



WILLMAR CITY COUNCIL MEETING
MONDAY, MAY 12, 2025 @ 5:30 PM
FIRE HALL
515 2nd St SW - WILLMAR, MN 56201

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Regular Business
 - A. 2025 Capital Expenditures
 - B. 2026 Capital Improvement Plan
5. Adjourn



City Council Action Request

Council Meeting Date:	May 12, 2025	Agenda Item Number:	4.A.
Agenda Section:	Regular Business	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Tom Odens, Finance Director
Item:	2025 Capital Expenditures		

RECOMMENDED ACTION:

Review current needs and provide direction for staff.

OVERVIEW:

With the adoption of the 2025 budget and capital improvement program, \$485,416 was allocated for 5 projects, 2 squad cars and public works equipment.

In 2025, the City sold real property that was owned in Redwood Falls, MN. Proceeds from the sale totaled \$941,545.63.

There are urgent needs the City is aware of as follows:

1. Public Works Shop roof - leaking water as it rains and snow melts
2. Public Works Shop walls - bricks are separated and water is able to get into the walls
3. Dorothy Olson Aquatic Center (DOAC) - 1 of 3 sand filters failed. The State of MN has approved operating on two filters for this season.
4. Law Enforcement Center (LEC) heat pumps - Kandiyohi County has completed the work; the City of Willmar is responsible for a portion (45.7%) of the total project.

BUDGETARY/FISCAL ISSUES:

1. Public Works Shop roof - \$360,000
2. Public Works Shop walls - \$46,899
3. Dorothy Olson Aquatic Center (DOAC) - \$109,000 (10-12 week manufacturing lead time with a fall 2025 installation)
4. Law Enforcement Center (LEC) heat pumps - \$192,114.84 (City share)

ALTERNATIVES TO CONSIDER:

Retain sale of real property proceeds in the general fund.

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	May 12, 2025	Agenda Item Number:	4.B.
Agenda Section:	Regular Business	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Tom Odens, Finance Director
Item:	2026 Capital Improvement Plan		

RECOMMENDED ACTION:

Review the 2026 Capital Improvement Program (CIP) requests, provide staff direction for (a) allocation of funds to include in the 2026 preliminary budget or (b) CIP projects to include in the preliminary budget.

OVERVIEW:

Departments have submitted their CIP requests for 2025-2029. The City Council was able to tour most of the requests during a previous work session with staff.

2026 requests include \$1,516,950 in projects and \$2,247,000 in vehicles and equipment.

In 2024, \$350,000 was allocated from the general fund, and in 2025, \$485,416 was allocated from the general fund.

BUDGETARY/FISCAL ISSUES:

Funding Sources

1. Cash (levy)
2. Equipment Certificate (bond - was utilized in 2024 to purchase a fire truck, plow truck, and a road grader)
3. Community Investment Fund (was utilized in 2024 to supplement cash from the levy)

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 2026CIP

CAPITAL IMPROVEMENT PLAN

City of Willmar
2026 Proposed Capital Improvement Program

Pg. #	Item Number	CIP Projects	Budget	Cash	Bond	Sale Tax Bonds	WWTP Fund	Federal/State Aid	RHM
2	1	Airfield Drainage Improvements	Airport	\$ 12,500				\$ 487,500	
11	2	Elevator	City Hall	\$ 160,000					
12	3	Fire Alarm Panel System	City Hall	\$ 25,000					
31	4	Civic Center Roof Replacement - Blue Line Arena	Civic Center	\$ 280,000					
32	5	Storage Shed	Civic Center	\$ 55,000					
41	6	Zero Depth Pool Slide Replacement	Dorothy Olson Aquatic Center	\$ 22,000					
44	7	Pool Filters (2 Year Plan)	Dorothy Olson Aquatic Center						\$ 109,000
99	8	1st Street Bridge - Maintenance	Engineering	\$ 150,000					
		Street Improvement Program	Engineering						
		Reconstruction - 4th Street SW and 16th Street SW	Engineering		\$ 5,535,700	\$ 84,200	\$ 1,650,200		
20	9	Fire Fighter Pagers	Fire	\$ 21,000					
21	10	Wildland Firefighting Gear	Fire	\$ 47,000					
51	13	Master Park Plan	Parks and Recreation	\$ 90,000					
52	14	Protective Netting - Civic Center Complex	Parks and Recreation	\$ 184,450					
53	15	Swansson Field - Fence	Parks and Recreation	\$ 50,000					
54	16	Swansson Field - Lights (Green) (3 Year Plan)	Parks and Recreation	\$ 110,000					
74	17	Walking & Bike Paths (DNR Grant) (3 Year Plan)	Parks and Recreation	\$ 50,000					
80	18	Indoor Cold Storage	Police	\$ 150,000					
82	19	Roof Replacement - Shop 1	Public Works						\$ 360,000
83	20	Traffic Signal Replacement	Public Works	\$ 110,000					
85	21	Building Repair	Public Works						\$ 47,000
103	22	Stormwater Drainage Improvements - High Ave and Lakeland Drive	Stormwater			\$ 80,000			
104	23	Stormwater Drainage Improvements - Gorton Ave and Ella Ave	Stormwater			\$ 20,000			
114	24	Iverson Park LS; Design, Construction and CRS	Wastewater				\$ 1,500,000		
115	25	Industrial BNR; Design, Construction and CRS	Wastewater				\$ 1,000,000		
116	26	SCADA Server and PLC Upgrade	Wastewater				\$ 250,000		
117	27	Eagle Lake Panel Upgrades	Wastewater				\$ 400,000		
		Sub-Total		\$ 1,516,950	\$ 5,535,700	\$ 184,200	\$ 4,800,200	\$ 487,500	\$ 516,000
125		Vehicles	Department	Cash	Bond	Sale Tax Bonds	WWTP Fund	Federal/State Aid	RHM
127	28	2006 Ford F-150	Fire	\$ 65,000					
125	29	2002 Spartan Chassis (Multi Year Plan)	Fire	\$ 375,000					
151	30	2015 Bobcat Tool Cat	Parks and Recreation	\$ 55,000					
147	31	2012 Ford- F250	Parks and Recreation	\$ 53,000					
141	32	Squad #10	Police	\$ 63,000					
145	33	Squad #18	Police	\$ 63,000					
125	34	Squad #20	Police	\$ 63,000					
143	35	Squad #28	Police	\$ 63,000					
149	36	1999 Ford El Dorado Command / SWAT Bus	Police	\$ 150,000					
131	37	2010 Ford F-350 with Dump Box	Public Works	\$ 100,000					
131	38	2010 Ford F-350 with Dump Box	Public Works	\$ 100,000					
139	39	2008 John Deere 624 Loader - Originally to be replaced in 2023	Public Works	\$ 250,000					
135	40	2013 International Plow Truck - Originally to be replaced in 2023	Public Works	\$ 290,000					
137	41	2019 Kubota ZD 1211 Zero Turn Mower - Originally to be replaced in 2023	Public Works	\$ 37,000					
129	42	2007 SNO- GO - Originally to be replaced in 2023	Public Works	\$ 245,000					
133	43	2013 Elgin Pelican Street	Public Works	\$ 275,000					
		Sub-Total		\$ 2,247,000	\$ -	\$ -	\$ -	\$ -	
		Grand Totals		\$ 3,763,950	\$ 5,535,700	\$ 184,200	\$ 4,800,200	\$ 487,500	\$ 516,000

City of Willmar
2027 Proposed Capital Improvement Program

Pg. #	Item Number	Project	Budget	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
3	1	Runway 13/31 Reconstruction - Design	Airport	\$ 37,500				\$ 712,500
9	2	Roof-Gutter-Fascia	Auditorium	\$ 400,000				
13	3	1st Floor Bathroom Remodels	City Hall	\$ 50,000				
14	4	Electrical Panes	City Hall	\$ 20,000				
33	5	Blue Line Arena Door Replacement	Civic Center	\$ 25,000				
45	7	Additional / Repair Concrete	DOAC	\$ 20,000				
100	8	GIS Update	Engineering	\$ 150,000				
	9	Street Improvement Program	Engineering		\$ 11,200,000			
23	10	Fire Nozzle Replacement	Fire	\$ 7,000				
24	11	Thermal Imaging Camera	Fire	\$ 8,000				
25	12	Combi Rescue Tool / Cutter	Fire	\$ 18,000				
26	13	Turnout Gear Washer / Extractor	Fire	\$ 30,000				
55	14	Swansson Field - Lights (Green) (3 Year Plan)	Parks and Rec	\$ 110,000				
56	15	Swansson Field - Fence	Parks and Rec	\$ 50,000				
57	16	Playground Equipment	Parks and Rec	\$ 175,000				
58	17	Miller Tennis Courts Resurfacing	Parks and Rec	\$ 36,000				
59	18	Warming House - Garfield	Parks and Rec	\$ 30,000				
60	19	DNR - Outdoor Recreational Grant	Parks and Rec	\$ 100,000				
75	20	Walking & Bike Paths (DNR Grant) (3 Year Plan)	Parks and Rec	\$ 50,000				
86	21	Generator	Public Works	\$ 80,000				
87	22	Traffic Signal Replacement	Public Works	\$ 110,000				
89	23	Dirt Screener and Enclosure	Public Works	\$ 80,000				
105	24	Installing Stormceptor Structures - Pheasant Run and Ella Ave	Stormwater			\$ 75,000		
110	25	Removing Sediment and Cleaning Ditches / Ponds	Stormwater			\$ 100,000		
118	26	Plant HVAC Upgrade	Wastewater				\$ 300,000	
		Sub-Total		\$ 1,586,500	\$ 11,200,000	\$ 175,000	\$ 300,000	\$ 712,500
		Vehicles	Department	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
	27	2014 Ford F-150	Community Development	\$ 60,000				
	28	1997 Southwest Gulfstream Hazmat Trailer	Fire	\$ 30,000				
	29	2002 Spartan Chassis (Multi-Year Plan)	Fire	\$ 400,000				
	30	2007 Zamboni Ice Resurfacer	Parks and Recreation	\$ 200,000				
	31	2016 Ford F-150	Parks and Recreation	\$ 30,000				
	32	2011 Polaris Ranger	Police	\$ 20,000				
	33	2017 Ford Police Interceptor (Squad #9)	Police	\$ 66,000				
	34	2017 Ford Police Interceptor (Squad #27)	Police	\$ 66,000				
	35	2018 Ford Police Interceptor (Squad #19)	Police	\$ 66,000				
	36	2020 Ford Police Interceptor (Squad #2)	Police	\$ 66,000				
	37	2011 Dodge Ram 2500	Public Works	\$ 57,000				
	38	2011 Ford Explorer XLT	Public Works	\$ 50,000				
	39	2013 Ford F-150 4x2	Public Works	\$ 100,000				

