WHERE
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MINNESOTA CONVERGE

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WILLMAR
MINNESOTA CROSSROADS

FROM MAIN STREET TO
SINCE
WHERE THE PLAINS MEET
1901
THE CITY OF
WILLMAR





Recap

DIRECTION 1



DIRECTION 2



ALTERNATE OPTIONS



Thanks!

11/09/23

REPLACE



WILLMAR
INC. 1901

MINNESOTA'S  CROSSROADS
MINNESOTA

This styleguide is a tool to help direct and streamline the implementation of Willmar's new branding. Inside you'll find assets, templates, guidelines and detailed specifications to help ensure a seamless rollout for your new brand. Following the guidelines within this document will ensure brand integrity for years to come. We recommend downloading all logo and template links within this document to a dedicated Willmar computer.

This guide is a living document and can be modified as new needs appear. If there is something that isn't covered within these pages please contact either Jeff, Lucas or Holly at Replace. Thank you in trusting Replace to develop your new brand. Cheers!

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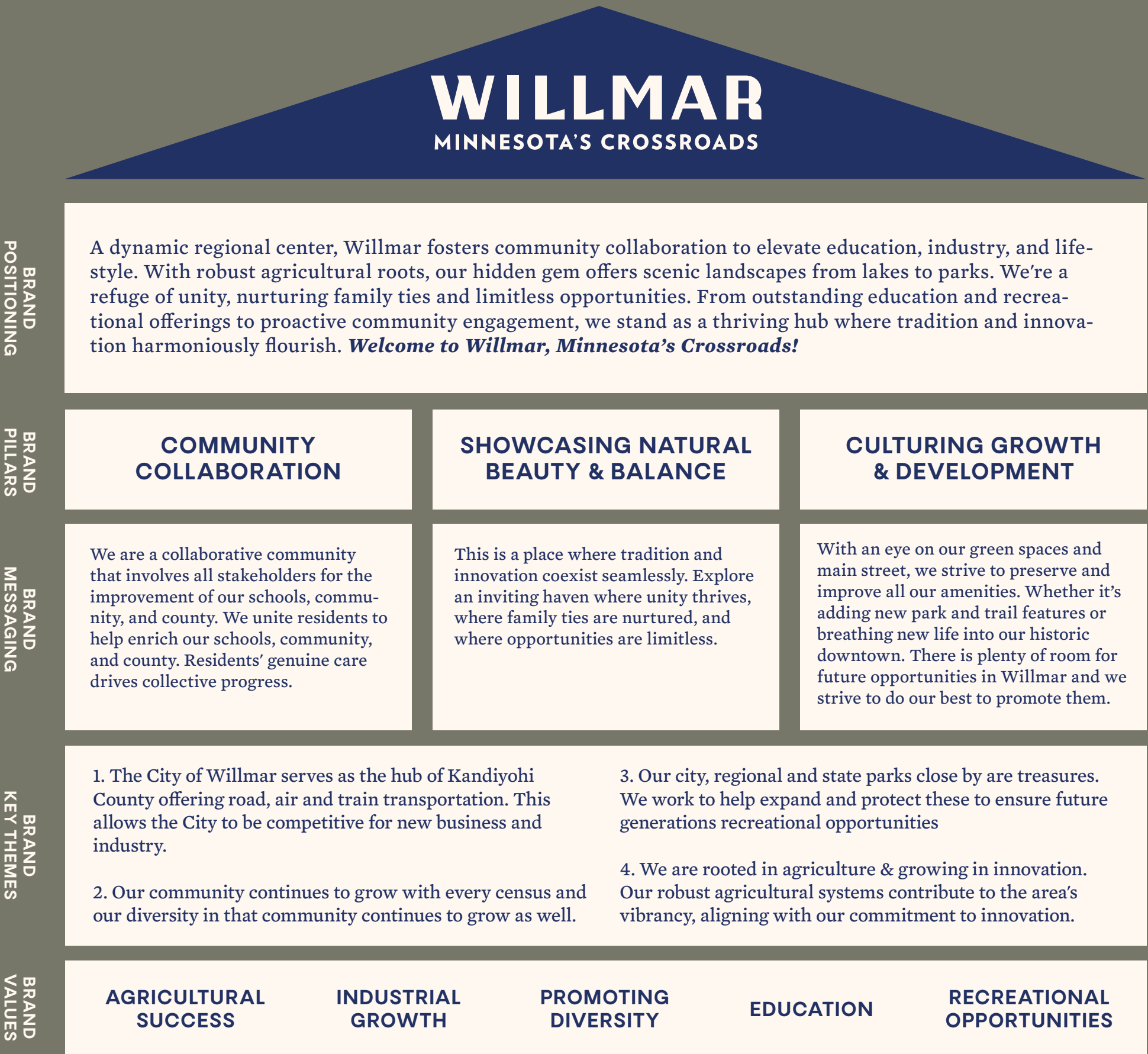
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BRAND STRATEGY PYRAMID

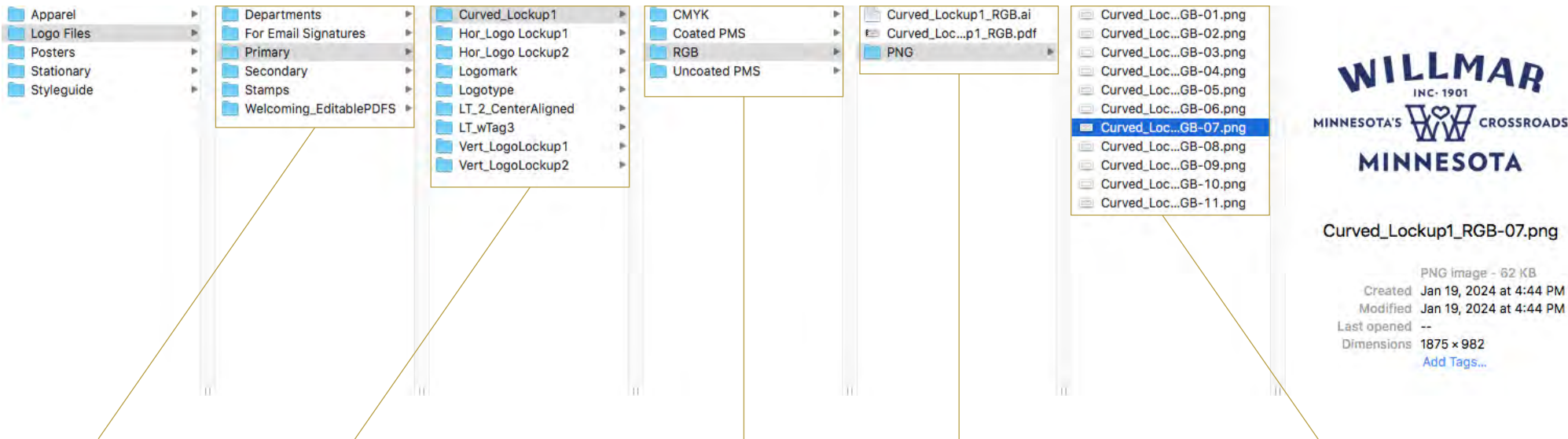
A quick overview of how we want to position the City of Willmar’s brand in the marketplace. This one page document highlights the strengths, hopes and ideals of the community.



LOGO

LOGO EXPLANATION & FILE STRUCTURE

Given the amount of logo files we have, this page offers a short explanation on how we structured the folders as well as what logos to use for what purpose. The file directory may look different depending what computer is used but the structure should remain the same.



These folders house the various logo lock-ups and stamp files.

We'll want to use our primary logos most of the time however every logo in this guide is present. Use the styleguide to help determin which logos work best for specific applica-tions.

With our Welcoming lock-ups, please ensure that a computer with the font Verlag installed is used to ensure brand accuracy. Also, that computer will need adobe illustrator installed on it.

These folders house all the variations for each logotype lock-up shown in this styleguide. The names should correspond with the pages in this styleguide.

For each lock-up, logotype and logomark we have created folders for various color modes. Some are for printing purposes but some are for digital applications.

FOR PRINT use the **CMYK** or **PMS** files as they're spec'd in our Pantone colors or CMYK colors from our styleguide. The EPS, .AI and .PDF files should be used as they're set up as vector files that will print crisply at any size.

Use coated pms colors when printing on coated materials such as billboards, pens, apparel, etc. Use uncoated PMS colors when printing on uncoated paper stocks.

**When printing with our Pantone files it's always recommended to get ink drawdowns from the printer before the print run starts.*

FOR DIGITAL use our **RGB .PNG** files. These higher res .pngs will work well for web and social media needs. Do not scale these files up. If a larger size is needed use the RGB .ai or .pdf files.

These are the file formats for each logo. This example is what our RGB folders will look like. They include vector .ai and .pdf files as well as .pngs for applications such as Microsoft Word or Powerpoint.

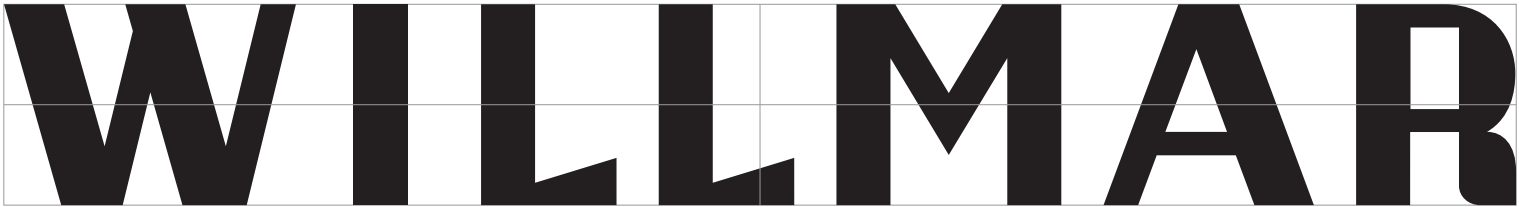
All the various colors for a specific logo lock-up are here. These lock-ups generally contain both 1 and 2 color logo files. All .pngs have a transparent background.

These .pngs are great for Micro-soft applications, web and social media but should usually not be used for print .

LOGOTYPE

The unique and bold logotype mimics the Willmar signage on the BNSF railyard building that is one of the first things you see when entering Willmar from the East.

This type is designed to be easily legible in small spaces.



MINIMUM SIZING SPECS

WILLMAR

FOR WEB
No smaller than
0.75” wide or 54px

WILLMAR

FOR PRINT
No smaller than
0.5” wide

LOGOTYPE

LOCK-UPS 1 & 2

Our primary lock-ups for Willmar Minnesota. One is ideal for left aligned applications while two works well in a variety of spaces, especially center aligned on a page.



MINIMUM
SIZING SPECS

WILLMAR MINNESOTA	WILLMAR MINNESOTA
FOR WEB No smaller than 1” wide or 72px	FOR PRINT No smaller than 0.75” wide



MINIMUM
SIZING SPECS

WILLMAR INC. MINNESOTA 1901	WILLMAR INC. MINNESOTA 1901
FOR WEB No smaller than 1.75” wide or 125px	FOR PRINT No smaller than 0.5” wide

LOGOTYPE LOCK-UPS WITH TAGLINE 1 & 2

Logotype lock-ups using our tagline. Ideal for more horizontal spaces.



MINIMUM
SIZING SPECS

WILLMAR MINNESOTA'S
CROSSROADS

FOR WEB
No smaller than
2" wide or 144px

WILLMAR MINNESOTA'S
CROSSROADS

FOR PRINT
No smaller than
1.25" wide



MINIMUM
SIZING SPECS

WILLMAR
MINNESOTA'S CROSSROADS

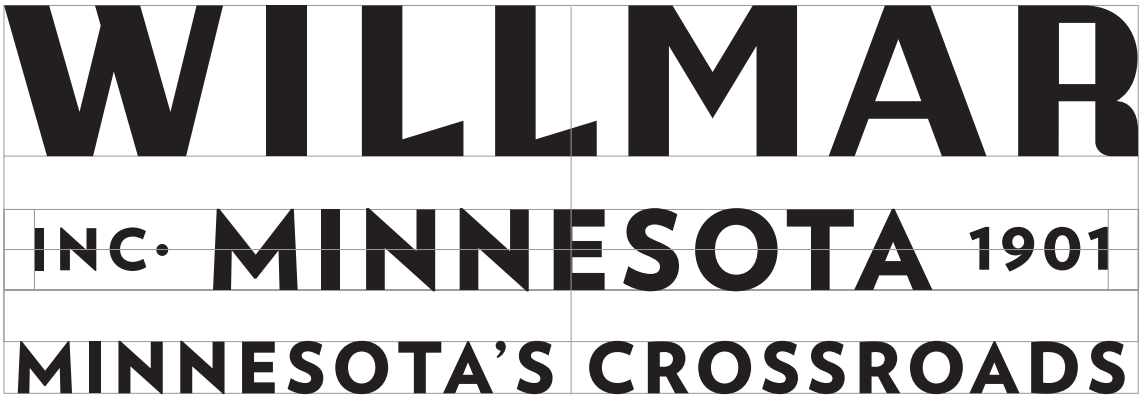
FOR WEB
No smaller than
1.25" wide or 90px

WILLMAR
MINNESOTA'S CROSSROADS

FOR PRINT
No smaller than
0.75" wide

LOGOTYPE LOCK-UP 3

Our full logotype lock-up to be used when we want to include tagline and est. date.



