



WILLMAR CITY COUNCIL MEETING

MONDAY, MAY 6, 2024 @ 6:30 PM

BOARD ROOM HEALTH AND HUMAN SERVICES BUILDING

2200 – 23rd STREET NE, WILLMAR MINNESOTA

AGENDA

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

Approve:

- A. City Council Minutes of April 15, 2024
- B. City Council Work Session Minutes from April 29, 2024
- C. Local Board of Equalization 2024 Minutes
- D. Planning Commission Minutes of April 17, 2024
- E. Planning Commission Minutes of May 1, 2024_ DRAFT
- F. Board of Zoning Appeals Minutes of May 2, 2024_ Draft
- G. Parks and Recreation Meeting Minutes of March 20, 2024
- H. MUC Meeting Minutes of April 22, 2024
- I. Accounts Payable Report, 4-10-24 through 5-1-24
- J. Willmar Township Fire Agreement
- K. Public Works One Ton Truck Purchase
- L. Resolution amending Resolution No. 2023-186 Agricultural Land Leases
- M. Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit - VFW 1639
- N. Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit— Intuition Brewing LLC
- O. Statutory Municipal Liability Coverage Limits - City Options

Information:

- P. WMU Financial Report for February 2024
- Q. Monthly Permit Report - April 2024

R. Investment Report through 3/31/2024

6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Public Hearing:
 - A. Public Hearing on Proposed Conduit Financing for Bethesda Senior Housing Project
 - B. Public Hearing of an Ordinance Authorizing Sale of Land CURA
 - C. Ordinance Authorizing the Issuance of up to \$11,000,000 General Obligation Bonds, Series 2024A
 - D. Ordinance to Reallocate Local Option Sales Tax Dollars
10. Regular Business
 - A. Connect Willmar Initiative
 - B. Project No. 2408 Bid Award
 - C. Project No. 2301-A Change Order No. 1
 - D. Bike, Pedestrian and Trail Plan
 - E. Adopt a Bench and Tree Program
 - F. Introduction for Establishment of a Tax Increment Finance Housing District and Set a Public Hearing Date for July 1, 2024, at 6:30 PM
 - G. Consideration to Rezone Parcel #95-280-2480 From R2 to GB and Request to Set a Public Hearing Date
 - H. Consideration of Rendezvous LLC On-Sale Wine and On-Sale Intoxicating 3.2 Liquor Licenses
11. "Community Pride" Announcements
12. Adjourn

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

April 15, 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, Thomas Butterfield, Julie Asmus, and Rick Fagerlie. Excused Michael O'Brien. 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 Director Christopher Corbett, Public Works Director Justin DeLeeuw, Director of Community Outreach Pablo Obregon, City Engineer Jared Voge, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

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

Ayes	Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Fagerlie, Council Member Shuldes, Council Member Asmus, Council Member Butterfield
Noes	None

City Clerk Vernae Larsen reviewed the consent agenda.

Approve:

- A. City Council Minutes of April 1, 2024
- B. Planning Commission Minutes of April 3, 2024_Draft
- C. MUC Meeting Minutes of April 8, 2024
- D. Agricultural Rent Reimbursement - Tract 7 - **Resolution No. 2024-058** for reimbursement to Preston Asche for Tract 7 in the amount of \$6,000.
- E. Agricultural Rent Reimbursement - Hay Ground - **Resolution No. 2024-048** for reimbursement to Breck Erickson for partial termination of Hay Ground.
- F. Reschedule a Public Hearing for the sale and transfer of land to CURA (Willmar Care Center) for May 6, 2024, at 6:30 PM.
- G. Accounts Payable Report, 3-27-24 through 4-9-24

Information:

- H. Planning Commission Memorandum to City Council

- I. March 2024 Building Permit Report
- J. Zoning Appeals Board - Cletus Frank
- K. Director Reports

A motion to **Approve Consent Agenda Items** was introduced by Council Member Ask. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield

Noes None

Open Forum: Addressing the council requesting a property line fence along his property due to vandalism was Jason Butler of City Line Towing.

Public Hearing:

- A. At 6:42 p.m., Mayro Reese opened the public hearing to discuss Consideration of an Ordinance Authorizing the sale of **5.54 acres of Parcel 95-921- 5690 to Cura**. City Administrator Leslie Valiant provided the pertinent information.

Doug Gilles, 1601 Hansen Dr. SW, addressed the Mayor and Council regarding his concern to protect the wells and the importance of clean drinking water in the future; the need for additional water retention ponds and water runoff and concerns that if built, the elderly residents may not care for the lights and sounds of the Stingers ball field adjacent.

Joe Ridler, 1992 20th Ave. SW, addressed the Mayor and Council regarding his concerns for the future of the city's future drinking water supply and the demand for additional water in the future.

Bryan Hurley, 17th St. SW, addressed the Mayor and Council regarding concerns that if built in this location, CURA has no room for expansion in the future and he's disappointed that the Parks department has not been consulted about this project, as they have been in the past and previous opinions from the Parks department are not being considered now.

Jennifer Isley, 18th St. SW, addressed the Mayor and Council, stating she agrees with others. She is also concerned about the loss of green space and by doing so, losing quality of life for those that use that park regularly.

Kent Skoglund, 201 18th Ave. NE, stated that he is the Chairman of the Park and Rec board, serving his second term. He addressed the Mayor and Council, stating that he is against this project and hopes that the space can be used in the future for more youth programs that would fit better in that space. He also has concerns about the cost of the stormwater management for this project if approved.

Megan Gilles, 1601 Hansen Dr. SW, addressed the Mayor and Council, stating that she appreciates the safety away from traffic that the park offers for her family. She asked that the council vote no to the sale. She expressed concerns about the longevity of CURA in our community and what would happen to the property if they abandon the building in the future. She also expressed concerns that the Parks and Rec board was left out of this decision and concerns about the future of clean drinking water.

Doug Green, 1801 15th Ave. SW, addressed the Mayor and Council stating that he loves the park and the green space that this property provides for himself, family and grandchildren who regularly use the park and greenspace. He expressed concern about holding ponds; how many and locations.

Tisha Ellinger, 1200 15th St. SW, addressed the Mayor and Council, stating that she was very concerned about protecting the city's water supply and how she feels about the park.

Chris Buzzeo, 1500 15th Ave. SW, stated that he is a member of the Willmar Planning Commission and that the comments he is making are his own and not the comments of the Planning Commission or any of the Commissioners that he serves with. He addressed the Mayor and Council and asked them to review the minutes of the Planning Commission where this project was presented. He also asked the council and the public to review the Master Parks Plan from 2015, which designated that area as potentially the next regional park, similar to Robbin's Island. He also asked them to evaluate if the Master Parks Plan is still valuable and/or what pieces of that plan are still valuable.

Ron Christianson, 1912 Richland Ave SW, addressed the Mayor and Council asking them to vote no on this project because of the multiple reasons provided tonight to do so.

David Duininck, 1015 18th St. SW, addressed the Mayor and Council regarding a petition they are circulating that supports opposition to this land sale. He also commented that the water is a big issue, there are other locations they could build on and the location should be maintained as is.

Owen Moe, 1200 15th St. SW, addressed the Mayor and Council stating his surprise that there has not been any cost benefit analysis, economic analysis very little information has been provided. He also questioned the steps being taken to rezone the property and the proposed price the property would be sold for.

A letter was sent to the City Clerk's office by Marion Clemments, 2008 9th Street SW. The letter was read to the Mayor and Council by City Clerk Vernae Larsen. In her letter, Ms. Clemments stated concerns about placing the city wells in jeopardy and having clean drinking water in the future.

A motion was introduced by Council Member Asmus to continue the **Public Hearing to May 20 to allow staff and the MUC to review with project consultants and bring back further information to the City Council**. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 6, Noes 1.

Ayes	Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus
Noes	Council Member Butterfield

Regular Business:

A. **Consideration resolution to purchase playground equipment from Landscape Structures for \$81,896.77 for Valleyside Park**

Parks and Recreation Director Rob Baumgarn presented a resolution to purchase playground equipment for Valleyside Park from Landscape Structures for \$81,896.77. A motion to approve **Resolution No. 2024-049 to purchase playground equipment for Valleyside Park** was introduced by Council Member Fagerlie. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

B. Introduction of an Ordinance to Reallocate Local Option Sales Tax Dollar

Parks and Recreation Director Rob Baumgarn recommended the introduction of an ordinance authorizing the reallocation of sales tax dollars to the Events/Recreation project for a covered outdoor ice rink and call for a public hearing on May 6th, 2024, at 6:30 pm.

Council Member Asmus made a motion to approve the **Introduction of an Ordinance to Reallocate Local Option Sales Tax Dollars**. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

Council Member Shuldes made a motion to authorize the publication of the ordinance by summary and was seconded by Council Member Davis. The motion passed on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

C. Wastewater Roof Replacement Bid Award

Public Works Director Justin DeLeeuw presented a Resolution awarding the Wastewater Roof Replacement Bid to West Central Roofing Contractors, Inc. in the amount of \$123,971.75. Council Member Ask motioned to approve **Resolution No. 2024-050 Awarding the Wastewater Roof Replacement Bid to West Central Roofing Contractors**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

Council Member Shuldes motioned to adopt **Resolution No. 2024-051, reappropriating \$3,971.75 from the Wastewater Treatment operating budget to the CIP Wastewater Plant Roof Replacement Project**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

D. Project No. 2404-B Bid Award 19th Ave Path Improvements

City Engineer Jared Voge presented a resolution awarding Project No. 2404-B to Joe Riley Construction in the amount of \$868,380.24. Council Member Fagerlie motioned to approve **Resolution No. 2024-052, awarding Project No. 2404-B Bid Award 19th Ave Path Improvements to Joe Riley Construction.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

Council Member Nelsen motioned to adopt **Resolution No. 2024-053, approving the As-Bid Budget for Project No. 2404-B in the amount of \$1,151,000.** Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

Council Member Fagerlie motioned to adopt **Resolution No. 2024-054, approving Active Transportation Program Grant Agreement No. 1054479 with the Minnesota Department of Transportation.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

E. MnDOT TH 40 Turn Lanes Work Order

City Engineer Jared Voge presented a resolution to approve Work Order No. 1 under MnDOT Master Partnership Contract No. 1050096 in the amount of \$44,650.85. Council Member Fagerlie motioned to approve **Resolution No. 2024-055 MnDOT TH 40 Turn Lanes Work Order No. 1.** Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

F. Authorize Sale of GO Improvement Bonds 2024A

Finance Director Tom Odens presented a Resolution to call for a Public Hearing on an Ordinance Authorizing the Issuance of General Obligation Bonds Series 2024A. Council Member Shuldes motioned to approve **Resolution No. 2024-056, calling for a Public Hearing to be held on Monday, May 6, 2024, at 6:30 p.m. on an Ordinance Authorizing the Issuance of General Obligation Improvement Bonds 2024A.** Council Member Davis seconded the motion, and it carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

G. Resolution to Acknowledge Donation for the 1st Quarter of 2024

City Clerk Vernae Larsen presented a Resolution to approve and acknowledge donations for the 1st quarter of 2024. Council Member Fagerlie motioned to adopt **Resolution No. 2024-057, approving and acknowledging donations for the first quarter of 2024**. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

H. Request for Work Session on Monday, April 29th at 6:00 PM

City Administrator Leslie Valiant made a **Request for a Work Session on Monday, April 29th, at 6:00 PM**. Council Member Fagerlie motioned to approve the request. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

Closed Session:

A. Close session pursuant to MN §13D.05, subd. 3(c) Parcels 95-003-5420, 95-003-5410, 95-003-5400, 95-003-5390, 95-003-5380, 95-003-5370, 95-003-5360

Council Member Fagerlie introduced the action for Council to enter closed session Pursuant to MN §13D.05 Sub 3(c) to discuss **Parcels 95-003-5420, 95-003-5410, 95-003-5400, 95-003-5390, 95-003-5380, 95-003-5370, 95-003-5360**. Council Member Asmus seconded the motion which carried on a roll call vote of Ayes 7, Noes 0.

The Council entered closed session at 7:32 p.m. p.m.

The council resumed open session at 7:50 p.m.

At 7:52 p.m., Council Member Ask motioned to **Adjourn**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0

Ayes Council Member Ask, Council Member Nelsen, Council Member Davis, Council Member Shuldes, Council Member Fagerlie, Council Member Asmus, Council Member Butterfield
Noes None

MAYOR

Attest:

CITY CLERK

WILLMAR CITY COUNCIL PROCEEDINGS
Willmar Municipal Utilities
700 Litchfield Ave SW
Willmar, MN 56201

April 29, 2024
6:00 PM

The Work Session of the Willmar City Council was called to order by Mayor Tempore Justin Ask. Members present on a roll call were Council Members Justin Ask, Audrey Nelsen, Carl Shuldes, Michael O'Brien, Julie Asmus, and Rick Fagerlie. Absent: Mayor Doug Resse, Council Member Tom Butterfield and Council Member Vicki Davis. Present 6, Absent 3.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Jim Felt, Finance Director Tom Odens, Planning and Development Director Christopher Corbett, Information Systems Coordinator Jonah Johnson, Public Works Director Justin DeLeeuw, Director of Human Resources LuAnn Sietsema, Fire Chief Frank Hanson.

There were no additions or deletions to the agenda.

Council Member Fagerlie motioned to approve the agenda, seconded by Council Member Nelsen. Motion carried on a roll call vote of Ayes 6, Noes 0.

Ayes	Council Member Ask, Council Member Nelsen, Council Member Fagerlie, Council Member Shuldes, Council Member Asmus.
Noes	None

Regular Business:

5. A Bonding Overview

Doug Green Municipal Finance Advisory with Baker Tilly provided an overview of the City of Willmar's current bond requirements and future bonding needs regarding street improvement projects, a city hall project, and a community center project.

5. B Connect Willmar Initiative Update

Marlena Pfeiffer, Corporate Liaison Officer, and Kyle Moorhead, Presented and CEO of Hometown Fiber, provided an overview of the Connect Willmar Initiative. Pfeiffer walked through a presentation summarizing the project history and future requests that will be coming back to the City Council. Moorhead reviewed the proforma of the project, explaining different scenarios surrounding project phases, costs, take rates, and projected revenues.

5. C Special Assessment Policy

Jared Voge, City Engineer, reviewed the Special Assessment Policy with the City Council. There was continued discussed by the council and staff regarding the policy.

Following discussion, a motion to adjourn was made by Council Member Fagerlie and seconded by Council Member Shuldes. Motion carried on a roll call vote of Ayes 6, Noes 0.

Ayes	Council Member Ask, Council Member Nelsen, Council Member Fagerlie, Council Member Shuldes, Council Member Asmus.
Noes	None

MAYOR TEMPORE

Attest:

CITY ADMINISTRATOR

**CITY OF WILLMAR PROPERTY
OWNERS**

**IMPORTANT INFORMATION RE-
GARDING PROPERTY ASSES-
MENTS**

***This may affect your 2025 prop-
erty taxes***

The Board of Appeal and Equaliza-
tion for the City of Willmar in Kandl-
yohi County, Minnesota, will meet
from Noon to 12:30 p.m. on Mon-
day, April 16, 2024 at the Willmar
Fire Department Meeting Room.
The purpose of this meeting is to
determine whether property in the
jurisdiction has been properly valued
and classified by the assessor.

If you believe the value or classifi-
cation of your property is incorrect,
please contact your assessor's of-
fice. If you disagree with the valua-
tion or classification after discuss-
ing it with your assessor, you may
appear before the Local Board of
Appeal and Equalization. The Board
will review your assessments and
make corrections as needed. Gener-
ally, you must appeal to the Local
Board before appealing to the Coun-
ty Board of Appeal and Equalization.

Vernae Larsen
City Clerk

Dated March 12, 2024
Willmar, MN
(Apr. 3 & 6, 2024)

LOCAL BOARD OF APPEAL AND EQUALIZATION

The Local Board of Appeal and
Equalization of the City of Willmar met
at the Fire Station Training Room on
April 15, 2024 at 12:20 p.m. Present
were: Chairman Justin Ask, Audrey
Nelsen, Vicki Davis, Rick Fagerlie, and
Carl Shuldes. Also present were County
Assessor Val Svor, County Appraisers Jen
Halverson, Michael Czech, Jon
Gilbertson, Gavin Klein, City Clerk
Vernae Larsen, and Mayor Douglas Reese.

The meeting was called to order by
Chairman Ask. City Clerk Vernae Larsen
administered the Oath. County Assessor
Val Svor briefly explained the purpose
of the Board of Appeal and instructed
the Board in procedure.

The following property owners were
represented by staff, submitted a
letter, or appeared before the Board:

1. **Keith R & Susan T Cooreman, 95-868-0110, 2200 - 15th
Street Southwest;** regarding estimated market value (EMV).
Residential property. County staff recommended reducing the EMV
from \$381,200 to \$285,600. Upon motion by Council Member
Fagerlie, seconded by Council Member Davis, which carried.

2. **Williamson Properties, LLC, 95-746-0100; 1400 22nd
Street Southwest;** regarding EMV. Industrial land/building. County
Staff recommended reducing the EMV from \$802,600 to \$616,200.
Upon motion by Council Member Shuldes, seconded by Council Member
Davis, which carried.

3. **Rockstep Willmar, LLC, 95-699-2000, 95-699-2010, 95-699-
2020, 95-699-2040 and 95-699-2050; 1605 1st Street South;** regarding
EMV. County Staff recommended no change in valuation at this time.
Upon motion by Council Member Fagerlie, seconded by Council Member
Nelsen, which carried.

There being no further business to come before the Board, the
meeting adjourned at 12:42 p.m. upon motion by Council Member
Nelsen, seconded by Council Member Shuldes, and carried.

Respectfully submitted,



Vernae Larsen
City Clerk

WILLMAR PLANNING COMMISSION
WEDNESDAY, APRIL 17, 2024
333 6TH STREET SW, CONFERENCE ROOM 1

MINUTES

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

Members Present: Christopher Buzzeo; Chairman Jonathan Marchand; Yvon Fils-Aime; Gary Newberg; Bob Poe; and Fernando Cano.

Members Absent: Steve Dresler; Stacy Holwerda; Vice-Chairman Kelsey Vosika.

Others Present: Paul Patock (Willmar Wood Products); Tim Larson (Willmar Wood Products); Kelly Terwisscha (Willmar Wood Products); Andy Hill (Bolton-Menk); Jennifer Kotila (West Central Tribune); Matt Evans (Walt's Car Wash)

1. Chairman Marchand called for order at 6:30 PM.
2. Roll Call.
3. Additions/Deletions: Regular business item 6.1.1 was updated to reflect that the review would be a broader review of a proposed transaction rather than the review of a purchase agreement, which had not yet been drafted at the time of this meeting.
4. Chairman Marchand asked if there were any questions regarding the minutes from April 3, 2024. Commissioner Buzzeo motioned to approve the minutes and Commissioner Newberg seconded. All voted in favor. The motion was approved.
5. General Public Testimony: None.
6. **REGULAR BUSINESS**
 - a. **CURA – RICE CARE CENTER: PROPOSED REAL PROPERTY TRANSACTION REVIEW**

A discussion was held regarding the review of the proposed Cura-Rice Care Center transaction. Attorney Robert Scott provided details about the proposed transaction, emphasizing that it involved the transfer of operational responsibilities from CentraCare to Cura. Mr. Scott also provided clarity that this transaction should be viewed independently of the previously proposed CURA-City of Willmar purchase agreement that involved 5.54 acres of nearby park land. There was additional discussion about a condition to require that CURA operate the site for a minimum of five (5) years.

Commissioner Buzzeo motioned to recommend approval of the conveyance with said condition that the Care Center is maintained for a minimum of five years. The motion was seconded by Commissioner Poe and approved unanimously.

b. CENTRACARE: MINOR SUBDIVISION

The commission reviewed the minor subdivision request for CentraCare. Mr. Andy Hill provided updates on changes made to the preliminary and final plats.

Commissioner Buzzeo motioned to approve the minor subdivision, preliminary, and final plats, which was seconded by Commissioner Fils-Aime, affirmative findings of fact were read, and the motion passed unanimously.

c. WILLMAR WOOD PRODUCTS, INC. W/ TERWISSCHA CONST.: CONDITIONAL USE PERMIT

The commission discussed a conditional use permit request from Willmar Wood Products to move to a new location. Discussion centered on zoning and the proposed light industrial use. Commissioners raised concerns about potential impacts and conditions for approval, specifically parking/traffic, loading bays, and possible nuisance from light industrial use.

Commissioner Newberg motioned to approve the conditional use. Commissioners discussed the amending of the motion to approve to include conditions for (1) Applicant shall work with adjoining Uptown Mall property owners on any reasonable parking maintenance and/or traffic management agreement that maintains the Uptown Mall parking lot, (2) not modify or obstruct the current flows of traffic through the site, specifically along the west edge of the property, and (3) that any light industrial use not cause a nuisance to surrounding property owners. Commissioner Newberg amended his motion to include the conditions, which was seconded by Commissioner Buzzeo, affirmative findings of fact were read, and approved unanimously.

d. WALT'S: ZONING MAP AMENDMENT

Planner Frank provided an overview of the proposed project by Walt's, located at 1125 3rd Street Southwest. The proposal entails building a storage garage on the property, which currently contains a parking lot. Planner Frank explained that the property is currently zoned R2, and Walt's seeks to rezone it to General Business to accommodate the construction of the garage for storage purposes.

Matt Evans from Walt's engaged in discussion and questions regarding the zoning status, other precedent cases along first street, and the intended use of the garage.

Planner Frank clarified the zoning regulations and the process involved in rezoning. Matt Evans elaborated on Walt's plan for the garage and its intended use for storing equipment and supplies and no customer service use. The rezone request will be before the Planning Commission for public hearing and vote at the next meeting.

7. DIRECTOR'S REPORT

Planner Frank provided a brief update on: (1) the modification of the comprehensive plan; (2) reminded Commissioners about the rebranding of Downtown Business and Community Member meeting on April 24, 2024 at Spurs Restaurant, 313 4th St SW @ 5:30 PM; and (3) highlighted the

need for members on the Board of Zoning Appeals and other City related Boards/Commissioner, and encouraged participation from the public and asked for recommendations from any Planning Commissioners on public outreach.

8. MISCELLANEOUS

Planner Frank sought feedback from the commission regarding the inclusion of proposed conditions in project briefings. Commissioners provided suggestions for improvement and expressed appreciation for the guidance provided.

9. ADJOURN

Commissioner Fils-Aime motioned to adjourn at 7:49 PM, seconded by Commissioner Buzzeo. All members present voted affirmatively, and the motion carried. With no further business, the meeting was adjourned.

WILLMAR PLANNING COMMISSION
WEDNESDAY, MAY 1, 2024
333 6TH STREET SW, CONFERENCE ROOM 1

MINUTES

The Willmar Planning Commission met on Wednesday, May 1, 2024, at 6:30pm at City Hall.

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

Members Absent: Fernando Cano; and Vice-Chairman Kelsey Vosika.

Others Present: Brian Harberts (Vaxxinova); Mitch Schusler (Vaxxinova); Jennifer Kotila (West Central Tribune); Matt Evans (Walt's Car Wash)

1. Chairman Marchand called for order at 6:30 PM.
2. Roll Call.
3. Additions/Deletions: None.
4. Chairman Marchand asked if there were any questions regarding the minutes from April 17, 2024. Commissioner Poe motioned to approve the minutes and Commissioner Newberg seconded. All voted in favor. The motion was approved.
5. General Public Testimony: None.
6. **REGULAR BUSINESS**

a. **WALT'S: ZONING MAP AMENDMENT**

Planner Frank introduced the Waltz zoning map amendment request, explaining the proposed rezone from Residential to General Business-2 for a parcel directly north of Walts' current space. He also informed the Commission of comments received by telephone from a nearby resident, Marlin Breems, who emphasized maintaining a residential look on the west-facing side of any new building.

Matt Evans (representing Walts) provided further details on the project, including the presence of two sheds on the current property and plans for a new storage facility. Planning staff raised concerns regarding the building's orientation related to the residential character to the West, garage door access to the parking lot on the East, and avoiding additional curb cutouts to the South. Commissioner Poe inquired about the orientation of the proposed building, specifically regarding the west-facing side and the potential for windows. Planner Frank and Director Corbett discussed technicalities related to zoning changes, new construction, and the need for future site planning.

Chairman Marchand opened the public hearing at 6:41 PM. No members of the public were in attendance and no additional commentary was provided. Chairman Marchand closed the public

hearing at 6:42 PM. Commissioner Poe motioned to approve the zoning map amendment, seconded by Commissioner Buzzeo. The motion passed unanimously.

b. VAXXINOVA: ANNEXATION

Planner Frank introduced the Vaxxinova annexation project and provided an overview of the project, highlighting the company's acquisition of Epitopix and their plans to annex land to the northwest of the city.

Commissioner Buzzeo sought clarification on the history of the relevant parcels. Planner Frank explained the process of annexation, including the involvement of landowners, Planning Commission, the Township of Willmar, the Administrative Court, and the City of Willmar.

Brian Harberts from Vaxxinova provided insights into the company's expansion plans and the rationale behind the annexation. Commissioner Buzzeo inquired about the purpose of annexation and the potential combination of parcels. Brian Harberts clarified the company's intentions for the northern parcel and the flexibility regarding the western parcel. Planner Frank raised concerns about stormwater management on the western parcel, which could impact the platting process.

Discussion continued regarding access issues, previous development challenges, and potential future uses of the parcels. Chairman Marchand concluded the discussion, noting that the item was for informational purposes at this meeting.

7. DIRECTOR'S REPORT

Director Corbett provided updates on recent developments and rebranding for Downtown Willmar, including the selection of a new logo.

8. MISCELLANEOUS

Director Corbett announced a public engagement meeting hosted by Trident Development regarding the development of an assisted living facility on the east side of the city. The meeting is scheduled for Thursday, May 2, 2024 @ 6:00PM at the Willmar Community Center, Reynolds Room, 624 Highway 71 North, Willmar, MN 56201. Planning staff shared details about the proposed location and potential services of the facility. Commissioners Poe and Fils-Aime sought clarification on the type of living arrangements offered. Discussion continued regarding the scope of services and the timeline for construction. Director Corbett confirmed that further details would be provided at future Planning Commission meetings.

9. ADJOURN

Commissioner Buzzeo motioned to adjourn at 7:05 PM, seconded by Commissioner Fils-Aime. All members present voted affirmatively, and the motion carried. With no further business, the meeting was adjourned.



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	
Item:	Board of Zoning Appeals Minutes of May 2, 2024_ Draft		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. BZA Meeting Minutes May 2, 2024

WILLMAR BOARD OF ZONING APPEALS
THURSDAY, MAY 2, 2024
333 6TH STREET SW, CONFERENCE ROOM 1

MINUTES

1. The Willmar Boarding of Zoning Appeals met on Thursday, May 2, 2024 at 5:30pm at City Hall, Conference Room #1.

Members Present: Chairman Daniel Reigstad.

Others Present: City Planner Christopher Frank; Douglas and Kendall Fenstra (Applicant); and Mark Thompson (Public).

2. Chairman Reigstad called the meeting to order and conducted a roll call to confirm the presence of all board members. The minutes from the previous August 17, 2023 meeting had previously been confirmed by email following that meeting and were therefore not addressed at this meeting.

3. **ADDITIONS OR DELETIONS TO THE AGENDA:**

Chairman Reigstad proposed the reorganization of the Board of Zoning Appeals since it had not met in 2024 yet. Member Reigstad, being the only current member of the Board, nominated himself as chair. Planner Frank suggested voting on the nominations to which Member Reigstad approved his nomination as Chairman and was so elected.

4. **REGULAR BUSINESS**

- 4.1 **FENSTRA: REQUEST FOR VARIANCE TO SIDE LOT SETBACK**

Chairman Reigstad addressed a fence variance request, clarifying that the applicant wanted to expand their garage closer to the lot line for better access to the lake. Douglas Fenstra (Applicant) confirmed the intention, emphasizing that it wouldn't hinder lake access. Planner Frank presented the proposed site plan, outlining the garage and screen porch additions. Chairman Reigstad and Douglas Fenstra discussed the need for more garage space.

Chairman Reigstad opened the public hearing at 5:33pm. Mark Thompson, the only member of the public in attendance, indicated no comments. Chairman Reigstad closed the public hearing at 5:34pm.

Member Reigstad motioned to approve the appeal to which he affirmatively voted and motion to approve passed.

5. **MISCELLANEOUS**

Planner Frank announced the upcoming appointment of a new board member and encouraged recruitment of additional members.

Douglas Fenster inquired about the next steps after approval. Planner Frank explained the process of recording the variance order and provided assurance for immediate action.

6. **ADJOURN**

Chairman Reigstad confirmed no further items for discussion. Chairman Reigstad motioned to adjourn the meeting, which was approved.

PARKS AND RECREATION BOARD
March 20, 2024 1:30PM
Community Room-Willmar Civic Center

Members Present: Kent Skoglund, Doug Doering, Chloe Quinn
Steve Tammen, Alissa Norsten

Staff Present: Rob Baumgarn, Rachel Centellas, Curt Hein, Devin Hatch

Council Members Present: Julie Asmus

Kent called the meeting to order and took roll call. He asked for any additions or deletions to the agenda. Kent wanted to add the Swansson Park Land Sale to the agenda. Alissa made a motion to approve the meeting addition, Steve seconded. All were in favor. Discussion on the Swansson Park Land Sale is added to the agenda.

Steve made a motion to approve the January meeting minutes, Doug seconded. All were in favor. Motion to approve the December meeting minutes is approved.

There were no public comments.

The first item on the agenda was the Adopt a tree or park bench. Rob explained that he has been working on a program where a tree or park bench could be donated by an individual or group and placed in a park or trail. The donator would be responsible for the cost of the tree or bench and would have the ability to choose where they would like to place it, with City approval. A memorial plaque could be placed with either donation. Discussion was had on the adopt a tree or park bench program. Steve made a motion to approve the Adopt a Park Bench or Tree program, Chloe seconded. All were in favor. The Adopt a Park Bench or Tree program has been approved and will move for City Council approval.

The next item of discussion was about kayak rentals. Rob was approached by a rental company to add kayak rentals to Robbins Island. This company would maintain all the kayaks throughout the year and would install them as well. There would be a 4-station kayak locker that users would use an app to rent. All equipment needed would be in the locker with the kayaks. A 4-unit locker would cost \$19,000. Cities similar in size to Willmar that are doing this get about 350 rentals a summer. Discussion was had about the kayak rentals.

The next item on the agenda was the Eastview and Valley Brook Park and playgrounds. Rob has been looking into updating these parks and replacing the playground equipment. It would be about \$175,000 for 2 playgrounds. Rob has been working with different vendors to supply the equipment. He had examples of the different playground options for the board to look at. Eastview Park is currently located in a hard-to-reach area and there was discussion on trying to move the park to other City property with better accessibility. Valley Brook Park needs all new equipment and the playground needs to be closer to the road. There was also discussion of adding a trail from the new apartment complexes to access the park. Discussion was had about the different parks.

Devin came up with a heat policy and guidelines to follow for activities run by Parks and Recreation. With a heat index of 94 or below programs will be run as normal. 95-99 additional water breaks will be taken, and participants will be monitored closely and will take some equipment off. 100-104 additional water breaks will be taken and there may be possible postponement. 105 and up all programs will be suspended. Discussion was had about the heat policy. Steve made a motion to approve the heat policy, Doug seconded. All were in favor. Motion to approve the heat policy passes.

Devin has also been working on creating a new website for the Parks and Recreation Department. He gave a demonstration on the website and asked for feedback. This will be used for all league scheduling and standings and has all the information about all the department's programs.

The next topic of discussion was the added Swansson Park Land Sale. Kent gave an update on where the project is standing and noted that the public hearing will be April 15. Discussion was had on the Swansson Park Land Sale.

Devin gave a coordinator's report. He has been wrapping up Adult Hockey and Basketball with their playoffs going smoothly. He started spring volleyball and has been working on all summer programming.

Rob would like the board to start setting goals they would like to accomplish while they are a part of the Parks and Recreation Board. They discussed and will hold a special meeting to discuss their goals.

There were no board announcements.

Steve made a motion to adjourn the meeting, Alissa seconded. All were in favor.
Meeting adjourned.



WILLMAR MUNICIPAL UTILITIES COMMISSION
Meeting Minutes – April 22, 2024
11:45 am – WMU Auditorium

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

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, Information Systems Supervisor Mike Sangren, Facilities & Maintenance Supervisor Kevin Marti, Executive Secretary Beth Mattheisen, City Councilman Michael O'Brien, City Attorney Robert Scott (via teleconference), and WC Tribune Journalist Jennifer Kotila.

The meeting opened by reciting the Pledge of Allegiance. Due to the absence of Commission Secretary Baumgart, Commission President Mueske appointed Commissioner Sieck to serve as Acting Secretary. Following the appointment, Commissioner Mueske asked 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 Laumer offered a resolution to approve the consent agenda as presented. Commissioner Sieck seconded.

RESOLUTION NO. 16

"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 April 8, 2024, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 20240405 to No. 20240444 and associated wire transfers inclusive in the amount of \$1,256,971.50.

Dated this 22nd day of April 2024.

President

Attest:

Acting Secretary

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

Finance & Office Services Supervisor Prekker reviewed the February 2024 Financial Reports along with a recap of the February 29, 2024 Investment Portfolio, and the February 2024 Cost of Power Report. The financial information contained in the report reflects operating revenues, expenses, retained earnings, and fund comparisons for both the Electric and Water Divisions.

Staff Electrical Engineer Smith reviewed with the Commission a proposal received from DGR Engineer to provide engineering services for the development of a Geographical Information System (GIS) for Willmar's electric and water systems in accordance with DGR's proposal dated February 2024. The proposed services would include base system setup, electric and water systems mapping conversion, and training. The fee for the all-inclusive services is in the amount of \$64,500.00. Following review and discussion, Commissioner DeBlieck offered a resolution to approve DGR's proposal to develop the GIS for Willmar's electric and water systems as presented. Commissioner Laumer seconded.

RESOLUTION NO. 17

"BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that DGR Engineering of Rock Rapids, Iowa, be authorized to provide professional engineering services for developing a Geographical Information System (GIS) for WMU's electric and water systems for the total amount of \$64,500.00 ."

Dated this 22nd day of April 2024.

President

Attest:

Acting Secretary

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

General Manager Harren provided a recap of recent developments associated with the SW Wellfield area (Swansson Field south of Willmar Avenue) along with associated data. The information presented included a letter from the Minnesota Dept. of Health (MDH) which addressed legally enforceable requirements and standards for well construction and sealing, as well as water quality testing. MDH further summarized WMU's previously approved Wellhead Protection Plan (Oct. 2016), Minnesota State Well Code and other requirements, stormwater management, and WMU's proactive approach to developing its wellfield to meet the future needs of the community. WMU has made considerable investment of financial and human resources to ensure that options are in place to continue to provide high quality drinking water to the residents of Willmar. Additional data presented included: joint correspondence between WMU and the City addressed to Mayor Doug Reese stating additional evaluation at Swansson Field would be needed prior to any new development; WMU/City Sharing Listing (mutually agreed upon in 2012); and an executed Joint Use Agreement between WMU/City regarding use of wellfield/recreational areas (December 1988). In addition to the data reviewed, the question was raised as to who would be fiscally responsible for any future expenses incurred at the wellfield such as drilling additional test wells, abandoning and/or sealing of wells, additional testing requirements, etc. This is yet to be determined.

It was further reiterated that the main objective of the Commission and Staff is to preserve the southwest wellfield and to protect its aquifers against contamination, which are critical to meet the needs of Willmar's water supply. On behalf of the Commission, President Mueske applauded the efforts of General Manager Harren and WMU Staff for their continued efforts to provide the additional work to secure the preservation of Willmar's water supply now and in the future.

General Manager Harren was pleased to share with the Commission two recent awards received by Willmar Municipal Utilities for accomplishments in 2023 from the American Public Power Association (APPA). The first award presented was the *Certificate of Excellence in Electric Reliability*. This award is presented for achieving exceptional electric reliability (based on over 2,000 not-for-profit, community-owned electric utilities nationwide). In fact, WMU's average annual outage time per customer was 40 minutes a year, while the average U.S. electric outage was 148 minutes a year. The second award presented was the *Safety Award of Excellence*. This award was presented to 145 utilities for their safe operating practices in 2023. Recipients were recognized for their outstanding safety records and commitment to safety culture. In addition to these awards, WMU has also recently been named as recipient of the 2024 Minnesota State Governor's Workplace Safety Award. WMU received the "Diamond Award" for having an incidence rate better than the 97th percentile of both the state and national averages.

American Public Power Association (APPA) has a 15-part on-demand training course entitled "*Public Power Governance Essentials*". This series offers a convenient way to get "up-to-speed" on governance requirements, such as complying with charters/bylaws, reporting conflicts of interest, understanding duties and legal obligations, and facilitating an effective board meeting. At this time, the informational video entitled "*Board Development: Establishing a High Performing Board*" (lesson #8) was presented.

General Manager Harren reminded the Commission that a meeting of the WMU Labor Committee will be held on Tuesday, April 30th at 12:00 pm. The main topic of discussion will focus on the process to purchase property for the new WMU facility. Additional WMU Planning and Labor Committees meetings will be forthcoming. Tentative future Labor Committee agenda item(s) will include new building land acquisition, Strategic Plan update, and MUC Self-Survey. Tentative future Planning Committee agenda items will include new building, new generation, transmission project, and water treatment plant.

Upcoming 2024 events to note:

- WMU Strategic Planning Session: May 1 beginning at 8:00 am (MUC/WMU Mgmt. Staff)
- MRES Annual Meeting (Sioux Falls., SD): May 8-9 (Elizondo/Laumer/Harren/Johnson/Smith)
- MMUA Utility Leader Workshop (Alexandria): June 27 (3 additional sites & dates are available)
- APPA National Conference (San Diego, CA): June 7-12 (Kennedy/Laumer/DeBlieck)
- MMUA Summer Conference (Fargo, ND): August 19-21

There being no further business to come before the Commission, Commissioner Kennedy offered a motion to adjourn. Commissioner Laumer seconded the motion which carried by a vote of six ayes and zero nays, and the meeting was adjourned at 12:47 pm.

Respectfully Submitted,

WILLMAR MUNICIPAL UTILITIES

Beth Mattheisen, Executive Secretary

ATTEST:

Terrill Sieck, Acting Secretary



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Accounts Payable Report, 4-10-24 through 5-1-24		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Vendor Pmt History 4-10-24 - 5-2-24
2. EFT CK 526-529

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100212 DOOLEY'S PETROLEUM INC									
531144		04/03/2024	04/18-AV	71242	23,045.76	04/18/2024	INV	PD	Gas and diesel for tanks
CHECK DATE: 04/18/2024									
100222 DUININCK INC									
2301-C Pay App 6		04/10/2024	04/18-AV	71243	379,052.70	04/25/2024	INV	PD	Project No. 2301-C Pay Ap
CHECK DATE: 04/18/2024									
103799 NCPERS GROUP LIFE INS.									
841200032024		04/18/2024	04/18-AV	71244	96.00	05/03/2024	INV	PD	Life Insurance-March 2024
CHECK DATE: 04/18/2024									
841200042024		04/18/2024	04/18-AV	71245	96.00	05/03/2024	INV	PD	Life Insurnace-April 2024
CHECK DATE: 04/18/2024									
100568 NELSON INTERNATIONAL									
R101038118:01		03/29/2024	04/18-AV	71246	3,707.21	04/13/2024	INV	PD	Repair & tow vac truck
CHECK DATE: 04/18/2024									
X101120172:01		03/29/2024	04/18-AV	71246	81.74	04/13/2024	INV	PD	Clamp pipe shield
CHECK DATE: 04/18/2024									
					3,788.95				
102583 TORKELSON'S LOCK SERVICE									
24-0180		04/01/2024	04/18-AV	71247	91.50	04/16/2024	INV	PD	Repair front door lock
CHECK DATE: 04/18/2024									
103989 Contreras/Ricardo									
041924		04/09/2024	04/22-AV	71248	10,378.26	05/07/2024	INV	PD	1300 Trott Ave SE
CHECK DATE: 04/22/2024									
100375 KANDIYOHI CO-OP ELECTRIC POWER									
STMT/04-24		04/22/2024	04/22-AV	71249	1,124.70	05/07/2024	INV	PD	Utilities-April 2024
CHECK DATE: 04/22/2024									
100541 MUNICIPAL UTILITIES									
STMT/03-2024		04/22/2024	04/22-AV	71250	31,117.45	05/07/2024	INV	PD	Municipal Utilites-March
CHECK DATE: 04/22/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100329 ACCESSORIES 4 TRUCKS UNLIMITED									
063794		04/09/2024	05/01-AV	71251	146.95	04/24/2024	INV	PD	Weathertech Liners for Sq
CHECK DATE: 05/01/2024									
063841		04/09/2024	05/01-AV	71251	139.95	04/24/2024	INV	PD	Weathertech liners for Sq
CHECK DATE: 05/01/2024									
					286.90				
102061 ALEX AIR APPARATUS 2 LLC									
8174		04/19/2024	05/01-AV	71252	1,035.00	05/04/2024	INV	PD	Fit Test 2024
CHECK DATE: 05/01/2024									
INV-49846		04/22/2024	05/01-AV	71252	112.36	05/07/2024	INV	PD	1" NH coupling set for ar
CHECK DATE: 05/01/2024									
					1,147.36				
103987 Alexandria Technical & Community College (ATCC)									
1195925		04/08/2024	05/01-AV	71253	245.00	04/23/2024	INV	PD	DOT MIP Inspector Class B
CHECK DATE: 05/01/2024									
103136 ALPHA TRAINING & TACTICS LLC									
2024-0127		04/09/2024	05/01-AV	71254	979.02	04/24/2024	INV	PD	Point Blank Hi-Lite Conce
CHECK DATE: 05/01/2024									
103557 AMAZON CAPITAL SERVICES									
19WT-TLM3-6YC4		04/09/2024	05/01-AV	71255	220.35	04/24/2024	INV	PD	Flashlight and Holsters
CHECK DATE: 05/01/2024									
1JF4-QN1P-NF91		04/09/2024	05/01-AV	71255	88.55	04/24/2024	INV	PD	FLOWERS
CHECK DATE: 05/01/2024									
1JHW-RWLK-JJHM		04/24/2024	05/01-AV	71255	118.44	05/09/2024	INV	PD	Office Supplies for 3108
CHECK DATE: 05/01/2024									
1KNH-99FJ-9GCR		04/19/2024	05/01-AV	71255	465.80	05/19/2024	INV	PD	Flag Football Soft Helmet
CHECK DATE: 05/01/2024									
1N6L-MR7Q-TM73		04/09/2024	05/01-AV	71255	245.90	05/09/2024	INV	PD	Flag Football Helmets
CHECK DATE: 05/01/2024									
1NJ3-6VT9-JGVK		04/09/2024	05/01-AV	71255	208.74	04/24/2024	INV	PD	First Aid Kits for Squads
CHECK DATE: 05/01/2024									
1PJ1-VLCV-NV9D		04/17/2024	05/01-AV	71255	118.97	05/17/2024	INV	PD	Pitching Machine Balls

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
1QC6-XLV9-1LD9		04/15/2024	05/01-AV	71255	146.65	04/30/2024	INV	PD	Portable Pitching Rubber
CHECK DATE: 05/01/2024									
1QNW-JNY1-7GMQ		04/29/2024	05/01-AV	71255	98.50	05/14/2024	INV	PD	balloons and puzzles
CHECK DATE: 05/01/2024									
1RN4-TR3Q-3CN4		04/10/2024	05/01-AV	71255	404.90	05/10/2024	INV	PD	Football Flags
CHECK DATE: 05/01/2024									
1V4D-6LFH-HRHH		04/09/2024	05/01-AV	71255	99.99	04/24/2024	INV	PD	Pro Keys Detachable Case
CHECK DATE: 05/01/2024									
1V7Q-TM63-PP4H		04/09/2024	05/01-AV	71255	220.88	04/24/2024	INV	PD	Office Supplies
CHECK DATE: 05/01/2024									
1XTV-NMMK-RYXP		04/09/2024	05/01-AV	71255	57.61	04/24/2024	INV	PD	Clerical 10-Pocket Ref Or
CHECK DATE: 05/01/2024									
1YC1-RG6C-D3P6		04/09/2024	05/01-AV	71255	113.24	04/24/2024	INV	PD	Hitch Mount Bike Racks fo
CHECK DATE: 05/01/2024									
1YC1-RG6C-D4Q1		04/09/2024	05/01-AV	71255	72.99	04/24/2024	INV	PD	fruit snacks/Gatorade-sum
CHECK DATE: 05/01/2024									
14KN-KG3V-KMPX		04/09/2024	05/01-AV	71256	2,681.51	04/24/2024	INV	PD	photo booth props-daddy d
CHECK DATE: 05/01/2024					56.64	04/24/2024	INV	PD	
17C4-HCC9-W7TW		04/09/2024	05/01-AV	71256	8.99	04/24/2024	INV	PD	Box of Sympathy Cards
CHECK DATE: 05/01/2024									
1999-LYVH-D439		04/09/2024	05/01-AV	71256	12.59	04/24/2024	INV	PD	Desktop Document Holder S
CHECK DATE: 05/01/2024									
19D9-X7KT-NVH7		04/09/2024	05/01-AV	71256	23.98	04/24/2024	INV	PD	HOOKS
CHECK DATE: 05/01/2024									
19RH-VRX3-3R99		04/09/2024	05/01-AV	71256	23.74	04/24/2024	INV	PD	Label Maker Tape
CHECK DATE: 05/01/2024									
1C3Y-3GLL-KKH9		04/17/2024	05/01-AV	71256	49.96	05/02/2024	INV	PD	wall divider
CHECK DATE: 05/01/2024									
1F1C-Y7T3-76QQ		04/09/2024	05/01-AV	71256	38.58	04/24/2024	INV	PD	Dog Leash x 2
CHECK DATE: 05/01/2024									
1J6G-FWVW-X4PK		04/09/2024	05/01-AV	71256	18.58	04/24/2024	INV	PD	Tags for squad keys
CHECK DATE: 05/01/2024									
1JQ4-G674-WD6G		04/09/2024	05/01-AV	71256	44.99	04/24/2024	INV	PD	UltraSonic Gun Cleaner So
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1NG3-WLLG-W3CH CHECK DATE:	05/01/2024	04/14/2024	05/01-AV	71256	8.90	05/14/2024	INV	PD	Backpack for Softball ump
1NN1-GPFQ-WYTX CHECK DATE:	05/01/2024	04/09/2024	05/01-AV	71256	45.45	04/24/2024	INV	PD	Self Drilling Screws for
1R73-6GWD-NRFJ CHECK DATE:	05/01/2024	04/17/2024	05/01-AV	71256	33.98	05/17/2024	INV	PD	Softball wiffle Balls
1RRG-F14M-C471 CHECK DATE:	05/01/2024	04/09/2024	05/01-AV	71256	35.90	04/24/2024	INV	PD	Large Green Glow Sticks f
					402.28				
100057 AMERICAN WELDING & GAS INC									
0009998986 CHECK DATE:	05/01/2024	04/09/2024	05/01-AV	71257	178.36	04/24/2024	INV	PD	Fire Extinguisher x 2
0010019489 CHECK DATE:	05/01/2024	03/31/2024	05/01-AV	71257	40.52	04/15/2024	INV	PD	Tank rental
0010060520 CHECK DATE:	05/01/2024	04/24/2024	05/01-AV	71257	116.89	05/09/2024	INV	PD	welding Gas and Supplies
					335.77				
102954 ANDERSON LAW OFFICES									
2503 CHECK DATE:	05/01/2024	03/27/2024	05/01-AV	71258	20,986.19	04/11/2024	INV	PD	Professional Services-Apr
104050 Anytime Baseball Supply									
10637 CHECK DATE:	29 05/01/2024	04/17/2024	05/01-AV	71259	3,999.00	05/02/2024	INV	PD	Portable Pitching Mound
103852 APPLE, INC.									
MA72815283 CHECK DATE:	05/01/2024	04/06/2024	05/01-AV	71260	569.00	04/21/2024	INV	PD	IPAD
MA72815735 CHECK DATE:	05/01/2024	04/09/2024	05/01-AV	71260	569.00	04/24/2024	INV	PD	IPAD for FTO
					1,138.00				
100051 ARAMARK									
2560226568 CHECK DATE:	05/01/2024	02/12/2024	05/01-AV	71261	128.36	02/27/2024	INV	PD	Mechanic uniform rental
2560229053		02/16/2024	05/01-AV	71261	82.70	03/02/2024	INV	PD	Mechanic uniform rental

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE:	05/01/2024								
2560233780		03/04/2024	05/01-AV	71261	74.96	05/09/2024	INV	PD	Mechanic uniform rental
CHECK DATE:	05/01/2024								
2560236247		03/11/2024	05/01-AV	71261	64.92	05/09/2024	INV	PD	Mechanics uniform rental
CHECK DATE:	05/01/2024								
2560238609		03/18/2024	05/01-AV	71261	74.96	05/09/2024	INV	PD	Mechanic uniform rental
CHECK DATE:	05/01/2024								
2560241014		03/25/2024	05/01-AV	71261	64.92	05/09/2024	INV	PD	Mechanics uniform rental
CHECK DATE:	05/01/2024								
103008 ASPEN MILLS					490.82				
331460		04/09/2024	05/01-AV	71262	1,125.71	04/24/2024	INV	PD	Uniforms for New Officer
CHECK DATE:	05/01/2024								
103610 AUSTIN INCORPORATED									
43346		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	septic pumping
CHECK DATE:	05/01/2024								
43497		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	septic pumping
CHECK DATE:	05/01/2024								
43643		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	septic pumping
CHECK DATE:	05/01/2024								
43761		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	septic pumping
CHECK DATE:	05/01/2024								
44042		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	septic pumping
CHECK DATE:	05/01/2024								
44229		05/01/2024	05/01-AV	71263	120.00	05/16/2024	INV	PD	Septic pumping
CHECK DATE:	05/01/2024								
48091		04/10/2024	05/01-AV	71263	120.00	04/25/2024	INV	PD	PUMPED 1 LOAD 3/18/24
CHECK DATE:	05/01/2024								
48185		04/10/2024	05/01-AV	71263	120.00	04/25/2024	INV	PD	PUMPED 1 LOAD
CHECK DATE:	05/01/2024								
102793 AUTO TECH ALIGNMENTS & MORE					960.00				
27058		04/12/2024	05/01-AV	71264	100.00	04/27/2024	INV	PD	Alignment #209115
CHECK DATE:	05/01/2024								

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100087	BACKES TECHNOLOGY SERVICES INC								
21721		04/08/2024	05/01-AV	71265	125.00	04/23/2024	INV	PD	Service call for Sounds S
	CHECK DATE: 05/01/2024								
21729		04/25/2024	05/01-AV	71265	127.00	05/10/2024	INV	PD	Telephone Line for Civic
	CHECK DATE: 05/01/2024								
					252.00				
102860	BATTERY WHOLESALE INC								
236462WIL		04/24/2024	05/01-AV	71266	6.95	05/09/2024	INV	PD	3 volt Lithium Coin Cell
	CHECK DATE: 05/01/2024								
236556WIL		04/24/2024	05/01-AV	71266	52.54	05/09/2024	INV	PD	L.S. battery UPS
	CHECK DATE: 05/01/2024								
					59.49				
103430	BCD CONSULTING GROUP								
041524		04/09/2024	05/01-AV	71267	1,320.00	04/24/2024	INV	PD	Sergeant Situational Judg
	CHECK DATE: 05/01/2024								
103377	BENSON LAUNDRY								
398775		04/15/2024	05/01-AV	71268	57.54	04/30/2024	INV	PD	Cleaning Supplies
	CHECK DATE: 05/01/2024								
399446		04/15/2024	05/01-AV	71268	57.54	04/30/2024	INV	PD	Cleaning Supplies
	CHECK DATE: 05/01/2024								
401422		04/25/2024	05/01-AV	71268	57.54	05/10/2024	INV	PD	Cleaning Rags
	CHECK DATE: 05/01/2024								
402658		04/25/2024	05/01-AV	71268	57.54	05/10/2024	INV	PD	Cleaning Rags
	CHECK DATE: 05/01/2024								
404033		04/25/2024	05/01-AV	71268	57.54	05/10/2024	INV	PD	Cleaning Rags
	CHECK DATE: 05/01/2024								
					287.70				
100103	BERNICK'S PEPSI-COLA CO								
I54632		04/11/2024	05/01-AV	71269	113.40	04/26/2024	INV	PD	Coffee for breakroom
	CHECK DATE: 05/01/2024								
101010	BOLTON & MENK INC								
0334262		04/18/2024	05/01-AV	71270	5,071.00	05/03/2024	INV	PD	10th ST NW improvements