	40	2014 Ford F-150 Mechanic Truck	Public Works	\$ 57,000				
	41	2014 Bobcat - S590 Skid Loader	Public Works	\$ 60,000				
	42	2015 International MaxxForce Plow Truck	Public Works	\$ 290,000				
	43	2016 Ford F-150 4x4	Public Works	\$ 57,000				
	44	2016 Bobcat - Toolcat	Public Works	\$ 65,000				
	45	2019 Kubota - ZD1211 Mower	Public Works	\$ 37,000				
	46	2023 Kubota - F2690 Mower	Public Works	\$ 37,000				
	47	2023 Kubota - F2690 Mower	Public Works	\$ 37,000				
	48	2016 Ford F-250 - Biosolids	Wastewater				\$ 70,000	
	49	2016 NUHN Honeywagon – 6000 gallons Tanker	Wastewater				\$ 120,000	
	50	2017 Air Conveyance Trailer	Wastewater				\$ 185,000	
		Sub-Total		\$ 1,851,000	\$ -	\$ -	\$ 375,000	\$ -
		Total		\$ 3,437,500	\$ 11,200,000	\$ 175,000	\$ 675,000	\$ 712,500

City of Willmar
2028 Proposed Capital Improvement Program

Pg. #	Item Number	Project	Budget	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
4	1	Runway 13/31 Reconstruction - Construction	Airport	\$ 236,300				\$ 4,489,700.00
5	2	Turf Runway 3/21 Rehabilitation - Design & Construction	Airport	\$ 60,000				
15	3	Roof Repair	City Hall	\$ 50,000				
34	4	Blue Line Arena Door Replacement	Civic Center	\$ 25,000				
35	5	Cardinal Arena Lighting	Civic Center	\$ 120,000				
36	6	Portage Stage	Civic Center	\$ 25,000				
47	7	Additional / Repair Concrete	DOAC	\$ 20,000				
48	8	Pool Filters (2 Year Plan)	DOAC	\$ 60,000				
	9	Street Improvement Program	Engineering		\$ 11,500,000.00			
27	10	SCBA Decontamination Washer	Fire	\$ 40,000				
23	11	Fire Nozzle Replacement	Fire	\$ 7,000				
22	12	Body Armor	Fire	\$ 6,000				
61	13	Swansson Field - Lights (Green) (3 Year Plan)	Parks and Rec	\$ 110,000				
62	14	Swansson Field - Fence	Parks and Rec	\$ 50,000				
64	15	DNR - Outdoor Recreational Grant	Parks and Rec	\$ 100,000				
76	16	Walking & Bike Paths (DNR) (3 Year Plan)	Parks and Rec	\$ 50,000				
63	17	Playground Equipment	Parks and Rec	\$ 180,000				
92	18	Window Replacement - Public Works Garage	Public Works	\$ 300,000				
90	19	Traffic Signal Replacement	Public Works	\$ 110,000				
111	20	Updating the Stormwater Collection in Vos Park	Stormwater			\$ 500,000.00		
119	21	Welshire LS Design, Construction, CRS	Wastewater				\$ 1,500,000	
120	22	Town Generator and Warm Storage Roof Replacement	Wastewater				\$ 130,000	
121	23	Swansson Field LS Upgrade	Wastewater				\$ 40,000	
122	24	HVAC Upgrade JOT's 1 and 2	Wastewater				\$ 140,000	
		Sub-Total		\$ 2,731,000	\$ 11,500,000.00	\$ 500,000.00	\$ 1,810,000	\$ 4,489,700.00
		Vehicles	Department	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
	25	2016 Ford F-150	Community Development	\$ 60,000				
	26	2002 Spartan Chassis (Multi-Year Plan)	Fire	\$ 425,000				
	27	2006 Spartan Pumper / Tanker (Multi-Year Plan)	Fire	\$ 400,000				
	28	2018 Polaris Ranger	Fire	\$ 25,000				
	29	2000 Toro, Workman Model 3200	Parks and Recreation	\$ 50,000				
	30	2010 Chevrolet Impala (Squad #13)	Police	\$ 69,000				
	31	2012 Aluma Trailer (Squad #34)	Police	\$ 15,000				
	32	2013 Ford Police Explorer (Squad #11)	Police	\$ 69,000				
	33	2019 Ford Police Interceptor (Squad #15)	Police	\$ 69,000				
	34	2020 Ford Police Interceptor (Squad #7)	Police	\$ 69,000				
	35	2022 Ford Police Interceptor (Squad #4)	Police	\$ 69,000				
	36	2011 John Deere - 524K - Loader	Public Works	\$ 250,000				

	37	2012 Ford F-350	Public Works	\$ 100,000				
	38	2015 International MaxxForce Plow Truck	Public Works	\$ 290,000				
	39	2016 Ford F-350	Public Works	\$ 100,000				
	40	2016 Ford F-350	Public Works	\$ 100,000				
	41	2018 Chevrolet Silverado 1500	Public Works	\$ 57,000				
	42	2018 Chevrolet Silverado 1500	Public Works	\$ 57,000				
	43	2018 Chevrolet Silverado 1500	Public Works	\$ 57,000				
	44	2021 Kubota - F2690 Mower	Wastewater				\$ 37,000	
		Sub-Total		\$ 2,331,000	\$ -	\$ -	\$ 37,000	\$ -
		Total		\$ 5,062,000	\$ 11,500,000.00	\$ 500,000.00	\$ 1,847,000.00	\$ 4,489,700.00

City of Willmar
2029 Proposed Capital Improvement Program

Page Number	Item Number	Project	Budget	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
6	1	Taxiway A Reconstruction & Lighting System Replacement - Design	Airport	\$ 22,300				\$ 423,700
16	2	HVAC System	City Hall	\$ 150,000				
37	3	Civic Center Roof Replacement - Cardinal Arena (2 Year Plan)	Civic Center	\$ 125,000				
49	4	Pool Filters (2 Year Plan)	DOAC	\$ 60,000				
101	5	Plan Record Scanning	Engineering	\$ 12,000				
23	6	Fire Nozzle Replacement	Fire	\$ 7,000				
24	7	Thermal Imaging Camera	Fire	\$ 8,000				
28	8	Training / Burn Facility	Fire	\$ 1,000,000				
65	9	Swansson Field - Fence	Parks and Rec	\$ 50,000				
66	10	Swansson Field - Lights (Blue) (3 Year Plan)	Parks and Rec	\$ 110,000				
67	11	Playground Equipment	Parks and Rec	\$ 180,000				
68	12	DNR - Outdoor Recreational Grant	Parks and Rec	\$ 100,000				
77	13	Walking & Bike Paths (DNR)	Parks and Rec	\$ 50,000				
93	14	Fuel Tank & System	Public Works	\$ 100,000				
94	15	Traffic Signal Replacement	Public Works	\$ 110,000				
123	16	UV Replacement	Wastewater				\$ 400,000	
		Sub-Total		\$ 2,084,300	\$ -	\$ -	\$ 400,000	\$ 423,700
		Vehicles	Department	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
	17	2006 Spartan Pumper / Tanker (Multi-Year Plan)	Fire	\$ 400,000				
	18	2021 Kubota Mower	Parks and Recreation	\$ 30,000				
	19	2014 Radar Trailer "Stalker Sam" (Squad #31)	Police	\$ 20,000				
	20	2020 Ford Police Interceptor (Squad #24)	Police	\$ 72,000				
	21	2021 Ford Police Interceptor (Squad #29)	Police	\$ 72,000				
	22	2021 Chevrolet Tahoe (Squad #8)	Police	\$ 72,000				
	23	2023 Chevrolet Tahoe (Squad #5)	Police	\$ 72,000				
	24	2006 Ingersoll Rand 250 Air Compressor	Public Works	\$ 80,000				
	25	2010 MT – MT6 – Trackless w/ Attachments	Public Works	\$ 100,000				
	26	2012 F-350	Public Works	\$ 100,000				
	27	2016 International – 7400	Public Works	\$ 290,000				
	28	2019 John Deere - 8345R	Wastewater				\$ 150,000	
		Sub-Total		\$ 1,308,000	\$ -	\$ -	\$ 150,000	\$ -
		Total		\$ 3,392,300	\$ -	\$ -	\$ 550,000	\$ 423,700