MINIMUM SIZING SPECS

WILLMAR
INC. MINNESOTA 1901
MINNESOTA'S CROSSROADS

FOR WEB
No smaller than
1.75" wide or 126px

WILLMAR
INC. MINNESOTA 1901
MINNESOTA'S CROSSROADS

FOR PRINT
No smaller than
1" wide

LOGOMARK SPECIFICATIONS

We created a unique W that reflects the tag-line, Minnesota’s Crossroads. Given the industrial history of the town, we’ve designed our W to incorporate that strength while retaining a heart. With the heart icon and given the position of Willmar in Kandiyohi County, we can then say things like “Visit the Heart of Kandiyohi County”, “At the Heart of Kandiyohi County”, etc.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
0.5” wide or 36px



FOR PRINT
No smaller than
0.25” wide

HORIZONTAL LOGO LOCK-UP 1

Our primary horizontal lock-up with only the logomark and logotype.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
2" wide or 144px



FOR PRINT
No smaller than
1" wide

HORIZONTAL LOGO LOCK-UPS 2 & 3

Horizontal lock-upS with the logomark and more detailed logotype.



MINIMUM
SIZING SPECS



FOR WEB
No smaller than
2” wide or 144px



FOR PRINT
No smaller than
1.25” wide



MINIMUM
SIZING SPECS



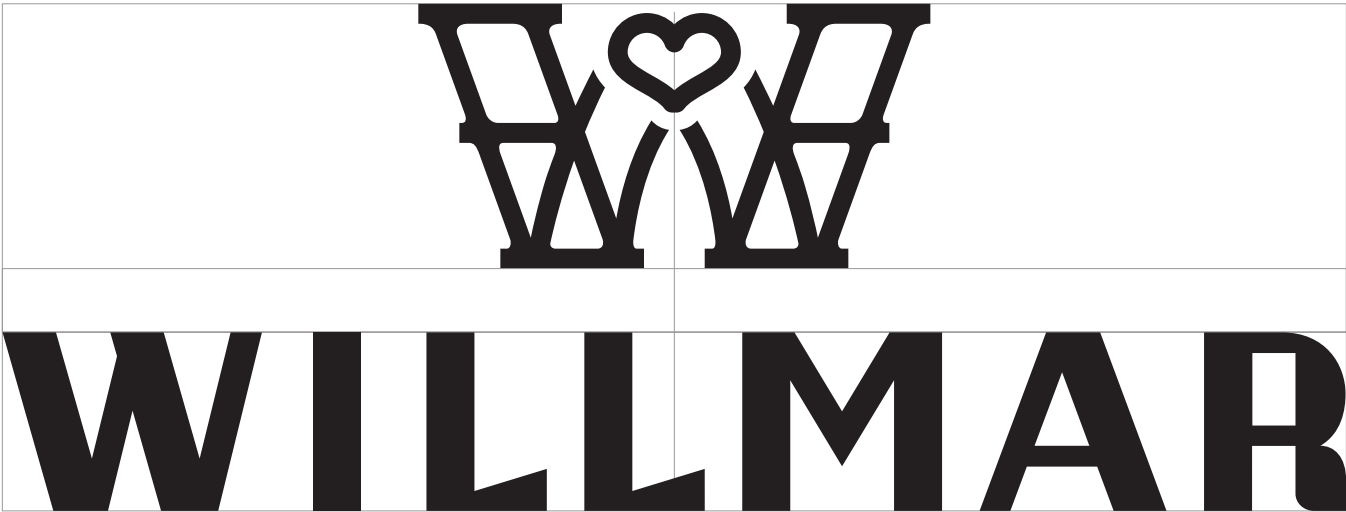
FOR WEB
No smaller than
2.5” wide or 180px



FOR PRINT
No smaller than
1.5” wide

VERTICAL
LOGO LOCK-UP 1

Our primary vertical lock-up with only the logomark and logotype.



MINIMUM
SIZING SPECS



FOR WEB
No smaller than
1.25” wide or 90px



FOR PRINT
No smaller than
0.75” wide

VERTICAL LOGO LOCK-UPS 2 & 3

These lock-ups are ideal for more vertical applications and should be center aligned in whatever application their used on.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
1.75" wide or 126px



FOR PRINT
No smaller than
1" wide

MINIMUM SIZING SPECS



FOR WEB
No smaller than
1.75" wide or 126px



FOR PRINT
No smaller than
1" wide

CURVED LOGOTYPE & LOCK-UPS

These lock-ups are ideal for center aligned applications. They would be ideal for t-shirts and square ad-like objects.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
1" wide or 72px



FOR PRINT
No smaller than
0.5" wide

MINIMUM SIZING SPECS



FOR WEB
No smaller than
2" wide or 144px



FOR PRINT
No smaller than
1.25" wide

MINIMUM SIZING SPECS



FOR WEB
No smaller than
1.5" wide or 108px



FOR PRINT
No smaller than
1" wide

WELCOMING LANGUAGE LOCK-UPS

For our invitational language we’re using Verlag Black as our typeface. This allows everything to appear seamless.

These are just a few examples using various phrasing. It’s recommended that longer phrases be broken up into multiple lines if needed. We can also use this as an opportunity to swap our tagline around.

WELCOME TO
WILLMAR
INC. MINNESOTA 1901

VISIT LOVELY
WILLMAR
INC. MINNESOTA 1901

WELCOME TO THE CITY OF
WILLMAR
INC. MINNESOTA 1901
HEART OF KANDIYOHI COUNTY

WHERE THE LAKES
WILLMAR
INC. MINNESOTA 1901
MEET THE PRAIRIE

YOU'RE INVITED TO
WILLMAR
INC. 1901
MINNESOTA'S  CROSSROADS
MINNESOTA

COME ON OVER TO
WILLMAR
MINNESOTA


STAMP LOCK-UPS

Stamps to be used a variety of ways. Any of these would make great embossers or inked stamps for stationary and other special applications. Even though we are moving forward with Minnesota’s Crossroads we we can play with the language a bit in these applications.



MINIMUM
SIZING SPECS



FOR WEB
No smaller than
1" wide or 72px



FOR PRINT
No smaller than
0.75" wide

USING THE STAMPS WITH LOGOTYPE LOCK-UPS

Some rules to follow when pairing the stamps with our logo lock-ups.

DO



Use the stamps that contain our tagline with logotype lock-ups that do not.



Use the stamps that contain our other language with logotype lock-ups that have our tagline.



Feel free to rotate the stamp to a reasonable degree.



Use the stamps as stand-alone marks.

DON'T



To avoid redundancy, don't use the Minnesota Crossroads stamps with logotype lock-ups that contain the tagline.



Don't use the stamps with lock-ups containing the logomark.



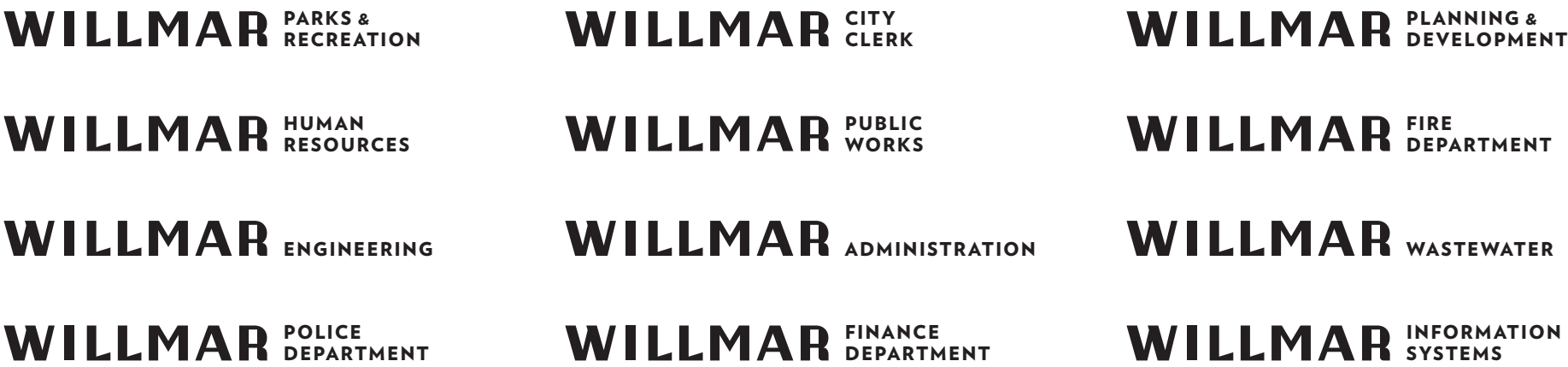
Overlap the stamp artwork with any of the logotype. There may be specific situations where this could be acceptable.



Don't use more than 1 stamp on a single page.

DEPARTMENT LOGOTYPE LOCK-UPS

Logotypes for the various city departments. We have special logomarks for each, however we may want to use these lock-ups for simpler approaches.



DEPARTMENT LOGOMARKS

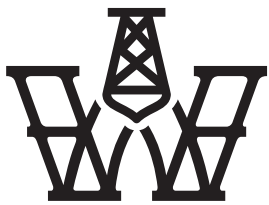
One of the beautiful things with our logo-mark is it's ability to swap our heart out for other icons. We've created specific icons for each city department to help distinguish them while keeping the look and feel of everything consistent.



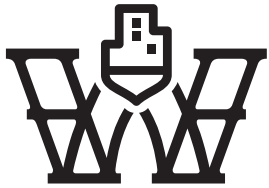
PARKS & REC



HUMAN
RESOURCES



ENGINEERING



PLANNING & DEV



CITY CLERK



POLICE DEPT.



FIRE DEPT.



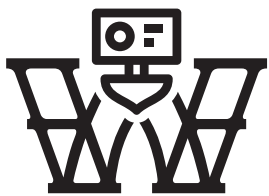
WASTEWATER



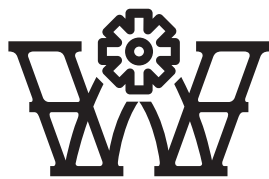
PUBLIC WORKS



FINANCE DEPT.



ADMINISTRATION



INFORMATION SYSTEMS

MINIMUM SIZING SPECS



FOR WEB
No smaller than
0.5" wide or 36px



FOR PRINT
No smaller than
0.25" wide

HORIZONTAL DEPARTMENT LOCK-UPS

Horizontal lock-ups for our department branding. We’re taking this opportunity to show our our lock-ups in their department colors. We’ll eleborate more on these colors in the COLOR section.



MINIMUM
SIZING SPECS



FOR WEB
No smaller than
2” wide or 144px



FOR PRINT
No smaller than
1.25” wide



VERTICAL
DEPARTMENT
LOCK-UPS

Vertical lock-ups for our department branding.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
1.5” wide or 108px



FOR PRINT
No smaller than
0.75” wide



DEPARTMENT STAMP LOCK-UPS

Stamps to be used with department specific materials.



MINIMUM SIZING SPECS



FOR WEB
No smaller than
1" wide or 72px



FOR PRINT
No smaller than
0.75" wide

ALL PRIMARY LOGO LOCK-UPS

All our primary logo lock-ups and links to where to find the files for each. These versions should be used in the majority of our applications.

LOGOTYPE

WILLMAR

LT 2 CENTER ALIGNED

WILLMAR
INC. MINNESOTA 1901

LOGOMARK



LT W/TAG 3

WILLMAR
INC. MINNESOTA 1901
MINNESOTA'S CROSSROADS

HORIZONTAL LOCK-UP 1



HORIZONTAL LOCK-UP 2



VERTICAL LOCK-UP 1



CURVED LOCK-UP 1



VERTICAL LOCK-UP 2



ALL SECONDARY LOGO LOCK-UPS

All our LOGO LOCK-UPS and links to where to find the files for each.

LT W/TAG 1



LT1 LEFT ALIGNED



CURVED LOGOTYPE



LT W/TAG 2



HOR_LOGOLOCKUP3



VERT_LOGOLOCKUP3



CURVED LOCKUP 2



LOGO USAGE

Guidelines to be aware of when using any of the non stamp logo lock-ups.



Don't adjust proportions of elements individually.



Don't move elements of our lock-ups individually.



Use only recommended colors. Also we recommend using a maximum of 2 colors with all our lock-ups.



Follow the color guidelines in the following section when choosing colors for our logo.



Don't rotate our logo lock-ups. There may be some pattern exceptions to this rule.



Don't stretch or squish our logos.



Harsh drop shadows and other effects aren't recommended.



Be aware of minimum sizing specs. Don't shrink logos smaller than those values.