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
0334263		04/18/2024	05/01-AV	71270	15,179.00	05/03/2024	INV	PD	13st ST SW, Grave Ave SW
CHECK DATE: 05/01/2024									
0334264		04/18/2024	05/01-AV	71270	4,752.00	05/03/2024	INV	PD	19th Ave Path improvement
CHECK DATE: 05/01/2024									
0334265		04/18/2024	05/01-AV	71270	756.00	05/03/2024	INV	PD	Trott Ave regional storm
CHECK DATE: 05/01/2024									
0334266		04/18/2024	05/01-AV	71270	16,944.00	05/03/2024	INV	PD	March professional servic
CHECK DATE: 05/01/2024									
0334267		04/18/2024	05/01-AV	71270	5,836.50	05/03/2024	INV	PD	Sealcoat/Crack Seal Impro
CHECK DATE: 05/01/2024									
0334269		04/18/2024	05/01-AV	71270	8,347.50	05/03/2024	INV	PD	Augusta Ave & Irene Ave e
CHECK DATE: 05/01/2024									
0334270		04/18/2024	05/01-AV	71270	6,982.50	05/03/2024	INV	PD	March engineering service
CHECK DATE: 05/01/2024									
0334272		04/18/2024	05/01-AV	71270	5,773.40	05/03/2024	INV	PD	Eagle Lake LS 7, 8 & 9 en
CHECK DATE: 05/01/2024									
0334274		04/18/2024	05/01-AV	71270	6,799.50	05/03/2024	INV	PD	Project No. 2301-A engine
CHECK DATE: 05/01/2024									
0334275		04/18/2024	05/01-AV	71270	3,909.50	05/03/2024	INV	PD	Hwy 12 Elimination Projec
CHECK DATE: 05/01/2024									
0334276		04/18/2024	05/01-AV	71270	4,103.50	05/03/2024	INV	PD	County Overlay Project (2
CHECK DATE: 05/01/2024									
0334280		04/18/2024	05/01-AV	71270	6,297.00	05/03/2024	INV	PD	TH 40 Turn Lanes engineer
CHECK DATE: 05/01/2024									
0334281		04/18/2024	05/01-AV	71270	4,522.50	05/03/2024	INV	PD	Parking Lot/path Reconstr
CHECK DATE: 05/01/2024									
103820 BRE CZINSKI/BRENT					95,273.90				
043024		03/27/2024	05/01-AV	71271	149.00	04/11/2024	INV	PD	FDIC
CHECK DATE: 05/01/2024									
100030 BRYAN ROCK PRODUCTS INC									
63344		04/15/2024	05/01-AV	71272	1,404.68	04/30/2024	INV	PD	Red Ball Diamond For Soft
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
101980 BSE									
928209010		04/25/2024	05/01-AV	71273	197.02	05/10/2024	INV	PD	Motion Sensors For Bathro
CHECK DATE: 05/01/2024									
103647 CAPITAL ONE									
040824		04/24/2024	05/01-AV	71274	112.93	05/09/2024	INV	PD	Office Supplies
CHECK DATE: 05/01/2024									
041523		04/15/2024	05/01-AV	71274	66.28	04/30/2024	INV	PD	general supplies
CHECK DATE: 05/01/2024									
041724		04/24/2024	05/01-AV	71274	17.23	05/09/2024	INV	PD	AAA Batteries for Officer
CHECK DATE: 05/01/2024									
114087471854370		03/27/2024	05/01-AV	71274	88.03	05/14/2024	INV	PD	Breakroom supplies
CHECK DATE: 05/01/2024									
103390 CENTRACARE					284.47				
505333664		04/09/2024	05/01-AV	71275	916.00	04/24/2024	INV	PD	Pre-Employment Screening
CHECK DATE: 05/01/2024									
722765362		04/04/2024	05/01-AV	71275	35.00	04/19/2024	INV	PD	Employee testing Joe Iver
CHECK DATE: 05/01/2024									
722765677		04/04/2024	05/01-AV	71275	35.00	04/19/2024	INV	PD	Employee testing Seth Car
CHECK DATE: 05/01/2024									
103851 CENTRAL LAKES MENTAL HEALTH					986.00				
041124		04/09/2024	05/01-AV	71276	140.00	04/24/2024	INV	PD	1 hour of profess mental
CHECK DATE: 05/01/2024									
100150 CENTRAL TIRE AND AUTO INC									
97841		03/20/2024	05/01-AV	71277	1,015.82	04/04/2024	INV	PD	Valve Cover Replacement #
CHECK DATE: 05/01/2024									
100154 CHAMBERLAIN OIL CO									
469695-00		04/17/2024	05/01-AV	71278	1,031.97	05/02/2024	INV	PD	brake cleaner and oil
CHECK DATE: 05/01/2024									
470784-00		04/24/2024	05/01-AV	71278	1,206.00	05/09/2024	INV	PD	Oil Inventory
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100156 CHAPPELL CENTRAL INC					2,237.97				
SVC-114929		04/05/2024	05/01-AV	71279	99.00	04/20/2024	INV	PD	Water heater fuse repair
CHECK DATE:	05/01/2024								
SVC-116349		04/09/2024	05/01-AV	71279	294.90	04/24/2024	INV	PD	Pump differential switch
CHECK DATE:	05/01/2024								
					393.90				
101708 CINTAS CORPORATION									
5206285819		04/11/2024	05/01-AV	71280	91.55	04/26/2024	INV	PD	First aid supplies for ba
CHECK DATE:	05/01/2024								
103722 CIVICPLUS, LLC									
299947		06/19/2024	05/01-AV	71281	7,547.40	07/19/2024	INV	PD	FY24/25 ArchiveSocial ren
CHECK DATE:	05/01/2024								
103103 CIVIL AIR PATROL MAGAZINE									
SD 2708445		04/09/2024	05/01-AV	71282	305.00	04/24/2024	INV	PD	Advertising in Civil Air
CHECK DATE:	05/01/2024								
104079 Clean Chickens and Co LLC									
042424		04/24/2024	05/01-AV	71283	350.00	05/09/2024	INV	PD	Refund for Conditional Us
CHECK DATE:	05/01/2024								
102984 CODE 4 SERVICES INC									
9484		04/09/2024	05/01-AV	71284	3,831.51	04/24/2024	INV	PD	Wiring and outfitting new
CHECK DATE:	05/01/2024								
104070 Column Software PBC									
A85BD339-0006		04/25/2024	05/01-AV	71285	158.70	05/10/2024	INV	PD	Project No. 2304-B ad for
CHECK DATE:	05/01/2024								
A85BD339-0012		03/28/2024	05/01-AV	71285	297.54	04/12/2024	INV	PD	Project No. 2408 ad for b
CHECK DATE:	05/01/2024								
B15E1683-0006		04/10/2024	05/01-AV	71285	40.57	04/25/2024	INV	PD	3/13/24: General Public N
CHECK DATE:	05/01/2024								
B15E1683-0007		04/09/2024	05/01-AV	71285	82.35	04/24/2024	INV	PD	Summary Publication UCAP
CHECK DATE:	05/01/2024								

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
B15E1683-0009 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	70.88	04/24/2024	INV	PD	JOTS Land purchase summar
B15E1683-0011 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	62.15	04/24/2024	INV	PD	ORD Dooley's Land Sale
B15E1683-0013 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	57.18	04/24/2024	INV	PD	PDS-CUP-24-03
B15E1683-0014 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	71.05	04/24/2024	INV	PD	CURA Publication Summary
B15E1683-0015 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	53.93	04/24/2024	INV	PD	Ord No. 1522 Autho Land s
B15E1683-0017 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	53.93	04/24/2024	INV	PD	Ord no. 1523 land sale to
B15E1683-0018 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	55.47	04/24/2024	INV	PD	PDS-ZMA-24-02 WALTZ
B15E1683-0019 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	63.34	04/24/2024	INV	PD	Ordinance no. 1521 rezoni
B15E1683-0021 CHECK DATE: 05/01/2024		04/10/2024	05/01-AV	71285	97.58	04/25/2024	INV	PD	AFFIDAVID OF PUBLICATION
B15E1683-0022 CHECK DATE: 05/01/2024		04/24/2024	05/01-AV	71285	139.36	05/09/2024	INV	PD	Summary Publication of G.
MP367921223 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71285	821.76	04/24/2024	INV	PD	Aeration Ad
B15E1683-0008 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71286	2,125.79 38.86	04/24/2024	INV	PD	Rendezvous, LLC CUP Publi
103677 COORDINATED BUSINESS SYSTEMS									
INV375936 CHECK DATE: 05/01/2024		04/16/2024	05/01-AV	71287	100.47	04/26/2024	INV	PD	Managed Print Services -
104073 Crisis Systems Management, LLC									
WPD-05132024CNAMN CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71288	823.61	04/24/2024	INV	PD	CNAMN Challenge Training
100186 CROW CHEMICAL & LIGHTING									
126914		04/05/2024	05/01-AV	71289	92.95	04/20/2024	INV	PD	Garbage bags, mop heads

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
127059		04/24/2024	05/01-AV	71289	231.40	05/09/2024	INV	PD	Toilet paper and paper to
CHECK DATE: 05/01/2024									
127063		04/25/2024	05/01-AV	71289	63.30	05/10/2024	INV	PD	Spilifer wipes
CHECK DATE: 05/01/2024									
102899 D. ERVASTI SALES CO					387.65				
16264		04/25/2024	05/01-AV	71290	8,248.00	05/10/2024	INV	PD	Ball field maintenance su
CHECK DATE: 05/01/2024									
103271 DAIRYLAND SUPPLY INC									
01-49774		04/11/2024	05/01-AV	71291	1,310.30	04/26/2024	INV	PD	Honeywagon shovels
CHECK DATE: 05/01/2024									
100203 DESIGN ELECTRIC INC									
22988		04/23/2024	05/01-AV	71292	2,416.84	05/08/2024	INV	PD	Traffic signal repair, da
CHECK DATE: 05/01/2024									
100212 DOOLEY'S PETROLEUM INC									
542111		04/26/2024	05/01-AV	71293	23,017.03	05/11/2024	INV	PD	Diesel and unleaded fuel
CHECK DATE: 05/01/2024									
103245 DUININCK CONCRETE CONST SUPPLY									
2404-680149		04/17/2024	05/01-AV	71294	235.60	05/02/2024	INV	PD	Pick axes
CHECK DATE: 05/01/2024									
100231 ED'S SERVICE CENTER & SALES									
146958		04/09/2024	05/01-AV	71295	195.00	04/24/2024	INV	PD	Towing Invoice
CHECK DATE: 05/01/2024									
104082 Eric Grieger									
8751		04/29/2024	05/01-AV	71296	100.00	05/14/2024	INV	PD	DJ Services for Dance
CHECK DATE: 05/01/2024									
103368 EXCEL AV GROUP									
SI - 153751		03/29/2024	05/01-AV	71297	690.00	04/15/2024	INV	PD	Community Center projecto

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
103002 FARM-RITE EQUIPMENT									
P50665		04/23/2024	05/01-AV	71298	336.48	05/08/2024	INV	PD	Stump Grinder Teeth #2144
CHECK DATE: 05/01/2024									
P50680		04/25/2024	05/01-AV	71298	103.76	05/10/2024	INV	PD	Mirrors for Toolkat
CHECK DATE: 05/01/2024									
					440.24				
103938 FAUL PSYCHOLOGICAL									
1921		04/09/2024	05/01-AV	71299	1,330.00	04/24/2024	INV	PD	Pre-Employment Evaluation
CHECK DATE: 05/01/2024									
104018 FBI-LEEDA									
200104242		04/09/2024	05/01-AV	71300	795.00	04/24/2024	INV	PD	SLI Training - 3103
CHECK DATE: 05/01/2024									
100775 FIRST CHOICE FOOD & BEVERAGE									
2107:034923-2		03/27/2024	05/01-AV	71301	1,449.24	04/11/2024	INV	PD	Reissued invoice-concessi
CHECK DATE: 05/01/2024									
2107:035187		04/26/2024	05/01-AV	71301	190.08	05/11/2024	INV	PD	Chips for Little Anglers
CHECK DATE: 05/01/2024									
					1,639.32				
101449 FLAHERTY & HOOD P.A.									
20761		04/10/2024	05/01-AV	71302	12,284.31	04/25/2024	INV	PD	GENERAL MUNICIPAL - REAL
CHECK DATE: 05/01/2024									
21067		04/10/2024	05/01-AV	71302	6,193.55	04/25/2024	INV	PD	LABOR & EMPLOYMENT CONSUL
CHECK DATE: 05/01/2024									
					18,477.86				
102973 FLEETPRIDE									
115870104		04/08/2024	05/01-AV	71303	289.98	04/23/2024	INV	PD	Filters
CHECK DATE: 05/01/2024									
115870105		04/08/2024	05/01-AV	71303	144.99	04/23/2024	INV	PD	Filters
CHECK DATE: 05/01/2024									
115882701		04/08/2024	05/01-AV	71303	64.04	04/23/2024	INV	PD	Filters
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
115986605 CHECK DATE: 05/01/2024		04/11/2024	05/01-AV	71303	67.74	04/26/2024	INV	PD	Filter
116066567 CHECK DATE: 05/01/2024		04/16/2024	05/01-AV	71303	33.34	05/03/2024	INV	PD	Filter
116071920 CHECK DATE: 05/01/2024		04/15/2024	05/01-AV	71303	288.45	04/30/2024	INV	PD	Filters
116120931 CHECK DATE: 05/01/2024		04/16/2024	05/01-AV	71303	13.55	05/01/2024	INV	PD	Filter
116346533 CHECK DATE: 05/01/2024		04/25/2024	05/01-AV	71303	231.43	05/10/2024	INV	PD	Filters
X101127200:01 CHECK DATE: 05/01/2024		04/12/2024	05/01-AV	71303	704.96	04/27/2024	INV	PD	Air Tank #132486
					1,838.48				
103365 FRAGODT FLOOR COVERING									
0481 CHECK DATE: 05/01/2024		04/10/2024	05/01-AV	71304	8,557.00	04/25/2024	INV	PD	Carpet in the Airport
100288 GALLS LLC									
027425442 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71305	98.56	04/24/2024	INV	PD	SWAT Apparel
027435598 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71305	127.80	04/24/2024	INV	PD	SWAT Apparel
027441443 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71305	23.85	04/24/2024	INV	PD	SWAT Apparel
027539751 CHECK DATE: 05/01/2024		04/24/2024	05/01-AV	71305	67.26	05/09/2024	INV	PD	Uniform pants for two Exp
027544175 CHECK DATE: 05/01/2024		04/24/2024	05/01-AV	71305	38.88	05/09/2024	INV	PD	Uniform gear for New Offi
027552998 CHECK DATE: 05/01/2024		04/24/2024	05/01-AV	71305	200.20	05/09/2024	INV	PD	Uniform Gear for New Offi
027618361 CHECK DATE: 05/01/2024		04/10/2024	05/01-AV	71305	136.68	04/25/2024	INV	PD	pairs of pants for Explor
027647638 CHECK DATE: 05/01/2024		04/24/2024	05/01-AV	71305	27.69	05/09/2024	INV	PD	Officer Gear for 3109

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100293 GENERAL MAILING SERVICES					720.92				
69606		04/09/2024	05/01-AV	71306	22.31	04/24/2024	INV	PD	Postage
CHECK DATE: 05/01/2024									
69704		04/15/2024	05/01-AV	71306	766.39	04/30/2024	INV	PD	Postage - Cases
CHECK DATE: 05/01/2024									
69706		04/09/2024	05/01-AV	71306	52.45	04/24/2024	INV	PD	Mailing Services
CHECK DATE: 05/01/2024									
101393 GILBERTSON/JEFFREY					841.15				
043024		03/27/2024	05/01-AV	71307	149.00	04/11/2024	INV	PD	FDIC
CHECK DATE: 05/01/2024									
100786 GRAINGER INC									
9071951074		04/15/2024	05/01-AV	71308	565.56	04/30/2024	INV	PD	Table Storage
CHECK DATE: 05/01/2024									
9081452733		04/10/2024	05/01-AV	71308	276.00	04/25/2024	INV	PD	Traffic cones
CHECK DATE: 05/01/2024									
104074 Grandview Buildings					841.56				
20398	32	04/11/2024	05/01-AV	71309	14,762.00	04/26/2024	INV	PD	Pool Shed
CHECK DATE: 05/01/2024									
20415		04/25/2024	05/01-AV	71309	300.00	05/10/2024	INV	PD	Shed Anchors
CHECK DATE: 05/01/2024									
103608 GRAVE/MATTHEW L					15,062.00				
043024		03/27/2024	05/01-AV	71310	269.00	04/11/2024	INV	PD	FDIC
CHECK DATE: 05/01/2024									
101504 GREENSPRING MEDIA GROUP									
2024-247919		04/12/2024	05/01-AV	71311	1,400.00	05/12/2024	INV	PD	Advertising - Mtgs & Even
CHECK DATE: 05/01/2024									
100321 HANSEN ADVERTISING SPECIALTIES									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
50065		04/24/2024	05/01-AV	71312	662.57	05/09/2024	INV	PD	wellness Program challeng
CHECK DATE: 05/01/2024									
102609 HAUG-KUBOTA LLC									
23860		04/08/2024	05/01-AV	71313	57.76	04/23/2024	INV	PD	Filters #210205
CHECK DATE: 05/01/2024									
24033		04/23/2024	05/01-AV	71313	8.72	05/08/2024	INV	PD	Mower Deck Parts #234679
CHECK DATE: 05/01/2024									
					66.48				
900111 HAWK CREEK ANIMAL SHLTR									
53212		04/09/2024	05/01-AV	71314	11,602.50	04/24/2024	INV	PD	April-June 2024 Boarding
CHECK DATE: 05/01/2024									
100325 HAWKINS INC									
6728367		04/09/2024	05/01-AV	71315	14,868.00	04/24/2024	INV	PD	Polymer
CHECK DATE: 05/01/2024									
6728878		04/09/2024	05/01-AV	71315	12,166.12	04/24/2024	INV	PD	Ind. ferric
CHECK DATE: 05/01/2024									
					27,034.12				
900213 HELGESON/JOSH									
2978		04/24/2024	05/01-AV	71316	130.00	05/09/2024	INV	PD	Holsters for Pepperball P
CHECK DATE: 05/01/2024									
100333 HILLYARD\HUTCHINSON									
605434191		04/15/2024	05/01-AV	71317	4,687.31	04/30/2024	INV	PD	Cleaning Supplies
CHECK DATE: 05/01/2024									
605447955		04/09/2024	05/01-AV	71317	660.36	04/24/2024	INV	PD	cleaning supplies
CHECK DATE: 05/01/2024									
605454556		04/09/2024	05/01-AV	71317	85.82	04/24/2024	INV	PD	cleaning supplies
CHECK DATE: 05/01/2024									
605461601		04/25/2024	05/01-AV	71317	663.17	05/10/2024	INV	PD	floor and window cleaner
CHECK DATE: 05/01/2024									
					6,096.66				
103366 IDEXX DISTRIBUTION INC									
3149769594		04/10/2024	05/01-AV	71318	34.73	04/25/2024	INV	PD	Lab supplies

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
3149769595		04/10/2024	05/01-AV	71318	963.23	04/25/2024	INV	PD	Lab supplies
CHECK DATE: 05/01/2024									
103023 INNOVATIVE OFFICE SOLUTIONS					997.96				
IN4511178		04/15/2024	05/01-AV	71319	435.06	04/30/2024	INV	PD	Office Supplies
CHECK DATE: 05/01/2024									
IN4511503		04/11/2024	05/01-AV	71319	63.03	05/11/2024	INV	PD	Office Supplies
CHECK DATE: 05/01/2024									
IN4512789		04/09/2024	05/01-AV	71319	67.86	04/24/2024	INV	PD	Office Supplies
CHECK DATE: 05/01/2024									
103355 JOHANNECK WTR CONDITIONING INC					565.95				
119871		04/03/2024	05/01-AV	71320	53.00	05/15/2024	INV	PD	Lab water
CHECK DATE: 05/01/2024									
119960		04/05/2024	05/01-AV	71320	14.65	05/15/2024	INV	PD	Softener salt for City Ha
CHECK DATE: 05/01/2024									
120151		04/10/2024	05/01-AV	71320	32.00	05/15/2024	INV	PD	Lab water
CHECK DATE: 05/01/2024									
120154		04/10/2024	05/01-AV	71320	18.00	05/15/2024	INV	PD	Water
CHECK DATE: 05/01/2024									
120324		04/17/2024	05/01-AV	71320	39.00	05/15/2024	INV	PD	Lab water
CHECK DATE: 05/01/2024									
120670		04/24/2024	05/01-AV	71320	89.20	05/15/2024	INV	PD	Softener salt
CHECK DATE: 05/01/2024									
120677		04/24/2024	05/01-AV	71320	32.00	05/15/2024	INV	PD	Lab water
CHECK DATE: 05/01/2024									
120680		04/24/2024	05/01-AV	71320	18.00	05/15/2024	INV	PD	Lab water
CHECK DATE: 05/01/2024									
CR1711-3-165		04/03/2024	05/01-AV	71320	1.00	04/18/2024	INV	PD	Cooler Rental
CHECK DATE: 05/01/2024									
CR1711-3-177		04/03/2024	05/01-AV	71320	2.00	04/18/2024	INV	PD	Cooler Rental
CHECK DATE: 05/01/2024									
ER1801-3-076		04/03/2024	05/01-AV	71320	46.00	04/18/2024	INV	PD	Cooler Rental
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100376 KANDIYOHI CO AUDITOR					344.85				
2024-6458		04/17/2024	05/01-AV	71321	6,362.93	05/02/2024	INV	PD	Building permit for ELLS
CHECK DATE: 05/01/2024									
100385 KANDIYOHI CO TREASURER									
032524		03/25/2024	05/01-AV	71322	47,225.84	04/09/2024	INV	PD	2024 Property Tax
CHECK DATE: 05/01/2024									
103436 KOLONI LLC									
1520		04/30/2024	05/01-AV	71323	7,200.00	05/15/2024	INV	PD	Annual Bike Program Subsc
CHECK DATE: 05/01/2024									
100412 LEAGUE OF MN CITIES									
404393		04/10/2024	05/01-AV	71324	60.00	04/25/2024	INV	PD	SAFETY & LOSS WORKSHOP
CHECK DATE: 05/01/2024									
900058 LESS LETHAL LLC									
IN6846		04/09/2024	05/01-AV	71325	1,531.90	04/24/2024	INV	PD	PepperBall Launcher Kit a
CHECK DATE: 05/01/2024									
100978 LIFELOC TECHNOLOGIES INC									
396936		04/09/2024	05/01-AV	71326	1,192.00	04/24/2024	INV	PD	Portable Breath Testers
CHECK DATE: 05/01/2024									
103376 LLOYD SECURITY INC									
180579		04/15/2024	05/01-AV	71327	134.97	04/30/2024	INV	PD	Fire monitoring Vehicle S
CHECK DATE: 05/01/2024									
103226 LOCAL GOV'T INFORMATION SYS.									
54700		12/22/2023	05/01-AV	71328	202.50	01/21/2024	INV	PD	LOGIS internet set up & P
CHECK DATE: 05/01/2024									
102593 LOFFLER COMPANIES									
32422870		04/12/2024	05/01-AV	71329	140.23	05/12/2024	INV	PD	291358-1
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
32422871		04/12/2024	05/01-AV	71329	127.77	05/12/2024	INV	PD	CvC Office & PD Sergeants
CHECK DATE: 05/01/2024									
4657144		04/01/2024	05/01-AV	71329	34.34	04/30/2024	INV	PD	Phone Services
CHECK DATE: 05/01/2024									
4661591		04/04/2024	05/01-AV	71329	214.47	04/19/2024	INV	PD	CH Finance prints 03/07 t
CHECK DATE: 05/01/2024									
4668125		04/12/2024	05/01-AV	71329	357.92	05/12/2024	INV	PD	Standalone printer prints
CHECK DATE: 05/01/2024									
100427 MACQUEEN EQUIPMENT INC					874.73				
P28910		04/23/2024	05/01-AV	71330	381.24	05/08/2024	INV	PD	Helmets
CHECK DATE: 05/01/2024									
P29045		04/26/2024	05/01-AV	71330	2,346.11	05/11/2024	INV	PD	helmets and hoods.
CHECK DATE: 05/01/2024									
102208 MCKALE'S CATERING					2,727.35				
2629		04/29/2024	05/01-AV	71331	2,920.40	05/14/2024	INV	PD	Daddy Daughter Formal mea
CHECK DATE: 05/01/2024									
100449 MENARDS									
65125		04/25/2024	05/01-AV	71332	63.96	05/10/2024	INV	PD	Master 5 1/2 Block Oil
CHECK DATE: 05/01/2024									
72870		04/25/2024	05/01-AV	71332	65.87	05/10/2024	INV	PD	Batteries and Paint
CHECK DATE: 05/01/2024									
75454		04/05/2024	05/01-AV	71332	124.95	04/20/2024	INV	PD	Building Supplies
CHECK DATE: 05/01/2024									
75580		04/25/2024	05/01-AV	71332	86.66	05/10/2024	INV	PD	Small Tools and Vinul Glo
CHECK DATE: 05/01/2024									
75644		04/09/2024	05/01-AV	71332	135.01	04/24/2024	INV	PD	Building Supplies- Brush
CHECK DATE: 05/01/2024									
75647		04/09/2024	05/01-AV	71332	81.19	04/24/2024	INV	PD	Daddy Daughter Dance Supp
CHECK DATE: 05/01/2024									
75700		04/10/2024	05/01-AV	71332	58.93	04/25/2024	INV	PD	Trash pump maintenance
CHECK DATE: 05/01/2024									
75725		04/11/2024	05/01-AV	71332	531.34	04/26/2024	INV	PD	Building Supplies
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
75727 CHECK DATE: 05/01/2024		04/11/2024	05/01-AV	71332	-99.98	04/26/2024	CRM	PD	Insulation
75728 CHECK DATE: 05/01/2024		04/11/2024	05/01-AV	71332	97.98	04/26/2024	INV	PD	Insulation
75735 CHECK DATE: 05/01/2024		04/11/2024	05/01-AV	71332	183.77	04/26/2024	INV	PD	Trashpump repair
75746 CHECK DATE: 05/01/2024		04/08/2024	05/01-AV	71332	91.02	04/23/2024	INV	PD	Trashpump repair
75983 CHECK DATE: 05/01/2024		04/16/2024	05/01-AV	71332	55.85	05/01/2024	INV	PD	Batteries, super glue & d
76250 CHECK DATE: 05/01/2024		04/25/2024	05/01-AV	71332	100.96	05/10/2024	INV	PD	Shovels
76593 CHECK DATE: 05/01/2024		04/29/2024	05/01-AV	71332	79.99	05/14/2024	INV	PD	Light bulbs
69111 CHECK DATE: 05/01/2024		04/25/2024	05/01-AV	71333	1,657.50 46.99	05/10/2024	INV	PD	Supplies for Rec Office
72166 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71333	37.31	04/24/2024	INV	PD	paint
75390 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71333	22.48	04/24/2024	INV	PD	Step Stool for Armory
75574 CHECK DATE: 05/01/2024		04/08/2024	05/01-AV	71333	17.96	04/23/2024	INV	PD	Shop supplies
75621 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71333	10.15	04/24/2024	INV	PD	Garage Door Seal
75634 CHECK DATE: 05/01/2024		04/09/2024	05/01-AV	71333	19.32	04/24/2024	INV	PD	Repair Supplies, Epoxy, J
75683 CHECK DATE: 05/01/2024		04/10/2024	05/01-AV	71333	31.31	04/25/2024	INV	PD	Spray Paint, Bolts
75788 CHECK DATE: 05/01/2024		04/12/2024	05/01-AV	71333	43.37	04/27/2024	INV	PD	Trashpump repair
75841 CHECK DATE: 05/01/2024		04/13/2024	05/01-AV	71333	42.04	04/28/2024	INV	PD	Shop supplies
75985 CHECK DATE: 05/01/2024		04/16/2024	05/01-AV	71333	17.06	05/01/2024	INV	PD	general supplies
75992		04/16/2024	05/01-AV	71333	9.21	05/01/2024	INV	PD	Distilled water and squee

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
76108		04/25/2024	05/01-AV	71333	35.96	05/10/2024	INV	PD	Supplies for Scoreboard P
CHECK DATE: 05/01/2024									
76328		04/23/2024	05/01-AV	71333	17.07	05/08/2024	INV	PD	parts to repair fire hose
CHECK DATE: 05/01/2024									
76426		04/25/2024	05/01-AV	71333	17.93	05/10/2024	INV	PD	general supplies
CHECK DATE: 05/01/2024									
76432		04/25/2024	05/01-AV	71333	29.30	05/10/2024	INV	PD	General supplies
CHECK DATE: 05/01/2024									
69332		04/09/2024	05/01-AV	71334	397.46				
CHECK DATE: 05/01/2024					3.11	04/24/2024	INV	PD	frames
75627		04/09/2024	05/01-AV	71334	4.54	04/24/2024	INV	PD	Galvanized Pipe Fitting
CHECK DATE: 05/01/2024									
75937		04/09/2024	05/01-AV	71334	6.98	04/24/2024	INV	PD	SOIL
CHECK DATE: 05/01/2024									
76415		04/25/2024	05/01-AV	71334	4.96	05/10/2024	INV	PD	Soap
CHECK DATE: 05/01/2024									
102699 MIKE'S SMALL ENGINE CENTER					19.59				
29067		04/24/2024	05/01-AV	71335	11.98	05/09/2024	INV	PD	Air Filter and spark Plug
CHECK DATE: 05/01/2024									
103790 MILES PARTNERSHIP, LLLP									
96901		04/18/2024	05/01-AV	71336	1,500.00	05/14/2024	INV	PD	Advertising - ExploreMN.c
CHECK DATE: 05/01/2024									
103729 MILLS PARTS CENTER									
207949		04/29/2024	05/01-AV	71337	-50.00	04/29/2024	CRM	PD	Core Return
CHECK DATE: 05/01/2024									
6143474		04/10/2024	05/01-AV	71337	6.78	04/25/2024	INV	PD	washer fluid cap.
CHECK DATE: 05/01/2024									
6152954		04/24/2024	05/01-AV	71337	29.56	05/09/2024	INV	PD	Intermediate Shaft seals
CHECK DATE: 05/01/2024									
6154199		04/26/2024	05/01-AV	71337	248.79	05/11/2024	INV	PD	Tail Light Assembly
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					235.13				
101805 MINI BIFF LLC									
A-143872		09/14/2023	05/01-AV	71338	48.37	09/29/2023	INV	PD	Tufway Tan Mini Biff
CHECK DATE:	05/01/2024								
A-145899-2		04/25/2024	05/01-AV	71338	16.32	05/10/2024	INV	PD	Mini biff Rental
CHECK DATE:	05/01/2024								
A-145984		04/15/2024	05/01-AV	71338	196.86	04/30/2024	INV	PD	Mini Biff
CHECK DATE:	05/01/2024								
A-147108		02/21/2024	05/01-AV	71338	196.86	03/07/2024	INV	PD	Freedom Blue Mini Biff -
CHECK DATE:	05/01/2024								
A-147411		04/15/2024	05/01-AV	71338	196.86	04/30/2024	INV	PD	Mini Biff Robbins Island
CHECK DATE:	05/01/2024								
A-147705		04/15/2024	05/01-AV	71338	117.30	04/30/2024	INV	PD	Mini Biff Miller Park
CHECK DATE:	05/01/2024								
A-147706		04/15/2024	05/01-AV	71338	117.30	04/30/2024	INV	PD	Mini Biff Sperry Park
CHECK DATE:	05/01/2024								
A-147794		04/25/2024	05/01-AV	71338	132.60	05/10/2024	INV	PD	Mini Biff
CHECK DATE:	05/01/2024								
A-147803		04/25/2024	05/01-AV	71338	132.60	05/10/2024	INV	PD	Mini Biff
CHECK DATE:	05/01/2024								
A-147807		04/25/2024	05/01-AV	71338	334.91	05/10/2024	INV	PD	Mini Biff
CHECK DATE:	05/01/2024								
A-147840		04/25/2024	05/01-AV	71338	265.20	05/10/2024	INV	PD	Mini Biff
CHECK DATE:	05/01/2024								
					1,755.18				
100480 MN CHIEFS OF POLICE ASSN									
15739		04/09/2024	05/01-AV	71339	740.00	04/24/2024	INV	PD	Leadership Academy Regist
CHECK DATE:	05/01/2024								
102787 MN STATE PATROL - CMV SECTION									
2024		04/08/2024	05/01-AV	71340	40.00	04/23/2024	INV	PD	DOT decal inspection stic
CHECK DATE:	05/01/2024								
101462 MN TRAILS									
11884		04/19/2024	05/01-AV	71341	2,565.95	05/04/2024	INV	PD	Advertising - Summer, Fal

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
100524 MN UC FUND									
043024		03/27/2024	05/01-AV	71342	399.31	04/11/2024	INV	PD	Unemployment benefits QTR
CHECK DATE: 05/01/2024									
103199 MORRIS ELECTRONICS									
7648		04/03/2024	05/01-AV	71343	93.75	05/08/2024	INV	PD	Squad county VPN site acc
CHECK DATE: 05/01/2024									
103857 MOTION PICTURE LICENSING CORP									
504437955		04/25/2024	05/01-AV	71344	1,598.36	05/10/2024	INV	PD	movie licensing
CHECK DATE: 05/01/2024									
103756 MR. CLEAN WILLMAR CLEANING SER									
STMT/03-24		04/15/2024	05/01-AV	71345	750.00	04/30/2024	INV	PD	Robbins Island Cleaning
CHECK DATE: 05/01/2024									
100371 Mrzena/Kevin									
8474		04/08/2024	05/01-AV	71346	909.00	04/23/2024	INV	PD	Onboard air compressor #5
CHECK DATE: 05/01/2024									
100541 MUNICIPAL UTILITIES									
STMT/04-24		03/27/2024	05/01-AV	71347	60,779.39	04/11/2024	INV	PD	Municipal Utilites-April
CHECK DATE: 05/01/2024									
100544 MVTI LABORATORIES INC									
1247862		04/16/2024	05/01-AV	71348	957.75	05/01/2024	INV	PD	Biosolids test's
CHECK DATE: 05/01/2024									
1248278		04/18/2024	05/01-AV	71348	25.00	05/03/2024	INV	PD	Biosolids test
CHECK DATE: 05/01/2024									
1248748		04/22/2024	05/01-AV	71348	195.00	05/07/2024	INV	PD	Lab test
CHECK DATE: 05/01/2024									
103849 NELSON *PETTY CASH/ANITA					1,177.75				
042624		04/26/2024	05/01-AV	71349	500.00	05/11/2024	INV	PD	Start up cash for DOAC ti

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
100568 NELSON INTERNATIONAL									
R101038396:01		04/24/2024	05/01-AV	71350	76,135.86	05/09/2024	INV	PD	Semi repair from accident
CHECK DATE: 05/01/2024									
X101127293:01		04/15/2024	05/01-AV	71350	21.92	04/30/2024	INV	PD	Air Fitting #132486
CHECK DATE: 05/01/2024									
X101127293:02		04/15/2024	05/01-AV	71350	97.83	04/30/2024	INV	PD	Cab level Sensor #154576
CHECK DATE: 05/01/2024									
X101127428:01		04/18/2024	05/01-AV	71350	10.44	05/03/2024	INV	PD	Push lock fitting #154576
CHECK DATE: 05/01/2024									
X101127655:01		04/24/2024	05/01-AV	71350	570.00	05/09/2024	INV	PD	Battery 5276#
CHECK DATE: 05/01/2024									
X101127697:01		04/25/2024	05/01-AV	71350	36.16	05/10/2024	INV	PD	Tanker repair parts
CHECK DATE: 05/01/2024									
X101127706:01		04/24/2024	05/01-AV	71350	39.35	05/09/2024	INV	PD	Radiator Cap #186883
CHECK DATE: 05/01/2024									
					76,911.56				
103827 NEOLOGY, INC.									
INV-NeoUS-1000613		04/09/2024	05/01-AV	71351	4,992.00	04/24/2024	INV	PD	Annual Subscription 2-Cam
CHECK DATE: 05/01/2024									
900214 NEW ULM GIRLS FAST PITCH									
042324		04/23/2024	05/01-AV	71352	330.00	05/08/2024	INV	PD	18U Tournament fees
CHECK DATE: 05/01/2024									
042623		04/26/2024	05/01-AV	71352	330.00	05/11/2024	INV	PD	14u Softball Tournament F
CHECK DATE: 05/01/2024									
					660.00				
900061 NLS FASTPITCH									
042324		04/23/2024	05/01-AV	71353	280.00	05/08/2024	INV	PD	18u Tournament Fee
CHECK DATE: 05/01/2024									
042624		04/26/2024	05/01-AV	71353	280.00	05/11/2024	INV	PD	14u Softball Tournament F
CHECK DATE: 05/01/2024									
					560.00				
102547 CARRANZA/NOE									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
148	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
149	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
150	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
151	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services ICR
152	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
153	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
154	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	150.00	04/24/2024	INV	PD	Interpreting Services for
156	CHECK DATE: 05/01/2024	04/09/2024	05/01-AV	71354	225.00	04/24/2024	INV	PD	Interpreting Services ICR
					1,275.00				
100181 NORTH RISK PARTNERS									
6576570	CHECK DATE: 05/01/2024	04/22/2024	05/01-AV	71355	883.00	05/22/2024	INV	PD	Surety Bond Renewal 6/29/
100585 NORTHERN STATES SUPPLY									
10-618960	CHECK DATE: 05/01/2024	04/08/2024	05/01-AV	71356	146.20	04/23/2024	INV	PD	Ladder
10-619046	CHECK DATE: 05/01/2024	04/11/2024	05/01-AV	71356	17.39	04/26/2024	INV	PD	Spray Paint
10-619081	CHECK DATE: 05/01/2024	04/11/2024	05/01-AV	71356	29.60	04/26/2024	INV	PD	Tape Measure
10-619150	CHECK DATE: 05/01/2024	04/16/2024	05/01-AV	71356	27.99	05/01/2024	INV	PD	Paint
10-619226	CHECK DATE: 05/01/2024	04/19/2024	05/01-AV	71356	7.70	05/04/2024	INV	PD	Bolt
					228.88				
900178 NOVACARE REHABILITATION									
847445895		04/09/2024	05/01-AV	71357	150.00	04/24/2024	INV	PD	Pre-Employment Testing

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
100650 O'REILLY AUTOMOTIVE INC									
1528-135326		04/23/2024	05/01-AV	71358	215.82	05/08/2024	INV	PD	bags of floor dry
CHECK DATE: 05/01/2024									
1528-135891		04/26/2024	05/01-AV	71358	351.03	05/11/2024	INV	PD	Brake Parts
CHECK DATE: 05/01/2024									
1528-135892		04/26/2024	05/01-AV	71358	385.98	05/11/2024	INV	PD	Brake Rotors
CHECK DATE: 05/01/2024									
1528-135939		04/26/2024	05/01-AV	71358	-267.00	05/11/2024	CRM	PD	Return Brake Rotors
CHECK DATE: 05/01/2024									
					685.83				
102895 PAPER & THREADS LLC									
040724		04/09/2024	05/01-AV	71359	500.50	04/24/2024	INV	PD	Explorer and WPD Apparel
CHECK DATE: 05/01/2024									
041524		04/09/2024	05/01-AV	71359	186.00	04/24/2024	INV	PD	3141 Apparel
CHECK DATE: 05/01/2024									
					686.50				
100374 PREMIUM WATERS INC									
330267-03-24		03/31/2024	05/01-AV	71360	80.98	04/30/2024	INV	PD	Drinking water for WRAC
CHECK DATE: 05/01/2024									
100624 PRINT MASTERS									
92693		04/10/2024	05/01-AV	71361	812.00	04/25/2024	INV	PD	Business Cards for 22 emp
CHECK DATE: 05/01/2024									
101093 QUICK SIGNS									
181744		04/25/2024	05/01-AV	71362	224.00	05/10/2024	INV	PD	Signs For Softball Fields
CHECK DATE: 05/01/2024									
181777		04/11/2024	05/01-AV	71362	339.25	04/26/2024	INV	PD	Table cloth for events
CHECK DATE: 05/01/2024									
					563.25				
100639 RAMBOW INC									
651246	28	04/11/2024	05/01-AV	71363	1,080.00	04/26/2024	INV	PD	Softball Uniforms
CHECK DATE: 05/01/2024									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
658292	30	04/15/2024	05/01-AV	71363	823.25	04/30/2024	INV	PD	League Championship T-Shi
CHECK DATE: 05/01/2024									
					1,903.25				
103905 RETHOS									
042424		04/22/2024	05/01-AV	71364	325.00	05/07/2024	INV	PD	Owatonna Conference-Ticke
CHECK DATE: 05/01/2024									
103161 ROAD MACHINERY & SUPPLIES CO									
S7896302		04/22/2024	05/01-AV	71365	52.33	05/07/2024	INV	PD	Trash pump gaskets
CHECK DATE: 05/01/2024									
100685 SERVICE CENTER/CITY OF WILLMAR									
STMT/03-24		03/27/2024	05/01-AV	71366	20,950.28	04/11/2024	INV	PD	Diesel and Unleaded Fuel
CHECK DATE: 05/01/2024									
100275 SHI CORP									
B18232278		04/22/2024	05/01-AV	71367	4,413.18	05/22/2024	INV	PD	FY24/25 Adobe renewal
CHECK DATE: 05/01/2024									
104078 Spurs Bar and Grill									
042224		04/22/2024	05/01-AV	71368	500.00	05/07/2024	INV	PD	Room rental and purchase
CHECK DATE: 05/01/2024									
900094 ST LOUIS MRO INC									
61413		04/05/2024	05/01-AV	71369	100.00	04/20/2024	INV	PD	Drug test collection fees
CHECK DATE: 05/01/2024									
100706 STACY'S NURSERY INC									
22922		04/22/2024	05/01-AV	71370	401.00	05/07/2024	INV	PD	Coupler installed on Gree
CHECK DATE: 05/01/2024									
103302 STEELE/JASON									
042424		04/24/2024	05/01-AV	71371	157.73	05/09/2024	INV	PD	Safety boots
CHECK DATE: 05/01/2024									
103256 STEINBEISSER AUTO REPAIR LLC									

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
18211		01/17/2024	05/01-AV	71372	19.95	02/01/2024	INV	PD	Propane
CHECK DATE: 05/01/2024									
100188 STERLING WATER-MINNESOTA LLC									
315X03675401		04/15/2024	05/01-AV	71373	19.45	04/30/2024	INV	PD	Water softener rental
CHECK DATE: 05/01/2024									
315X03816401		04/30/2024	05/01-AV	71373	19.45	05/15/2024	INV	PD	Water softener rental
CHECK DATE: 05/01/2024									
103801 TECH CHECK, LLC					38.90				
55568	35	04/25/2024	05/01-AV	71374	881.40	05/25/2024	INV	PD	Transceivers for PW netwo
CHECK DATE: 05/01/2024									
104081 Thein well									
12294		04/29/2024	05/01-AV	71375	2,695.00	05/14/2024	INV	PD	Well Sealing at old Kvam
CHECK DATE: 05/01/2024									
104075 Tigris Aquatic Services LLC									
34521		04/03/2024	05/01-AV	71376	3,067.65	04/18/2024	INV	PD	Wires for fountain
CHECK DATE: 05/01/2024									
103795 TYLER TECHNOLOGIES, INC									
045-459183		04/10/2024	05/01-AV	71377	4,200.00	04/25/2024	INV	PD	SAAS CONTRACT
CHECK DATE: 05/01/2024									
045-459542		04/09/2024	05/01-AV	71377	8,800.00	04/24/2024	INV	PD	25% dedicated project man
CHECK DATE: 05/01/2024									
045-464974		04/10/2024	05/01-AV	71377	7,318.31	04/25/2024	INV	PD	SAAS CONTRACT
CHECK DATE: 05/01/2024									
103143 US BANK EQUIPMENT FINANCE					20,318.31				
527471684		04/21/2024	05/01-AV	71378	751.80	05/15/2024	INV	PD	500-0664928-000/001
CHECK DATE: 05/01/2024									
102915 VERIZON WIRELESS									
9961178559		04/09/2024	05/01-AV	71379	2,283.68	05/01/2024	INV	PD	Verizon Mar/Apr

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
100951 VIGIL/RUDY									
042424		04/24/2024	05/01-AV	71380	1,488.26	05/09/2024	INV	PD	National Association of B
CHECK DATE: 05/01/2024									
100777 VIKING COCA-COLA BOTTLING CO									
3361224		04/15/2024	05/01-AV	71381	2,815.25	04/30/2024	INV	PD	Concession Supplies
CHECK DATE: 05/01/2024									
3373305		04/25/2024	05/01-AV	71381	734.75	05/10/2024	INV	PD	Concession Supplies
CHECK DATE: 05/01/2024									
					3,550.00				
102868 WALT'S									
032724		04/24/2024	05/01-AV	71382	25.55	05/09/2024	INV	PD	5.808 gallons unleaded
CHECK DATE: 05/01/2024									
100798 WEST CENTRAL ELECTRIC SUPPLY									
1288201-01		04/25/2024	05/01-AV	71383	94.20	05/10/2024	INV	PD	Scoreboard panel holder
CHECK DATE: 05/01/2024									
100805 WEST CENTRAL SANITATION									
13074500		03/31/2024	05/01-AV	71384	279.03	04/15/2024	INV	PD	Recycling
CHECK DATE: 05/01/2024									
103817 WEST CENTRAL TECHNOLOGY									
39504		04/18/2024	05/01-AV	71385	5,673.07	05/18/2024	INV	PD	3CX renewal - FY24/25/26/
CHECK DATE: 05/01/2024									
103033 WESTMOR FLUID SOLUTIONS LLC									
1951976RI		04/10/2024	05/01-AV	71386	1,186.07	04/25/2024	INV	PD	parts
CHECK DATE: 05/01/2024									
102689 WILLMAR AUTO VALUE									
22519271		03/28/2024	05/01-AV	71387	110.88	05/11/2024	INV	PD	Spark Plugs and Boots
CHECK DATE: 05/01/2024									
22519272		03/28/2024	05/01-AV	71387	53.94	05/11/2024	INV	PD	Rivet gun and Cleaning Br

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/01/2024									
22519295		03/29/2024	05/01-AV	71387	134.07	05/11/2024	INV	PD	Hyd. Fittings
CHECK DATE: 05/01/2024									
22519296		03/29/2024	05/01-AV	71387	42.36	05/11/2024	INV	PD	Hyd. Fittings
CHECK DATE: 05/01/2024									
22519923		04/04/2024	05/01-AV	71387	35.24	05/11/2024	INV	PD	Truck filters
CHECK DATE: 05/01/2024									
22519960		04/04/2024	05/01-AV	71387	343.97	05/11/2024	INV	PD	Suspension Parts
CHECK DATE: 05/01/2024									
22519961		04/04/2024	05/01-AV	71387	189.99	05/11/2024	INV	PD	Front Strut Assembly
CHECK DATE: 05/01/2024									
22519978		04/04/2024	05/01-AV	71387	97.98	05/11/2024	INV	PD	Swap Bar Links
CHECK DATE: 05/01/2024									
22520253		04/06/2024	05/01-AV	71387	51.87	05/11/2024	INV	PD	Truck filters
CHECK DATE: 05/01/2024									
22520666		04/10/2024	05/01-AV	71387	42.77	04/25/2024	INV	PD	Trash pump maintenance
CHECK DATE: 05/01/2024									
22521494		04/16/2024	05/01-AV	71387	32.98	05/11/2024	INV	PD	Light and battery box for
CHECK DATE: 05/01/2024									
22521495		04/16/2024	05/01-AV	71387	214.97	05/11/2024	INV	PD	suspension part
CHECK DATE: 05/01/2024									
22521864		04/19/2024	05/01-AV	71387	90.99	05/11/2024	INV	PD	Lock Out Kit
CHECK DATE: 05/01/2024									
22522467		04/24/2024	05/01-AV	71387	34.47	05/11/2024	INV	PD	Push Mower Parts
CHECK DATE: 05/01/2024									
22522468		04/24/2024	05/01-AV	71387	404.98	05/11/2024	INV	PD	Battery's
CHECK DATE: 05/01/2024									
22520708		04/10/2024	05/01-AV	71388	1,881.46				
CHECK DATE: 05/01/2024					28.47	05/11/2024	INV	PD	push mower tune up and th
22521496		04/16/2024	05/01-AV	71388	7.49	05/11/2024	INV	PD	A/C Refill Adaptor
CHECK DATE: 05/01/2024									
22522410		04/24/2024	05/01-AV	71388	32.68	05/09/2024	INV	PD	Foreman truck air filter
CHECK DATE: 05/01/2024									
100812 WILLMAR CHAMBER OF COMMERCE					68.64				

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
56928-2 CHECK DATE: 05/01/2024		03/04/2024	05/01-AV	71389	215.00	05/14/2024	INV	PD	Managed IT adjustment - R
57044 CHECK DATE: 05/01/2024		04/03/2024	05/01-AV	71389	4,318.81	05/03/2024	INV	PD	Credit Card Statement
					4,533.81				
100393 WILLMAR NOON KIWANIS									
042524 CHECK DATE: 05/01/2024		04/10/2024	05/01-AV	71390	94.00	04/25/2024	INV	PD	QUARTERLY INVOICE - JAN,
103287 WILLMAR WARHAWKS									
1856 CHECK DATE: 05/01/2024		04/25/2024	05/01-AV	71391	2,635.56	05/10/2024	INV	PD	Concession Split (Jan, Fe
373 INVOICES					1,053,882.54				

** END OF REPORT - Generated by Tom Odens **

VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	DESCR
100467 CENTERPOINT ENERGY										
STMT/03-2024		03/22/2024	EFTCK526	526	9,338.30	9,338.30	04/06/2024	DIR	PD	Natura
CHECK DATE:	03/22/2024									
STMT/04-24		04/11/2024	EFTCK527	527	14,072.31	14,072.31	04/12/2024	DIR	PD	Natura
CHECK DATE:	04/16/2024									
100492 MN DEPT OF REVENUE										
STMT/03-24		04/22/2024	EFTCK528	528	2,497.92	2,497.92	05/07/2024	DIR	PD	Sales
CHECK DATE:	04/22/2024									
100467 CENTERPOINT ENERGY										
STMT/03-2024-2		04/22/2024	EFTCK529	529	6,470.87	6,470.87	05/07/2024	DIR	PD	Natura
CHECK DATE:	04/22/2024									
4 INVOICES					32,379.40					

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



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.J.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Willmar Township Fire Agreement		

RECOMMENDED ACTION:

Adopt the Resolution Authorizing the Mayor and City Administrator to Execute the Fire Agreement with Willmar Township for the period April 1, 2024, through March 31, 2025.

OVERVIEW:

Willmar Township is under an annual contract for Willmar Fire Department service. A statewide formula has been used for decades to calculate the Township cost sharing proposal and is enclosed with current numbers.

	Willmar Township
2024	\$34,952.00 based on 145 firefighter hours accumulated in 2023
2023	\$26,976.16 based on 74 firefighter hours accumulated in 2022
2022	\$29,717.23 based on 91 firefighter hours accumulated in 2021
2021	\$31,838.72 based on 179 firefighter hours accumulated in 2020
2020	\$28,408.48 based on 126 firefighter hours accumulated in 2019
2019	\$30,366.27 based on 220 firefighter hours accumulated in 2018

BUDGETARY/FISCAL ISSUES:

\$34,952.00 for the Willmar Townships fiscal year of which, \$17,476.00 is due June 1, 2024, and \$17,476.00 is due October 1, 2024.