City of Willmar
2030 Proposed Capital Improvement Program

Pg. #	Item Number	Project	Budget	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
7	1	Taxiway A Reconstruction & Lighting System Replacement - Construction	Airport	\$ 145,200				\$ 2,758,800
38	2	Civic Center Roof Replacement - Cardinal Arena (2 Year Plan)	Civic Center	\$ 125,000				
39	3	Locker Room Addition	Civic Center	\$ 2,000,000				
22	4	Body Armor	Fire	\$ 7,500				
23	5	Fire Nozzle Replacement	Fire	\$ 7,000				
29	6	Fire Station # 2	Fire	\$ 3,500,000				
69	7	Swansson Field - Fence	Parks and Recreation	\$ 50,000				
70	8	Swansson Field - Lights (Blue) (3 Year Plan)	Parks and Recreation	\$ 110,000				
71	9	Playground Equipment	Parks and Recreation	\$ 180,000				
78	10	Walking & Bike Paths (DNR)	Parks and Recreation	\$ 50,000				
72	11	Shade Canopies - Splash Pad	Parks and Recreation	\$ 30,000				
96	12	Traffic Signal Replacement	Public Works	\$ 110,000				
112	13	Removing Sediment and Cleaning Ditches / Ponds	Stormwater			\$ 100,000		
		Sub-Total		\$ 6,314,700	\$ -	\$ 100,000	\$ -	\$ 2,758,800
		Vehicles	Department	Cash	Bond	Sales Tax Bonds	WWTP Fund	Federal/State Aid
	14	2006 Spartan Pumper / Tanker (Multi-Year Plan)	Fire	\$ 400,000				
	15	2020 Chevrolet Tahoe	Fire	\$ 75,000				
	16	2022 Kubota Mower	Parks and Recreation	\$ 35,000				
	17	2020 Ford Police Interceptor (Squad #6)	Police	\$ 75,000				
	18	2021 Ford Police Interceptor (Squad #1)	Police	\$ 75,000				
	19	2022 Ford Police Interceptor (Squad #23)	Police	\$ 75,000				
	20	2022 Ford Police Interceptor (Squad #37)	Police	\$ 75,000				
	21	2022 Ford Police Interceptor (Squad #38)	Police	\$ 75,000				
	22	2015 International Bucket Truck	Public Works	\$ 100,000				
	23	2018 International MaxxForce Dump Truck	Public Works	\$ 290,000				
	24	2019 Kubota - ZD1211 Mower	Public Works	\$ 40,000				
	25	2020 Chevrolet Silverado 1500	Public Works	\$ 60,000				
	26	2014 Kubota RTV 500	Wastewater				\$ 17,000	
		Sub-Total		\$ 1,375,000	\$ -	\$ -	\$ 17,000	\$ -
		Total		\$ 7,689,700	\$ -	\$ 100,000	\$ 17,000	\$ 2,758,800

AIRPORT



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Airfield Drainage Improvements

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Project Cost: \$500,000

Local Cost: \$12,500 (2.5%)

Financial Information:

Source:	2026 CIP	Amount:	\$12,500
Source:	State Funding	Amount:	\$12,500
Source:	Federal Funding	Amount:	\$475,000
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Runway 13/31 Reconstruction – Design

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Project Cost: \$750,000

Local Cost: \$37,500 (5%)

Financial Information:

Source:	2027 CIP	Amount:	\$37,500
Source:	Federal Entitlement Funding	Amount:	\$300,000
Source:	Federal Funding	Amount:	\$375,000
Source:	State Funding	Amount:	\$37,500

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Runway 13/31 Reconstruction - Construction

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Cost: \$4,726,000

Local Cost: \$236,300 (5%)

Financial Information:

Source:	2028 CIP	Amount:	\$236,300
Source:	Federal Entitlement Funding	Amount:	\$150,000
Source:	Federal Funding	Amount:	\$4,103,400
Source:	State Funding	Amount:	\$236,300

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Turf Runway 3/21 Rehabilitation – Design and Construction

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Cost: \$200,000

Local Cost: \$60,000 (30%)

Financial Information:

Source:	2028 CIP	Amount:	\$60,000
Source:	State Funding	Amount:	\$140,000
Source:	Federal Funding	Amount:	\$0
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Taxiway A Reconstruction & Lighting System Replacement - Construction

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Cost: \$2,904,000

Local Cost: \$145,200 (5%)

Financial Information:

Source:	2030 CIP	Amount:	\$145,200
Source:	Federal Entitlement Funding	Amount:	\$150,000
Source:	Federal Funding	Amount:	\$2,463,600
Source:	State Funding	Amount:	\$145,200

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Airport
Name:	Kyle Box
Email:	kbox@willmarmn.gov
Phone:	320-214-5172

Description & Justification:

Taxiway A Reconstruction & Lighting System Replacement - Design

Project History:

This project has been identified in the Airport CIP.

Budget Implications:

Total Cost: \$446,000
Local Cost: \$22,300 (5%)

Financial Information:

Source:	2029 CIP	Amount:	\$22,300
Source:	Federal Entitlement Funding	Amount:	\$150,000
Source:	Federal Funding	Amount:	\$251,400
Source:	State Funding	Amount:	\$22,300

Adopted Plans/ Policy/ Goals/ Initiatives:

This is a listed project in the Airport CIP. Reviewed Annually with FAA and MnDOT.

Reference Links/ Attachments:

AUDITORIUM



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Auditorium
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would replace the roof at the Auditorium.

Project History:

The auditorium roof needs replacement. The gutter system and fascia should be upgraded as well. There is leaking in the basement and staff needs to spend time cleaning up this water after rainfalls. The uncertain future of the building must also be taken into consideration.

Budget Implications:

No additional staffing or operation costs would be associated with this project.

Financial Information:

Source:	Cash	Amount:	\$400,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Considering the unknown future of this building, coupled with the numerous maintenance needs, it may be more efficient to bring in a general contractor to give a more complete building analysis that would address all needs as part of one single package. Instead of trying to piece together various repairs.

Reference Links/ Attachments:

CITY HALL



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

The project would be a complete and full modernization of the city hall elevator. This modernization would satisfy the upcoming state elevator code changes and give the elevator system another 25-30 years of equipment life.

Project History:

The elevator has had a history of malfunctions and other mechanical issues. As mentioned previously, there are also new state codes that will soon be enacted and will require an update to the elevator within a 2-year timeframe.

Budget Implications:

An elevator service company has given us a quote of \$134,391.13 for work specifically pertaining to the elevator itself. Additional related modifications (specifically electrical, fixture installations, and fire suppressing work) are estimated to be \$20,000 in addition to the quote. Minimal maintenance will be needed, but no additional staff is required.

Financial Information:

Source:	Cash	Amount:	\$160,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The functionality of this elevator is critical to providing access to all levels of the building. Specifically reaching the basement restrooms that meet ADA standards for accessibility. It is also a crucial means for staff to move voting booth equipment out from the basement storage, as well as allowing IT to move their equipment from the 2nd level.

Reference Links/ Attachment



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would upgrade the fire alarm panel system at City Hall. The current Fire Control Instruments panel is no longer produced or supported, and repair parts will become more difficult to obtain. This project would replace the FCI system with a new brand that will be supported for many years.

Project History:

The fire alarm panel has been experiencing faults and alarms sporadically over the last few years. These faults include communication issues and false alarms. To this point, staff has always been able to rectify the issues internally, or with the help of Summit Fire Protection. Summit has advised us that our current system is no longer being produced.

Budget Implications:

No additional costs are foreseen after the installation. Summit already comes to service our current panel, and this would continue with any newly installed panel.

Financial Information:

Source:	Cash	Amount:	\$25,0000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

The panel upgrade would align with the City's safety program by helping provide safe workplaces for its employees and citizens.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would upgrade restrooms and fixtures at City Hall.

Project History:

The restrooms at City Hall need upgrading. Items for replacement include stools, partitions, fixtures, and potentially flooring. This would also be a time to look at ADA compliance.

Budget Implications:

No additional staffing or ongoing maintenance would be required with this project.

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would upgrade outdated electrical panels in City Hall.

Project History:

There have been problems with some of the electrical panels at city hall. All our current fixes have been temporary and parts are getting harder to find. This project would upgrade old fuse boxes to breaker panels.

Budget Implications:

No additional staff or ongoing maintenance costs would be associated with this project.

Financial Information:

Source:	Cash	Amount:	\$20,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would repair roofing at city hall.

Project History:

During periods of heavy rain or snow melt, there have been leaks in different areas of the building. Staff believes that this could be repaired rather than an entire roof replacement.

Budget Implications:

No added staffing or other future associated costs will be connected to this project.

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Considering the unknown future of this building, coupled with the numerous maintenance needs, it may be more efficient to bring in a general contractor to give a more complete building analysis that would address all needs as part of one single package. Instead of trying to piece together various repairs.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	City Hall
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would update the air exchange/HVAC system at City Hall.

Project History:

The air exchange system at City Hall is nearing the end of its useful life. Motor, belts, and other components have been replaced. An updated system would last for decades and would also be more energy efficient and would lower energy consumption.

Budget Implications:

No added staffing will be connected to this project. Minimum maintenance will be required.

Financial Information:

Source:	Cash	Amount:	\$150,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Considering the unknown future of this building, coupled with the numerous maintenance needs, it may be more efficient to bring in a general contractor to give a more complete building analysis that would address all needs as part of one single package. Instead of trying to piece together various repairs.

Reference Links/ Attachments:

COMMUNITY CENTER



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation - Community Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Community Center- Local Option Sale Project

Project History:

The city is working with the YMCA to build possibly or renovate space there. Depending on the YMCA/City facility's needs, the City could incur some expenses in 2026. The Total Local Sales Tax allocated is \$2,000,000.

Budget Implications:

\$50,000

Financial Information:

Source:	Sale Tax/Bond	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

FIRE DEPARTMENT



Request Year: 2026

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Fire Fighter Pagers

Each fire fighter carries a pager to receive the fire call or first responder call when it comes into the 911 dispatch center. This is an essential piece of equipment for the fire department to provide services to our community. Many of our current pagers are starting to have many problems and becoming more unreliable. Each time a pager is brought in to be fixed, it is a minimum of \$150-\$200 for the repair. Because these pagers are about 8 years old, they are no longer covered under the warranty. Each of these new pagers will come with a 5-year warranty.

Project History:

Our current pagers were purchased in 2017. Each pager came with a 5-year warranty.

Budget Implications:

Each pager is approximately \$450-\$500 and they are covered by a 5-year warranty. We would need to purchase 42 pagers with chargers.

Financial Information:

Source:		Amount:	\$21,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2026

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Wildland Firefighting Gear

Each year the fire department responds to several wildland fires. We respond both in our response area as well as responding for mutual aid. Wearing the normal structural firefighting gear is not the best practice. That gear is very heavy and puts a lot of additional stress on the firefighter's body that is unnecessary. Fighting a wildland fire is one of the hardest fires to fight and wearing structural gear makes it worse. Currently only some of our firefighters have wildland coveralls and of those about 90% of them are over 20 years old. It is recommended that this type of gear be replaced every 10 years.