COLOR

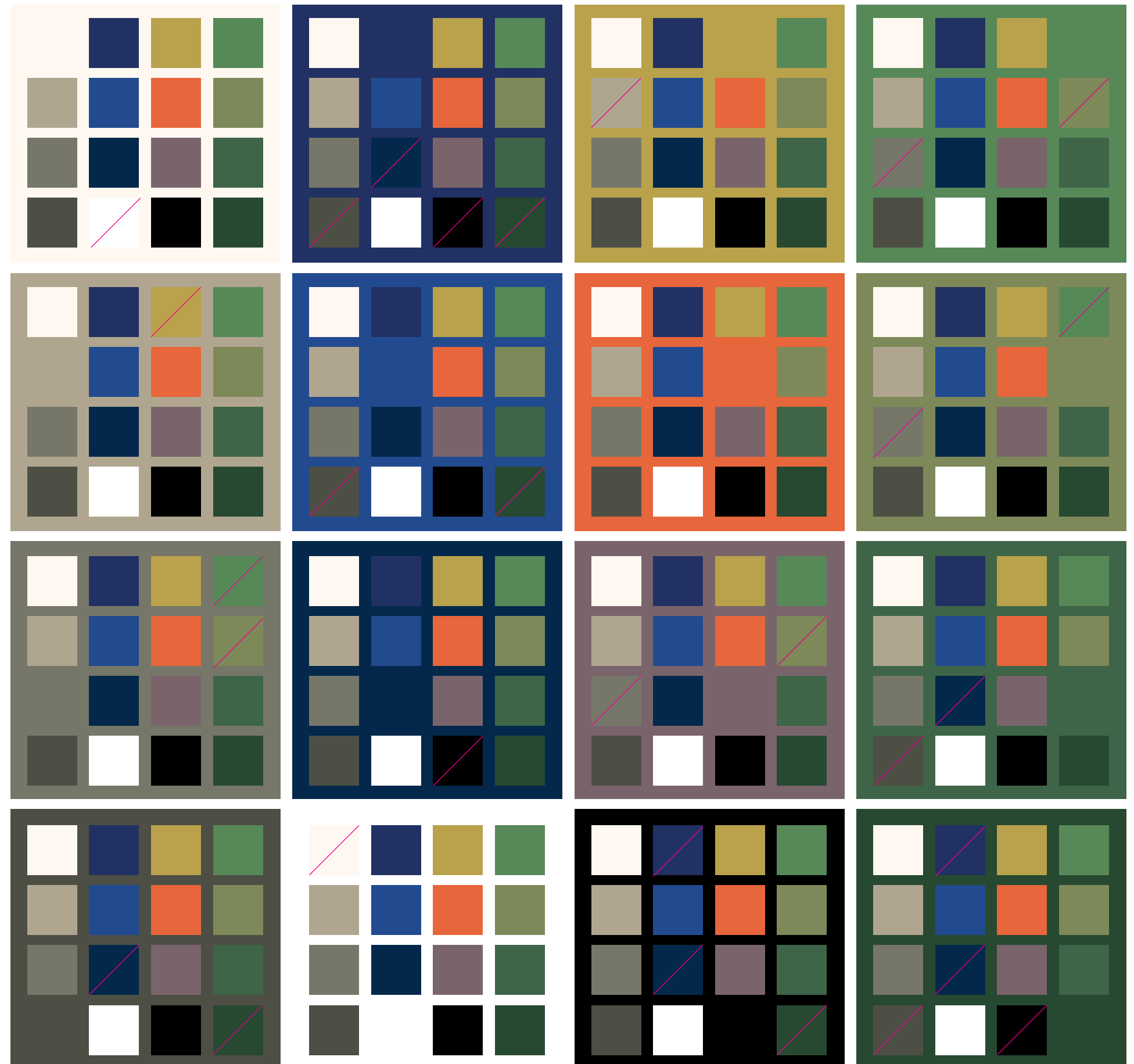
COLOR SPECIFICATIONS

All RGB, CMYK, PMS & Hex values for the City of Willmar’s new colors. Our 4 primary colors are at the top while our secondaries are below.

	Uncoated PMS: N/A U Coated PMS: N/A C C: 0 M: 2 Y: 4 K: 0 R: 255 G: 248 B: 241 Hex: FFF8F1 Paper Stock: Neenah Classic Crest “Natural White”	
	Uncoated PMS: 294 U Coated PMS: 654 C C: 100 M: 90 Y: 30 K: 0 R: 34 G: 49 B: 100 Hex: 223164 Paper Stock: Mohawk Keaycolour “Royal Blue”	PUBLIC WORKS COLOR
	Metallic PMS: 871 C & U Uncoated PMS: 7752 U Coated PMS: 7753 C C: 29 M: 30 Y: 85 K: 0 R: 185 G: 162 B: 75 Hex: B9A24B	
	Uncoated PMS: 7738 U Coated PMS: 7730 C C: 69 M: 25 Y: 75 K: 0 R: 87 G: 136 B: 88 Hex: 578858	INFORMATION SYSTEMS COLOR
ENGINEERING COLOR	Uncoated PMS: 7536 U Coated PMS: 7536 C C: 30 M: 30 Y: 40 K: 0 R: 176 G: 166 B: 144 Hex: B0A690	
POLICE COLOR	Uncoated PMS: 2935 U Coated PMS: 2935 C C: 95 M: 80 Y: 10 K: 0 R: 34 G: 74 B: 1174 Hex: 224A8F	
FIRE COLOR	Uncoated PMS: 165 U Coated PMS: 171 C C: 0 M: 75 Y: 85 K: 0 R: 231 G: 102 B: 59 Hex: E7663B	
CITY CLERK COLOR	Uncoated PMS: 577 U Coated PMS: 5777 C C: 50 M: 30 Y: 75 K: 10 R: 126 G: 137 B: 89 Hex: 7E8959	
PLAN & DEV COLOR	Uncoated PMS: 416 U Coated PMS: 416 C C: 50 M: 44 Y: 55 K: 14 R: 118 G: 119 B: 105 Hex: 767769	
WASTEWATER COLOR	Uncoated PMS: 295 U Coated PMS: 295 C C: 100 M: 85 Y: 40 K: 40 R: 3 G: 40 B: 75 Hex: 03284B	
HUMAN RESOURCES COLOR	Uncoated PMS: 5135 U Coated PMS: 5205 C C: 45 M: 55 Y: 45 K: 10 R: 122 G: 100 B: 108 Hex: 7A646C	
PARKS & REC COLOR	Uncoated PMS: 7731 U Coated PMS: 7733 C C: 75 M: 35 Y: 75 K: 20 R: 62 G: 101 B: 72 Hex: 3E6547	
ADMIN COLOR	Uncoated PMS: 447 U Coated PMS: 418 C C: 60 M: 50 Y: 65 K: 35 R: 77 G: 79 B: 69 Hex: 4D4F45	
	Uncoated PMS: N/A Opaque White Coated PMS: N/A Opaque White C: 0 M: 0 Y: 0 K: 0 R: 255 G: 255 B: 255 Hex: FFFFFFFF	
	Uncoated PMS: Black U Coated PMS: Black C C: 0 M: 0 Y: 0 K: 100 R: 35 G: 31 B: 32 Hex: 231F20	
FINANCE COLOR	Uncoated PMS: 7734 U Coated PMS: 7736 C C: 80 M: 45 Y: 80 K: 45 R: 39 G: 73 B: 49 Hex: 274931	

COLOR GUIDE

Shown are all combinations of our 16 colors. The combinations with a slash through them should be avoided in the majority of instances.



TYPOGRAPHY

TYPOGRAPHY SPECIFICATIONS

All typefaces used with the new city branding. To keep things simple we're using a typeface called Verlag, a strong futurist sans serif that pairs nicely with our logotype.

If Verlag isn't available, we're also specifying some secondary typefaces for web / powerpoint applications.

Link to Purchase Verlag:

<https://www.typography.com/fonts/verlag/styles/verlag>

- H** - Denotes ideal Headline Fonts
- SH** - Denotes ideal Subhead Fonts
- BC** - Denotes ideal Body Copy Fonts
- SF** - Denotes Substitute / Secondary Font

Verlag (Black) **H**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Verlag (Book) **BC**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Trebuchet MS (Bold) **SF - Verlag Black/Bold**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Times New Roman (Bold) **SF - Used as BC in Letterhead**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Verlag (Bold) **SH, BC**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Verlag (Light) **H, SH**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Trebuchet MS (Regular) **SF - Verlag Book**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

Times New Roman (Regular) **SF - Used as BC in Letterhead**

ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklmnopqrstuvwxyz
1234567890

HEADLINE & BODY COPY EXAMPLES

Some examples of how to lay out our type when working with longer blocks of copy. We're noting point size in these examples to help give an idea of proportion of body copy to headlines and subheads.

Verlag (Black)
24 pt

THIS IS A SAMPLE HEADLINE

Verlag (Book)
12 pt

This is a sample body copy block. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec nec turpis gravida, consectetur arcu eget, efficitur nulla. Quisque interdum lacinia orci at ultrices. Nulla egestas fermentum nisl, a convallis nisi pharetra ut. Here's something we want italicized dapibus dolor sed volutpat. Proin fringilla viverra mi ac pharetra. Etiam ut mattis eros, quis luctus neque. Curabitur tortor arcu, sagittis non leo fermentum, vehicula eleifend tortor.

Verlag (Black)
32 pt

This is another sample headline

Verlag (Light)
15 pt

THIS IS A SAMPLE SUBHEAD
USING VERLAG LIGHT.

Verlag (Bold)
9 pt

This is a sample body copy block. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec nec turpis gravida, consectetur arcu eget, efficitur nulla. Quisque interdum lacinia orci at ultrices. Nulla egestas fermentum nisl, a convallis nisi pharetra ut. Here's something we want italicized dapibus dolor sed volutpat. Proin fringilla viverra mi ac pharetra. Etiam ut mattis eros, quis luctus neque. Curabitur tortor arcu, sagittis non leo fermentum, vehicula eleifend tortor. Ut accumsan, nibh eu rhoncus accumsan, leo magna rutrum nisi, sed sollicitudin ex dolor id diam.

Verlag (Light)
24 pt

THIS IS A SAMPLE HEADLINE

Times New
Roman (Book)
12 pt

This is a sample body copy block. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec nec turpis gravida, consectetur arcu eget, efficitur nulla. Quisque interdum lacinia orci at ultrices. Nulla egestas fermentum nisl, a convallis nisi pharetra ut. Here's something we want italicized dapibus dolor sed volutpat. Proin fringilla viverra mi ac pharetra. Etiam ut mattis eros, quis luctus neque. Curabitur tortor arcu, sagittis non leo fermentum, vehicula eleifend tortor.

USING WEB SAFE FONTS

Trebuchet
(Bold)
24 pt

THIS IS ANOTHER SAMPLE HEADLINE

Trebuchet
(italic)
16 pt

*This Is A Sample Subhead
Using Trebuchet.*

Times New
Roman (Book)
12 pt

This is a sample body copy block. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec nec turpis gravida, consectetur arcu eget, efficitur nulla. Quisque interdum lacinia orci at ultrices. Nulla egestas fermentum nisl, a convallis nisi pharetra ut. Here's something we want italicized dapibus dolor sed volutpat.

EXAMPLES IN OTHER LANGUAGES

Some examples of what our logo and stamps could look like in other languages. Everything uses Verlag Black as the typeface except the Chinese translation.

**Google Translate was used and should be proofed before using any of these graphics*

SPANISH



LA COMUNIDAD DE
WILLMAR
INC. MINNESOTA 1901

LOGOTYPE TRANSLATIONS:

The Community of Willmar Minnesota
Incorporated 1901

HMONG



LUB ZEJ ZOG NTAWM
WILLMAR
INC. MINNESOTA 1901

STAMP TRANSLATIONS:

Minnesota's Crossroads
Welcome To
Community for All

SOMALI



BULSHADA REER
WILLMAR
INC. MINNESOTA 1901

CHINESE



的社区
WILLMAR
INC. MINNESOTA 1901

CHINESE TYPEFACE SPECS:

Adobe 黑体 Std R

____WILLMAR

These examples would make great stickers, street banners and other branded materials for the public. This simple statement can be utilized with both iconography and illustrations.

Other language could be applied as well. Statements like YOU____WILLMAR or LET'S____WILLMAR could be great call to action examples.

This page shows just a few examples with our primary version using the heart from the logomark.

