



WILLMAR CITY COUNCIL MEETING
MONDAY, MARCH 4, 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 February 20, 2024
- B. Willmar Municipal Utilities Commission Meeting Minutes of February 23, 2024
- C. Planning Commission Minutes of February 21, 2024
- D. Planning Commission Applicant - Fernando Cano
- E. Accounts Payable Report, 2-16-24 to 2-27-24
- F. Enter into an agreement with C and H Sports Surfaces, Inc. to resurface Sperry Pickleball courts.
- G. Public Works Motor Grader Purchase
- H. Approve Plans & Specifications, Authorize Advertisement for Bids Project No. 2304-B, 19th Ave Trail Project
- I. Reschedule Public Hearing to Amend Chapter 3, Alcoholic Beverages

Information:

Willmar Municipal Utilities Financial Report for December 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. Request to apply for a FEMA "Assistance to Firefighters Grant" (AFG).
 - B. Resolution calling for Public Hearing on Proposed Conduit Financing for Bethesda Senior Housing Project

C. Request for Public Hearing Date to Rezone Parcel: 95-923-8320; Ward 4

D. State Temporary Liquor Permit—Intuition Brewing LLC

10. "Community Pride" Announcements

11. Closed Session

A. Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)

B. Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)

C. Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)

D. Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)

12. Adjourn

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

February 20, 2024
6:30 PM

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

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Jim Felt, Finance Director Tom Odens, Parks and Recreation Director Rob Baumgarn, Planning and Development Services Director Christopher Corbet, City Engineer Jerod Voge, Public Works Director Justin DeLeeuw, Environmental Specialist Sara Sietsema, Public Works Foreman Paul Tinklenberg, EDC Director Aaron Backman, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There was one addition and no deletions to the agenda.

Addition: Willmar Logo Discussion added as item 9. F.

Following discussion, **Proposed Additions or Deletions to Agenda** was introduced by Council Member Davis. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes	Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes	None

City Operations Director Kyle Box reviewed the consent agenda.

Approve:

- A. City Council Minutes of February 5, 2024
- B. MUC Meeting Minutes of February 12, 2024
- C. Planning Commission Minutes of February 7, 2024
- D. Accounts Payable Report, 2-1-24 to 2-16-24
- E. Bethesda 4th Addition Final Plat
- F. **Resolution No. 2024-016 Accept and Authorize Final Payment: Project No. 2303 23rd St SE Area Improvements**
- G. **Resolution No. 2024-017 Wastewater Plant Roof Replacement: Approve Plans & Specs, Authorize Advertisement for bids.**

- H. **Resolution No.2024-018 2024 Equipment Certificate Intent to Reimburse**
- I. **Resolution No. 2024-019 Wastewater Municipal Pump Replacement**
- J. Willmar High School Trap Team Lawful Gambling Application
- K. Willmar Fests, Inc. Lawful Gambling

Application Information:

- L. Director Reports
- M. Planning Commission Applicant - Fernando Cano
- N. January 2024 Permits Report

Council Member Nelsen requested that Item E. Bethesda 4th Addition Final Plat be pulled from the Consent agenda for discussion.

Council Member Ask offered to **Approve Consent Agenda Items**. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes	Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes	None

Following discussion, **Remove Item E. from Consent Agenda** was introduced by Council Member Nelsen. Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes	Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes	None

A. Project Nos. 2401-A & 2401-B: Approve Plans & Specs, Ordering Advertisement for bids.

City Engineer Jared Voge introduced the recommended action to adopt the resolution approving final plans and specifications for Project No. 2401-A 10th Street NW Improvements and Project No. 2401-B 13th Street SW, Grace Avenue SW, and Rice Avenue SW Improvements and authorize advertisement for bids.

Following discussion, **Resolution No. 2024-20 Project Nos. 2401-A & 2401-B: Approve Plans & Specs, Ordering Advertisement for bids** was introduced by Council Member Asmus. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes	Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes	None

B. Public Works Plow Truck Purchase and Reappropriation.

Public Works Director DeLeeuw introduced the recommended action to adopt the resolution approving the purchase of two International HV507 plow trucks from North Central International, LLC through State Contract No. 194866 and dump bodies from Towmaster Truck Equipment through State Contract No. 222949 in the amount of \$268,454.02 each, for a total of \$536,908.04.

Following discussion, **Resolution No. 2024-21 Public Works Plow Truck Purchase and Reappropriation** was introduced by Council Member Asmus. Council Member O'Brien seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes None

Public Works Director DeLeeuw introduced the recommended action to adopt the resolution reappropriating \$75,000 from the 2023 CIP for the Public Works floor drain reconstruction project to be allocated for the purchase of one International HV507 plow truck with a dump body.

Following discussion, **Resolution No. 2024-022 Reappropriation of \$75,000** was introduced by Council Member Ask. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes None

C. CURA - Approval of Purchase Agreement and set public hearing date.

Kandiyohi County Economic Development Commission Executive Director Aaron Backman introduced the following item to be considered for approval by the Council.

Following discussion, **Resolution No. 2024-023 CURA - Approval of Purchase Agreement** was introduced by Council Member Asmus. Second By: Council Member Davis, a resolution approving the purchase agreement between the City of Willmar and Cura selling 5.54 acres of land in Swansson Field for the construction of an affordable senior living project.

was carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas Butterfield, Michael O'Brien
Noes None

Introduction of the ordinance authorizing the sale of 5.54 acres of land in Swansson Field to Cura, a was introduced by Council Member Nelson. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas

Noes Butterfield, Michael O'Brien
 None

Authorization of publication of the Ordinance was introduced by Council Member Asmus and seconded by Council Member Shuldes to authorize the publication of the ordinance authorizing the sale of 5.54 acres of land in Swansson Field to Cura by summary. The motion carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas
 Butterfield, Michael O'Brien
Noes None

D. Introduction of an Ordinance Amending Chapter 3, Alcoholic Beverages.

City Operations Director Box introduced the recommended action that the Council introduce the ordinance and set a public hearing for March 4, 2024, at 6:30 PM. Publish the Ordinance by summary.

Following discussion, **Introduction of an Ordinance Amending Chapter 3, Alcoholic Beverages** was introduced by Council Member O'Brien. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas
 Butterfield, Michael O'Brien
Noes None

Motion for **Authorization of publication of the Ordinance Amending Chapter 3, Alcoholic Beverages** was introduced by Council Member Ask. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas
 Butterfield, Michael O'Brien
Noes None

E. Call for City Council Work Session for Monday, March 11, at 6:00 PM.

City Administrator Valiant introduced the recommended action that the Council call for a Work Session on Monday, March 11, at 6:00 PM. Request to Change to March 11 at 6 PM.

Following discussion, **Call for City Council Work Session for Monday, March 11, at 6:00 PM.** was introduced by Council Member Davis. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas
 Butterfield, Michael O'Brien
Noes None

F. Reconsideration of The Willmar Rebranding Initiative.

Council Member Butterfield requested that the Rebranding Initiative be reconsidered.

Following discussion, Council Member Butterfield made a motion to Rescind the Motion that Approved the Willmar Rebranding Initiative. Council Member O'Brien seconded the motion, which failed on a roll call vote of Ayes 1, Noes 6.

Ayes Thomas Butterfield.

Noes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Michael O'Brien

At 7:27 PM, Council Member Shuldes motioned to Adjourn. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Justin Ask, Vicki Davis, Carl Shuldes, Audrey Nelsen, Julie Asmus, Thomas
Butterfield, Michael O'Brien

Noes None

MAYOR

Attest:

CITY CLERK

Resolution No. 2024-016

A RESOLUTION ACCEPTING PROJECT NO. 2303 AND AUTHORIZING FINAL PAYMENT.

Motion By: Ask Second By: Davis

IMPROVEMENT: Project No. 2303: 23rd Street SE Improvements

CONTRACTOR:	Duininck, Inc.
DATE OF CONTRACT:	April 17, 2023
BEGIN WORK:	June 5, 2023
COMPLETE WORK:	November 21, 2023
APPROVE, ENGINEERING DEPT:	January 31, 2024

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

1. The said City of Willmar 23rd Street SE Improvements Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$1,482,695.09
CHANGE ORDER NO. 1	(\$67,316.01)
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$1,415,379.08
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$1,415,379.08
Less Previous Payments	\$1,302,213.67
FINAL PAYMENT DUE CONTRACTOR:	\$113,165.41

Dated this 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2024-017

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING PUBLICATION OF THE
ADVERTISEMENT FOR BIDS FOR THE WASTEWATER ROOF REPLACEMENT PROJECT.**

Motion By: Ask Second By: Davis

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for the Wastewater Roof Replacement Project 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 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

**CITY OF WILLMAR
RESOLUTION NO. 2024-018**

**RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF WILLMAR, MINNESOTA, TO
REIMBURSE CERTAIN CAPITAL EXPENDITURES FROM THE PROCEEDS OF TAX-EXEMPT BONDS**

Motion By: Ask Second By: Davis

WHEREAS, the Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (the "Reimbursement Regulations") under the Internal Revenue Code of 1986, as amended (the "Code"), providing that proceeds of tax-exempt bonds used to reimburse prior capital expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of Willmar, Minnesota, municipal corporation and a political subdivision of the State of Minnesota (the "City"), expects to incur certain expenditures that may be financed temporarily from sources other than tax-exempt bonds, and later reimbursed from the proceeds of tax-exempt bonds; and

WHEREAS, the City has determined to make a declaration of its official intent (the "Declaration") to reimburse certain capital costs from the proceeds derived from the sale of tax-exempt bonds issued by the City or another political subdivision in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA AS FOLLOWS:

1. The City may incur certain capital expenditures in connection with the acquisition of various capital equipment, including but not limited to a fire truck, a dump truck and a grader (collectively, the "Equipment").

2. The City reasonably expects to reimburse the expenditures made for certain costs of the Equipment from the proceeds of tax-exempt bonds in a principal amount currently estimated not to exceed \$2,400,000. All reimbursed expenditures related to the Equipment will be capital expenditures, costs of issuance of the tax-exempt bonds or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of tax-exempt bonds, except for the following expenditures: (a) costs of issuance of tax-exempt bonds; (b) costs in an amount not in excess of the lesser of \$100,000 or 5% of the proceeds of the tax-exempt bonds; or (c) "preliminary expenditures" up to an amount not in excess of 20% of the aggregate issue price of the tax-exempt bonds that are reasonably expected by the City to finance the Equipment. The term "preliminary expenditures" includes architectural, engineering, surveying, soil testing, bond issuance and similar costs that are incurred prior to commencement of acquisition, construction, or rehabilitation of the Equipment, excluding land acquisition, site preparation, and similar costs incident to commencement of construction.

4. A reimbursement allocation with respect to tax-exempt bonds will be made not later than 18 months after the later of: (i) the date the original expenditure is paid; or (ii) the date the Equipment is placed in service or abandoned, but in no event more than 3 years after the original expenditure.

5. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Equipment and the principal amount of the tax-exempt bonds described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of tax-exempt bonds are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such expenditures for which bonds are issued.

6. The action is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

The motion for the adoption of the foregoing resolution was duly seconded by member Davis and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon the resolution was declared duly passed and adopted on this 20th day of February 2024.

ATTEST

/S/Vernae Larsen
City Clerk

/S/Douglas E. Reese
Mayor

STATE OF MINNESOTA)
)
COUNTY OF KANDIYOHI) SS.
)
CITY OF WILLMAR)

I, the undersigned, being the duly qualified and acting Clerk of the City of Willmar, Minnesota (the "City"), DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full and true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on February 20, 2024, insofar as such minutes relate to a resolution declaring official intent.

WITNESS my hand on this 20th day of February, 2024.

/S/Vernae Larsen
City Clerk

Resolution No. 2024-019

A RESOLUTION AWARDING THE WASTEWATER PUMP REPLACEMENT PROJECT TO QUALITY FLOW SYSTEMS IN THE AMOUNT OF \$38,840.

Motion By: Ask Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Quality Pump Systems of New Prague, MN for the Wastewater Pump Replacement Project is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$38,840.

Dated this 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2024-020

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING PUBLICATION OF THE
ADVERTISEMENT FOR BIDS FOR PROJECT NO. 2401-A AND PROJECT NO. 2401-B.**

Motion By: Asmus Second By: Nelsen

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Project No. 2401-A and Project No. 2401-B 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 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2024-021

**A RESOLUTION APPROVING THE PURCHASE OF TWO INTERNATIONAL DUMP TRUCKS WITH SNOW REMOVAL
EQUIPMENT IN THE AMOUNT OF \$536,908.04.**

Motion By: Asmus Second By: O'Brien

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of two International HV507 dump trucks from North Central International of St. Cloud is accepted through State Contract No. 194866 in the amount of \$116,415.02 each, and two sets of snow removal equipment from TowMaster Truck Equipment through State Contract No. 222949 in the amount of \$152,039 each, 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 bidders for the terms and consideration of the contract in the total amount of \$536,908.04 with tax and license paid at a later date on the truck chassis.

Dated this 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2024-022

**REAPPROPRIATING FUNDS FROM PUBLIC WORKS FLOOR DRAIN PROEJCT TO THE PUBLIC WORKS
INTERNATIONAL PLOW TRUCK PURCHASE IN THE AMOUNT OF \$75,000.**

Motion By: Ask Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, to re-appropriate \$75,000 from the Public Works floor drain project to the Public Works International plow truck purchase.

BE IT FURTHER RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the Capital Improvement Fund Budget as follows:

Decrease: Public Works Floor Drain Project amount. \$75,000

Increase: Public Works International Plow Truck amount, \$75,000

Dated this 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2024-023

A RESOLUTION APPROVING THE COMMERCIAL PROPERTY PURCHASE AGREEMENT WITH CURA

Motion By: Asmus Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota that the Commercial Property Purchase Agreement with CURA is accepted and approved, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to execute a version thereof that is substantially consistent with the version appended to this resolution.

Dated this 20th day of February, 2024

/S/Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.B.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Willmar Municipal Utilities Commission Meeting Minutes of February 23, 2024		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 24.02.23 MUC Meeting Minutes



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – February 23, 2024

11:45 am – WMU Auditorium

The Municipal Utilities Commission (MUC) met in its regular scheduled meeting on Friday, February 23, 2024, at 11:45 am in the WMU Auditorium with the following Commissioners present: Shawn Mueske, John Kennedy, Dave Baumgart, Bruce DeBlieck, Carol Laumer, and Patricia Elizondo. Absent was Commissioner Terrill Sieck.

Others present at the meeting were: General Manager John Harren, Director of Administration Janell Johnson, Finance & Office Services Supervisor Andrea Prekker, Staff Electrical Engineer Jeron Smith, Facilities & Maintenance Supervisor Kevin Marti, Executive Secretary Beth Mattheisen, 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 DeBlieck offered a resolution to approve the consent agenda as presented. Commissioner Baumgart seconded.

RESOLUTION NO. 8

“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 February 12, 2024, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 20240201 to No. 20240274 and associated wire transfers inclusive in the amount of \$2,083,032.84.

Dated this 23rd day of February 2024.

President

Attest:

Secretary

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

Finance & Office Services Supervisor Prekker reviewed with the Commission the December 2023 Financial Reports along with a recap of the December 31, 2023 Investment Portfolio, and December 2023 Cost of Power Report. The data presented included analyses of the Electric, Water, and Combined Divisions. Information contained in the reports reflects operating revenues & expenses, operating income, and retained earnings. Graphs depicting the 2022/2023 monthly year-to-date revenues, expenses, and retained earnings were also included with the financial data.

Staff Electrical Engineer Smith presented the 2023 Engineering Year-End Review. Components of the summary contained: transmission and distribution Capital Improvement Projects (CIP); maintenance projects, administrative updates, underground construction; and, 2024 Engineering Department preview.

Staff Electrical Engineer Smith continued by presenting the 2023 Electric Distribution Year-End Review. Components of the summary contained: Capital Improvement Purchases (bucket truck); goals achieved; 2024 preview & goals; and the Annual Electric Reliability Performance Report. The Electric Reliability Performance Report reflects an overview of the Utility’s electrical outages (duration of outage, frequency, and customers effected) for the past year. Also included in the report are various system average indicators for comparison. Per national IEEE data, WMU received a 99.9831% ranking for the Average System Availability Index (ASAI) which indicates an excellent

percentage for availability of Willmar's electrical service. Also contained in the review were various graphs illustrating outage causes (i.e. electrical failure, animal/squirrels, construction, equipment damage, trees) and the duration of the identified causes.

City Attorney Scott presented the annual "Commissioner 101" data training and review. This information is presented to the governing board annually as a "refresher" to assist in promoting understanding of roles/responsibilities, address potential board conflicts, clarify member's expectations, and to assist in providing guidance and directive to meet the goals and expectations of the Commission and Utility. To ensure that all Commissioners are kept well-informed, Attorney Scott reviewed the information which is also available on their Utility-provided iPads. The 2024 topics highlighted for review included: 1) Commissioner Role & Duties; 2) Open Meeting Law; 3) Government Records & Data; and, 4) Conflict of Interest.

In conjunction with the annual reviews, General Manager Harren offered an overview of the WMU Miscellaneous Data Listing for 2024. For their convenience and ease of access, the listed data can all be located on their Utility-provided iPads.

General Manager Harren informed the Commission that 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, water treatment plant, and security update.

Upcoming 2024 events to note:

- APPA Legislative Rally (Washington, DC): February 26-28 (Laumer/DeBlieck/Harren)
- MMUA Legislative Conference (St. Pau): March 26-27 (Laumer/DeBlieck/Harren)
- APPA National Conference (San Diego, CA): June 7-12

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 six ayes and zero nays, and the meeting was adjourned at 12:54 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen, Executive Secretary

ATTEST:

Dave Baumgart, Secretary

**WILLMAR PLANNING COMMISSION
WEDNESDAY, FEBRUARY 21, 2024
333 6TH STREET SW, CONFERENCE ROOM 1**

MINUTES

The Willmar Planning Commission met on Wednesday, February 21, 2024, at 6:30pm at City Hall.

Members Present: Steve Dresler; Christopher Buzzeo; Chairman Jonathan Marchand; Yvon Fils-Aime; and Bob Poe.

Members Absent: Stacy Holwerda; Kelsey Vosika; and Gary Newberg

Others Present: Taylor Marcus and Lane Kleist (Marcus Const.); Justin Paffrath; Heather Jeseritz (UCAP); Vicki Davis (City Council); Jennifer Kotila (West Central Tribune); Members of the Public: Jen Johnson, Brian Stenholm, Mike Kubesh

1. Chairman Marchand called for order at 6:35pm.
2. Roll Call
3. Additions/Deletions: None
4. Chairman Marchand asked if there were any questions regarding the minutes from February 7, 2024. Commissioner Dresler motioned to approve the minutes and Commissioner Fils-Aime seconded. All voted in favor. The motion was approved.
5. **REGULAR BUSINESS**

a. **ACTION FOR VOTE: SUBWAY EAST HWY 12 – MARCUS CONSTRUCTION PLAN REVIEW**

Taylor Marcus from Marcus Construction provided an update regarding the site plan. Commissioner Dresler discussed follow-ups from the previous meeting. Discussion on proposed changes and updates, including water drainage management and future site development.

Chairman Marchand read the affirmative findings of fact for the approval of the plan review.

A motion was made by Commissioner Buzzeo to approve the plan review with staff and MnDOT comments as requirements. Motion seconded by Commissioner Poe. Motion carried unanimously.

b. **ACTION FOR VOTE: PAFFRATH FLATS – MINOR SUBDIVISION**

Update on the minor subdivision was led by Justin Paffrath, including a comprehensive review of updated site plans and survey. Public hearing was opened at 6:50pm; no submissions or public comments were received; and public hearing was closed at 6:52pm. Discussion was had by commissioners on proposed driveway material and sewer line tie-ins. There was an additional updated site plan presented with changes to lot designations.

Chairman Marchand read the affirmative findings of fact for the approval of the minor subdivision.

Motion made by Commissioner Dresler to approve the minor subdivision. Motion seconded by Commissioner Fils-Aime. Motion carried unanimously.

c. ACTION FOR VOTE: JDAN PROPERTIES, LLC & UCAP – ZONING MAP AMENDMENT

Ms. Heather Jeseritz from UCAP presented the zoning map amendment for 1209 7th Street Southeast in Willmar. The current zoning is Limited Business, and they are requesting a change to Residential-3, which is low-density multifamily residential zoning. The proposed development includes 12 units, with 11 designated for transitional housing and one for onsite staff management. Other facilities include laundry, meeting space, and support services.

Public hearing was opened at 7:04pm, a portion of a letter of support was read from Steve Gardner (the entire letter shall be attached to the applicable Planning Commission Packet), expressing approval for the zoning amendment; no other submissions or public comment were received; public hearing was closed at 7:07pm. The Planning Commission discussed the proposal, clarifying that it only pertained to the zoning change and not the planned unit development (PUD) application, which would require a separate process.

Motion made by Commissioner Dresler to approve the zoning map amendment and recommend to an Ordinance be drafted and sent to City Council. Motion seconded by Commissioner Buzzeo. Motion carried unanimously.

6. DIRECTOR'S REPORT

Director Corbett also provided updates on building permits issued in the previous year and introduced a candidate for the Planning Commission, Fernando Cano. There was further discussion about the city's rebranding initiative, which involved creating a new logo, color scheme, and style guide for consistency in communications across departments. The presentation included various visual examples of the new branding and its potential applications. Finally, the Director concluded the report, highlighting the significance of the rebranding effort in promoting a unified and attractive image for the city of Willmar.

Director Corbett proposed a future working session for March 13, 2024 @ 6:00pm to review by-laws and duties of the Planning Commission.

7. MISCELLANEOUS

Commissioners did not have any additional topics to discuss, and no general public testimony was submitted.