Project History:

We have in the past attempted to apply for a grant for this gear but have been unsuccessful.

Budget Implications:

Each set of gear is about \$1,100. This includes: NFPA certified coveralls, gloves, boots, and respiratory protections.

Financial Information:

Source:		Amount:	\$47,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026,2028,2030

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Body Armor

We are requesting 10 sets of body armor. 3 sets in 2026, 3 sets in 2028, and 4 sets in 2030. The fire service has seen an increasing number of shootings in emergency scenes. Also, the fire department is a vital piece in the response to school shootings and mass casualty incidents. The fire department has been requested in the past at police and SWAT callouts to assist with rescue or provide equipment. All these scenarios place the firefighters in danger of being shot at.

Project History:

This is the second attempt at adding this into the CIP budget. Currently the fire department has 10 sets of body armor that was gifted to us by the police department. These sets are the old sets of body armor that were replaced by the SWAT team. They are old and expired. It is unsure how their age has affected their ballistic abilities.

Budget Implications:

Each set of body armor is about \$1500 This includes: Body armor plates and a vest along with a ballistic helmet.

Financial Information:

Source:		Amount:	\$4,500 -- 2026
Source:		Amount:	\$6,000 -- 2028
Source:		Amount:	\$7,500 -- 2030
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2026, 2027, 2028, 2029, 2030

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Fire Nozzle Replacement

Our fire hose nozzles are extremely old. Many of them were purchased in the mid 1990's. Currently each fire apparatus has 4-5 nozzles connected to preconnected attack hoses and 4 larger size nozzles. This piece of equipment is used in extreme fire conditions and needs to operate properly to protect the firefighters and put out the fire. Many of these nozzles are in need of repair and past their useful life.

Project History:

Most of our nozzles were purchased in the mid 1990's and need replacement.

Budget Implications:

Each 1 ½" nozzle is \$1,000 -- replace 3 a year until all replaced

Each 2 ½" nozzle is \$1,300 -- replace 3 a year until all replaced

Financial Information:

Source:	Cash	Amount:	\$7,000 – 2026, 2027, 2028, 2029, 2030
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2027,2029

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Thermal Imaging Camera Replacement

These cameras get a large amount of use. They are constantly exposed to extremely high heat and smoky conditions. They are a very valuable piece of equipment as they help find victims and hidden fire in smoky conditions.

Project History:

These cameras are on a 5-year replacement cycle. We currently have a thermal imaging camera on each fire truck.

Budget Implications:

Each camera is about \$8,000 to replace.

Financial Information:

Source:		Amount:	\$8,000 -- 2027
Source:		Amount:	\$8,000 -- 2029
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Combi Rescue Tool/ Cutter

This will be an additional piece of auto-extrication equipment. This would be used for both auto-extrication and other types of rescues where our full sized equipment would not work. This is a smaller "all purpose" spreading and cutting tool. This was recommended as an added piece of equipment to the Quint truck. This will assist in lowering our ISO rating.

Project History:

This was placed in the 2025 CIP but was removed.

Budget Implications:

Very little maintenance after purchase and would have a life cycle of 15 years or more.

Financial Information:

Source:	Cash	Amount:	\$18,000 - 2027
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2027

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Turnout Gear Washer/ Extractor

Our current Washer/ Extractor was purchased in 2004. It has needed a few repairs later and is starting to see its age. This piece of equipment is used quite frequently. 3 years ago, a policy was developed requiring the firefighters gear to be washed each time it is exposed to smoke or chemicals. This was done for firefighter safety. Also, clean turnout gear adds to its life. This has caused the washer/ extractor to be used many more times a year than in previous years.

Project History:

In past years there has been a state grant available for this purchase. We have applied but have not been unsuccessful. Currently the grant is not available.

Budget Implications:

Very little maintenance after purchase and would have a life cycle of 20 years or more. The only cost would be the laundry detergent.

Financial Information:

Source:	Cash	Amount:	\$30,000 -- 2027
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2028

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Self Contained Breathing Apparatus (SCBA) Decontamination Washer

This is a newer concept. Our SCBA are worn by our firefighters on 85% of fire calls. They get the most smoke and contaminate exposure basically of any of the fire equipment. Firefighters carry and handle these with their hands and you are exposure to cancerous agents. The washer cleans most of the particles from the SCBA after use. This also helps in extending the useful life of the SCBA, which are extremely expensive (\$8,000-\$9,000 per pack). Should have a life cycle of 15 plus years.

Project History:

This is the first time being placed in CIP.

Budget Implications:

Very little maintenance after purchase and would have a life cycle of 15 years or more.

Financial Information:

Source:	Cash	Amount:	\$40,000 -- 2028
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Training/ Burn Facility

Live burn training opportunities are becoming few and far between. This facility is needed to keep the skills of the firefighters well-tuned. This facility would not only be used by Willmar Fire but also by Law Enforcement and Ambulance personnel.

Project History:

This has been removed from the CIP budget for several years. I feel that this is a needed facility that will serve Emergency services well for many years to come.

Budget Implications:

There will be some ongoing maintenance and upkeep. I believe we could rent this facility to other agencies that would offset the maintenance costs.

Financial Information:

Source:	Bond	Amount:	\$1,000,000 - 2029
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Fire
Name:	Frank Hanson
Email:	fhanson@willmarmn.gov
Phone:	320-235-1354

Description & Justification: Fire Station #2

We need to start planning for a fire department substation. With the large growth both in commercial and residential areas, we need to plan for the future. I feel that a 2nd fire station is going to be needed to continue to provide the excellent service this community has come to know. This is in the planning stages at the current time.

Project History:

This has been extended out in the CIP budget for several years. I feel that this is a needed facility.

Budget Implications:

There will be maintenance and expenses for this station once it is built. I feel that having a second station could create quicker response times and also assist in recruitment. Citizens that live closer to station 2 would be able to meet the 8-minute respond where they might not be able to for station 1.

Financial Information:

Source:	Bond	Amount:	\$3,500,000 – 2030
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

PARKS & RECREATION CIVIC CENTER



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Blue Line Arena has recently been leaking more. The screw of the head and seams are starting to pop off, and the seams are beginning to separate. West Central Roofing provided two quotes, one to replace the roof and the other to repair the screw heads seams.

Project History:

Budget Implications:

\$125,000 to Cover seams and screw heads, or \$280,000 to replace the roof with a rubber membrane with installation. If we choose a new roof, we will not need to reinsulate the inside of the BLA Roof. We can develop a deferred plan for this project.

Financial Information:

Source:	2026 CIP Cash	Amount:	\$280,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Storage shed—Metal Pole Barn: Our staff spends a lot of time moving equipment to get to it. We do not have enough storage for equipment, vehicles, and hockey boards/glass. We were short on space before the new additions to the Civic Center location, and having the new spaces even amplifies the need for storage space. This shed is 30x40x14.

Project History:

This was introduced last in the 2025 CIP. The project was not approved and moved to 2026.

Budget Implications:

\$55,000 is for 30x40x14 with a concrete floor and electrical.

Financial Information:

Source:	2026 CIP Cash	Amount:	\$55,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Estimated Plans from Perkins Lumber have been developed

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

BLA Replacement Doors—The lobby and locker room doors take a beating with hockey bags and gear going in and out. They are dented and bent, and the paint is coming off them. We would do this project in phases. The first year would replace the lobby doors, and the second Phase would replace the locker room doors as needed.

Project History:

Budget Implications:

\$25,000

Financial Information:

Source:	Cash	Amount:	\$25,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

BLA Replacement Doors—The lobby and locker room doors take a beating with hockey bags and gear going in and out. They are dented and bent, and the paint is coming off them. We would do this project in phases. The first year would be to replace the lobby doors, and the second Phase would be to replace the locker room doors as needed.

Project History:

Budget Implications:

\$25,000

Financial Information:

Source:	Cash	Amount:	\$25,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Civic Center—Cardinal Arena Lighting: This would replace the old fluorescent bulbs with energy-efficient LED fixtures.

Project History:

Projected to be completed in 2027. Willmar Utilities did a study, and within four years, we would see that the lights would pay for themselves. Rebates could also be available.

Budget Implications:

\$120,000

Financial Information:

Source:	Cash	Amount:	\$120,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This would save on energy costs.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Civic Center/Events/Rec Center: Portable Stage

Project History:

The current stage has been falling apart and is very heavy. The next stage would be made of aluminum, making it more portable. The project would include replacing the steps, ramps, skirting, and carpeting/flooring.

Budget Implications:

\$25,000- 20-year life span.

Financial Information:

Source:	Cash	Amount:	\$25,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Civic Center Roof Replacement- Flat Roof-Cardinal Arena

Project History:

This is deferred maintenance for the Civic Center Roof- Cardinal Arena. The roof will be 20 years old and should be replaced in the next few years. This would be a two-year plan, installed in 2030.

Budget Implications:

\$125,000

Financial Information:

Source:	Cash	Amount:	\$125,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Civic Center Roof Replacement- Flat Roof-Cardinal Arena

Project History:

This is deferred maintenance for the Civic Center Roof. The roof will be 20 years old and should be replaced in a few years. This would be a two-year plan, installed in 2030.

Budget Implications:

\$125,000

Financial Information:

Source:	Cash	Amount:	\$125,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Civic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Civic Center – Locker room Addition

Project History:

This was part of the sale tax project that wasn't completed.

Budget Implications:

\$2,000,000

Financial Information:

Source:	Cash	Amount:	\$2,000,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

DOROTHY OLSON AQUATIC CENTER



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Zero-Depth Pool Slide Replacement—The zero-depth slide at the pool must be replaced. We have repaired it twice, but it can't be repaired anymore. It is the original pool slide.