I  WILLMAR

WE  WILLMAR

I  WILLMAR

LET'S  WILLMAR

I  WILLMAR

WE  WILLMAR

I  WILLMAR

YOU  WILLMAR

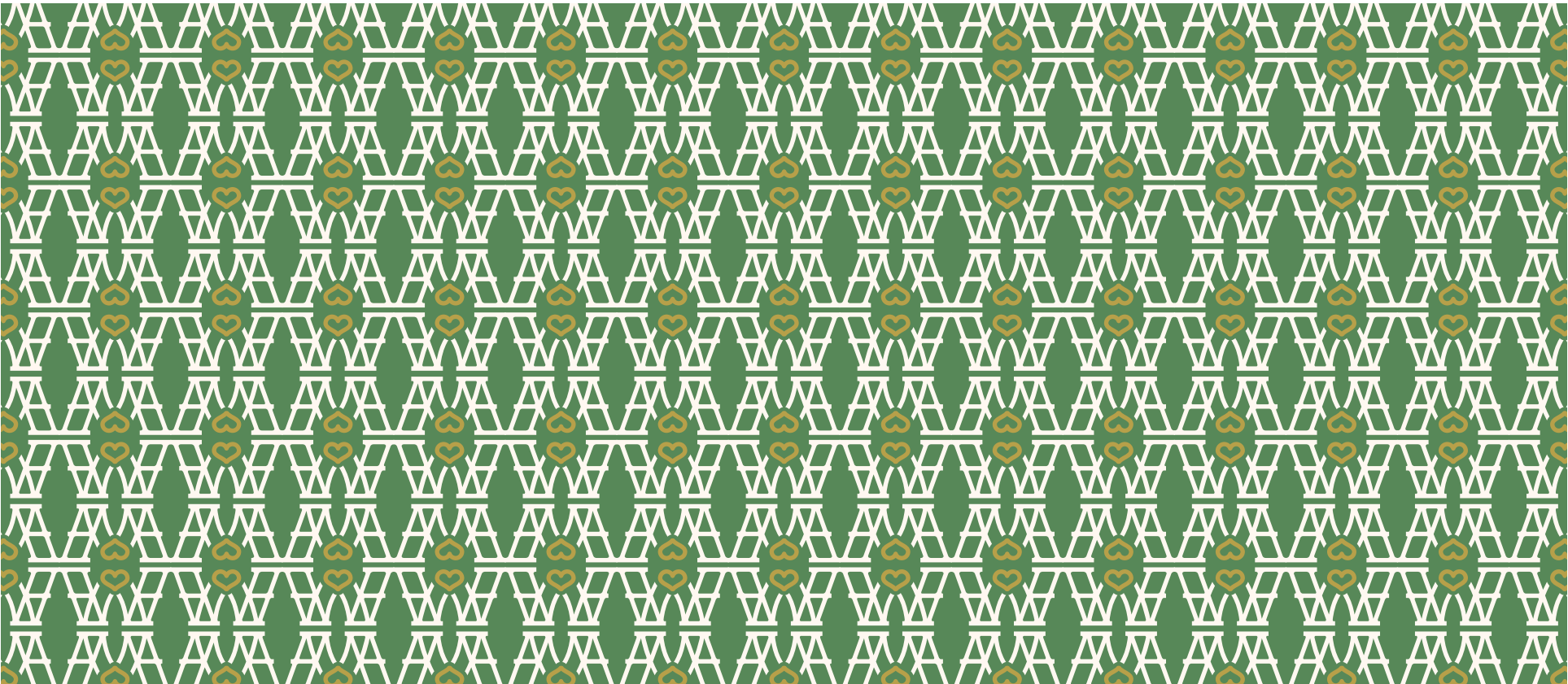
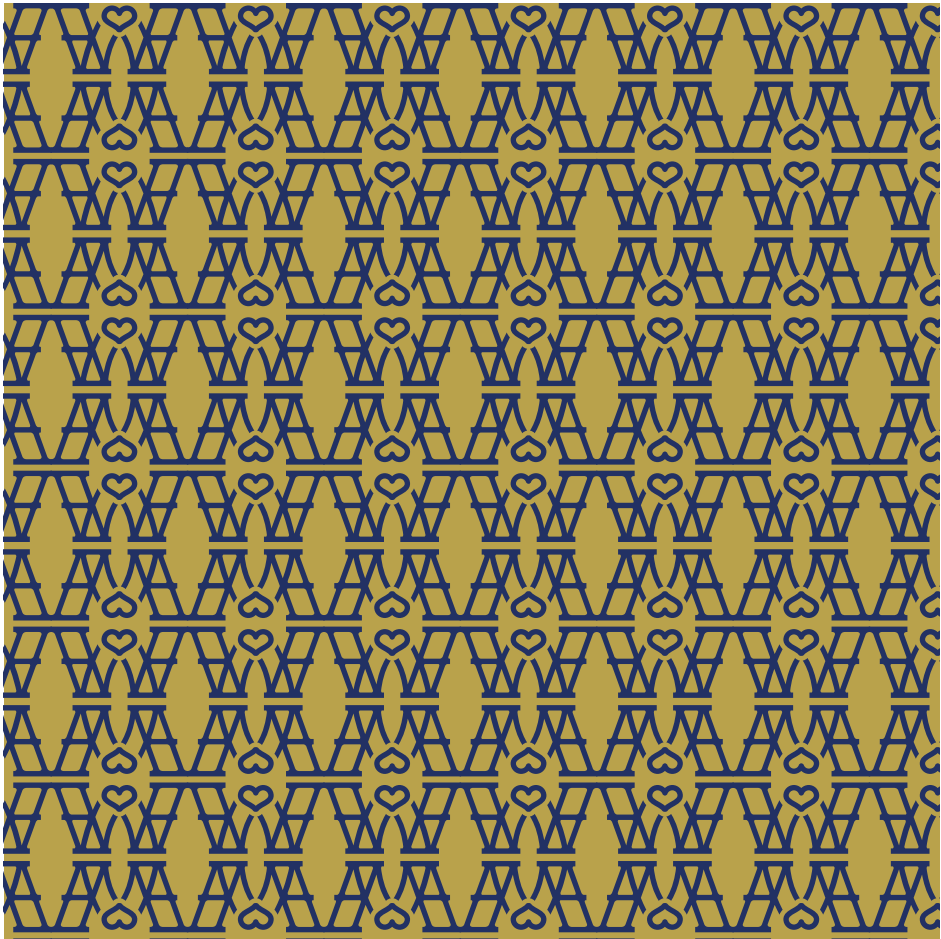
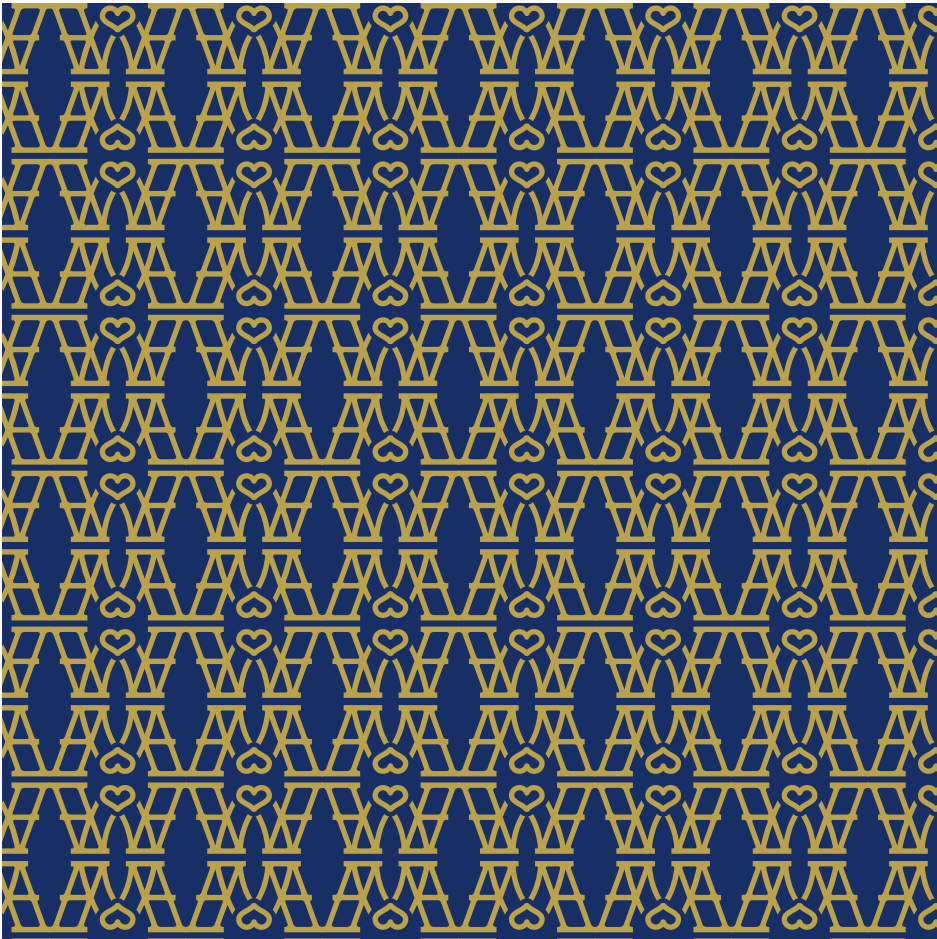
I  WILLMAR

WE  WILLMAR

GRAPHIC ASSETS

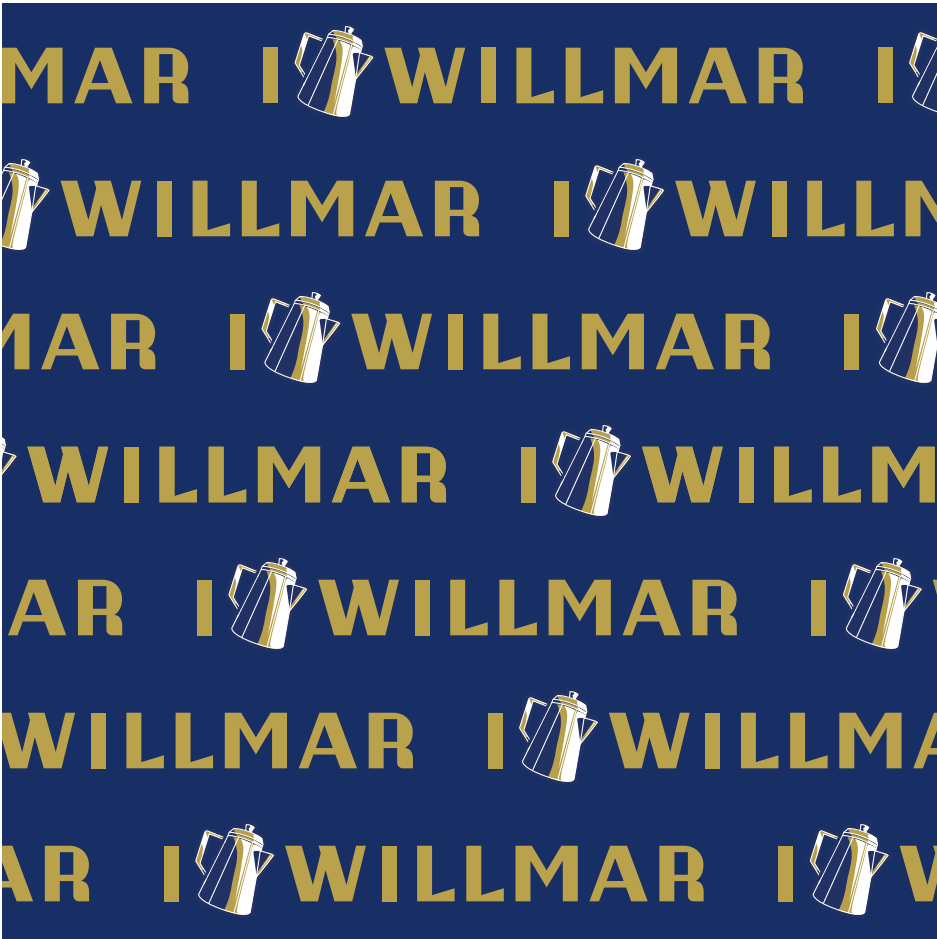
PATTERNS

A few patterns that can be used throughout our brand materials. Colors can be changed as needed however we recommend using the primary colors for the majority of these.



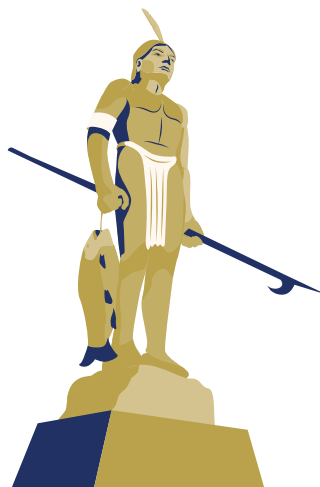
PATTERNS

A few patterns that can be used throughout our brand materials. Colors can be changed as needed however we recommend using the primary colors for the majority of these.



ICONOGRAPHY & VECTOR ILLUSTRATIONS

Icons and Illustrations to be used on various materials.



PLACE SPECIFIC ILLUSTRATIONS (RAILYARD)

Our railyard illustration. We're using a rough almost expressionistic style for these illustrations. Their unrefined but capture the locations in a uniquely Willmar way.



PLACE SPECIFIC ILLUSTRATIONS (COURTHOUSE)

Our courthouse illustrations. There are two styles to choose from here. One is our painterly style while the other is a vector based style that can be scaled up as large as you need it.



PLACE SPECIFIC
ILLUSTRATIONS
(ROBBINS ISLAND PARK)

Robbins Island Park, illustrated at fall.



PLACE SPECIFIC
ILLUSTRATIONS
(LAKE OVERVIEW)

Willmar and the surrounding areas with a highlight to the rolling hills and lake chain that exists.



PLACE SPECIFIC
ILLUSTRATIONS
(BARN THEATER)

Willmar and the surrounding areas with a highlight to the rolling hills and lake chain that exists.



PHOTOGRAPHY

INSPIRATIONAL PHOTOGRAPHY (PLACES)

Inspirational photography to showcase how all the special places in Willmar could be captured.

*All photography is FPO



INSPIRATIONAL PHOTOGRAPHY (PEOPLE)

Photography highlighting the people of Willmar. Some images are from Willmar while others showcase inspirational lighting and composition.

*All photography is FPO



INSPIRATIONAL PHOTOGRAPHY (RECREATION)

Photography that showcases specific events and activities that can be done in Willmar.

*All photography is FPO



USING BRAND ELEMENTS WITH PHOTOS

Some techniques to utilize when placing the branding elements with photography.

*All photography is FPO



Darker photos allow us to use our logomarks directly over the top of them as long as they are set to either white or our cream color.



Another technique is to utilize a color overlay to give enough contrast that our logos will be visible against the picture. It would be ideal that the color overlay be one from our styleguide. This approach could allow us to use 2 color artwork over the top.

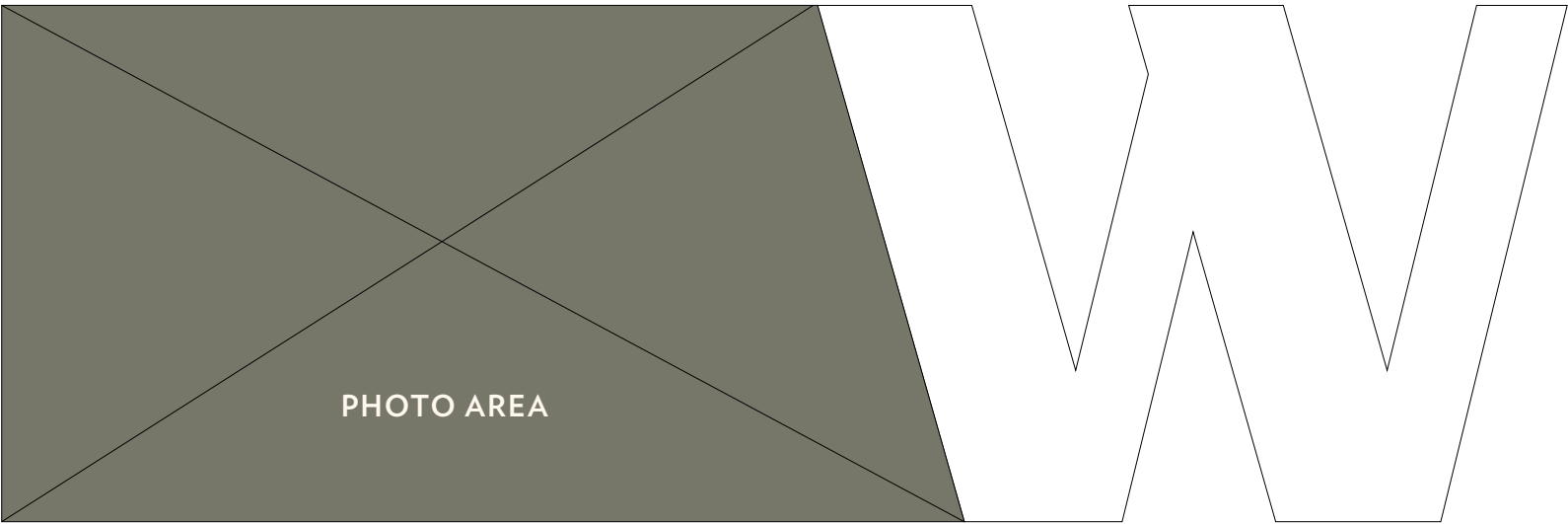


The third technique would to create a seperate shape and house the logo and any other artwork next to the imagery rather than on top of it.