8. ADJOURN

Commissioner Dresler motioned to adjourn at 7:42pm. It was seconded by Commissioner Buzzeo. All members present voted affirmatively, and the motion carried. With no further business, the meeting was adjourned.



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.D.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Planning Commission Applicant - Fernando Cano		

RECOMMENDED ACTION:

Mayor Reese has put forth Fernando Cano's application for the Planning Commission for Council Approval

OVERVIEW:**BUDGETARY/FISCAL ISSUES:****ALTERNATIVES TO CONSIDER:****ATTACHMENTS:**

1. Fernando Cano-Planning Commission

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE/COMMISSION ('22)

Print

Submitted by: Fernando Cano

Submitted On: 2024-02-02 13:22:10

Submission IP: (47.41.74.73)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: David Hillenbrand

Due Date: Open



★ **CITY OF WILLMAR**

APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE/COMMISSION

333 Southwest 6th Street, Willmar, MN 56201 | 320-235-8311 | Fax: 320-235-4917

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.

*** Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. You may select more than one.**

- ☐ Airport Commission (meets monthly)
- ☐ Cable Advisory Board (meets as needed)
- ☐ Charter Commission (meets as needed)
- ☐ Park and Recreation Board
- ☐ City/County Economic Development Operations Board (meets monthly)
- ☐ Human Rights Commission (meets as needed)
- ☐ Municipal Utilities Commission (meets bi-monthly)
- ☐ Pioneerland Library System Board (meets monthly)
- ☒ Planning Commission (meets bi-monthly)
- ☐ Police Civil Service Commission (meets first Monday in February each year and on as-needed basis thereafter)
- ☐ Willmar Convention and Visitors Bureau
- ☐ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)
- ☐ Zoning Appeals Board
- ☐ Willmar Main Street

APPLICANT INFORMATION

Date	* First Name	* Last Name
02/02/2024	Fernando	Cano

Format: MM/DD/YYYY

*** Address**

2320 US HWY 12 E #5

*** City**

Willmar

*** Phone**

3209057918

Phone

*** Email**

canofernando507@gmail.com

Email

*** What prompted you to make application for a citizen committee?**

I was talking to Steve Gardner at chamber connections today and he mentioned that I might be a good fit given my real estate background.

*** Briefly tell us why you want to serve on this Board/Committee/Commission:**

I would like to give the younger generation a voice to be heard I also enjoy volunteering my time to the community and keep up to date with what's going on in the community.

*** List any special background or experience you have which would be helpful to this Board/Committee/Commission:**

Real estate agent

*** List your educational background**

Accounting degree with Ridgewater College Sales person license with the state of MN Elevate business academy graduate RedStar boot camp attendee

*** List any social, fraternal, patriotic, governmental, or service organizations, which you have or currently are serving on:**

Admin on it takes a village partner with Willmar COMMUNITY closet lions club member latino service providers member Bahai

*** If you are employed, please provide the name and address of your employer and your position:**

Weichert Realtors Tower Properties 2320 US HWY 12 E #5 Willmar MN Real estate agent

PAID INVOICES REPORT

CHECK RUN:02/16-P2

TO FISCAL 2024/02 01/01/2024 TO 02/16/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
104028 David Scherer	02/15/24		70790	P	02/16/24	899811 5400	SUBSCRIPTIONS AND MEMBERS	1,500.00
INVOICE: 020824								
VENDOR TOTALS		3,128.10	YTD INVOICED			3,128.10	YTD PAID	1,500.00
							REPORT TOTALS	1,500.00
						COUNT	AMOUNT	
TOTAL PRINTED CHECKS						1	1,500.00	

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

City of Willmar

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
102061 ALEX AIR APPARATUS 2 LLC	02/12/24		70791	P	02/27/24	101821 5460	PROFESSIONAL SERVICES	151.25
INVOICE: 7868	02/19/24		70791	P	02/27/24	101821 5460	PROFESSIONAL SERVICES	241.50
INVOICE: 7899								
VENDOR TOTALS		.00	YTD INVOICED			3,792.81	YTD PAID	392.75
100041 ALPHA VIDEO & AUDIO INC	02/13/24		70792	P	02/27/24	101841 5300	MTCE. OF EQUIPMENT	2,100.00
INVOICE: 23746								
VENDOR TOTALS		.00	YTD INVOICED			2,100.00	YTD PAID	2,100.00
103557 AMAZON CAPITAL SERVICES	01/22/24		70793	P	02/27/24	101844 5390	AWARDS AND INDEMNITIES	139.28
INVOICE: 1V9P-NK97-3LHC	02/15/24		70793	P	02/27/24	101844 5210	OFFICE SUPPLIES	22.98
INVOICE: 1JRW-VD6K-3Q4H	02/15/24		70793	P	02/27/24	101845 5200	GENERAL SUPPLIES	164.16
INVOICE: 1VW3-VN6G-TMDM	02/18/24		70793	P	02/27/24	101847 5200	GENERAL SUPPLIES	112.74
INVOICE: 1H4X-7G4K-4KDW	02/18/24		70793	P	02/27/24	101847 5200	GENERAL SUPPLIES	128.52
INVOICE: 137T-J4R9-4NPX	02/14/24		70793	P	02/27/24	101844 5200	GENERAL SUPPLIES	49.90
INVOICE: 1W4T-4FD6-36KQ	02/26/24		70793	P	02/27/24	101847 5200	GENERAL SUPPLIES	58.97
INVOICE: 1WQT-MRC4-Q7QC								
VENDOR TOTALS		4,555.04	YTD INVOICED			6,263.86	YTD PAID	676.55
100057 AMERICAN WELDING & GAS INC	10/31/23		70794	P	02/27/24	101830 5300	MTCE. OF EQUIPMENT	82.80
INVOICE: 09696491								
VENDOR TOTALS		1,387.95	YTD INVOICED			1,596.12	YTD PAID	82.80
103822 ANTHEM SPORTS, LLC	02/06/24		70795	P	02/27/24	101844 5200	GENERAL SUPPLIES	906.99
INVOICE: 389257								
VENDOR TOTALS		.00	YTD INVOICED			906.99	YTD PAID	906.99
100051 ARAMARK	02/27/24		70796	P	02/27/24	101830 5420	RENTS	112.37
INVOICE: 2560212419	02/27/24		70796	P	02/27/24	101830 5420	RENTS	128.35
INVOICE: 2560214764	02/27/24		70797	P	02/27/24	101830 5420	RENTS	125.74
INVOICE: 2560217206								

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	02/27/24		70796	P	02/27/24	101830 5420	RENTS	137.55
INVOICE: 2560219508	02/27/24		70796	P	02/27/24	101830 5420	RENTS	112.37
INVOICE: 2560221927								
VENDOR TOTALS		.00	YTD INVOICED			1,155.83	YTD PAID	616.38
103499 ARROW LIFT	02/16/24		70798	P	02/27/24	101845 5300	MTCE. OF EQUIPMENT	635.00
INVOICE: 8553364387								
VENDOR TOTALS		.00	YTD INVOICED			635.00	YTD PAID	635.00
102860 BATTERY WHOLESALE INC	02/12/24		70799	P	02/27/24	651890 5300	MTCE. OF EQUIPMENT	221.88
INVOICE: 231666WILA	02/21/24		70799	P	02/27/24	651890 5300	MTCE. OF EQUIPMENT	13.34
INVOICE: 231817WIL								
VENDOR TOTALS		557.72	YTD INVOICED			792.94	YTD PAID	235.22
100103 BERNICK'S PEPSI-COLA CO	02/19/24		70800	P	02/27/24	101830 5200	GENERAL SUPPLIES	170.10
INVOICE: 152396								
VENDOR TOTALS		.00	YTD INVOICED			170.10	YTD PAID	170.10
103993 Calibrations and Controls, Inc.	02/24/24		70801	P	02/27/24	651890 5490	OTHER CHARGES/SERVICES	1,500.00
INVOICE: 42162								
VENDOR TOTALS		1,925.00	YTD INVOICED			5,875.00	YTD PAID	1,500.00
102336 CANON FINANCIAL SERVICES INC	02/10/24		70802	P	02/27/24	101809 5420	RENTS	140.23
INVOICE: 32083178								
VENDOR TOTALS		41.67	YTD INVOICED			181.90	YTD PAID	140.23
100150 CENTRAL TIRE AND AUTO INC	01/08/24		70803	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	343.15
INVOICE: 96891								
VENDOR TOTALS		.00	YTD INVOICED			2,974.03	YTD PAID	343.15
104030 Chad Campbell	02/21/24		70804	P	02/27/24	101844 5460	PROFESSIONAL SERVICES	180.00
INVOICE: 022124								
VENDOR TOTALS		.00	YTD INVOICED			180.00	YTD PAID	180.00

PAID INVOICES REPORT

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TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
100156 CHAPPELL CENTRAL INC	01/31/24		70805	P	02/27/24	101803 5310	MTCE. OF STRUCTURES	367.50
INVOICE: SVC-115467	02/27/24		70805	P	02/27/24	101847 5310	MTCE. OF STRUCTURES	1,951.00
INVOICE: 00209854								
VENDOR TOTALS		4,822.57 YTD INVOICED				17,284.33 YTD PAID		2,318.50
102984 CODE 4 SERVICES INC	01/15/24	9	70806	P	02/27/24	101809 5220	SMALL TOOLS	23,844.42
INVOICE: 9155								
VENDOR TOTALS		4,889.28 YTD INVOICED				102,100.88 YTD PAID		23,844.42
103017 COLLISION CARE	02/22/24		70807	P	02/27/24	101830 5300	MTCE. OF EQUIPMENT	3,618.83
INVOICE: 9160								
VENDOR TOTALS		.00 YTD INVOICED				3,618.83 YTD PAID		3,618.83
103116 COMPASS MINERALS AMERICA	10/03/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	5,193.38
INVOICE: 1228509	11/06/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	5,333.65
INVOICE: 1245408	10/12/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	2,687.71
INVOICE: 1233012	11/18/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	5,311.17
INVOICE: 1252535	10/13/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	2,695.20
INVOICE: 1233375	10/16/23		70808	P	02/27/24	101830 5200	GENERAL SUPPLIES	5,325.09
INVOICE: 1234146								
VENDOR TOTALS		.00 YTD INVOICED				26,546.20 YTD PAID		26,546.20
100186 CROW CHEMICAL & LIGHTING	02/02/24		70809	P	02/27/24	101830 5200	GENERAL SUPPLIES	256.60
INVOICE: 126457	02/22/24		70809	P	02/27/24	101830 5360	CLEANING AND WASTE REMOVA	30.90
INVOICE: 126527	02/22/24		70810	P	02/27/24	101830 5360	CLEANING AND WASTE REMOVA	304.40
INVOICE: 12694	02/20/24		70809	P	02/27/24	101830 5200	GENERAL SUPPLIES	34.43
INVOICE: 126585								
VENDOR TOTALS		302.33 YTD INVOICED				1,349.96 YTD PAID		626.33
103648 CROW RIVER READY MIX	11/07/23		70811	P	02/27/24	101844 5320	MTCE. OF OTHER IMPROVE	872.40
INVOICE: 7448								

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		.00	YTD INVOICED			872.40	YTD PAID	872.40
102914 DEPT OF HUMAN SERVICES	02/01/24		70812	P	02/27/24	101801 5490	OTHER CHARGES/SERVICES	10,967.93
INVOICE: 00000777242								
VENDOR TOTALS		10,967.93	YTD INVOICED			21,935.86	YTD PAID	10,967.93
100212 DOOLEY'S PETROLEUM INC	02/21/24		70813	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	21,859.45
INVOICE: 515329								
VENDOR TOTALS		26,113.46	YTD INVOICED			47,972.91	YTD PAID	21,859.45
100222 DUININCK INC	02/22/24		70814	P	02/27/24	423830 5320	MTCE. OF OTHER IIMPROVEME	113,165.41
INVOICE: Appl #5								
VENDOR TOTALS		.00	YTD INVOICED			230,832.40	YTD PAID	113,165.41
101567 ETTERMAN ENTERPRISES	02/12/24		70815	P	02/27/24	651890 5200	GENERAL SUPPLIES	82.69
INVOICE: 350877								
INVOICE: 02/12/24			70815	P	02/27/24	651890 5200	GENERAL SUPPLIES	96.44
INVOICE: 350876								
VENDOR TOTALS		.00	YTD INVOICED			179.13	YTD PAID	179.13
100775 FIRST CHOICE FOOD & BEVERAGE	02/18/24		70816	P	02/27/24	101847 5200	GENERAL SUPPLIES	308.80
INVOICE: 2107:034996								
VENDOR TOTALS		2,601.54	YTD INVOICED			6,745.38	YTD PAID	308.80
102973 FLEETPRIDE	02/02/24		70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	24.26
INVOICE: 114336869								
INVOICE: 02/05/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	20.73
INVOICE: 114361537								
INVOICE: 02/05/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	202.38
INVOICE: 114374822								
INVOICE: 02/05/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	48.36
INVOICE: 114383146								
INVOICE: 02/06/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	288.18
INVOICE: 114397661								
INVOICE: 02/06/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	39.50
INVOICE: 114413826								
INVOICE: 02/08/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	87.57
INVOICE: 114459645								
INVOICE: 02/22/24			70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	136.53

City of Willmar

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 114805305	02/23/24		70817	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	23.33
INVOICE: 114830054								
VENDOR TOTALS		545.82 YTD INVOICED				2,043.42 YTD PAID		870.84
100288 GALLS LLC	02/05/24		70818	P	02/27/24	101821 5080	EMPLOYEE SAFTEY APPAREL	50.10
INVOICE: 026999512								
VENDOR TOTALS		163.60 YTD INVOICED				213.70 YTD PAID		50.10
100293 GENERAL MAILING SERVICES	02/26/24		70819	P	02/27/24	101802 5270	POSTAGE	20.00
INVOICE: 69053	02/26/24		70819	P	02/27/24	101801 5270	POSTAGE	2.60
INVOICE: 69053	02/26/24		70819	P	02/27/24	101810 5270	POSTAGE	2.00
INVOICE: 69053	02/26/24		70819	P	02/27/24	101807 5270	POSTAGE	27.35
INVOICE: 69053	02/26/24		70819	P	02/27/24	101804 5270	POSTAGE	15.36
INVOICE: 69053	02/26/24		70819	P	02/27/24	101806 5270	POSTAGE	99.60
INVOICE: 69053	02/26/24		70819	P	02/27/24	101805 5270	POSTAGE	239.68
INVOICE: 69053	02/26/24		70819	P	02/27/24	101802 5270	POSTAGE	20.00
INVOICE: 69099	02/26/24		70819	P	02/27/24	101801 5270	POSTAGE	4.15
INVOICE: 69099	02/26/24		70819	P	02/27/24	101810 5270	POSTAGE	3.28
INVOICE: 69099	02/26/24		70819	P	02/27/24	101807 5270	POSTAGE	9.00
INVOICE: 69099	02/26/24		70819	P	02/27/24	101804 5270	POSTAGE	60.67
INVOICE: 69099	02/26/24		70819	P	02/27/24	101806 5270	POSTAGE	4.83
INVOICE: 69099	02/26/24		70819	P	02/27/24	101805 5270	POSTAGE	15.95
INVOICE: 69099	02/26/24		70819	P	02/27/24	101821 5270	POSTAGE	2.49
INVOICE: 69099								
VENDOR TOTALS		373.07 YTD INVOICED				5,389.43 YTD PAID		526.96
100786 GRAINGER INC	02/16/24		70820	P	02/27/24	101845 5300	MTCE. OF EQUIPMENT	883.68
INVOICE: 9975081457	02/09/24		70820	P	02/27/24	651890 5500	SAFETY PROGRAM	309.67
INVOICE: 9015060289								

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	02/12/24		70820	P	02/27/24	651890 5300	MTCE. OF EQUIPMENT	514.06
INVOICE:	9017352585							
VENDOR TOTALS		1,490.01	YTD INVOICED			4,067.44	YTD PAID	1,707.41
101887 GRAND RENTAL STATION	02/19/24		70821	P	02/27/24	101845 5420	RENTS	800.00
INVOICE:	1-579022							
VENDOR TOTALS		.00	YTD INVOICED			800.00	YTD PAID	800.00
100316 HACH COMPANY	02/19/24		70822	P	02/27/24	651890 5200	GENERAL SUPPLIES	165.25
INVOICE:	13927335							
VENDOR TOTALS		.00	YTD INVOICED			165.25	YTD PAID	165.25
100325 HAWKINS INC	02/09/24		70823	P	02/27/24	651890 5200	GENERAL SUPPLIES	12,166.12
INVOICE:	6687159							
VENDOR TOTALS		25,049.40	YTD INVOICED			64,306.46	YTD PAID	12,166.12
103650 HIGHLAND PRODUCTS GROUP LLC	02/16/24	14	70824	P	02/27/24	101844 5220	SMALL TOOLS	4,753.89
INVOICE:	310034641							
VENDOR TOTALS		.00	YTD INVOICED			4,753.89	YTD PAID	4,753.89
103133 HILDI INC	02/22/24		70825	P	02/27/24	101806 5460	PROFESSIONAL SERVICES	3,500.00
INVOICE:	15899							
VENDOR TOTALS		.00	YTD INVOICED			3,500.00	YTD PAID	3,500.00
102837 HYDRITE CHEMICAL CO	02/12/24		70826	P	02/27/24	651890 5200	GENERAL SUPPLIES	2,335.00
INVOICE:	2024000010801							
VENDOR TOTALS		.00	YTD INVOICED			2,335.00	YTD PAID	2,335.00
103023 INNOVATIVE OFFICE SOLUTIONS	02/19/24		70827	P	02/27/24	101844 5210	OFFICE SUPPLIES	12.34
INVOICE:	IN4469028		70827	P	02/27/24	101803 5210	OFFICE SUPPLIES	26.46
INVOICE:	IN4468480		70827	P	02/27/24	101803 5210	OFFICE SUPPLIES	93.63
INVOICE:	IN4469957		70827	P	02/27/24	101803 5210	OFFICE SUPPLIES	6.44
INVOICE:	IN4470444							

City of Willmar

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		881.24 YTD INVOICED				4,071.95 YTD PAID		138.87
103355 JOHANNECK WTR CONDITIONING INC	02/27/24		70828	P	02/27/24	101803 5420	RENTS	14.65
INVOICE: 116528	02/27/24		70828	P	02/27/24	101803 5200	GENERAL SUPPLIES	78.55
INVOICE: 117512	02/27/24		70828	P	02/27/24	101803 5420	RENTS	46.00
INVOICE: ER1801-3-073	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	25.00
INVOICE: 116621	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	25.00
INVOICE: 116399	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	18.00
INVOICE: 116978	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	53.00
INVOICE: 116976	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	32.00
INVOICE: 117210	02/27/24		70828	P	02/27/24	651890 5420	RENTS	1.00
INVOICE: CR1711-3-162	02/27/24		70828	P	02/27/24	651890 5420	RENTS	2.00
INVOICE: CR1711-3-174	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	18.00
INVOICE: 117521	02/27/24		70828	P	02/27/24	651890 5200	GENERAL SUPPLIES	39.00
INVOICE: 117518								
VENDOR TOTALS		.00 YTD INVOICED				1,090.05 YTD PAID		352.20
100867 KANDI STEEL AND FAB	02/07/24		70829	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	74.30
INVOICE: 6044								
VENDOR TOTALS		88.01 YTD INVOICED				233.31 YTD PAID		74.30
100375 KANDIYOHI CO-OP ELECTRIC POWER	02/27/24		70830	P	02/27/24	651893 5350	UTILITIES	952.00
INVOICE: 187836	02/27/24		70830	P	02/27/24	651892 5350	UTILITIES	38.00
INVOICE: 128238001	02/27/24		70830	P	02/27/24	101830 5350	UTILITIES	77.69
INVOICE: 128238003	02/27/24		70830	P	02/27/24	101830 5350	UTILITIES	109.00
INVOICE: 128238009								
VENDOR TOTALS		1,908.19 YTD INVOICED				3,084.88 YTD PAID		1,176.69
103138 KING'S ELECTRIC LLC	02/16/24		70831	P	02/27/24	651890 5490	OTHER CHARGES/SERVICES	645.00

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 2846								
VENDOR TOTALS		24,989.23	YTD INVOICED			30,918.33	YTD PAID	645.00
100983 LEAGUE OF MN CITIES INS TRUST	02/26/24		70832	P	02/27/24	101830 5480	REFUNDS AND REIMBURSEMENT	1,134.50
INVOICE: 8744								
VENDOR TOTALS		.00	YTD INVOICED			1,134.50	YTD PAID	1,134.50
103376 LLOYD SECURITY INC	02/22/24		70833	P	02/27/24	101830 5310	MTCE. OF STRUCTURES	650.00
INVOICE: 179085								
	01/25/24		70833	P	02/27/24	101830 5310	MTCE. OF STRUCTURES	145.47
INVOICE: 178417								
VENDOR TOTALS		.00	YTD INVOICED			1,784.47	YTD PAID	795.47
102593 LOFFLER COMPANIES	02/22/24		70834	P	02/27/24	101809 5460	PROFESSIONAL SERVICES	300.00
INVOICE: 4619346								
VENDOR TOTALS		342.43	YTD INVOICED			937.70	YTD PAID	300.00
100424 M-R SIGN CO INC	02/06/24		70835	P	02/27/24	101830 5320	MTCE. OF OTHER IMPROVE	1,091.55
INVOICE: 223010								
	02/08/24		70835	P	02/27/24	101830 5320	MTCE. OF OTHER IMPROVE	177.76
INVOICE: 223025								
	02/08/24		70835	P	02/27/24	101830 5320	MTCE. OF OTHER IMPROVE	33.75
INVOICE: 223026								
	02/08/24		70835	P	02/27/24	101830 5320	MTCE. OF OTHER IMPROVE	205.39
INVOICE: 223027								
VENDOR TOTALS		.00	YTD INVOICED			3,209.16	YTD PAID	1,508.45
100446 MCMASTER-CARR SUPPLY CO	02/14/24		70836	P	02/27/24	651890 5300	MTCE. OF EQUIPMENT	45.93
INVOICE: 22117563								
VENDOR TOTALS		.00	YTD INVOICED			77.52	YTD PAID	45.93
100449 MENARDS	01/18/24		70837	P	02/27/24	101844 5220	SMALL TOOLS	149.99
INVOICE: 71858								
	02/16/24		70837	P	02/27/24	101845 5300	MTCE. OF EQUIPMENT	19.96
INVOICE: 72684								
	02/16/24		70837	P	02/27/24	101844 5210	OFFICE SUPPLIES	76.29
INVOICE: 72353								
	02/16/24		70837	P	02/27/24	101844 5320	MTCE. OF OTHER IMPROVE	844.75
INVOICE: 72353								