Project History:

The slide has been repaired twice and can't be repaired again. This is the second year of the second repair. If the repair breaks, the slide will be out of order. The damaged area is on the mouth of the frog slide, where swimmers slide down. It was on the 2024 and 2025 CIP that was to be replaced and was not funded.

Budget Implications:

\$22,000

Financial Information:

Source:	Cash	Amount:	\$22,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

DOAC Frog Slide- the bottom of the tongue has been repaired twice.





Horizon Commercial Pools
4444 Round Lake Rd W
Arden Hills MN 55112

Phone: (651) 917-3075
Email: office-mn@horizonpoolsupply.com

Quote

Quote No. QUO7131

Date: 3/10/2025

To
WILLMAR AQUATIC CENTER
2707 ARENA DRIVE
WILLMAR MN 56201

Ship To
WILLMAR AQUATIC CENTER
801 INDUSTRIAL BLVD
WILLMAR MN 56201

TOTAL

\$19,283.00

Requested By: Anita Nelson
Requested by Phone: 320-441-1082

Expiration Date: 4/9/2025

Customer ID	Expiration Date	Consultant	Acct Manager	Quoted By
CUS12187	4/9/2025	Bob LaDuke		Bob LaDuke

Quantity	Item	Rate	Amount
1	NSI-EQ PELICAN WATERSLIDE FOR ZERO DEPTH ENTRANCE AREA OF SWIMMING POOL	\$17,585.00	\$17,585.00
1	NSI-EQ 4' x 6' SAFETY LANDING PAD w/INSTALL HARDWARE	\$1,698.00	\$1,698.00

Notes: 1) Install by owner/other. 2) Freight is excluded and added to final invoice. Estimated at \$900

ACCEPTANCE OF QUOTE - I am authorized to sign on behalf of the owner and I have read the attached Terms and Conditions and Proposal Notes and the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment(s) will be made as specified.

Subtotal	\$19,283.00
Shipping Cost	\$0.00
Tax Total (0%)	\$0.00

Total \$19,283.00



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Deferred maintenance for pool filters and pumps

Project History:

We want to establish a maintenance plan for the pool filters. The pool is aging, and the filters have not been replaced. The estimated cost of replacing the filters is \$100,000-\$120,000. Raising the funds to replace the pool filters would take two years.

Budget Implications:

\$60,000 per year 2026 and 2027

Financial Information:

Source:	Cash	Amount:	\$60,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Additional concrete or concrete repairs are needed for the pool. The concrete around the pool is cracking and has become a hazard. The staff has been filling in the cracks with caulk and backer rod. Also, there are still grassy areas in the pool area that should be replaced with concrete. The plan is to do this in phases.

Project History:

We have started to replace some of the concrete in the grassy areas.

Budget Implications:

\$20,000 per year 2027 and 2028

Financial Information:

Source:	Cash	Amount:	\$20,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Deferred maintenance for pool filters

Project History:

Project History: We want to establish a maintenance plan for the pool filters. The pool is aging, and the filters have not been replaced. The estimated cost of replacing the filters is \$100,000-\$120,000. Raising the funds to replace the pool filters would take two years.

Budget Implications:

\$60,000 per year 2026 and 2027

Financial Information:

Source:	Cash	Amount:	\$60,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Additional concrete or concrete repairs are needed for the pool. The concrete around the pool is cracking and has become a hazard. The staff has been filling in the cracks with caulk and backer rod. Also, there are still grassy areas in the pool area that should be replaced with concrete. The plan is to do this in phases.

Project History:

We have started to replace some of the concrete in the grassy areas.

Budget Implications:

\$20,000 per year 2027 and 2028

Financial Information:

Source:	Cash	Amount:	\$20,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Deferred maintenance for pool filters

Project History:

Project History: We want to establish a maintenance plan for the pool pumps. The pool is aging, and the pumps have not been replaced. The estimated cost of replacing the filters is \$100,000-\$120,000. Raising the funds to replace the pool pumps would take two years.

Budget Implications:

\$60,000 per year 2028 and 2029

Financial Information:

Source:	Cash	Amount:	\$60,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks & Recreation – Dorothy Olson Aquatic Center
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Deferred maintenance for pool filters

Project History:

Project History: We want to establish a maintenance plan for the pool pumps. The pool is aging, and the pumps have not been replaced. The estimated cost of replacing the filters is \$100,000-\$120,000. Raising the funds to replace the pool pumps would take two years.

Budget Implications:

\$60,000 per year 2028 and 2029

Financial Information:

Source:	Cash	Amount:	\$60,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

PARK DEVELOPMENT



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Update the master park plan

Project History:

The last park plan was made in 2015. With all the new improvements to the park system, we feel it is time to update and incorporate the plan into the comprehensive plan.

Budget Implications:

\$85,000

Financial Information:

Source:	Cash	Amount:	\$90,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Protective Netting—Civic Center Softball/Baseball Complex: This project provides safety netting for players and spectators. Foul balls are a safety concern because the fields are so close together.

There are two options: \$160,000 to stop the netting before the dugout and \$192,000 to go over the dugouts.

Project History:

This is the second year that this project has been in the CIP.

Budget Implications:

\$160,000

Financial Information:

Source:	Cash	Amount:	\$160,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields—Fence Improvements. Most of the fences at Swansson Fields—Red, Yellow, Green, and Blue—are damaged, dented, and rusted out, including the outfield fence at Baker Field, and must be replaced. This would be a phased-out project in that we would do one field a year until it is completed. The first phase would be to replace the backstops on Red, Yellow, and Green.

Project History:

This is the second year that this project has been in the CIP.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields Lights—The lights at Green Field are outdated. Some of the foundations are failing, resulting in the poles leaning. The lights are old high-sodium pressure bulbs that don't produce as much light as the other fields. The current lighting causes dark areas on the field of play, which becomes a safety issue.

Project History:

This project has been in the CIP for several years and has been pushed to other years. We have Blue and Green fields remaining to complete; Green fields would be the top priority. Fields that have received new lights are Orange, Red, and Yellow. This is a 3-year plan for the lights.

Budget Implications:

\$110,000

Financial Information:

Source:	Cash	Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields Lights—The lights at Green Field are outdated. Some of the foundations are failing, resulting in the poles leaning. The lights are old high-sodium pressure bulbs that don't produce as much light as the other fields. The current lighting causes dark areas on the field of play, which becomes a safety issue.

Project History:

This project has been in the CIP for several years and has been pushed to other years. We have blue and green fields remaining to complete, Green Field would be the top priority. Fields that have received new lights are Orange, Red, and Yellow. This 3-year plan for the lights.

Budget Implications:

\$110,000

Financial Information:

Source:	Cash	Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields—Fence Improvements. Most of the fences at Swansson Fields—Red, Yellow, Green, and Blue—are damaged, dented, and rusted out, including the outfield fence at Baker Field, and must be replaced. This would be a phased-out project in that we would do one field a year until it is completed. The first phase would be to replace the backstops on Red, Yellow, and Green.

Project History:

This is the second year that this project has been in the CIP.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Playground Replacement Equipment— This annual request is to replace outdated or add new playground equipment to our park system. Playgrounds that still need replacements are Southfield Park, East Willmar Park, Richland Park, Canigo, Wellin, and Jaycee.

Project History:

This request has been in the CIP for several years to help replace outdated equipment. We are getting close to replacing a lot of obsolete equipment, but there is always equipment that can be added to the parks. This request can also help with other projects in the park system that are being developed.

Budget Implications:

\$175,000

Financial Information:

Source:	Cash	Amount:	\$175,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Miller Tennis Courts Resurfacing—This is deferred maintenance for the courts. The courts' life span is 6-8 years, depending on usage. They were installed in 2018.

Project History:

The courts were part of the USTA grant we received in 2018

Budget Implications:

\$36,000

Financial Information:

Source:	Cash	Amount:	\$36,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Warming House at Garfield—This is contingent on our acquiring the land from the school. The warming house at Garfield is in the basement of the ALC school. It is not ideal and is a safety issue for staff and users. The plan would be to install a shed/garage to store the board in the summer and act as a warming house in the winter.

Project History:

Budget Implications:

\$30,000

Financial Information:

Source:	Cash	Amount:	\$30,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

DNR Outdoor Grant-

Project History: The goal is to set aside \$100,000 for the next three years to establish a larger fund and apply for the DNR Outdoor Grant, which is a 50/50 match. If the master park plan is established, we can use this funding to update one of our community parks or the DOAC area.

Project History:

Budget Implications:

\$100,000

Financial Information:

Source:	Cash	Amount:	\$100,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields Lights—The lights at Green Field are outdated. Some of the foundations are failing, resulting in the poles leaning. The lights are old high-sodium pressure bulbs that don't produce as much light as the other fields. The current lighting causes dark areas on the field of play, which becomes a safety issue.

Project History:

This project has been in the CIP for several years and has been pushed to other years. We have Blue and Green fields remaining to complete; Green fields would be the top priority. Fields that have received new lights are Orange, Red, and Yellow. This is a 3-year plan for the lights.

Budget Implications:

\$110,000

Financial Information:

Source:	Cash	Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields—Fence Improvements. Most of the fences at Swansson Fields—Red, Yellow, Green, and Blue—are damaged, dented, and rusted out, including the outfield fence at Baker Field, and must be replaced. This would be a phased-out project in that we would do one field a year until it is completed. The first phase would be to replace the backstops on Red, Yellow, and Green.

Project History:

This is the second year that this project has been in the CIP.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Playground Replacement Equipment—This is an annual request to replace outdated or add new playground equipment to our park system.

Project History:

This request has been in the CIP for several years to help replace outdated equipment. We are getting close to replacing a lot of obsolete equipment, but there is always equipment that can be added to the parks. This request can also help with other projects in the park system that are being developed.

Budget Implications:

\$180,000

Financial Information:

Source:	Cash	Amount:	\$180,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

DNR Outdoor Grant-

Project History: The goal is to set aside \$100,000 for the next three years to establish a larger fund and apply for the DNR Outdoor Grant, which is a 50/50 match. If the master park plan is established, we can use this funding to update one of our community parks or the DOAC area.