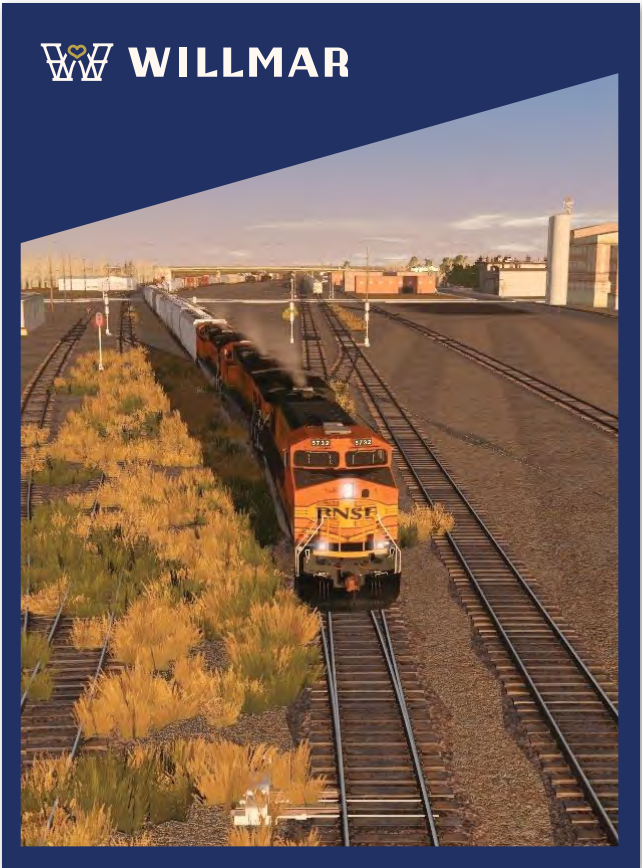
USING BRAND ELEMENTS WITH PHOTOS

Using the geometry from our logotype we can create more unique containers for photography.

*All photography is FPO



EXAMPLES IN USE



BRAND APPLICATIONS (PRINT)

BUSINESS CARD TEMPLATE

Artwork shown at 100% scale. Business Cards are set up as 3.5” (W) x 2” (H). Whatever option(s) are chosen would be carried through all business cards. Option B would utilize the individual department stamps while option A would use a universal one.

OPTION A



OPTION B



LETTERHEAD TEMPLATE

A digital MS Word template will be provided for this piece. An embosser of the city seal would add an elegant finish to any letterhead that would be printed out.

Copy & Signature is FPO.
Artwork shown at 75% scale.



SAMPLE EMBOSSED CITY STAMP

ENVELOPE TEMPLATE #10

Artwork shown at 100% scale.
Mailing label is FPO.

WILLMAR
INC. MINNESOTA 1901

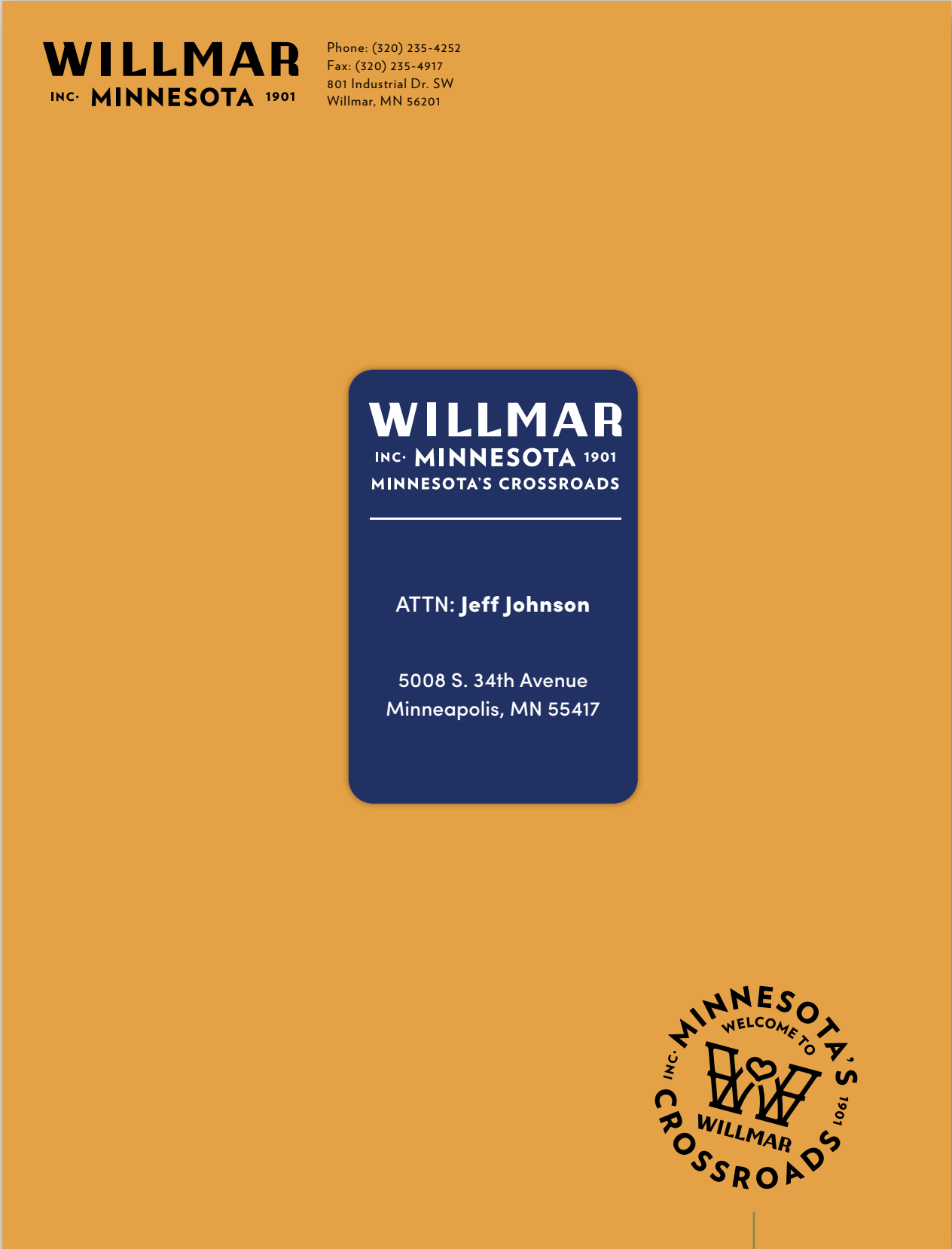
Phone: (320) 235-4252
Fax: (320) 235-4917
801 Industrial Dr. SW
Willmar, MN 56201



LARGE MANILLA ENVELOPES

These envelopes are ideal for larger packets of documents. The stamp could be department specific if desired.

Artwork shown at 75% scale.
Mailing label is FPO.



SAMPLE CITY STAMP

ENVELOPES TEMPLATES A4

These A4 envelopes are designed to be a more deluxe example for the Willmar brand. Ideally these would be foiled stamped and used in correlation with our 4 x 6 cards. They could be gift envelopes or used for fancier invitations.

Artwork shown at 75%.
Mailing label is FPO.

FRONT



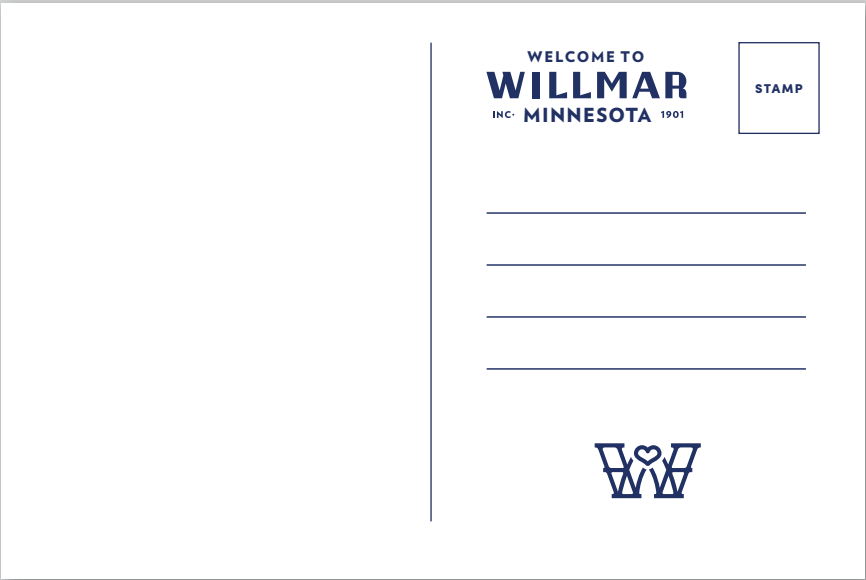
BACK



4 X 6 CARDS

These sample 4”x6” cards could be used as thank you’s, invitations or postcards.

Artwork shown at 75%.



MAILING LABELS

Mailing labels to be used with envelopes, boxes and other shippable items as needed. Colors are subjective with the stipulation that we stick with our primaries in most scenarios.

Artwork shown at 100% scale.
Info is FPO.

2.25" X 0.75" [LINK TO TEMPLATE](https://www.avery.com/blank/labels/94216)
<https://www.avery.com/blank/labels/94216>



2" X 3" OPTIONS [LINK TO TEMPLATE](https://www.avery.com/blank/labels/94237)
<https://www.avery.com/blank/labels/94237>



3" X 1" [LINK TO TEMPLATE](https://www.avery.com/blank/labels/94224)
<https://www.avery.com/blank/labels/94224>



4" X 1" [LINK TO TEMPLATE](https://www.avery.com/blank/labels/94202)
<https://www.avery.com/blank/labels/94202>



EMBOSSER ARTWORKS

Embossers are a cost effective way to enhance standard documents. These could be used on envelopes, letterhead, posters and other Willmar materials. We’ve included a link to a lightweight embosser that would work well for lighter bond papers but not so much for heavier cardstocks.

Files set up at 100% scale
2” diameter

OPTION 1



OPTION 2



OPTION 3



OPTION 4



WRITING UTENSILS

Writing utensils are an easy and affordable way to implement the new branding. Here are a few options to show how we could do so. Given the industrial nature of the town, we've opted to show what a carpenter's pencil could look like.

Artwork not at 100% scale



LINK TO PENCILS: <https://www.anypromo.com/pens-writing/pencils/>



LINK TO PENS: <https://www.pens.com/us/p/engraved-alpha-stylus-pen-gunmetal-trim/prd-mjfuehny/>

ASSORTED STICKERS
& MAGNETS

Assorted stickers for a variety of uses. The circular designs could be translated into pins, buttons, magnets and other Willmar assets.

Artwork shown at 100% scale.



POSTER TEMPLATE (HORIZONTAL)

These posters could be used as a premium fundraising application or to hang around town. A digital or lithographic printing process on aour cream colored paper stock would be ideal.

The bottom right is designated as a poster editioning space.

Full size is set to 16”x24”
Artwork not shown at 100% scale.
Embosser artwork is FPO
Description is FPO



WILLMAR TRAIN SWITCH

Kandiyohi County has been a railroad hub for more than 120 years. Today, Burlington Northern Santa Fe Railway (BNSF) handles freight coming through Kandiyohi County, with a main line connecting Chicago to the Pacific coastal states.



WE ♥ WILLMAR
POSTER SERIES

— / —

SAMPLE EMBOSSED CITY STAMP

POSTER TEMPLATE (VERTICAL)

These posters could be used as a premium fundraising application or to hang around town. A digital or lithographic printing process on aour cream colored paper stock would be ideal.

The bottom right is designated as a poster editioning space.

Full size is set to 24”x16”
Artwork not shown at 100% scale.
Embosser artwork is FPO
Description is FPO



KANDIYOHI COUNTY COURTHOUSE

Built in 1966, the building's projecting folded roofline supported by three-story pylons and its varied surface treatment reflect the style of many 1960s buildings. Gray, random-coursed ashlar covers the walls except for the front of the three-story section beneath the sawtooth roof, which is faced by smooth panels of tan stone.