PAID INVOICES REPORT

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TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	02/08/24		70837	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	9.98
INVOICE: 72820	02/18/24		70837	P	02/27/24	101847 5200	GENERAL SUPPLIES	92.81
INVOICE: 73433	02/20/24		70837	P	02/27/24	101803 5200	GENERAL SUPPLIES	51.48
INVOICE: 73335	02/09/24		70837	P	02/27/24	101844 5220	SMALL TOOLS	89.84
INVOICE: 72869	02/22/24		70837	P	02/27/24	651890 5200	GENERAL SUPPLIES	33.96
INVOICE: 73454								
VENDOR TOTALS		2,432.57 YTD INVOICED				6,404.93 YTD PAID		1,369.06
102699 MIKE'S SMALL ENGINE CENTER	02/05/24		70838	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	9.99
INVOICE: 28497	02/09/24		70838	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	59.99
INVOICE: 28519								
VENDOR TOTALS		346.94 YTD INVOICED				1,353.78 YTD PAID		69.98
101805 MINI BIFF LLC	02/14/24		70839	P	02/27/24	101830 5200	GENERAL SUPPLIES	5.91
INVOICE: A-147041								
VENDOR TOTALS		504.39 YTD INVOICED				510.30 YTD PAID		5.91
101064 MN POLLUTION CONTROL AGENCY	02/14/24		70840	P	02/27/24	651890 5450	LICENSES AND TAXES	14,350.00
INVOICE: 10000178806	02/14/24		70840	P	02/27/24	651890 5450	LICENSES AND TAXES	345.00
INVOICE: 10000177288								
VENDOR TOTALS		.00 YTD INVOICED				14,695.00 YTD PAID		14,695.00
900072 MRO	02/22/24		70841	P	02/27/24	101820 5275	LEGAL	59.43
INVOICE: 79158462	02/22/24		70841	P	02/27/24	101820 5275	LEGAL	121.59
INVOICE: 79158222								
VENDOR TOTALS		.00 YTD INVOICED				181.02 YTD PAID		181.02
104024 MRPA	02/21/24		70842	P	02/27/24	101830 5370	CONFERENCE SCHOOL TRAVEL	505.00
INVOICE: 02965								
VENDOR TOTALS		620.00 YTD INVOICED				1,125.00 YTD PAID		505.00
100371 Mrzena/Kevin	01/23/24		70843	P	02/27/24	101821 5300	MTCE. OF EQUIPMENT	506.72

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 8441								
VENDOR TOTALS		.00	YTD INVOICED			506.72	YTD PAID	506.72
100541 MUNICIPAL UTILITIES								
	02/27/24		70844	P	02/27/24	101821 5350	UTILITIES	973.70
INVOICE: STMT/02-24	02/27/24		70844	P	02/27/24	101830 5350	UTILITIES	1,254.16
INVOICE: STMT/02-24	02/27/24		70844	P	02/27/24	230838 5350	UTILITIES	3,236.98
INVOICE: STMT/02-24	02/27/24		70844	P	02/27/24	651890 5350	UTILITIES	51,029.85
INVOICE: STMT/02-24	02/27/24		70844	P	02/27/24	651891 5350	UTILITIES	264.84
VENDOR TOTALS		55,174.64	YTD INVOICED			199,774.38	YTD PAID	56,759.53
100544 MVTI LABORATORIES INC								
	02/26/24		70845	P	02/27/24	651890 5460	PROFESSIONAL SERVICES	57.00
INVOICE: 1241038								
VENDOR TOTALS		1,166.00	YTD INVOICED			1,687.20	YTD PAID	57.00
101627 NCL OF WISCONSIN INC								
	02/16/24		70846	P	02/27/24	651890 5200	GENERAL SUPPLIES	301.31
INVOICE: 499726								
VENDOR TOTALS		799.57	YTD INVOICED			2,183.55	YTD PAID	301.31
100568 NELSON INTERNATIONAL								
	02/08/24		70847	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	30.18
INVOICE: X101124869:01	02/09/24		70847	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	92.01
INVOICE: X101124879:01								
VENDOR TOTALS		.00	YTD INVOICED			242.81	YTD PAID	122.19
100585 NORTHERN STATES SUPPLY								
	02/15/24		70848	P	02/27/24	101830 5200	GENERAL SUPPLIES	10.25
INVOICE: 10-617811	02/15/24		70848	P	02/27/24	101830 5200	GENERAL SUPPLIES	-10.25
INVOICE: 1733178	02/18/24		70848	P	02/27/24	101847 5220	SMALL TOOLS	64.84
INVOICE: 1732837								
VENDOR TOTALS		400.36	YTD INVOICED			1,199.82	YTD PAID	64.84
100650 O'REILLY AUTOMOTIVE INC								
	02/13/24		70849	P	02/27/24	101821 5200	GENERAL SUPPLIES	3.99
INVOICE: 1528-122576								

City of Willmar

PAID INVOICES REPORT

CHECK RUN:02/27-AV

TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		268.93 YTD INVOICED				463.48 YTD PAID		3.99
100604 PERKINS LUMBER CO INC	02/26/24		70850	P	02/27/24	101847 5220	SMALL TOOLS	59.99
INVOICE: 2401-229981	02/26/24		70850	P	02/27/24	101847 5200	GENERAL SUPPLIES	299.98
INVOICE: 2401-229982	02/26/24		70850	P	02/27/24	101847 5220	SMALL TOOLS	52.99
INVOICE: 2401-229983	02/26/24		70850	P	02/27/24	101847 5200	GENERAL SUPPLIES	-114.00
INVOICE: 2401-229984								
VENDOR TOTALS		.00 YTD INVOICED				619.23 YTD PAID		298.96
100618 PLUMBING & HEATING OF WILLMAR	02/21/24		70851	P	02/27/24	230838 5490	OTHER CHARGES/SERVICES	156.13
INVOICE: 36240								
VENDOR TOTALS		.00 YTD INVOICED				156.13 YTD PAID		156.13
103529 PRO WATER SOLUTIONS	02/16/24		70852	P	02/27/24	101845 5200	GENERAL SUPPLIES	93.50
INVOICE: 7250								
VENDOR TOTALS		.00 YTD INVOICED				93.50 YTD PAID		93.50
100636 R & R SPECIALTIES INC	02/19/24		70853	P	02/27/24	101845 5300	MTCE. OF EQUIPMENT	206.25
INVOICE: 0081440-IN								
VENDOR TOTALS		.00 YTD INVOICED				206.25 YTD PAID		206.25
104031 Reinders, Inc	02/14/24		70854	P	02/27/24	101830 5300	MTCE. OF EQUIPMENT	821.08
INVOICE: 3101071-00								
VENDOR TOTALS		.00 YTD INVOICED				821.08 YTD PAID		821.08
103905 RETHOS	02/22/24		70855	P	02/27/24	235807 5400	SUBSCRIPTIONS AND MEMBERS	2,500.00
INVOICE: 202438								
VENDOR TOTALS		.00 YTD INVOICED				2,500.00 YTD PAID		2,500.00
103594 RIDDELL	02/08/24		70856	P	02/27/24	101844 5300	MTCE. OF EQUIPMENT	3,740.18
INVOICE: 952011010								
VENDOR TOTALS		.00 YTD INVOICED				3,740.18 YTD PAID		3,740.18

PAID INVOICES REPORT

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TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
103867 RS AMERICAS INC	02/22/24		70857	P	02/27/24	651890 5300	MTCE. OF EQUIPMENT	1,112.16
INVOICE: 9019015640								
VENDOR TOTALS		.00	YTD INVOICED			1,870.66	YTD PAID	1,112.16
101418 RUNNING'S SUPPLY INC	02/27/24		70858	P	02/27/24	101830 5220	SMALL TOOLS	63.98
INVOICE: 6083495	02/27/24		70858	P	02/27/24	101830 5220	SMALL TOOLS	31.99
INVOICE: 6079260	02/27/24		70858	P	02/27/24	101820 5200	GENERAL SUPPLIES	1.29
INVOICE: 6092745	02/27/24		70858	P	02/27/24	651892 5300	MTCE. OF EQUIPMENT	31.99
INVOICE: 6092202	02/27/24		70858	P	02/27/24	651890 5220	SMALL TOOLS	40.08
INVOICE: 6095413	02/27/24		70858	P	02/27/24	101830 5220	SMALL TOOLS	24.99
INVOICE: 2095827								
VENDOR TOTALS		.00	YTD INVOICED			956.32	YTD PAID	194.32
100161 SYSCO WESTERN MINNESOTA	02/16/24		70859	P	02/27/24	101845 5200	GENERAL SUPPLIES	691.86
INVOICE: 253575820								
VENDOR TOTALS		2,296.93	YTD INVOICED			6,842.83	YTD PAID	691.86
103801 TECH CHECK,LLC	02/17/24	10	70860	P	02/27/24	101809 5220	SMALL TOOLS	11,500.00
INVOICE: 54785	02/17/24	10	70860	P	02/27/24	101809 5450	LICENSES AND TAXES	2,953.06
INVOICE: 54785								
VENDOR TOTALS		9,520.28	YTD INVOICED			23,973.34	YTD PAID	14,453.06
104012 The Uniform Shoppe	12/28/23		70861	P	02/27/24	101821 5080	EMPLOYEE SAFTEY APPAREL	103.20
INVOICE: 341297								
VENDOR TOTALS		.00	YTD INVOICED			206.40	YTD PAID	103.20
103375 TITAN MACHINERY	02/22/24		70862	P	02/27/24	450830 5610	FURNITURE AND EQUIPMENT	40,564.25
INVOICE: ES0004831								
VENDOR TOTALS		.00	YTD INVOICED			40,564.25	YTD PAID	40,564.25
102583 TORKELSON'S LOCK SERVICE	02/13/24		70863	P	02/27/24	101845 5300	MTCE. OF EQUIPMENT	155.50
INVOICE: 24-0098								

City of Willmar

PAID INVOICES REPORT

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TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		.00	YTD INVOICED			155.50	YTD PAID	155.50
104029 Ty RoeIofs	02/18/24		70864	P	02/27/24	101844 5460	PROFESSIONAL SERVICES	90.00
INVOICE: 021824								
VENDOR TOTALS		.00	YTD INVOICED			90.00	YTD PAID	90.00
103795 TYLER TECHNOLOGIES, INC	12/31/23		70865	P	02/27/24	219809 5460	PROFESSIONAL SERVICES	8,800.00
INVOICE: 045-448277								
VENDOR TOTALS		37,730.71	YTD INVOICED			78,558.80	YTD PAID	8,800.00
103143 US BANK EQUIPMENT FINANCE	02/05/24		70866	P	02/27/24	101809 5420	RENTS	157.00
INVOICE: 521930644								
VENDOR TOTALS		908.80	YTD INVOICED			2,801.58	YTD PAID	157.00
102915 VERIZON WIRELESS	02/09/24		70867	P	02/27/24	101809 5290	COMMUNICATIONS	2,209.97
INVOICE: 9956216442								
VENDOR TOTALS		50.00	YTD INVOICED			4,579.54	YTD PAID	2,209.97
100777 VIKING COCA-COLA BOTTLING CO	02/16/24		70868	P	02/27/24	101845 5200	GENERAL SUPPLIES	329.50
INVOICE: 3327174								
INVOICE: 02/19/24			70868	P	02/27/24	101845 5200	GENERAL SUPPLIES	228.50
INVOICE: 3341587								
VENDOR TOTALS		4,602.75	YTD INVOICED			7,872.50	YTD PAID	558.00
103408 WADSWORTH'S DENT SHOP	02/26/24		70869	P	02/27/24	101820 5300	MTCE. OF EQUIPMENT	15,542.01
INVOICE: 3b263e98								
VENDOR TOTALS		.00	YTD INVOICED			15,542.01	YTD PAID	15,542.01
100808 WEST CENTRAL TROPHIES	02/16/24		70870	P	02/27/24	101821 5080	EMPLOYEE SAFTEY APPAREL	20.00
INVOICE: 9095								
VENDOR TOTALS		.00	YTD INVOICED			79.00	YTD PAID	20.00
103928 WILLMAR AREA	02/19/24		70871	P	02/27/24	101802 5470	CIVIC PROMOTION	1,000.00
INVOICE: 081924								

City of Willmar

PAID INVOICES REPORT

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TO FISCAL 2024/01 01/01/2024 TO 02/28/2024

VENDOR NAME	INV DATE	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		.00 YTD INVOICED				1,000.00 YTD PAID		1,000.00
104032 Willmar Area League of Women Voters	02/22/24		70872	P	02/27/24	101811 5460	PROFESSIONAL SERVICES	1,000.00
INVOICE: 022623								
VENDOR TOTALS		.00 YTD INVOICED				1,000.00 YTD PAID		1,000.00
102689 WILLMAR AUTO VALUE	02/27/24		70873	P	02/27/24	101830 5200	GENERAL SUPPLIES	15.99
INVOICE: 22512844	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	86.98
INVOICE: 22512699	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	10.99
INVOICE: 22512710	02/27/24		70873	P	02/27/24	101830 5200	GENERAL SUPPLIES	119.97
INVOICE: 22512384	02/27/24		70873	P	02/27/24	101830 5200	GENERAL SUPPLIES	6.49
INVOICE: 22512841	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	26.79
INVOICE: 22515203	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	348.15
INVOICE: 22514094	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	33.99
INVOICE: 22512214	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	26.43
INVOICE: 22512192	02/27/24		70873	P	02/27/24	101830 5200	GENERAL SUPPLIES	11.99
INVOICE: 22512397	02/27/24		70873	P	02/27/24	101 1350	INVENTORIES-MDSE FOR RESA	30.00
INVOICE: 22513520	02/27/24		70873	P	02/27/24	101830 5200	GENERAL SUPPLIES	196.90
INVOICE: 22513520								
VENDOR TOTALS		1,407.14 YTD INVOICED				4,155.48 YTD PAID		914.67
900046 WILLMAR SOFTBALL ASSOC.	02/19/24		70874	P	02/27/24	101844 5490	OTHER CHARGES/SERVICES	2,500.00
INVOICE: 2024-5								
VENDOR TOTALS		.00 YTD INVOICED				2,500.00 YTD PAID		2,500.00
REPORT TOTALS								417,857.20

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	84	417,857.20

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

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 481

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
HELD INVOICES								
100467	00000 CENTERPOINT ENER	STMT/01-24	EFTCK519		15,175.66	.00	.00	519
CASH 999	2024/02	INV 02/23/2024	SEP-CHK: N	DISC: .00		101841 5350	281.99	1099:
ACCT 1100	DEPT 806	DUE 03/09/2024	DESC:NATURAL GAS-JAN			101843 5350	1,123.25	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 100467/1796								
* Invoice must be approved or voided to post.								
* w9hld								
						101830 5350	3,018.24	1099:
						101821 5350	733.16	1099:
						230838 5350	227.27	1099:
						101803 5350	1,117.16	1099:
						651891 5350	45.04	1099:
						651891 5350	157.80	1099:
						651890 5350	8,471.75	1099:
1 HELD INVOICES				TOTAL	15,175.66			
0 INVOICE(S)				REPORT POST TOTAL	.00			
REPORT TOTALS							.00	

INVOICE ENTRY PROOF LIST

CLERK: avalladarez BATCH: 482

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
HELD INVOICES							
100467 00000 CENTERPOINT ENER STMT/01-2024		EFTCK521		12,513.97	.00	.00	521
CASH 999	2024/02	INV 02/23/2024	SEP-CHK: N	DISC: .00	101830 5350	17.10	1099:
ACCT 1100	DEPT 806	DUE 03/09/2024	DESC:NATURAL GAS-JAN		651890 5350	1,304.09	1099:
CONDITIONS THAT PREVENT POSTING INVOICE 100467/1799							
* Invoice must be approved or voided to post.							
* w9hld							
					101845 5350	2,923.39	1099:
					101830 5350	17.10	1099:
					101848 5350	17.10	1099:
					101847 5350	1,221.30	1099:
					101845 5350	6,996.79	1099:
					101830 5350	17.10	1099:
1 HELD INVOICES				TOTAL	12,513.97		
0 INVOICE(S)							
				REPORT POST TOTAL	.00		
REPORT TOTALS						.00	



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Recreation
Resolution:	Yes	Prepared By:	Rob Baumgarn, Recreation Director
Ordinance:	No	Presented By:	Rob Baumgarn, Recreation Director
Item:	Enter into an agreement with C and H Sports Surfaces, Inc. to resurface Sperry Pickleball courts.		

RECOMMENDED ACTION:

Adopt the resolution to enter into an agreement with C and H Sport Surface, Inc for the amount of \$25,695 to resurface the pickleball courts at Sperry Park.

OVERVIEW:

Sperry Pickleball Courts were established in the fall of 2019. The park initially had two tennis courts, and it was the staff's recommendation to re-purpose the courts into 6 pickleball courts. The courts are heavily used daily from April to October. The paint on the courts is deteriorating, and it is time to resurface the courts. C and H Sports Surface will fill crack/seal the areas concerned; we will use the same color scheme, have approximately 7 days of downtime, and a 1-year product warranty. Staff received two quotes for the project and C and H Sport Surface was the lowest quote.

BUDGETARY/FISCAL ISSUES:

The cost to resurface the Sperry pickleball courts will be \$25,695. The 2024 capital improvement plan approved budget included \$28,000 for this project.

ALTERNATIVES TO CONSIDER:

Reject the proposal and rebid.

ATTACHMENTS:

1. Resolution for C and H Sports Surfaces, Inc
2. C and H Sports Surface LLC Quote
3. Surface Pro LLC Quote
4. Sperry Park 1
5. Sperry Park 2
6. Sperry Park 3
7. Sperry Park 4

RESOLUTION NO. ____

**RESOLUTION APPROVING ENTERING INTO AN AGREEMENT WITH C AND H SPORT SURFACE, INC FOR
THE AMOUNT OF \$25,695 TO RESURFACE THE PICKLEBALL COURTS AT SPERRY PARK**

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar to approve entering into an agreement with C and H Sport Surface, Inc for the amount of \$25,695 to resurface the pickleball courts at Sperry Park.

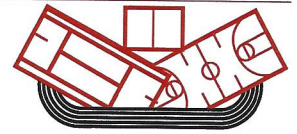
Dated this 4th day of March 2024

Douglas E. Reese, Mayor

Attest:

CITY CLERK

TIM CARLSON
2312 SEURER ST.
NEW MARKET, MN 55054
PHONE: 952-461-5678
FAX: 952-461-5679



Quality and Dependability

January 15, 2024

Rob Baumgarn, Parks and Recreation Director
City of Willmar
2707 Arena Drive
Willmar, MN 56201
Email: rbaumgarn@willmarmn.gov

RE: ACRYLIC REPAIR/RESURFACING OF 6 PICKLEBALL COURTS AT SPERRY PARK

Rob,

Thank you for contacting C & H Sport Surfaces, Inc. regarding your Pickleball Court facilities. We have been in the Tennis, Basketball and Pickleball Court surfacing industry for over 50 years and we pride ourselves on quality workmanship and dependable service. We use the highest quality, 100% Acrylic surfacing products for longer lasting and stronger playing surfaces. C & H Sport Surfaces, Inc. is a member of the BBB, USTA and MASMS.

4 COAT ACRYLIC REPAIR/RESURFACE PROCESS TO INCLUDE (APPROX. 1765 SY):

- Power spray/hydro wash entire asphalt playing area to remove loose materials, dirt and foreign materials that may have accumulated over the years.
- Scrape and high pressure blow surface of remaining loose materials down to a solid substrate.
- Prime necessary areas to enhance bonding of the new surface application. Bare concrete footing tops.
- Clean, fill and blend cracks to surface using an acrylic crack filler, mixed according to the manufacture specifications. Includes blending of the tops of the concrete footings.
- Patch and blend low areas of depth, > 1/8", after 1 hour of sun, using Acrylic Patch, mixed according to the manufacturer's specifications.
- Apply 2, black sand fortified, 100% Acrylic Resurfacer filler coats over the entire court surface according to the manufacturer specifications.
- Apply 2, each, textured, acrylic color coats over the entire court surface according to the manufacturer's specifications. Colors to be the same as the existing colors: light blue kitchen areas, blue back court areas and light green out of bounds areas and walkway.
- Upon curing, apply 2", regulation, white, Pickleball playing lines according to USAPA layout specifications.
- Apply line primer, prior to the line paint application, for crisper playing lines.

Total cost to complete this project.....\$ 25,695.00

*A pressured water source will be needed near project location.

*1 year manufacturer product warranty.

*Approx. 7 day down time.