Budget Implications:

\$100,000

Financial Information:

Source:	Cash	Amount:	\$100,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson/Baker Fields—Fence Improvements. Most of the fences at Swansson Fields—Red, Yellow, Green, and Blue—are damaged, dented, and rusted out, including the outfield fence at Baker Field, and must be replaced. This would be a phased-out project in that we would do one field a year until it is completed. The first phase would be to replace the backstops on Red, Yellow, and Green. The second phase would replace the fencing outfield or side fencing at Baker, Red, Yellow, Green, and Blue.

Project History:

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields Lights—Currently, there are no lights on Blue Field. Providing lights for Blue Field will increase the opportunities for activities there.

Project History:

This project has been in the CIP for several years and has been pushed to other years. The new lights have been installed on Orange, Red, Yellow, and Green. This is a 3-year plan for the lights.

Budget Implications:

\$110,000

Description & Justification:

Financial Information:

Source:	Cash	Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Playground Replacement Equipment—This annual request to replace outdated or add new playground equipment to our park system.

Project History:

This request has been in the CIP for several years to help replace outdated equipment. We are getting close to replacing a lot of updated equipment, but there is always equipment that can be added to the parks. This request can also help with other projects in the park system that are being developed.

Budget Implications:

\$180,000

Financial Information:

Source:	Cash	Amount:	\$180,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

DNR Outdoor Grant-

Project History: The goal is to set aside \$100,000 for the next three years to establish a larger fund and apply for the DNR Outdoor Grant, which is a 50/50 match. If the master park plan is established, we can use this funding to update one of our community parks or the DOAC area.

Project History:

Budget Implications:

\$100,000

Financial Information:

Source:	Cash	Amount:	\$100,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson/Baker Fields—Fence Improvements. Most of the fences at Swansson Fields—Red, Yellow, Green, and Blue—are damaged, dented, and rusted out, including the outfield fence at Baker Field, and must be replaced. This would be a phased-out project in that we would do one field a year until it is completed. The first phase would be to replace the backstops on Red, Yellow, and Green. The second phase would replace the fencing outfield or side fencing at Baker, Red, Yellow, Green, and Blue.

Project History:

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Swansson Fields Lights—Currently, there are no lights on Blue Field. Providing lights for Blue Field will increase the opportunities for activities on that field.

Project History:

This project has been in the CIP for several years and has been pushed to other years. The new lights have been installed on Orange, Red, Yellow, and Green. This is a 3-year plan for the lights.

Budget Implications:

\$110,000

Financial Information:

Source:	Cash	Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Playground Replacement Equipment—This annual request to replace outdated or add new playground equipment to our park system.

Project History:

This request has been in the CIP for several years to help replace outdated equipment. We are getting close to replacing a lot of updated equipment, but there is always equipment that can be added to the parks. This request can also help with other projects in the park system that are being developed.

Budget Implications:

\$180,000

Financial Information:

Source:	Cash	Amount:	\$180,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Parks and Recreation - Park Development
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Replace shade canopies at the Splash Pad. Upon inspection we have determined the canopies shading the splash pad are nearing the end of their life.

Project History:

In the summer of 2024, we determined to forecast replacement of the canopies in 2030.

Budget Implications:

The amount below includes the cost of materials and shipping to complete the project.

Financial Information:

Source:	Cash	Amount:	\$30,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The goal for this project would be to ensure the canopies at the splash pad remain in a good working order and don't become dangerous if they were to tear.

Reference Links/ Attachments:

PATHS & TRAILS



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Parks and Recreation – Paths & Trails
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Walking and Bike Paths- annual request to improve walking and bike paths.

Project History:

This is an annual request. Previous requests have helped fund the DNR grant for the trailhead restroom and shelter project. We developed a master plan for our trail system. This funding would allow the City to apply for more grants. The request could increase depending on the project.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Parks and Recreation – Paths & Trails
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Walking and Bike Paths- annual request to improve walking and bike paths.

Project History:

This is an annual request. Previous requests have helped fund the DNR grant for the trailhead restroom and shelter project. We developed a master plan for our trail system. This funding would allow the City to apply for more grants. The request could increase depending on the project or combine funds for a larger project.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Parks and Recreation – Paths & Trails
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Walking and Bike Paths- annual request to improve walking and bike paths.

Project History:

This is an annual request. Previous requests have helped fund the DNR grant for the trailhead restroom and shelter project. We developed a master plan for our trail system. This funding would allow the City to apply for more grants. The request could increase depending on the project.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Parks and Recreation – Paths & Trails
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Walking and Bike Paths- annual request to improve walking and bike paths.

Project History:

This is an annual request. Previous requests have helped fund the DNR grant for the trailhead restroom and shelter project. We developed a master plan for our trail system. This funding would allow the City to apply for more grants. The request could increase depending on the project.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Parks and Recreation – Paths & Trails
Name:	Rob Baumgarn
Email:	rbaumgarn@willmarmn.gov
Phone:	320-235-1454

Description & Justification:

Walking and Bike Paths- annual request to improve walking and bike paths.

Project History:

This is an annual request. Previous requests have helped fund the DNR grant for the trailhead restroom and shelter project. We developed a master plan for our trail system. This funding would allow the City to apply for more grants. The request could increase depending on the project.

Budget Implications:

\$50,000

Financial Information:

Source:	Cash	Amount:	\$50,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

POLICE DEPARTMENT



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Willmar Police Department
Name:	Mike Holme
Email:	mholme@willmarmn.gov
Phone:	320-235-3100 ext. 3103

Description & Justification:

The Willmar Police Department shares a facility with the Kandiyohi County Sheriff's Office that was built in 2001. Our agency has extremely limited indoor storage facilities for large equipment and vehicles. The indoor storage is especially needed for protecting equipment from the elements. A storage garage has previously been approved in the Willmar CIP. Post-frame construction building 50'x100'x16' with concrete floor cold storage.

Project History:

A storage garage CIP request was previously approved. We have been in discussions with the Kandiyohi County Sheriff's Office about constructing a shared building utilizing matching funds from each agency, on law enforcement center grounds. KCSO is still receptive to this and feel it would benefit both agencies.

Budget Implications:

The request approved in the past was for half the cost of the building to the city and the other half to the county.

Financial Information:

Source:		Amount:	\$150,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The plan would be to build a post-frame building to get new bids.

Reference Links/ Attachments:

PUBLIC WORKS DEPARTMENT



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

Replacement of the roofing material on the original Public Works garage, shop 1. The current roof on shop 1 shows signs of age and the need for replacement. Many of the seams and joints are stretched to their breaking point or have already torn. We have multiple locations in the shop that leak as well as the breakroom area. The roof was last replaced in 1998.

Project History:

This project has been on the CIP since 2023.

Budget Implications:

The amount below includes the cost of materials and labor to repair the roof.

Financial Information:

Source:		Amount:	\$370,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Our main initiative is to prevent further damage from water infiltration along with providing a tight weather seal to improve our utility expenses.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

After reviewing the age of each traffic signal in town, it is essential that we implement a replacement schedule to update at least one intersection every year. Roughly half (8/14) of the current traffic signals were installed in the 90s. Each year, we will discuss which intersection has the most issues or plan it with a street project to determine the order of replacement. It is essential that this item be included in the CIP annually going forward until we have the proper equipment updated on each unit.

Project History:

Traffic signals have not been consistently included in past CIPs, and it is apparent that we need to allocate dollars to get caught up with proper equipment.

Budget Implications:

The vehicle identification system will have either loops in the pavement or cameras on the poles that would need to be replaced along with the main cabinet, which includes hardware that controls the lights at the intersection. The amount listed below would cover the necessary updates to these components for one 4-way intersection.

Financial Information:

Source:		Amount:	\$110,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

The main initiative is to obtain updated equipment that controls the traffic lights around the City of Willmar.

Reference Links/ Attachments:

List provided by Justin DeLeeuw in September 2023:

1st St & 28th Ave – New Cabinet in 2023

1st St & 19th Ave – Unsure but updated

1st St/Uptown Willmar Mall – 1991

1st St & Willmar Ave – 1993

1st St & Kandiyohi Ave – 1993

1st St & Trott Ave - 1993

1st St & Litchfield Ave – Unsure but updated

1st St & Ella Ave – 1993

US Business 71 & Civic Center Drive – 1993

19th Ave SW & 15th St SW – 1999

19th Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & Lakeland Dr SE – Unsure but updated

Highway 12 & 10th St SW – aged/condition unknown



Request Year: 2026

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

Repair damaged blocks and joints on the exterior of the Public Works facility. We noticed some of the blocks on the exterior of our building are starting to deteriorate. After talking with a local company, they informed us water can get into the blocks, freeze, and cause additional damage. They suggested doing the repair as soon as possible.

Project History:

This project is new to the CIP in 2025.

Budget Implications:

The amount below includes the cost of material and labor to repair the damaged exterior block.

Financial Information:

Source:		Amount:	\$55,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Our main goal is to repair the damaged block areas, so we don't have a more extensive repair in the future.

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

The current generator at the Public Works garage is very old and does not have the capacity to provide the power needed during an outage. We would have to shut down multiple circuits to function. With the current unit, we are only able to run a few lights, heaters, and garage doors if we were to lose power. A new system would provide us with a direct changeover in the event of an outage and would allow us to keep all areas functioning. Our department responds to emergencies that arise during power outages so it is essential that we have a system in place where we can avoid interruptions to provide our services.

Project History:

This project has been included in the CIP since 2023 and is a continued need for our department for the reasons listed above.

Budget Implications:

The amount below includes the cost of a new generator, installation, and electrical hookup. This price does not include ongoing maintenance of the system.

Financial Information:

Source:		Amount:	\$80,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Replacing our current generator would be aligned with the City's Emergency Action Plan (EAP).

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

After reviewing the age of each traffic signal in town, it is essential that we implement a replacement schedule to update at least one intersection every year. Roughly half (8/14) of the current traffic signals were installed in the 90s. Each year, we will discuss which intersection has the most issues or plan it with a street project to determine the order of replacement. It is essential that this item be included in the CIP annually going forward until we have the proper equipment updated on each unit.