WE ♥ WILLMAR
POSTER SERIES

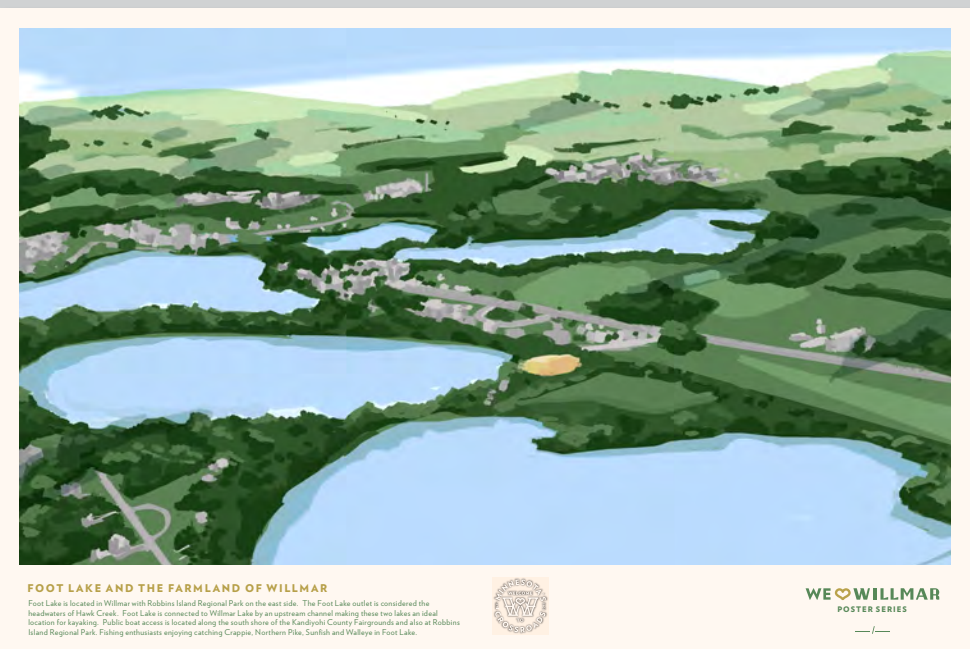
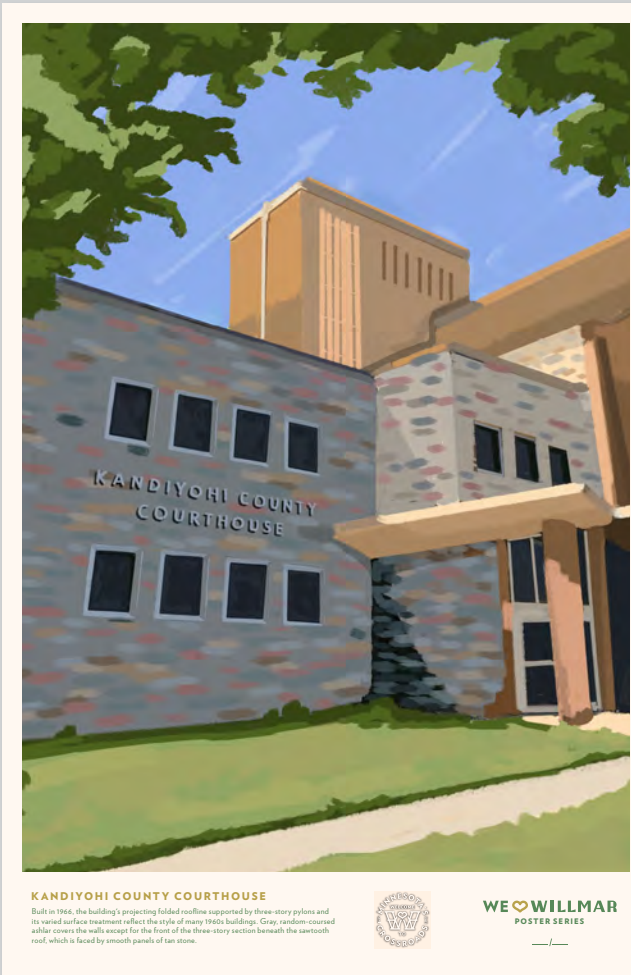
— / —

POSTER FAMILY

All of our posters so far for the Community of Willmar. Ideally these would all be printed at the same time to ensure color consistency.

We would like to expand on this system as desired to help showcase all the special areas of Willmar.

Full size is set to 16”x24”
Artwork not shown at 100% scale.
Embosser artwork is FPO
Description is FPO

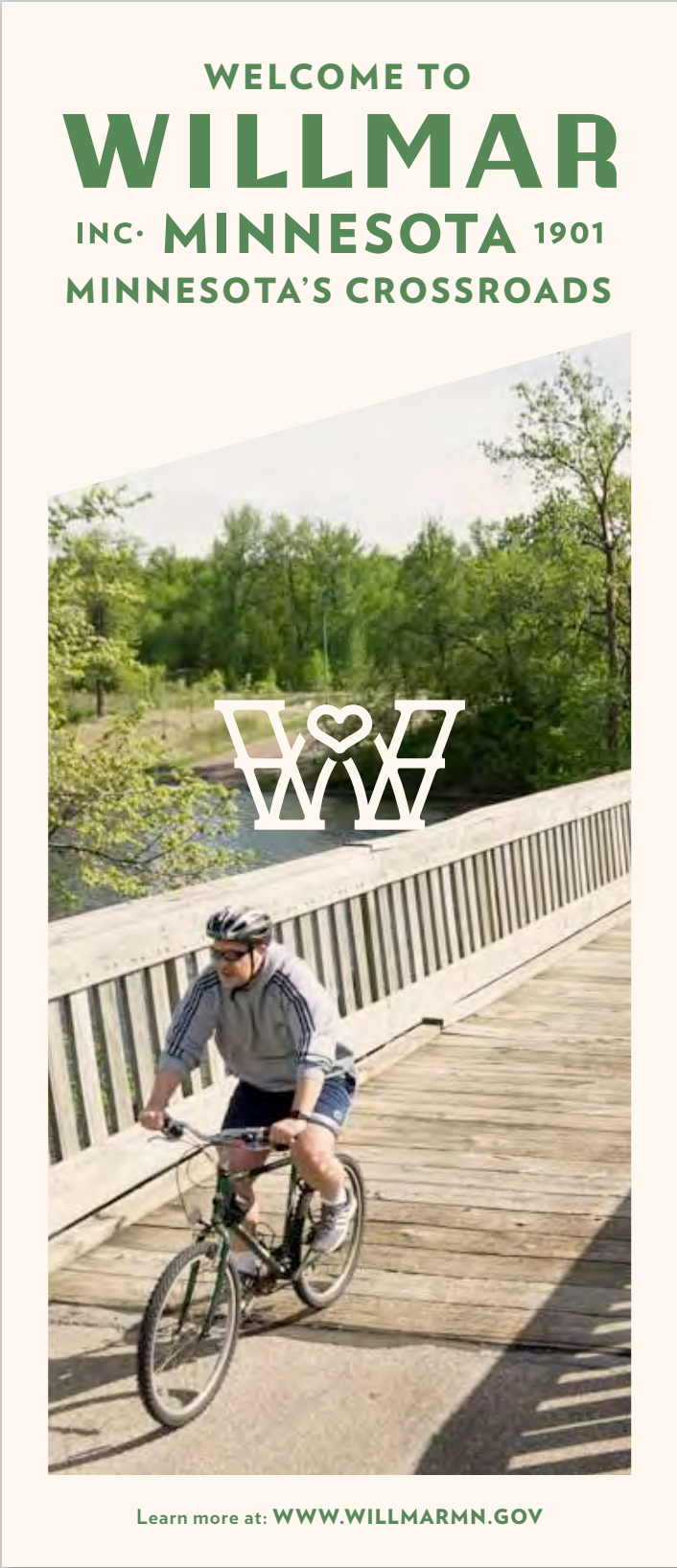


TRI-FOLD BROCHURE
SAMPLE FRONT & BACK

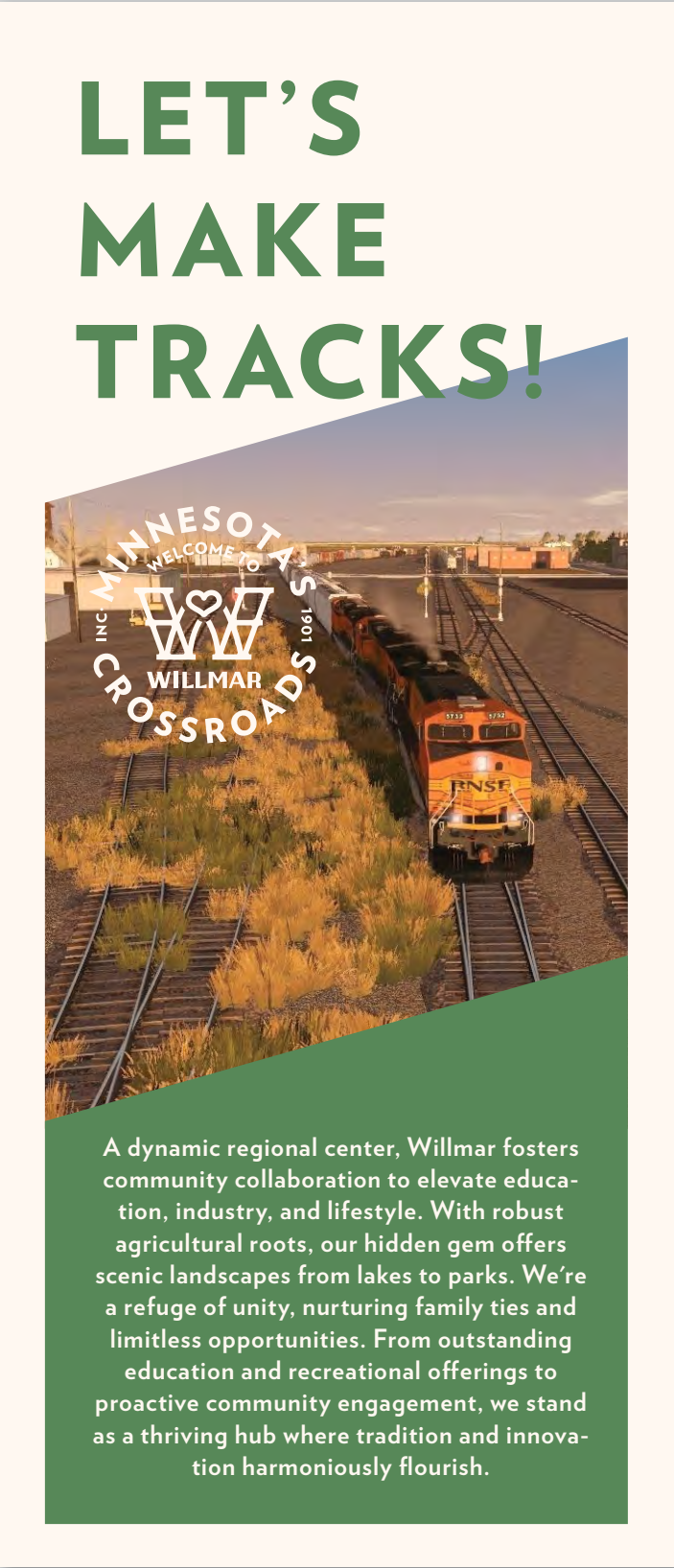
Look and feel for how a non-department specific brochure could look like. This option would utilize a four color printing process but could be simplified into a 1 color option for budget printing.

Artwork shown at 100% scale.
Unfolded brochure size - 8.5”x11”
Imagery is FPO
Content is FPO

FRONT



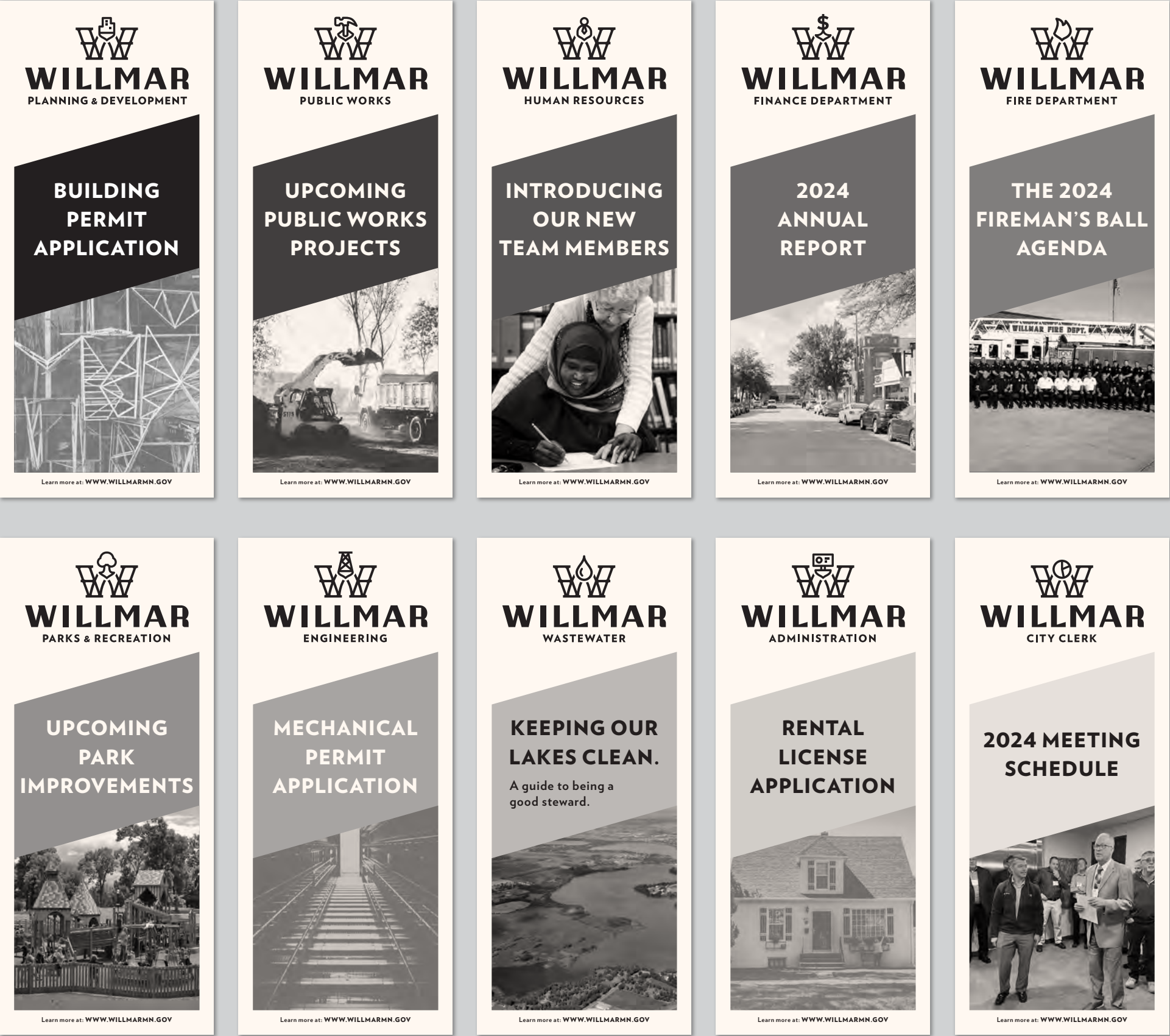
BACK



TRI-FOLD BROCHURE DEPARTMENT SPECIFIC FRONTS

Look and feel for how department specific brochures could look like. These options are set up for budget printing, would only utilize a black inkwell and could be printed in house on our Neenah Classic Crest Natural White paper.