*Sprinkler system near project location must be turned off.

*Use of SportMaster products.

C & H Sport Surfaces, Inc. is fully insured for your project, and will issue a certificate of insurance upon request
If you have any questions, please contact Tim at 952-461-5678.

Thank you,

Tim S. Carlson
C & H Sport Surfaces, Inc.

Acceptance of Proposal: The above prices and specifications are satisfactory and are hereby accepted. You are authorized to do the work as specified above. Payment is to be made within 30 days of project completion date. An interest rate of 15% will be added to all accounts that exceed the 30 day project completion date. Any collection fees due to nonpayment are to be paid by the customer. Cracks are not a warranty item. Upon acceptance, the surface may be played on.

Date: ____/____/____ Authorized Signature: _____

A signed contract or PO# is required to schedule this project. I have read and understand the Terms and Conditions on page 2 of this contract.

NOTE: We reserve the right to withdraw this proposal if not accepted within 15 days.

• TENNIS COURTS • PICKLE BALL COURTS • RUNNING TRACKS • BASKETBALL COURTS • SNOWPLOWING • 10 U LINES •
• email: chsportsurfaces@mchsi.com • www.chsportsurfaces.com •

C & H SPORT SURFACES, INC.

TERMS AND CONDITIONS: (upon acceptance of the proposal become binding to the contract, PLEASE INITIAL BELOW.)

- 1) **PRICING:** The prices set forth herein are based upon current prices and may be subject to change.
- 2) **CHANGE ORDERS:** An additional charge may be made to purchases for any material or labor additional to that specified herein necessary to make a complete installation in a workmanlike manner.
- 3) **SITE CONDITIONS:** Obstructions of any form that may interfere with the installation shall be moved by Purchaser/Owner prior to commencing work. This contract does not contemplate the encountering of rock, swampy conditions, boulders, concrete, wood, etc. Should any of these conditions be encountered, Purchaser/Owner shall pay the actual cost of the additional work caused thereby, unless stated in this proposal.
- 4) **JOB DELAYS:** When work is started by C & H Sport Surfaces, Inc. under this contract, work may be continued to completion without interruption, including, without limitations, interruptions caused by other contractors or changes in the plans of the Purchaser. In the event that C & H Sport Surfaces, Inc. is required to withdraw from work after starting, Purchaser/Owner agrees to pay charges covering the actual expenses incurred. It is understood that when C & H Sport Surfaces, Inc.'s crew reports to the job site, this constitutes starting work.
C & H Sport Surfaces, Inc. shall not be responsible for delays, defaults or damages occasioned by any causes beyond C & H Sport Surfaces, Inc.'s control, including, without limitations, governmental actions or orders, embargoes, strikes, lock-outs, fires and weather.
- 5) **UNDERGROUND OBSTRUCTIONS:** Before work is started, Purchaser/Owner is required to furnish C & H Sport Surfaces, Inc. with the location and character of any underground wire, pipes, sewers, conduits, obstructions, conditions, or restrictions of any nature which might interfere with or be damaged by C & H Sport Surfaces, Inc. in the course of the work or which might be the cause of injuries, or other damages. If the Purchaser/Owner fails to do so, or if any of the aforesaid are omitted from the information furnished to C & H Sport Surfaces, Inc., the Purchaser/Owner agrees to release, indemnify, hold harmless and defend C & H Sport Surfaces, Inc. from and against any and all liability, loss damages, fines and expenses caused thereby or from any claims, demands, or suits based thereon.
- 6) **WARRANTY:** (If included in proposal) All materials used hereunder are guaranteed for a period of one year from manufacturer's defects and in the event of any material failure, it will be repaired at labor costs only. The products used are guaranteed with respect to uniformity and quality. This warranty does not cover any form of surface cracking or re-cracking. In no event shall C & H Sport Surfaces, Inc. be liable for any consequential damages. There are no warranties which extend beyond the description of the face hereof, unless stated in the proposal.
- 7) **PATCHING:** of low areas may not completely eliminate the ponding of water when resurfacing of old tennis courts since acceptable original drainage specifications no longer exist.
- 8) **MEASUREMENTS:** refer to surface coatings and are based on flat asphalt playing surface dimensions inside from fence to fence. Additional asphalt on the outside the fence is not included and may be colored at additional costs.
- 9) **BUILDING PERMITS:** Permits if needed, including the payment of fees therefore shall be the sole responsibility of Purchaser/Owner.
- 10) **BONDS, ADDITIONAL INSUREDS AND CERTIFICATES OF INSURANCE:** may be issued upon request. For additional coverages or amounts of coverages, additional charges will be added to the contract if necessary.
- 11) **WATER SOURCE:** Access to a pressured water source is required at or near project location at no cost to C & H Sport Surfaces Inc.
- 12) **PREVAILING WAGES:** This contract does not include prevailing wages unless "noted" on page 1 of contract.
- 13) **PAYMENT:** Payment shall be net cash upon receipt of invoice with 18% annual interest charges on accounts past 30 days. All accounts are payable in United States funds, free of exchange, collection or other charges. C & H Sport Surfaces, Inc. reserves the right to lien the owner of the property if timely payment is not received. Should the buyer default in its obligation herein, the buyer shall, in addition to other obligations herein, be liable to C & H Sport Surfaces, Inc. for all costs of collection including reasonable attorney's fees.
- 14) **THE PURCHASER/OWNER:** shall provide and maintain necessary fences, temporary enclosures and barricades to adequately protect the project from persons and animals not involved with the contracted work, unless stated in the proposal.
- 15) **SALE TERMS:** The above and foregoing terms and conditions are the final expression of the terms and conditions of this contract, and are intended as a complete and exhaustive statement of the agreement. Modifications or change shall only be permitted by a signed writing between the Purchaser and C & H Sport Surfaces, Inc. This contract shall not be assigned by Purchaser, in whole or in part, without the written consent of C & H Sport Surfaces, Inc. and shall be binding upon the successors, administrators, executors or assigns of the parties hereto. Waiver of any default shall not be considered as a waiver of any subsequent default. No conditions, terms, agreements, or stipulations other than those stated herein shall be binding on C & H Sport Surfaces, Inc. C & H Sport Surfaces, Inc. can terminate this contract at any time for any reason.
- 16) **LAW:** This contract is subject to all applicable laws, regulations and ordinances of any federal, state or local governmental authority or agency.
- 17) **SURFACE INSPECTION:** During the physical inspection, it may be difficult to determine how a surface will respond to power spraying. While power spraying, bubbling or peeling may occur. If bubbling or peeling occurs, scraping of the surface, down to a solid substrate may be necessary. If extensive or excessive surface peeling and/or a solid substrate cannot be found, other options will need to be explored, most likely adding significant additional costs and time to complete the project.

____ INITIAL AND RETURN COPY WITH SIGNED CONTRACT

PROPOSAL



**3731 Thurston Ave
Suite 103
Anoka MN 55303
612-245-0750**

www.surfacepromn.com

**Proposal
Date: 2/6/2024**

Proposal Submitted To:

City of Willmar
Sperry Park
320-235-1454
Attn: Rob Baumgarn
rbaumgarn@willmarmn.gov

RE: Resurface 6 outdoor pickleball courts as per the following:

1. Preparation:

- Remove all objects and debris from the court surface.
- Power wash the existing surface with commercial grade 4000 psi units to remove any dirt, grime, or loose paint.
- Repair any cracks, divots, or other damage to the surface using a USTA approved repair compound and a trowel and V squeegee, Allow the repairs to dry completely.
- *Court Inspection:*
 - Chips, Cracks, Dings- These areas will be repaired with portland and binder filler, applying pressure with a tool, such as a putty knife or trowel. This is done to insure that material comes in contact with all surfaces of the crack or void. The filler will be allowed to set a minimum of one hour. If material shrinks below grade level, material will be reapplied in the same manner and allowed to set.

2. Resurfacing application: 2 coats

- Mix the acrylic resurfacing material (we are a authorized Sport Master Products installer) according to the manufacturer's instructions.
- Begin spreading coats of the material onto the surface using a proprietary sport squeegee, starting from the back of the court and working towards the net.
- Allow the resurfacing material to dry according to the manufacturer's instructions.
- If needed and applicable in written bid apply multiple coats of surfacer with this method

3. Acrylic paint application: 2 coats

- Mix the acrylic paint material (we are a authorized Sport Master Products installer) according to the manufacturer's instructions.
- Begin spreading the material onto the surface using a proprietary sport squeegee, starting from the back of the court and working towards the net.
- Allow the material to dry according to the manufacturer's instructions.

4. Line painting:

- Measure and mark the court lines using a chalk line.
- Using a proprietary tape machine mask out the court to be painted.
- Paint the court lines using a high-quality, water-resistant paint that is specifically designed for tennis courts and manufactured by Sport Master.
- Allow the paint to dry completely.

5. Clean up and final inspection:

- Remove any remaining debris or materials from the court.
- Inspect the court to ensure that the resurfacing, line painting, applications have been completed.

Court colors and other information:

Court to be light green wrap, blue service area, and light blue kitchen

Colors will need to be confirmed before starting.

Total for resurfacing 6 asphalt pickleball courts , price includes all materials and labor for this project. \$28,500.00

Water must be provided on site by the customer.

Payment information

Payment of 50% at start project this will be invoiced do not send payment until you receive an invoice, thanks (To be received by Surface Pro LLC before starting project)
Final payment of 50% upon completion.

WARRANTY AND NOTES:

All workmanship is warrantied for 2 years, this includes and is limited to issues of peeling or de-lamination due to improper installation. De-lamination can occur due to water penetration and sitting water in puddles or low corners of the court, this is not covered in the 2 year warranty.

CRACKS:

1. Crack-filling does not imply crack elimination. Cracks can and often will reappear. This is normal, it is called reflection.
2. Surface Pro LLC is Not responsible for existing grades and drainage or compacting existing base.
3. Cracks if not patched will continue to expand over a period of time and conventional repair methods may become unavailable.
4. Surface Pro LLC is not responsible for cracks returning after repair.
5. A monthly finance charge of 3% will be added to any payments past due.

*This estimate is based solely on the contractor's observations at the time of entering into this contract. If additional concealed conditions are discovered once the work has commenced, which were not visible at the time of entering into this contract, Contractor will identify the unforeseen conditions and notify the Customer of any additional costs, if any.

*Customer agrees to pay for all unexpected or unanticipated extra costs, including but not limited to, soil corrections, protection of the project from weather conditions and all other similar costs. Customer will be responsible for all additional costs and time for work due to concealed conditions. Such conditions may also extend the time for completion of the work under this contract.

*Estimate does not include any allowance for hazardous waste removal. All hazardous waste removal will be treated as an unforeseen condition.

*The construction site will be a dangerous area. Customer waives all claims against builder for injuries or damages that customer or any member of customers family, friends, or guests may suffer while on or around the property during construction due to these and other hazards.

*All unforeseen conditions will be treated on a time and materials basis at the rate of \$65.00/ hour plus materials.

- We will remove all waste generated from our work.

- Contractor is not responsible for pets not properly restrained leaving the property.

-Direct contact with your job supervisor will be available to you at all times should you have any questions or concerns.

All material is guaranteed to be as specified, and the above work to be performed in a substantial workmanlike manner with payments made as follows.

Pre -Lien Notice

- a. Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
- b. Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

Respectfully submitted

Mike Langmade
Surface Pro LLC

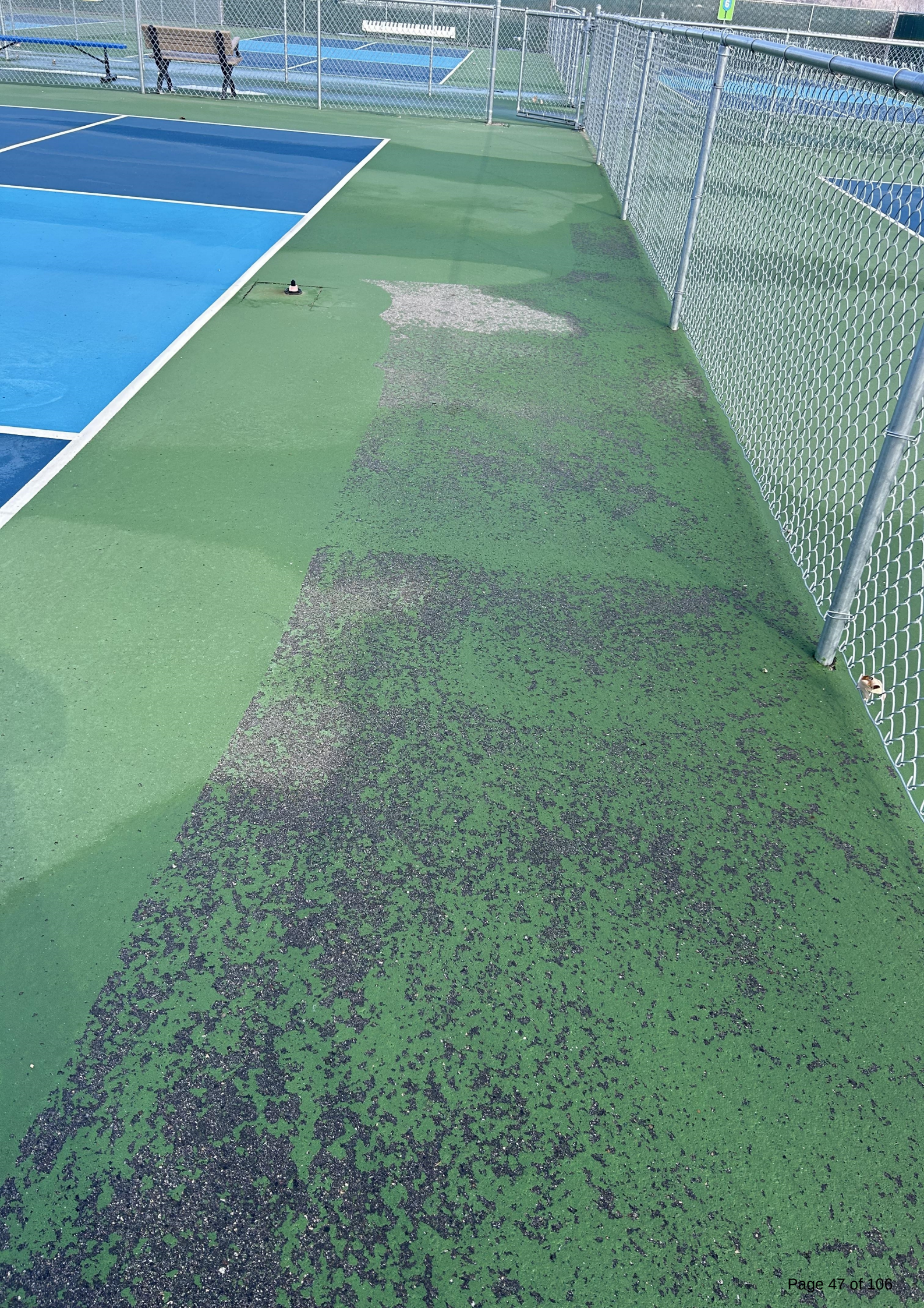
This proposal may be withdrawn by us if not accepted within 10 days. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order (minimum change order cost is \$100.00), and will become an extra charge over and above the proposal price. All agreements are contingent upon accidents, or delays beyond our control.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature_____ Date Accepted_____

PO#_____ (If applicable)











City Council Action Request

Council Meeting Date:	March 4, 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:	Justin DeLeeuw, Public Works Director
Item:	Public Works Motor Grader Purchase		

RECOMMENDED ACTION:

Adopt the resolution approving the purchase and replacement of a 2024 John Deere 772G motor grader through State Contract No. 219846 in the amount of \$370,168 from RDO Equipment Co.

OVERVIEW:

The 2024 Capital Improvement Plan includes funds for the replacement of a motor grader for the Public Works Department. The grader is an important piece of equipment for the department as it allows us to open roads with very large snow drifts, cuts ice in the spring to allow melting snow to drain to catch basins, and for grading gravel alleys and service drives.

The current grader, a 2001 John Deere 770CH, has been pushed down the list several times for replacement but is at the end of its useful life for the City. The wing on this unit does not have the capability of extending out, which would allow for additional coverage for snow removal. The cab seals and door experience movement or flexing because of its age and parts are becoming more difficult to find.

BUDGETARY/FISCAL ISSUES:

\$375,000 was allocated in the 2024 CIP equipment certificate for the purchase and replacement of Motor Grader Unit No. 010410.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution- Public Works Motor Grader Purchase
2. Unit No. 010410 Change Request Form
3. Unit No. 010410 Photo
4. RDO Quote for New Grader

RESOLUTION NO. ____

**A RESOLUTION APPROVING THE PURCHASE OF A JOHN DEERE MOTOR GRADER IN THE AMOUNT OF
\$370,168.**

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 John Deere 772G Motor Grader from RDO Equipment Co. of Marshall is accepted through State Contract No. 219846 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 bidders for the terms and consideration of the contract in the total amount of \$370,168.

Dated this 4th day of March, 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:				Reminder to Attach Photo
Vehicle Number:	010410	Replacement Cost:	\$363,000	
Vehicle Year:	2001	Vehicle Model:	John Deere 770CH	
Mileage:		OR	Hours on vehicle:	4,866

(Comments): Recommend replacement

Initial GM

Operator or Supervisor (comments if applicable):

We have put off the purchase of this unit a couple times. Last years snow amount was a reminder of how important having a reliable motor grader is. This unit allows us to open roads that have very large snow drifts as well as in the spring to cut ice which allows melting snow to drain into the catch basins. These are just a couple examples of the capabilities of the unit. I would suggest replacement.

Initial KR

Mechanic (comments if applicable):

This is one of our older units which adds difficulties finding parts at times. The wing on this unit that is used for snow doesn't have the capibilites to extend which allows for additional coverage. We have had issues with the cab seals and door which we believe is be caused by movement or flexing because of its age. I would recommend replacement.

Initial JJ

X **APPROVED**

 DENIED

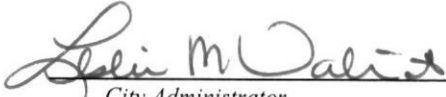
Vehicle/Equipment Committee

5-8-13

Date

 APPROVED

 DENIED


City Administrator

2-28-2014
Date





JOHN DEERE

Investment Proposal (Quote)

RDO Equipment Co.
1710 East College Drive
Marshall MN, 56258

Phone: (507) 532-0994 - Fax: (507) 532-0993

Proposal for:
CITY OF WILLMAR
801 INDUSTRIAL DR SW
WILLMAR, MN, 562012992
KANDIYOHI

Investment Proposal Date: 2/20/2024
Pricing Valid Until: 3/20/2024
Deal Number: 1735127
Customer Account#: 3827017
Sales Professional: John Bot
Phone: (507) 532-0994
Fax: (507) 532-0993
Email: JBot@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2024 JOHN DEERE 772G 8470T 772G MOTOR GRADER with 6WD 1140 John Deere PowerTech PSS 9.0L meets EPA FT4 Emissions 1830 Engine Exhaust W/ Flat Black Stack (FT4 or Stage V only) 1410 Standard Fuel & Water Filtration 1320 No Quick Service Group 9360 Engine Block Heater 9395 Adjusting Rotary Ejector Precleaner 1020 Armrest Fingertip Controls 5060 Grade Pro Low Cab w/ Lower Front and Side Opening Windows 8830 Rear Camera (R4) 8220 Heated Exterior Mounted Rearview Mirrors 8415 Premium AM/FM Radio with Bluetooth, Aux and Weather Band (WB). 8310 Lower Front Intermittent Wiper & Washer 6010 Powered Cab Air Precleaner 6140 Grade Pro Premium Heated, Leather/Fabric, High-Wide Back Air Suspension Seat 8720 No Sound Absorption Package 6595 Grade Pro Controls w/3 Front Auxiliary Function AND 3 Rear Auxiliary Functions 6650 Grade Pro Controls - Left Side 8510 Air Conditioner Refrigerant Charged 9130 Rear Retractable Sun Shade 9210 Decelerator 2575 No Grade Control Base Kit Installed 2775 No Topcon 3D GPS Grade Control System installed 9235 AUTO ARTICULATION 9245 Machine Damage Avoidance 5835 Cold Weather Package with Hydrau XR 1610 Hydraulic Pump Disconnect 170K JDLINK™ 1910 Blade Impact Absorption System 2070 14 Ft. x 27 In. x 1 In. (4.27M x 686mm x 25mm) w/ 8 In. x 3/4 In. (203 x 19mm) Cutting Edge & 5/8 in. (16mm) Hardware 2850 Premium Circle 9450 Reversible Overlay End Bits 1240 Dual 100 Amp Alternators (200 Amp total) 7160 Deluxe Grading Lights (18 Halogen Lights) 8120 24-to-12 Volt Converter (30 amps peak / 25 amps continuous) 9299 Beacon with Flip Down Cab Beacon Bracket (LH) 6850 No Rear Attachment 9220 5.0 lbs. multi purpose (ABC) Dry Chemical Fire Extinguisher 9280 Slow Moving Vehicle (SMV) Sign 5515 Autoshift Plus Transmission 5710 Transmission Solenoid Valve Guard 4426 Michelin SnoPlus 7810 Front Fenders 9426 Spare Tire and Rim - 14.0R24 Michelin SnoPlus Single Star Radial Snow Tire With 3 Piece Rim 9005 Rear Wheel Fenders 2605 English Manual W/ English Labels & Decals ZEROOUTMDP ZERO OUT MDP SO THE CONTRACT MDP CAN BE ADDED	\$413,638.00

CONTRACT MPD PRICE PROTECTED CONTRACT MDP
 6710 FRONT PUSH BLOCK
 9620 COLD WEATHER CONTROL VALVE COVERS
 9270 SNOWPLOW LIGHTS

Warranty -John Deere Comprehensive-60 Months, 2000 \$11,745.00
 Hours,Deductible: 200, Exp Date: 1/18/2029

1	TBD TBD	0	Attachment - New 2024 LITTLE FALLS MACHINE G2012ASP Snow Wing IM3012A GIM3012A Postless Snow Wing, STD Cutting Edge, 4 Port Relief Manifold, JD Paint GWNBB Hyd Buffer Brace	\$26,785.00
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Equipment Subtotal: \$452,168.00

Trade Information

Serial Number	Year / Make / Model	Payoff Information	Trade In Hours	Trade In Value
DW772CH580410	2001 JOHN DEERE 772CH	\$0.00	4037	(\$80,000.00)
26851186	0 LITTLE FALLS MACHINE 411H	\$0.00	2000	(\$2,000.00)
Total Trade in Value:				(\$82,000.00)
Trade Balance Owed:				\$0.00
Net Difference:				(\$82,000.00)

Purchase Order Totals

Balance:	\$370,168.00
Total Taxable Amount:	\$0.00
MN STATE TAX:	\$0.00
MN CITY TAX:	\$0.00
MN SPECIAL TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$370,168.00
Cash with Order:	\$0.00
Balance Due:	\$370,168.00



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge
Item:	Approve Plans & Specifications, Authorize Advertisement for Bids Project No. 2304-B, 19th Ave Trail Project		

RECOMMENDED ACTION:

Adopt the resolution approving plans and specifications and authorize advertisement for bids on Project No. 2304-B, 19th Avenue Trail Improvements.