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. 2024 Resolution Willmar Township Contract
2. Willmar Fire Contract
3. Willmar Township Fire Cost 2024

RESOLUTION NO. 2024-____

**A RESOLUTION APPROVING WILLMAR TOWNSHIP FIRE AGREEMENT
IN THE AMOUNT OF \$26,976.16**

Motion By: _____ Second By: _____

WHEREAS Willmar Township annually contracts with the City of Willmar Fire Department for fire protection services; and

WHEREAS it is the established practice of the City of Willmar to use a statewide formula to calculate the township cost sharing proposal;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute the fire protection agreement with Willmar Township for the period April 1, 2024 through March 31, 2025, in the amount of \$34,952.00.

Dated this 6th day of May, 2024.

MAYOR

Attest:

CITY CLERK

AGREEMENT FOR FIRE DEPARTMENT SERVICE

THIS AGREEMENT, made this _____ day of _____, 2024, by and between the City of Willmar, a municipal corporation of Kandiyohi County, Minnesota, hereinafter referred to as "City", and the Township of Willmar, a political subdivision of the State of Minnesota, hereinafter referred to as "Township".

WHEREAS, the Township deems it advisable to have available for the benefit of the residents of said Township services of the City's Fire Department, and the electors of said Township having, pursuant to law, provided a fund for the furnishing of said services, and

WHEREAS, the City has authorized its Mayor and City Administrator to enter into a contract with the Township for the furnishing of said services;

NOW, THEREFORE, IT IS AGREED between the parties hereto, that for the period commencing April 1, 2024, and terminating March 31, 2025, the Fire Department of the City will answer fire calls within the Township of Willmar which the City is requested to answer by the township, and will respond to such calls with such fire fighting apparatus of the City Fire Department as may be authorized by the Insurance Services Office, and all equipment and resources deemed necessary by the incident commander, and will render all assistance possible in the saving of life and property, subject to City retaining in its corporate limits sufficient firefighters and equipment to maintain its fire class rating, and subject to the terms of this Agreement.

As payment for such services, the Township agrees to pay, pursuant to the formula attached hereto and made a part hereof, the amount of THIRTY-FOUR THOUSAND, NINE HUNDRED FIFTY-TWO DOLLARS AND ZERO CENTS (\$34,952.00) payable SEVENTEEN THOUSAND, FOUR HUNDRED SEVENTY SIX DOLLARS AND ZERO CENTS, (\$17,476.00) on June 1, 2024, and SEVENTEEN THOUSAND, FOUR HUNDRED SEVENTY SIX DOLLARS AND ZERO CENTS, (\$17,476.00) on October 1, 2024.

IT IS FURTHER UNDERSTOOD AND AGREED that at times weather and road conditions through the seasons of the year demand for City's firefighters and equipment to be used at a fire within the City, or other special circumstances, may interfere in the rendering of the service contemplated herein, and in the event, failure to furnish the service herein agreed upon shall not be a breach of this Agreement. In an event whereby equipment and firefighters cannot leave the City, Willmar Fire Command will activate mutual aid to render service to the township. Failure of the City to provide the services herein contracted for shall not result in the City being liable to Township or its residents for actual or consequential damages or for any other damages.

IT IS FURTHER UNDERSTOOD AND AGREED that the City will submit a billing statement to the Township within five (5) working days subsequent to a fire call listing the number of firefighters involved, firefighter hours, vehicles in use, and other data pertinent to assisting the township in making a "bill for services rendered" to the property owner receiving fire assistance. It shall be further understood that the sum total of the billings will not necessarily equal the annual contract price between the City and Township due to various formula charges such as building and/or vehicle depreciation costs and administration and training costs, which will not be a part of the individual billing statements.

IT IS FURTHER UNDERSTOOD AND AGREED that in the event of a hazardous materials incident the City reserves the right to exclude the call from the annual Funding Formula and bill the cost of the services rendered for special hazardous materials equipment and related costs directly to the owner of the property.

Township does hereby guarantee to the City that it is an equal opportunity employer and that it meets all United States Government and State of Minnesota Equal Opportunity Employment Requirements or that they are exempt from these provisions.

This Agreement may be terminated upon thirty (30) calendar day's written notice by either party or the other party, and the cost of services prorated to the time of termination.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by the respective officers thereof, and the respective seals of the parties have been affixed thereto.

CITY OF WILLMAR, A MUNICIPAL CORPORATION

BY: _____

DOUGLAS REESE, MAYOR

(S E A

L)

BY: _____

LESLIE VALIANT, CITY ADMINISTRATOR

(S E A

L)

In the Presence of:

TOWNSHIP OF WILLMAR

BY: _____

CHAIRMAN

(S E A

L)

In the Presence of:

BY: _____

SUPERVISOR

(S E A

L)

WILLMAR TOWNSHIP - 2024

FIRE COST FORMULA

$$S = [(C \times 1.05) + E/20 + P/50] \frac{(U + V)}{2}$$

S = Cost of fire service for one year.

C = 2023 actual operating cost of the Fire Department.

E/20 = Cost of apparatus used for township fires depreciated for 20 years.

P/50 = Cost of physical plant depreciated over 50 years.

1.05 = A number that when C is multiplied by it, the answer will be C plus an additional 5 percent charge for administration and accounting.

U = Percent of Fire Fighting hours used by contracting unit in 2023.

V = Percent market valuation of buildings and mobile home personal property for the area of the contracting unit being served as to the total market value of buildings and mobile home personal property in the area served by the Fire Department.

C = \$957,504.77 (2023 Fire Department costs).

E/20 = \$76,197.10 (cost of apparatus sent to township \$1,523,942.00)
[units (5257) \$598,000 + (5276) \$315,942 + (5298) \$610,000]

P/50 = \$3,888.85 (cost of building to maintain trucks \$194,442.50).

Payment for Actual Fire Calls			Protection		
<u>U = Use of Fire Department by Firefighter Hours</u>			<u>V = Market Value of buildings in Fire Service</u>		
2022			2022		

<u>Unit</u>	<u>Firefighter Hours</u>	<u>Percent of Total</u>	<u>Unit</u>	<u>Market Value</u>	<u>Percent of Total</u>
City of Willmar	6,711	.935	City of Willmar	\$1,367,690,500	.9016
Willmar Township	145	.021	Willmar Township	\$65,817,400	.0434
Dovre	314	.044	Dovre	\$83,482,700	.055
TOTAL	7,170	1.0000	TOTAL	\$1,516,990,600	1.0000

U = .021

V = .0434

S = [(\$957,504.77 x 1.05) + \$76,197.10 + \$3,888.85] x $\frac{.021 + .0434}{2}$

S = \$1,085,465.96 x .0322

S = \$34,952.00



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.K.
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 One Ton Truck Purchase		

RECOMMENDED ACTION:

Adopt the resolution purchasing a 2024 Chevrolet Silverado 3500 one ton pickup from Schwieters Chevrolet of Willmar, Inc. in the amount of \$51,437.50

OVERVIEW:

Public Works staff solicited quotes for the purchase and replacement of our current 2012 Ford F-150. This vehicle was originally scheduled for replacement last year but was pushed off one year due to lack of funds with increased vehicle prices. Two quotes were received, both for a one ton crew cab pickup. One quote was from Mills Ford Chrysler of Willmar in the amount of \$56,245, and the other quote was from Schwieters Chevrolet of Willmar in the amount of \$55,680. Staff felt a one ton would be more beneficial over a half ton to increase towing capacity for items like the Bobcat and roller. A crew cab versus a regular cab will allow the department to transport employees with less vehicles. The 2012 F-150 is showing its age with rust and excessive wear. There is an electrical issue with the fuel system that is intermittent and has been difficult to troubleshoot for repairs.

BUDGETARY/FISCAL ISSUES:

\$55,000 is included in the CIP for the purchase. The current F-150 will be traded in at Schwieters for \$8,000, bringing the total purchase price to \$51,437.50.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution- PW Silverado Purchase
2. Mills Ford F350 Quote
3. Schwieters Silverado 3500 Quote
4. 2012 Ford F-150
5. 125503 - Half Ton Truck Replacement Form

RESOLUTION NO. ____

**A RESOLUTION APPROVING THE PURCHASE OF A 2024 SILVERADO 3500 IN THE AMOUNT OF
\$51,437.50.**

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 2024 Chevrolet Silverado 3500 from Schwieters Chevrolet of Willmar, Inc. is accepted, and be it further resolved the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the total amount of \$51,437.50.

Dated this 6th day of May, 2024

Mayor

Attest:

City Clerk

Mills Ford Chrysler of Willmar

Date: **4/10/2024**

Salesperson: **Alroy Mahlum**

Manager: **Tim Baker**

FOR INTERNAL USE ONLY

BUSINESS NAME CONTACT

CITY OF WILLMAR

Home Phone :

Address : **WILLMAR, MN 56201
KANDIYOHI**

Work Phone :

E-Mail :

Cell Phone : **(763) 226-6240**

VEHICLE

Stock # : New / Used : **New** VIN : Mileage:

Vehicle : **2024 Ford F-350**

Color :

Type : **XL 4x4 SD Crew Cab 6.75 ft. box 160**

TRADE IN

Payoff : VIN : **1FTFX1EF1CFB65503** Mileage: **92,778**

Vehicle : **2012 Ford F-150**

Color : **Dark Blue Pearl Metallic [Blue]**

Type : **XLT 4x4 Super Cab Styleside 6.5 ft.**

Loan Payments

Estimated

Cash Down		3,000	5,000
36 Months	1584	1489	1425
48 Months	1240	1165	1115
60 Months	1034	972	930

Market Value Selling Price 56,245.00

* A.P.R. Subject to equity and credit requirements.

+Tax + Fees

Customer Approval: _____

Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.



Name: City Of Willmar
Phone: (320) 235-4913
Email: jjuven@willmarmn.gov

Address: PO-box 755
WILLMAR, MN 56201

Sales Manager:
Sales Person: Mason Drewiczak

Trade Vehicle: 2012 Ford F150 Super Cab XLT Pickup 4D 6 1/2 ft
VIN: 1FTFX1EF2CFB65503
DMS Number:

Mileage: 92768

New 2024 Chevrolet Silverado
3500HD 4WD Crew Cab 159" Work
Truck

Stock:
VIN: 2GC4YSE75R1210641
Odometer:
Color:
Engine:
Transmission: 10-Speed A/T
MPG:
Style: Standard Bed

FINANCE DETAILS

NET SELLING PRICE	\$ 55,680.00
TRADE AMOUNT	(\$ 8,000.00)
TOTAL FEES	\$ 479.50
TOTAL TAXES	\$ 3,278.00
SALES SUB TOTAL	\$ 51,437.50
TOTAL AMOUNT DUE	\$ 51,437.50

YOU'RE SAVING \$3,550.00

\$3,000.00 off MSRP
\$550.00 with Trade Tax Credit

X

Customer Signature

X

Sales Signature



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

Department Head - I am requesting the following to occur:

Check Applicable Box

Addition - (To the overall number of vehicles in our fleet):				☐
Deletion - (From the overall number of vehicles in our fleet and not to be replaced):				☐
Replacement - (To be replaced by another vehicle):				☒
Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)				☐
Re-assignment - (Transfer to another City Dept.):				☐
Fixed Asset Number:				<i>Reminder to Attach Photo</i>
Vehicle Number:	125503	Replacement Cost:	\$55,000	
Vehicle Year:	2012	Vehicle Model:	Ford F-150	
Mileage:	84,547 OR	Hours on vehicle:		

(Comments): Recommend replacement

Initial GM

Operator or Supervisor (comments if applicable):

The purchase of this vehicle was pushed off from last year. With the inflation last year we didn't have enough funds to purchase a truck that fit our needs. Those funds were transferred to the Parks and Rec Dept. which allowed them to purchase a single cab truck. A new truck with four doors would allow us to transport employees with less vehicles.

Initial KR

Mechanic (comments if applicable):

This truck is showing its age. The cab is very rusty. The seats have excessive wear. We have been chasing an electrical issue with the fuel system for a couple years that is very intermittent. I would recommend replacement.

Initial JJ

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

Date

_____**APPROVED**

_____**DENIED**

City Administrator

Date



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.L.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Abby Ahrendt, Administrative Assistant
Ordinance:	No	Presented By:	
Item:	Resolution amending Resolution No. 2023-186 Agricultural Land Leases		

RECOMMENDED ACTION:

That the Council approve the Resolution amending the 2023-186 Agricultural Land Leases.

OVERVIEW:

The amendment corrects the lease totals for Tract 2, Tract 4, and Row 1 and reflects the sale of city-owned land.

BUDGETARY/FISCAL ISSUES:

Resolution NO. 2023-186 approved amount \$101,146.80

Correct amount paid \$94,023.60

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution Amending Resolution No. 2023-186

RESOLUTION NO.

Resolution Amending Resolution No. 2023-186 Agricultural Land

Motion By: _____

Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute a Resolution to Amend Resolution No. 2023-186 Land Lease Agreements between the City of Willmar and the following Lessees:

Location	Tillable Acres	Bid/Acre	Resolution Amount	Amount Paid	Bidder
Tract 1	49	\$ 266	\$ 13,034.00	\$ 13,034.00	Preston Asche
Tract 2	19	\$ 266	\$ 5,035.00	\$ 5,054.00	Preston Asche
Tract 3	15	\$ 250	\$ 3,750.00	\$ 3,750.00	Preston Asche
Tract 4	30.7	\$ 266	\$ 8,135.50	\$ 8,166.20	Preston Asche
Tract 5	16.2	\$ 101	\$ 1,636.20	\$ 1,636.20	Mark Johnson
Tract 6	8	\$ 185	\$ 1,480.00	\$ 1,480.00	Justin Boike
Row 1	12.1	\$ 150	\$ 2,601.50	\$ 1,815.00	Mark Bredesen
Row 2	56	\$ 300	\$ 16,800.00	\$ 16,800.00	Daniel Groothuis
Row 3	10.62	\$ 20	\$ 1,062.00	\$ 1,062.00	Daniel Groothuis
Row 4	98.3	\$ 222	\$ 21,822.60	\$ 21,822.60	Justin Boike
Row 5	6	\$ 50	\$ 300.00	\$ 300.00	Daniel Groothuis
Row 6	45	\$ 192	\$ 8,640.00	\$ 8,640.00	Justin Boike
Hay Ground	155	\$ 70	\$ 10,850.00	\$ 10,463.60	Breck Erickson

Dated this 6th day of May, 2024

MAYOR

Attest:

CITY CLERK



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.M.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit - VFW 1639		

RECOMMENDED ACTION:

Motion to Approve the State Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License, pending Police Department approval, on a Roll Call Vote

OVERVIEW:

The VFW 1639 dba Finstad-Week Post has plans to serve alcohol during an outdoor Customer Appreciation Day event from May 31, through June 2, 2024, in a fenced-in area of their parking lot. A State Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License is required to distribute or consume alcohol outside of their designated premised area.

BUDGETARY/FISCAL ISSUES:

\$100.00 application fee.

ALTERNATIVES TO CONSIDER:

Deny the serving of alcohol outside of their designated premised area.

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.N.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License 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:

The Intuition Brewing LLC dba Intuition Brewing; has plans to sell alcohol during Willmar Fests Block Party on June 20, 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:	May 6, 2024	Agenda Item Number:	5.O.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Statutory Municipal Liability Coverage Limits - City Options		

RECOMMENDED ACTION:

Approve the Resolution Adopting the Municipal Tort Limits Set at \$500,000 Per Claimant, \$1,500,000 Per Occurrence.

OVERVIEW:

In the past, the Council has chosen Option 1- “does not waive” the statutory tort limits.

The statutory municipal tort liability limits for 2024 are set at \$500,000 per claimant, \$1,500,000 per occurrence.

The city will have \$1,500,000 of coverage limits available for most claims. But on those claims to which the statutory limits apply, the city and LMCIT will be able to use the statutory tort liability limit to limit an individual claimant’s recovery to no more than \$500,000.

The statutory liability limit only comes into play if somebody has been injured by the city’s negligence, and has proved to the court that his/her actual injuries exceed \$500,000. The statutory liability limit means, very literally, that the city and LMCIT won’t fully compensate that individual for his/her injuries, which the city caused. Because of this, some cities may decide that as a matter of public policy you want to have more than \$500,000 available to compensate a citizen who has been injured by the city’s negligence.

Since it increases the exposure, there is an additional premium charge of 3.5% if the city decides to waive the statutory per-person limit. Options for the Council to consider are:

**If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.

**If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the city’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits

apply would also be limited to \$2,000,000, regardless of the number of claimants.

**If the city waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

BUDGETARY/FISCAL ISSUES:

No Financial impact unless a new option is selected.

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. Resolution APPROVING STATUTORY MUNICIPAL LIABILITY COVERAGE LIMITS

RESOLUTION NO.

A RESOLUTION APPROVING STATUTORY MUNICIPAL LIABILITY COVERAGE LIMITS

Motion By: _____ Second By: _____

WHEREAS, cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of coverage purchased; and

WHEREAS, the City Council has reviewed the various options for monetary limits on municipal tort liability; and

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the City does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

Dated this 6th day of May, 2024.

MAYOR

Attest:

CITY CLERK

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	1,422,353.00	1,422,353.00	645,374.45	1,382,017.46	40,335.54
402 - Commercial/Industrial	3,352,405.30	3,352,405.30	1,467,514.26	3,010,282.98	342,122.32
404 - City Franchise Fee	493,047.70	493,047.70	219,693.33	463,697.62	29,350.08
405 - Transmission	480,495.32	480,495.32	198,466.60	406,479.10	74,016.22
419 - Interest	75,000.00	75,000.00	98,053.86	202,806.67	-127,806.67
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-113,142.72	-53,366.28	53,366.28
499 - Miscellaneous Revenues	163,331.68	163,331.68	28,165.99	203,306.68	-39,975.00
Revenue Total:	5,986,633.00	5,986,633.00	2,544,125.77	5,615,224.23	371,408.77
Expense					
500 - Production	47,331.06	47,331.06	14,332.76	16,355.82	30,975.24
555 - Purchased Power	2,932,182.48	2,932,182.48	1,154,350.32	2,483,093.36	449,089.12
560 - Transmission	732,918.52	732,918.52	291,762.92	620,842.32	112,076.20
580 - Distribution	357,961.02	357,961.02	138,233.46	314,103.74	43,857.28
900 - Customer Service	32,389.18	33,222.52	17,761.87	33,509.46	-286.94
906 - Energy Services/Marketing	26,600.16	26,600.16	533.20	2,017.26	24,582.90
920 - General & Administrative	454,831.52	454,831.52	199,900.17	460,575.44	-5,743.92
997 - Cash Payment to City	355,997.86	355,997.86	179,383.33	358,766.66	-2,768.80
998 - Depreciation	352,677.34	352,677.34	173,806.14	345,385.61	7,291.73
999 - Miscellaneous	833.00	0.00	0.00	11,595.00	-11,595.00
Expense Total:	5,293,722.14	5,293,722.48	2,170,064.17	4,646,244.67	647,477.81
Fund: 100 - Electric Surplus (Deficit):	692,910.86	692,910.52	374,061.60	968,979.56	-276,069.04
Fund: 200 - Water					
Revenue					
401 - Residential	452,972.72	452,972.72	202,363.75	398,722.86	54,249.86
402 - Commercial/Industrial	484,766.00	484,766.00	210,280.51	422,858.71	61,907.29
419 - Interest	8,330.00	8,330.00	11,583.43	21,822.02	-13,492.02
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-12,571.41	-5,929.58	5,929.58
499 - Miscellaneous Revenues	12,928.16	12,928.16	11,509.07	15,905.56	-2,977.40
Revenue Total:	958,996.88	958,996.88	423,165.35	853,379.57	105,617.31
Expense					
500 - Production	63,420.42	63,420.42	11,787.89	42,754.53	20,665.89
580 - Distribution	207,438.48	207,438.48	84,347.62	176,683.54	30,754.94
900 - Customer Service	19,188.80	19,188.80	8,130.07	15,058.92	4,129.88
920 - General & Administrative	150,690.06	150,690.06	68,850.53	150,466.06	224.00
998 - Depreciation	268,002.08	268,002.08	33,747.50	67,495.01	200,507.07
Expense Total:	708,739.84	708,739.84	206,863.61	452,458.06	256,281.78
Fund: 200 - Water Surplus (Deficit):	250,257.04	250,257.04	216,301.74	400,921.51	-150,664.47
Total Surplus (Deficit):	943,167.90	943,167.56	590,363.34	1,369,901.07	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	YTD Budget	YTD Budget			Remaining
100 - Electric	692,910.86	692,910.52	374,061.60	968,979.56	-276,069.04
200 - Water	250,257.04	250,257.04	216,301.74	400,921.51	-150,664.47
Total Surplus (Deficit):	943,167.90	943,167.56	590,363.34	1,369,901.07	

Issued Dates: 4/1/2024 to 4/30/2024
 Report Name: Monthly External Permits Report
 Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 5/1/2024
 Page: 1

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033747	4/2/2024	318 8th St SW	95-003-4410 Lot 5, Block 39 Willmar, Town Of (Original)	Siding Residential Add/Alter	Residential Reside	\$8,500.00	\$4.25
WI033751	4/5/2024	604 9th St SW	95-006-2610 Lot 2, Block 75 First Addition To The Town Of Willmar	Single Family Replace	A/C Replacement	\$5,500.00	\$26.00
WI033769	4/5/2024	1417 18th St SW	95-861-0220 Lot 2, Block 2 West Park 2nd Addition	Reroofing Residential Add/Alter	Residential Reroof	\$10,380.00	\$35.19
WI033775	4/1/2024	2505 Transportation Dr NE	95-901-0300	Reroofing Commercial Add/Alter	Commercial Reroof	\$2,980,000.00	\$14,265.56
WI033781	4/5/2024	2217 Country Club Dr NE	95-137-0122 Block 1 Country Club Terrace	Alteration Residential Add/Alter	Rim joist repair	\$2,600.00	\$76.05
WI033784	4/2/2024	411 20th St NW	95-460-0020 Lot 2, Block 1 Lakeside Court	Reroofing Residential Add/Alter	Residential Reroof	\$18,000.00	\$39.00
WI033785	4/2/2024	815 16th St SW	95-042-0160 Block 1 Barnstad's Second Addition	Single Family Replace	A/C Replacement	\$4,999.00	\$26.00
WI033786	4/2/2024	208 High Ave NE	95-730-1050 Lot 5, Block 7 Sperry's Addition	Single Family Replace	Gas Furnace & A/C Replacement	\$7,000.00	\$56.00
WI033794	4/2/2024	1908 11th St SW	95-132-0030 Lot 3, Block 1 Chief Addition	Alteration Residential Add/Alter	Installing roof system over fron porch area	\$15,000.00	\$378.34
WI033796	4/3/2024	301 Country Club Dr NE	95-798-0010 Lot 1, Block 1 Ted's Terrace	Siding Residential Add/Alter	Residential Reside	\$10,000.00	\$55.00
WI033797	4/3/2024	1412 17th St SW	95-861-0280 Lot 8, Block 2 West Park 2nd Addition	Siding Residential Add/Alter	Residential Reside	\$8,000.00	\$54.00

Issued Dates: 4/1/2024 to 4/30/2024
 Report Name: Monthly External Permits Report
 Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 5/1/2024
 Page: 2

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033798	4/4/2024	1208 Olena Ave SE	95-914-2620	Reroofing Commercial Add/Alter	Commercial Reroof	\$221,549.00	\$1,982.33
WI033799	4/4/2024	1218 Becker Ave SW	95-006-6920 Block 109 First Addition To The Town Of Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$1,000.00	\$31.00
WI033800	4/5/2024	315 9th St SW	95-003-4470 Block 39 Willmar, Town Of (Original)	Reroofing Residential Add/Alter	Residential Reroof	\$15,000.00	\$7.50
WI033801	4/5/2024	1012 Irene Ave SE	95-665-0180 Lot 8, Block 2 Perkins 5th Addition	Reroofing Residential Add/Alter	Residential Reroof	\$13,000.00	\$36.50
WI033803	4/8/2024	313 Litchfield Ave SW	95-003-5160 Block 44 Willmar, Town Of (Original)	Commercial/Ind Alt/Remodel	Exhaust Fans for Bathroom Remodel	\$3,200.00	\$1.60
WI033804	4/8/2024	1413 Minnesota Ave SW	95-570-1060 Block 8 Nursery Addition	Single Family Replace	Gas Furnace Replacement	\$7,712.00	\$31.00
WI033805	4/8/2024	511 5th St SE	95-222-0550 Block 4 Ferrings 2nd Addition	Single Family Replace	Gas Furnace Replacement	\$4,462.00	\$31.00
WI033806	4/8/2024	2500 Country Club Dr NE	95-137-0140 Block 2 Country Club Terrace	Reroofing Residential Add/Alter	Residential Reroof	\$26,000.00	\$43.00
WI033807	4/30/2024	503 24th Ave SE		New Commercial New	Construct Pool Mechanical and Restroom Building	\$16,442.00	\$412.09
WI033808	4/8/2024	1416 7th St SW	95-780-1080 Block 5 Sunnyside	Fire Repair Residential Add/Alter	Repair due to fire in garage	\$96,705.00	\$916.85
WI033810	4/10/2024	3330 Eagle Ridge Dr W	95-149-0610 Lot 2, Block 1 Eagles Landing Twin Addition	Reroofing Residential Add/Alter	Residential Reroof	\$25,000.00	\$42.50

Issued Dates: 4/1/2024 to 4/30/2024
 Report Name: Monthly External Permits Report
 Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 5/1/2024
 Page: 3

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033811	4/11/2024	623 2nd St SE	95-740-2080 Block 13 Spicer's Addition	Reroofing Residential Add/Alter	Residential Reroof	\$4,620.00	\$2.31
WI033812	4/11/2024	524 19th St SE	95-094-0200 Lot 1, Block 1 Boulder Point	Reroofing Residential Add/Alter	Residential Reroof/ Siding Repair	\$29,000.00	\$44.50
WI033813	4/11/2024	2505 Willmar Ave SW	95-921-5860	Reroofing Commercial Add/Alter	Commercial Reroof	\$708,284.00	\$4,129.64
WI033816	4/15/2024	2808 12th Ave NW	95-135-0210 Lot 1, Block 2 College View	Reroofing Residential Add/Alter	Residential Reroof	\$6,000.00	\$33.00
WI033817	4/15/2024	816 3rd St SW	95-280-0850 Lot 5, Block 5 Hanson's Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$15,000.00	\$37.50
WI033818	4/15/2024	2701 14th Ave NW	95-135-0350 Lot 15, Block 2 College View	Reroofing Residential Add/Alter	Residential Reroof	\$6,200.00	\$33.10
WI033819	4/16/2024	1812 17th St NW	95-604-0050 Lot 5, Block 1 Oslo Meadows	New New Single-Family Dwelling	New single family dwelling	\$263,534.00	\$2,948.73
WI033820	4/16/2024	1812 17th St NW	95-604-0050 Lot 5, Block 1 Oslo Meadows	Single Family New	PLumbing for new single family dwelling	\$0.00	\$234.00
WI033821	4/16/2024	1812 17th St NW	95-604-0050 Lot 5, Block 1 Oslo Meadows	Single Family New	HVAC for new home	\$263,534.00	\$132.77
WI033824	4/17/2024	2809 12th Ave NW	95-135-0840 Lot 4, Block 5 College View	Reroofing Residential Add/Alter	Residential Reroof	\$7,889.00	\$33.94
WI033825	4/17/2024	609 36th St NW	95-833-0220 Lot 2, Block 3 Valley Brook Estates	Reroofing Residential Add/Alter	Residential Reroof	\$8,631.00	\$34.32
WI033826	4/17/2024	1101 Olena Ave SE	95-665-0260 Lot 16, Block 2 Perkins 5th Addition	Reroofing Residential Add/Alter	Residential Reroof	\$6,715.00	\$33.36

Issued Dates: 4/1/2024 to 4/30/2024
 Report Name: Monthly External Permits Report
 Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 5/1/2024
 Page: 4

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033827	4/17/2024	1313 Ella Ave NW	95-009-0370 Block 127 Second Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$12,012.00	\$36.01
WI033828	4/17/2024	1601 College Park Cir NW	95-134-0080 Lot 8 College Park	Reroofing Residential Add/Alter	Residential Reroof	\$14,135.00	\$37.07
WI033829	4/17/2024	1519 Monongalia Ave SW	95-042-0050 Block 1 Barnstad's Second Addition	Reroofing Residential Add/Alter	Residential Reroof	\$8,736.00	\$34.37
WI033830	4/18/2024	304 Vos Park Drive NW	95-835-0130 Lot 13, Block 1 Vos Park	Reroofing Residential Add/Alter	Residential Reroof	\$10,900.00	\$35.45
WI033832	4/19/2024	408 26th Ave SW	95-683-0660 Lot 16, Block 5 Portland Acres 3rd Addition	Siding Residential Add/Alter	Residential Reside	\$15,900.00	\$57.95
WI033833	4/19/2024	401 Rice Ave SW	95-280-0210 Block 2 Hanson's Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$13,000.00	\$36.50
WI033834	4/19/2024	1205 28th St NW	95-135-0460 Lot 26, Block 2 College View	Siding Residential Add/Alter	Residential Reside	\$4,413.00	\$52.21
WI033835	4/19/2024	415 Becker Ave SE	95-240-0090 Lot 9 Gilbertson's Subdivision	Reroofing Residential Add/Alter	Residential Reroof	\$9,499.00	\$4.75
WI033836	4/19/2024	216 Litchfield Ave SE	95-310-0060 Highland Addition To Willmar	Reroofing Residential Add/Alter	Residential Reroof	\$19,239.00	\$9.62
WI033837	4/19/2024	1013 6th St SE	95-230-0115 Block 1 Gesch Addition	Reroofing Residential Add/Alter	Residential Reroof	\$13,600.00	\$36.80

City of Willmar Monthly External Permits Report

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033838	4/19/2024	822 Park Ave NW	95-820-0040 Block 1 Thorpe & Lien's Addition	Fire Sprinkler/Fire Alarm Commercial Add/Alter	Fire Alarm Panel Replacement	\$9,280.00	\$272.35
WI033839	4/19/2024	1118 Ramblewood Ave SW	95-690-1170 Lot 17, Block 6 Ramblewood Addition	Single Family Replace	Gas Furnace Replacement	\$4,743.00	\$31.00
WI033842	4/22/2024	2604 6th Ave SE	95-882-0310 Lot 15, Block 3 Woodberry Addition	New New Single-Family Dwelling	New single family home	\$287,380.00	\$3,158.65
WI033843	4/16/2024	2604 6th Ave SE	95-882-0310 Lot 15, Block 3 Woodberry Addition	Single Family New	Plumbing for new home	\$0.00	\$220.00
WI033844	4/22/2024	2604 6th Ave SE	95-882-0310 Lot 15, Block 3 Woodberry Addition	Single Family New	HVAC for single family home	\$287,380.00	\$144.69
WI033845	4/22/2024	2305 21st Ave SW	95-715-0120 Lot 2, Block 2 Southgate Addition	Deck Residential Add/Alter	Residential Deck	\$5,872.00	\$188.15
WI033847	4/22/2024	603 9th St SE	95-840-0060 Welch's Addition	Alteration Residential Add/Alter	Frame door into exterior wall	\$1,500.00	\$49.50
WI033848	4/22/2024	1805 9th St SW	95-922-6460	Siding Residential Add/Alter	Residential Reside	\$20,000.00	\$60.00
WI033850	4/22/2024	1010 Gorton Ave NW	95-003-0430 Block 4 Willmar, Town Of (Original)	Reroofing Residential Add/Alter	Residential Reroof	\$15,000.00	\$37.50
WI033852	4/24/2024	404 24th Ave SW	95-680-0770 Lot 7, Block 4 Portland Acres	Deck Residential Add/Alter	Residential Deck	\$10,700.00	\$293.69
WI033853	4/24/2024	2417 4th Ave SE	95-668-1450 Block 8 Pheasant Run	Reroofing Residential Add/Alter	Residential Reroof	\$4,500.00	\$32.25
WI033855	4/30/2024	1312 12th St SE	95-672-0090 Lot 9, Block 1 Pleasant View	Deck Residential Add/Alter	Residential Deck	\$1,800.00	\$94.64

Issued Dates: 4/1/2024 to 4/30/2024
 Report Name: Monthly External Permits Report
 Permit Type(s): Building, Mechanical, Plumbing

City of Willmar Monthly External Permits Report

Printed: 5/1/2024
 Page: 6

Permit #	Issued Date	Site Address		Permit Sub-Type and Work Type	Description	Valuation	Total Permit Fee
WI033856	4/24/2024	608 29th St NW	95-248-0250 Lot 5, Block 2 Glacial Valley Estates	Siding Residential Add/Alter	Residential Reside/Re-Roof	\$26,425.00	\$93.21
WI033858	4/24/2024	2419 4th Ave SE	95-668-1455 Block 8 Pheasant Run	Reroofing Residential Add/Alter	Residential Reroof	\$4,400.00	\$32.20
WI033859	4/24/2024	913 Augusta Ave SE	95-056-0240 Lot 4, Block 3 Bergquist's Estates	Reroofing Residential Add/Alter	Residential Reroof	\$9,000.00	\$34.50
WI033860	4/24/2024	1131 Ramblewood Ave SW	95-690-1620 Lot 12, Block 8 Ramblewood Addition	Reroofing Residential Add/Alter	Residential Reroof	\$8,923.00	\$34.46
WI033862	4/24/2024	801 Augusta Ave SE	95-660-0050 Lot 5, Block 1 Perkins 1st Addition	Reroofing Residential Add/Alter	Residential Reroof	\$4,000.00	\$32.00
WI033863	4/24/2024	604 Augusta Ave SE	95-660-0310 Lot 11, Block 2 Perkins 1st Addition	Single Family Replace	Water Heater Replacement	\$1,300.00	\$26.00
WI033872	4/29/2024	115 Litchfield Ave SE	95-012-0120 Third Addition To Willmar	Commercial/Ind Alt/Remodel	Remodel bathroom	\$0.00	\$1.00
WI033873	4/29/2024	1400 13th St SW	95-690-0950 Lot 5, Block 5 Ramblewood Addition	Reroofing Residential Add/Alter	Residential Reroof	\$21,000.00	\$40.50
WI033877	4/30/2024	1416 7th St SW	95-780-1080 Block 5 Sunnyside	Single Family Replace	Gas Furnace Replacement	\$6,800.00	\$31.00

Count: 65

Totals: \$5,670,893.00 \$31,495.95

Year-to-Date Summary (1/1/2024 through 4/30/2024)

Count: 161

YTD Totals: \$8,134,710.00 \$53,417.95



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	5.R.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Tom Odens, Finance Director
Item:	Investment Report through 3/31/2024		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Investment Portfolio through 3-31-24
2. Activity through 3-31-24
3. Interest Breakdown by Institution through 3-31-24
4. Historical Interest per quarter through 3-31-24



CASH/INVESTMENT PORTFOLIO AS OF MARCH 31, 2024

Investments:

1	Bremer Bank	MM	437680198	09/28/2018	N/A	1.000%	\$ 168,729.99	\$ 168,873.30
2	4M	MM	35205-101	01/31/2020	N/A	5.430%	1,500.61	1,500.61
3	4M	MM	35205-101-P	01/31/2020	N/A	5.450%	533,362.52	533,362.52
4	4M	MM	35205-201-21C	10/08/2021	N/A	5.430%	514,273.72	514,273.72
5	4M	MM	35205-203	09/14/2023	N/A	5.450%	5,021,759.38	5,021,759.38
6	UBS	MM		12/06/2023	N/A	5.330%	6,600,437.40	\$ 6,599,120.40
7	Bremer Wealth	TB	436308HF0	04/16/2020	04/01/2024	5.000%	200,000.00	\$ 200,000.00
8	Wells Fargo Adv	CD	90421MFQ1	12/27/2023	04/29/2024	5.350%	245,000.00	\$ 245,000.00
9	Multi-Bank Sec	FHLMC	3134GXG73	08/12/2022	08/12/2024	4.100%	1,500,000.00	\$ 1,492,335.00
10	Wells Fargo Adv	FHLB	3130APWJ0	12/10/2021	09/10/2024	1.000%	500,000.00	\$ 489,800.00
11	Bremer Wealth	FFCB	3133EMBD3	09/25/2020	09/24/2024	0.360%	200,000.00	\$ 195,202.00
12	Wells Fargo Adv	CD	05600XBJ8	11/25/2020	11/25/2024	0.300%	245,000.00	\$ 237,637.75
13	Multi-Bank Sec	FHLB	3130AQJM6	01/28/2022	01/28/2025	1.250%	1,000,000.00	\$ 968,400.00
14	Multi-Bank Sec	FHLB	3130AQYM9	02/28/2022	02/28/2025	1.250-5.000%	2,000,000.00	\$ 1,994,940.00
15	Multi-Bank Sec	FHLB	3130AR3N9	03/10/2022	03/10/2025	1.250-5.000%	1,000,000.00	\$ 999,190.00
16	Multi-Bank Sec	FHLB	3130ARGD7	04/14/2022	04/14/2025	2.000-4.000%	1,000,000.00	\$ 990,080.00
17	Multi-Bank Sec	FHLMC	3134GXE34	07/25/2022	07/25/2025	4.050%	1,500,000.00	\$ 1,482,285.00
18	Multi-Bank Sec	FHLB	3130ASR76	07/28/2022	07/28/2025	3.500-5.500%	500,000.00	\$ 498,855.00
19	Bremer Wealth	FHLMC	3134GWND4	03/02/2021	08/12/2025	0.600%	250,000.00	\$ 235,935.00
20	Wells Fargo Adv	FHLB	3130AKLN4	01/14/2021	10/14/2025	0.200-3.500%	1,000,000.00	\$ 947,840.00
21	Wells Fargo Adv	CD	48128UQY8	11/13/2020	11/13/2025	0.400-1.000%	245,000.00	\$ 228,781.00
22	Wells Fargo Adv	FHLB	3130AKTT3	01/29/2021	01/29/2026	0.300-1.000%	2,000,000.00	\$ 1,862,260.00
23	Wells Fargo Adv	FHLB	3130AKWD4	02/09/2021	02/09/2026	0.300-0.750%	2,000,000.00	\$ 1,857,320.00
24	Wells Fargo Adv	FHLB	3130ALGY4	03/16/2021	03/16/2026	0.500-1.000%	755,000.00	\$ 703,773.25
25	Wells Fargo Adv	FHLB	3130ALYA6	04/28/2021	04/28/2026	0.550-2.000%	1,000,000.00	\$ 945,350.00
26	Wells Fargo Adv	FHLB	3130ALX66	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	\$ 949,880.00
27	Wells Fargo Adv	FHLB	3130ALZ80	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	\$ 949,880.00
28	Wells Fargo Adv	CD	856285VS7	05/19/2021	05/19/2026	1.000%	245,000.00	\$ 226,176.65
29	Wells Fargo Adv	FHLB	3130AMKN1	05/27/2021	05/27/2026	0.500-2.250%	505,000.00	\$ 473,791.00
30	Wells Fargo Adv	FHLB	3130AMLA8	06/15/2021	06/15/2026	0.500-3.000%	1,860,000.00	\$ 1,757,960.40
31	Wells Fargo Adv	FHLB	3130AMZD7	06/30/2021	06/30/2026	0.500-2.500%	2,000,000.00	\$ 1,876,060.00
32	Wells Fargo Adv	FHLB	3130AMW57	06/30/2021	06/30/2026	0.650-2.000%	750,000.00	\$ 695,325.00
33	Bremer Wealth	TB	837445AL9	02/09/2021	07/01/2026	3.250%	450,000.00	\$ 435,177.00
34	Wells Fargo Adv	CD	795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	\$ 224,767.90
35	Bremer Wealth	FHLB	3130AMAQ5	04/22/2021	07/29/2026	1.000%	150,000.00	\$ 137,727.00
36	Wells Fargo Adv	FHLB	3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	\$ 936,750.00
37	Wells Fargo Adv	FHLB	3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	\$ 231,695.00
38	Wells Fargo Adv	FHLB	3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	\$ 917,260.00
39	Wells Fargo Adv	FHLB	3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	\$ 932,860.00
40	Wells Fargo Adv	FHLB	3130APMS1	10/28/2021	10/28/2026	0.750-4.000%	1,000,000.00	\$ 941,590.00
41	Multi-Bank Sec	CD	61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	\$ 224,331.80
42	Wells Fargo Adv	FHLB	3130APPP4	11/23/2021	11/23/2026	0.750-5.000%	935,000.00	\$ 883,462.80
43	Wells Fargo Adv	FHLB	3130APV51	11/24/2021	11/24/2026	1.000-4.000%	1,500,000.00	\$ 1,419,315.00
44	Wells Fargo Adv	FHLB	3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	\$ 945,010.00
45	Wells Fargo Adv	FHLB	3134GXWP5	06/23/2022	06/23/2027	3.000-5.250%	1,000,000.00	\$ 985,120.00
46	Wells Fargo Adv	FHLB	3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	\$ 1,840,180.00
47	Multi-Bank Sec	FHLB	3130AT3M7	09/16/2022	09/16/2027	4.000%	500,000.00	\$ 498,175.00
48	Multi-Bank Sec	FHLB	3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	\$ 449,955.00
49	Wells Fargo Adv	FHLB	3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	\$ 900,620.00
TOTAL INVESTMENT							\$ 51,115,063.62	\$ 49,246,943.48



INVESTMENT ACTIVITY REPORT FOR QUARTER ENDED MARCH 31, 2024

BALANCE AT PRIOR MONTH END DECEMBER 31, 2023	\$ 53,069,733.08
SUMMARY OF JANUARY THROUGH MARCH, 2023, TRANSACTIONS:	
01/30/24 Transfer from 4M Account 35205-203-P	(3,000,000.00)
01/31/24 Accrued Interest: UBS, Money Market	29,881.71
01/31/24 Accrued Interest: 4M, Money Market-35205-101	6.51
01/31/24 Accrued Interest: 4MP, Money Market-35205-101	2,368.15
01/31/24 Accrued Interest: 4M, Money Market-35205-203	2,250.16
01/31/24 Accrued Interest: 4MP, Money Market-35205-203	35,297.90
01/31/24 Accrued Interest: Bremer Bank, Money Market	143.07
02/28/24 Matured: Multi-Bank Securities, FHLB-3130AQVF7, 2/28/24, 1.000-2.000%	(1,000,000.00)
02/28/24 Market Value Adjustment: Multi-Bank Securities, FHLB-3130AQVF4	5,300.00
02/29/24 Accrued Interest: 4M, Money Market-35205-101	6.24
02/29/24 Accrued Interest: 4MP, Money Market-35205-101	2,222.65
02/29/24 Accrued Interest: 4M, Money Market-35205-203	2,131.93
02/29/24 Accrued Interest: 4MP, Money Market-35205-203	20,926.86
02/29/24 Accrued Interest: Bremer Bank Money Market	133.95
02/29/24 Accrued Interest: UBS, Money Market	27,845.29
03/31/23 Bremer Bank Interest Accrued to Money Market	143.31
03/31/24 4M Interest Accrued to Money Market 35205-101	6.77
03/31/24 4MP Interest Accrued to Money Market 35205-101	2,388.80
03/31/24 4M Interest Accrued to Money Market 35205.203	2,293.58
03/31/24 4MP Interest Accrued to Money Market 35205-203	22,491.05
03/31/24 UBC Interest Accrued to Money Market	29,721.57
03/31/24 Quarter-End Market Value Adjustment	(8,349.10)
MARCH 31, 2024 BALANCE	\$ 49,246,943.48



2024 Interest/Dividends Received By Institution

<u>Institution</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>2024 Year-To-Date</u>	<u>2023 Year-To-Date</u>
4M	\$ 39,922.72	\$ 25,287.68	\$ 27,180.20	\$ 92,390.60	\$ 26,058.07
Bremer Bank	\$ 143.07	\$ 133.95	\$ 143.31	\$ 420.33	\$ 269.69
Bremer Wealth Management	\$ 8,582.83	\$ 2,049.93	\$ 1,575.48	\$ 12,208.24	\$ 16,336.73
Heritage Bank	\$ 2,290.36	\$ 1,990.83	\$ 1,959.56	\$ 6,240.75	\$ 5,520.04
Multi-Bank Securities	\$ 47,875.00	\$ 65,750.00	\$ 28,156.42	\$ 141,781.42	\$ 120,005.73
UBS	\$ 29,881.71	\$ 27,845.29	\$ 29,721.57	\$ 87,448.57	\$ -
Wells Fargo Advisors	\$ 43,047.57	\$ 15,722.52	\$ 6,275.00	\$ 65,045.09	\$ 40,544.97
Totals	\$ 171,743.26	\$ 138,780.20	\$ 95,011.54	\$ 405,535.00	\$ 208,735.23



Historical Interest/Dividends Received Per Quarter 2014 through 03/31/2024

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2024	\$ 405,535.00	\$ -	\$ -	\$ -	\$ 405,535.00
2023	\$ 208,735.23	\$ 184,247.62	\$ 262,034.89	\$ 927,719.37	\$ 1,582,737.11
2022	\$ 51,425.47	\$ 92,025.80	\$ 115,301.08	\$ 158,956.69	\$ 417,709.04
2021	\$ 45,770.36	\$ 70,546.38	\$ 44,546.22	\$ 69,630.17	\$ 230,493.13
2020	\$ 251,403.43	\$ 211,548.65	\$ 101,244.27	\$ 63,649.97	\$ 627,846.32
2019	\$ 169,343.56	\$ 253,437.22	\$ 281,584.07	\$ 296,234.54	\$ 1,000,599.39
2018	\$ 174,572.53	\$ 258,322.75	\$ 180,554.87	\$ 304,728.14	\$ 918,178.29
2017	\$ 209,941.65	\$ 207,001.33	\$ 159,519.58	\$ 254,797.06	\$ 831,259.62
2016	\$ 203,419.67	\$ 243,624.43	\$ 128,705.25	\$ 203,709.56	\$ 779,458.91
2015	\$ 187,662.01	\$ 241,077.82	\$ 183,436.47	\$ 238,629.12	\$ 850,805.42
2014	\$ 196,385.66	\$ 258,307.26	\$ 182,514.61	\$ 259,763.87	\$ 896,971.40



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	9.A.
Agenda Section:	Public Hearing:	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Bethesda Staff
Item:	Public Hearing on Proposed Conduit Financing for Bethesda Senior Housing Project		

RECOMMENDED ACTION:

Approve resolution for Bethesda Senior Housing Conduit Financing

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. Prinsburg_Pennock_De Graff_Willmar (Bethesda 2024)_JOINT POWERS AGREEMENT
3. Willmar (Bethesda 2024)_LETTER TO CITY OF WILLMAR REGARDING HOST APPROVAL.docx-131648020-v1
4. 2024-062 Resolution JPA Bethesda

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

**JOINT POWERS AGREEMENT
PROVIDING FOR THE ISSUANCE OF REVENUE NOTES TO
FINANCE SENIOR HOUSING FACILITIES
(BETHESDA SENIOR HOUSING PROJECT)**

THIS AGREEMENT is entered into as of the 1st day of _____, 2024, by and between the City of Willmar, Minnesota (“Willmar”), the City of De Graff, Minnesota (“De Graff”), the City of Pennock, Minnesota (“Pennock”), and the City of Prinsburg, Minnesota (“Prinsburg” and, with De Graff and Pennock, the “Issuers” and, with Willmar, the “Cities”, or individually, a “City”). Each of the municipalities named above is a municipal corporation duly organized under the laws of the State of Minnesota.

WHEREAS, the Issuers have previously adopted a housing program (the “Housing Program”) in accordance with Minnesota Statutes, Chapter 462C; and

WHEREAS, it has been proposed by Bethesda StoneRidge, LLC, a Minnesota limited liability company (the “Borrower”), the sole member of which is Bethesda, a Minnesota nonprofit corporation (“Bethesda”), to finance the project described in the Housing Program through the issuance by the Issuers of revenue notes in a principal amount not to exceed in the aggregate \$30,000,000; and

WHEREAS, the Issuers and Willmar desire to assist the Borrower pursuant to this Joint Powers Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants and representations hereinafter contained, the parties hereto agree as follows:

1. Minnesota Statutes, Section 471.59 (the “Joint Powers Act”) provides that two or more governmental units, by agreement entered into through action of their governing bodies, may jointly or cooperatively exercise any power common to the contracting parties, and may provide for the exercise of such power by one or more of the participating governmental units.

2. In connection with revenue bonds issued under Minnesota Statutes, Chapter 462C (the “Housing Programs Act”), Section 462C.14, Subd. 3 provides for joint action between cities pursuant to the Joint Powers Act.

3. The Borrower has proposed, and the Issuers and Willmar hereby agree, to enter into this Joint Powers Agreement pursuant to the Housing Programs Act, pursuant to which the Issuers will issue revenue notes (the “Notes”) in the aggregate principal amount not to exceed \$30,000,000 and loan the proceeds thereof to the Borrower through agreements with the Borrower which require the Borrower to finance the project described in the next paragraph. The Issuers currently anticipate that each will issue Notes in principal amounts not to exceed \$10,000,000, but in no event in amounts that would cause the Notes not to be designated as bank qualified.

4. The “project” consists of (i) financing, 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, within Willmar (the "Facility"); (ii) funding any required reserve funds; and (iii) paying the costs of issuance (collectively, the "Project"). The Facility will be owned and operated by the Borrower.

5. The Issuers have previously adopted the Housing Program, which describes the housing development to be financed by the Borrower in Willmar.

6. Willmar has adopted a resolution evidencing its intent to enter into this Agreement and granting host approval of the issuance of Notes by the Issuers as required under the Internal Revenue Code of 1986, as amended (the "Code").

7. Each of the Issuers has adopted a resolution evidencing its intent to enter into this Agreement and granting approval for the issuance of its respective Note, as required under the Code.

8. The Issuers shall exercise the powers of the Housing Programs Act by adopting, approving, and executing such resolutions, documents, and agreements as shall be necessary or convenient to authorize, issue, and sell the Notes and such other resolutions, documents, and agreements as shall be necessary or required in connection with the issuance of the Notes and giving effect to or carrying out the provisions of this Agreement and documents under which the Notes are issued and/or secured.

9. The Notes shall be special, limited obligations of each of the Issuers, respectively, payable solely from proceeds, revenues and other amounts pledged thereto and more fully described in the respective Loan Agreements executed in connection with the Project. In no event shall the Notes ever be payable from or charged upon the general credit, taxing powers or any funds of any of the Cities; the Cities are not subject to any liability thereon; no owners of the Notes shall ever have the right to compel the exercise of the taxing power of any of the Cities to pay any of the Notes or the interest thereon, nor to enforce payment thereof against any property of any of the Cities; the Notes shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of any of the Cities; and the Notes do not constitute an indebtedness of any of the Cities within the meaning of any constitutional, statutory, or charter limitation.

10. This Agreement shall terminate upon the retirement or defeasance of all of the Notes or any obligations issued to refund the Notes, and this Agreement may not be terminated in advance of such retirement or defeasance.

IN WITNESS WHEREOF, each of the Cities has caused this Agreement to be executed on its behalf by its duly authorized officers, all as of the day and year first above written.

CITY OF WILLMAR, MINNESOTA,
an Issuer

By _____
Mayor

By _____
City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by Doug Reese and Leslie Valiant, the Mayor and City Administrator, respectively, of the City of Willmar, Minnesota, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

(NOTARIAL SEAL)

[Signature page to Joint Powers Agreement]

CITY OF DE GRAFF, MINNESOTA,
an Issuer

By _____
Mayor

By _____
City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF SWIFT)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by Randy Simmonds and _____, the Mayor and City Clerk, respectively, of the City of De Graff, Minnesota, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

(NOTARIAL SEAL)

[Signature page to Joint Powers Agreement]

CITY OF PENNOCK, MINNESOTA,
an Issuer

By _____
Mayor

By _____
City Administrator-Clerk-Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by Kevin Crowley and Dawn Johnson, the Mayor and City Administrator-Clerk-Treasurer, respectively, of the City of Pennock, Minnesota, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

(NOTARIAL SEAL)

[Signature page to Joint Powers Agreement]

CITY OF PRINSBURG, MINNESOTA,
an Issuer

By _____
Mayor

By _____
City Clerk-Treasurer

STATE OF MINNESOTA)
) ss.
COUNTY OF KANDIYOHI)

The foregoing instrument was acknowledged before me this ____ day of _____, 2024, by Roger Ahrenholz and Sarah Van Dyken, the Mayor and City Clerk-Treasurer, respectively, of the City of Prinsburg, Minnesota, a Minnesota municipal corporation, on behalf of said municipal corporation.