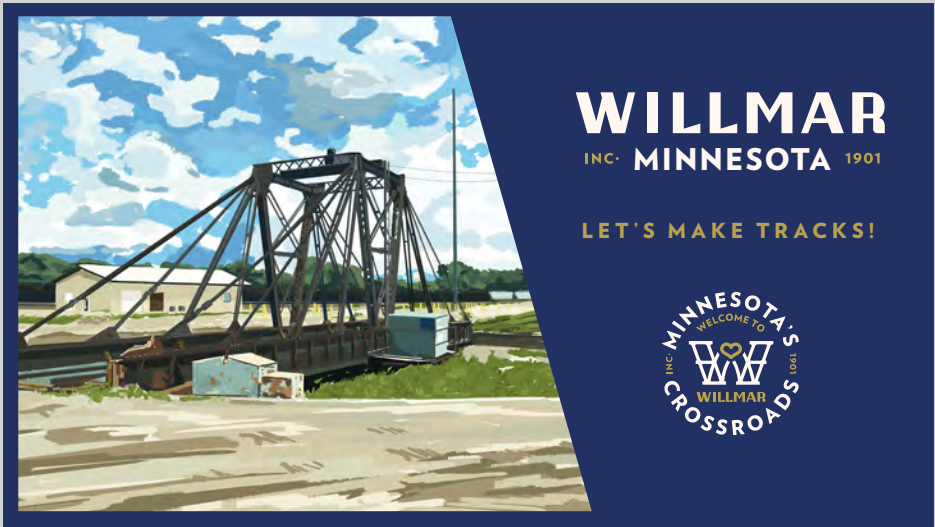
Artwork shown at 50% scale.
Unfolded brochure size - 8.5”x11”
Imagery is FPO
Content is FPO



ADVERTISING EXAMPLES (HORIZONTAL)

Some examples for ways we could advertise for the City of Willmar. These examples are set to a 16:9 aspect ratio for ease of use within social media. They would also make good billboards and other horizontal ad-like objects.

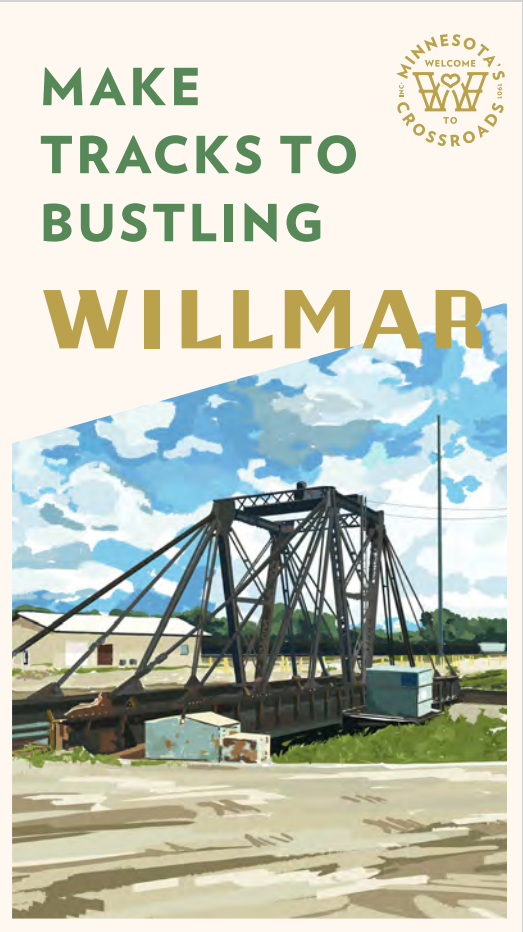
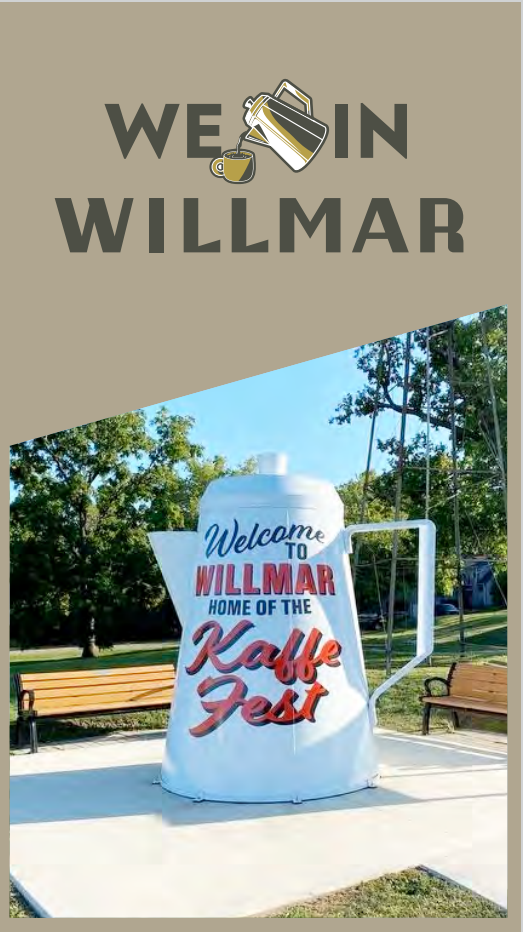
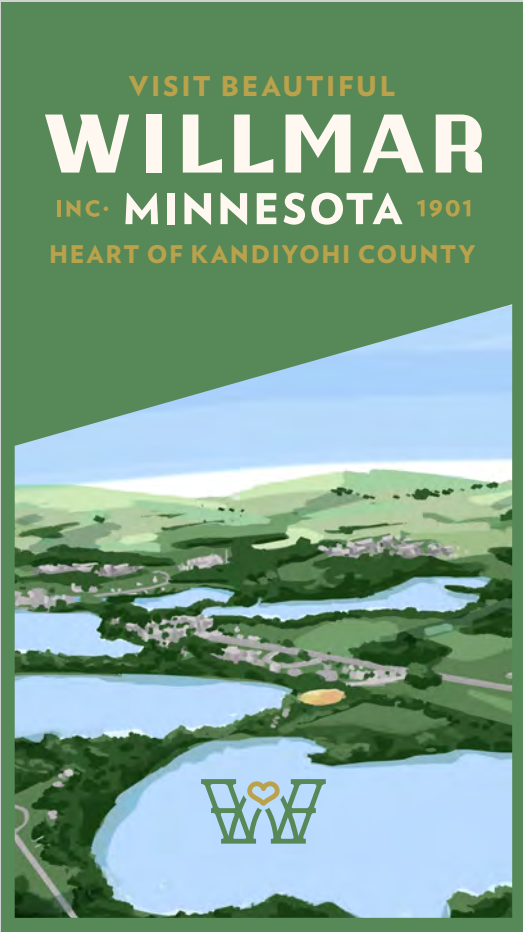
Photography is FPO
Content is FPO



ADVERTISING EXAMPLES (VERTICAL)

Some examples for ways we could advertise for the City of Willmar. These examples are set to a 9:16 aspect ratio for ease of use within social media. They would also make good billboards and other horizontal ad-like objects.

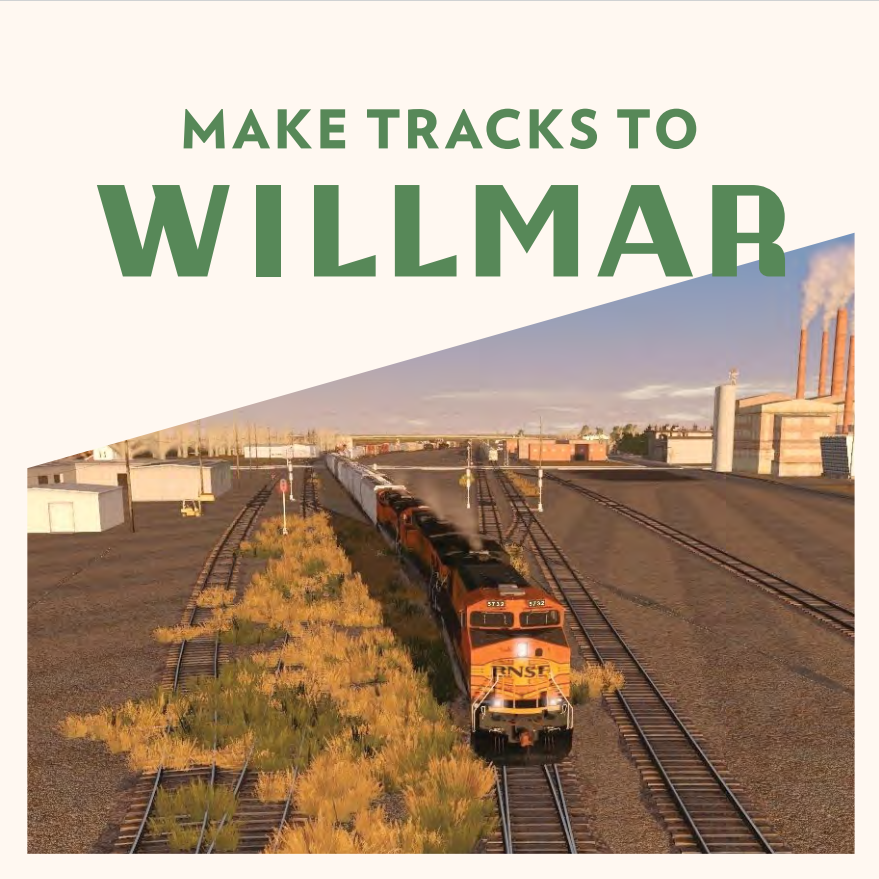
Photography is FPO
Content is FPO



ADVERTISING EXAMPLES
(SQUARE)

Some examples for ways we could advertise for the City of Willmar. These examples are set to a 1:1 aspect ratio for ease of use within social media. They would also make good billboards and other horizontal ad-like objects.

Photography is FPO
Content is FPO



STREET BANNERS

Sample street banners for consideration. These two options take different approaches. Ideally 1 would be chosen and versions built off of that template would be created to add a bit of variety.

Artwork not to 100% scale.
Proposed banner size is 22” x 42”

OPTION 1



OPTION 2



WATER TOWER

A water tower design. Ideally painted onto the tower itself.

ARTWORK SIDE A



ARTWORK SIDE B



MOCK-UPS



ENTRY SIGNAGE

Sample reskin of the Willmar entry sign. This would ideally be constructed in a similar manner as the previous and would benefit from being backlit.

ARTWORK



MOCK-UP



SAMPLE BUILDING SIGNAGE

When adding the branding to various public buildings around Willmar, we can use the system shown on this page. In the cases of buildings like the fire and police department or any other buidling with a unique icon, we can swap out the Willmar logomark with that mark instead.

These signs would ideally be constructed out of a weather resistant material like stainless steel or acrylic and would have a little dimension to them.

Color is FPO and could correlate with the specific departments or more importantly, whatever offers the best contrast against the building.