Project History:

Traffic signals have not been consistently included in past CIPs, and it is apparent that we need to allocate dollars to get caught up with proper equipment.

Budget Implications:

The vehicle identification system will have either loops in the pavement or cameras on the poles that would need to be replaced along with the main cabinet, which includes hardware that controls the lights at the intersection. The amount listed below would cover the necessary updates to these components for one 4-way intersection.

Financial Information:

Source:		Amount:	\$110,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

The main initiative is to obtain updated equipment that controls the traffic lights around the City of Willmar.

Reference Links/ Attachments:

List provided by Justin DeLeeuw in September 2023:

1st St & 28th Ave – New Cabinet in 2023

1st St & 19th Ave – Unsure but updated

1st St/Uptown Willmar Mall – 1991

1st St & Willmar Ave – 1993

1st St & Kandiyohi Ave – 1993

1st St & Trott Ave - 1993

1st St & Litchfield Ave – Unsure but updated

1st St & Ella Ave – 1993

US Business 71 & Civic Center Drive – 1993

19th Ave SW & 15th St SW – 1999

19th Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & Lakeland Dr SE – Unsure but updated

Highway 12 & 10th St SW – aged/condition unknown



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year:2027

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

A dirt screener would be very beneficial to Public Works. It would allow us to take accumulated/acquired dirt and separate the desirable topsoil to be used in applications such as boulevard, park land, and outfall restoration. Screened soil is easier to work with and provides a better finished product.

Project History:

This project was initiated in 2025 and would be a valuable addition to our operations as we have not had access to one previously.

Budget Implications:

The amount below is the cost of a screener and enclosure to keep the soil dry.

Financial Information:

Source:		Amount:	\$80,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Acquiring a screener would allow us to provide a better end product for community areas.

Reference Links/ Attachments



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

After reviewing the age of each traffic signal in town, it is essential that we implement a replacement schedule to update at least one intersection every year. Roughly half (8/14) of the current traffic signals were installed in the 90s. Each year, we will discuss which intersection has the most issues or plan it with a street project to determine the order of replacement. It is essential that this item be included in the CIP annually going forward until we have the proper equipment updated on each unit.

Project History:

Traffic signals have not been consistently included in past CIPs, and it is apparent that we need to allocate dollars to get caught up with proper equipment.

Budget Implications:

The vehicle identification system will have either loops in the pavement or cameras on the poles that would need to be replaced along with the main cabinet, which includes hardware that controls the lights at the intersection. The amount listed below would cover the necessary updates to these components for one 4-way intersection.

Financial Information:

Source:		Amount:	\$110,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The main initiative is to obtain updated equipment that controls the traffic lights around the City of Willmar.

Reference Links/ Attachments:

List provided by Justin DeLeeuw in September 2023:

1st St & 28th Ave – New Cabinet in 2023

1st St & 19th Ave – Unsure but updated

1st St/Uptown Willmar Mall – 1991

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1st St & Trott Ave - 1993

1st St & Litchfield Ave – Unsure but updated

1st St & Ella Ave – 1993

US Business 71 & Civic Center Drive – 1993

19th Ave SW & 15th St SW – 1999

19th Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & Lakeland Dr SE – Unsure but updated

Highway 12 & 10th St SW – aged/condition unknown



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

Replace windows as needed, insulate and install siding on the Public Works garage buildings.

Project History:

This project has been on the Public Works CIP since 2023.

Budget Implications:

The amount below includes the cost of materials and labor to complete the project.

Financial Information:

Source:		Amount:	\$300,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The goal for this project would be to reduce utility costs at the Public Work facility.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

Replacement of the current fuel dispensers at the Public Works location. Within the past 6 years we have replaced the underground storage tanks, leak detection components, and fuel management kiosk. The dispensers are the last component to be replaced in the system in anticipation of establishing a reliable fueling station.

Project History:

The initiative to replace the dispensers was introduced in 2023.

Budget Implications:

The amount below includes the cost of replacement of the fuel dispensers.

Financial Information:

Source:		Amount:	\$100,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

The goal for the project is to establish a reliable fueling system for the City of Willmar. Other organizations that fuel at this site include CCT and HRA.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

After reviewing the age of each traffic signal in town, it is essential that we implement a replacement schedule to update at least one intersection every year. Roughly half (8/14) of the current traffic signals were installed in the 90s. Each year, we will discuss which intersection has the most issues or plan it with a street project to determine the order of replacement. It is essential that this item be included in the CIP annually going forward until we have the proper equipment updated on each unit.

Project History:

Traffic signals have not been consistently included in past CIPs, and it is apparent that we need to allocate dollars to get caught up with proper equipment.

Budget Implications:

The vehicle identification system will have either loops in the pavement or cameras on the poles that would need to be replaced along with the main cabinet, which includes hardware that controls the lights at the intersection. The amount listed below would cover the necessary updates to these components for one 4-way intersection.

Financial Information:

Source:		Amount:	\$110,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

The main initiative is to obtain updated equipment that controls the traffic lights around the City of Willmar.

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1st St & Ella Ave – 1993

US Business 71 & Civic Center Drive – 1993

19th Ave SW & 15th St SW – 1999

19th Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & Lakeland Dr SE – Unsure but updated

Highway 12 & 10th St SW – aged/condition unknown



Request Year: 2030

Staff Contact:

Department:	Public Works
Name:	Kyle Radunz or Justin DeLeeuw
Email:	kradunz@willmarmn.gov , jdeleeuw@willmarmn.gov
Phone:	320-235-3827 or 320-214-5171

Description & Justification:

After reviewing the age of each traffic signal in town, it is essential that we implement a replacement schedule to update at least one intersection every year. Roughly half (8/14) of the current traffic signals were installed in the 90s. Each year, we will discuss which intersection has the most issues or plan it with a street project to determine the order of replacement. It is essential that this item be included in the CIP annually going forward until we have the proper equipment updated on each unit.

Project History:

Traffic signals have not been consistently included in past CIPs, and it is apparent that we need to allocate dollars to get caught up with proper equipment.

Budget Implications:

The vehicle identification system will have either loops in the pavement or cameras on the poles that would need to be replaced along with the main cabinet, which includes hardware that controls the lights at the intersection. The amount listed below would cover the necessary updates to these components for one 4-way intersection.

Financial Information:

Source:		Amount:	\$110,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

The main initiative is to obtain updated equipment that controls the traffic lights around the City of Willmar.

Reference Links/ Attachments:

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1st St/Uptown Willmar Mall – 1991

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1st St & Trott Ave - 1993

1st St & Litchfield Ave – Unsure but updated

1st St & Ella Ave – 1993

US Business 71 & Civic Center Drive – 1993

19th Ave SW & 15th St SW – 1999

19th Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & 5th St SE – Unsure but street work was done in 2005

Willmar Ave SE & Lakeland Dr SE – Unsure but updated

Highway 12 & 10th St SW – aged/condition unknown

ENGINEERING



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Engineering
Name:	Justin DeLeeuw
Email:	jdeleew@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will focus on minor rehabilitation efforts for the 1st Street bridge. Work would include replacing the rubber expansion glands, railing rehabilitation, and deck improvements.

Project History:

The bridge, constructed in 1992, is in relatively good condition, but maintenance work is still needed. The rubber expansion glands are ripped and allow for water and debris to travel under the bridge deck. Minor cracking on the bridge deck needs to be addressed. The bridge rail on the north end is damaged and needs to be repaired.

Budget Implications:

No additional staffing or operations costs would be associated with this project.

Financial Information:

Source:	Cash or Possible State Aid	Amount:	\$150,000
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project will further our efforts to preserve existing infrastructure and extend its lifespan.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Engineering
Name:	Justin DeLeeuw
Email:	jdeleew@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will focus on upgrading and expanding our geographic information system (GIS).

Project History:

The online GIS system is used site to locate storm/sanitary lines & structures, find pipe sizes, determine flow direction, view manholes, and map out stormwater among other things. The last time that structures were field verified was in 2006. Many projects have happened since that time and have not been updated in the online system. This funding could either be used to gather and provide the necessary information to update the existing system or create a new and improved system tailored to the needs of the City.

Budget Implications:

No additional staffing or operations costs would be associated with this project.

Financial Information:

Source:	Cash	Amount:	\$150,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project will improve the accuracy of current infrastructure, increase efficiency in data management & safety, and optimize time as well as other resources.

Reference Links/ Attachments:



Request Year: 2029

Staff Contact:

Department:	Engineering
Name:	Justin DeLeeuw
Email:	jdeleew@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would digitally scan plan records for permanent online storage.

Project History:

The City has a vast collection of old paper record plans located at City Hall. These plans are large (typically 3' x 2') and some are nearly 100 years old. Due to the age and size of these documents, it takes time and proper equipment to scan. These funds would be used to safely and accurately scan these delicate plans.

Budget Implications:

No additional staffing or operations costs would be associated with this project.

Financial Information:

Source:	Cash	Amount:	\$12,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

STORMWATER



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will create stormwater drainage improvements near High Ave and Lakeland Drive.

Project History:

This area floods during times of heavy rain due to inadequate drainage structures. Water washes out driveways and encroaches on buildings. New drainage improvements would redirect the water and allow for overflow areas.

Budget Implications:

The completion of this project would not require any additional staffing. Minimal maintenance may be required moving forward.

Financial Information:

Source:	LOST	Amount:	\$80,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project would create public stormwater improvements that would align with the voter approved sales tax.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will create stormwater drainage improvements near Gorton Ave and Ella Ave.

Project History:

Drainage and sediment issues have caused a stormwater pipe to heave, which in turn has created a hazardous bump in the street. This project would correct the pipe and drainage. It would also address the street bump.

Budget Implications:

The completion of this project would not require any additional staffing. Minimal maintenance may be required moving forward.

Financial Information:

Source:	LOST	Amount:	\$20,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project would create public stormwater improvements that would align with the voter approved sales tax.