Notary Public

(NOTARIAL SEAL)

[Signature page to Joint Powers Agreement]

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

RESOLUTION NO. 2024-062

Resolution Authorizing a Joint Powers Agreement between the City of Willmar, City of De Graff, City of Pennock, and the City of Prinsburg for the Issuance of Revenue Notes to Finance Senior Housing Facilities

Motion By: Fagerlie

Second By: Butterfield

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute a Joint Powers Agreement for the Issuance of Revenue Notes to Finance Senior Housing Facilities.

Dated this 6th day of May, 2024

MAYOR

Attest:

CITY CLERK



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	9.B.
Agenda Section:	Public Hearing:	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Public Hearing of an Ordinance Authorizing Sale of Land CURA		

RECOMMENDED ACTION:

1. To approve the Ordinance authorizing the sale of 4.10 acres of land to CURA.
2. To Publish by Summary

OVERVIEW:

On Monday, March 11, the city council approved a resolution approving the transition of operations and conveyance of Willmar Care Center real estate to CURA. The next step in the process is for the Council to approve an ordinance authorizing the sale and conveyance of 4.10 acres of land to CURA.

BUDGETARY/FISCAL ISSUES:

NA

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. Ordinance authorizing sale of Care Center real estate to CURA
2. Summary publication of CURA land sale ordinance

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE SALE OF
REAL PROPERTY TO CURA

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

Section 1. AUTHORIZATION OF SALE. Finding it to be in the best interests of the City of Willmar, the Willmar City Council hereby authorizes the sale and conveyance of real property owned by the City consisting of approximately 4.10 acres identified as Parcel No. 95-921-5710, as legally defined on Exhibit A hereto, to CURA, a non-profit corporation organized under the laws of the State of Minnesota, by quit claim deed pursuant to the terms and conditions of a Commercial Property Purchase Agreement to be entered into between the City and CURA.

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

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

ATTEST:

Judy Thompson, City Clerk

Douglas E. Reese, Mayor

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

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

EXHIBIT A
LEGAL DESCRIPTION

(Subject to revision in accordance with Title Commitment)

All that part of the N 1/2 of the NE 1/4 of Section 21, Township 119, Range 35 described as follows, to wit, commencing at a point on the North line of said Section 21 a distance of 970 feet Westerly of the Northeast corner thereof; thence deflecting Southerly through 90° 10' a distance of 433 feet to a point; thence Westerly and parallel with the North line of said Section 21 a distance of 480 feet to a point; thence deflecting Northerly through 89°50' to a point on the North line of said Section 21; thence Easterly on and along the said North line of Section 21 to the point of beginning, (which includes part of 18th St. West dedicated to the public in the plat of Molenaar's Addition to the City of Willmar) Kandiyohi County, Minnesota.

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

**AN ORDINANCE AUTHORIZING THE
SALE OF REAL PROPERTY TO CURA**

Summary: Ordinance No. ____ authorizes the sale and conveyance of real property owned by the City consisting of approximately 4.10 acres on which the CentraCare Care Center is situated to Cura, pursuant to the terms of a purchase agreement to be separately approved by the City.

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



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	9.C.
Agenda Section:	Public Hearing:	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	Yes	Presented By:	Tom Odens, Finance Director, Doug Green, Baker Tilly
Item:	Ordinance Authorizing the Issuance of up to \$11,000,000 General Obligation Bonds, Series 2024A		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to approve the Ordinance as presented, assign a number and publish.

Motion By: _____ Second By: _____, to adopt a resolution providing for the competitive negotiated sale of \$10,675,000 GO Improvement Bonds.

OVERVIEW:

The City Council reviewed and approved a Bond Authorizing Resolution on April 15, 2024. The City is planning to issue \$10,675,000 General Obligation Improvement Bonds, Series 2024A, to finance various public improvement projects and equipment for the City. (The Ordinance amount of \$11 million is a not-to-exceed amount and included for administrative flexibility.) The Series 2024A Bonds align with the available statutory authority to issue bonds.

The Resolution authorizes Baker Tilly to take bids on behalf of the City at 10:00 a.m. on June 3, 2024 and authorizes staff to work with Baker Tilly to develop an official statement. The bids will be presented to the City Council for its consideration at the regular City Council meeting that evening.

BUDGETARY/FISCAL ISSUES:

Local tax levy and assessments will be used to pay debt service on the bonds. The first principal and interest payment are scheduled for February 1, 2026 and the final payment will be made on February 1, 2040. The average annual debt service payment is estimated to be approximately \$345,000 for the street improvement projects, \$250,000 for the equipment, and \$135,000 for the utility projects.

ALTERNATIVES TO CONSIDER:

While not expected, if market conditions change between now and the sale date, the City has the option to

postpone the bond sale or reject the bids if they are unfavorable.

ATTACHMENTS:

1. Series 2024A Bond Ordinance
2. Resolution Providing for the Sale of Bonds
3. Pre-Sale Summary
4. Willmar City Council Meeting 5.6.2024

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO
\$11,000,000 GENERAL OBLIGATION IMPROVEMENT, UTILITY
AND EQUIPMENT BONDS, SERIES 2024A AND THE LEVYING OF
TAXES TO SECURE PAYMENT THEREFOR.

The City of Willmar hereby ordains:

1. In accordance with Minnesota Statutes, Chapters 429 and 475 and Sections 469.1812 to 469.1815 and 410.32(g) and 412.301, the City of Willmar has heretofore determined to construct and finance various public improvement projects in the City, including without limitation street projects 2401-A, 2401-B, 2404-A and 2404-B and various utility system improvements and the acquisition of various capital equipment (collectively the “Project”).

2. In order to finance said Project it is necessary to issue General Obligation Improvement, Utility and Equipment Bonds of the City in the amount of up to \$11,000,000.

3. For the purposes of complying with Minnesota Statutes, Section 475.61, there will be levied a direct ad valorem tax upon all taxable property in the municipality in such amounts as are required by law to secure payment of said Bonds.

4. This Ordinance is adopted in order to authorize the borrowing of money and the issuance of General Obligation Improvement, Utility and Equipment Bonds and the levying of taxes therefor as provided in Section 2.12 of the City Charter. Further details shall be set forth by resolution.

This Ordinance introduced by Councilmember _____

This Ordinance introduced on April 15, 2024

Hearing notice published on April 27, 2024

This Ordinance given a hearing on May 6, 2024

This Ordinance adopted on May 6, 2024

This Ordinance published on May 18, 2024

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF WILLMAR, MINNESOTA

HELD: May 6, 2024

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Minnesota, was duly held at the Kandiyohi County Health and Human Services Building Board Room in said City on the 6^h day of May, 2024, at 6:30 o'clock P.M.

The following members were present:

and the following were absent:

The meeting was held pursuant to a resolution adopted April 15, 2024 calling a public hearing on the proposed ordinance entitled "Ordinance No. _____ AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$11,000,000 GENERAL OBLIGATION IMPROVEMENT, UTILITY AND EQUIPMENT BONDS, SERIES 2024A AND THE LEVYING OF TAXES TO SECURE PAYMENT THEREFOR," a copy of which is attached hereto. The City Clerk presented affidavits showing the due publication of the Notice of Hearing. All persons present were afforded an opportunity to present their views and objections to the Ordinance, and no objections were presented, except as follows:

Name of Objector	Property	Objection
------------------	----------	-----------

Member _____ moved that Ordinance No. ____ be adopted.

The motion for the adoption of said Ordinance No. ____ was duly seconded by member _____ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon, there being at least five affirmative votes in favor of said motion, said ordinance was declared duly passed and adopted.

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, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes of the City Council of the City of Willmar held on the date therein indicated, with the original thereof on file in my office, and the same is a full, true and complete transcript therefrom insofar as the same relates to a hearing on and the adoption of an Ordinance Authorizing the Issuance of up to \$11,000,000 General Obligation Improvement, Utility and Equipment Bonds, Series 2024A and the Levying of Taxes to Secure Payment Therefor.

WITNESS my hand as such Clerk this ____ day of _____, 2024.

City Clerk

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF WILLMAR, MINNESOTA

HELD: May 6, 2024

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Kandiyohi County, Minnesota, was held in said City on the 6th day of May, 2024, at 6:30 o'clock P.M. for the purpose in part of authorizing the competitive negotiated sale of the \$10,675,000 General Obligation Improvement, Utility and Equipment Bonds, Series 2024A of said City.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED
SALE OF \$10,675,000 GENERAL OBLIGATION IMPROVEMENT,
UTILITY AND EQUIPMENT BONDS, SERIES 2024A

A. WHEREAS, the City Council of the City of Willmar, Minnesota, has heretofore determined that it is necessary and expedient to issue its \$10,675,000 General Obligation Improvement, Utility and Equipment Bonds, Series 2024A (the "Bonds") to finance (i) various street improvement projects, (ii) various utility system improvements, (iii) the purchase of certain capital equipment, and (iv) costs of issuing the Bonds; and

B. WHEREAS, the City has retained Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), as its independent municipal advisor and is therefore authorized to sell these obligations by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9); and

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

1. Authorization; Findings. The City Council hereby authorizes Baker Tilly MA to solicit bids for the competitive negotiated sale of the Bonds.

2. Meeting; Bid Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as **Exhibit A** for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The Clerk, or designee, shall open bids at the time and place specified in such Terms of Proposal.

3. Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the “Terms of Proposal” attached hereto as **Exhibit A** and hereby approved and made a part hereof.

4. Official Statement. In connection with said competitive negotiated sale, the Clerk and other officers or employees of the City are hereby authorized to cooperate with Baker Tilly MA and participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and, after full discussion thereof and upon a 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.

STATE OF MINNESOTA
COUNTY OF KANDIYOHI
CITY OF WILLMAR

I, the undersigned, being the duly qualified and acting Clerk 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 the City's \$10,675,000 General Obligation Improvement, Utility and Equipment Bonds, Series 2024A.

WITNESS my hand this _____ day of _____, 2024.

Clerk

EXHIBIT A

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$10,675,000*

CITY OF WILLMAR, MINNESOTA

GENERAL OBLIGATION BONDS, SERIES 2024A

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the “Bonds”) will be received by the City of Willmar, Minnesota (the “City”) on June 3, 2024 (the “Sale Date”) until 10:00 A.M., Central Time (the “Sale Time”) at the offices of Baker Tilly Municipal Advisors, LLC (“Baker Tilly MA”), 30 East 7th Street, Suite 3025, Saint Paul, MN 55101, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at its meeting commencing at 6:30 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

Baker Tilly MA will assume no liability for the inability of a bidder or its proposal to reach Baker Tilly MA prior to the Sale Time, and neither the City nor Baker Tilly MA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to Baker Tilly MA by email to bids@bakertilly.com, and must be received prior to the Sale Time.

OR

(b) **Electronic Bidding.** Proposals may also be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder’s failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

If any provisions of this Terms of Proposal conflict with information provided by PARITY®, this Terms of Proposal shall control. Further information about PARITY®, including any fee charged, may be obtained from:

PARITY®, 1359 Broadway, 2nd Floor, New York, New York 10018
Customer Support: (212) 849-5000

*Preliminary; subject to change.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly US, LLP, an accounting firm. Baker Tilly US, LLP trading as Baker Tilly is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2024 Baker Tilly Municipal Advisors, LLC.

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2025. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts* as follows:

2026	\$630,000	2029	\$695,000	2032	\$760,000	2035	\$830,000	2038	\$675,000
2027	\$650,000	2030	\$715,000	2033	\$780,000	2036	\$625,000	2039	\$705,000
2028	\$675,000	2031	\$740,000	2034	\$810,000	2037	\$650,000	2040	\$735,000

*The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR/PAYING AGENT

U.S. Bank Trust Company, National Association, Saint Paul, Minnesota will serve as Registrar/Paying Agent (the "Registrar") for the Bonds, and shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the Registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2033, and on any day thereafter, to redeem Bonds due on or after February 1, 2034. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge (i) special assessments from benefitted properties for repayment of a portion of the Bonds, and (ii) utility revenues from the City's Waste Treatment Plant for repayment of a portion of the Bonds. The proceeds of the Bonds will be used to fund (i) various street improvement projects, (ii) related utility projects, (iii) the purchase of capital equipment, and (iv) costs of issuance.

NOT BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will not designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than \$10,568,250 plus accrued interest, if any, on the total principal amount of the Bonds. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater.

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth herein. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Baker Tilly MA.

The City intends that the sale of the Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- (iv) the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all of the requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and Baker Tilly MA if 10% of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the "issue price" for such

maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and Baker Tilly MA the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and Baker Tilly MA notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Bonds or until all of the Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of \$106,750 (the “Deposit”) no later than 1:00 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor Baker Tilly MA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from Baker Tilly MA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

CUSIP NUMBERS

If the Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Bonds; however, neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. Baker Tilly MA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about June 27, 2024, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The Purchaser's obligation to purchase the Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bids@bakertilly.com.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated May 6, 2024

BY ORDER OF THE CITY COUNCIL

/s/ Leslie Valiant
City Administrator

City of Willmar, Minnesota Pre-Sale Summary for Issuance of Bonds

\$10,675,000 General Obligation Bonds, Series 2024A (the “Bonds”)

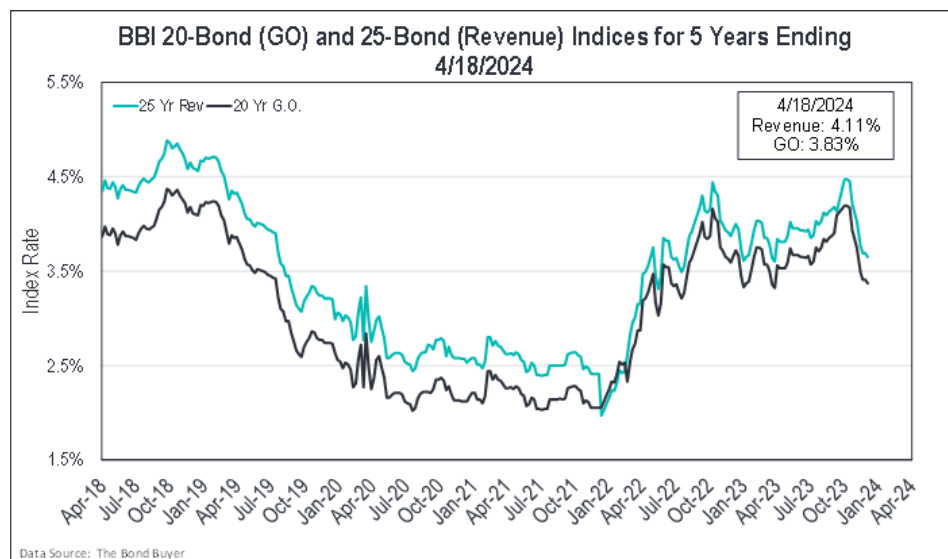
The Council has under consideration the issuance of the bonds to finance (i) various street improvement projects, (ii) related utility projects, (iii) the acquisition of capital equipment, and (iv) pay costs of issuance associated with the Bonds. This document provides information relative to the proposed issuance.

KEY EVENTS: The following summary schedule includes the timing of key events that will occur relative to the bond issuance:

May 6, 2024	Council sets sale date and terms
Week of May 13, 2024	Rating conference is conducted
June 3, 2024, 10:00 a.m.	Competitive bids are received
June 3, 2024, 6:30 p.m.	Council considers award of the Bonds
June 27, 2024	Proceeds are received

RATING: An application will be made to Moody’s Investors Service (Moody’s) for a rating on the Bonds. The City’s general obligation debt is currently rated “Aa3” by Moody’s.

THE MARKET: Performance of the tax-exempt market is often measured by the Bond Buyer’s Index (“BBI”) which measures the yield of high-grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody’s or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody’s or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years:



BOND SUMMARY:	The Bonds are structured as three purposes and are being issued pursuant to Minnesota Statutes Chapters 475, 429, 444 and Section 412.301. The Bonds are a general obligation of the City, secured by its full faith and credit and taxing power. In addition, the City pledges special assessments against benefitted properties and utility revenues from the Waste Treatment Plant.
SCHEDULES ATTACHED:	Schedules attached for the Bonds include (i) sources and uses of funds, (ii) estimated net debt service as a whole and by purpose, given the current interest rate environment; and (iii) estimated assessment collections.
RISKS/SPECIAL CONSIDERATIONS:	The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions. Anticipated levy projections for the Improvement Portion are based on estimated assessment income. If assessment collections differ than current projections, the resulting levy could be significantly different than our estimates shown herein.
SALE TERMS AND MARKETING:	<u>Variability of Issue Size:</u> A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale. <u>Prepayment Provisions:</u> Bonds maturing on or after February 1, 2034 may be prepaid at a price of par plus accrued interest on or after February 1, 2033. <u>Bank Qualification:</u> The City expects to issue more than \$10 million in tax-exempt obligations in 2024; therefore, the Bonds are not designated as bank qualified.

\$7,195,000 Improvement Portion

Description of Purpose

PURPOSE:	Proceeds of the Improvement Portion will be used to finance various street improvement projects within the City.
AUTHORITY:	<u>Statutory Authority:</u> The Improvement Portion of the Bonds is being issued pursuant to Minnesota Statutes, Chapter 429 and 475. <u>Statutory Requirements:</u> Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the City's share of the project cost must be paid from special assessments. The projects being financed from proceeds of the Improvement Portion meet this requirement.
SECURITY AND SOURCE OF PAYMENT:	The Improvement Portion of the Bonds will be paid with a combination of special assessments and general ad valorem taxes. Special assessments in the principal amount of \$3,103,011 are expected to be filed in the fall of 2024 for first collection in 2025. Assessments are amortized over fifteen (15) years with equal, annual payments of principal and interest. Interest on the unpaid balance will be charged at a rate of 2% over the true interest cost (TIC) of the Bonds, which is estimated to be 5.781%.

The City will make their first levy in 2024 for collection in 2025. Each year's collection of taxes and assessments will be used to make the interest payment due on August 1 of the collection year and the February 1 principal and interest payment due in the following year. The February 1, 2025 interest payment will be paid with available funds.

STRUCTURING SUMMARY:

In consultation with City staff, principal repayment for the Bonds is structured around the projected assessment income to result in an approximately level annual tax levy over a term of fifteen (15) years.

\$1,470,000 Utility Portion

Description of Purpose

PURPOSE: Proceeds of the Utility Portion will be used to finance utility improvements related to the 2401-B improvement project.

AUTHORITY: Statutory Authority: The Utility Portion of the Bonds is being issued pursuant to Minnesota Statutes, Chapter 444 and 475.

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 444 and resolution awarding the Bonds, the City will covenant to maintain rates and charges in an amount sufficient to generate revenues to support the operation of the Waste Treatment Plant and to pay debt service. The City is required to annually review the budget of the Waste Treatment Plant fund to determine whether current rates and charges are sufficient and adjust rates, as necessary.

In addition to the Utility Portion of the Bonds, the City currently has eight (8) other bond issues outstanding payable from the Waste Treatment Plant fund. The table below shows net revenues available to pay debt service from the fund based on calendar year ending December 31, 2022, and the projected debt service payable from that fund, including the Utility Portion.

2022 Net Revenues	Waste Treatment Plant Fund
Operating Revenues	\$10,357,888
Operating Expenses	(\$5,580,861)
Operating Income	\$4,777,027
Add: Back Depreciation	\$2,238,240
Add: Investment Earnings	\$152,225
Net Revenues Available for D/S	\$7,167,492
Projected Max Debt Service	\$7,748,433
Remaining Capacity	(\$580,941)
Estimated Coverage	0.93

Based on the City's 2022 audited results, the revenues of the Waste Treatment Plant are not sufficient to make the annual debt service payments due on the debt of the City. We have discussed with the City on potential rate increases to improve the coverage ratios for years to come. The City is undertaking a rate study in May 2024.

**SECURITY AND
SOURCE OF
PAYMENT:**

In addition to their general obligation pledge, the City is pledging net revenues of the Waste Treatment Plant to pay debt service.

**STRUCTURING
SUMMARY:**

In consultation with City staff, principal repayment for the Utility Portion of the Bonds is structured over a repayment term of fifteen (15) years with approximately level annual debt service payments.

\$2,010,000 Equipment Portion

Description of Purpose

PURPOSE:

Proceeds of the Equipment Portion of the Bonds will be used to finance the acquisition of capital equipment.

AUTHORITY:

Statutory Authority: The Equipment Portion is being issued pursuant to Minnesota Statutes Chapter 475 and Section 412.301.

Statutory Requirements: Pursuant to Minnesota Statutes, Section 412.301, if the total amount of the equipment certificates exceeds $\frac{1}{4}$ of 1% of the estimated market value of the City, the City must publish a notice in the paper allowing for a petition requiring a referendum. Based on the City's 2022/23 estimated market value of \$1,514,990,600, this represents a maximum issue size of \$3,787,476; therefore, the issuance is not subject to a taxpayer petition for a referendum.

**SECURITY AND
SOURCE OF
PAYMENT:**

The Equipment Portion will be paid with general ad valorem taxes. The City will make their first levy in 2024 for collection in 2025. Each year's collection of taxes and assessments will be used to make the interest payment due on August 1 of the collection year and the February 1 principal and interest payment due in the following year. The February 1, 2025 interest payment will be paid with available funds.

**STRUCTURING
SUMMARY:**

In consultation with the City, the Equipment Portion has been structured with a repayment term of 10 years with approximately level debt service payments.

Post Issuance Compliance

POST ISSUANCE COMPLIANCE:

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: (i) compliance with federal arbitrage requirements and (ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any “excess earnings” will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not “excess earnings” as defined by the IRS Code.

The arbitrage rules provide for spend-down exceptions for proceeds that are spent within either a 6-month, 18-month or, for certain construction issues, a 24-month period each in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion. The City expects to meet the 18-month spending exception.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

SUPPLEMENTAL INFORMATION AND BOND RECORD:

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

\$10,675,000

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Issue Summary

Total Issue Sources And Uses

Dated 06/27/2024 | Delivered 06/27/2024

	Improvement Portion	Utility Revenue Portion	Equipment Portion	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$7,195,000.00	\$1,470,000.00	\$2,010,000.00	\$10,675,000.00
Total Sources	\$7,195,000.00	\$1,470,000.00	\$2,010,000.00	\$10,675,000.00
Uses Of Funds				
Deposit to Project Construction Fund	7,043,900.00	1,441,800.00	1,967,951.00	10,453,651.00
Costs of Issuance	76,903.93	15,712.13	21,483.94	114,100.00
Total Underwriter's Discount (1.000%)	71,950.00	14,700.00	20,100.00	106,750.00
Rounding Amount	2,246.07	(2,212.13)	465.06	499.00
Total Uses	\$7,195,000.00	\$1,470,000.00	\$2,010,000.00	\$10,675,000.00

\$10,675,000

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	105% of Total	Assessment	Utility Revenue	Levy Required
02/01/2025	-	-	221,504.26	221,504.26	221,504.26	232,579.47	-	32,615.82	199,963.65
02/01/2026	630,000.00	3.420%	372,624.00	1,002,624.00	1,002,624.00	1,052,755.20	320,675.82	133,617.75	598,461.63
02/01/2027	650,000.00	3.270%	351,078.00	1,001,078.00	1,001,078.00	1,051,131.90	320,675.81	136,174.50	594,281.59
02/01/2028	675,000.00	3.140%	329,823.00	1,004,823.00	1,004,823.00	1,055,064.15	320,675.81	138,677.70	595,710.64
02/01/2029	695,000.00	3.090%	308,628.00	1,003,628.00	1,003,628.00	1,053,809.40	320,675.81	135,875.25	597,258.34
02/01/2030	715,000.00	3.090%	287,152.50	1,002,152.50	1,002,152.50	1,052,260.13	320,675.81	138,367.43	593,216.89
02/01/2031	740,000.00	3.060%	265,059.00	1,005,059.00	1,005,059.00	1,055,311.95	320,675.81	135,447.38	599,188.77
02/01/2032	760,000.00	3.070%	242,415.00	1,002,415.00	1,002,415.00	1,052,535.75	320,675.80	137,805.68	594,054.28
02/01/2033	780,000.00	3.090%	219,083.00	999,083.00	999,083.00	1,049,037.15	320,675.81	134,743.35	593,617.99
02/01/2034	810,000.00	3.300%	194,981.00	1,004,981.00	1,004,981.00	1,055,230.05	320,675.81	136,911.08	597,643.17
02/01/2035	830,000.00	3.560%	168,251.00	998,251.00	998,251.00	1,048,163.55	320,675.81	133,446.08	594,041.67
02/01/2036	625,000.00	3.760%	138,703.00	763,703.00	763,703.00	801,888.15	320,675.82	134,958.08	346,254.26
02/01/2037	650,000.00	3.960%	115,203.00	765,203.00	765,203.00	803,463.15	320,675.80	136,062.68	346,724.68
02/01/2038	675,000.00	4.110%	89,463.00	764,463.00	764,463.00	802,686.15	320,675.81	136,738.88	345,271.47
02/01/2039	705,000.00	4.230%	61,720.50	766,720.50	766,720.50	805,056.53	320,675.81	137,026.05	347,354.67
02/01/2040	735,000.00	4.340%	31,899.00	766,899.00	766,899.00	805,243.95	320,675.81	136,946.25	347,621.89
Total	\$10,675,000.00	-	\$3,397,587.26	\$14,072,587.26	\$14,072,587.26	\$14,776,216.62	\$4,810,137.15	\$2,075,413.92	\$7,890,665.55

Dated	6/27/2024
Delivery Date	6/27/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$92,590.69
Average Life	8.674 Years
Average Coupon	3.6694695%
Net Interest Cost (NIC)	3.7847618%
True Interest Cost (TIC)	3.7812084%
Bond Yield for Arbitrage Purposes	3.6412855%
All Inclusive Cost (AIC)	3.9329786%

IRS Form 8038

Net Interest Cost	3.6694695%
Weighted Average Maturity	8.674 Years

\$3,103,011

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Assessments

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2024	-	-	-	-
12/31/2025	81,495.73	5.781%	239,180.09	320,675.82
12/31/2026	146,002.01	5.781%	174,673.80	320,675.81
12/31/2027	154,442.39	5.781%	166,233.42	320,675.81
12/31/2028	163,370.71	5.781%	157,305.10	320,675.81
12/31/2029	172,815.17	5.781%	147,860.64	320,675.81
12/31/2030	182,805.61	5.781%	137,870.20	320,675.81
12/31/2031	193,373.60	5.781%	127,302.20	320,675.80
12/31/2032	204,552.53	5.781%	116,123.28	320,675.81
12/31/2033	216,377.71	5.781%	104,298.10	320,675.81
12/31/2034	228,886.51	5.781%	91,789.30	320,675.81
12/31/2035	242,118.44	5.781%	78,557.38	320,675.82
12/31/2036	256,115.30	5.781%	64,560.50	320,675.80
12/31/2037	270,921.33	5.781%	49,754.48	320,675.81
12/31/2038	286,583.29	5.781%	34,092.52	320,675.81
12/31/2039	303,150.67	5.781%	17,525.14	320,675.81
Total	\$3,103,011.00	-	\$1,707,126.15	\$4,810,137.15

SIGNIFICANT DATES

Filing Date	8/31/2024
First Payment Date	12/31/2025

\$7,195,000

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Improvement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	105% of Total	Assessment	Levy Required
02/01/2025	-	-	152,068.40	152,068.40	152,068.40	159,671.82	-	159,671.82
02/01/2026	380,000.00	3.420%	255,816.00	635,816.00	635,816.00	667,606.80	320,675.82	346,930.98
02/01/2027	390,000.00	3.270%	242,820.00	632,820.00	632,820.00	664,461.00	320,675.81	343,785.19
02/01/2028	405,000.00	3.140%	230,067.00	635,067.00	635,067.00	666,820.35	320,675.81	346,144.54
02/01/2029	420,000.00	3.090%	217,350.00	637,350.00	637,350.00	669,217.50	320,675.81	348,541.69
02/01/2030	430,000.00	3.090%	204,372.00	634,372.00	634,372.00	666,090.60	320,675.81	345,414.79
02/01/2031	445,000.00	3.060%	191,085.00	636,085.00	636,085.00	667,889.25	320,675.81	347,213.44
02/01/2032	455,000.00	3.070%	177,468.00	632,468.00	632,468.00	664,091.40	320,675.80	343,415.60
02/01/2033	470,000.00	3.090%	163,499.50	633,499.50	633,499.50	665,174.48	320,675.81	344,498.67
02/01/2034	485,000.00	3.300%	148,976.50	633,976.50	633,976.50	665,675.33	320,675.81	344,999.52
02/01/2035	500,000.00	3.560%	132,971.50	632,971.50	632,971.50	664,620.08	320,675.81	343,944.27
02/01/2036	520,000.00	3.760%	115,171.50	635,171.50	635,171.50	666,930.08	320,675.82	346,254.26
02/01/2037	540,000.00	3.960%	95,619.50	635,619.50	635,619.50	667,400.48	320,675.80	346,724.68
02/01/2038	560,000.00	4.110%	74,235.50	634,235.50	634,235.50	665,947.28	320,675.81	345,271.47
02/01/2039	585,000.00	4.230%	51,219.50	636,219.50	636,219.50	668,030.48	320,675.81	347,354.67
02/01/2040	610,000.00	4.340%	26,474.00	636,474.00	636,474.00	668,297.70	320,675.81	347,621.89
Total	\$7,195,000.00	-	\$2,479,213.90	\$9,674,213.90	\$9,674,213.90	\$10,157,924.60	\$4,810,137.15	\$5,347,787.45

Dated	6/27/2024
Delivery Date	6/27/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$66,282.03
Average Life	9.212 Years
Average Coupon	3.7404014%
Net Interest Cost (NIC)	3.8489527%
True Interest Cost (TIC)	3.8454685%
Bond Yield for Arbitrage Purposes	3.6412855%
All Inclusive Cost (AIC)	3.9900967%

IRS Form 8038

Net Interest Cost	3.7404014%
Weighted Average Maturity	9.212 Years

\$1,470,000

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Utility Revenue Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Debt Service
02/01/2025	-	-	31,062.69	31,062.69	32,615.82
02/01/2026	75,000.00	3.420%	52,255.00	127,255.00	133,617.75
02/01/2027	80,000.00	3.270%	49,690.00	129,690.00	136,174.50
02/01/2028	85,000.00	3.140%	47,074.00	132,074.00	138,677.70
02/01/2029	85,000.00	3.090%	44,405.00	129,405.00	135,875.25
02/01/2030	90,000.00	3.090%	41,778.50	131,778.50	138,367.43
02/01/2031	90,000.00	3.060%	38,997.50	128,997.50	135,447.38
02/01/2032	95,000.00	3.070%	36,243.50	131,243.50	137,805.68
02/01/2033	95,000.00	3.090%	33,327.00	128,327.00	134,743.35
02/01/2034	100,000.00	3.300%	30,391.50	130,391.50	136,911.08
02/01/2035	100,000.00	3.560%	27,091.50	127,091.50	133,446.08
02/01/2036	105,000.00	3.760%	23,531.50	128,531.50	134,958.08
02/01/2037	110,000.00	3.960%	19,583.50	129,583.50	136,062.68
02/01/2038	115,000.00	4.110%	15,227.50	130,227.50	136,738.88
02/01/2039	120,000.00	4.230%	10,501.00	130,501.00	137,026.05
02/01/2040	125,000.00	4.340%	5,425.00	130,425.00	136,946.25
Total	\$1,470,000.00	-	\$506,584.69	\$1,976,584.69	\$2,075,413.92

SIGNIFICANT DATES

Dated	6/27/2024
Delivery Date	6/27/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$13,543.83
Average Life	9.213 Years
Average Coupon	3.7403346%
Net Interest Cost (NIC)	3.8488711%
True Interest Cost (TIC)	3.8452562%
Bond Yield for Arbitrage Purposes	3.6412855%
All Inclusive Cost (AIC)	3.9898529%

IRS Form 8038

Net Interest Cost	3.7403346%
Weighted Average Maturity	9.213 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

The actual underwriter's discount bid may also vary

\$2,010,000

City of Willmar, Minnesota

General Obligation Bonds, Series 2024A

Equipment Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Levy
02/01/2025	-	-	38,373.17	38,373.17	40,291.83
02/01/2026	175,000.00	3.420%	64,553.00	239,553.00	251,530.65
02/01/2027	180,000.00	3.270%	58,568.00	238,568.00	250,496.40
02/01/2028	185,000.00	3.140%	52,682.00	237,682.00	249,566.10
02/01/2029	190,000.00	3.090%	46,873.00	236,873.00	248,716.65
02/01/2030	195,000.00	3.090%	41,002.00	236,002.00	247,802.10
02/01/2031	205,000.00	3.060%	34,976.50	239,976.50	251,975.33
02/01/2032	210,000.00	3.070%	28,703.50	238,703.50	250,638.68
02/01/2033	215,000.00	3.090%	22,256.50	237,256.50	249,119.33
02/01/2034	225,000.00	3.300%	15,613.00	240,613.00	252,643.65
02/01/2035	230,000.00	3.560%	8,188.00	238,188.00	250,097.40
Total	\$2,010,000.00	-	\$411,788.67	\$2,421,788.67	\$2,542,878.10

SIGNIFICANT DATES

Dated	6/27/2024
Delivery Date	6/27/2024
First Coupon Date	2/01/2025

Yield Statistics

Bond Year Dollars	\$12,764.83
Average Life	6.351 Years
Average Coupon	3.2259620%
Net Interest Cost (NIC)	3.3834258%
True Interest Cost (TIC)	3.4014476%
Bond Yield for Arbitrage Purposes	3.6412855%
All Inclusive Cost (AIC)	3.5962994%

IRS Form 8038

Net Interest Cost	3.2259620%
Weighted Average Maturity	6.351 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

The actual underwriter's discount bid may also vary



City of Willmar, MN

General Obligation Bonds, Series 2024A City Council Work Session

Bond Ordinance Public Hearing

Bond Sale Authorization

Mikaela Huot, Baker Tilly
Doug Green, Baker Tilly
May 6, 2024

Purpose of the Public Hearing

- I. Adopt an Ordinance authorizing up to \$11.0 million of General Obligation Bonds.

DATE	ACTION
April 15, 2024	Ordinance introduced
April 27, 2024	Public hearing noticed published
May 6, 2024	Ordinance given a public hearing
May 18, 2024	Ordinance published

- II. Authorize the issuance of General Obligation Bonds and set the date and time of the sale. (Estimated Par Amount is \$10,675,000)

General Obligation Bonds, Series 2024A

Street Improvements (Levy and Assessments)		Estimated Par Amount	Estimated Annual Net Levy
2401-A	10th Street NW Improvement	\$ 760,000	\$ 36,000
2401-B	13th Street SW, Grace Avenue SW, & Rice Avenue SW	\$ 5,290,000	\$ 254,000
2403-A	Overlay Improvements	\$ 305,000	\$ 15,000
2404-A	Thompson Park Parking Lot and Ella Avenue Path	\$ 175,000	\$ 8,000
2404-B	19th Avenue Path Improvement	\$ 665,000	\$ 32,000
Total Street Improvement Projects		\$ 7,195,000	\$ 345,000

Sanitary Sewer Improvements (Waste Treatment Plant Fund)		Estimated Par Amount	Estimated Annual Cost
2401-A	10th Street NW Improvement	\$ 65,000	\$ 6,000
2401-B	13th Street SW, Grace Avenue SW, & Rice Avenue SW	\$ 1,405,000	\$ 129,000
Total Sanitary Sewer Projects		\$ 1,470,000	\$ 135,000

Equipment (Levy)		Estimated Par Amount	Estimated Annual Levy
	Fire Truck	\$ 1,355,000	\$ 169,000
	Grader	\$ 380,000	\$ 47,000
	Dump Truck	\$ 275,000	\$ 34,000
Total Equipment Projects		\$ 2,010,000	\$ 250,000

Bond Sale Timeline

DATE	EVENT
May 6, 2024	Ordinance public hearing and bond authorization
May 16, 2024	Moody’s credit rating call
May 23, 2024	Publish Preliminary Official Statement (POS)
June 3, 2024	Take competitive bids
June 27, 2024	Receive bond proceeds and seek Council approval

Questions?



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	9.D.
Agenda Section:	Public Hearing:	Originating Department:	Recreation
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	Yes	Presented By:	Leslie Valiant, City Administrator
Item:	Ordinance to Reallocate Local Option Sales Tax Dollars		

RECOMMENDED ACTION:

1. Approve the ordinance authorizing the reallocation of sales tax dollars to the Events/Recreation project for a covered outdoor ice rink.
2. To publish by summary.

OVERVIEW:

In 2018, the citizens of Willmar passed a \$30 million local option sales tax. Projects included \$2 million for community center replacement, \$6 million for new athletic fields, \$3 million for Robbins Island Regional Park improvements, \$2 million for Swansson Regional Park improvements, \$7 million for stormwater improvements, and \$10 Million for a new recreation and event center. Several of these projects are completed, and the projects are closed out. There are leftover funds for the Recreation Field Project in the amount of \$ \$284,803.87, the Robbins Island Project for \$292,839.03, the Swansson Field Project for \$34,428.60, and the Events and Recreation Center for \$978,708.54. As part of the bill passed by the State, 10% of the total funding of a project can be reallocated to one of the other approved projects. An ordinance needs to be approved to reallocate the funds. On April 1st, the council approved the remaining funds for the Recreation Fields project, Swansson Field project, and Robbins Island project to be allocated to the covered outdoor rink project that was part of the Events and Recreation project.

BUDGETARY/FISCAL ISSUES:

The reallocation of funds includes the Recreation Field Project, which is \$284,803.87, the Robbins Island Project, which is \$292,839.03, and the Swansson Field Project, which is \$34,428.60. The total amount of reallocated funds is \$612,071.50. The Events and Recreation Center currently has a balance of \$978,708.54. When funds are reallocated, the Center will have a new balance of \$1,590,780.04.

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. LOST reappropriation ordinance (v1) 041024 Update
2. Summary of LOST reappropriation ordinance (v1) 041024 Update

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF WILLMAR, MINNESOTA REALLOCATING SALES
AND USE TAX AND A MOTOR VEHICLE EXCISE TAX PROJECT FUNDS

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

Section 1. AUTHORIZATION. Pursuant to the authorization in Laws of Minnesota for 2019, First Special Session, Chapter 6, Article 6, Section 32 (the “Authorizing Legislation”), the City of Willmar imposed a local sales and use tax and a motor vehicle excise tax to provide revenues to pay the costs of collecting and administering the tax to the commissioner of revenue of the state of Minnesota and to finance the capital and administrative costs related to the funding of designated projects in specified maximum amounts for each project as defined in Laws of Minnesota for 2019, First Special Session, Chapter 6, Article 6, Section 32, as approved by the voters at the November 6, 2018 referendum, and as codified in the Willmar Code of Ordinances at Sections 5-67 through 5-73, as follows:

- (1) \$2,000,000 for a community center replacement;
- (2) \$6,000,000 for new athletic fields;
- (3) \$3,000,000 for infrastructure improvements at Robbins Island Regional Park;
- (4) \$2,000,000 for a new playground and spectator amenities at Swansson Field Regional Park;
- (5) \$7,000,000 for stormwater management infrastructure improvements, and
- (6) \$10,000,000 for a new recreation and event center.

Subdivision 3(b) of the Authorizing Legislation permitted the City to reallocate up to ten percent of the funds designated for one or more of the above-listed projects to one of the other listed projects.

Section 2. FINDINGS. The Willmar City Council finds that the City has substantially completed construction of projects 2, 3, 4, and 6, listed in Section 1 above; however, it omitted a covered outdoor natural ice rink that was originally planned to be included with the new recreation and event center complex (project 6) from that project, in order to ensure that the project did not exceed the \$10,000,000 maximum budget. Project 6 to construct a new recreation and event center complex, without the covered outdoor ice rink, has been substantially completed and a spending authority balance of \$978,708.54 remains on that project. Pursuant to the authority granted in Subdivision 3(b) of the Authorizing Legislation, the City Council finds that it is in the best interests of the public that the remaining spending authority balances on each of projects 2, 3 and 4 listed in Section 1 above, which have each been substantially completed and which remaining spending authority balances in each case total less than ten percent of the maximum project budget for these projects, be reappropriated to the new recreation and event center project (project 6) and added to the \$978,708.54 remaining spending authority balance on

that project so that the covered outdoor natural ice rink that was originally planned to be included in this project may now be completed.

Section 3. REAPPROPRIATIONS. The following remaining balances on projects 2 through 4 listed in Section 1 above, in the amounts listed, shall be transferred from such projects and reappropriated to project 6 to construct a new recreation and event center complex:

- (1) \$284,803.87 from the project to construct new athletic fields (project 2);
- (2) \$292,839.03 from the project to construct a new playground and spectator amenities at Robbins Island Project (project 3); and
- (3) \$34,428.60 from the project to construct infrastructure improvements at Swansson Field Regional Park (project 4).

Section 4. EFFECTIVE DATE. This ordinance shall take effect after its adoption and second publication.

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

ATTEST:

Vernae Larsen, City Clerk

Douglas E. Reese, Mayor

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

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 OF THE CITY OF WILLMAR, MINNESOTA REALLOCATING SALES
AND USE TAX AND A MOTOR VEHICLE EXCISE TAX PROJECT FUNDS**

Summary: Ordinance No. ____ reappropriates a total of \$612,071.50 from three designated projects funded by the proceeds of the City's local sales and use tax and a motor vehicle excise tax for (1) new athletic fields, (2) infrastructure improvements at Robbins Island Regional Park, and (3) a new playground and spectator amenities at Swansson Field Regional Park, to a fourth project funded by the proceeds of the same tax for the construction of a new recreation and event center. The purpose of this reappropriation is to allow the covered outdoor natural ice rink that was initially omitted from the new recreation and event center project to now be completed.

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:	May 6, 2024	Agenda Item Number:	10.A.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Connect Willmar Initiative		

RECOMMENDED ACTION:

This item will be presented as Information Only

OVERVIEW:

An overview is attached

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVES TO CONSIDER:

Presented as Information Only.

ATTACHMENTS:

1. 2024_05_06 CWI Report
2. Connect Willmar Packet V0 R5
3. Letters of Support



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

City Council Meeting, May 6, 2024

RE: Connect Willmar Initiative

Dear Mayor Reese and Members of the City Council,

Willmar has identified a need for fast, reliable, and affordable fiber internet for every resident, business, and industry within the City of Willmar. This proposed project was to initially provide economic development incentives to the industrial park to add to the shovel-ready status and promote the growth and development of our industrial park. The project has evolved into what is now known as the Connect Willmar Initiative, which now includes a connection for all, expansion of current service areas, and affordable internet pricing. This project is a public-private partnership; the City of Willmar will pay for, build, and be the sole owner of the fiber infrastructure. This model allows Internet Service Providers (ISPs) to operate on the network and provide their services to the residents and businesses of Willmar.

A comprehensive project update was presented at the City Council Work Session on Monday, April 29, 2024. The highlight of the update was the introduction of the long-awaited proforma, an interactive financial model that visualizes the project's financing, including take rates and operational costs.

We have completed the project's network architecture and engineering for Phase 1. This was a significant accomplishment needed for the construction costs input into Phase 1 of the project. We have collected a letter of intent from an ISP and are in discussions with others to provide service on the network. We have collected nearly 600 survey results that overwhelmingly support the idea of having fiber brought to each resident and business in town. We have collected 14 letters of support from local businesses and industries that have shared the desire to bring fiber to their facilities to improve and solidify their operations, and we are expecting more to submit similar letters. We have heard from the residents of Willmar that they understand the importance of bringing this 21st-century infrastructure utility to their homes.

Even with these milestones and accomplishments, we have realized that more can be done regarding outreach and community support. This continued effort aims to bring complete and comprehensive data to the City Council so that you can make an

informed decision and act in the best interest of the City of Willmar. Your support and approval are crucial for the success of the Connect Willmar Initiative.

We do not want to hide the fact that key components of this project are still pending review and staff approval before it is brought to the City Council.

The Network Operations Agreement between the City of Willmar and Hometown Fiber will be the governing document that allows Hometown Fiber to operate and maintain the open access network on behalf of the City of Willmar. After the most recent review of the agreement, the City Attorney has indicated that the structure of the agreement is largely complete, withstanding a few sections that need further clarification from Hometown Fiber. This review from the City Attorney is very important in providing a document that the City Council mitigates exposure and risks to the city. Throughout these talks, Hometown Fiber has been flexible and favorable to recommendations from the staff and the City Attorney.

The Network Operations Center (NOC) is the control center for fiber infrastructure. Hometown Fiber provided an initial proposal to house the NOC in a portion of the old Wastewater Treatment Facility. This location was chosen for its central position and because it is underutilized, which would significantly reduce the cost and time required for construction. Staff have met internally and relayed that the proposal would not interfere with the continued or future operations of the plant.

Staff recommend pausing the decision-making process to ensure the City Council is appropriately informed and to address any remaining concerns.

What has not changed and remains at the forefront of our efforts are the project's goals: to provide fast, reliable, and affordable fiber internet to every resident and business in Willmar, to provide public infrastructure for private businesses to operate on, and to promote economic development in the industrial park and throughout the City of Willmar. These goals, which are deeply intertwined with the future of our community, are what we are all working towards.

Respectfully submitted,

Kyle Box
City Operations Director

Connect Willmar Information

May 03, 2024

V0 R4

Submitted by:

Marlena Pfeiffer

Corporate Liaison Officer, Hometown Fiber

612.778.8574

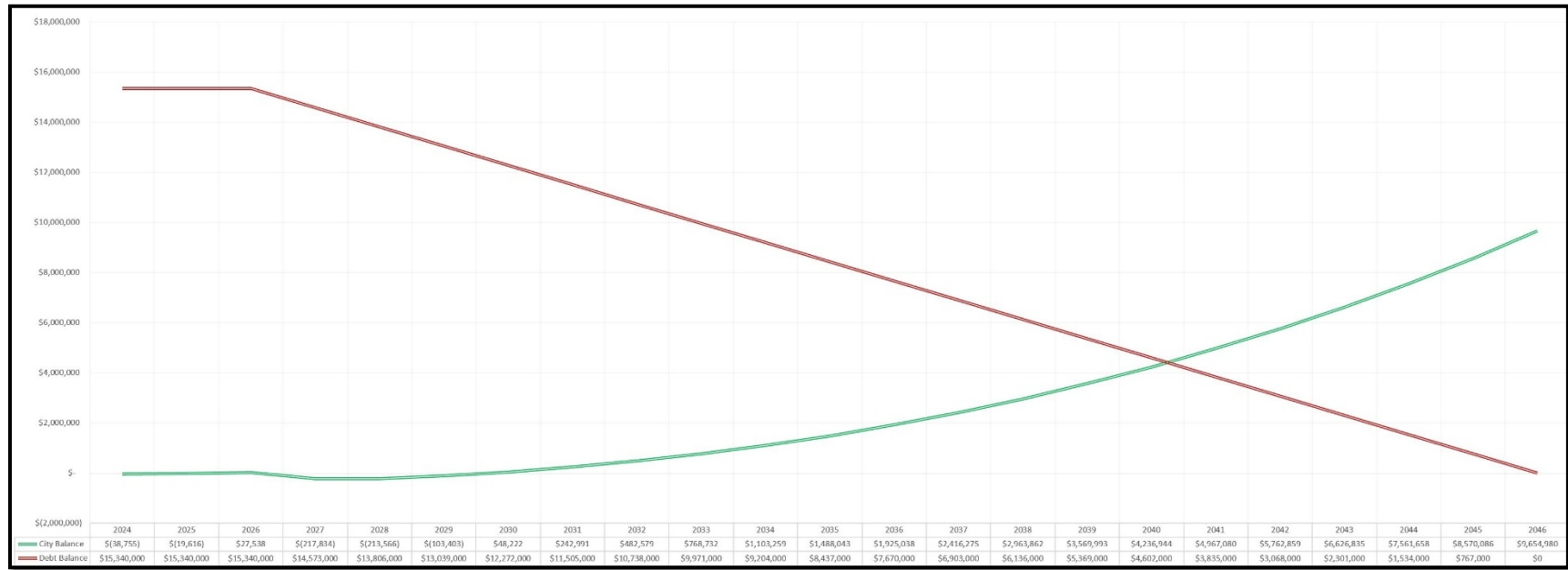
marlena@yourhometownfiber.com

yourhometownfiber.com

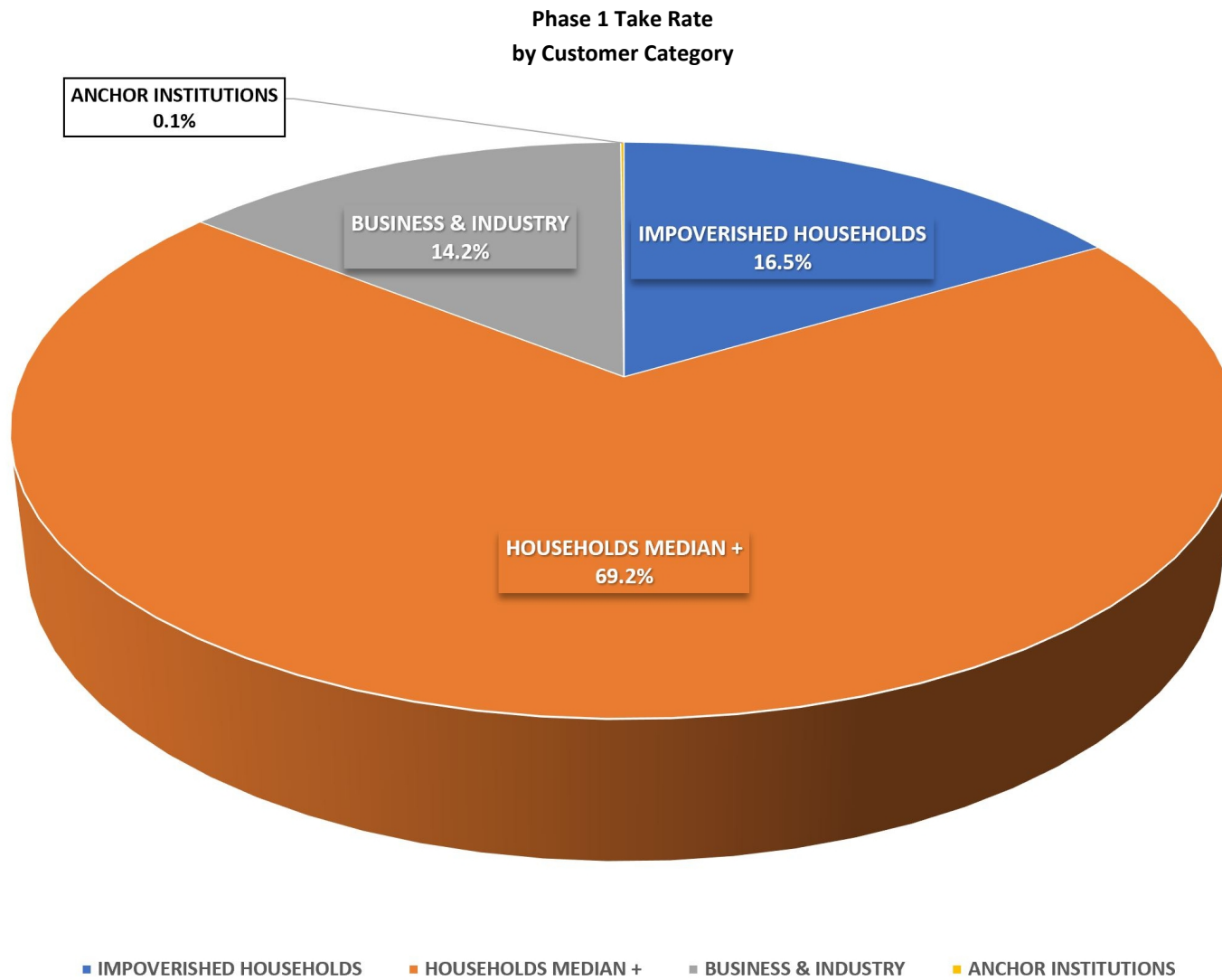
40% Take Rate

Phase 1 Construction Costs: \$9,168,997
Revenue: \$1,463,550
Debt Services: \$(767,000)
Tax Impact: 1.3% in year 4 then 0% in year 5.
Cost to an average home: \$1.98/month in year 4 and \$0 in year 5.
Willmar is cash flow positive year 5 and realizes a positive financial gain year 7.