OVERVIEW:

Project No. 2304-B, the 19th Avenue Multi-Use Trail improvements between 15th Street SW and 5th Street SE, design work has been completed and is ready for bidding. Council action is required for the approval of plans and specifications, and to authorize advertisement for bids. Bids are scheduled to be opened at 10:00 a.m. on Thursday, March 28th.

BUDGETARY/FISCAL ISSUES:

The project is to be paid with \$500,000 of Active Transportation Program funds and bond proceeds.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- APPROVE SPECS & ADV. FOR BIDS PROJECT NO 2304-B
2. Project No. 2304-B Ad for Bids
3. Project No. 2304-B Plan Sheet (SAP 175-519-001) 100%

RESOLUTION NO. _____

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING
PUBLICATION OF THE ADVERTISEMENT FOR BIDS FOR PROJECT NO 2304-B.**

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. 2304-B 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 4th day of March, 2024

Mayor

Attest:

City Clerk

ADVERTISEMENT FOR BIDS

19TH AVENUE PATH IMPROVEMENT PROJECT
S.A.P. 175-590-001
CITY PROJECT NO. 2304-B
CITY OF WILLMAR
WILLMAR, MN 56201

RECEIPT AND OPENING OF PROPOSALS: Proposals for the work described below will be received online through QuestCDN.com until 10:00 AM on Thursday, March 28, 2024 at which time the bids will be opened and publicly read at the office of the City Administrator, City of Willmar, 333 SW 6th Street, P.O. Box 755, Willmar, MN 56201.

DESCRIPTION OF WORK: The work includes the construction of approximately:

1400	TONS	BITUMINOUS PAVING	4700	SQ FT	CONCRETE SIDEWALK
4874	CU YD	COMMON EXCAVATION	430	SQ YD	CONCRETE DRIVEWAY
2950	CU YD	AGGREGATE BASE	13500	SQ YD	TURF ESTABLISHMENT
950	LIN FT	B612-B624 CURB & GUTTER	2200	SQ FT	PAVEMENT MARKINGS

together with numerous related items of work, all in accordance with Plans and Specifications. This project is subject to Prevailing Wage Rates, Truck Rentals, and Responsible Contractor Certification.

COMPLETION OF WORK: All work under the Contract must be complete by 10/01/2024.

PLAN HOLDERS LIST, ADDENDUMS AND BID TABULATION: The plan holders list, addendums and bid tabulations will be available for download on-line at www.questcdn.com or www.bolton-menk.com.

TO OBTAIN BID DOCUMENTS: Complete digital project bidding documents are available at www.questcdn.com or www.bolton-menk.com. You may view the digital plan documents for free by entering Quest project #9002909 on the website's Project Search page. Documents may be downloaded for \$50.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

BID SUBMITTAL: A bid shall be submitted online no later than the date and time prescribed. For this project, the Owner will only be accepting online electronic bids through QuestCDN. To access the electronic bid form, download the project document and click online bidding button at the top of the advertisement. Prospective bidders must be on the plan holders list through QuestCDN for bids to be accepted.

BID SECURITY: A Proposal Bond in the amount of not less than 5 percent of the total amount bid, drawn in favor of City of Willmar shall accompany each bid.

OWNER'S RIGHTS RESERVED: The Owner reserves the right to reject any or all bids and to waive any irregularities and informalities therein and to award the Contract to other than the lowest bidder if, in their discretion, the interest of the Owner would be best served thereby.

DATED: March 4, 2024 /s/ Leslie Valiant
City Administrator

Published:

QuestCDN

West Central Tribune: March 9, 2024

*****END OF SECTION*****

MINNESOTA DEPARTMENT OF TRANSPORTATION
CITY OF WILLMAR
KANDIYOHI COUNTY, MINNESOTA

MINN. PROJ. NO. STATE FUNDS

--- GOVERNING SPECIFICATIONS ---
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
"STANDARD SPECIFICATION FOR CONSTRUCTION" AND THE "SUPPLEMENTAL
SPECIFICATIONS" DATED SEPTEMBER 2022 SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM AND BE INSTALLED IN ACCORDANCE
WITH THE LATEST "MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MN MUTCD)
AND PART VI, THE LATEST "FIELD MANUAL" FOR TEMPORARY TRAFFIC CONTROL DEVICES.

SHEET NUMBER	SHEET TITLE
1	TITLE SHEET
2	LEGEND
3	CONSTRUCTION NOTES
4	STATEMENT OF ESTIMATED QUANTITIES
5 - 9	EXISTING CONDITIONS & REMOVALS
10 - 14	TABULATIONS
15 - 16	TYPICAL SECTIONS & DETAILS
17 - 26	STANDARD PLANS
27 - 35	STORMWATER POLLUTION PREVENTION PLAN
36 - 45	19TH AVENUE PATH PLAN & PROFILE
46 - 56	PEDESTRIAN RAMP DETAILS
57 - 62	TRAFFIC CONTROL & PHASING PLAN
63 - 68	STREET SIGNAGE & STRIPING PLAN
69 - 87	CROSS SECTIONS

THIS PLAN SET CONTAINS 87 SHEETS.

CONSTRUCTION PLAN FOR: GRADING, AGGREGATE BASE, BITUMINOUS PATH, CONCRETE CURB AND GUTTER, ADA IMPROVEMENTS

SAP 175-590-001 LOCATED ON CSAH 15 FROM 15TH STREET SW TO 5TH STREET SE (GEOGRAPHICAL DESCRIPTION)
THE WEST CENTER OF SECTION 22, T119W, R35W TO THE EAST CENTER OF SECTION 23, T119N, R35W (LEGAL DESCRIPTION)

STATE PROJ. NO. 175-590-001

MINN. PROJ. NO.

GROSS LENGTH 6673.54 FEET 1.264 MILES
BRIDGES-LENGTH 0 FEET 0 MILES
EXCEPTIONS-LENGTH 0 FEET 0 MILES
NET LENGTH 6673.54 FEET 1.264 MILES
REF. POINT N/A TO REF. POINT N/A

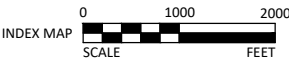
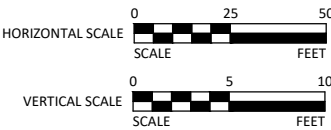
DESIGN DESIGNATION - TIER NO.

ADT (Current Year) = N/A Design Speed 20 MPH
ADT (Future Year) = N/A Based on Stopping Sight Distance
DHV (Design Hr. Vol.) = N/A Height of eye 4.5 ft Height of object 0 ft
D (Directional Distr.) = N/A % Design Speed not achieved at: NA
T (Heavy Commercial) = N/A %

VICINITY MAP



TYPICAL PLAN SCALE
UNLESS OTHERWISE NOTED:

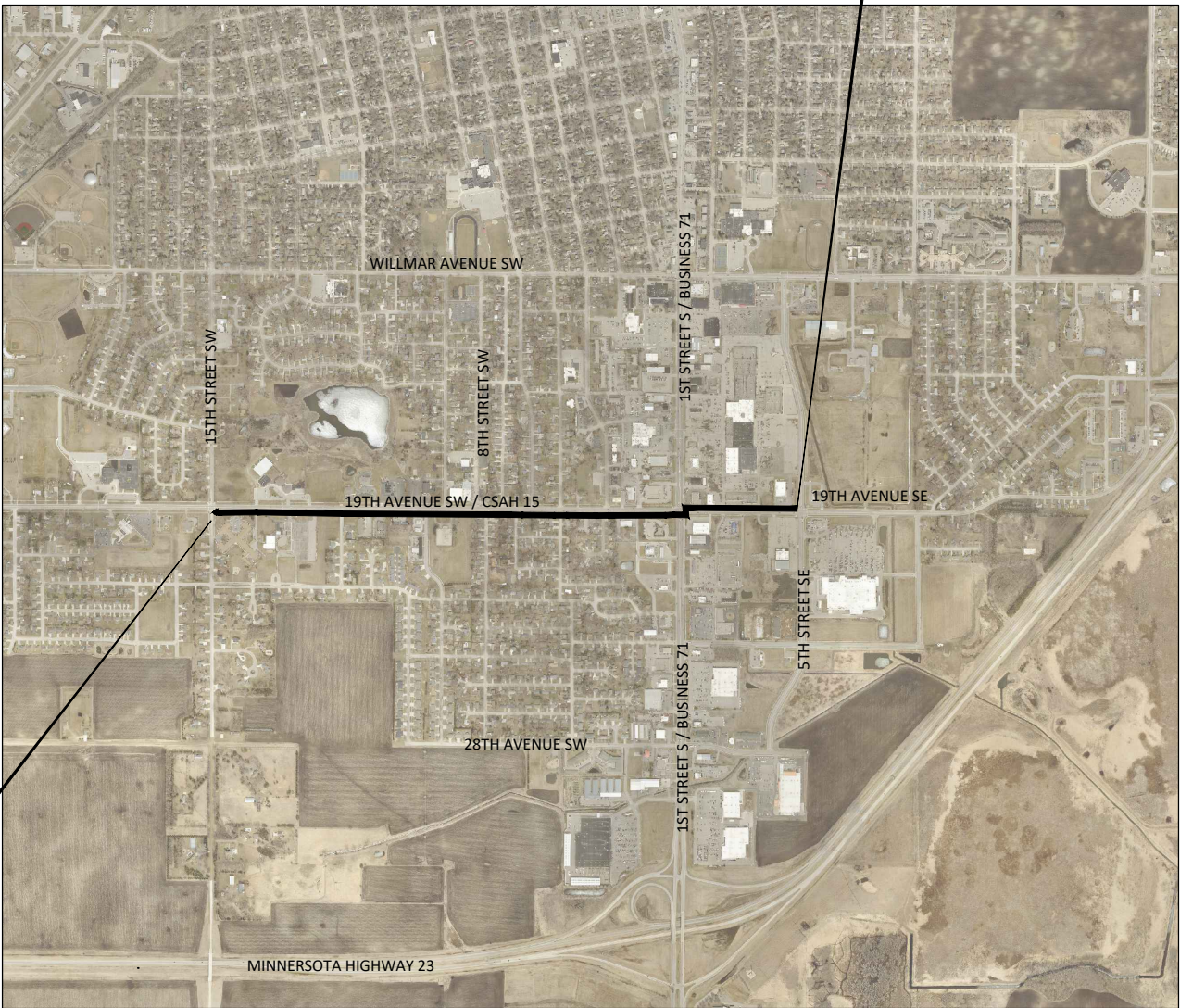


PROJECT LOCATION



CITY: WILLMAR
COUNTY: KANDIYOHI
DISTRICT: 8

BEGIN PROJECT: SAP 175-590-001 (CSAH 15)
STA. 1+69



END PROJECT: SAP 175-590-001 (CSAH 15)
STA. 68+42

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY
QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL
WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE
38-22, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION
AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

BM=1122.11
MNDOT 3405 C (NAVD 88)
STA. 1+80.97 - 107.48' OFFSET
NE QUADRANT OF 19TH AVE SW & 15TH ST SW

PROJECT DATUM: KANDIYOHI COUNTY COORDINATES
HORIZONTAL: NAD 83
VERTICAL: NAVD 88

RECORD DRAWING
INFORMATION
OBSERVER:
CONTRACTOR:
DATE:

JOSHUA J. HALVORSON, P.E.
Design Engineer: I hereby certify that this plan was prepared by me or under my direct supervision, and that
I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Date 02/16/2024 License Number 46291

Approved: City of Willmar Engineer Date 02/16/2024

District State Aid Engineer:
Reviewed for compliance with State Aid Rules/Policy

Approved for State Aid Funding: State Aid Engineer

CITY OF WILLMAR, MINNESOTA

19TH AVE PATH IMPROVEMENT PROJECT S.A.P. 175-590-001

TITLE SHEET

SHEET
1
OF
87



2040 HIGHWAY 12 EAST
WILLMAR, MINNESOTA 56201
Phone: (320) 231-3956
Email: Willmar@bolton-menk.com
www.bolton-menk.com



DESIGNED	DTI	NO.	ISSUED FOR	DATE
DRAWN	KMDJS		BID	02/16/2024
CHECKED	JJH			
CLIENT PROJ. NO.	OW1.130584/2304-B			



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Reschedule Public Hearing to Amend Chapter 3, Alcoholic Beverages		

RECOMMENDED ACTION:

That the Council reschedule a public hearing for March 18, 2024, at 6:30 PM.

OVERVIEW:

City staff have identified and reviewed several areas of Chapter 3 of the municipal code regarding Alcoholic Beverages. Among the recommended changes include several references for language to be more inclusive and to update the city's insurance requirements. The City's insurance requirements have been in the application processes for 25-plus years, and all current license holders already meet the language being recommended. The ordinance amendments have been reviewed by the City Attorney.

BUDGETARY/FISCAL ISSUES:

Publication and Codification

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. Ordinance Amendment - Ch. 3 Alcoholic Beverages
2. Summary Publication - Alcoholic Beverages Ordinance Amendment

ORDINANCE NO. _____

AN ORDINANCE AMENDING WILLMAR MUNICIPAL CODE, CHAPTER 3,
ALCOHOLIC BEVERAGES

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

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 3-28. Chapter 3, Article II, Section 3-28 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-28. – Insurance.

(a) Every licensee shall procure liability insurance pursuant to ~~state law~~ Minn. Stat. § 340A.409, as the same may be amended, to cover its exposure to claims arising out of the negligence or violation of law by its agents or employees.

(b) Pursuant to the authority conferred upon the City under Minn. Stat. § 340A.509, as the same may be amended, every licensee shall procure comprehensive general liability coverage in limits of not less than \$1,000,000 per occurrence for personal bodily injury and death.

Section 2. AMENDMENT OF MUNICIPAL CODE SECTION 3-31. Chapter 3, Article II, Section 3-31 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-31. Gambling.

(b) No licensee shall keep, possess or operate, or permit the keeping, possession or operation of any slot machine, dice, or any gambling device or apparatus on the licensed premises or in any room adjoining the licensed premises, and ~~he~~ they shall not permit any gambling therein.

Section 3. AMENDMENT OF MUNICIPAL CODE SECTION 3-47. Chapter 3, Article II, Division 2, Section 3-47 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-47. Application.

* * * *

(b) In addition to the information required by the state liquor control commissioner's form, the application shall contain the following:

(1) Information as to whether the applicant is a natural person, corporation, partnership, or other form of organization.

a. If the applicant is a natural person, the following:

* * * *

2. Whether the applicant has ever used or been known by a name other than ~~his~~ their true name and, if so, what was such name, and information concerning the dates and places where used.

* * * *

5. Whether the applicant ~~and his present spouse~~ are registered voters and, if so, where.

6. The street addresses at which the applicant ~~and his spouse have~~ has lived during the preceding ten years.

* * * *

Section 4. AMENDMENT OF MUNICIPAL CODE SECTION 3-57. Chapter 3, Article II, Division 2, Section 3-57 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-57. – Submission of information to liquor control commissioner.

The city clerk shall, within ten days after the issuance of any license under this division, submit to the liquor control commissioner the full name and address of each organization

granted a license, the effective license date, and the date of expiration of the license. ~~He~~ They shall also submit to the liquor control commissioner any change of address, transfer, cancellation or revocation of any license by the council during the license period.

Section 5. AMENDMENT OF MUNICIPAL CODE SECTION 3-80. Chapter 3, Article III, Division 1, Section 3-80 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-80. – Licensee to be responsible for conduct of business

Every licensee shall be responsible for the conduct of ~~his~~ their place of business and the conditions of sobriety and order in the place of business and on the premises.

Section 6. AMENDMENT OF MUNICIPAL CODE SECTION 3-88. Chapter 3, Article III, Division 1, Section 3-88 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-88. Permitting use of premises of adjoining buildings by prostitutes.

No licensee shall knowingly permit the licensed premises or any room in those premises or any adjoining building directly or indirectly under ~~his~~ their control to be used as a resort for prostitutes.

Section 7. AMENDMENT OF MUNICIPAL CODE SECTION 3-115. Chapter 3, Article III, Division 1, Section 3-115 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-115. Application.

* * * *

(2) If the applicant is a natural person, the following:

* * * *

b. Whether the applicant has ever used or been known by a name other than ~~his~~ their true name and, if so, what was such

name, and information concerning the dates and places where used.

* * * *

e. The street address at which the applicant ~~and his spouse~~ have has lived during the preceding ten years.

f. The kind, name and location of every business or occupation the applicant ~~and his spouse have~~ has been engaged in during the preceding ten years.

g. The names and addresses of the applicant's and ~~his spouse's~~ employers and partners, if any, for the preceding ten years.

h. Whether the applicant or ~~his~~ spouse, or a parent, brother, sister or child of the applicant or his spouse, has ever been convicted of any felony, crime or violation of any ordinance other than traffic ordinances. If so, the applicant shall furnish information as to the time, place and offense for which convictions were had.

* * * *

Section 8. AMENDMENT OF MUNICIPAL CODE SECTION 3-116. Chapter 3, Article III, Division 1, Section 3-116 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-116. – Insurance.

(a) At the time of filing an application for a license, the applicant shall file a certificate of insurance documenting liability insurance ~~policy pursuant to state law or, in lieu thereof, shall deposit cash or United States government bonds which shall be deposited~~ coverage required by Sec. 3-28 with the city clerk.

(b) The deposit or evidence of the insurance policies required by subsection (a) of this section shall be subject to the approval of the city attorney.

* * * *

Section 9. AMENDMENT OF MUNICIPAL CODE SECTION 3-135. Chapter 3, Article III, Division 1, Section 3-135 of the Willmar Municipal Code is hereby amended to read as follows

(deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-135. Submission of information to liquor control commissioner.

The city clerk shall, within ten days after the issuance of any license under this division, submit to the liquor control commissioner the full name and address of each person granted a license, the trade name, the effective license date, and the date of expiration of the license. ~~He~~ They shall also submit to the liquor control commissioner any change of address, transfer, cancellation or revocation of any license by the council during the license period.

Section 10. AMENDMENT OF MUNICIPAL CODE SECTION 3-135. Chapter 3, Article IV, Division 2, Section 3-226 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-226. Application.

(a) Any person desiring to sell 3.2 percent malt liquor under a license provided for in this division shall make application in writing to the city council, in which ~~he~~ they shall state the following:

* * * *

(2) ~~His~~ Their true name and residence, with street and number;

(3) ~~His~~ Their age;

* * * *

(6) Whether ~~he~~ they ~~has~~ have ever been convicted of or arrested for any crime or violation of any ordinance, and when, where or for what such arrests or convictions have been made;

(7) Whether ~~he~~ they ~~has~~ have ever been engaged as an employee in, or in operating a saloon, and when, where and for how long;

* * * *

* * * *

Section 11. AMENDMENT OF MUNICIPAL CODE SECTION 3-229. Chapter 3, Article IV, Division 2, Section 3-229 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-229. Granting; denial – Eligibility of persons.

* * * *

(b) No license shall be issued to a person that is not a resident of the city, except a license may be issued to a nonresident if the license holder appoints a resident of the city as manager of ~~his~~ their business and the manager meets all the qualifications of a license holder.

(c) No license shall be issued to an applicant unless ~~he is~~ they are the actual owner or proprietor of the business at the location where ~~he intends~~ they intend to sell such malt liquor.

* * * *

Section 12. AMENDMENT OF MUNICIPAL CODE SECTION 3-253. Chapter 3, Article V, Division 1, Section 3-253 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-253. Insurance.

(a) Every licensee shall procure liability insurance pursuant to ~~state law~~ Minn. Stat. § 340A.409, as the same may be amended, to cover its exposure to claims arising out of the negligence or violation of law by its agents or employees.

(b) Pursuant to the authority conferred upon the City under Minn. Stat. § 340A.509, as the same may be amended, every licensee shall procure comprehensive general liability coverage in limits of not less than \$1,000,000 per occurrence for personal bodily injury and death.

Section 13. AMENDMENT OF MUNICIPAL CODE SECTION 3-279. Chapter 3, Article V, Division 1, Section 3-279 of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 3-279. Submission of information to liquor control commissioner.