ARTWORK EXAMPLES

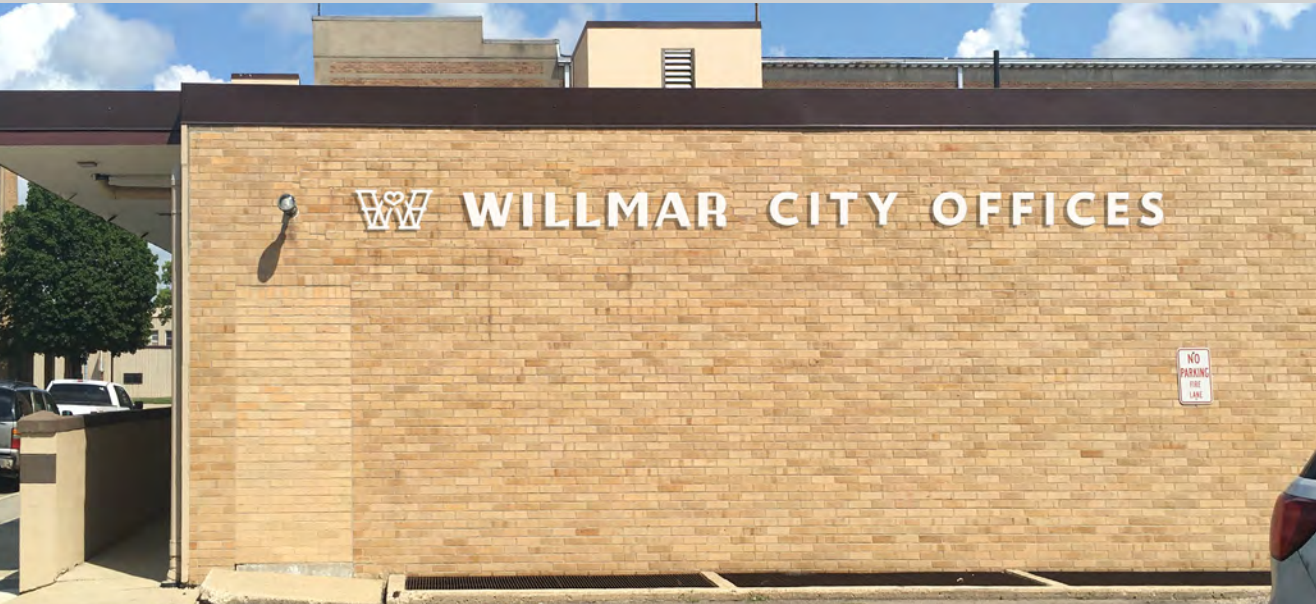
 **WILLMAR CITY OFFICES**

 **WILLMAR POLICE DEPARTMENT**

 **WILLMAR PUBLIC WORKS**

 **WILLMAR RECREATIONAL CENTER**

MOCK-UP



WAYFINDING SIGNAGE

These signs could be used throughout the community to help direct people to certain destinations. These are simple and would ideally be produced in a similar manner as the street signs.

Dimensions - 16" x 5"
Artwork shown at 50%



SAMPLE PARK SIGNAGE

Here’s an example of a system for our park signage throughout town. These would ideally be produced the same way as the previous signs. We’re including a phone number for the Parks and Rec department as well as the address of the park.

We’re showing what Robbins Island Park could look like in both the proposed system as well as what it could look like applied to the current sign. The layout is the same in both, instead we’d use cut acrylic lettering in place of the old.



SHIRT DESIGNS

A few thoughts on what Willmar apparel could look like. These designs could be applied to a variety of shirts like hoodies, sweat-shirts, long-sleeves, etc.



HAT DESIGNS

A few thoughts on what some Willmar apparel could look like. These hat designs would ideally be embroidered and could be used on other hat styles such as beanies and stocking caps.



ACCESSORIES

Lapel pins and lanyards. Please review sizes as the artwork could be scaled up or down as needed.

Lapel Pin artwork @ 100% scale.

Link to Pin Producer:
<https://wizardpins.com/>

Link to Lanyard Producer:
<https://customlanyards.com>

LAPEL PIN EXAMPLES



LANYARD EXAMPLES



BRAND APPLICATIONS (DIGITAL)

EMAIL SIGNATURES

With the email signatures we want to be aware of people that use dark mode as well as light mode. We’re using colors that can work for both.

We want to use our web-safe font Trebuchet for any typography.

Artwork shown at 100% scale.

COLORS USED

Hex:
B9A24B

Hex:
767769

TYPE USED *12pt type used throughout

Trebuchet Bold

Trebuchet Regular

Kyle Box

City Operations Director

O:(320) 214-5172 | M:(320) 444-8604

333 6th St. SW, Willmar, MN

NON DEPARTMENT SPECIFIC

Kyle Box

City Operations Director

O:(320) 214-5172 | M:(320) 444-8604

333 6th St. SW, Willmar, MN 56201



DEPARTMENT SPECIFIC

Kyle Box

City Operations Director

O:(320) 214-5172 | M:(320) 444-8604

333 6th St. SW, Willmar, MN 56201



MOCK-UP



SOCIAL MEDIA (INSTAGRAM)

Instagram assets and a mock-up to show what the City of Willmar’s page could look like.

Profile imagery could and should be used across all social media platforms. Color changes could be utilized to add some variety if desired.

Photography is FPO

PROFILE PICS



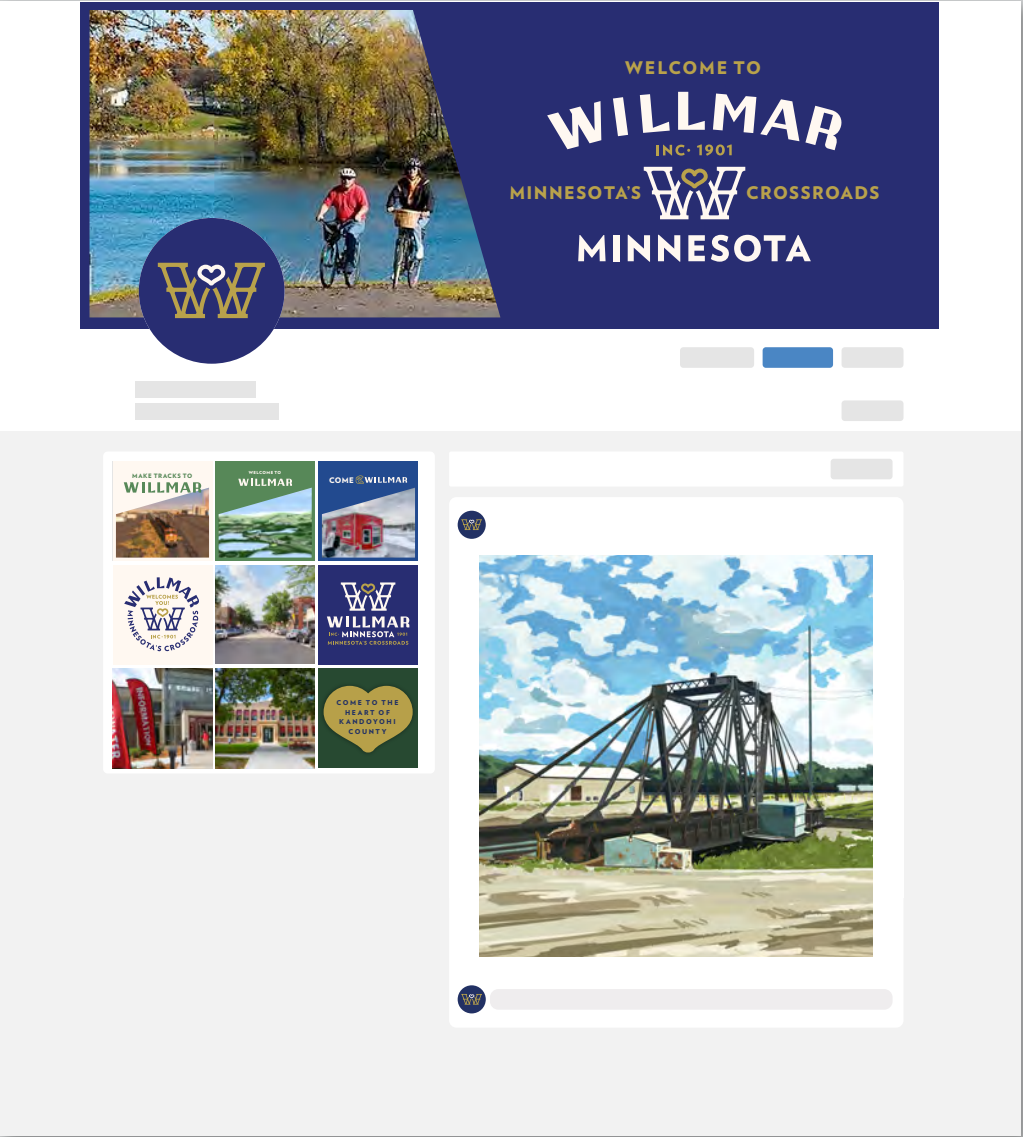
MOCK-UP



SOCIAL MEDIA (FACEBOOK)

Facebook cover imagery examples and a mock-up to show what the City of Willmar’s page could look like.

Photography is FPO



SOCIAL MEDIA (YOUTUBE)

Youtube cover imagery examples and a mock-up to show what the City of Willmar’s page could look like.

Photography is FPO

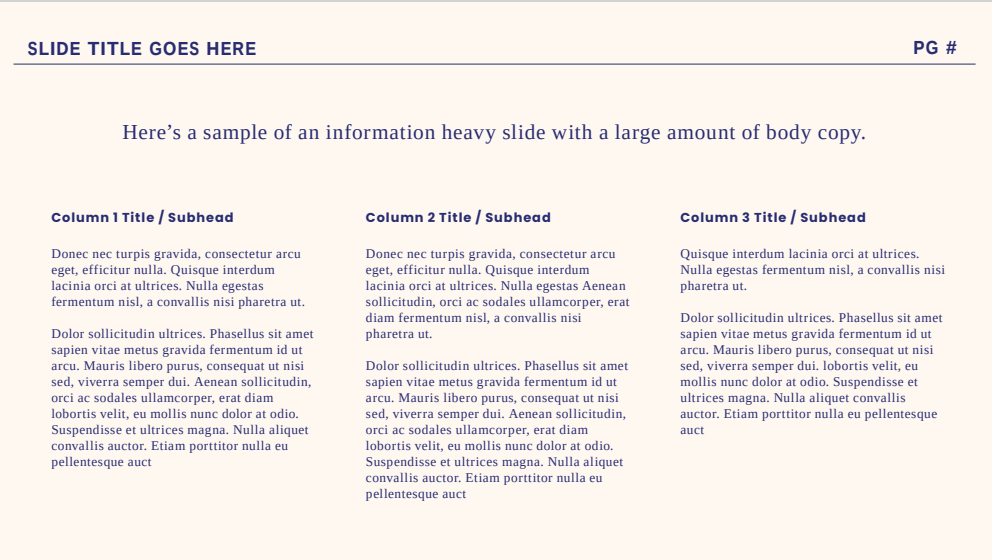
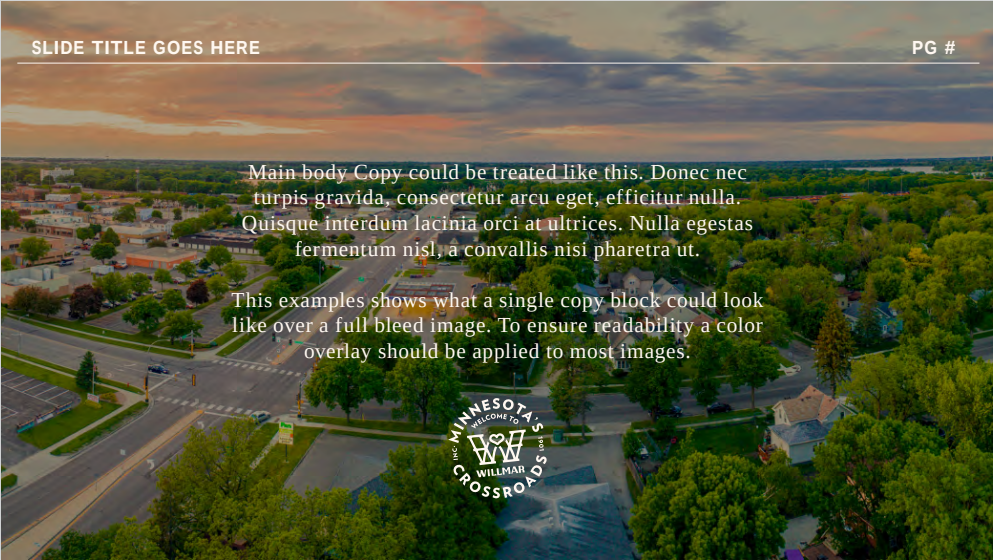


POWERPOINT LOOK & FEEL

This page showcases a few 16:9 slide ideas for Willmar. We’re including a title slide, ending slide and a couple interior slides.

We’re using our web-safe fonts for this application, Trebuchet & Times New Roman.

For Look and Feel Only
Content is FPO
Photography is FPO



LANDING PAGE LOOK & FEEL

Sample landing page utilizing our new color palette and logos. We’re including a look at what a footer design as well even though it probably wouldn’t be visible to the user right away.

For Look and Feel Only
Content is FPO
Photography is FPO

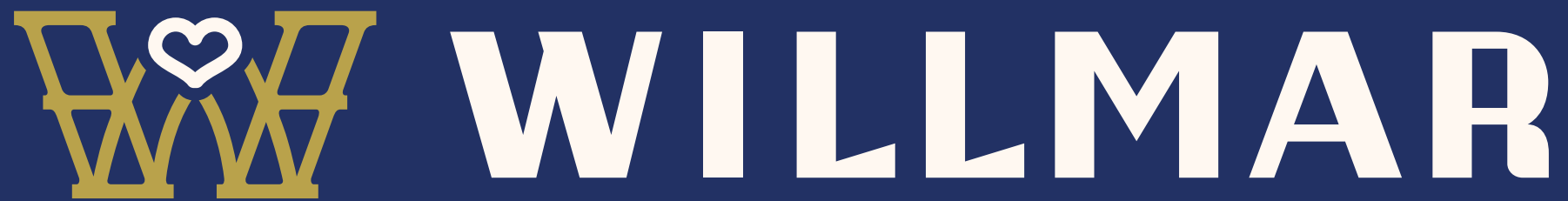


LANDING PAGE LOOK & FEEL (MOBILE)

Sample landing page for a mobile phone.
The image on the right showcases what a
collapsable menu could look like.

For Look and Feel Only
Content is FPO
Photography is FPO





Need files or any additional guidance? Contact Jeff, Holly or Lucas at Replace and we'll ensure you get what you need.

Thanks for working with us in the development of your new brand!

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Minneapolis, MN 55417

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