Phase 1 Estimate
40% Take Rate

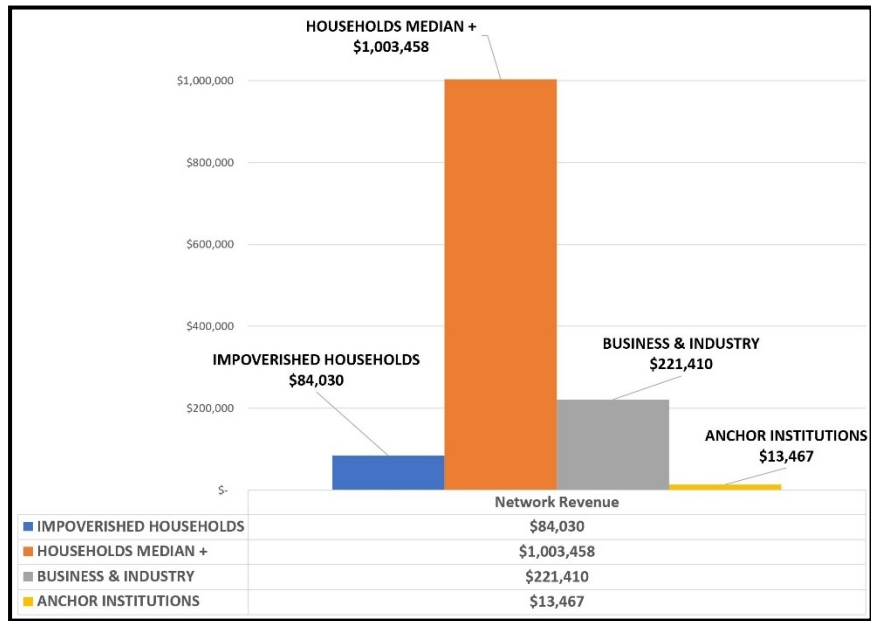


Balances

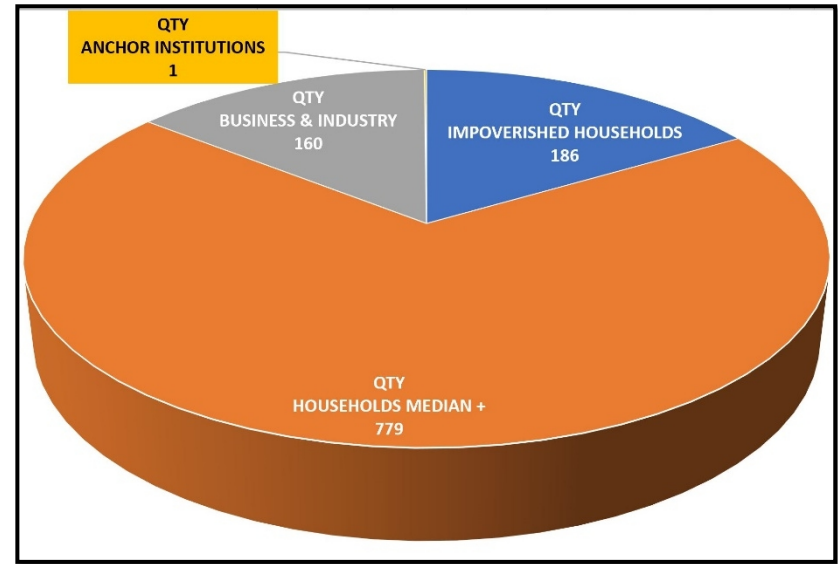


Phase 1 By Customer Category

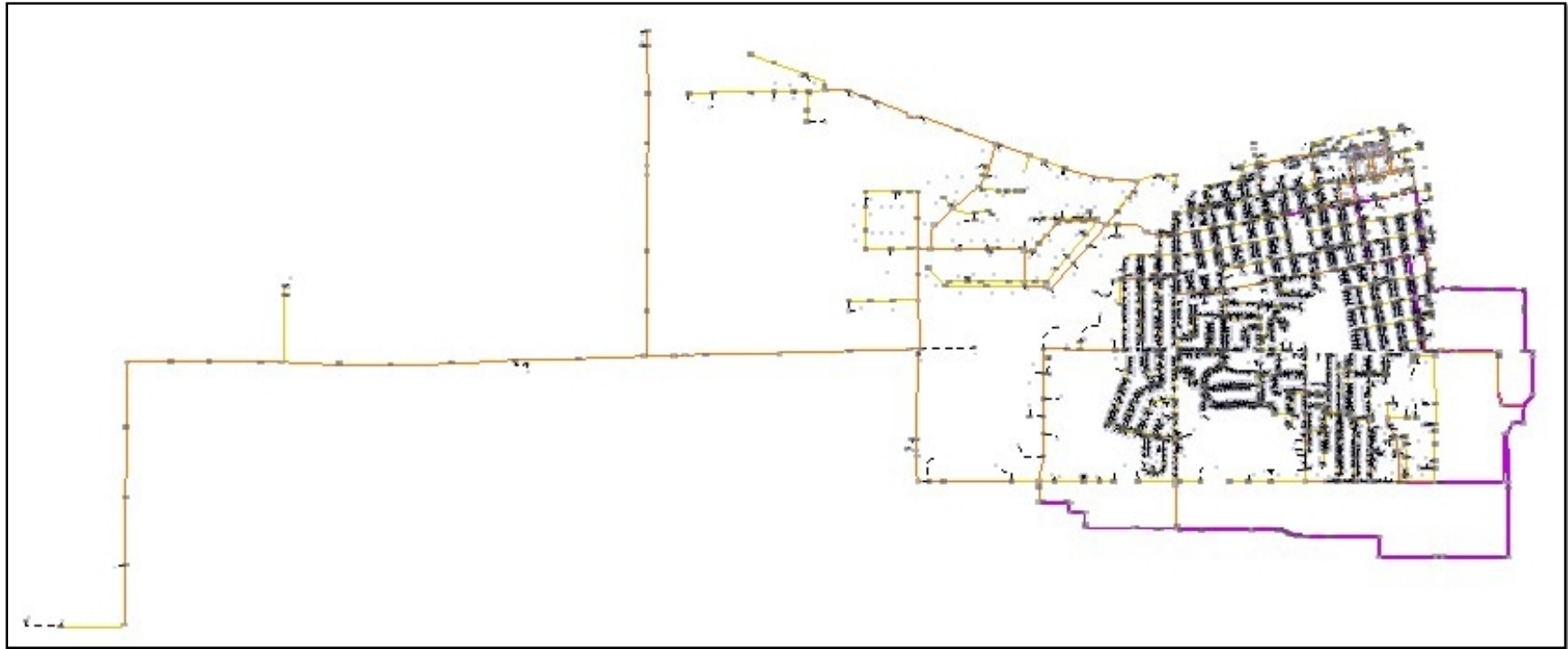
Revenue



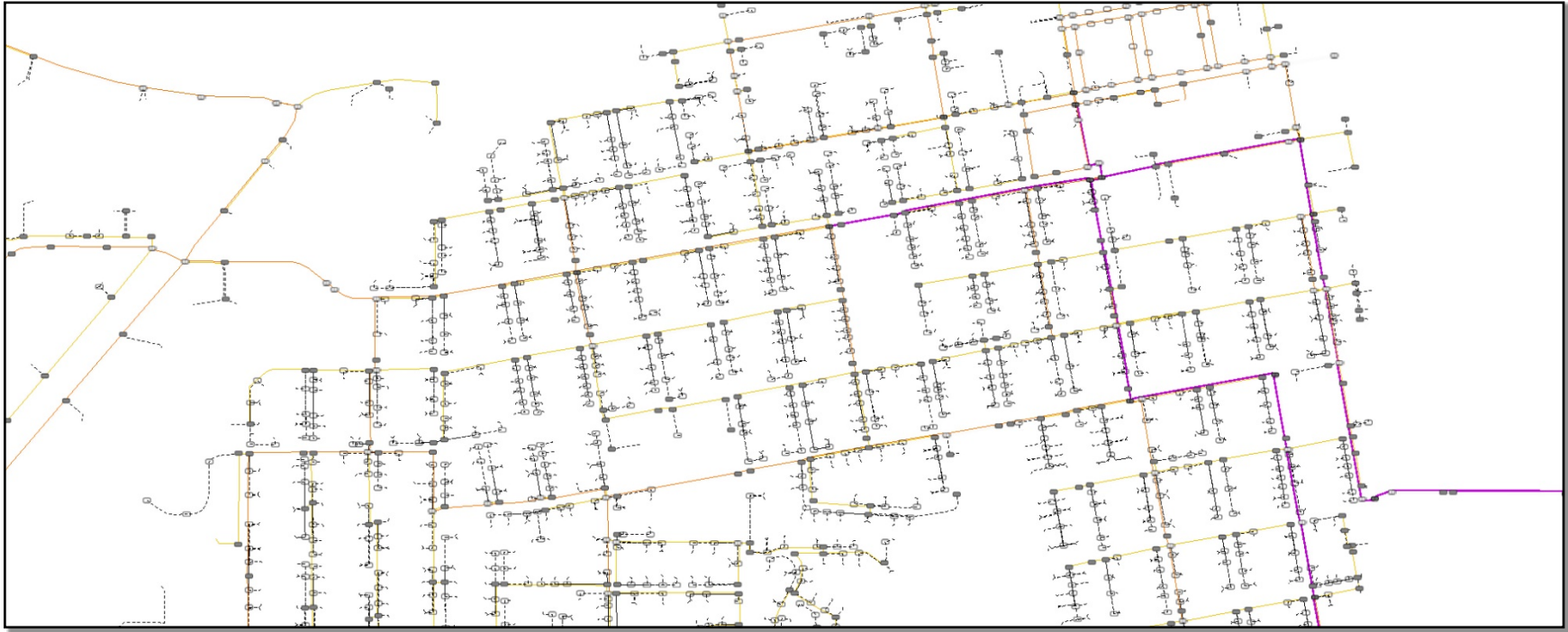
Subscribers



Phase 1 Technical Overview



Phase 1 Downtown Section



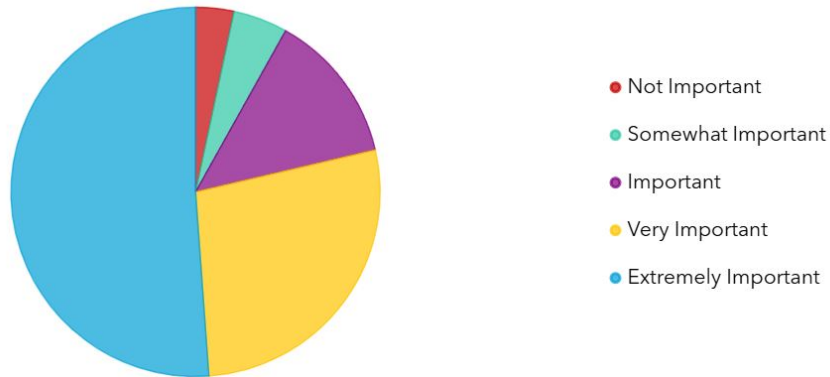
[Link to Specifications from Bolton & Menk](#)

[Download all files](#)

Timeline

Milestones		
Date	Description	Scope
May 6, 2024	Council Approves Community Outreach	Political
May 6, 2024	Council Approves Operations Agreement	Legal
May 6, 2024	Council Approves Letting of Phase 1 Bidding documents 9.2M	Bidding
May 7, 2024	Network Operations Center Design	Technical
May 15, 2024	Contract Negotiations with ISP(s) begin.	Legal
May 15, 2024	Bids go Public	Bidding
May 15, 2024	Phase 1 Permitting	Technical
May 20, 2024	Phase 2 Design begins	Technical
June 15, 2024	Bid Deadline	Bidding
June 17, 2024	Community Outreach Report	Political
June 17, 2024	Council Awards Contractor(s)	Bidding
July 1, 2024	Construction Contracts Approved	Legal
July 1, 2024	Council Approves Construction Administration Services	Legal
July 1, 2024	Contracts with ISP(s) approved	Legal
July 8, 2024	Phase 1 Construction Begins	Construction
October 15, 2024	Service begin in areas constructed	Operations
November 15, 2024	2024 Excavation Ends	Construction
April 21, 2025	2025 Phase 1 Excavation Continues	Construction
June 27, 2025	Excavation Deadline	Construction

21. I feel the City of Willmar's plan for building a fast, affordable and reliable fiber optic interne... Column Bar Pie Map

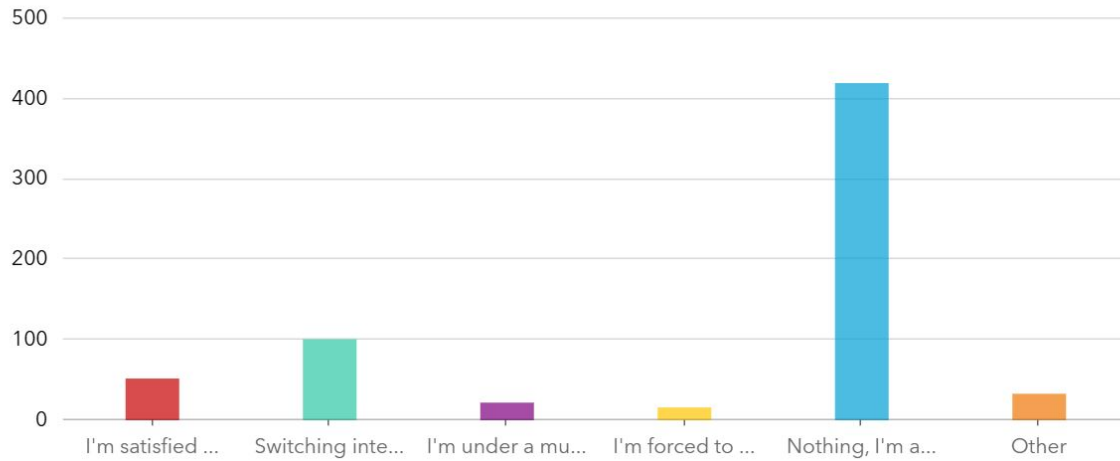
[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
Not Important	19	3.32%
Somewhat Important	27	4.72%
Important	75	13.11%
Very Important	156	27.27%
Extremely Important	290	50.7%

Answered: 567 Skipped: 5

20. What would prevent you from changing internet service?

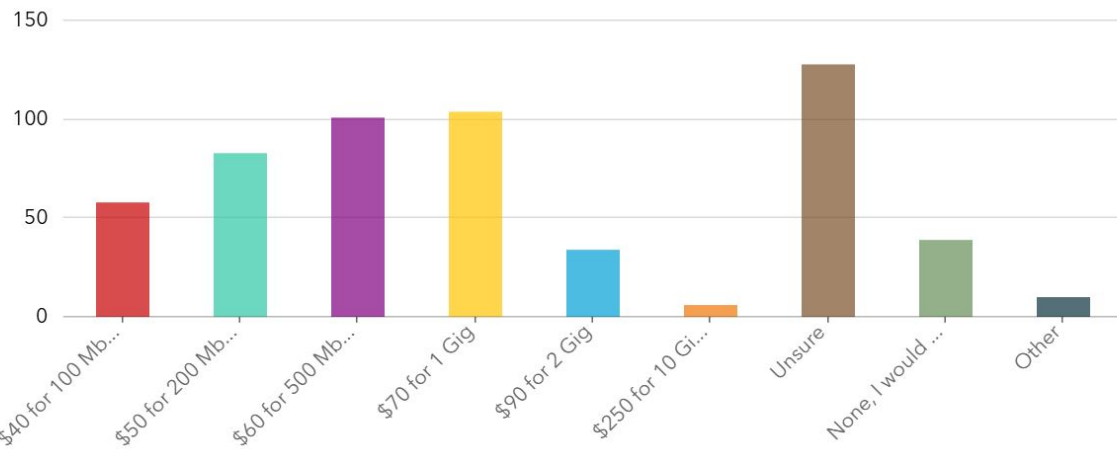
Column Bar

[Hide table](#)[Other response](#) ☒ Empty categories [Sort](#)

Answers	Count	Percentage
I'm satisfied with my current internet service.	52	9.09%
Switching internet service is a hassle.	101	17.66%
I'm under a multi-year contract.	22	3.85%
I'm forced to keep current internet services through rent or other agreements.	16	2.8%
Nothing, I'm able to change anytime.	420	73.43%
Other	33	5.77%

Answered: 566 Skipped: 6

19. If you were offered fiber optic internet service at the prices and speeds below, which would you choose? Column Bar



[Hide table](#)

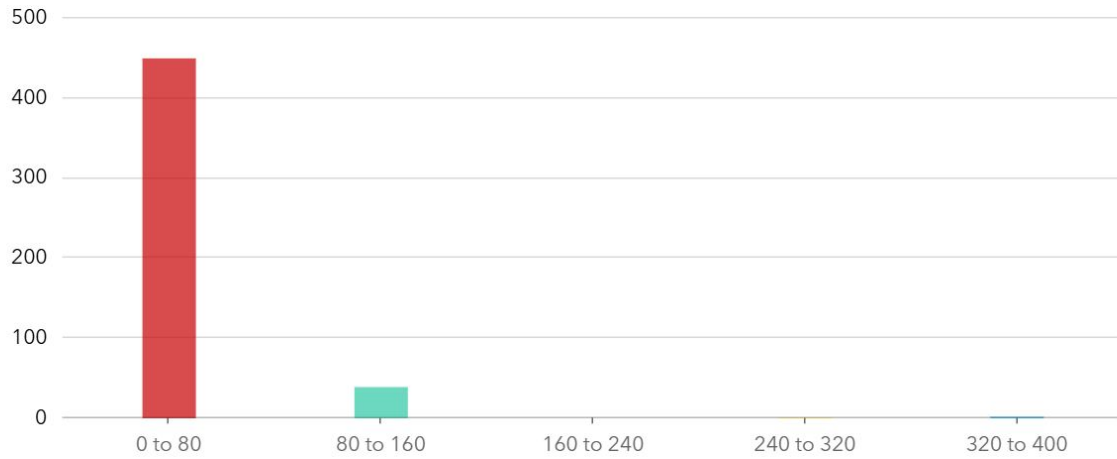
☐ Other response

☒ Empty categories

Answers	Count	Percentage
\$40 for 100 Mbps	58	10.14%
\$50 for 200 Mbps	83	14.51%
\$60 for 500 Mbps	101	17.66%
\$70 for 1 Gig	104	18.18%
\$90 for 2 Gig	34	5.94%
\$250 for 10 Gig	6	1.05%
Unsure	128	22.38%
None, I would keep my current service	39	6.82%
Other	10	1.75%

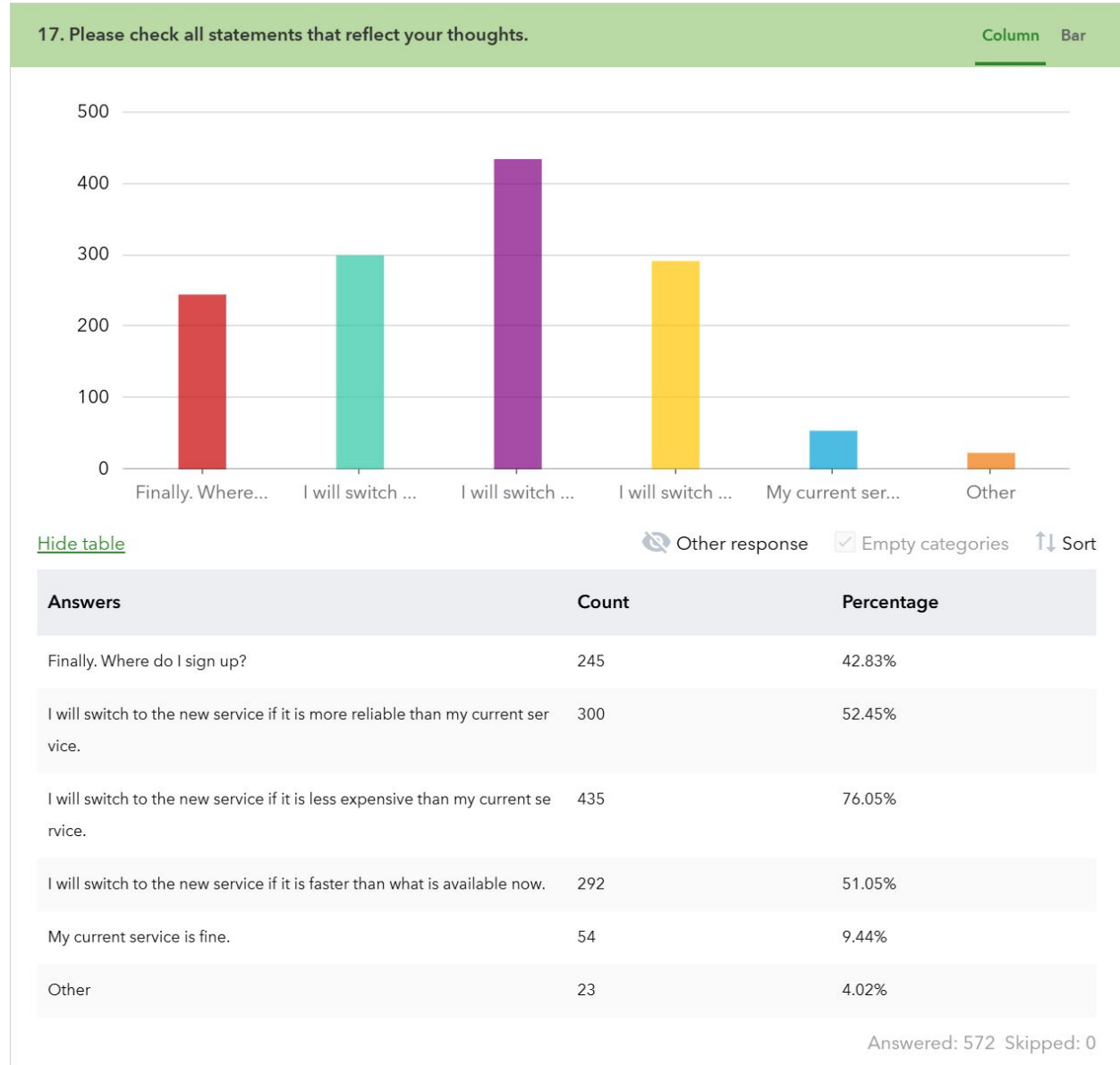
Answered: 563 Skipped: 9

18. What is a fair monthly price for reliable, affordable & fast internet service?

Column Bar Pie Map [Hide table](#)☒ Empty categories 

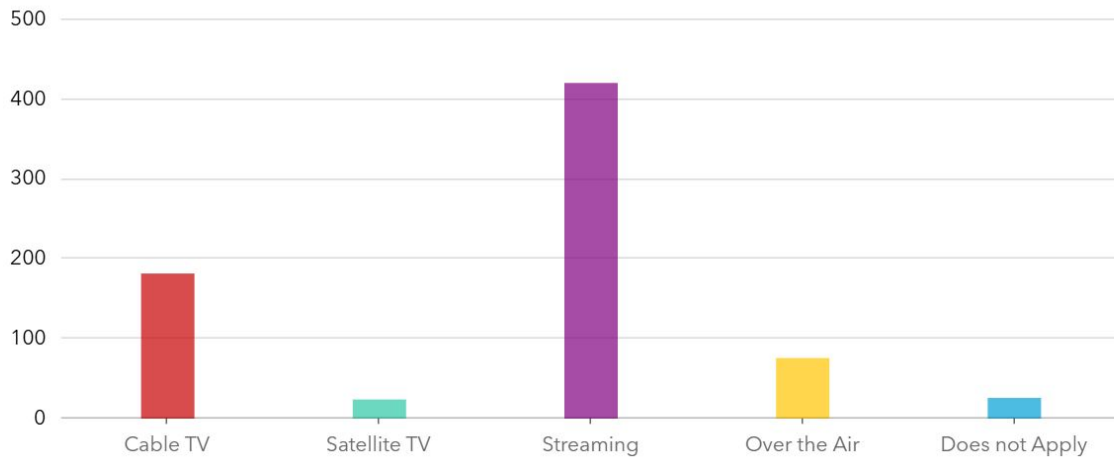
Stats	Value
Min.	0
Max.	400
Avg.	52.9634959349594
Sum.	26,058.04

Answered: 492 Skipped: 80



16. Which of the following video services do you have now?

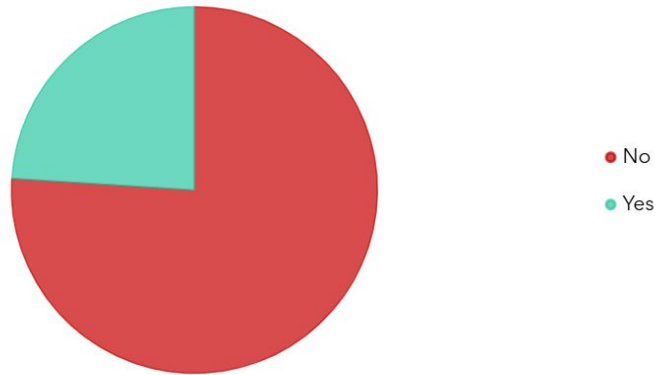
Column Bar

[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
Cable TV	182	31.82%
Satellite TV	24	4.2%
Streaming	421	73.6%
Over the Air	76	13.29%
Does not Apply	26	4.55%

Answered: 570 Skipped: 2

15. Do you have telephone service other than cellular?

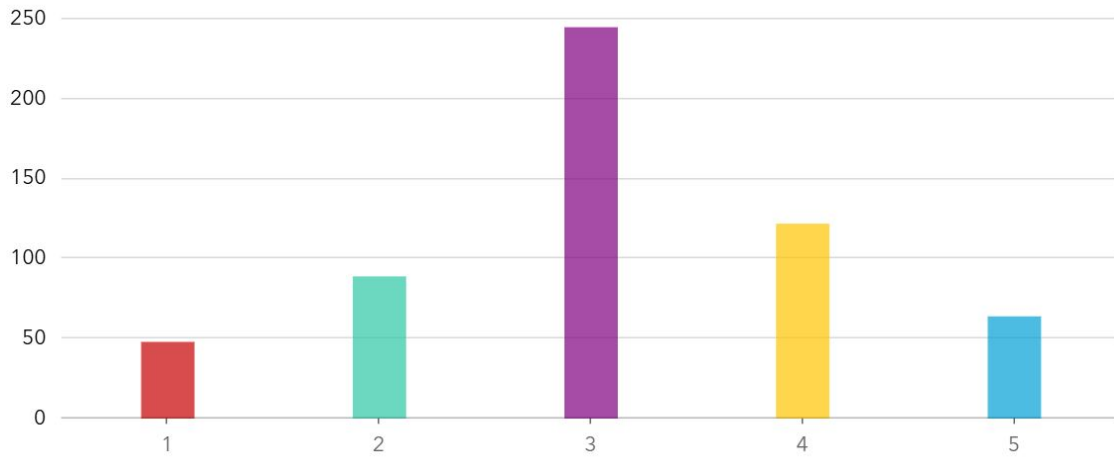
Column Bar **Pie** Map[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
No	434	75.87%
Yes	137	23.95%

Answered: 571 Skipped: 1

14. How likely would you recommend your current internet service provider to others?

Column Bar Pie Map

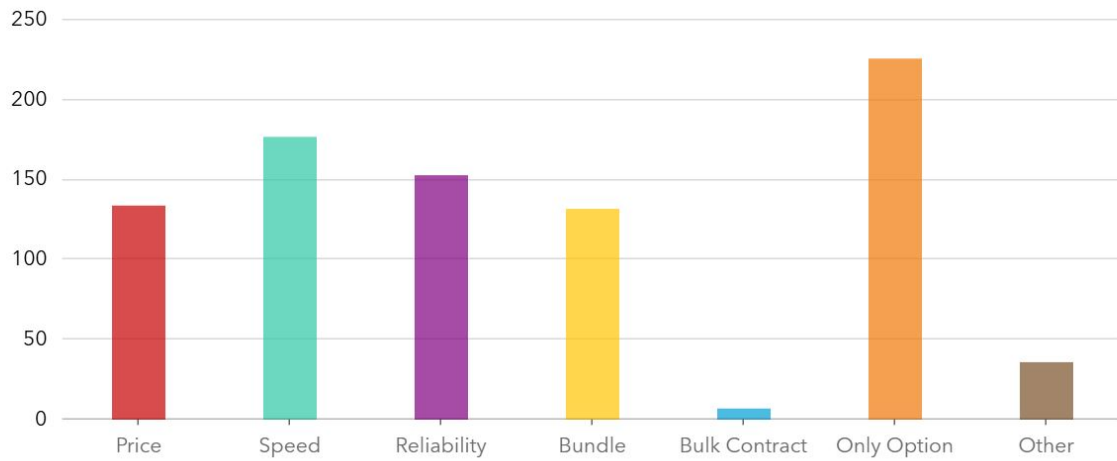
[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
1	48	8.39%
2	89	15.56%
3	245	42.83%
4	122	21.33%
5	64	11.19%

Answered: 568 Skipped: 4

13. Why did you select the internet service you have today?

Column Bar

[Hide table](#)

Other response

☒ Empty categories

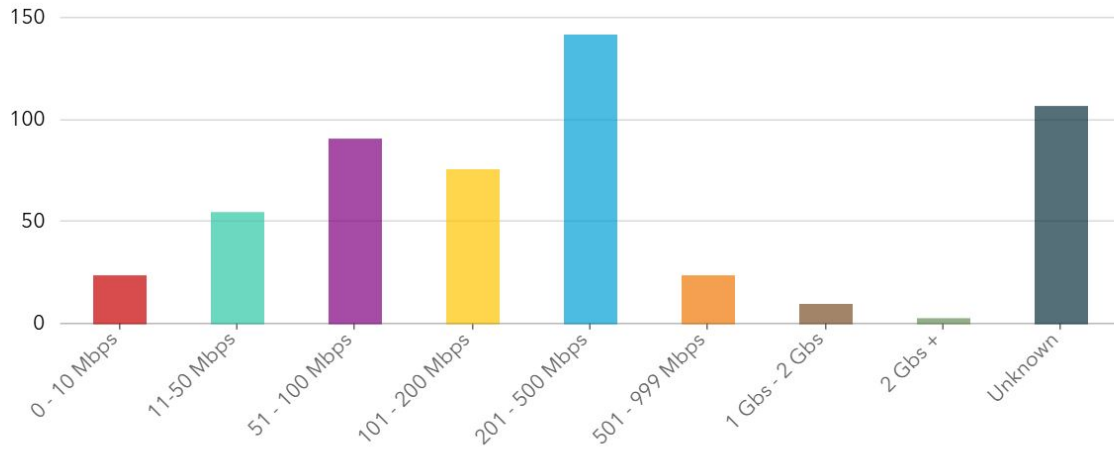
Sort

Answers	Count	Percentage
Price	134	23.43%
Speed	177	30.94%
Reliability	153	26.75%
Bundle	132	23.08%
Bulk Contract	7	1.22%
Only Option	226	39.51%
Other	36	6.29%

Answered: 565 Skipped: 7

12. What is the download speed of your internet

Column Bar Pie Map

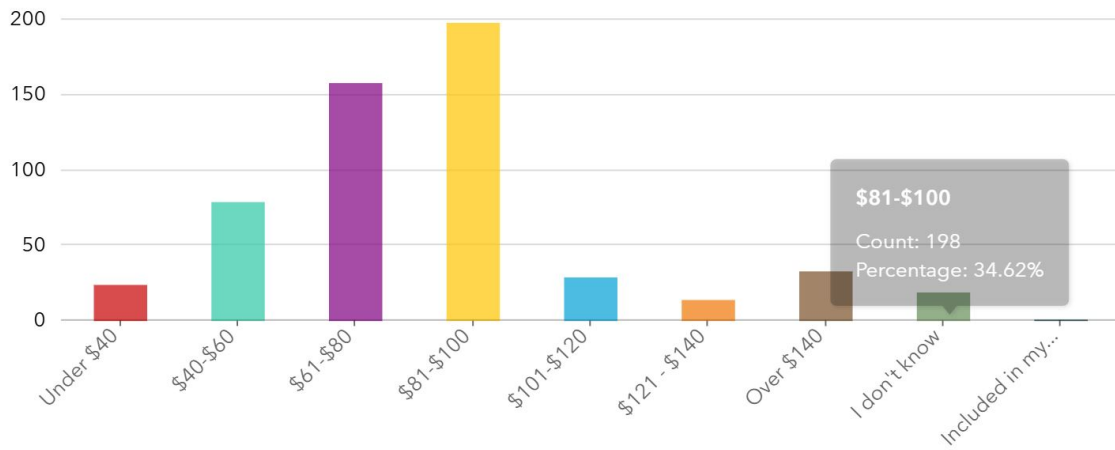
[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
0 - 10 Mbps	24	4.2%
11-50 Mbps	55	9.62%
51 - 100 Mbps	91	15.91%
101 - 200 Mbps	76	13.29%
201 - 500 Mbps	142	24.83%
501 - 999 Mbps	24	4.2%
1 Gbs - 2 Gbs	10	1.75%
2 Gbs +	3	0.52%
Unknown	107	18.71%

Answered: 534 Skipped: 38

11. How much do you pay for internet service each month?

Column Bar Pie Map

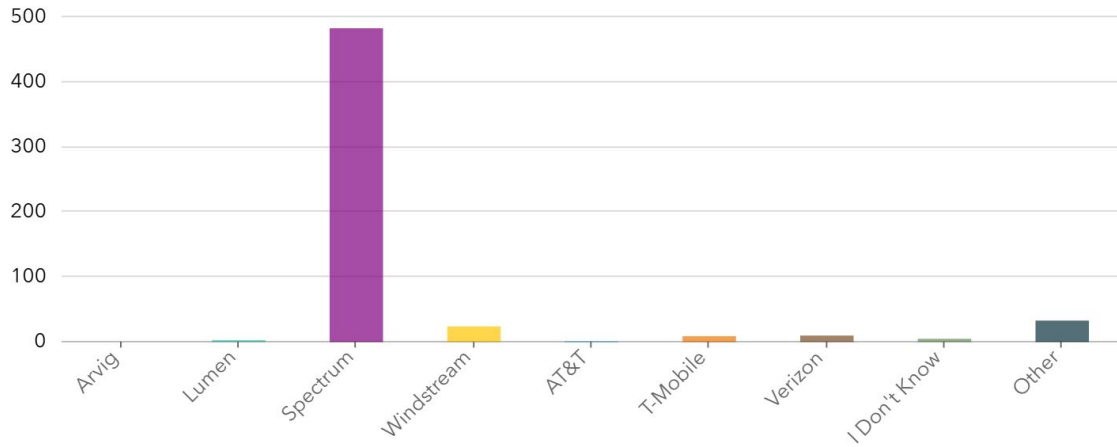
[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
Under \$40	24	4.2%
\$40-\$60	79	13.81%
\$61-\$80	158	27.62%
\$81-\$100	198	34.62%
\$101-\$120	29	5.07%
\$121 - \$140	14	2.45%
Over \$140	33	5.77%
I don't know	19	3.32%
Included in my rent, lease, etc.	1	0.17%

Answered: 555 Skipped: 17

10. Which company provides your internet service?

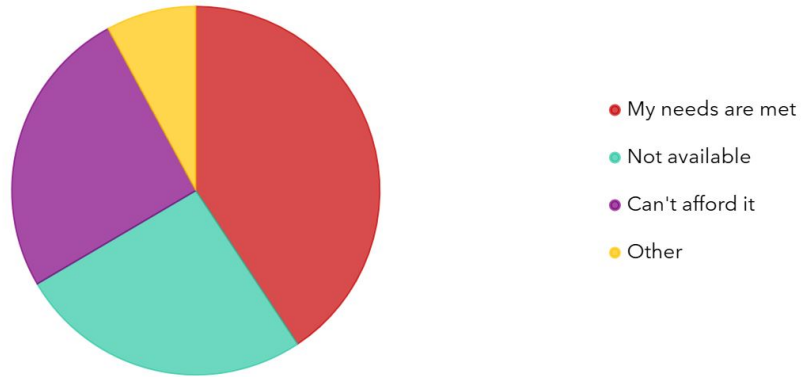
Column Bar Pie Map

[Hide table](#)
☐ Other response
 ☒ Empty categories
 [Sort](#)

Answers	Count	Percentage
Arvig	0	0%
Lumen	3	0.52%
Spectrum	483	84.44%
Windstream	24	4.2%
AT&T	1	0.17%
T-Mobile	9	1.57%
Verizon	10	1.75%
I Don't Know	5	0.87%
Other	33	5.77%

Answered: 568 Skipped: 4

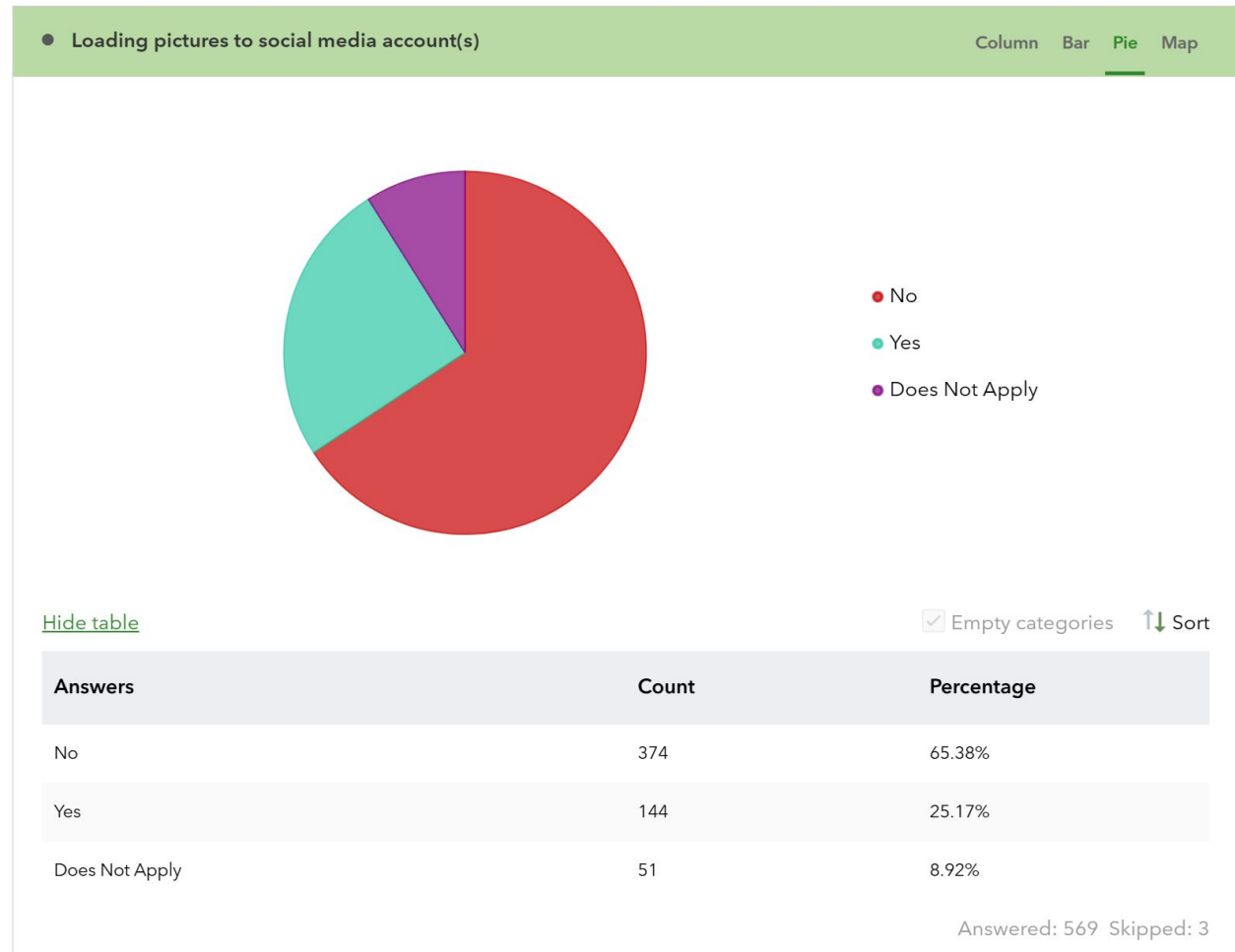
9. What prevents you from getting the internet service you want or need?

Column Bar **Pie** Map[Hide table](#)☐ Other response ☒ Empty categories [Sort](#)

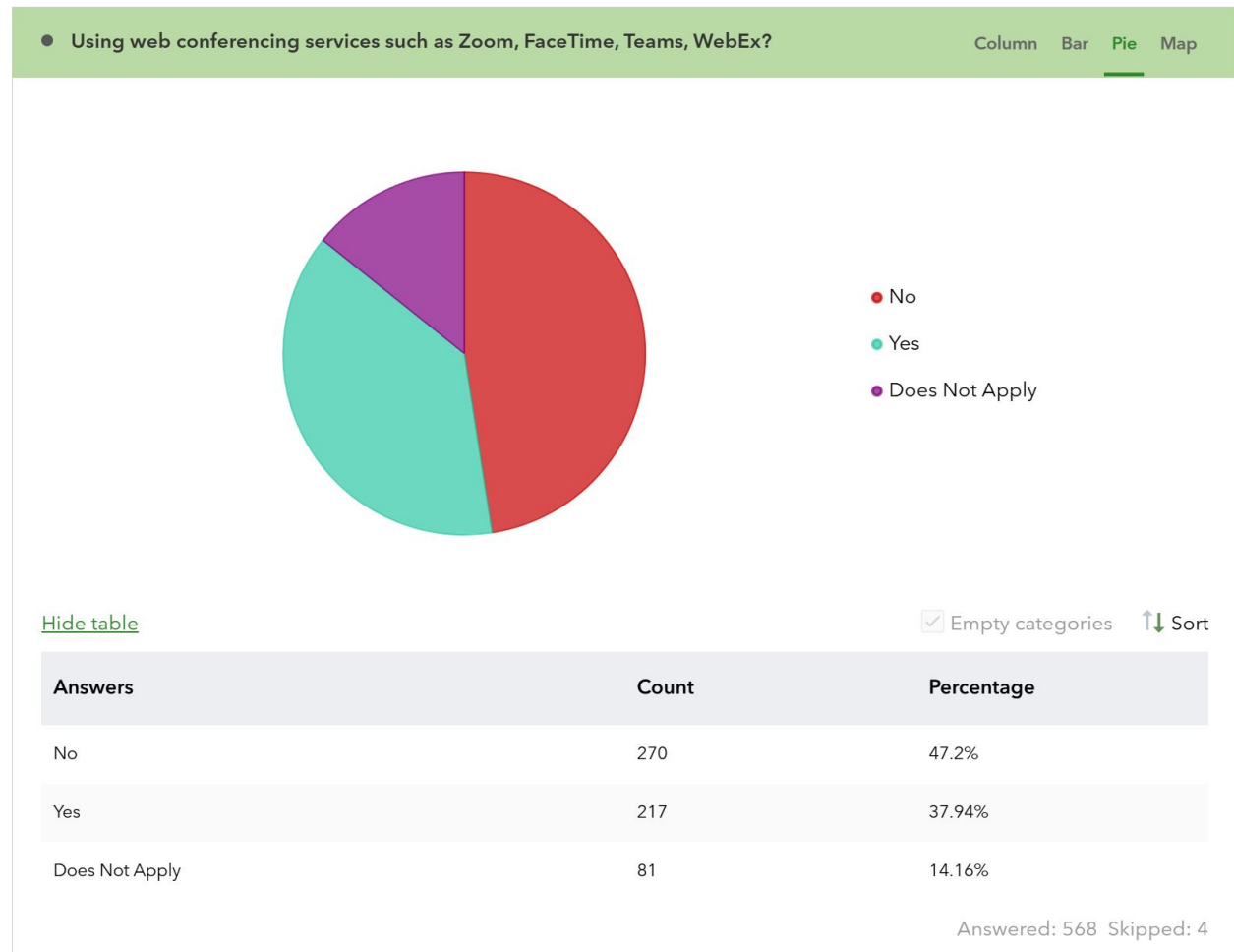
Answers	Count	Percentage
My needs are met	231	40.38%
Not available	147	25.7%
Can't afford it	145	25.35%
Other	45	7.87%

Answered: 568 Skipped: 4

8. When using your home/business internet service, do you have trouble:

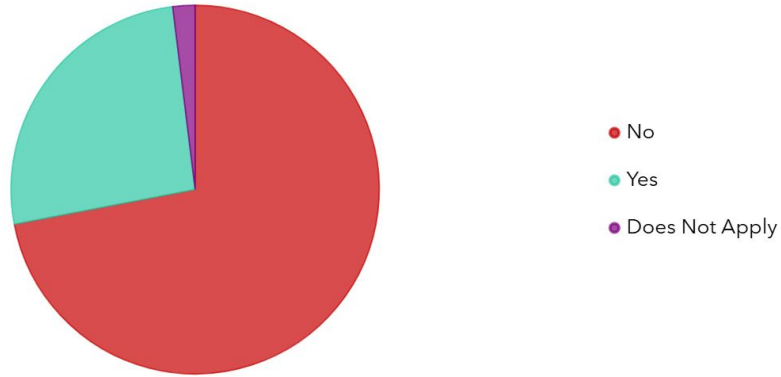


8a.



8b.

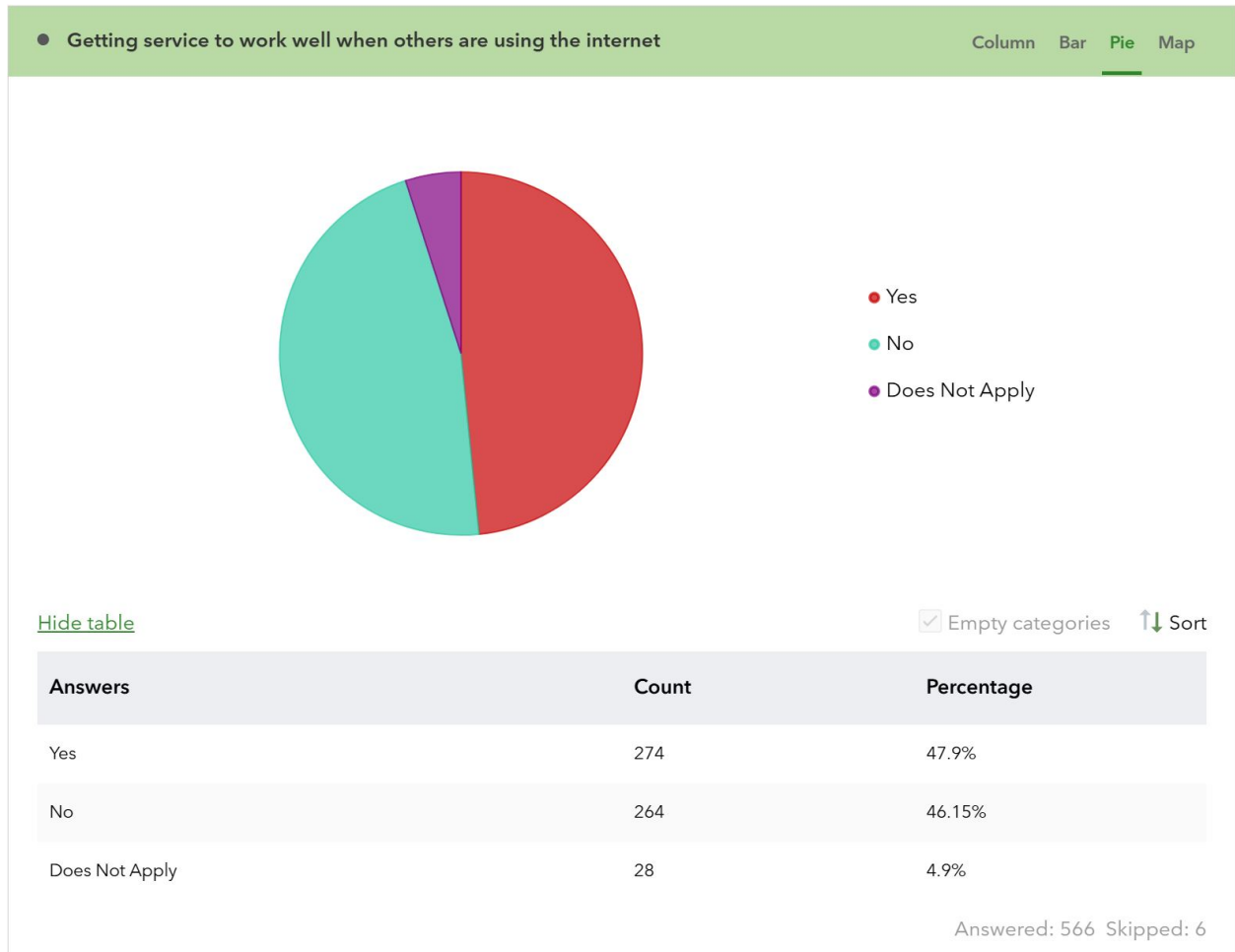
- Just doing the basics like placing orders, completing forms, and sending emails.

Column Bar **Pie** Map[Hide table](#)☒ Empty categories [Sort](#)

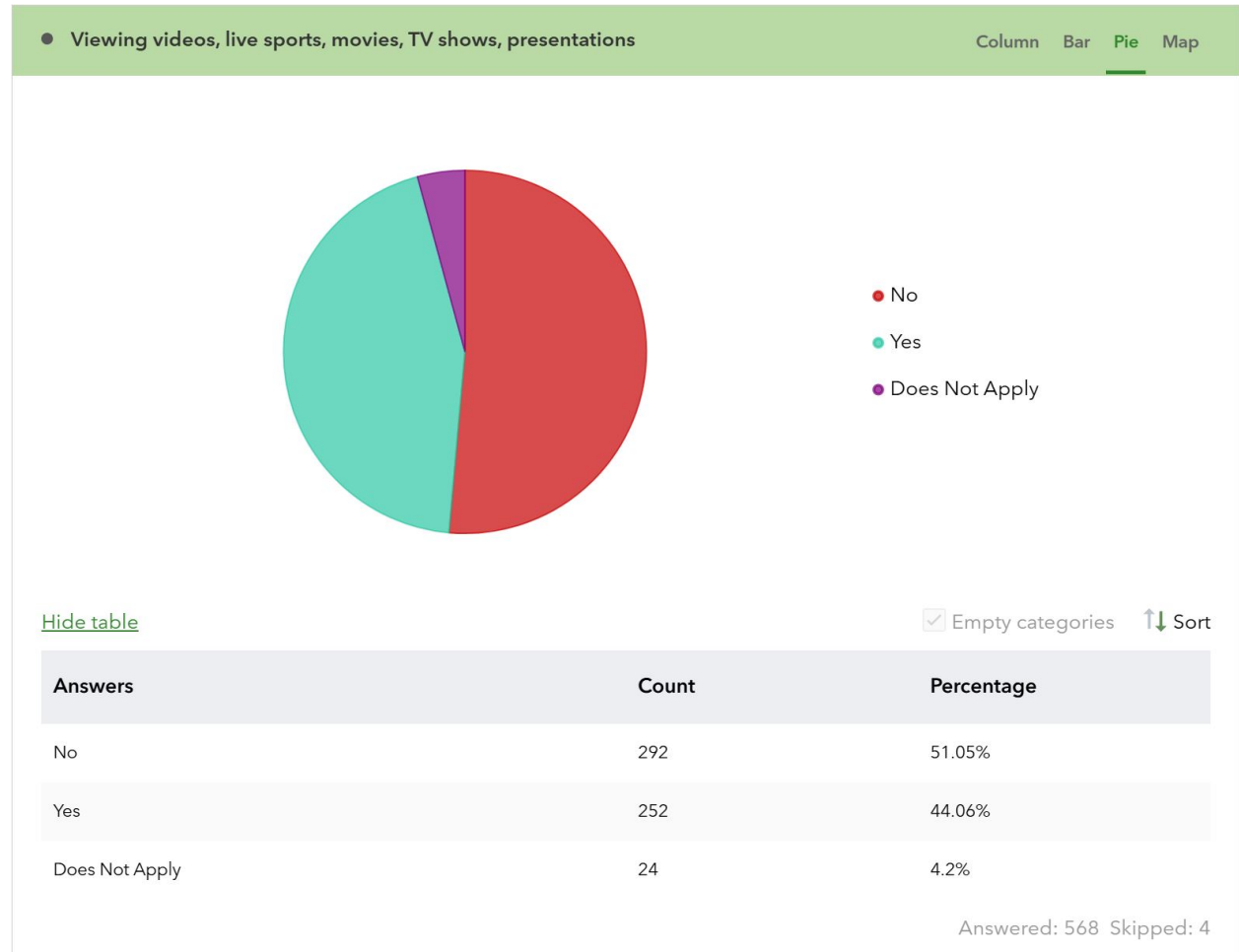
Answers	Count	Percentage
No	406	70.98%
Yes	147	25.7%
Does Not Apply	11	1.92%

Answered: 564 Skipped: 8

8c.