Every The city clerk shall, within ten days after the issuance of any license under this division, submit to the liquor control commissioner the full name and address of each organization granted a license, the effective license date, and the date of expiration of the license. ~~He~~ They shall also submit to the liquor control commissioner any change of address, transfer, cancellation or revocation of any license by the council during the license period.

Section 14. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ____ day of _____, 2024.

ATTEST:

Leslie Valiant, City Administrator

Doug Reese, Mayor

VOTE: ____ SHULDES ____ O'BRIEN ____ DAVIS ____ ASMUS
 ____ FAGERLIE ____ ASK ____ BUTTERFIELD ____ NELSEN

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

AN ORDINANCE AMENDING WILLMAR MUNICIPAL CODE, CHAPTER 3, ALCOHOLIC BEVERAGES

Summary: Ordinance No. ____ makes several amendments in Chapter 3 of the Willmar Municipal Code, regulating alcoholic beverages so that it consistently includes the written requirement that the City requires a \$1,000,000 general liability limit, in addition to the requirements of Minn. Stat. § 340A.409, to adequately cover its exposure to claims arising out of the negligence or violation of law by its agents or employees. The amendment additionally removes any reference to gender-specific language and replaces it with gender-neutral language.

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



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	5.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Willmar Municipal Utilities Financial Report for December 2023		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. WMU Financial Report for December 2023

**WILLMAR MUNICIPAL UTILITIES
ELECTRIC DIVISION
DECEMBER 2023**

	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
Operating Revenues					
Residential	\$677,662	\$672,613	\$8,118,693	\$8,071,357	\$8,082,266
Commercial/Industrial	\$1,540,745	\$1,630,015	\$19,314,735	\$19,560,174	\$19,070,432
Energy Acquisition/Fuel Adj	\$0	\$0	\$0	\$0	\$0
City Franchise Fee	\$253,156	\$219,983	\$2,923,072	\$2,639,790	\$2,344,132
Transmission	\$202,330	\$237,377	\$2,874,510	\$2,848,522	\$2,943,190
Miscellaneous	\$140,746	\$72,424	\$910,075	\$869,086	\$779,394
Total Operating Revenues	\$2,814,639	\$2,832,411	\$34,141,085	\$33,988,929	\$33,219,414
Operating Expenses					
Production	\$8,936	\$27,872	\$250,291	\$334,468	\$196,908
Purchased Power	\$1,111,330	\$1,340,640	\$15,856,514	\$16,087,679	\$14,532,676
Transmission	\$308,042	\$352,718	\$4,559,423	\$4,232,616	\$4,140,484
Distribution	\$217,703	\$146,476	\$1,438,455	\$1,757,717	\$1,473,799
Customer Service	\$65,759	\$24,916	\$230,987	\$298,997	\$152,028
Energy Services	\$4,370	\$11,355	\$96,345	\$136,263	\$88,112
General & Administrative	\$225,802	\$215,566	\$2,413,278	\$2,586,790	\$2,166,954
Depreciation	\$204,001	\$168,051	\$2,115,280	\$2,016,606	\$1,965,505
Total Operating Expenses	\$2,145,943	\$2,287,595	\$26,960,573	\$27,451,136	\$24,716,466
Operating Income					
Other Income	\$98,955	\$39,154	\$1,278,846	\$469,849	\$714,054
Other Expense	-\$911	-\$542	-\$1,741	-\$6,500	-\$3,964
Net Earnings	\$98,044	\$38,612	\$1,277,105	\$463,349	\$710,090
Cash Payment to City	\$163,625	\$178,070	\$2,136,842	\$2,136,842	\$2,136,842
Retained Earnings	\$603,114	\$405,358	\$6,320,775	\$4,864,300	\$7,076,196

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

Notes: Total Operating Revenues are about \$152,000 over our budget forecast for the year. Expenses are about \$490,000 under our budget forecast and Retained Earnings are about \$1,456,000 over our budget forecast.

**WILLMAR MUNICIPAL UTILITIES
WATER DIVISION
DECEMBER 2023**

	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
<i>Operating Revenues</i>					
Residential	\$176,419	\$207,342	\$2,444,675	\$2,488,101	\$2,076,850
Commercial/Industrial	\$194,560	\$213,869	\$2,741,869	\$2,566,433	\$2,082,562
Miscellaneous	\$1,320	\$4,683	\$119,073	\$56,200	\$105,775
Total Operating Revenues	\$372,299	\$425,895	\$5,305,617	\$5,110,734	\$4,265,187
<i>Operating Expenses</i>					
Production & Distribution	\$118,567	\$115,991	\$1,172,277	\$1,391,890	\$1,286,226
Customer Service	\$17,879	\$8,298	\$114,211	\$99,570	\$96,352
General & Administrative	\$43,453	\$69,752	\$707,262	\$837,025	\$664,205
Depreciation	\$29,642	\$40,296	\$357,178	\$483,550	\$305,943
Total Operating Expenses	\$209,541	\$234,336	\$2,350,928	\$2,812,035	\$2,352,726
<i>Operating Income</i>					
Other Income	\$13,192	\$3,527	\$135,649	\$42,319	\$63,534
Other Expense	\$0	-\$58,792	\$0	-\$705,500	\$0
Net Earnings	\$13,192	-\$55,265	\$135,649	-\$663,181	\$63,534
<i>Retained Earnings</i>					
	\$175,950	\$136,293	\$3,090,338	\$1,635,518	\$1,975,995

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

Notes: Total Operating Revenues are about \$194,000 over our budget forecast for the year. Expenses are about \$461,000 under our budget forecast and Retained Earnings are about \$1,454,000 over our budget.

WILLMAR MUNICIPAL UTILITIES
ALL DIVISIONS
DECEMBER 2023

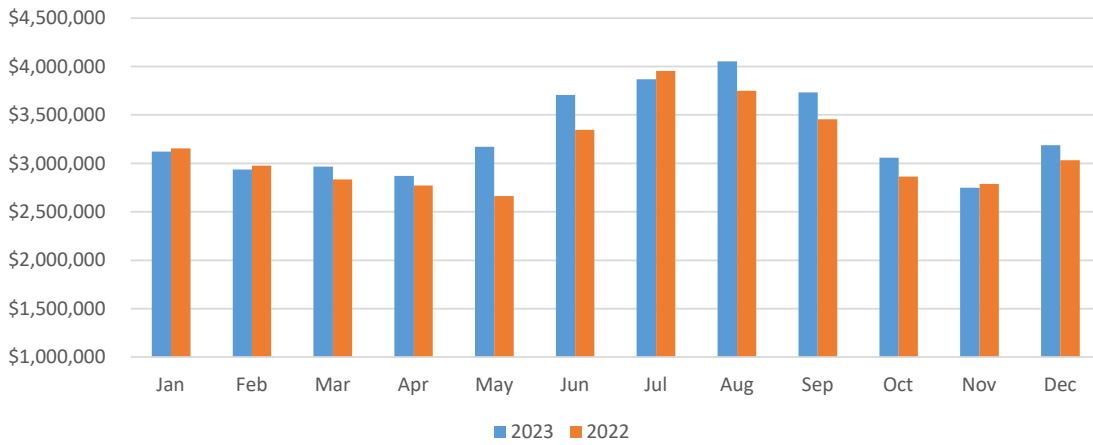
	Month Amount	Month Budget*	YTD Amount	YTD Budget*	Prior YTD Amount
<i>Operating Revenues</i>					
Residential	\$854,080	\$879,955	\$10,563,367	\$10,559,458	\$10,159,116
Commercial/Industrial	\$1,735,305	\$1,843,884	\$22,056,603	\$22,126,607	\$21,152,995
Energy Acquisition/Fuel Adj	\$0	\$0	\$0	\$0	\$0
City Franchise Fee	\$253,156	\$219,983	\$2,923,072	\$2,639,790	\$2,344,132
Transmission	\$202,330	\$237,377	\$2,874,510	\$2,848,522	\$2,943,190
Miscellaneous	\$142,066	\$77,107	\$1,029,149	\$925,286	\$885,169
Total Operating Revenues	\$3,186,937	\$3,258,305	\$39,446,702	\$39,099,663	\$37,484,601
<i>Operating Expenses</i>					
Production	\$8,936	\$27,872	\$250,291	\$334,468	\$196,908
Purchased Power	\$1,111,330	\$1,340,640	\$15,856,514	\$16,087,679	\$14,532,676
Transmission	\$308,042	\$352,718	\$4,559,423	\$4,232,616	\$4,140,484
Distribution	\$217,703	\$146,476	\$1,438,455	\$1,757,717	\$1,473,799
Water Production & Distribution	\$118,567	\$115,991	\$1,172,277	\$1,391,890	\$1,286,226
Customer Service	\$83,638	\$33,214	\$345,198	\$398,567	\$248,379
Energy Services	\$4,370	\$11,355	\$96,345	\$136,263	\$88,112
General & Administrative	\$269,255	\$285,318	\$3,120,540	\$3,423,815	\$2,831,159
Depreciation	\$233,643	\$208,346	\$2,472,458	\$2,500,156	\$2,271,448
Total Operating Expenses	\$2,355,484	\$2,521,931	\$29,311,501	\$30,263,171	\$27,069,192
<i>Operating Income</i>					
Other Income	\$112,147	\$42,681	\$1,414,495	\$512,168	\$777,588
Other Expense	-\$911	-\$59,333	-\$1,741	-\$712,000	-\$3,964
Net Earnings	\$111,236	-\$16,653	\$1,412,754	-\$199,832	\$773,624
Cash Payment to City	\$163,625	\$178,070	\$2,136,842	\$2,136,842	\$2,136,842
<i>Retained Earnings</i>	\$779,064	\$541,652	\$9,411,113	\$6,499,818	\$9,052,191

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

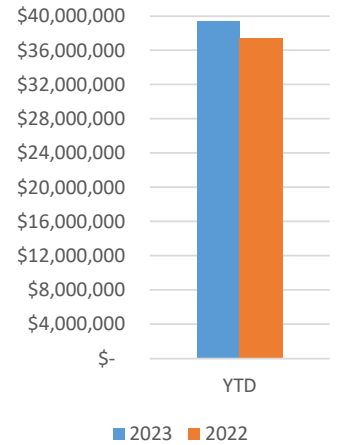
Notes: Overall, Retained Earnings are about \$2.9 million over our budget forecast for the year.

**WILLMAR MUNICIPAL UTILITIES
ALL DIVISIONS
DECEMBER 2023**

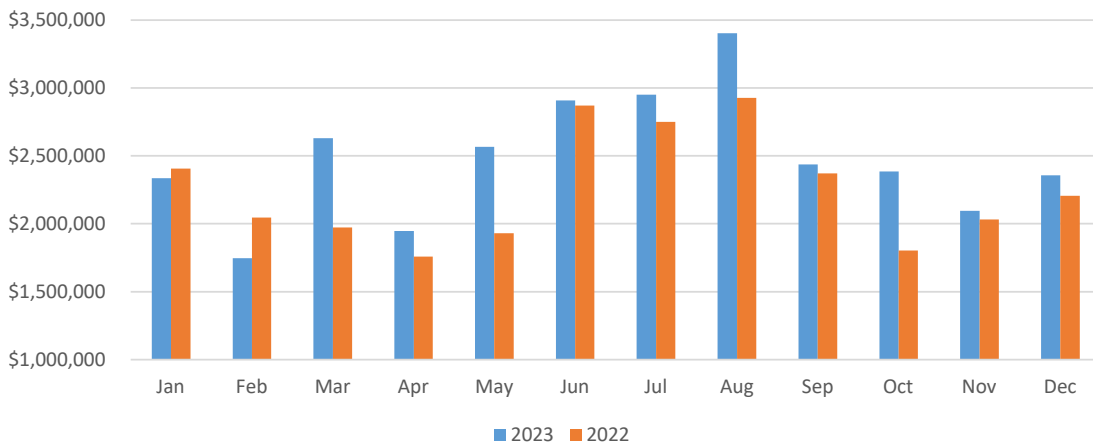
Revenues



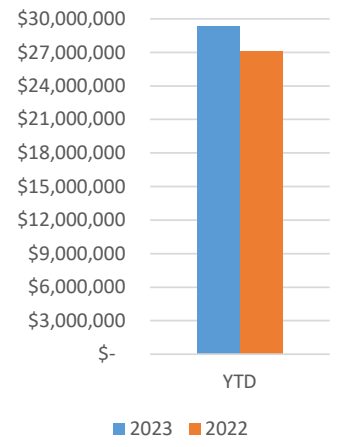
Revenues



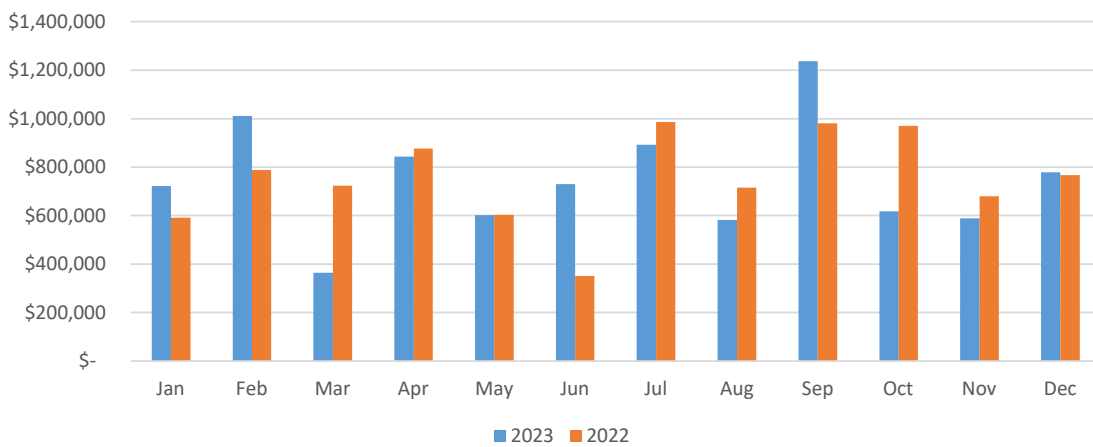
Expenses



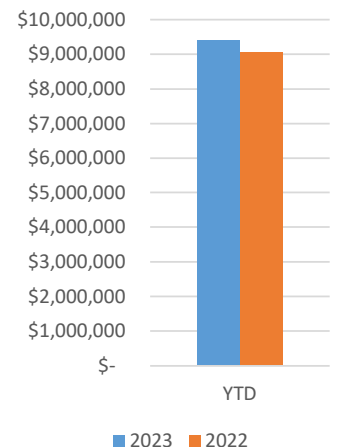
Expenses



Retained Earnings



Retained Earnings





City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	9.A.
Agenda Section:	Regular Business	Originating Department:	Fire Department
Resolution:	Yes	Prepared By:	Frank Hanson, Fire Chief
Ordinance:	No	Presented By:	Frank Hanson, Fire Chief
Item:	Request to apply for a FEMA "Assistance to Firefighters Grant" (AFG).		

RECOMMENDED ACTION:

To adopt a resolution requesting to apply and accept, if awarded, the FEMA "assistance to Firefighters Grant" (AFG) for replacement of a 2002 fire truck.

OVERVIEW:

FEMA is providing this grant opportunity to fire departments for funding for firefighter equipment and safety under the FY 2023 AFG. Through this funding opportunity we will be purchasing a new fire truck (pumper) to replace a 2002 pumper. This fire truck is due for replacement in 2027. We are starting to see some repair issues, and it is not compliant with NFPA standards in a few areas. The timeline for building this fire truck is approximately 1 1/2 years. According to the grant requirements, the apparatus would have to be built and paid for by the summer of 2026.

The amount of the grant would be approximately \$900,000.

BUDGETARY/FISCAL ISSUES:

The grant requires a 10% match, which would be budgeted for in 2026 if we were successful with this grant.

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. AFG- Res

RESOLUTION NO. _____

AUTHORIZATION TO APPLY AND ACCEPT THE FEMA –ASSISTANCE TO FIREFIGHTERS GRANT.

Motion By: _____

Second By: _____

BE IT RESOLVED, by the City Council of the City of Willmar to support the submittal of an application on behalf of the Willmar Fire Department for, and the acceptance of, a grant from FEMA (AFG) in the amount of approximately \$900,000. The grant will be used for the replacement of a 2002 Fire Truck.

Dated this 4th day of March 2024.

MAYOR

ATTEST:

CITY CLERK



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	9.B.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Resolution calling for Public Hearing on Proposed Conduit Financing for Bethesda Senior Housing Project		

RECOMMENDED ACTION:

Approve the resolution and set a public hearing for Bethesda Senior Housing Conduit Financing on April 1, 2024, at or about 6:30 p.m.

OVERVIEW:

Bethesda is seeking tax-exempt bonds for Bethesda Senior Housing project located along Willmar Avenue east of Bethesda's current complex. The \$30,000,000 Tax-exempt bonds will be issued between the cities of De Graff, Pennock and Prinsburg. However, the city in which a project is located may give permission for the issuance of bonds by another city. In this case, Willmar (the host city) is required to conduct a public hearing and, after approval of the bond sale, each city will enter into a joint powers agreement. Conduit financing has no effect on the city of Willmar's bond rating or bonding capability.

BUDGETARY/FISCAL ISSUES:

None

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Prinsburg_Pennock_De Graff_Willmar (Bethesda 2024)_WILLMAR - HOST RESOLUTION CALLING FOR PUBLIC HEARING.docx-131499335-v1
2. Willmar (Bethesda 2024)_LETTER TO CITY OF WILLMAR REGARDING HOST APPROVAL.docx-131648020-v1

Extract of Minutes of a Meeting of the
City Council of the
City of Willmar, Minnesota

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Willmar, Minnesota, was duly held at the Kandiyohi County Health and Human Services Building in said City on Monday, March 4th, 2024, at 6:30 o'clock P.M.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION NO. _____

A RESOLUTION CALLING FOR A PUBLIC HEARING ON
A PROPOSAL TO PROVIDE HOST APPROVAL FOR THE ISSUANCE OF
SENIOR HOUSING REVENUE NOTES
TO FINANCE A PROJECT BY BETHESDA, AND
AUTHORIZING THE PUBLICATION OF A NOTICE OF THE HEARING
(BETHESDA SENIOR HOUSING PROJECT)

The motion for the adoption of the foregoing resolution was duly seconded by member _____, and after full discussion thereof and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

A RESOLUTION CALLING FOR A PUBLIC HEARING ON
A PROPOSAL TO PROVIDE HOST APPROVAL FOR THE ISSUANCE OF
SENIOR HOUSING REVENUE NOTES
TO FINANCE A PROJECT BY BETHESDA, AND
AUTHORIZING THE PUBLICATION OF A NOTICE OF THE HEARING
(BETHESDA SENIOR HOUSING PROJECT)

WHEREAS, Minnesota Statutes, Chapter 462C (the "Act"), confers upon cities the power to issue revenue bonds to finance or refinance a program for the purposes of planning, administering, making, or purchasing loans with respect to one or more multifamily housing facilities within the boundaries of a city; and

WHEREAS, the City of Willmar, Minnesota ("Willmar"), has received from Bethesda ("Bethesda"), a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), a proposal that the City of De Graff, Minnesota ("De Graff"), the City of Pennock, Minnesota ("Pennock"), and the City of Prinsburg, Minnesota ("Prinsburg"), each undertake a program to assist in financing, among other things, a "Project" described in the form of Notice of Public Hearing attached hereto as Exhibit A, which will be located in Willmar, through the issuance by De Graff, Pennock, and Prinsburg, of revenue bonds or other obligations (in one or more series) (the "Notes") pursuant to the Act; and

WHEREAS, Willmar has been advised that a public hearing and City Council host approval of and consent to the financing of the Project is required under the Act and Section 147(f) of the Code, because the facilities to be financed by the Notes are located in Willmar:

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

1. A public hearing on the proposal of Bethesda will be held on the date and at the time and place set forth in the Notice of Public Hearing substantially in the form attached hereto as Exhibit A (the "Notice") or on such other date, time and place as is deemed appropriate by the City Administrator.
2. The general nature of the Project and an estimate of the aggregate principal amount of the Notes to be issued to finance the Project are described in the Notice.
3. The City Administrator is hereby authorized and directed to cause the submission of the Notice for publication in a newspaper of general circulation available in Willmar, not less than 7 calendar days prior to the date fixed for the hearing, substantially in the form of the attached Notice.

Adopted by the City Council of the City of Willmar, Minnesota, this ____ day of March, 2024.

Mayor

ATTEST:

City Administrator

EXHIBIT A

NOTICE OF PUBLIC HEARING ON A PROPOSAL FOR HOST APPROVAL OF THE ISSUANCE OF SENIOR HOUSING REVENUE NOTES (BETHESDA SENIOR HOUSING PROJECT)

Notice is hereby given that the City Council of the City of Willmar, Minnesota (the "City"), will hold a public hearing in the Kandiyohi County Health and Human Services Building, located at 2200 23rd Street NE in the City, commencing at or after 6:30 P.M. on Monday, April 1, 2024, to consider giving host approval and consent to the issuance by the City of De Graff, Minnesota ("De Graff"), the City of Pennock, Minnesota ("Pennock"), and the City of Prinsburg, Minnesota ("Prinsburg", and together with De Graff and Pennock, the "Issuers"), of revenue bonds or other obligations, in one or more series (the "Notes"), under Minnesota Statutes, Chapter 462C (the "Act"), in order to finance the cost of a project to be located in the City, pursuant to a housing program (the "Housing Program") and a joint powers agreement between the Issuers and the City.

Bethesda ("Bethesda"), a Minnesota nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), proposes to (i) finance, in part, the acquisition, construction, and equipping of an approximately 118-unit senior housing facility, consisting of 118 independent-living units, to be located on 8 acres on the northeast corner of Willmar Avenue SE and 12th Street SE, to the east of Bethesda's main campus, in the City (the "Facility"); (ii) fund required reserve funds; and (iii) pay all or a portion of the costs of issuance (collectively, the "Project"). The Facility will be owned and operated by Bethesda or a yet-to-be-formed limited liability company, the sole member of which will be Bethesda (the "Borrower").

The total maximum aggregate estimated principal amount of the Notes to be issued by the Issuers to finance the Project and related costs is expected not to exceed \$30,000,000, and the maximum aggregate estimated principal amount to be issued by each of the Issuers is expected not to exceed \$10,000,000.

The Notes, as and when issued, will not constitute a charge, lien, or encumbrance upon any property of the City nor shall the Notes be a charge against the City's general credit or taxing powers. The Notes, as and when issued, will not constitute a charge, lien, or encumbrance upon any property of any of the Issuers, except the Project and the revenues to be derived from the Project. The Notes will not be a charge against any of the Issuers' general credit or taxing powers but will be payable from sums to be paid by the Borrower pursuant to one or more revenue agreements.

At the time and place fixed for the public hearing, the City Council will give all persons who attend at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments, at or prior to said public hearing. Written comments will be considered if submitted to the office of the City Administrator on or before the date of the hearing.

Please refer to the City's website at www.willmarmn.gov or call City Hall at 320-235-4913 to learn how to attend the public hearing via telephone or electronically.

DATED: [Date of Publication]

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF WILLMAR, MINNESOTA

By Leslie Valiant
Its City Administrator

STATE OF MINNESOTA)
COUNTY OF KANDIYOHI)SS
CITY OF WILLMAR)

I, the undersigned, being the duly qualified and acting City Administrator of the City of Willmar, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City duly called and held on the date therein indicated, insofar as such minutes relate to calling for a public hearing on providing host approval of the issuance of one or more revenue obligations for a project in the City.

WITNESS my hand this ____ day of _____, 2024.

City Administrator



2200 IDS Center
80 South 8th Street
Minneapolis, MN 55402
Tel: 612.977.8400 | Fax: 612.977.8650
taftlaw.com

Catherine J. Courtney
(612) 977-8765
ccourtney@taftlaw.com

February 27, 2024

BY E-MAIL

Leslie Valiant
City Administrator
City of Willmar
333 6th Street SW
Willmar, MN 56201

Re: Host Approval for the Issuance of Conduit Revenue Notes for Bethesda

Dear Ms. Valiant, Mayor, and Councilmembers:

This letter is related to the request that the City of Willmar, Minnesota (the "City"), has received from Bethesda regarding consideration by the City to grant host approval of the issuances by each of the cities of De Graff, Pennock, and Prinsburg (each an "Issuer" and collectively, the "Issuers") of 501(c)(3) revenue obligations (the "Notes"), in an amount not expected to exceed \$10,000,000 per Issuer, the proceeds of which would be loaned to Bethesda ("Bethesda") to be used to finance, in part, the construction and equipping of an approximately 118-unit senior housing facility to be located in the City of Willmar (the "Project"). Taft Stettinius & Hollister LLP (formerly known as Briggs and Morgan), will act as bond counsel on the issuance of such Notes. The Notes are expected to be sold to a bank in a private placement by Northland Securities (the "Placement Agent").

State and federal laws allow local government units to enter into arrangements to issue tax-exempt obligations and loan the proceeds to nonprofit corporations to finance capital expenditures. This assistance reduces borrowing costs for nonprofit corporations and enables them to provide their services more cost effectively. It is a fairly common means of obtaining necessary financing for all nonprofit entities, including senior housing and health care providers like Bethesda.

To accomplish this purpose, the Issuers will enter into Loan Agreements with Bethesda under which Bethesda will agree to pay all principal and interest on the Notes. The Issuers will assign all of their rights to payments under the Loan Agreements to a lender, which will be a bank that has not yet been identified (the "Lender"), who will purchase the Notes and loan the purchase price of the Notes directly to Bethesda. The Issuers are merely a conduit and the money and obligations flow only between the Lender and Bethesda.

The Notes will be issued in accordance with Minnesota Statutes, Chapter 462C. Generally, a city may not issue bonds for a project located outside of its jurisdiction, as is requested in this

case. However, the city in which a project is located may give permission for the issuance of bonds by another city. This is commonly referred to as “host approval.” Under Minnesota Statutes, Section 471.656, subdivision 2(2), host approval may be given for a project located in the host city, by resolution of the host city. Hence why the City, as the jurisdiction within which the Project is located, is being asked to give permission to the Issuers to issue their Notes. In addition, the City and the Issuers will enter into a joint powers agreement for the purpose of issuing the Notes.

Similarly, under the federal tax code, before a city can issue bonds for a project located outside of its jurisdiction, the host city must give its approval. Such approval can only be given following the holding of a public hearing.

The Notes and the resolutions adopted by the Issuers will recite that the Notes, if and when issued, will not to be payable from or charged upon any of the City's or the Issuers' funds, other than the revenues received under the Loan Agreements and pledged to the payment of the Notes, and the City and the Issuers are not subject to any liability on the Notes. No holder of the Notes will ever have the right to compel any exercise by the City or the Issuers of their taxing powers to pay any of the principal of the Notes or the interest or premium thereon, or to enforce payment of the Notes against any property of the City or the Issuers except the interests of the City or the Issuers in payments to be made by Bethesda under the Loan Agreements. The Notes will not constitute a charge, lien, or encumbrance, legal or equitable, upon any property of the City or the Issuers, except the interests of the City or Issuers in payments to be made by Bethesda under the Loan Agreements. The Notes are not moral obligations on the part of the State or its political subdivisions, including the City and the Issuers, and the Notes will not constitute a debt of the City or the Issuers within the meaning of any constitutional or statutory limitation.

The issuance of the Notes will not affect the City's or the Issuers' credit rating on bonds they issue for municipal purposes.

Each city may issue up to \$10,000,000 of its own and 501(c)(3) bonds each calendar year as “bank-qualified” bonds, which is the type of obligation that the Lender wishes to acquire. Because the total cost of the financing is approximately \$30,000,000, no one city can issue the full amount of the bank-qualified debt on its own. Therefore, we have the three separate city Issuers to act as the issuers for the Notes. Under the federal tax law, alternative issuers are permitted, but a “nexus” between the jurisdictional city and the issuer is preferred. In this case, each of the Issuers has geographical proximity to the City and is within the market area for the Project. Each Issuer's residents could be potential beneficiaries of the Project, either as employees or future residents of the Project.

Bethesda is responsible for paying all costs of the transaction. There will be no costs paid by the City.

City of Willmar
February 27, 2024
Page 3

As noted above, under federal and State law, in order for the Notes to be tax-exempt obligations, they must be issued by a political subdivision. This requires that the City hold a public hearing and give host approval to the issuance of the Notes and approve the execution of the joint powers agreement.

We have prepared and separately provided to you a resolution calling for the required public hearing and a draft of the notice therefor, to be considered at the City's March 4th City Council meeting. After approval, we will take care of submitting the public hearing notice to the City's official newspaper.

Following the public hearing, the City Council would then consider for adoption a resolution giving host approval for the issuance of the Notes, and authorizing execution of the joint powers agreement. We will also prepare both the resolution and the joint powers agreement.

Thank you for considering this request on behalf of Bethesda. Please feel free to contact me if you have any questions or comments.

Very truly yours,



Catherine J. Courtney



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	9.C.
Agenda Section:	Regular Business	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	Yes	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Request for Public Hearing Date to Rezone Parcel: 95-923-8320; Ward 4		

RECOMMENDED ACTION:

Set the public hearing date to rezone 1209 7th Street SE (Parcel # 95-923-8320) for March 18, 2024, at 6:30 pm.

OVERVIEW:

On February 7, 2024, at Planning Commission - United Community Action Partnership (UCAP) briefed commissioners on their zoning map amendment application for a parcel located at 1209 7th Street Southeast, from Limited Business (LB) to Low-density Multiple Family Residential (R3) to construct a four-unit building for temporary housing. On February 21, 2024, UCAP presented the zoning map amendment application and site proposal. The public hearing opened at 7:04pm. The Planning Commissioners voted to approve the request.

BUDGETARY/FISCAL ISSUES:

None

ALTERNATIVES TO CONSIDER:**ATTACHMENTS:**

1. 1209 7St SE_Rezoning Ordinance
2. UCAP_Proposed Project
3. SUMMARY PUBLICATION_UCAP_REZONING

ORDINANCE NO. _____

AN ORDINANCE REZONING A PARCEL OF LAND AT
1209 7th Street SE; Parcel #95-923-8320
IN THE CITY OF WILLMAR, KANDIYOHI COUNTY, MINNESOTA FROM
Limited Business (LB) TO Low-Density Multiple Family Residential (R-3)

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

Section 1. That, upon the recommendation of the Willmar Planning Commission, the following described real estate be rezoned from Limited Business (LB) to Low-Density Multiple Family Residential (R-3):

The North 190 feet of the NE ¼ of the NE ¼ of the NW ¼ of Section 23, Township 119, Range 35, except the East 477 feet thereof; AND The South 215 feet of the North 405 of the NE ¼ of the NE ¼ of the NW ¼ of Section 23, Township 119, Range 35, except the East 297 feet thereof.

The real property described in Exhibit A which is attached hereto and incorporated herein by reference.

Section 2. That the zoning map of the City of Willmar be amended accordingly.

Section 3. That this ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ____ day of _____, 2024.

ATTEST:

Leslie Valiant, City Administrator

Doug Reese, Mayor

VOTE: ____ SHULDES ____ O'BRIEN ____ DAVIS ____ ASMUS
 ____ FAGERLIE ____ ASK ____ BUTTERFIELD ____ NELSEN

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

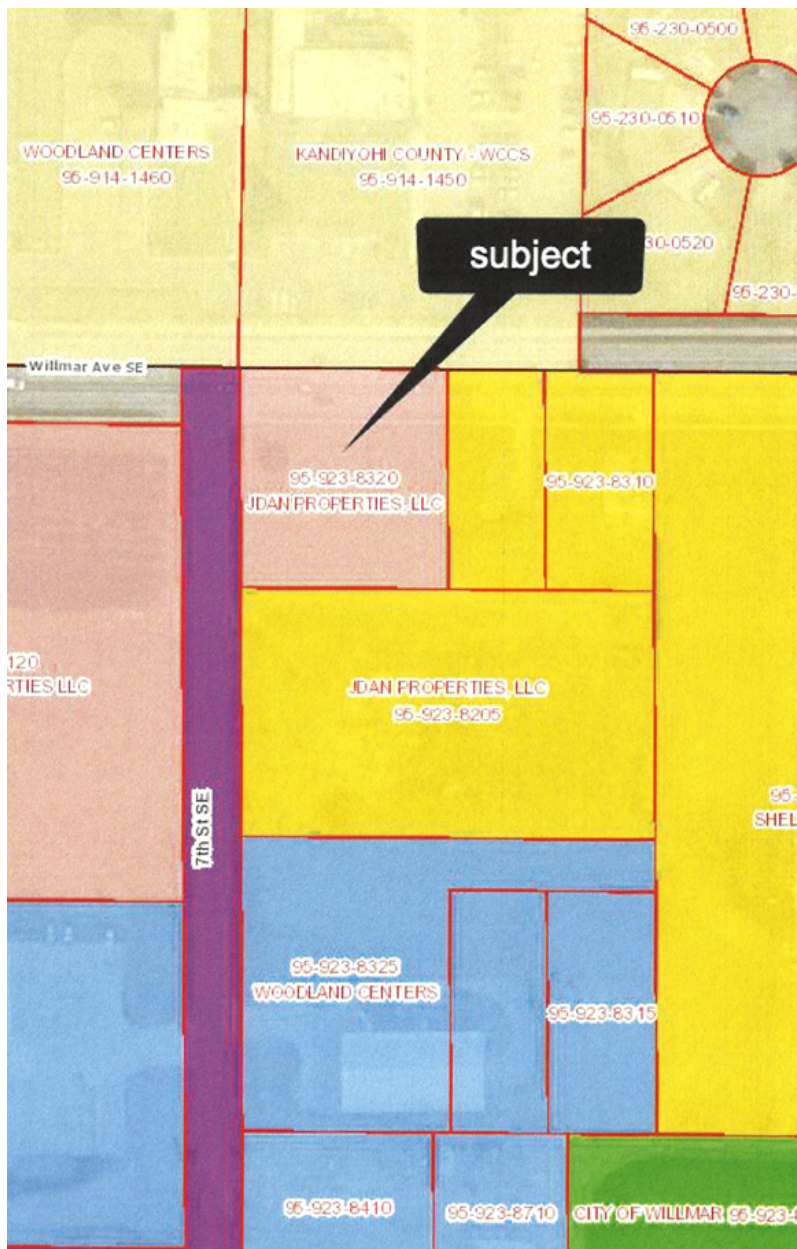
EXHIBIT A

The real property located in the City of Willmar, County of Kandiyohi, State of Minnesota, and legally described as:

The North 190 feet of the NE ¼ of the NE ¼ of the NW ¼ of Section 23, Township 119, Range 35, except the East 477 feet thereof;

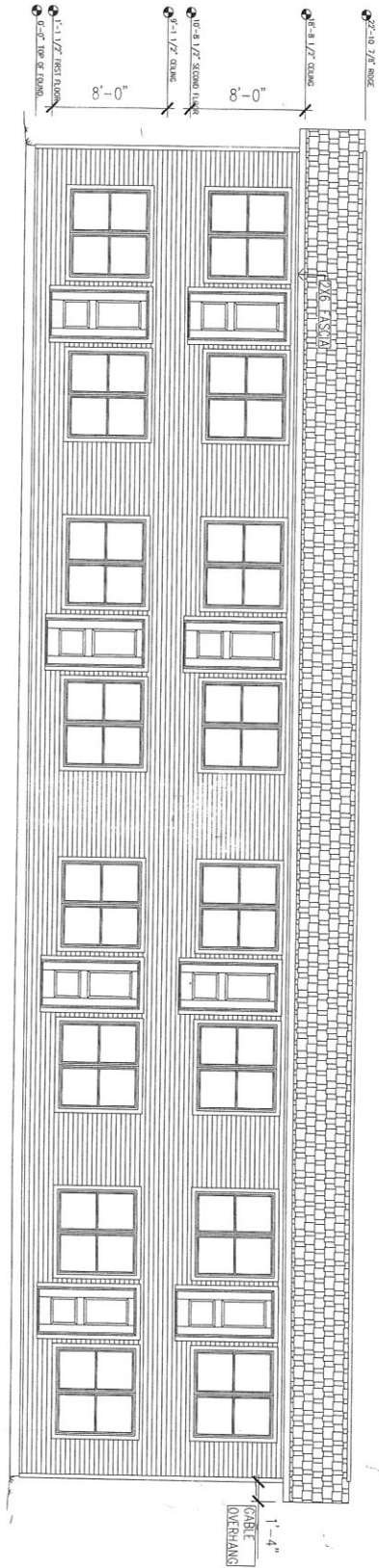
AND

The South 215 feet of the North 405 of the NE ¼ of the NE ¼ of the NW ¼ of Section 23, Township 119, Range 35, except the East 297 feet thereof.

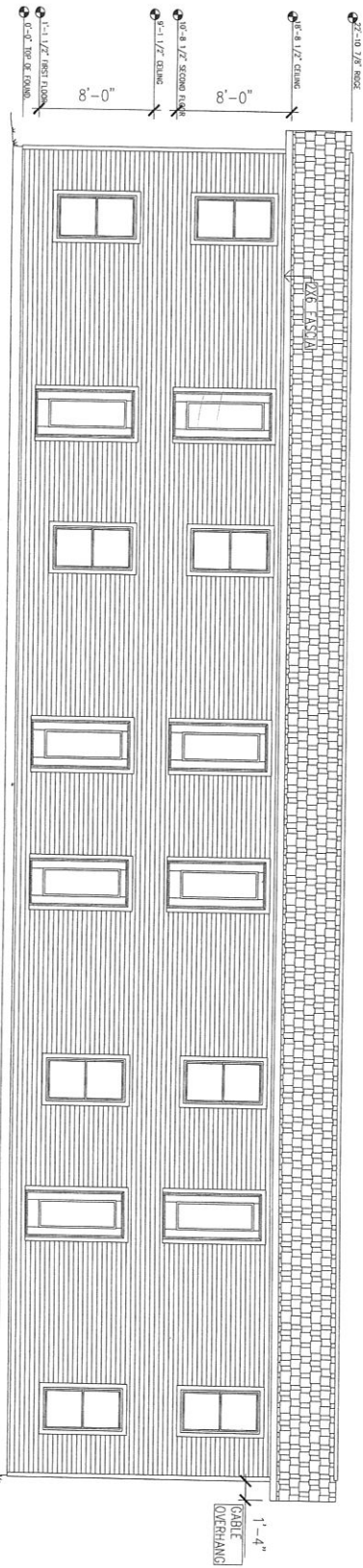


UCAP Project

DRAFT



ALL CLIMATE CONTROL SYSTEMS TO BE INSTALLED & OPERATED BY THE OWNER.



203 Industrial Drive
Redwood Falls, MN
Ph: (507) 644-6600
Fx: (507) 644-6601

FRONT & REAR ELEVATIONS

8plex

NS4933	DEALER: MARCUS CONSTRUCTION
DRAWN BY: MW	CUSTOMER: WILLMAR HOUSING
DATE: 8/11/23	REV: A BY: MW DATE: 9/14/23 SCALE: 1/8"=1'-0"

PAGE: A2.1



203 Industrial Drive
Redwood Falls, MN
Ph: (507) 644-6600
Fax: (507) 644-6601

GENERAL NOTE:
SEE SHEET A11

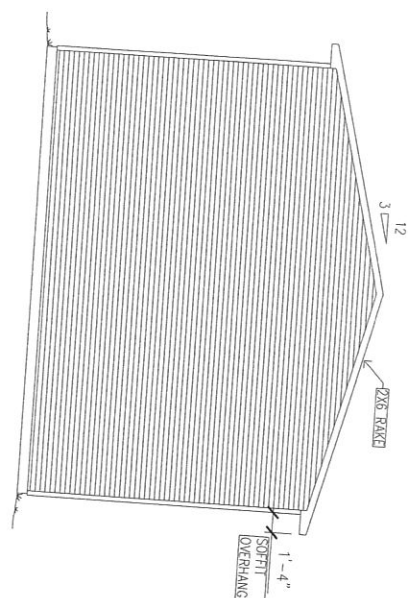
LEFT & RIGHT ELEVATIONS

NS4933	DEALER: MARCUS CONSTRUCTION
DRAWN BY: MW	CUSTOMER: WILLMAR HOUSING
DATE: 8/11/23	REV: A BY: MW DATE: 9/11/23

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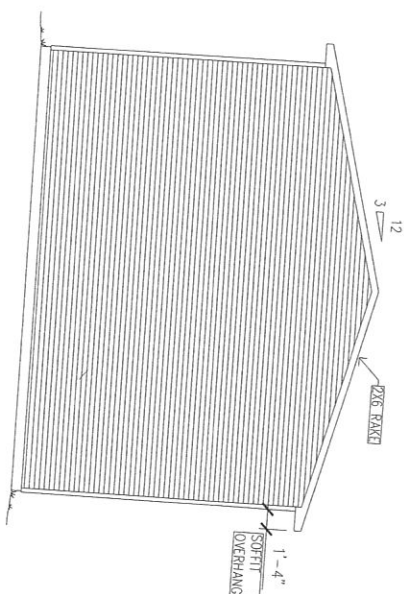
A 2 2

LEFT



DRAFT

RIGHT





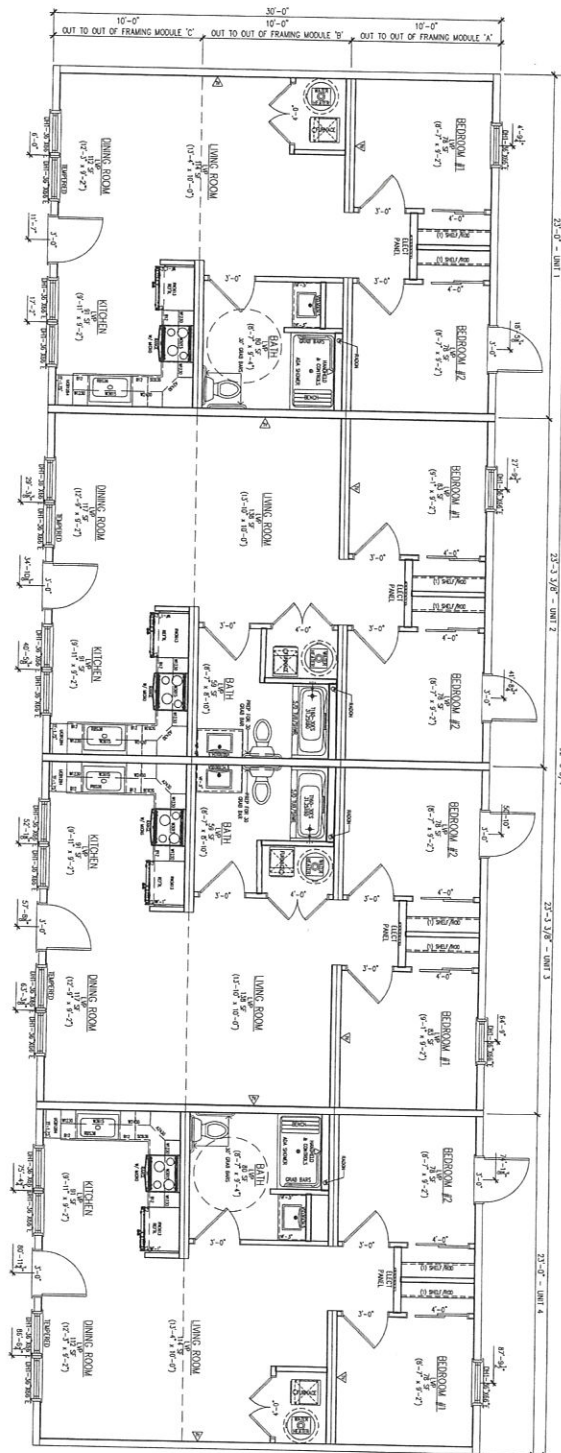
203 Industrial Drive
Redwood Falls, MN
Ph: (507) 644-6600
F: (507) 644-6601