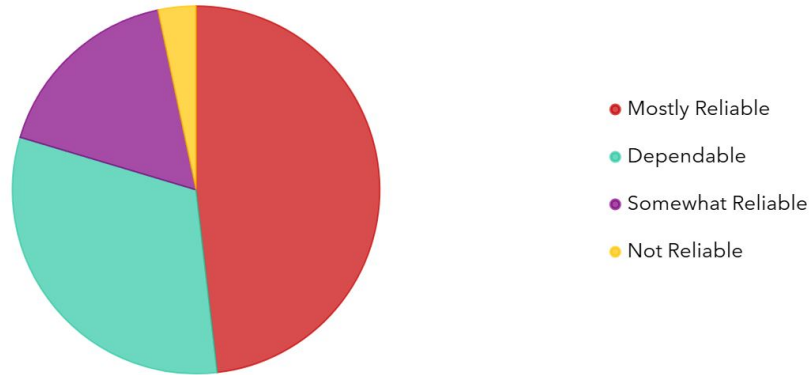


8d.





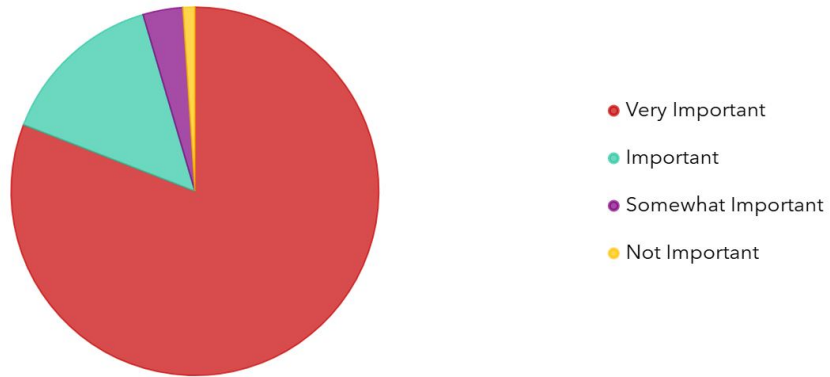
6. Your current internet service is?

Column Bar **Pie** Map[Hide table](#)☒ Empty categories [Sort](#)

Answers	Count	Percentage
Mostly Reliable	274	47.9%
Dependable	179	31.29%
Somewhat Reliable	97	16.96%
Not Reliable	19	3.32%

Answered: 569 Skipped: 3

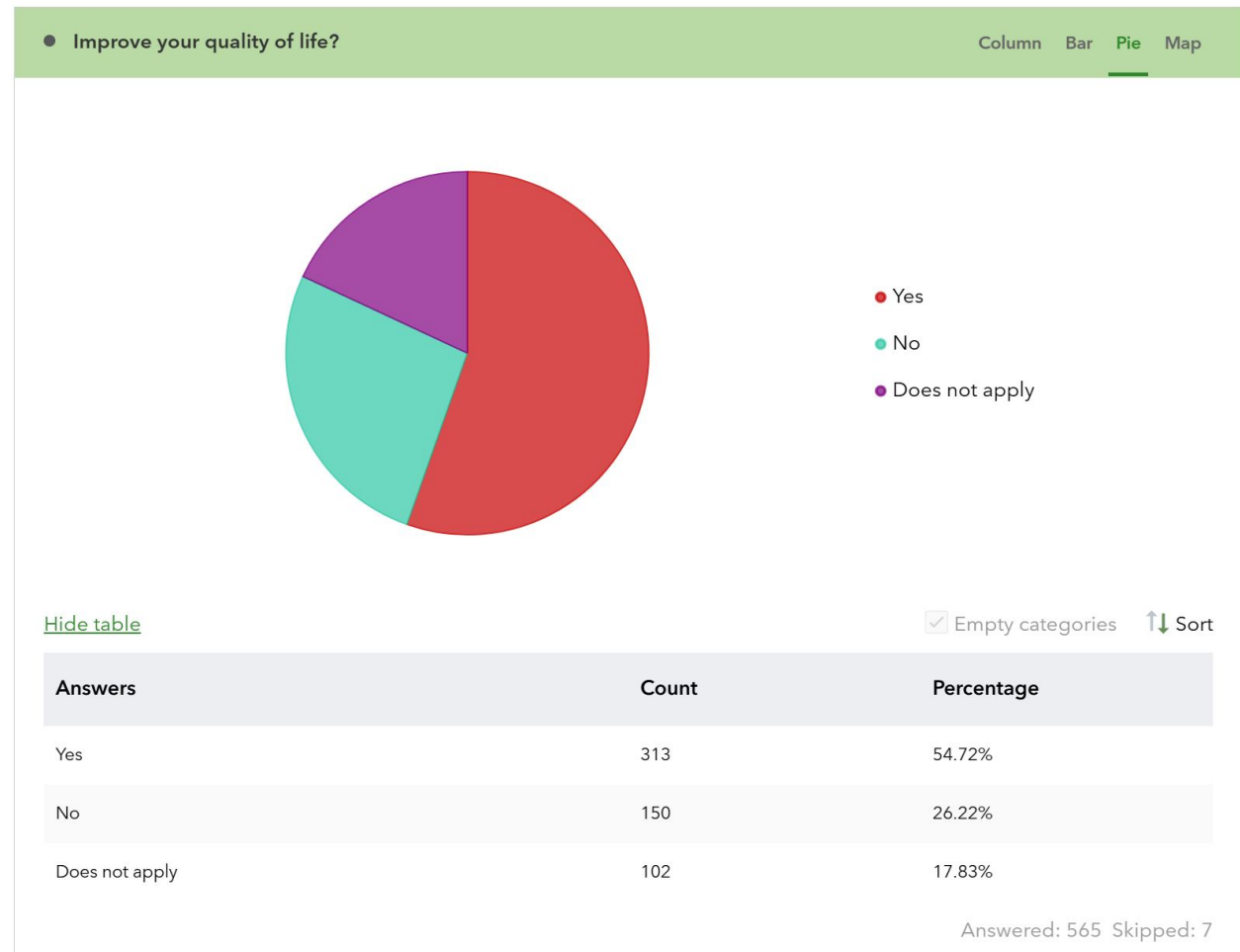
5. How important to you is reliable internet service?

Column Bar **Pie** Map[Hide table](#)☒ Empty categories [Sort](#)

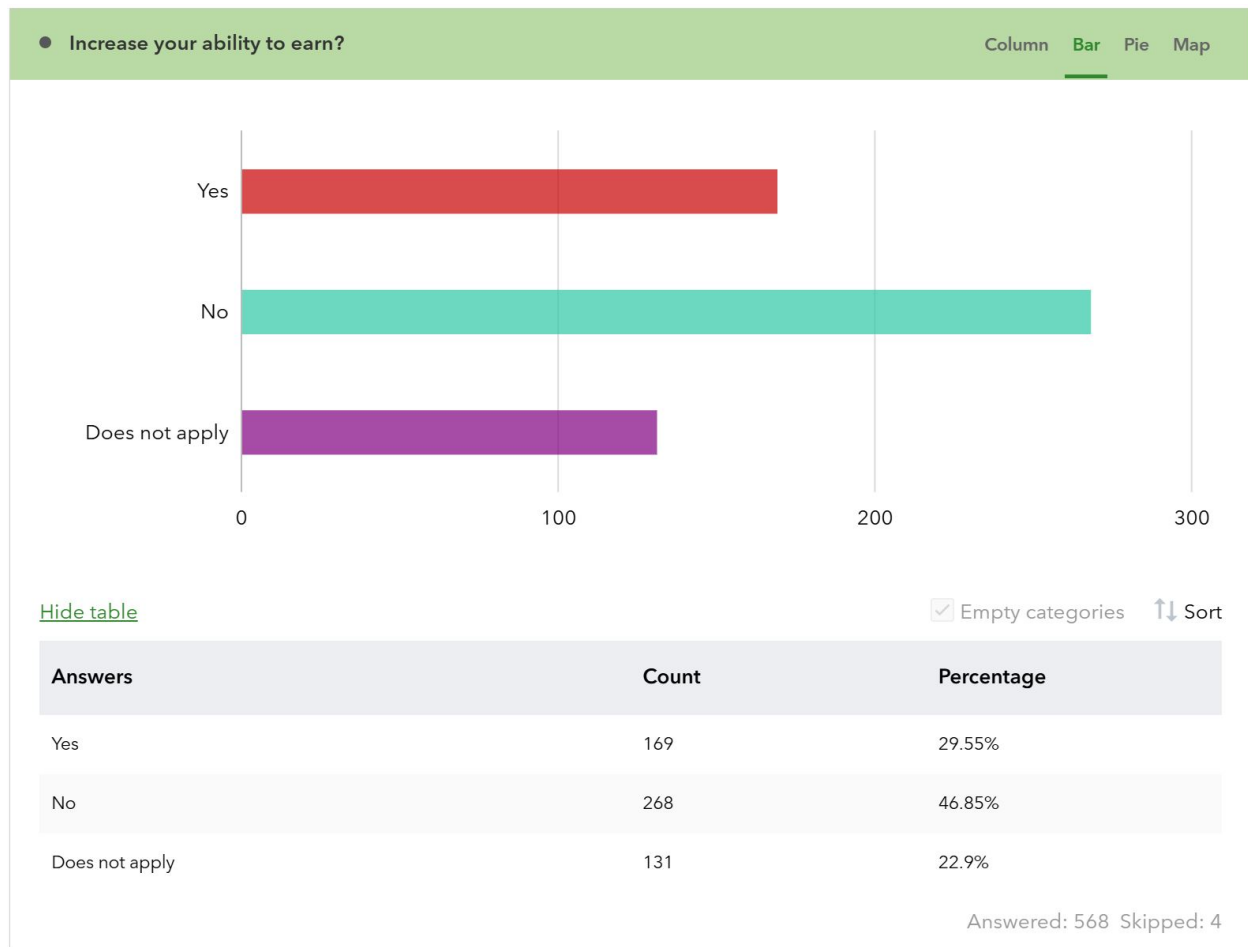
Answers	Count	Percentage
Very Important	461	80.59%
Important	83	14.51%
Somewhat Important	20	3.5%
Not Important	6	1.05%

Answered: 570 Skipped: 2

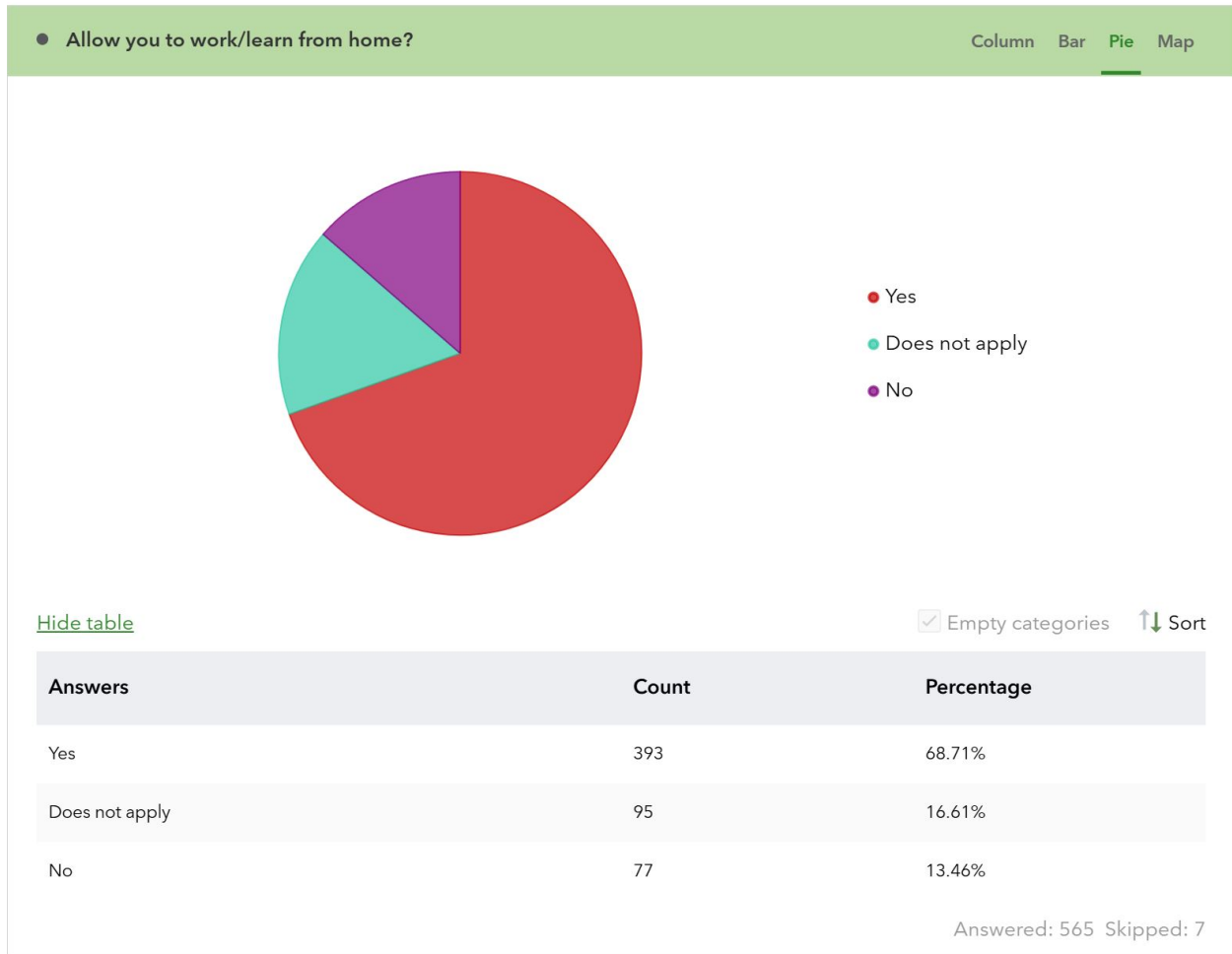
4. Will access to reliable, affordable high-speed internet:



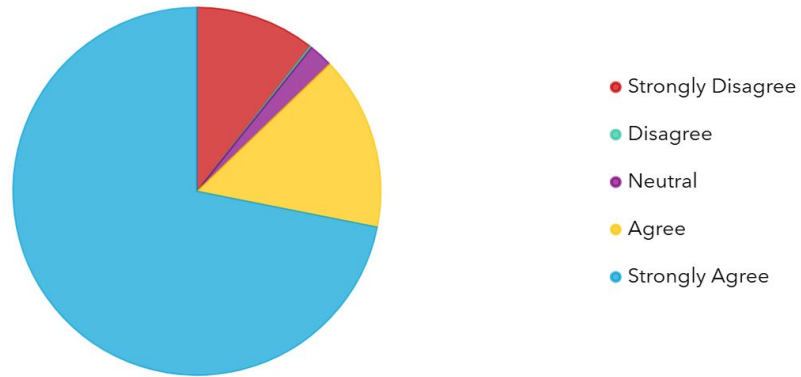
4a.



4b.



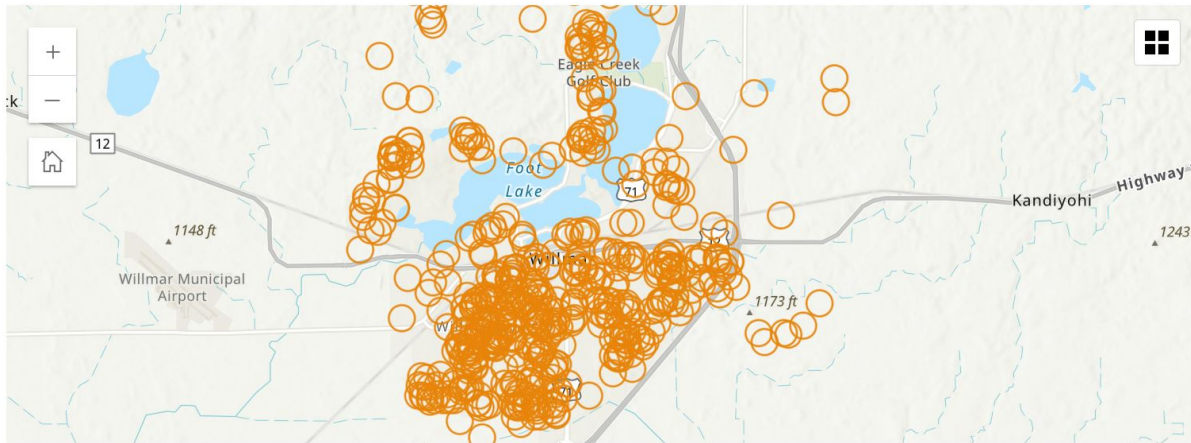
3. Internet access is an important utility just like phone or electricity

Column Bar **Pie** Map[Hide table](#)☒ Empty categories [Sort](#)

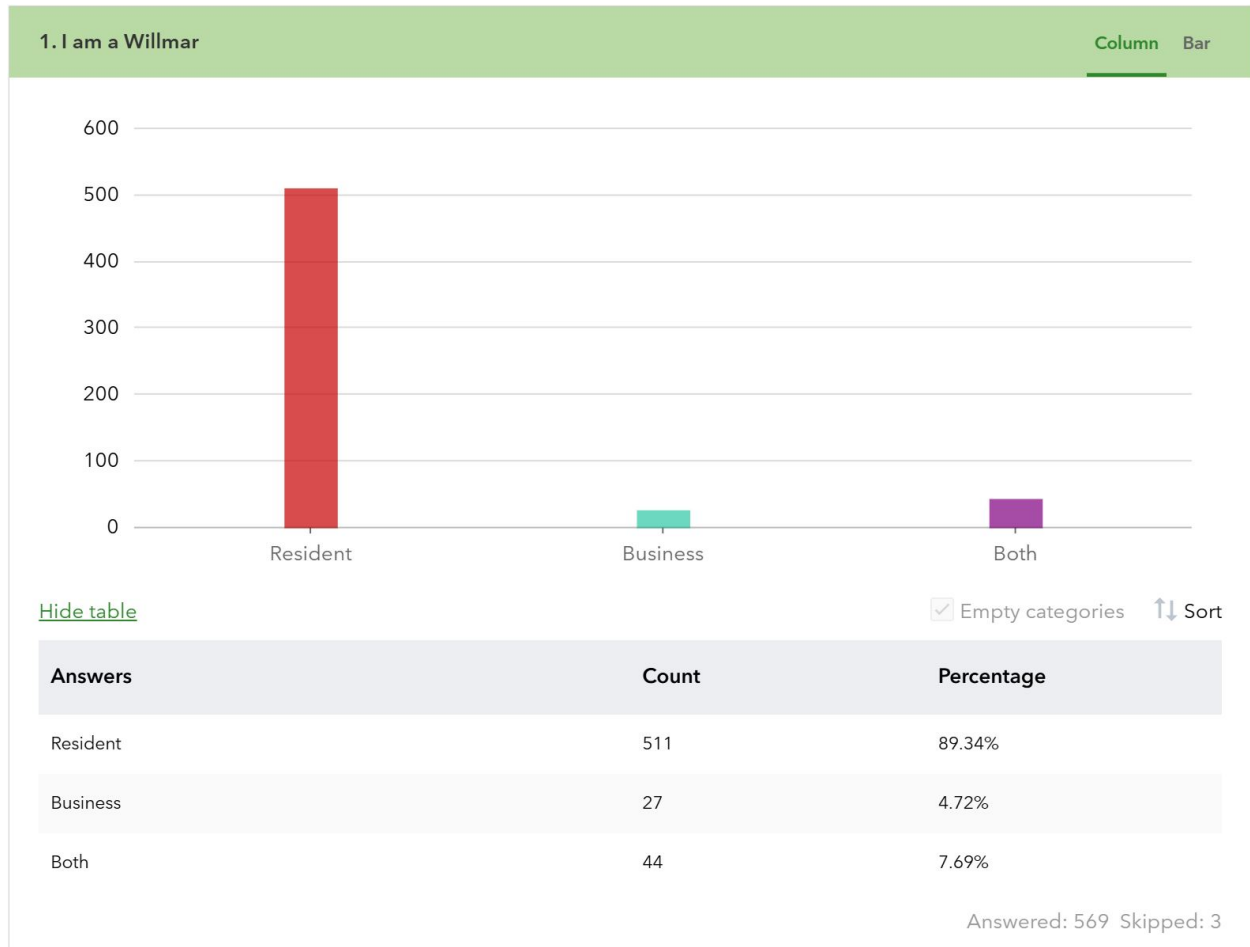
Answers	Count	Percentage
Strongly Disagree	60	10.49%
Disagree	1	0.17%
Neutral	12	2.1%
Agree	87	15.21%
Strongly Agree	409	71.5%

Answered: 569 Skipped: 3

2. Your physical address:

[Word cloud](#) [Map](#)

Esri, NASA, NGA, USGS | Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA, USFWS Powered by Esri



SLIDE ONE

The slide features a blue and white geometric background. In the top left, the Willmar logo consists of a stylized 'W' with a heart in the center, followed by the text 'WILLMAR INC. MINNESOTA 1901'. The main title 'Connect Willmar' is in a large, bold, yellow font. Below it, a bulleted list in yellow text reads: '• Everyone gets fiber', '• Neutral infrastructure', '• Market competition', and '• Continued prosperity'. In the bottom right, there is a logo for 'Presented by Hometown Fiber' which includes a stylized 'H' in a blue and white square.

WILLMAR
INC. MINNESOTA 1901

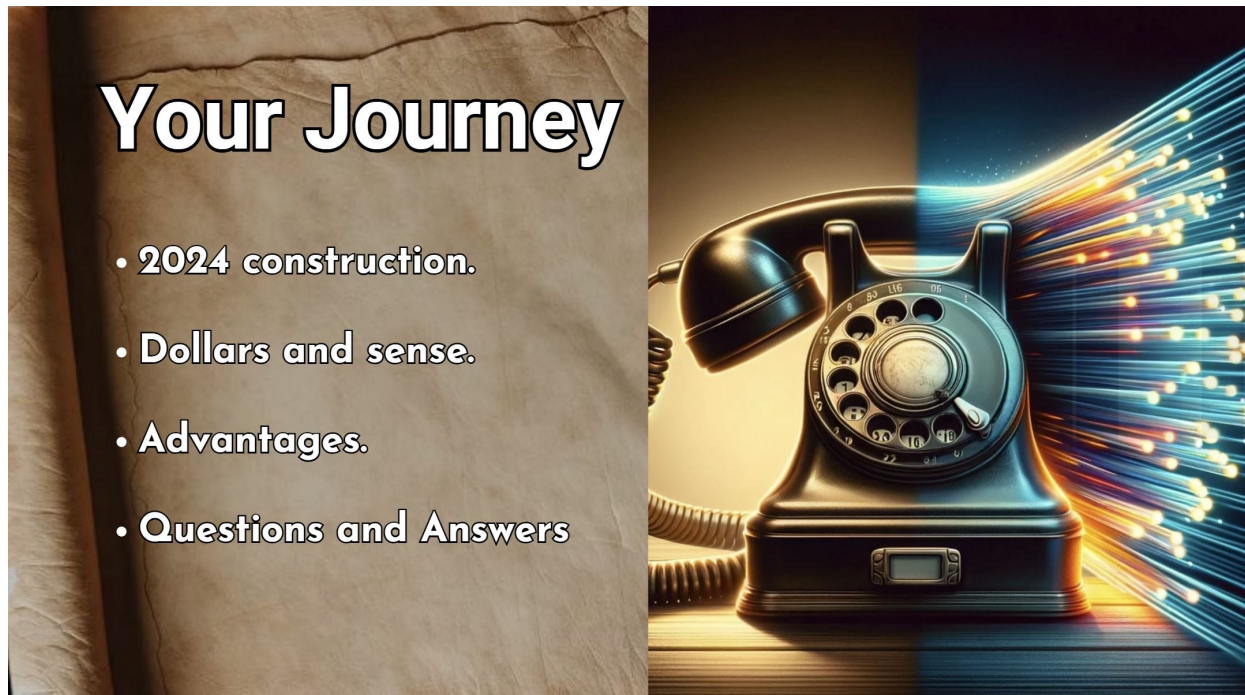
Connect Willmar

- Everyone gets fiber
- Neutral infrastructure
- Market competition
- Continued prosperity

Presented by
Hometown Fiber

Mayor, Council and City Staff. Thank you for the opportunity to present to you tonight. You have asked for some information about the Connect Willmar Initiative, the project that will directly connect every home and business in Willmar to the fastest internet available. The project where YOU, the city, provide a neutral infrastructure that allows fair market competition while ensuring Willmar is up to speed, digitally, economically and for the future.

SLIDE TWO



We are tiptoeing on the deadline to begin building in the 2024 season. We need to make some decisions. Before we ask you to make any decisions, you need some more information.

Tonight, I am going to quickly recap the situation that brought us all together on this journey.

We are going to go over the Proforma, that will cover the projections, the risk, best- and worst-case scenarios and the rewards.

I am going to highlight the benefits of fiber optic infrastructure, so you have a COMFORTABLE UNDERSTANDING of what the product and possibilities are. And as we go through this, I am going to answer the questions you had at the Feb 5th meeting.

If you have questions following the presentation, fire away, because like I said, there are going to be some asks coming in front of you at the next council meeting and I want you to have all the information you need to make your next decisions with confidence.

SLIDE THREE



Since our last meeting we have been busy. We directed the money you did approve for the outreach toward garnering local business support, because that is how this started.

Your businesses and your Industrial park were underserved, and they still are.

In 2022, a need for better internet access in Willmar was publicly noted. You have an Industrial Park that needs better broadband than what is available. You need an industrial park that is going to grow and flourish. Economic Growth for Willmar, which is why we are here.

You released an RFP, and you received 3 responses. Two of the responses asked for money from the City to expand their business to PARTS of Willmar, the third respondent was from us, Hometown Fiber.

SLIDE THREE



Hometown Fiber has been working with your financial partners on the project.

We completed the Financial Proforma with input and direction from Doug Green with Baker Tilly and your special Financial Advisor, Laura Lewis. Michael Lesmeister from the Harvard Business School provided additional assistance. Hometown Fiber has completed network architecture for Phase 1 while Bolton and Menk are preparing construction documents. When the Council approves, Phase 1 it can be let out for competitive bids without delay.

We have been solidifying the details of the Operations agreement with your Lawyers.

We have a letter of intent signed by Anthony Will of Broadband Minnesota. Once the Operations agreement is fully executed, Hometown Fiber will sign more internet service providers.

We have also made some especially important connections on your behalf both on a local and a National Level. You have a LOT of support behind you, and you have a LOT of good people, who are good at their jobs, who have done a lot of work on this project to make sure it is successful.

SLIDE FOUR

Your Journey

H Hometown Fiber's Proposal

- Every address gets fiber.
- Self-sustaining infrastructure.
- City is free to prosper.

BOLTON & MENK **HOMETOWN FIBER** **EHLERS** PUBLIC FINANCE ADVISORS

CITY OF Willmar **RESIDENTIAL FIBER TO THE HOME PROPOSAL**

Willmar, MN
Sept. 1, 2022

APPROVED

Summary
Bolton & Menk | Hometown Fiber | Ehlers
partnership to put Willmar
on the path to world-class
internet service

Presented by:
HOMETOWN FIBER, LLC
18457 Gladstone Blvd N | Maple Grove, MN 55311
763.299.5900 | knowmore@hometownfiber.com

You chose Hometown Fiber's proposal. Our response was one that offers symmetrical speeds, not just in parts of the city, but to every address in Willmar. Our financial model is set up to repay the investment from the city, which becomes a self-paying and self-sustaining infrastructure.

Infrastructure: Meaning once this is built, you do not have to do this again. Willmar will have as much bandwidth and speed to grow as much as you want and when you want.

SLIDE FIVE



There are questions that arise when you are doing something outside of the norm. Who is Hometown Fiber, how will it all work, what is the risk to the people, does that risk outweigh the reward, do we need to do this right now or can we wait a little bit and see if we must do anything at all?

There is a lot to think about. So, let us start answering those questions. The first being Why this and why now.

SLIDE SIX

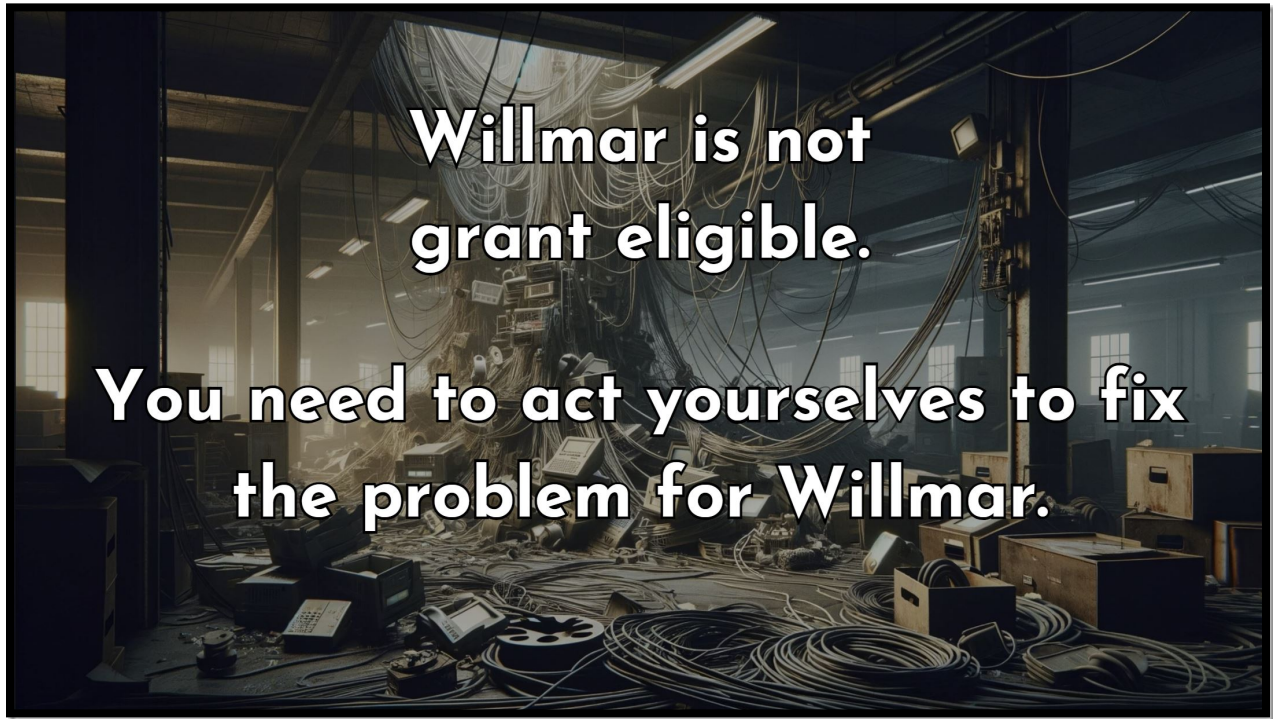


The telecommunications industry is broken.

A NATIONAL RECOGNITION OF CURRENT INDUSTRY FAILURE

I can do a whole song and dance about how the industry operates today, the money ISPS make, using public contributions to expand their business, how portions of the population have been left behind, the antiquated technology that has been deemed “good enough” Clearly, an original approach is required. It is something I am very passionate about. It is why I have a job; it is why I am in Willmar with you.

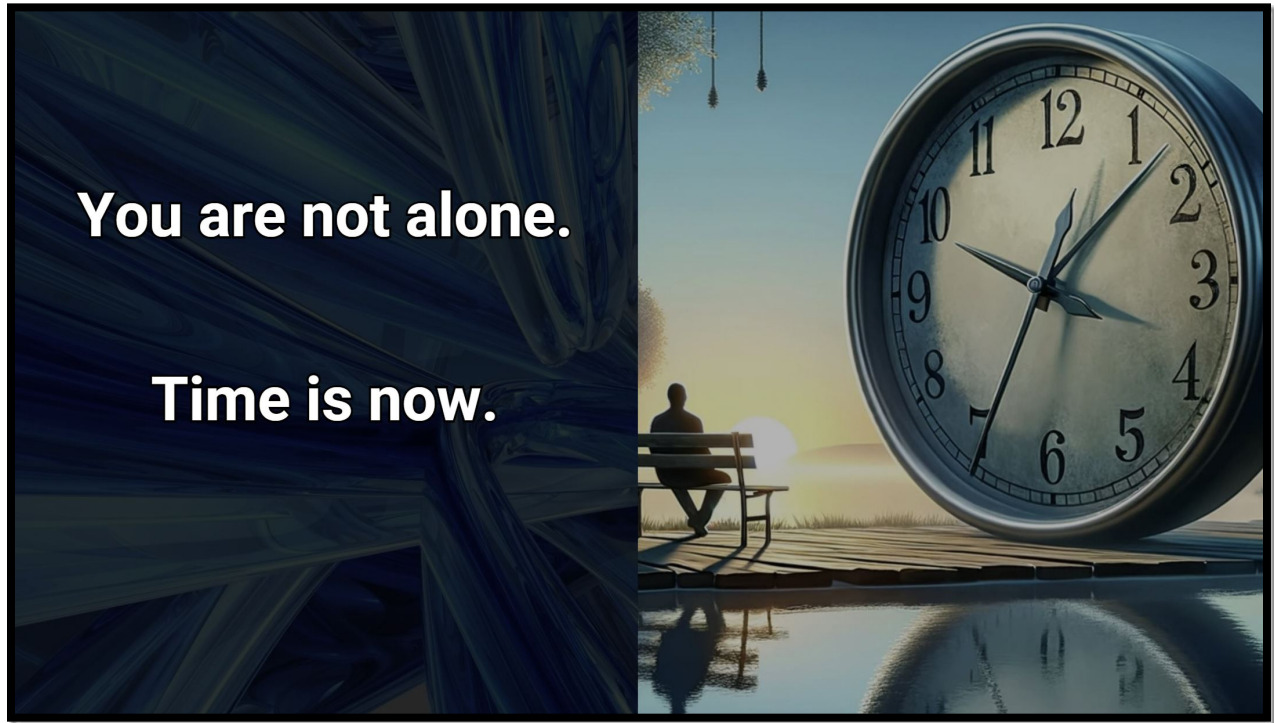
SLIDE SEVEN



Right now, \$42.5 BILLION Federal dollars have been allocated to help motivate ISPs to build faster connections where they either have not built before or they have not updated their technology. Those are Federal dollars – that means Willmar’s taxpayers are contributing. But, because your speeds are “good enough,” Willmar is not eligible.

Willar businesses and residences are paying an internet bill without say in their service, speed or price.

SLIDE EIGHT



You are not the only community who is in this position. You are not the only community in Minnesota who is in this position. There are approximately 20 other communities in the State who have built a municipally owned network.

They chose to build it because there was a need that was not being met by incumbent providers.

They did not want to fall behind when their neighboring areas were advancing – much like Willmar's current position where the County is advancing, and Willmar is not.

This is why we are here, because you need fast, reliable, and affordable service throughout Willmar to prosper. You cannot be stagnant while your neighbors grow. The other areas, who are a stone's throw away, are building and growing...and they are doing it right now.

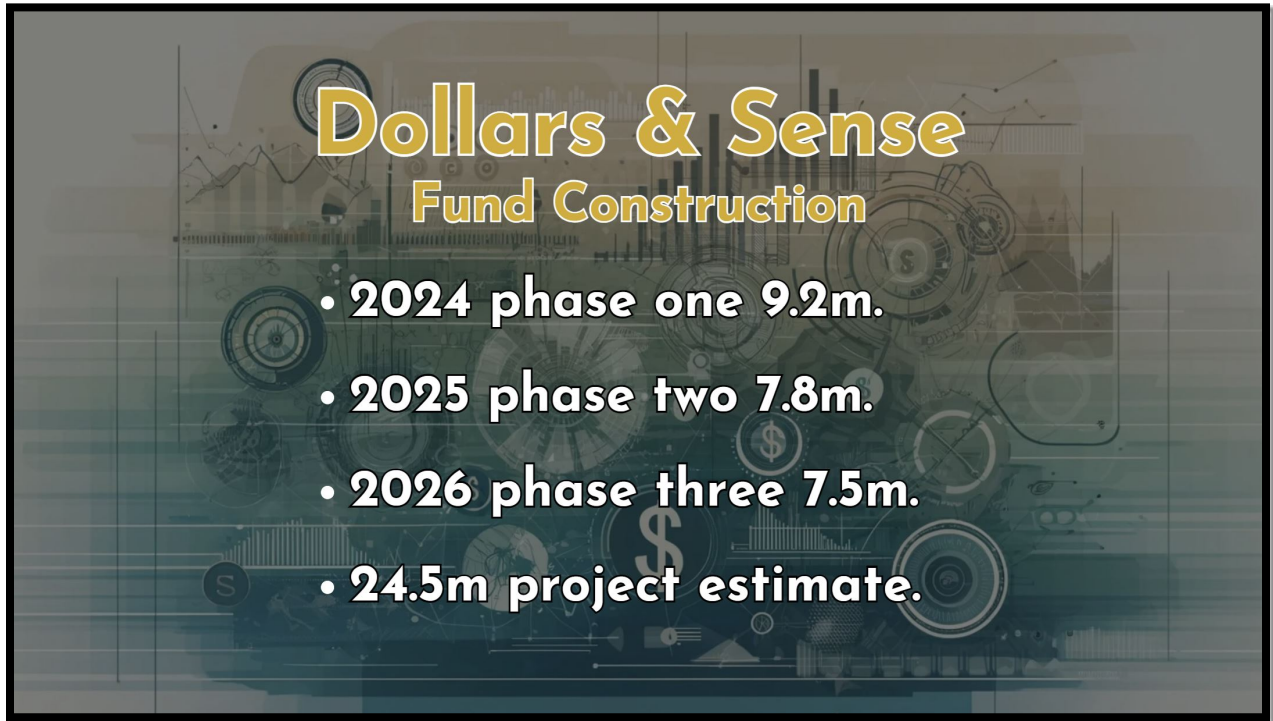
SLIDE NINE

Dollars & Sense Fund Construction

- General Obligation Bonds.
- Zero cash deposit.
- Low interest rates (4%).
- 20-year term.

The first thing to see are the numbers. Financing the project using general obligation bonds has several key advantages such as: Zero cash deposit, low interest rates, and a 20-year period for repayment.

SLIDE TEN



:21

Construction costs are divided into three phases.

2024, phase one, is 9.2 million,

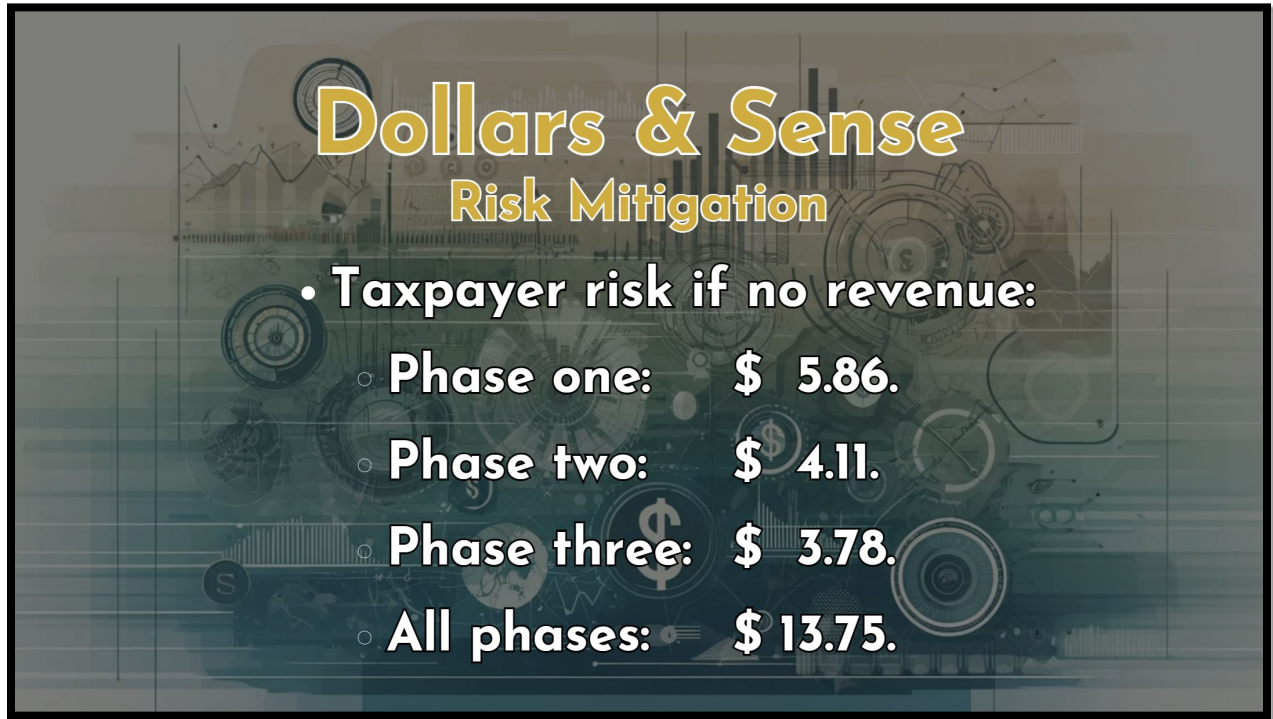
2025 phase two is 7.8 million and

2026 phase 3 is 7.5 million.

Total construction estimate is 24.5 million.

The commitment needed for this year is Phase 1 and 9.2million.

SLIDE ELEVEN



Looking at a worst-case scenario. If the infrastructure generates no revenue, the monthly risk to the average property tax is:

Phase 1: \$5.86.

Phase 2: \$4.11.

Phase 3: \$3.78.

All phases' totals: \$13.75/month.

Now we will show you the interactive proforma information.

INTERACTIVE

Financial Proforma Review

SLIDE TWELVE



OPERATIONS AGREEMENT

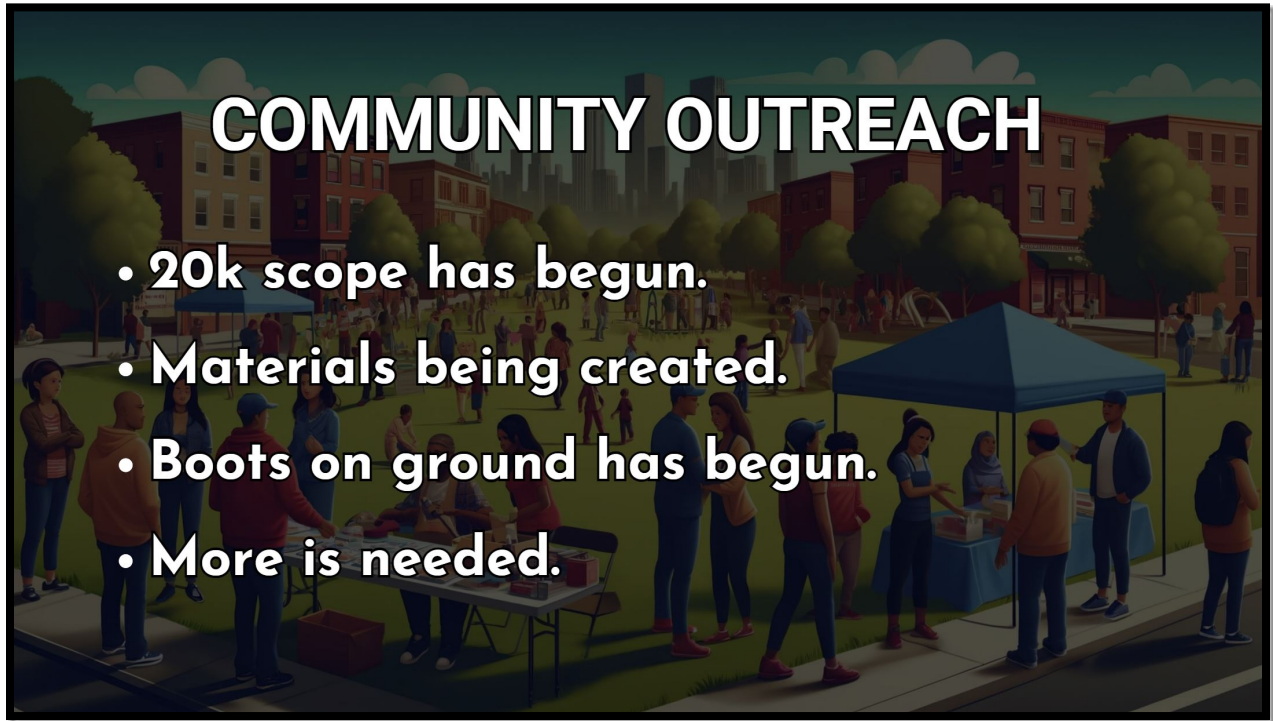
- Need agreement to sign ISPs
- Does not cost city until network begins operating
- Includes tech(s), rolling stock and tools located in Willmar.

SLIDE THIRTEEN

Low Qty	High Qty	Monthly Fee	Annual Fee
1	999	\$ 21,773	\$ 261,278
1,000	1,999	\$ 39,520	\$ 474,243
2,000	2,999	\$ 55,482	\$ 665,778
3,000	3,999	\$ 71,014	\$ 852,171
4,000	4,999	\$ 80,584	\$ 967,007
5,000	5,999	\$ 94,604	\$ 1,135,251
6,000	6,999	\$ 108,764	\$ 1,305,174
7,000	7,999	\$ 119,985	\$ 1,439,820

The monthly fee does not start until the network has customers. An important thing to remember when looking at this document is that Willmar is not becoming an ISP, Hometown Fiber is not an ISP. Hometown Fiber will provide tech(s), rolling stock and tools located in Willmar. Hometown Fiber is accountable to you, the city, to manage and maintain the neutral infrastructure you are building.

SLIDE FOURTEEN



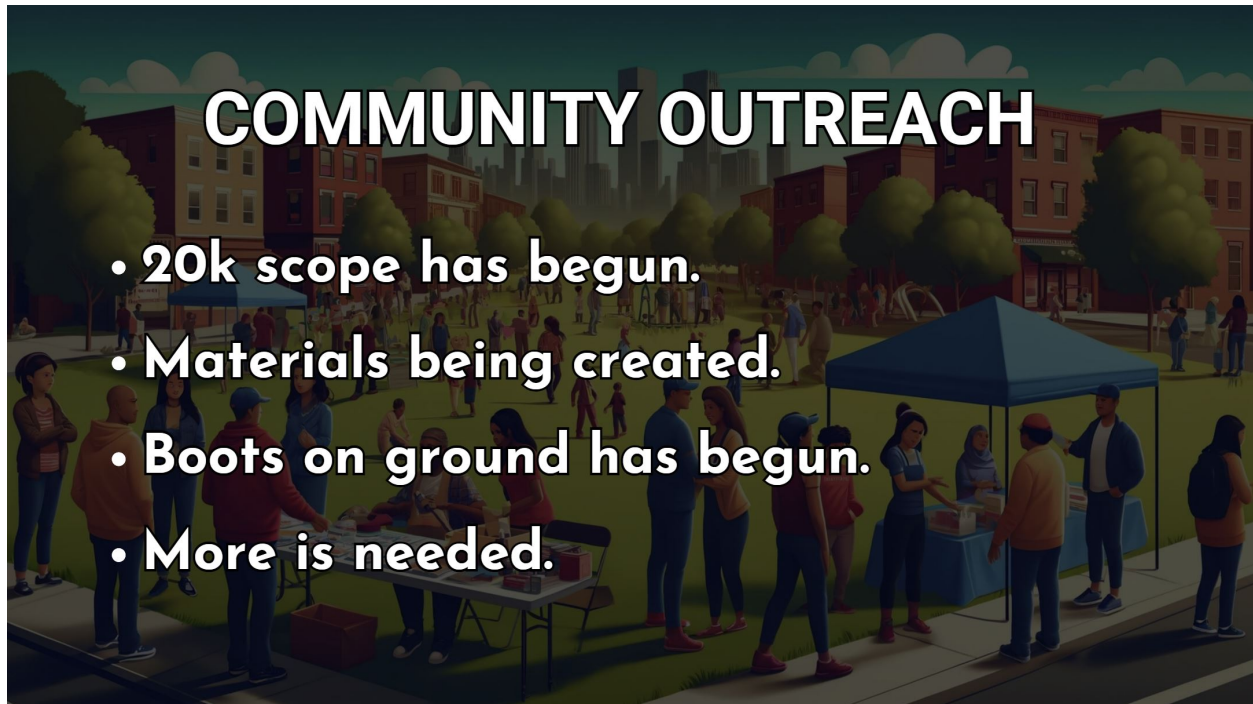
- 20k scope has begun.
- Materials being created.
- Boots on ground has begun.
- More is needed.

The final thing I am going to touch on briefly is the Community Outreach and Educational program. With the 20K approved to get started we did the following:

1. Created a business list with GIS data, track outreach
2. Created a webpage to provide businesses with access to outreach materials.
3. Used a GIS map of the businesses to track the outreach
4. Created a "What is Connect Willmar" informative packet explaining the initiative.
5. Created and distributed the "Connect Willmar Benefits to Business." Hand out
6. Business handout with a website link to read more about the initiative and Hometown Fiber contact information.
7. Designed an online questionnaire to gather data about businesses internet.
8. Designed a Letter of support for businesses to submit to Kyle Box.

SLIDE FOURTEEN

:30



COMMUNITY OUTREACH

- 20k scope has begun.
- Materials being created.
- Boots on ground has begun.
- More is needed.

To date, 104 businesses in phase one have been visited, in person, by HTF and received a general overview and a handout to access more information. The overall response was good, some have heard about *Connect Willmar*, and some have no idea this is happening.

Having people in your community not knowing this is happening is a good indicator that more outreach is needed.

My plan is to be in town all week doing more outreach, speaking with members of your Chamber of Commerce, speaking with companies in your industrial park, raising awareness and giving your business owners the opportunity to tell you what they want.

Then, I will be at the May 6th Council meeting.