MAIN LEVEL FLOOR PLAN

NS4933	DEALER: MARCUS CONSTRUCTION
DRAWN BY: MW	CUSTOMER: WILLMAR HOUSING
DATE: 8/11/23	REV: A BY: MW DATE: 9/14/23
SCALE: 1/8"=1'-0"	

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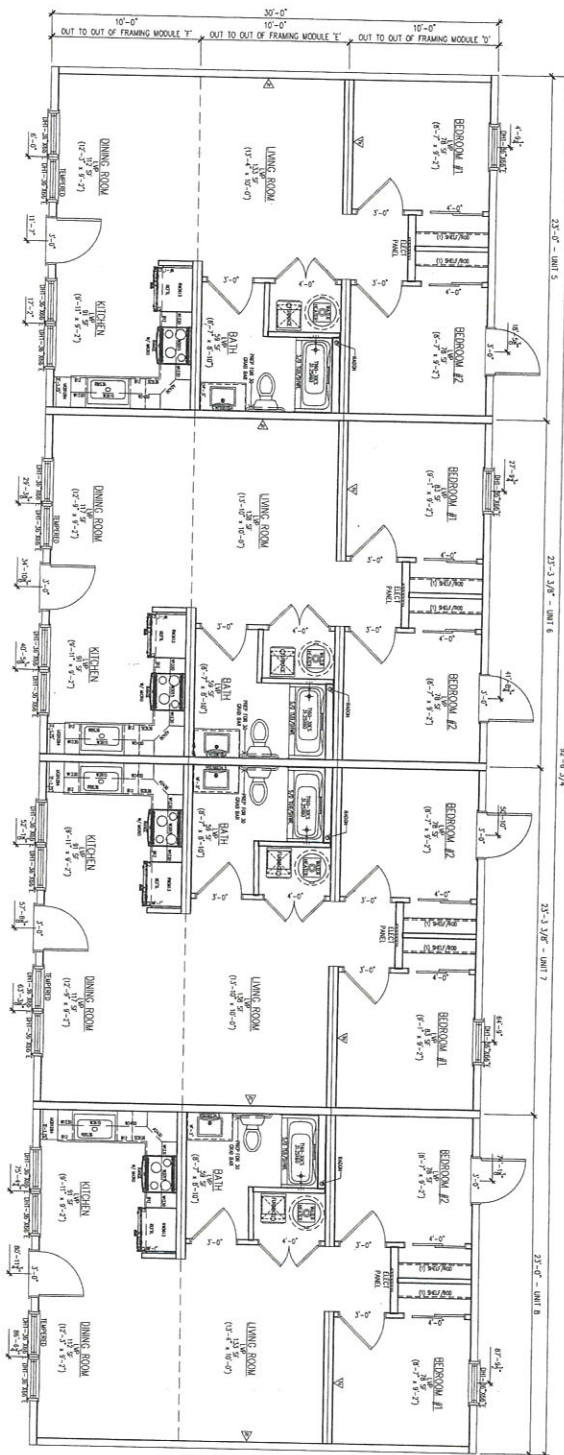


203 Industrial Drive
Redwood Falls, MN
Ph: (507) 644-6600
Fx: (507) 644-6601

SECOND LEVEL FLOOR PLAN

NS4933	DEALER: MARCUS CONSTRUCTION
DRAWN BY: MW	CUSTOMER: WILLMAR HOUSING
DATE: 8/11/23	REV: A BY: MW DATE: 9/14/23
SCALE: 1/8" = 1'-0"	

PAGE:
A2.1





203 Industrial Drive
Redwood Falls, MN
Ph: (507) 644-6600
F: (507) 644-6601

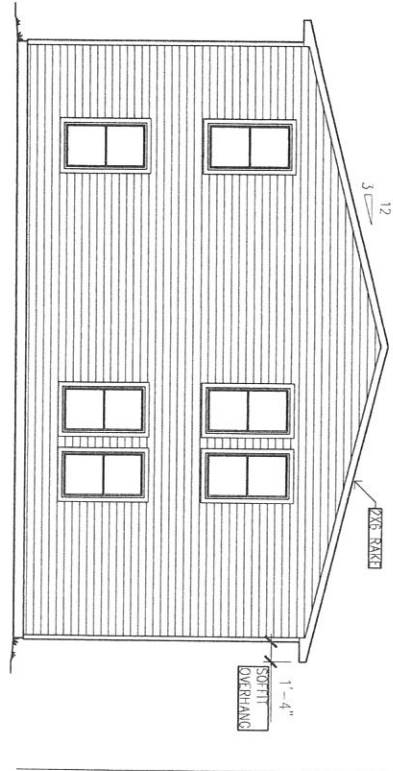
ELEVATIONS

NS4933
DRAWN BY: MW
DATE: 8/11/23
DEALER: MARCUS CONSTRUCTION
CUSTOMER: WILLMAR HOUSING
REV: X BY: X DATE: X
SCALE: 1/8" = 1'-0"

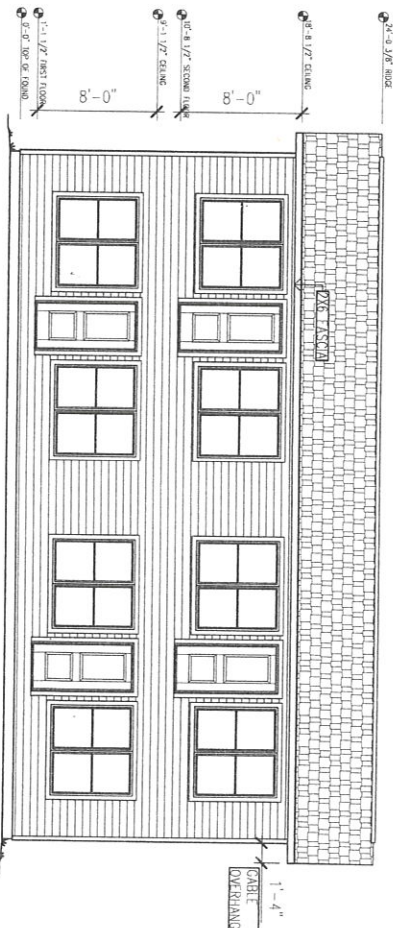
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GENERAL NOTES:
SEE SHEET A1.1

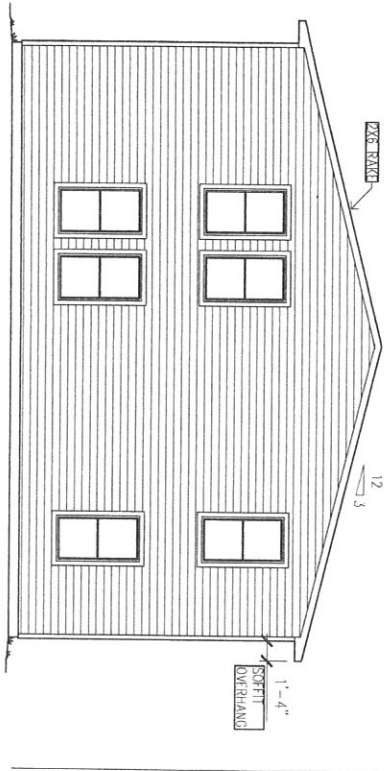


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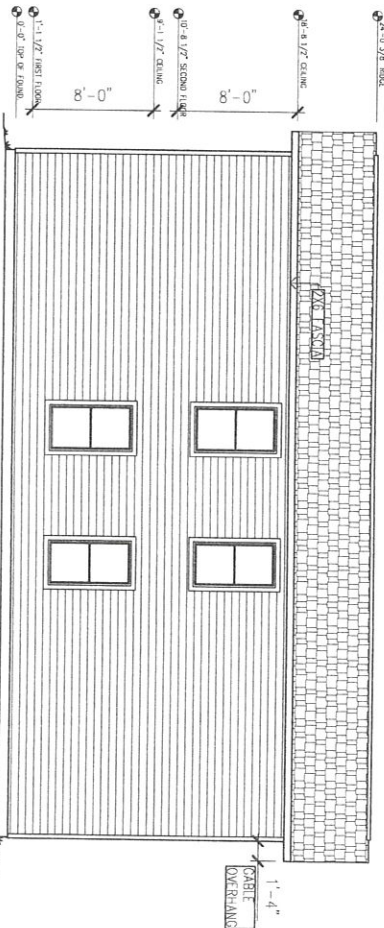


FRONT

ALL SINK, GATE, ICE, & SNOW IS IN
DIRECTION OF ARROW
OR INDICATED BY THE
DIRECTION



RIGHT



REAR

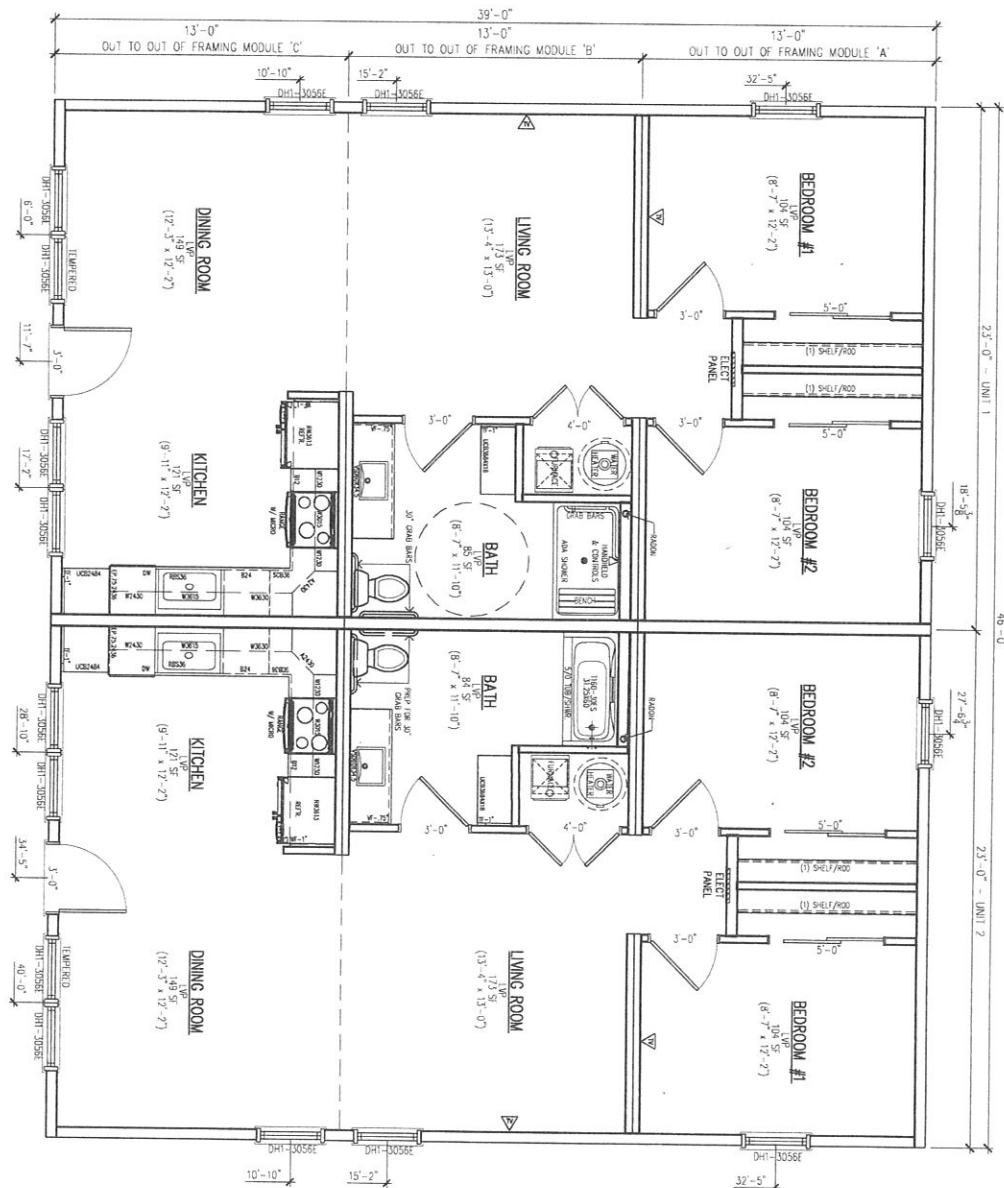
4 plex

MAIN LEVEL FLOOR PLAN

NS49333	DEALER: MARCUS CONSTRUCTION
DRAWN BY: MW	CUSTOMER: WILLMAR HOUSING
DATE: 8/11/23	REV: X BY: X DATE: X SCALE: 3/16"=1'-0"

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A.1.



DRAFT







Northstar Systembuilt

northstarsb.com

203 Industrial Dr, Redwood Falls, MN 56283 · ~39.6 mi

(800) 844-9845

Open · Closes 5 PM ▼

★★★★★ 8 Facebook reviews

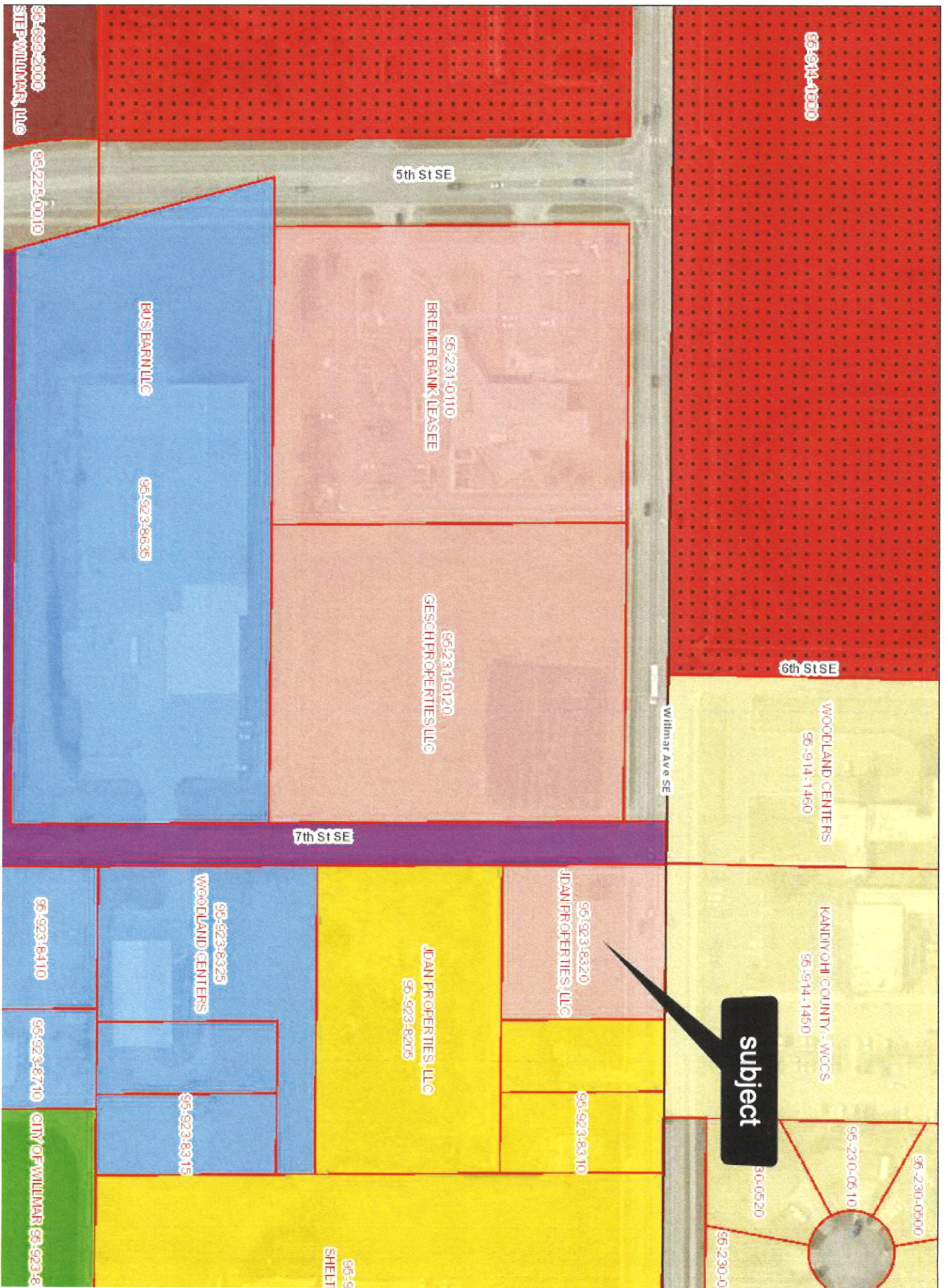
 Add photo

Website

Directions

Find a dealer

Services



96-914-1000

5th St SE

96-231-0110
BREMER BANK, LEASEE

96-231-0120
GESCH PROPERTIES, LLC

BUS BARN, LLC

96-923-6635

6th St SE

WOODLAND CENTERS
96-914-1460

7th St SE

KANDY OH! COUNTY - WCCS
96-914-1450

subject

96-923-8320
JDAN PROPERTIES, LLC

JDAN PROPERTIES, LLC
96-923-8205

96-923-8325
WOODLAND CENTERS

96-923-8315

96-923-8410

96-923-8710

CITY OF WILLMAR 96-923-8

96-699-2000
STEP WILLMAR, LLC

96-228-0010

96-230-0500

96-230-0510

96-0520

96-230-01

96-9
SHELI

6th St SE

WOODLAND CENTERS 95-914-1460

Wilmor Ave SE

95-9231-0120

95-923-8400
7th St SE

KANDYOH COUNTY - WOODS 95-914-1450

Subject

95-923-8320
JDAN PROPERTIES, LLC

95-923-8330
ORSTEN, RAYBURN

95-923-8310
CENTELLAS, DAVID

Wilmor

JDAN PROPERTIES, LLC

95-923-8206

SHELTERHOUSE

WOODLAND CENTERS

95-923-8325

WOODLAND CENTERS

95-923-8200

WOODLAND CENTERS

95-923-8315

23

95-923-8320

95-923-8315

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

AN ORDINANCE AMENDING ORDINANCE NO. ____ KNOWN AS THE WILLMAR ZONING ORDINANCE BY AMENDING THE ZONING MAP TO REZONE PARCEL NUMBER: 95-923-8320 TO LOW-DENSITY MULTIPLE FAMILY RESIDENTIAL (R-3)

Summary: Ordinance No. ____ amends the City's Zoning Map by rezoning Parcel Number: 95-923-8320 zoned as Limited Business (LB) to Low-density Multiple Family Residential (R-3) changing the associated permitted and conditional uses and lot area, width and setback requirements within such district.

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



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	9.D.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	State Temporary Liquor Permit—Intuition Brewing LLC		

RECOMMENDED ACTION:

Approve the State Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License on a Roll Call Vote

OVERVIEW:

Intuition Brewing LLC dba Intuition Brewing; has plans to sell alcohol during the Lakeland Broadcasting Home and Outdoor Living Expo on April 5, and April 6, 2024. A State Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License is required to distribute or consume alcohol per State Statute 340A.404, Subdivision 10 (c), which states that the governing body of a municipality may issue to a brewer who manufactures fewer than 3,500 barrels of malt liquor in a year or a microdistillery a temporary license for the on-sale of intoxicating liquor in connection with a social event within the municipality sponsored by the brewer or microdistillery. The terms and conditions specified for temporary licenses under paragraph (a) shall apply to a license issued under this paragraph, except that the insurance requirements of section 340A.409 subdivisions 1 to 3a, shall apply to the license.

BUDGETARY/FISCAL ISSUES:

\$100 Application Fee

ALTERNATIVES TO CONSIDER:

Deny the serving of alcohol during this event

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	11.A.
Agenda Section:	Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)		

RECOMMENDED ACTION:

OVERVIEW:

Close session Pursuant to MN Stat. 13D.05, subd. 3 (c) to consider offers or counteroffers for the City's purchase or sale of Real Property parcel 95-872-1160.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	11.B.
Agenda Section:	Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)		

RECOMMENDED ACTION:

OVERVIEW:

Close session Pursuant to MN Stat. 13D.05, subd. 3 (c) to consider offers or counteroffers for the City's purchase or sale of Real Property parcel 95-003-4820, 95-003-4830, 95-003-4940

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	11.C.
Agenda Section:	Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)		

RECOMMENDED ACTION:

OVERVIEW:

Close session Pursuant to MN Stat. 13D.05, subd. 3 (c) to consider offers or counteroffers for the City's purchase or sale of Real Property parcel 95-378-0010

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	March 4, 2024	Agenda Item Number:	11.D.
Agenda Section:	Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Closed Session - Potential Land Sale under MN State Statue 13D.05 Sub 3 (c)		

RECOMMENDED ACTION:

OVERVIEW:

Close session Pursuant to MN Stat. 13D.05, subd. 3 (c) to consider offers or counteroffers for the City's purchase or sale of Real Property parcel 95-833-1400

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None