SLIDE FIFTEEN



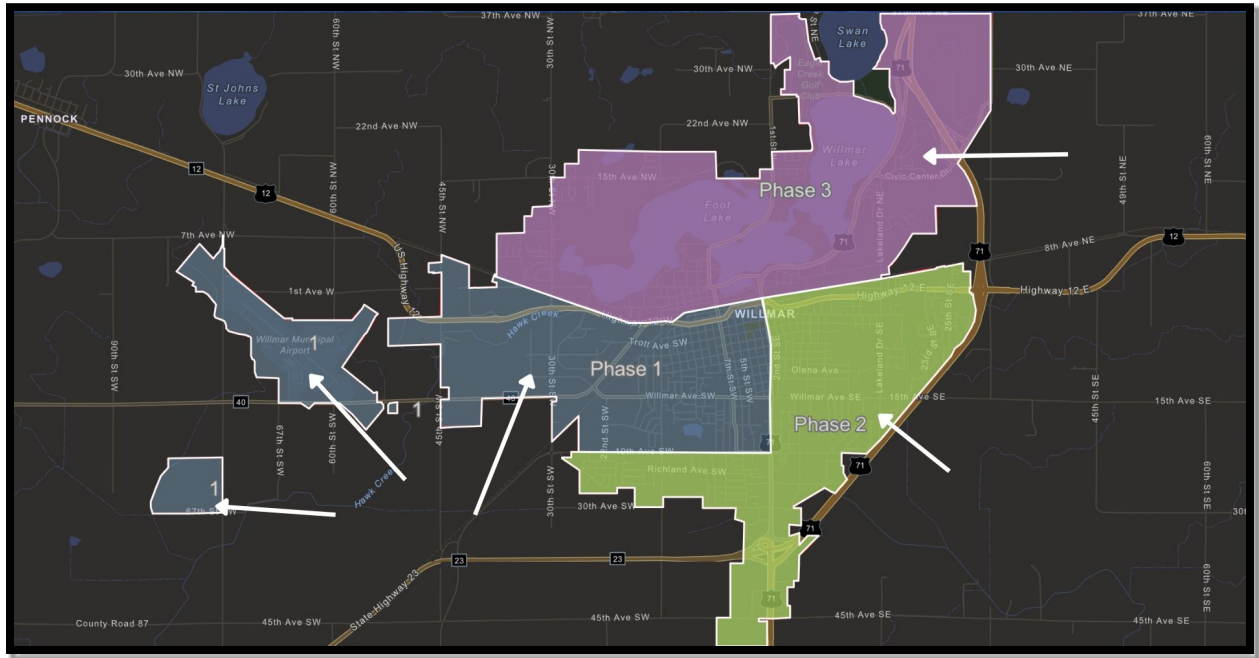
I wanted to give you the information you needed to keep this project moving forward. I wanted you to remember that you have a team of experts in their field who have worked hard to make sure this is a success, I wanted you to remember why you are doing this.

To keep this project moving forward, to reach the target of a 2024 build and to keep those numbers working, I need a couple of things at the next meeting:

1. Approval of phase 1 construction of 9.2M and the release of bidding documents.
2. Fully fund the Community Outreach program.
3. Approval of the Operations Agreement so we can enter negotiations with interested internet providers.

Those will be the asks. They allow the people who have worked on this project to have their parts put in motion.

SLIDE SIXTEEN





May 3, 2024

Dear Willmar City Council members,

On behalf of the TPI Hospitality Willmar Campus of hotels (Best Western Plus, Holiday Inn Express & Suites, and Country Inn & Suites in Willmar), as well as the Green Mill Restaurant, Ruffs Wings and Sports bar and the Willmar Conference Center, I would like to share our support of the 'connect Willmar' initiative with home town fiber.

I did share some information with Leslie in regards to another community in Wisconsin that has long since gone through the fiber conversation process with its municipality. It incidentally came up in a conversation I had with one of my colleagues who works remotely for our company. He chose that community to locate his family to largely based on having access to high speed service at a very low price.

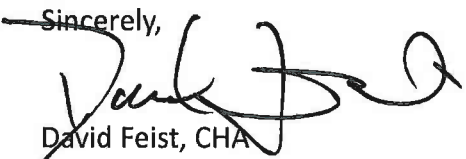
We operate 3 hotels in Willmar, and we are continually adding more technologies, our guests are demanding more bandwidth, the brands are mandating even more technologies, including the smart TV's with streaming capabilities, even PTAC's (and thermostats) and lighting technologies all tied to WIFI and more bandwidth needed. The idea is that you will be able to run everything with your WIFI enabled phone, from setting the temperature in the room, remote controlling your TV, opening your door lock, etc.

Why am I sharing this? Because if it's something hotels and other businesses are looking ahead to, it's something households are already doing, or about to be demanding, and having the infrastructure to deliver more 'speed' at a lower price will become critical in the future, if you don't already realize that need today.

We already have fiber to our buildings, our friends at charter partnered with us on doing that a few years ago. The partnership included us sharing the cost (thousands of dollars) to run that fiber, as well as an initial bundled agreement with video, phone, and internet which was about a 5 year deal so they could recoup their costs. Since that time, they doubled our video expense in one month, so we opted to move to a satellite video provider, and our phone service has been changed. We still have the fiber internet, but only because of that initial investment and the challenge of finding a competitor that would be more reasonably priced (there's only one other).

Safe to say, I am of the opinion that if Charter is opposed to this initiative, you are most likely doing something right. I know there is concern of payback and such, but I think that if this is promoted properly, once you get subscribers, you'll see the ramp up to conversions go pretty quick behind it. Who wouldn't want something 'faster' and 'cheaper' than what they have now, right?

Sincerely,



David Feist, CHA

General Manager

Willmar-Spicer Campus



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

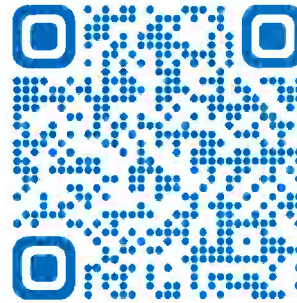
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

TEI Hospitality

Name/Title of Petitioner:

David Feist, GM

Please Sign and Date

David Feist 5.3.24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.

CONNECT WILLMAR

An Initiative that will improve internet access for the City of Willmar!

The city of Willmar will bring fiber optic internet to your door!

A fiber optic connection to every residence and business in the city of Willmar.

The infrastructure will be built and owned by the city of Willmar
and managed by Hometown Fiber

Key Features, Benefits and Advantages

- The Fiber Optic Solution
- Open-Access Advantage
- Community-Focused Approach
- Economic Development
- Public Ownership and Local Control
- Neutral Platform
- Consumer Choice and Flexibility
- Symmetrical, Fast Speeds
- Reliable and Continuous
- Affordable

Find Out more at

yourhometownfiber.com/willmar-business-benefits

<https://www.willmarmn.gov>

Have Questions?

Contact

Marlena Pfeiffer, Corporate Liaison Officer

marlena@yourhometownfiber.com

612-778-8574

Schedule a Meeting



HOMETOWN FIBER

Name: Karpen Suni
Business: American Inn
Phone: 320-231-1962
Email: _____



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more? Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

True Care Pharmacy
PETER D. OVERBERG
5/1/24

Name/Title of Petitioner:

Please Sign and Date

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?

Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	WILLMAR STINGERS
Name/Title of Petitioner:	JAYDON SIMONSON
Please Sign and Date	 5/11/2024

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	<i>Aurina</i>
Name/Title of Petitioner:	<i>Joe Polaka</i>
Please Sign and Date	<i>[Signature]</i> <i>5/1/24</i>

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

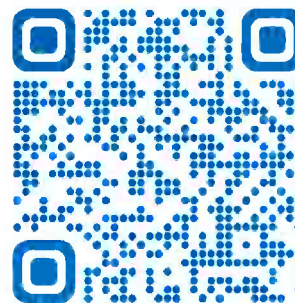
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



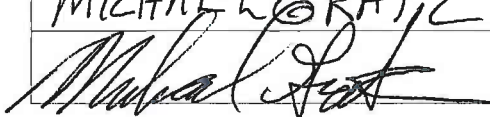
You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	BERGH'S FAB.
Name/Title of Petitioner:	MICHAEL GRATZ
Please Sign and Date	 MAY 1, 2024

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

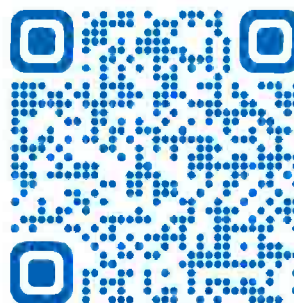
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?
Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



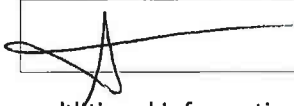
You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	Relentless Ink
Name/Title of Petitioner:	Artist / owner
Please Sign and Date	 May 1st 2024

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

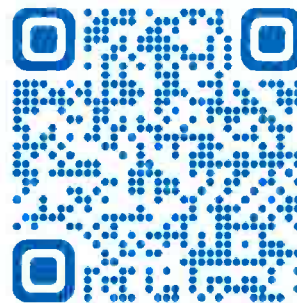
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more? Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

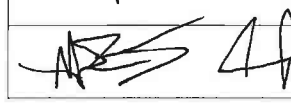
Company/Business name:

Dedicated soul Studio

Name/Title of Petitioner:

tattoo Artist

Please Sign and Date

 5/1/24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

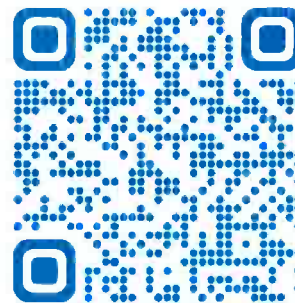
We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?

Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

Westside Liquor

Name/Title of Petitioner:

Alana Ahlgren-Skudlorek Manager

Please Sign and Date

[Signature]

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

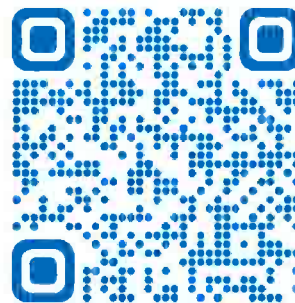
We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?

Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

The Fortress

Name/Title of Petitioner:

Joseph Jacobson, Exec. Director

Please Sign and Date

 5/31/24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

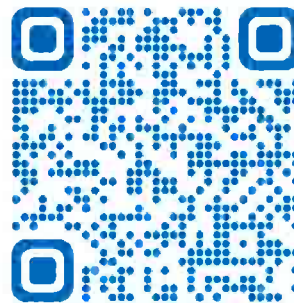
We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?

Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

Cardinal Trade

Name/Title of Petitioner:

Steve Tammen

Please Sign and Date

 5-3-24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

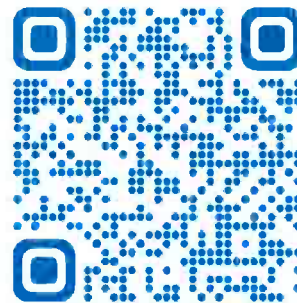
We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

Want to Learn more?

Participate in our Business questionnaire

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:

Cardinal Pride

Name/Title of Petitioner:

Hal Miller ✓

Please Sign and Date

Hal Miller

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	Bremer Bank
Name/Title of Petitioner:	Allen Hestie
Please Sign and Date	Allen Hestie 5-3-24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	PERKINS LUMBER
Name/Title of Petitioner:	DANIEL M. ANDERSON PRES.
Please Sign and Date	Daniel M Anderson 5/3/24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Vaxxinoa US Inc. is part of a global company that specializes in creating vaccines for the animal industry. In the US we have multiple facilities in Willmar and Worthington and the need to share data across all our locations is vital to our success.

For our production building in Willmar (350 45th St NW) Arvig provides us a fiber internet connection which we then split off via an EPL that goes to our Administration/R&D building on the east side of Willmar (1801 Biotech Ave NE). If Arvig has an issue then both of our locations could be down. To mitigate the risk we have a 3 Meg connection that we lease from Life-Science Innovations at the Admin/R&D campus that is only used in case of an outage with Arvig. However this leaves our production building without internet services, we recently installed a cellular gateway to use as a backup in case we lose the Arvig connection but with the location of that building that setup is pretty useless.

We have reached out to providers in the past with hopes of getting a second fiber connection into our production building. The most recent was with Spectrum in March of this year, but the cost of that project was over \$100,000. We just cannot afford to do that and unfortunately this all puts us at a greater risk of downtime and lost revenue.

Vaxxinoa US is a growing company with hopes to expand our production facilities, bringing with it a need for better and redundant services. With so many of our systems moving to the cloud-based model even the slightest outage is a big deal. Just a couple of weeks ago when Arvig performed maintenance on their equipment our connection did not failback to the Arvig service when it came back online. This left 30 people trying to work with only a 3 Meg internet connection, needless to say no real work got done for over 2 hours before we could get someone into the datacenter to physically work on getting the connection restored.

I have heard that Charter/Spectrum is going to offer one gig on coax coming up, that sounds nice but I certainly find that hard to get on board with. There is a reason that most companies don't use copper anymore, even mid-size businesses use fiber between their switches. But again they want astronomical fees to provide service to our production location.

It is essential that any company that is trying to grow has the proper infrastructure to do so. Unfortunately smaller towns lack some of the services vital to businesses like Vaxxinoa US. I really hope that more options become available to us to ensure that we as a business can grow and thrive.

My apologies on the formatting and this being very brief, I was still dealing with the aftermath of the loss of connection this week and didn't have time to properly put this together. I do hope that I have made my point clear though. We need another way to ensure that we can continue to do our work in the case of an Arvig outage.

Kendall Ruschmann
IT Manager
Vaxxinoa US Inc.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

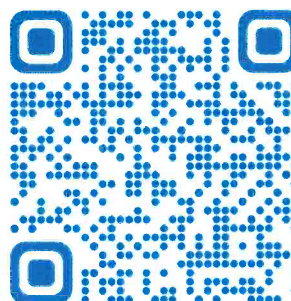
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



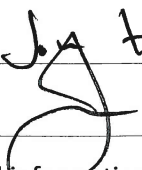
You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	Attila Fitness, LLC
Name/Title of Petitioner:	Jay Haefer
Please Sign and Date	 5-3-24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

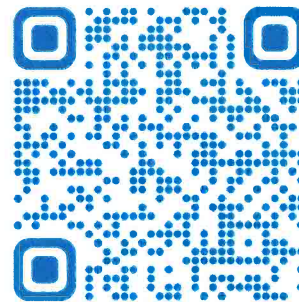
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	Laughlin Enterprises
Name/Title of Petitioner:	Owner
Please Sign and Date	 5/23

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



Connect Willmar is an Initiative that will improve internet access for the City of Willmar!

Your city staff and council members place a high value on your businesses presence in Willmar and understand one of the main components to the success of your business is high speed data transmission, a reliable connection and choice in internet providers and packages tailored to meet your business's needs.

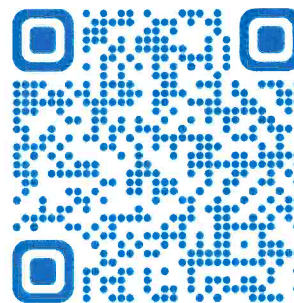
Connect Willmar will bring fiber optic internet to your door. This gives your business the fastest, most reliable internet connection available, as well as offering symmetrical upload and download speeds. The city intends to bring fair market competition for service providers by providing the neutral infrastructure they need to offer their services and price points.

We are very interested in your voice on the Initiative.

We want to hear about your experience, current internet usage and needs, as well as what your business needs to grow and thrive.

**Want to Learn more?
Participate in our Business questionnaire**

Visit yourhometownfiber.com/willmar-business-benefits
or scan the qr code



You can also reach out to:

Marlena Pfeiffer, Broadband Specialist
marlena@yourhometownfiber.com 612-778-8574

Kyle Box, City Operations Director
kbox@willmarmn.gov 320-214-5172

To voice your support to the City of Willmar leaders, please fill out the following form and submit to kbox@willmarmn.gov

The following information may be submitted to the Willmar City Council on behalf of myself and my company/business in show of support for the Connect Willmar Initiative.

Company/Business name:	Anfinson Gilbertson	
Name/Title of Petitioner:	Thomas Gilbertson	
Please Sign and Date		5/6/24

If you have any comments or additional information about your current internet or what your future internet needs might be please include those along with this letter.



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.B.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge, P.E.
Item:	Project No. 2408 Bid Award		

RECOMMENDED ACTION:

Adopt the resolution awarding Project No. 2408 to Asphalt Surface Technologies Corporation a/k/a ASTECH Corp. in the amount of \$285,880.57.

Adopt the resolution approving the as-bid budget for Project No. 2408 in the amount of \$337,400.

OVERVIEW:

Project No. 2408 includes the seal coating of Lakeland Drive SE from Willmar Avenue to Civic Center Drive, the Willmar Municipal Airport driveway and parking lot, 20th Avenue SW from 22nd Street to 25th Street, and 25th Street SW from 20th Avenue to 21st Avenue. Bids were opened on April 18th with two bids received; Allied Blacktop Company in the amount of \$418,186.72, and ASTECH Corp. in the amount of \$285,880.57. The engineer's estimate on the project was \$450,000.

BUDGETARY/FISCAL ISSUES:

The project will be paid from the Public Works operating budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution- Accept Bid 2408
2. Project No. 2408 As-Bid Budget
3. Project No. 2408 Council Bid Recommendation
4. Project No. 2408 Location Figure

Resolution No._____

**A RESOLUTION AWARDING PROJECT NO. 2408 TO ASPHALT SURFACE TECHNOLOGIES CORP. IN THE AMOUNT
OF \$285,880.57.**

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Asphalt Surface Technologies Corp. of St. Cloud, MN for Project No. 2408 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 \$285,880.57.

Dated this 6th day of May, 2024

Mayor

Attest:

City Clerk

RESOLUTION NO. ____
PROJECT NO. 2408 AS-BID BUDGET
TOTAL COST \$337,400

*Budget Amounts are Essential

Motion By: _____

Second By: _____

Code

PERSONNEL SERVICES

10* Salaries Reg. Employees
11* Overtime Reg. Employees
12* Salaries Temp. Employees
13* Employer Pension Contr.
14* Employer Ins. Contr.

TOTAL \$0.00

RECEIVABLES

Assessments Prop Owners \$0
Community Investment/Levy \$337,400
MSA \$0
MUC \$0
WTP \$0
LOST \$0

TOTAL \$337,400

SUPPLIES

20* Office Supplies
21* Small Tools
22* Motor Fuels & Lubricants
23* Postage
24 Mtce. of Equipment
25 Mtce. of Structures
26 Mtce. of Other Improvements
27 Subsistence of Persons
28 Cleaning & Waste Removal
29* General Supplies

TOTAL \$0.00

FINANCING

GENERAL \$337,400
LOST \$0
MSA \$0
WTP \$0
MUC \$0

TOTAL \$337,400

GRAND TOTAL \$337,400

Dated this 6th day of May, 2024

OTHER SERVICES

33* Travel-Conf.-Schools
34 Mtce. of Equipment
35 Mtce. of Structures
36* Mtce. of Other Impr. \$285,900
37 Subsistence of Persons
38 Cleaning & Waste Removal
39* Other Services \$14,300

TOTAL \$300,200

Mayor

Attest:

City Clerk

OTHER CHARGES

46* Prof. Serv. \$37,200
48 Admin OH (Transfer)

TOTAL \$37,200

GRAND TOTAL \$337,400



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

MEMORANDUM

Date: April 25, 2024

To: Leslie Valiant, City Administrator
Mayor Reese and Members of the City Council
City of Willmar, Minnesota

From:  Joshua Halvorson, P.E.
Principal Engineer

Subject: 2024 Seal Coat Project
City of Willmar, Minnesota
BMI Project No.: 0W1.132908
City Project No.: 2408

On April 18, 2024, we received two (2) bids for the 2024 Seal Coat Project. The base bids ranged from \$285,880.57 to \$418,186.72. The Engineer's estimate for the project was \$450,000.00. The low bidder for the project is Asphalt Surfaces Technologies Corporation a/k/a ASTECH Corp. of St. Cloud, Minnesota. A bid tabulation is attached for your review.

The low bid received has submitted a valid bid per instructions to bidders for the construction contract. This includes submitting the required signed bidder forms of the total bid, completed responsible contractor forms, and an effective bid bond.

ASTECH Corp. has the equipment, financial resources, and resume to complete the job. The Contractor has completed satisfactory work for the City on previous contracts. My recommendation is the City Council award the project for the 2024 Seal Coat Project to ASTECH Corp. of St. Cloud, Minnesota in the amount of \$285,880.57 based on our experience working with the Contractor and all items relating to the submitted bid are conforming of the bid requirements.

Please feel free to contact me if you have any questions.

JJH/kp

Cc: Justin Deleeuw, Public Works Director
Jared Voge, City Engineer

Attachments: Bid Tab

BID TABULATION

PROJECT: 2024 SEAL COAT PROJECT
CITY OF WILLMAR, MINNESOTA

DATE: April 18, 2024

TIME: 2:00 P.M.

PROJECT NO. OW1.132908 / 2408

QUEST PROJECT NO. 9050541

ENGINEER'S ESTIMATE: \$450,000.00

BIDDERS	SCHEDULE A	SCHEDULE B	SCHEDULE C	BASE BID
1. Asphalt Surface Technologies Corp. a/k/a ASTECH Corp. St. Cloud, MN	\$216,886.38	\$50,989.00	\$18,005.19	\$285,880.57
2. Allied Blacktop Company Maple Grove, MN	\$311,356.62	\$82,532.05	\$24,298.05	\$418,186.72

- NOTES:
1. THE CONTRACTOR SHALL MEET ONSITE WITH THE ENGINEER TO REVIEW ALL STREETS PRIOR TO COMMENCING SEAL COAT OPERATIONS.
 2. THE CONTRACTOR SHALL NOTIFY THE ENGINEER, ALL PROPERTY OWNERS, AND BUSINESSES AFFECTED BY THE PROJECT A MINIMUM OF 48 HOURS IN ADVANCE PRIOR TO COMMENCING ANY WORK PERTAINING TO THE PROJECT. ANY WORK COMPLETED WITHOUT FIRST NOTIFYING THE ENGINEER WILL BE CONSIDERED UNAUTHORIZED WORK AND WILL NOT BE PAID.
 3. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR PLACING AND REMOVING "NO PARKING" THROUGHOUT THE PROJECT AREA, WHICH SHALL BE CONSIDERED INCIDENTAL TO CONSTRUCTION.
 4. SURPLUS SEAL COAT AGGREGATE IS THE PROPERTY OF THE CONTRACTOR AND THE CONTRACTOR SHALL PROMPTLY REMOVE AND DISPOSE OF IT IN AN APPROPRIATE MANNER.
 5. THE CONTRACTOR SHALL NOT COMMENCE CONSTRUCTION ON LAKELAND DRIVE UNTIL CITY HAS COMPLETED THE POINT REPAIR ON THE STORM SEWER AND PATCHED STREET.





City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.C.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge, P.E.
Item:	Project No. 2301-A Change Order No. 1		

RECOMMENDED ACTION:

Adopt the resolution approving Change Order No. 1 for Project No. 2301-A in the amount of \$13,500.85.

OVERVIEW:

Project No. 2301-A, the reconstruction of Gorton Avenue NW, was awarded to Duininck, Inc. at the April 17th, 2023 Council Meeting. Change Order No. 1 of the project resulted from the following:

1. A storm sewer alignment revision was required to avoid conflicts of the recently installed primary electric line owned by Willmar Municipal Utilities in the amount of \$5,234.35.
2. Soil stabilization efforts were required in isolated areas due to poor soil conditions. To stabilize the street base, 2,990 square yards of geogrid was added to the base section in these areas in the amount of \$32,381.70.
3. A deduction was made on drain tile due to an approved material substitution to facilitate drainage of the base section of the street in a decreased amount of \$24,115.20.

BUDGETARY/FISCAL ISSUES:

As a result of the items listed, the change order modifies the contract price by a net increase of \$13,500.85. The increase will be paid from the project's contingencies.

ALTERNATIVES TO CONSIDER:**ATTACHMENTS:**

1. Resolution- Change Order No. 1 Project No. 2301-A
2. Project No. 2301-A Change Order No. 1

Resolution No. ____

A RESOLUTION ACCEPTING CHANGE ORDER NO. 1 FOR PROJECT NO 2301-A.

Motion By:_____ Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to modify the contract for Project No. 2301-A between the City of Willmar and Duininck, Inc. by Change Order No. 1 in the increased amount of \$13,500.85.

Dated this 6th day of May, 2024

Mayor

Attest:

City Clerk

CHANGE ORDER FORM

NO.: 1

Owner:	City of Willmar	Owner's Project No.:	2301-A
Engineer:	Bolton and Menk, Inc.	Engineer's Project No.:	OW1.127952
Contractor:	Duininck, Inc.	Contractor's Project No.:	
Project:	Gorton Avenue Area Improvement Project	SAP Project No.:	175-129-010
Contract Name:	Gorton Avenue Area Improvement Project		
Date Issued:	02/23/2024	Effective Date of Change Order:	02/23/2024

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

This Change Order modifies the Contract to extend the Contract Completion Dates and adjust the Contract Price in accordance with the below described items:

1. This change order extends the contract dates due to delays experienced by the contractor during construction. The delays are described in detail in the enclosed contract extension request letter from the Contractor dated October 18, 2023. This Change Order revises the Substantial Completion date to June 21, 2024, and the Final Payment date to August 23, 2024.
2. Changes in contract conditions and materials also warrant revisions to the contract price. These changes are described as follows:
 - i. To avoid conflicts with a recently installed primary electric line owned by Willmar Municipal Utilities, a storm sewer alignment revision was required. This change order modifies the contract to compensate the Contractor a Lump Sum amount of \$5,234.35 for additional labor hours encountered as a result of the revision.
 - ii. During construction additional soil stabilization efforts were required in isolated areas due to poor soils. To stabilize the street base, 2,990 Square Yards of geogrid was added to the base section in these areas. This change order modifies the contract to compensate the Contractor for the geogrid at a price of \$10.83/Square Yard for a total additional amount of \$32,381.70.
 - iii. Due to an approved material substitution for the Drain Tile used to facilitate drainage of the base section of the street, this change order modifies the contract to deduct \$1.92/Linear Foot of Drain Tile, for a total deduction amount of \$24,115.20.

As a result of the above items, this change order modifies the contract price by a net increase of \$13,500.85.

Attachments:

Duininck Time Extension Letter

Change in Contract Times

Change in Contract Price

Original Contract Price: \$ 5,997,387.50	Original Contract Times: Substantial Completion: 10/13/2023 Ready for final payment: 06/14/2024
Increase from previously approved Change Orders No. 0 to No. 1: \$ NA	Increase from previously approved Change Orders No.0 to No. 1: Substantial Completion: NA Ready for final payment: NA
Contract Price prior to this Change Order: \$ 5,997,387.50	Contract Times prior to this Change Order: Substantial Completion: 10/13/2023 Ready for final payment: 06/14/2024
Increase this Change Order: \$ 13,500.85	Increase this Change Order: Substantial Completion: 06/21/2024 Ready for final payment: 08/23/2024
Contract Price incorporating this Change Order: \$ 6,010,888.35	Contract Times with all approved Change Orders: Substantial Completion: 06/21/2024 Ready for final payment: 08/23/2024


Josh Halvorson, P.E., Principal in Charge

Date: 04/17/2024

Authorized by Owner

By: _____

Title: _____

Date: _____

Accepted by Contractor


Contract Manager

3/1/2024



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.D.
Agenda Section:	Regular Business	Originating Department:	Recreation
Resolution:	Yes	Prepared By:	Rob Baumgarn, Recreation Director
Ordinance:	No	Presented By:	Justin DeLeeuw, Public Works Director
Item:	Bike, Pedestrian and Trail Plan		

RECOMMENDED ACTION:

To adopt a resolution to enter into an agreement with Bolton and Menk to develop plans for a city-wide bike and pedestrian trail plan in the amount of \$45,700.

OVERVIEW:

The City of Willmar Parks and Recreation Department is requesting to enter into an agreement with Bolton and Menk to develop a master bike, pedestrian, and trail plan. Funding for this plan will come from the 2024 capital improvement plan. Staff did receive two proposals for the plan. The staff reviewed the plans with the local bike advocacy group. The development of this plan improves our chances of receiving grant dollars for trail projects. The plan will also identify areas to develop and enhance new and existing trails.

BUDGETARY/FISCAL ISSUES:

The 2024 Capital Improvement Plan has \$50,000 allocated for Bike and Trails improvements.

ALTERNATIVES TO CONSIDER:

Deny the agreement.

ATTACHMENTS:

1. Bolton & Menk Submittal_Update_City of Willmar_Bike, Pedestrian, and Trail Plan
2. Resolution for Bike, Pedestrian and Trail Plan



Updated April 17, 2024

Proposal for:

BIKE, PEDESTRIAN, AND TRAIL PLAN



**BOLTON
& MENK**

Real People. Real Solutions.

Contact:

Anna Springer, PLA | 612-979-6788
Anna.Springer@bolton-menk.com

2040 Highway 12 East | Willmar, MN 56201
320-231-3956 | Bolton-Menk.com



Real People. Real Solutions.

2040 Highway 12 East | Willmar, MN 56201
320-231-3956 | Bolton-Menk.com

Rob Baumgarn
2707 Arena Drive
Willmar, MN 56201

April 17, 2024

RE: Proposal for Bike, Pedestrian, and Trail Plan

Dear Rob:

The City of Willmar is taking a proactive step with the development of a city-wide bike, pedestrian, and trail plan. The purpose of this plan is to identify pedestrian and cycling routes that have gaps or barriers to implementation and assist the city in prioritizing improvements that will have the greatest positive impact on Willmar residents. Like you, Bolton & Menk, Inc. takes great pride in designing and managing projects that are safe, sustainable, and beautiful. Our approach to community connectivity, multimodal transportation, and engaging with residents makes Willmar's priorities our priorities.

LOCAL EXPERTISE – Willmar needs a firm that can provide expert services with an understanding of local context. Several Bolton & Menk employees live and work in Willmar and are personally invested in safe and comfortable bike and walking routes within the city. With more than 900 employees, we offer Willmar the expertise of a national firm, but we are just down the road. We have developed active transportation plans that have been implemented in many communities like Willmar. We approach each community as a unique place with its own opportunities and challenges and listen to stakeholders to develop the best and most relevant design concepts that work for you.

ENGAGING PUBLIC AND STAKEHOLDER INVOLVEMENT – Engaging stakeholders and the public will be essential to a successful plan. Being able to safely walk and bike in one's community is of high importance for many people, and a priority that we share. Our approach is to provide an open, cooperative, and collaborative process that engages a range of stakeholders. We will design strategies and materials intended to reach those most affected. Our public engagement strategy will combine traditional methods of engagement with new approaches designed to engage a broader audience.

FISCAL RESPONSIBILITY – Like many communities, Willmar is watching its bottom line. We understand the city's need to be conscientious with public resources and we will work diligently with our landscape architects, planners, and engineers to find creative solutions with a right-sized budget. We also have a history of successful funding assistance for cities and counties and have helped secure more than \$1 billion in funding for our clients from a variety of sources in the past 25 years.

In continued service to the City of Willmar, we are excited about the opportunity to complete the Bike, Pedestrian, and Trail Plan. Anna Springer will serve as your lead client contact and project manager. Please contact her at 612-979-6788 or Anna.Springer@bolton-menk.com if you have any questions regarding our proposal.

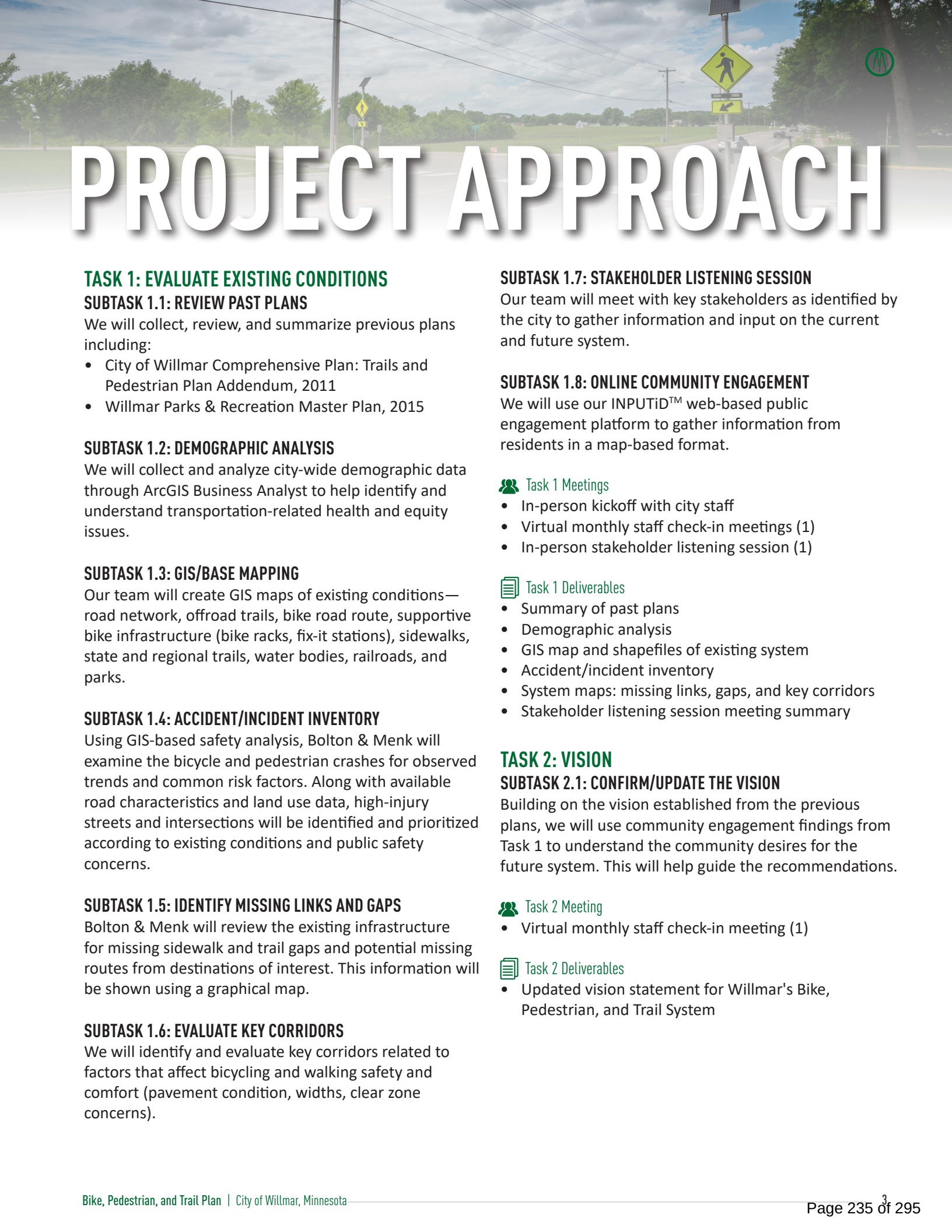
Respectfully submitted,
Bolton & Menk, Inc.

A blue ink signature of Casey Byers, written in a cursive style.

Casey Byers, PLA
Principal-in-Charge

A blue ink signature of Anna Springer, written in a cursive style.

Anna Springer, PLA
Project Manager



PROJECT APPROACH

TASK 1: EVALUATE EXISTING CONDITIONS

SUBTASK 1.1: REVIEW PAST PLANS

We will collect, review, and summarize previous plans including:

- City of Willmar Comprehensive Plan: Trails and Pedestrian Plan Addendum, 2011
- Willmar Parks & Recreation Master Plan, 2015

SUBTASK 1.2: DEMOGRAPHIC ANALYSIS

We will collect and analyze city-wide demographic data through ArcGIS Business Analyst to help identify and understand transportation-related health and equity issues.

SUBTASK 1.3: GIS/BASE MAPPING

Our team will create GIS maps of existing conditions—road network, offroad trails, bike road route, supportive bike infrastructure (bike racks, fix-it stations), sidewalks, state and regional trails, water bodies, railroads, and parks.

SUBTASK 1.4: ACCIDENT/INCIDENT INVENTORY

Using GIS-based safety analysis, Bolton & Menk will examine the bicycle and pedestrian crashes for observed trends and common risk factors. Along with available road characteristics and land use data, high-injury streets and intersections will be identified and prioritized according to existing conditions and public safety concerns.

SUBTASK 1.5: IDENTIFY MISSING LINKS AND GAPS

Bolton & Menk will review the existing infrastructure for missing sidewalk and trail gaps and potential missing routes from destinations of interest. This information will be shown using a graphical map.

SUBTASK 1.6: EVALUATE KEY CORRIDORS

We will identify and evaluate key corridors related to factors that affect bicycling and walking safety and comfort (pavement condition, widths, clear zone concerns).

SUBTASK 1.7: STAKEHOLDER LISTENING SESSION

Our team will meet with key stakeholders as identified by the city to gather information and input on the current and future system.

SUBTASK 1.8: ONLINE COMMUNITY ENGAGEMENT

We will use our INPUTiD™ web-based public engagement platform to gather information from residents in a map-based format.

Task 1 Meetings

- In-person kickoff with city staff
- Virtual monthly staff check-in meetings (1)
- In-person stakeholder listening session (1)

Task 1 Deliverables

- Summary of past plans
- Demographic analysis
- GIS map and shapefiles of existing system
- Accident/incident inventory
- System maps: missing links, gaps, and key corridors
- Stakeholder listening session meeting summary

TASK 2: VISION

SUBTASK 2.1: CONFIRM/UPDATE THE VISION

Building on the vision established from the previous plans, we will use community engagement findings from Task 1 to understand the community desires for the future system. This will help guide the recommendations.

Task 2 Meeting

- Virtual monthly staff check-in meeting (1)

Task 2 Deliverables

- Updated vision statement for Willmar's Bike, Pedestrian, and Trail System

TASK 3: RECOMMENDATIONS

SUBTASK 3.1: RECOMMENDATIONS

We will develop recommendations for network improvements, spot/intersection improvements, future projects and studies, recommended maintenance, and repair strategies to extend infrastructure.

SUBTASK 3.2: PRIORITY DEVELOPMENT

Bolton & Menk will develop priorities based on feedback from residents, stakeholders, and city staff and consider need, anticipated benefit, correlation with other projects, and cost. This will include maintenance of existing sidewalk and trails, along with future improvements. We will produce a priority projects map.

SUBTASK 3.3: CONCEPT ESTIMATES

We will prepare concept estimates for typical improvements and provide suggested phasing/implementation to the city's capital improvement plan based on priorities.

Task 3 Meeting

- Virtual monthly staff check-in meeting (1)

Task 3 Deliverables

- Recommendations for Improvements
- Priority projects map
- Planning level cost estimates for priority improvements

TASK 4: IMPLEMENTATION

SUBTASK 4.1: FUNDING IDENTIFICATION

Our team will identify funding mechanisms that could be used to fund network improvements as standalone projects or as enhancements to concurrent street reconstruction efforts.

SUBTASK 4.2: TYPICAL SECTIONS

We will apply industry standards to develop typical sections for conditions in Willmar that can be used to guide future network improvements. This item does not include final design, survey, or construction detailing.

Task 4 Meeting

- Virtual Monthly staff check-in meeting (1)

Task 4 Deliverables

- Funding identification
- Typical sections

TASK 5: FINAL PLAN PRODUCTION

SUBTASK 5.1 DRAFT

Bolton & Menk will create a draft plan for review by Willmar staff.

SUBTASK 5.2: REVISIONS AND FINAL PLAN

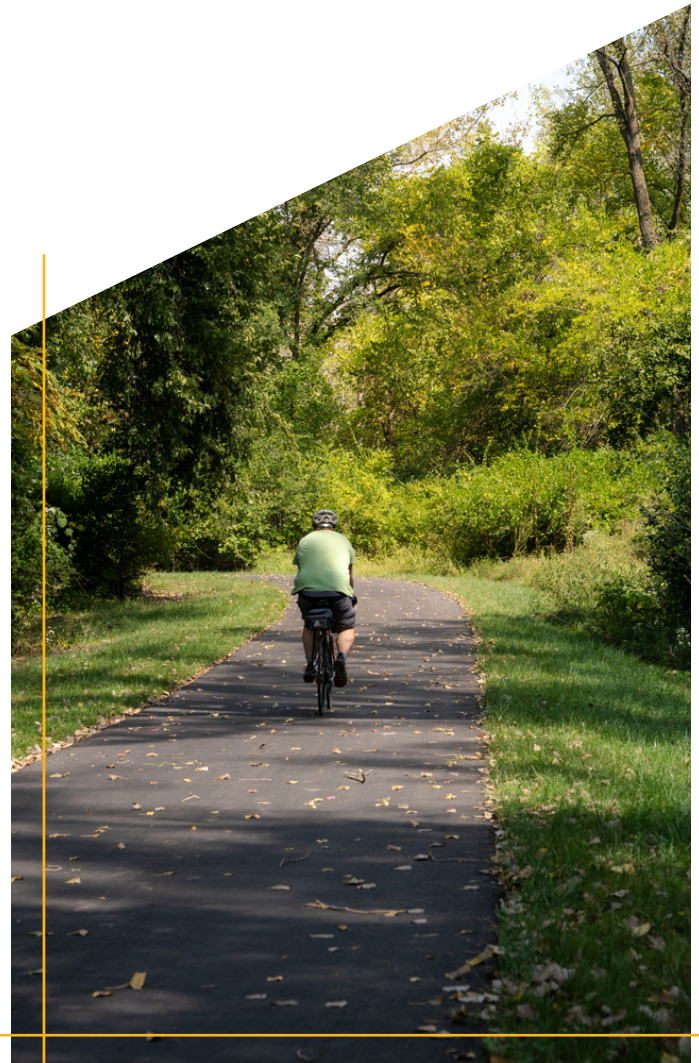
We will refine the plan based on review comments and submit the final plan to Willmar staff.

Task 5 Meeting

- Virtual monthly staff check-in meeting (1)

Task 5 Deliverables

- Draft Bike, Pedestrian, and Trail Plan (one PDF)
- Final Bike, Pedestrian, and Trail Plan (one hardcopy, one electronic PDF)



SCHEDULE

We have developed a schedule detailing the anticipated work tasks, task relationships, critical path timeline, deliverable due dates, and completion dates. This schedule is based on our review of the project background, description, and our experience on other similar projects. Upon selection, Bolton & Menk will work with city staff and other project partners to revise and update this schedule as needed to ensure successful delivery of this project.

2024	MAY	JUN	JUL	AUG	SEPT	OCT
Task	1. Evaluate Existing Conditions					
		2. Vision				
			3. Recommendations			
				4. Implementation Plan		
					5. Final Plan	
Staff Check-In Meetings	Monthly Staff Check - In Meetings (five virtual, one in person)					
Community Engagement	Stakeholder Listening Session	Online Community Engagement				

FEE

The following table summarizes the hours and cost breakdown for each major work task item. The estimated fee includes labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise noted, the fees include vehicle and personal expenses, mileage, telephone, survey stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, extra report copies, out-sourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately.

City of Willmar, Minnesota Trail and Pedestrian Plan		Bolton & Menk, Inc.								
Task No.	Work Task Description	Principal-in-Charge	Project Manager	Lead Landscape Architect	GIS Specialist	Engagement Specialist	QA/QC	Planner	Total Hours	Total Cost
1.0	Evaluate Existing Conditions (Feb - Mar)	1	16	26	56	3	1	13	116	\$16,700
2.0	Vision / Future System (Mar - Apr)	0	20	26	4	14	0	4	68	\$9,580
3.0	Recommendations (Apr - May)	0	20	24	4	0	0	10	58	\$8,370
4.0	Implementation (May - June)	0	8	16	0	0	1	2	27	\$3,920
5.0	Final Plan Production (June - July)	3	8	38	0	0	1	0	50	\$7,130
Total Hours		4	72	130	64	17	3	29	319	
Average Hourly Rate		\$170.00	\$160.00	\$135.00	\$145.00	\$125.00	\$210.00	\$135.00		
Subtotal		\$680	\$11,520	\$17,550	\$9,280	\$2,125	\$630	\$3,915		
Total Fee		\$45,700								



PROJECT TEAM

Bolton & Menk understands the importance of developing design solutions that can be supported by stakeholders and implemented efficiently. We have provided a brief background and description of key individual roles. These individuals have track records of successful projects and, just as importantly, are enthusiastic and committed to meeting and exceeding your expectations. We can provide detailed résumés of all personnel upon request.



CASEY BYERS, PLA
Principal-in-Charge

Casey will draw from his experience with landscape architecture and streetscape projects to create a plan that encompasses beauty, functionality, and sustainability.

Casey is a principal landscape architect who began his career in 2006. He focuses on helping communities implement community centric projects. His experience in urban design, corridor planning, parks and recreation, and master planning span the project life cycle from concept development through construction and operations. His ability to build community support through conscious design, timeliness, and effective public facilitation has led to the successful adoption of many projects backed by community consensus. A practice area leader for planning and urban design at Bolton & Menk, he finds great reward in helping communities realize their visions; helping convey the value of quality, technically sound, and environmentally conscious design to the public. Casey believes in a thorough design process; one that explores opportunities outside-the-box but also has long-term, maintainable solutions. His goal is to combine creativity with proven experience and assist clients to make informed design decisions that foster positive outcomes and long-term success.



ANNA SPRINGER, PLA
Project Manager

Anna will draw on her experience creating system-wide plans to lead the team in delivering a plan that is clear and implementable. She will provide oversight manage scope, schedule, budget, and quality.

As a senior landscape architect whose career began in 2013, Anna is responsible for the successful completion of long-range park and trail system plans and trail, greenway, and open space plans. Her expertise includes trail planning and design, recreational needs assessments, community engagement, report writing, and site design from concept to documentation/implementation. Anna is passionate about landscape architecture as she grew up utilizing parks and trails and developed a love for shared outdoor spaces. She believes sidewalks and bicycle infrastructure are critical pieces of our communities that help improve public health.



KATHERINE GOULD, PLA
Lead Landscape Architect

Katherine will analyze previous planning efforts, current system data, and feedback from the community to identify and prioritize improvements to Willmar's pedestrian and cyclist transportation network.

Katherine is a project landscape architect at Bolton & Menk who began her career in 2016. She has contributed to the design of parks, streetscapes, trails, and community gathering spaces across the Midwest. Through these professional experiences and as a grassroots climate activist, Katherine has come to believe that consideration for walkability and bikeability is not just a feature, but a goal integral to every successfully designed city. Katherine is passionate about community engagement, culturally relevant design, and practicing landscape architecture as a means of promoting public health and environmental equity.



DAVID SANDBERG, GISP GIS Specialist

David will collect and analyze GIS data to identify gaps and other areas for improved cyclist and pedestrian safety measures in the non-motorized transportation network.

As a GIS specialist, David

provides GIS support on various projects, including data collection, data management, spatial analysis, and map creation. He is especially experienced with designing and creating online interactive maps. David began his GIS career in 2016. He supports Bolton & Menk's transportation, planning, and project communication work groups. David uses new technology and researches products and software to provide the best solutions for our work groups and clients. He excels at creating map figures, performing data analysis, and online interactive maps and applications. He is passionate about providing spatial analysis and tools to help make better decisions within the communities we serve.



CODY FLANNERY Planner

Cody will assess demographic and system gap information, as well as data collected from community engagement, to identify priority areas for improvement within Willmar's pedestrian and cyclist circulation systems.

Cody is a community planner at Bolton & Menk whose professional career began in 2020. His responsibilities include assisting in the research for and developing planning studies and reports for communities looking to update or create new plans and programs. He also assists in liaising with community partners, agencies, and officials about their project goals and expected outcomes. Cody's passion for the field stems from his belief that everyone deserves to live in communities that are healthy, sustainable, equitable, prosperous, and beautiful.



EMILY HOLMAN Communication and Engagement Specialist

Emily will create a public involvement plan and provide the team with community and stakeholder group engagement tools for collecting resident feedback.

Emily is a project communication specialist whose career began in 2019. She has a passion for graphic design, marketing, and communication. She has extensive experience in creating effective communication strategies, branding materials, and marketing collateral for a wide range of projects. Emily is aligned with Bolton & Menk's strong commitment to both its clients and employees, and believes that working in this environment fosters creativity, collaboration, and success. With a keen eye for design and a dedication to her craft, Emily is eager to contribute her skills to any communication needs.



JARED VOGUE, PE QA/QC Advisor

Jared will draw on his knowledge of Willmar from living and working in the city to review plans and processes and identify synergies between plan recommendations and other proposed city projects.

Jared enjoys working with our staff and meeting with our clients to make their projects a reality. Jared began his engineering career in 2002. As a project manager, he manages projects requiring extensive coordination efforts, successfully meets aggressive project schedule requirements, and manages project-related public relations and community involvement efforts. He also assists our clients in seeking and acquiring state and federal project funding.



PROJECT EXPERIENCE

Bolton & Menk has assembled an experienced and proven team to complete the project tasks required by the City of Willmar. Below are several examples of our recent work, highlighting the relevant experience of key team members.



GREENWAYS MASTER PLAN, CITY OF NORWALK, IOWA

The City of Norwalk has experienced growth over the last several years and needs improved connectivity of established and new neighborhoods to local amenities, community resources, and nearby regional trail systems.

After meeting with the city and gaining an understanding of their vision, Bolton & Menk prepared an approach that allowed the city to use a custom created data collector application through Esri ArcGIS and complete a focused data collection exercise with volunteers. The Norwalk Greenways Workgroup inventoried all sidewalks and trails in the community and evaluated the pavement condition, width, and locations and descriptions of trip hazards encountered.

Through an in-depth analysis of the collected field data and discussions with community members at multiple community outreach events, Bolton & Menk formulated a series of improvement recommendations that created manageable projects the city could implement over the next 10 years. Recommendations focused on establishing significant trail connections, improving pedestrian amenities at key intersections, and filling existing sidewalk gaps.



PEDESTRIAN AND BICYCLE PLAN, GRAND FORKS-EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION

Bolton & Menk led a pedestrian and bicycle master plan process for the Grand Forks-East Grand Forks Metropolitan Planning Organization (MPO) and the Cities of Grand Forks and East Grand Forks (MSA population approximately 103,000). The plan will serve as an element of the MPO's Long Range Transportation Plan.

The plan included a robust public and stakeholder engagement process including in-person and interactive web-based events and tools. Engagement was supplemented with a thorough technical analysis of the metropolitan area's supply and demand for active transportation infrastructure and safety needs to develop recommendations for network and crossing improvements and Safe Routes to School Infrastructure. The plan provides a list of priority projects, programs, policy tools, design guidance, and an implementation schedule for building the MPO's multimodal network in a way that is safe, enjoyable, and sustainable.

The project included coordination with FHWA and state DOT representatives as well as local advocates and agency representatives.



MIDDLE ST. CROIX VALLEY REGIONAL TRAIL MASTER PLAN, WASHINGTON COUNTY, MINNESOTA

Bolton & Menk assisted Washington County in developing a Regional Trail Master Plan for the Middle St. Croix Valley search corridor. The planning process included inventory, analysis, public engagement and providing recommendations with considerations of short-term and long-term implementation. The project included flexible engagement tools to provide multiple methods of interface with the public; including in-person and virtual outreach efforts and techniques encouraging engagement with historically underserved populations within the study area.

The project team collaborated with Washington County to develop an outreach program that identified efficiencies in future planning efforts, particularly with regular progress checks and project management team discussions. Virtual meetings helped gather multiple experts to assist in developing, refining, and building consensus on shared values for the project.

The plan was adopted by Washington County and accepted by Metropolitan Council in summer 2023.



SUMMIT AVENUE REGIONAL TRAIL MASTER PLAN, CITY OF SAINT PAUL, MINNESOTA

Summit Avenue is a heavily traveled corridor and important connection in Saint Paul and to the regional parks and trail network for the Metropolitan region. Summit Avenue was identified as a Regional Trail Search Corridor in the city's planning documents and the Saint Paul Parks and Recreation Department started the process of developing a master plan for the Summit Avenue Regional Trail.

Bolton & Menk provided a technical analysis of the Summit Avenue corridor and assisted in public engagement. We analyzed a spectrum of trail alternatives and their impacts to stakeholder issues. Information was presented to the public via stakeholder advisory committees and a public open house.

The project faced some scrutiny from a group of property owners who argued the project would decimate the tree canopy and change the corridor's historic character. In response, the team tailored solutions to minimize tree disturbance while also addressing what would likely be required from the State Historic Preservation Office and Heritage Preservation Commission, and providing safe and comfortable pedestrian and bicyclist facilities along the busy bikeway.

- Legend**
- Proposed Summit Avenue Regional Trail
 - Trail Facility to align with Capital City Bikeway
 - Trail Facility to align with existing multi-use path on Eagle Parkway
 - Planned Capital City Bikeway
 - Existing Trails
 - Signalized Intersection

RESOLUTION NO. ____

**RESOLUTION APPROVING ENTERING INTO AN AGREEMENT WITH BOLTON AND MENK TO DEVELOP
PLANS FOR A CITY-WIDE BIKE AND PEDESTRIAN TRAIL PLAN IN THE AMOUNT OF \$45,700**

Motion By:_____

Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar to approve entering into an agreement with Bolton and Menk to develop plans for a city-wide bike and pedestrian trail plan in the amount of \$45,700.

Dated this 6th day of May 2024

Douglas E. Reese, Mayor

Attest:

CITY CLERK



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.E.
Agenda Section:	Regular Business	Originating Department:	Recreation
Resolution:	Yes	Prepared By:	Rob Baumgarn, Recreation Director
Ordinance:	No	Presented By:	Justin DeLeeuw, Public Works Director
Item:	Adopt a Bench and Tree Program		

RECOMMENDED ACTION:

To adopt a resolution approving the application to adopt a bench and tree program.

OVERVIEW:

The City of Willmar Bench and Tree Donation Program is designed to increase the public enjoyment of the parks and trails system. This dedication provides a lasting remembrance in honor of someone and enhances the meaning of a bench or tree to observers. The gift is also a valuable contribution to the parks and trails system to be used and enjoyed by all.

The Parks and Recreation Department reviews all requests. Bench and tree locations will be discussed with city staff and the donor before ensuring the appropriate area. All benches and trees will become city property. The City will maintain the bench or tree and has the right to move the bench or tree due to park development or if vandalism occurs.

Benches:

1. The City of Willmar will install the bench and provide a concrete pad for the bench.
2. Benches are 6 feet long and are made of metal with a rubber coating. (Colors: Blue, Green, or Black)
3. An engraved metal plaque will be attached to the bench.
4. Cost is \$1000, including installation and custom plaque. (Reviewed yearly)

Trees:

1. The tree is 2 inches in diameter, balled and bur lapped.
2. Planting will happen in the Spring or Fall.
3. Species for the tree are Hybrid Elm, Hackberry, Linden Oak, Bur Oak, or Evergreens.
4. Cost is \$300, including installation and custom plaque. (Reviewed yearly)

BUDGETARY/FISCAL ISSUES:

The donor will pay \$1000 for the bench and materials and \$300 for the tree and materials. City staff will install the bench and tree as time permits.

ALTERNATIVES TO CONSIDER:

Deny the program

ATTACHMENTS:

1. Adopt Tree Bench Program 4 22 2024
2. Resolution for Adopt a Bench or Tree
3. Bench example
4. Copy of Bench & Tree Donation (2)



RESOLUTION NO. ____

RESOLUTION APPROVING THE ADOPT A BENCH OR TREE PROGRAM APPLICATION

Motion By:_____

Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar to adopt a resolution approving the application for the adopt a bench and tree program.

Dated this 6th day of May 2024

Douglas E. Reese, Mayor

Attest:

CITY CLERK



Sponsor a Tree or Bench

The City of Willmar Bench and Tree Donation Program is designed to increase the public enjoyment of the parks and trails system. This dedication provides a lasting remembrance in honor of someone and enhances the meaning of a bench or tree to observers.

The gift is also a valuable contribution to the parks and trails system to be used and enjoyed by all.



*TREE &
BENCH*

Donation Program



Donation

- Park benches and trees may be donated anonymously or in honor or memory of a loved one or to recognize someone's special achievement.
- A park bench or tree may be dedicated in/along the donator's park or trail of choice.
- The Parks and Recreation Department reviews all requests
- Bench and tree locations will be discussed with city staff and the donor before ensuring the appropriate area.
- All Benches and trees will become city property.
- The City will maintain the bench or tree and has the right to move the bench or tree due to park development or if vandalism occurs.
- Donors are encouraged to choose uplifting, inspirational wording and promote enjoyment of the park area.
- No language that promotes alcohol, tobacco, weapons, commercial, religious, or political organization will be allowed.
- Plaque area is 2"x 10" and must be 90 characters or less (including spaces).



Benches

- Benches are 6 feet long and are made of metal with a rubber coating. (Colors: Blue, Green, or Black)
- An engraved metal plaque will be attached to the bench
- Cost is \$1000, including installation and custom plaque. (Reviewed yearly)

Trees

- The tree is 2 inches in diameter, balled and bur lapped.
- Planting will happen in the Spring or Fall
- Species for the tree are Hybrid Elm, Hackberry, Linden Oak, Bur Oak, or Evergreens
- Cost is \$300, including installation and custom plaque. (Reviewed yearly)

To Apply:

Please fill out our online application on
www.willmarmn.gov



320-235-1454



rbaumgarn@willmarmn.gov



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.F.
Agenda Section:	Regular Business	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Introduction for Establishment of a Tax Increment Finance Housing District and Set a Public Hearing Date for July 1, 2024, at 6:30 PM		

RECOMMENDED ACTION:

To call for a public hearing establishing a Tax Increment Financing Housing District.

OVERVIEW:

Introduction of site by Director Corbett
Presentation by Mikaela Huot, Baker Tilly and Trident Development

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Intro_Baker Tilly Presentation_Trident Development
2. Trident Development Complete TIF Packet
3. Summary of Publication



City of Willmar, MN

City Council Meeting

Proposed Tax Increment Financing (Housing) District

Mikaela Huot, Baker Tilly
May 6, 2024

Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2023 Baker Tilly US, LLP.



Request for Tax Increment Financing Assistance: Project Summary

- Proposed Project
- Request for Financial Assistance through Establishment of Tax Increment Financing (Housing) District
- Preliminary Financial Review and Analysis
- Next Steps



Request for Tax Increment Financing Assistance: Project Summary

- Proposed 75-unit multifamily senior project
 - 61 assisted living and 14 memory care units
- Assisted living units will include 51 one-bedroom and 10 two-bedroom units
- Creation of proposed 'Housing' TIF District
- Maximum 26-year term
 - 25 years of receipt of first year of increment
- Pay-as-you-go financing
 - Project financed entirely upfront by developer
 - Eligible costs are reimbursed over term of district



Request for Tax Increment Financing Assistance: Project Summary

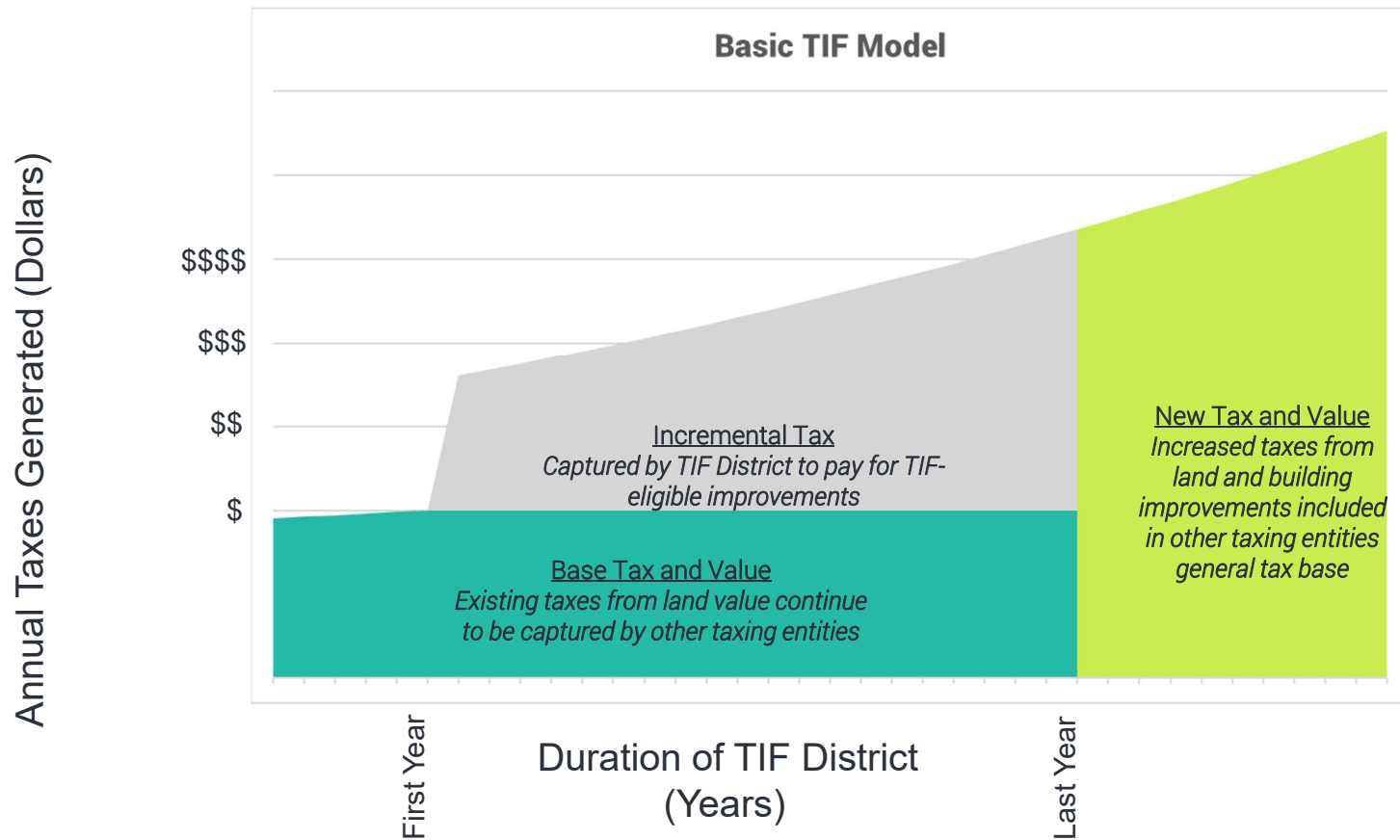
- Request for financial assistance
- Assist with affordable housing site development and construction costs
- Financial gap of approximately \$3,500,000
- Annual tax increment revenues provides additional cash flow to support debt repayment
- Up to maximum 26-year term of housing district to meet developer request of tax increment financing application

Request for Tax Increment Financing Assistance: Project Summary

What is Tax Increment Financing?

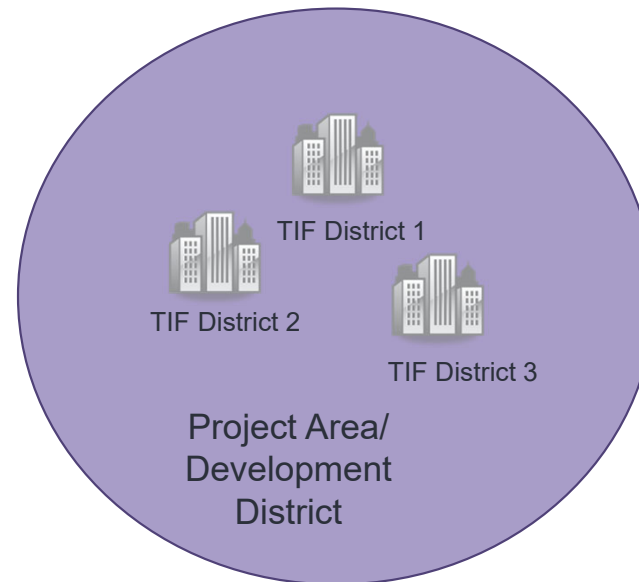
- A method of capturing tax base growth resulting from new development
- Fixed term for capture, then new development capacity is added to existing tax base
- Tax increment is generated by the increased property value that is created when a property is developed

Request for Tax Increment Financing Assistance: Project Summary



Request for Tax Increment Financing Assistance: Project Summary

- Project Area (Development District)
 - Where portion of TIF dollars can be spent, with limitations
- TIF District (Specific Project)
 - TIF Plan
 - Budget
 - Geographic boundaries
 - Purpose
 - Public Hearing
 - Certification



Request for Tax Increment Financing Assistance: Project Summary

- Pay-as-you-go (Developer financed)
 - Project financed upfront by developer
 - TIF Note(s) issued by City to developer
 - Developer is reimbursed over time with available increment
- Upfront (City financed)
 - Interfund Loan
 - Bonds
 - General obligation: issued without referendum if tax increment contributes at least 20% of debt service costs
 - Revenue Bonds: seasoned development with “coverage” factor and/or guaranty



Request for Tax Increment Financing Assistance: Project Summary

Typical TIF-Eligible Project Costs

- Public Improvements
- Land Acquisition
- Soil Correction-Site Grading
- Site Preparation/Demolition
- Relocation
- Cost of Qualifying Housing
- Financing Fees/Capitalized Interest
- Administrative Costs



Request for Tax Increment Financing Assistance: Project Summary

Statutory Findings

- that the TIF Plan will afford maximum opportunity, consistent with the sound needs of the City as a whole, for development by private enterprise
- that the TIF Plan conforms to general plans for development of the City as a whole
- that the project will qualify as a Housing TIF District
 - Specific criteria for each type of district



Request for Tax Increment Financing Assistance: Project Summary

- that the proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future
- the but/for test:
 - *The proposed development would not occur but/for the use of tax increment financing*



Request for Tax Increment Financing Assistance: Project Summary

Housing TIF District

- at least 20% of rental units will be occupied by persons or families with incomes no greater than 50% of area median income, or
- at least 40% of rental units will be occupied by persons or families with incomes no greater than 60% of area median income
- No more than 20 percent of the square footage of buildings that receive assistance from tax increments may consist of commercial, retail, or other nonresidential uses
- Income limitations will apply for the duration of the TIF District



Request for Tax Increment Financing Assistance: Project Summary

Purpose of financial review is to assist the City with making a determination:

1. if the project as proposed would be unlikely to proceed “but-for” the requested Tax Increment Financing (TIF) assistance and
 2. if assistance is necessary, to determine the appropriate amount and terms of public assistance.
- *Determination of extraordinary costs not supported by project*



Request for Tax Increment Financing Assistance: Project Summary

Sources	Amount	Uses	Amount
Debt	\$15,610,000	Land Acquisition	\$900,000
Equity	\$3,190,000	Construction	\$16,548,000
TIF	\$3,500,000	FFE	\$1,500,000
		Soft Costs	\$1,186,286
		Capitalized Interest	\$395,000
		Working Capital	\$1,100,000
		Owner's Contingency	\$670,714
Total	\$22,300,000	Total	\$22,300,000

Request for Tax Increment Financing Assistance: Project Summary

Sources	Estimates
Existing Land value (Base Value)	\$188,608
Estimated Total Taxable Value	\$15,000,000
Estimated Annual Gross Tax Increment (90%)	\$224,680
Estimated Total Gross Increment over 26 years	\$8,698,034
Less: City Retained (10%)	\$869,805
Estimated Total Net Increment over 26 years (90%)	\$7,828,229
Estimated Present Value at 5%	\$3,500,000

Request for Tax Increment Financing Assistance: Project Summary

Parameters for an appropriate level of public assistance that were considered when identifying the extraordinary costs:

- Return on Investment
- Purchase price and other development costs
- Public to private investment
- Public assistance (TIF) and private equity
- Extraordinary costs
- Financial gap
- Term of collection (maximum 26 years)
- Other necessary public improvements



Request for Tax Increment Financing Assistance: Project Summary

Cities Use TIF to:

- Stimulate development where it would otherwise not occur (**“but for” test**)
- Encourage development of uses that would otherwise not occur (certain types of development in certain areas)
- Enhance tax base
- Facilitate infrastructure improvements
- Coordinate new developments with existing plans



Request for Tax Increment Financing Assistance: Project Summary

Without financial assistance, the project has a financial gap

- Due to reduced annual revenues for affordable units

With financial assistance, the project performance is projected to improve

- Annual revenues would provide additional cash flow to support additional debt (TIF) or equity upfront funding source

The financial analysis indicates that the project is not expected to be viable without one or more of the following:

- 1) reduction in project costs
- 2) additional annual cash flow, and/or
- 3) additional upfront funding sources.

Assistance through TIF provides additional annual cash flow to the project

TIF District Establishment Timeline

DATE	EVENT
May 6, 2024	City Council meeting to review TIF request and consider proceeding with call for public hearing
May 15, 2024	Planning Commission review of TIF Plan
May 15, 2024	County Commissioner receives notification letter for creation of housing district
May 31, 2024	County and School District receive impact letters and draft TIF Plan
June 15, 2024	Publication of notice of public hearing in West Central Tribune
July 1, 2024	City Council holds public hearing and adopts resolution approving TIF Plan and TIF District City Council considers approval of TIF agreement



Questions?



1200 25th Avenue South • St. Cloud, MN 56301
Phone: 320.258.4438 • 320.252.3603

April 26, 2024

Mr. Christopher Corbett
City of Willmar
333 6th Street SW
Willmar, MN 56201

Ms. Mikaela Huot
Baker Tilly
225 South 6th Street, Suite 2300
Minneapolis, MN 55402

RE: PROPOSED WATERVIEW SENIOR LIVING FACILITY- WILLMAR, MINNESOTA

Dear Mr. Corbett and Ms. Huot,

Trident Development, LLC is pleased to present this request for Tax Increment Financing (TIF) for a proposed 75-unit senior living facility located off 9th Street Southeast in Willmar, Minnesota.

REQUEST FOR TAX INCREMENT FINANCING (TIF):

Enclosed please find the completed application for TIF. Trident is requesting approval of a 90%, PAY-GO housing TIF to cover qualified costs of the development. Based on the enclosed financial projections, the proposed development project has a financial gap of approximately \$3,500,000. The current estimated cost of construction and development makes the project cost-prohibitive without financial assistance. The TIF increment payments will serve to support the "affordable" (elderly waiver) rental units, for the senior residents who are unable to afford the "private pay" rates. Estimated revenue loss due to EW reimbursement is approximately \$360,000 per year. Based on information provided by Kandiyohi County Assessor's office, upon completion, the estimated annual real estate tax payments would be \$278,446/year. The tax increment financing assistance improves the return on investment to a level that becomes attractive to private investment.

Also enclosed with the application you will find two 10-year cash flow projections. One projection is WITHOUT TIF assistance, and one is WITH TIF assistance. These projections demonstrate the positive effect the TIF assistance has on the financial returns.

OVERVIEW:

The proposed improvements consist of 61 assisted living (AL) units and 14 memory care (MC) apartment units contained in two, connected wood-framed buildings. Structures include a two-story AL apartment building with 67,000 +/- square feet connected to a one-story MC facility with 13,000 +/- square feet. The AL building will generally include 51 one-bedroom units and 10 two-bedroom units. Other areas of the AL building will consist of support offices, dining room, community kitchen, storage, spacious lobby with concierge desk, multipurpose lounge area for activities and gatherings, fully equipped fitness room with programming, a beauty salon, housekeeping areas, a grand bath, restrooms and two elevators. The AL building also contains six one car and one two car tuck-under garages. The MC building, which is connected to AL and located on the main level, consists of 14 studio units, mechanical room, grand bath, laundry, restrooms, serving kitchen, activities, and dining area. Exterior areas of the Site include approximately 62 parking stalls, a covered patio and gazebo area for the AL residents and a patio area for the MC residents. Access will be provided west of the building off 9th Street Southeast.

The development site area is approximately 5-acres and is currently contained in three parcels. Trident Development, LLC has a binding purchase contract with the land seller. Prior to closing, Trident Development, LLC intends to transfer ownership to a related entity, involving members of Trident and other financial partners, including Lifespark who will professionally manage the building (<https://lifespark.com>). Lifespark is a leading senior care provider, headquartered in St. Louis Park, MN.

The project is anticipated to generate approx. 30 full-time equivalent jobs paying market rate salaries. In addition, the development will increase the taxable value of the Site. No negative traffic impact is anticipated from this development. The Site is currently zoned GB 2 general business and will be rezoned as Conditional Use Permit (CUP). Applications for land use approvals will be presented to the Willmar Planning Commission and City Council in May or June. Trident intends to move the project forward to final approvals pending this TIF request. A draft of the proposed final plat is included within this application.

Trident Development, LLC will be the project manager and developer. Trident has successfully completed TIF agreements with numerous municipalities throughout Minnesota and the metro area.

DEVELOPER

Trident Development, LLC is based in St. Cloud, Minnesota and has considerable experience in the development, construction, and ownership of assisted living developments. Trident's team of real estate professionals have over 50 years of real estate experience. Please visit Trident's web site for examples of completed projects, information on projects currently under construction, and to learn more about our team: <https://tridentdevelopmentmn.com/>. If desired, we would be happy to arrange a tour of completed projects for City officials or staff.

ENCLOSED WITH THIS LETTER

- Completed TIF application with addendum.
- Schematic building floor plans, conceptual site plan
- Proposed Final Plat
- Detailed financial projections
 - Detailed Sources and Uses of Funds
 - Estimated rental schedule.
 - 10-Year cash flow projections without TIF
 - 10-Year cash flow projection with TIF

After you have an opportunity to review the application materials, please let us know of any questions. On behalf of our team, we are excited to partner with City of Willmar to bring a quality, senior housing development to the community.

Respectfully,



Roger D. Fink
Trident Development, LLC

TAX INCREMENT FINANCING (TIF) APPLICATION FORM

1 Applicant: **Trident Development, LLC** or assigns _____

Company Name: **Trident Development, LLC**

Address: **1200 25th Avenue South, St. Cloud, MN 56301** _____

Contact Person: **Roger Fink or Andy Brummer** _____

Telephone Numbers: (work) **320-258-4438** (cell) **612-242-6097** _____

Corporation ☐ Partnership ☐ Sole Proprietor ☐ Cooperative ☐

Other **Limited Liability Company** _____

Type of Business: **Proposed construction of new assisted living community** _____

Primary Product(s)/Service(s): **Assisted Living/Memory Care/Housing with services, Senior Housing**

3. Tax Parcel ID No. **95-841-0500, 95-841-0510 and 95-841-0560** _____

Legal Description of Site:

Lots 1, 2 and portions of Lot 7, Block 6, Waterview Business Park (existing). Block 6 of existing plat will be revised to reflect new parcel.

Township: **119 North** _____

School District: **Willmar** _____

4. Project Description: **To be built, 75-unit assisted living facility containing 61 assisted living apartments and 14 memory care suites. Features and amenities include a) made from scratch daily meals and community dining; b) on-site office staff and care providers, creating 30+/- new jobs; c) spacious lobby with concierge desk; d) fully-equipped fitness room with programming; e) beauty salon; f) multi-purpose/lounge space for activities and gatherings; g) outdoor recreation spaces; h) attached garages. Property management and resident care provided by Lifespark, Minnesota's leading senior care provider, headquartered in St Louis Park, MN. Of the 75 apartment units, 15 (20%) will be reserved for households whose annual income is 50% or less of the area median income.**

5. Size of Proposed Structure or Expansion: **Land area is approximately 5-acres. Structures include a two-story assisted living apartment building with 67,300+/- square feet connected to a one-story memory care facility with 13,000+/- square feet.**

6. Estimated project costs:

Uses of Funds		
Land		\$900,000
Construction and Development Costs		\$16,548,000
Furniture, Fixtures, & Equipment		\$1,500,000
Design: Architect, Engineer, Surveyor		\$242,150
Environmental: ESA, RAP, Soils, Wetlds., Trees, HazM		\$12,800
Legal, Organizational, Accounting		\$90,000
Market Analysis & Appraisal		\$13,500
Pre-Open Marketing & Staffing		\$377,000
Government Fees		\$165,850
Recording & Title Insurance		\$84,330
Real Estate Taxes & Insurance		\$21,556
Other/ Miscellaneous		\$3,000
Capitalized Interest		\$395,000
Working Capital/Lease-Up Reserve		\$1,100,000
Financing Fees		\$176,100
Owner's Contingency		\$670,714
		\$22,300,000

7. Employment: Current: 0 Employees 3-year projection: 30+/- Employees

Payroll: Current \$ 0 3-year projection \$

8. Project Financing Sources and Amounts:

a. Private financing institution \$ 15,610,000

b. TIF funds \$ 3,500,000

c. Other public funds \$

d. Developer equity \$ 3,190,000

Total: \$ 22,300,000

9. Describe the financing gap to be filled by the TIF: **The TIF will fill the gap in excess construction costs that cause the development to be cost-prohibitive. Additionally, the TIF increment payments will serve to support the “affordable” (elderly waiver) rental units, for the senior residents who are unable to afford the “private pay” rates. Estimated revenue loss due to EW reimbursement is approximately \$360,000 per year.**

10. Amount of TIF Requested: \$3,500,000

11. Term of TIF Requested (years):

Years 1-3 _____%

Years 4-6 _____%

Years 25 90 %

The applicant is requesting a 25-year, 90%, PAY-GO housing TIF generating \$3,500,000 net present value (NPV), assuming 5% discount rate and 2.0% annual inflation. The NPV also includes a 0.36% state auditor tax.

12. Financial Institution(s) (Applicant's Affiliation):

Name **Bremer Bank** _____ Address **720 Broadway Street, Alexandria, MN 56308**

Contact Person **Craig Olsen** _____ Telephone **320-762-4707** _____

13. Fiscal Consultant/Accountant:

Name **Bergan KDV** _____ Address **220 Park Avenue, St. Cloud, MN** _____

Contact Person **Russ Sand** _____ Telephone **320-229-6145** _____

14. Legal Counsel:

Name **Siegel Brill** _____ Address **100 Washington Avenue S. Minneapolis, MN 55401** _____

Contact Person **Tony Gleekel** _____ Telephone **612-337-6100**

Applicant Signature: Andy Brummer Date: 4-26-2024

INFORMATION REQUESTED: An Addendum shall be attached hereto addressing in detail the following:

1. A map showing the exact boundaries of proposed development.
2. A general description of the project, including size and location of building(s); business type or use; traffic information, including parking, projected vehicle counts and traffic flow; timing of the project; and estimated market value following completion.
3. The existing land use designation and zoning of the property, including a statement as to how the proposed development will conform to the land use designation.
4. A statement identifying how the increment assistance will be used and why it is necessary to undertake the project.
5. A statement identifying the public benefits of the proposal, including estimated increase in property valuation, new jobs to be created, hourly wages and other community assets.
6. A written description of the developer's business, principals, history and past projects.

PLEASE INCLUDE:

1. Preliminary financial commitment from financial institution.
2. Plans and drawing of the project.
3. Background material of the company.
4. Pro forma analysis.
5. Financial statements.
6. Statement of property ownership or control.

Information for Internal Use:

Date Application Submitted: _____

Date Presented to Kandiyohi County Board: _____

Public Hearing Held by Kandiyohi County Board: _____

Date Presented to City Council or Township Board: _____

Public Hearing Held by City or township: _____

Date Presented to School Board: _____

Public Hearing Held by School Board: _____

TIF Application Addendum- Waterview Assisted Living Facility, Willmar, Minnesota

1. See attached map depicting property boundaries for the proposed TIF district. In addition, please see attached proposed draft final plat. The Site will be re-platted and the proposed new legal description is expected to be: Lot 1, Block 1, Waterview Business Park 3rd Addition.
2. **Provide general description of the project, including size and location of buildings; business type or use; traffic information, including parking, projected vehicle counts and traffic flow; timing of the project; and estimated market value upon completion:**

The proposed improvements will consist of the following:

- 61 assisted living (AL) and 14 memory care (MC) residential apartment units.
- Two connected buildings are proposed. One, two-story building with assisted living units, with approx. 67,300 square feet and a one-story building containing the memory care units of approx. 13,000 square feet.
- Proposed amenities and features include the following:
 - Resident assistance with daily living activities.
 - Community dining room and commercial kitchen.
 - Beauty salon.
 - On site management, nurses and care providers. Est 30+/- employees.
 - Lounge and activity spaces.
 - Fitness center with age-appropriate equipment.
 - Gated, outdoor recreation for memory care building.
 - Walking trails and outdoor programming.
 - Elevator service.
 - Hydrotherapy spas.
 - Covered patio space and pergola.
- Approximately 62 exterior surface parking stalls and 7 tuck-under garages are provided at the Site.

Access to the site is provided from 9th Street Southeast. Traffic to the Site is expected to flow from either 19th Avenue Southwest or 24th Avenue Southeast to 9th Street Southeast. Traffic generated from this development is not anticipated to have a negative impact.

Subject to final governmental approvals, financing and permits, site construction is anticipated to begin in fall of 2024 with completion in fall of 2025.

The estimated tax-assessed value of the development upon completion is \$15,900,000.

3. **The existing land use designation and zoning of the property, including a statement as to how the proposed development will conform to the land use designation:**

The Site is currently zoned GB-2 General Business 2 and will be rezoned as Conditional Use Permit (CUP). The proposed development is allowed within GB-2 zoning designations with a Condition Use Permit.

4. A statement identifying how the increment assistance will be used and why it is necessary to undertake the project.

Current construction/ development costs make the proposed project cost prohibitive. Based on best estimates, the project has an estimated financial gap in construction costs of \$3,500,000. The increment will be used to supplement operating revenues, which, in turn will assist in supporting payroll for the 30 +/- new jobs created and subsidize the cost of the proposed “affordable” housing units. Under certain circumstances, the TIF may also serve as a financial tool to enhance return on investment if it were to be “financed” or “monetized”. This application proposes to allocate 20% of the dwelling units to households whose income is 50% or less of the area median income.

5. A statement identifying the public benefits of the proposal, including estimated increase in property valuation, new jobs to be created, hourly wages and other community assets:

The project will be providing much needed assisted living housing for senior citizens, including seniors with lower household incomes, creating fifteen (15) “affordable” housing units for seniors. In addition, the project will generate 30 +/- new jobs with wages ranging from \$20/hour to \$75,000 annually. Furthermore, upon completion, the property valuation is estimated to increase from \$222,000 (est) to \$15,900,000, resulting in an estimated annual real estate tax revenue increase from approximately \$9,136/year to approximately \$278,000/year.

6. A written description of the developer’s business, principals, history and past projects.

Trident Development, LLC is a real estate development company established in April 2006, specializing in assisted living and multi-family housing. The principals of the company bring a combined 50+ years of development and construction experience. Trident, together with its management partner Lifespark, has developed over twenty (20) senior housing properties throughout Minnesota. To date, Trident (or its principals) still retains ownership in each of the assisted living assets it has developed. Trident has extensive experience with tax increment financing, having successfully negotiated at least thirteen (13) TIF agreements within its portfolio. The principals of Trident typically participate as equity owners in each property developed, together with various other equity partners.

Waterview Senior Living- RENTS

Willmar, MN

		Room Size		Base Rent, Per Unit Average		Services, Per Unit Average		Base + Services, Per Unit		Total, All Units
		Average	Per Room	meals, programming, wellness	Annually	medical/ nursing services	Annually	Average	Annually	
				Monthly		Monthly		Monthly		
21	AL	1 Bedroom	661	\$2,900	\$34,800	\$2,600	\$31,200	\$5,500	\$66,000	\$1,386,000
17	AL	1 Bed + Den	770	\$2,950	\$35,400	\$2,700	\$32,400	\$5,650	\$67,800	\$1,152,600
10	AL	2 Bedroom	871	\$3,100	\$37,200	\$2,800	\$33,600	\$5,900	\$70,800	\$708,000
13	AL	EW	661	\$1,155	\$13,860	\$2,650	\$31,800	\$3,805	\$45,660	\$593,580
12	MC	Studio	413	\$4,600	\$55,200	\$3,500	\$42,000	\$8,100	\$97,200	\$1,166,400
2	MC	EW	413	\$1,153	\$13,830	\$4,636	\$55,632	\$5,789	\$69,462	\$138,924

75

Confidential and Preliminary- Subject to Change

Units rented by persons earning 50% or Less of the AMI 15 (20%) **Gross Total Annual Rent Potential** \$5,145,504.00

Cash Flow Projections- WITH TIF

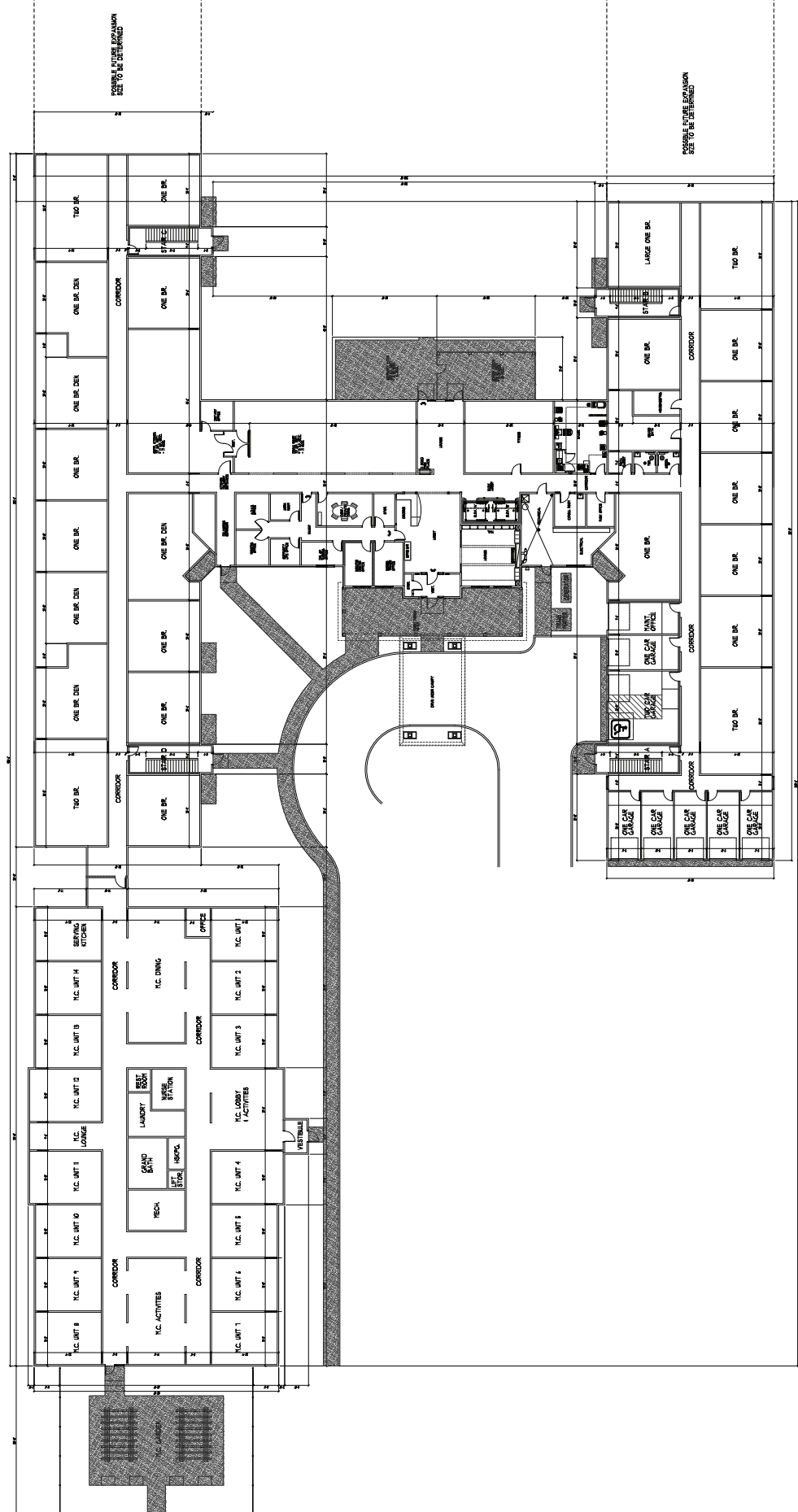
[illegible]

Confidential- Preliminary. For Discussion Purposes Only
Based on estimates and assumptions and subject to change

Cash Flow Projections- NO TIF

Waterview Senior Living		4/17/2024 TIF Analysis: 70%	
Total Project Costs		\$ 22,300,000	
Equity	\$ 6,690,000	30.00%	
Tax Increment Financing Loan	\$ -	0.00%	
Primary Loan	\$ 15,610,000	70.00%	
Mez Debt	\$ -	0.00%	
		100.00%	
Type: ALF/MC, 20% EW			
Mgmt. Fee: 5.50%			
Units: 75			
Interest Rate: 7.75% Yrs 1-7			
Term: 30			
Cash Flow Projections- NO TIF			
Inflation Trend:			
Expenses 3.00%			
Taxes 2.00%			
Revenues 3.00%			
Economic Occupancy			Vacancy
Op Yr 1	40.0%		60.0%
Op Yr 2	90.0%		10.0%
Op Yr 3	94.0%		6.0%

Confidential- Preliminary. For Discussion Purposes Only
Based on estimates and assumptions and subject to change



OVERALL FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

PLAN KEY

1 HOUR RATED FIRE BARRIER
FLOOR TOP OF FLOOR SLAB OR DECK BELOW
FLOOR TOP OF ROOF SLAB OR ROOF DECK ABOVE

2 HOUR RATED FIRE BARRIER
FRONT TOP OF FLOOR SLAB OR DECK BELOW
TO UNDERSIDE OF FLOOR OR ROOF DECK ABOVE

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

**AN ORDINANCE AUTHORIZING THE
THE ESTABLISHMENT OF A TAX INCREMENT FINANCE HOUSING DISTRICT**

Summary: Ordinance No. _____ authorizes the establishment of a Tax Increment Finance Housing District, pursuant to the negotiated terms of the request for Tax Increment Financing to be separately approved by the City.

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



City Council Action Request

Council Meeting Date:	May 6, 2024	Agenda Item Number:	10.G.
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:	Consideration to Rezone Parcel #95-280-2480 From R2 to GB and Request to Set a Public Hearing Date		

RECOMMENDED ACTION:

Consideration to Rezone Parcel #95-280-2480 from R2 to GB and Request to Set a Public Hearing Date for May 20th 2024 at 6:30pm City Council Meeting

OVERVIEW:

WALT'S: ZONING MAP AMENDMENT

On April 17, 2024, Matt Evans from Walt's, located at 1125 3rd Street Southwest presented to Planning Commissioners the proposal of building a storage garage on the property, which currently contains a parking lot. The property is currently zoned R2, and Walt's seeks to rezone it to General Business to accommodate the construction of the garage for storage purposes. On May 1, 2024, Planning Commissioners voted to approve the rezoning of the parcel from R2 to GB. The department of Planning and Development received a call from a nearby resident, Marlin Breems, who emphasized maintaining a residential look on the west-facing side of any new building. Planning & Development Director Corbett expressed that the proposed garage's orientation related to the residential character to the West, garage door access to the parking lot on the East, and avoiding additional curb cutouts to the South.

BUDGETARY/FISCAL ISSUES:

None

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Walts Rezoning Docs
2. SUMMARY PUBLICATION_WALTs_REZONING

WALT'S: ZONING MAP AMENDMENT (5-STAR PROPERTIES OF WILLMAR, LLC)

Walt's Car Wash has requested a zoning map amendment for Parcel # 95-280-2480, located at 1125 3rd St SW. The parcel is adjacent to their current 1st street SW location, directly across Roise Ave to the northwest. The parcel is currently zoned Residential-2 (R-2) and formerly contained a house with a large back parking lot. The house has recently been removed, leaving a vacant parking lot. Walt's proposes to construct a storage garage that will store equipment, supplies, etc. for the adjacent business. The garage will not be a service garage and will not be open to customers or the public. A storage garage is an accessory structure that is not allowed to be utilized in the R-2 zone without an accompanying primary structure. Walt's wishes to rezone the property to General Business (GB) to allow for the stand-alone storage garage use, rather than being forced to include some fashion of living quarters within the storage garage space to allow for the use in the R-2 zone.

Departmental Reviews:

WMU Water: WMU has a requirement of removal of unused services. WMU requests applicant to obtain determination of any unused services for the parcel.

WMU Electric:

No concerns.

Fire:

No Concerns.

Police:

No Concerns.

Public Works:

No Concerns.

Planning & Development:

The parcel abuts the GB-2 zone along first street, so concerns about spot zoning are alleviated. Furthermore, other businesses along first street have also been granted the rezone of similar backlots to GB-2 for business use purposes, so precedent for the rezone exists. A rezone would also be more efficient rather than applicant attempting to add some sort of living quarters to fit it into the current residential zone.

The current garage layout does not include any access or features on the West side, facing 3rd Street. Planning would prefer that the garage attempt to fit into the residential character of the neighboring residential properties along 3rd Street, which could be done with a door and windows facing 3rd Street. The current site plan also does not include any garage door access on the east side facing the current parking lot, perhaps that would be desired for parking lot access as well.

The current plan for south facing garage door access would require a new curb cutouts if it does not have access to the parking lot's current curb cutouts.

Building Official:

No Concerns.

Engineering: Letter attached.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

April 17, 2024

Christopher Frank, City Planner
City of Willmar
333 SW 6th Street
Willmar, MN 56201

Via e-mail: cfrank@willmarmn.gov

RE: Walt's Re-zone
City of Willmar, Minnesota
Project No.: OW1.124785

Dear Christopher,

We have reviewed the application materials submitted via email on April 12, 2024 for the above referenced project. We have the following comments:

1. A survey illustrating property boundaries, easements, existing utilities/improvements, and elevations shall be submitted for review.
2. The applicant shall submit an erosion control plan for review by the City of Willmar.
3. The applicant shall submit a grading plan for review by the City of Willmar.
4. The applicant shall submit a site plan for review by the City of Willmar.

We recommend that the above requested information be submitted prior to a building permit being issued for the improvements.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Jared Voge, P.E.
City Engineer

95-280-1440

95-280-2500

95-280-2490
CROOM JON W & JOANN J

95-280-2450
SCORE/RICHARD S

95-280-1460

5 STAR PROPERTIES OF WILLMAR
95-280-2480

95-280-1470

Roise Ave SW

1st St S

3rd St SW

Willmar

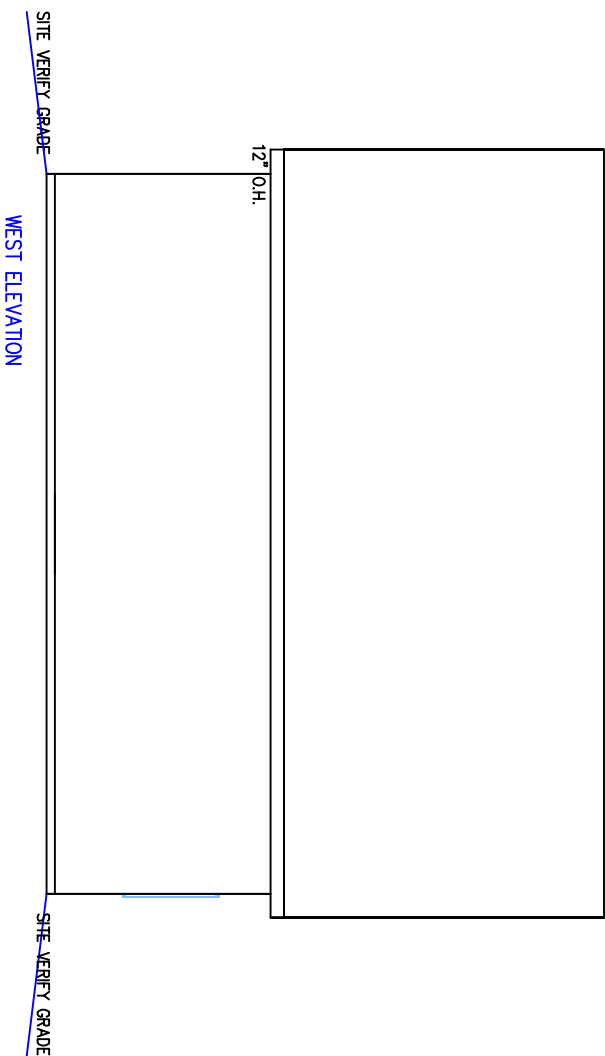
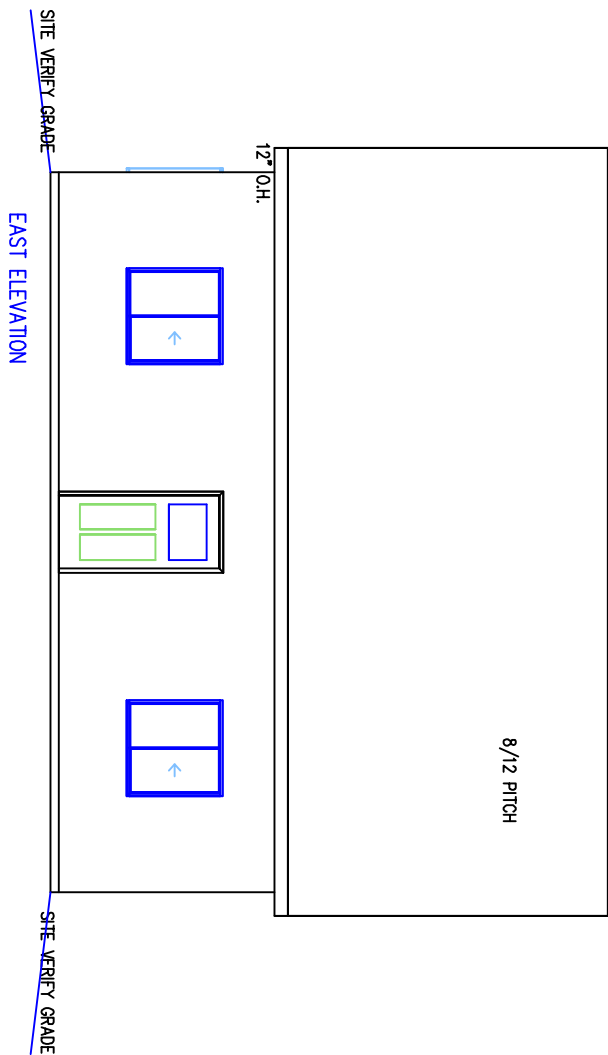
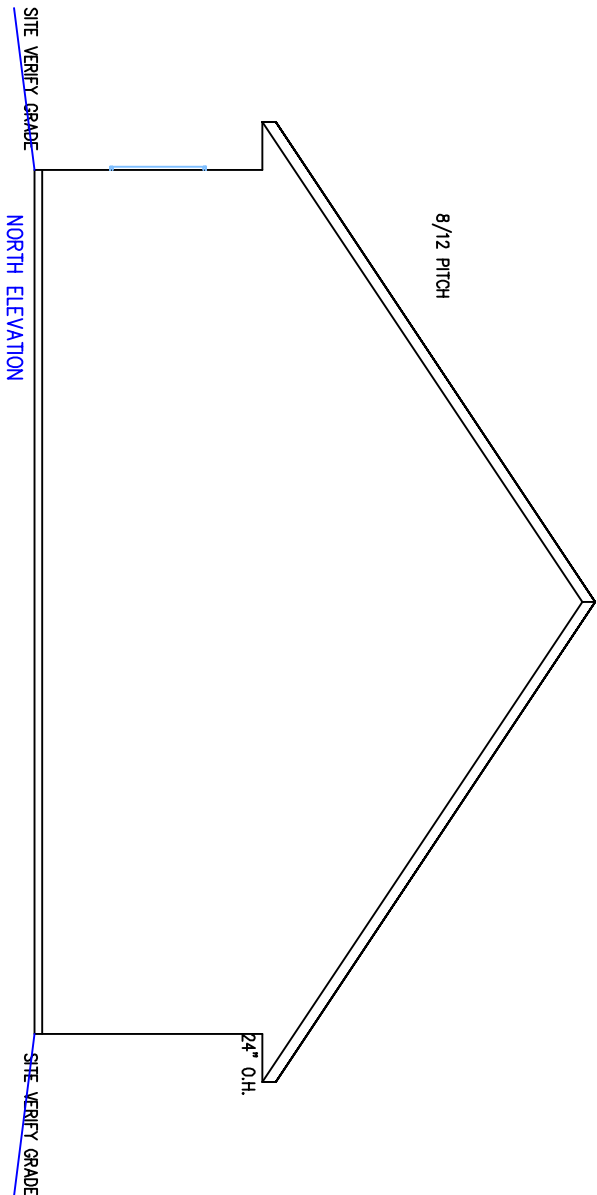
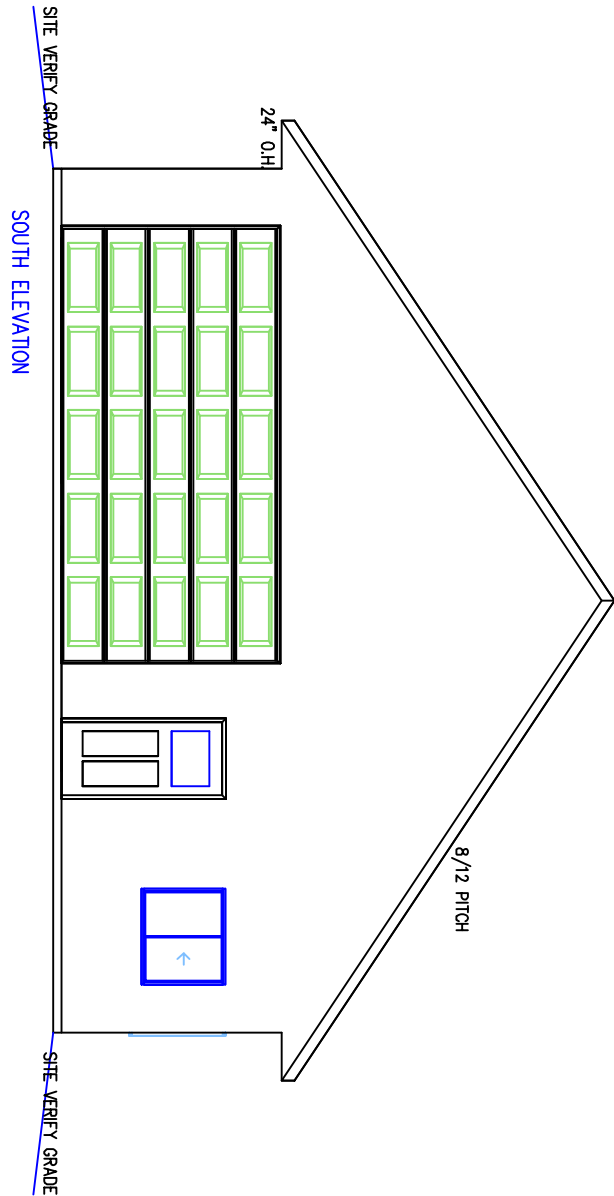
95-280-1620

95-280-2610
5 STAR PROPERTIES OF WILLMAR

71

95-280-1630

LOHSE ROXANA & MIGUEL A



WALT'S CARWASH BUILDING

SCALE: 1/8" = 1'-0"

These plans furnished by Perkins Lumber Co. Inc., were prepared by draftsmen who are not fully licensed as architects or architectural engineers. Perkins Lumber expressly disclaims any liability whatsoever for errors of any kind which may be found on these plans.

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: 95-280-2480 TO GENERAL BUSINESS DISTRICT (GB)**

Summary: Ordinance No. ____ amends the City's Zoning Map by rezoning Parcel Number: 95-280-2480 zoned as One – and Two-Family Residential District (R-2) to General Business District (G-B) 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:	May 6, 2024	Agenda Item Number:	10.H.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Consideration of Rendezvous LLC On-Sale Wine and On-Sale Intoxicating 3.2 Liquor Licenses		

RECOMMENDED ACTION:

Approve the Rendezvous LLC On-Sale Wine and On-Sale Intoxicating 3.2 Liquor Licenses Through the Fiscal Year Ending April 25, 2025, on a Roll Call Vote.

OVERVIEW:

On April 5, 2024, Rendezvous LLC, with partners Hans Hibma and Victoria Hibma request to hold an On-Sale Wine and On-Sale Intoxicating 3.2 Liquor Licenses located at 916 Litchfield Ave SW under the name Rendezvous LLC dba Rendezvous. The Willmar Police Department has completed a background, criminal history, and driving record check. Hans Hibma is the Resident Manager for this establishment.

BUDGETARY/FISCAL ISSUES:

\$150.00 Investigation Fee and \$350.00 License Fees

ALTERNATIVES TO CONSIDER:

Deny the approval of the requested applications.

ATTACHMENTS:

None