Reference Links/ Attachments:



City of Willmar

Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will install stormceptor structures in the Pheasant Run & Ella Ave areas. These structures will catch sediment directly from the streets with will allow staff to clean and remove the sediment more efficiently.

Project History:

As sediment washes into catch basins and storm lines, it often collects at the outfall and creates piles that are difficult to access and clean. Installing these structures to trap the sediment will make maintenance efforts much more efficient.

Budget Implications:

The completion of this project would not require any additional staffing. Minimal maintenance may be required moving forward.

Financial Information:

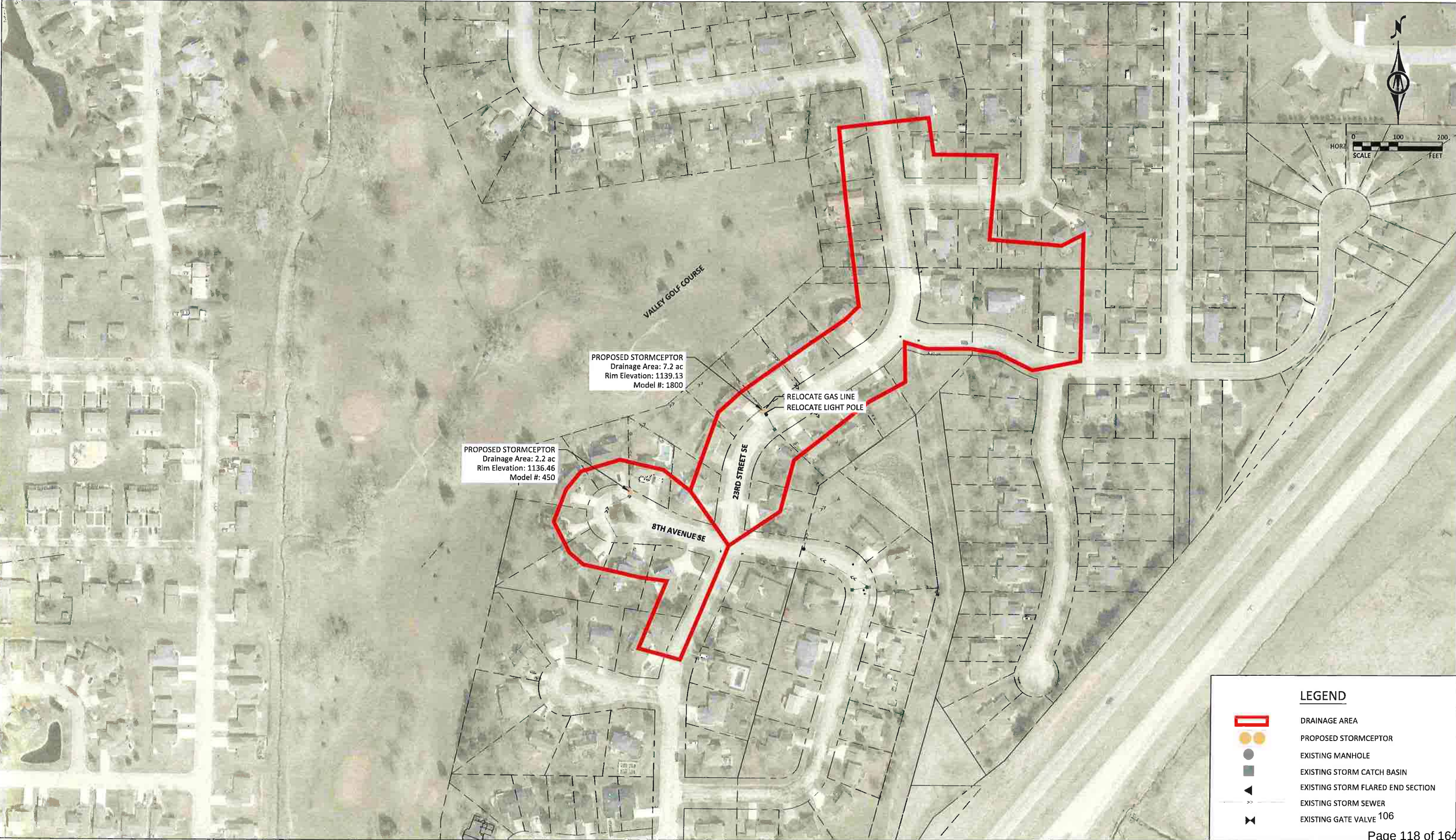
Source:	LOST	Amount:	\$75,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

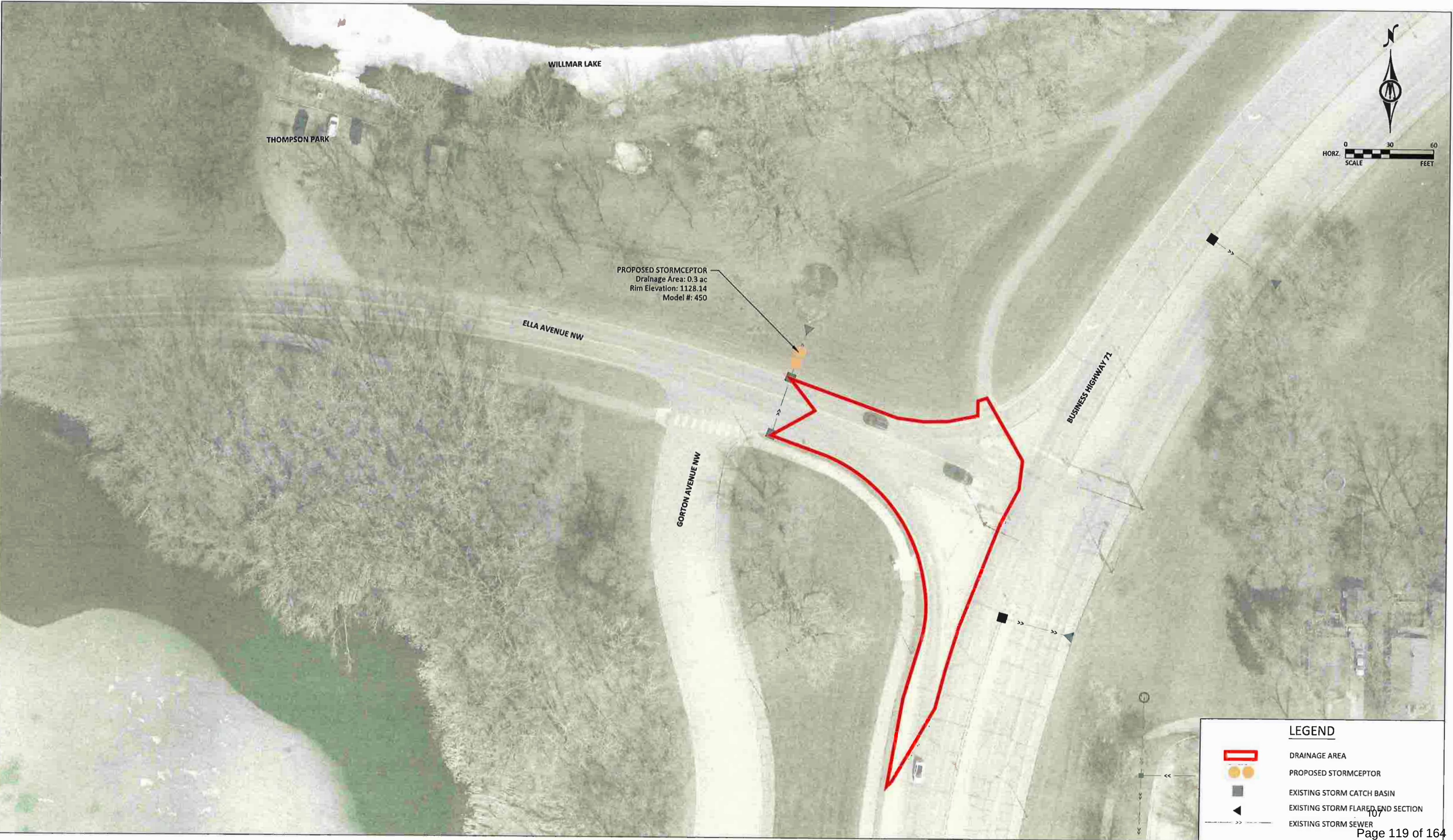
This project would install public stormwater structures and help to alleviate potential blockages and flooding concerns.

Reference Links/ Attachments:

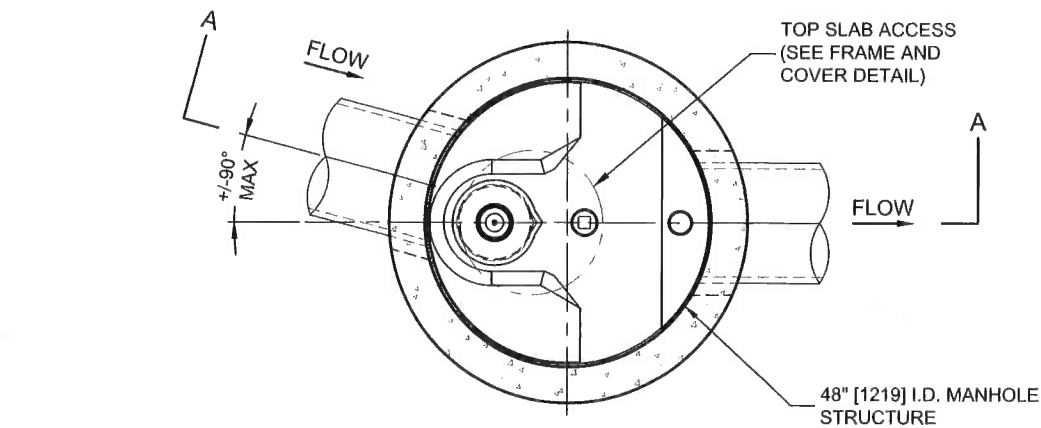
Please see attached PDF



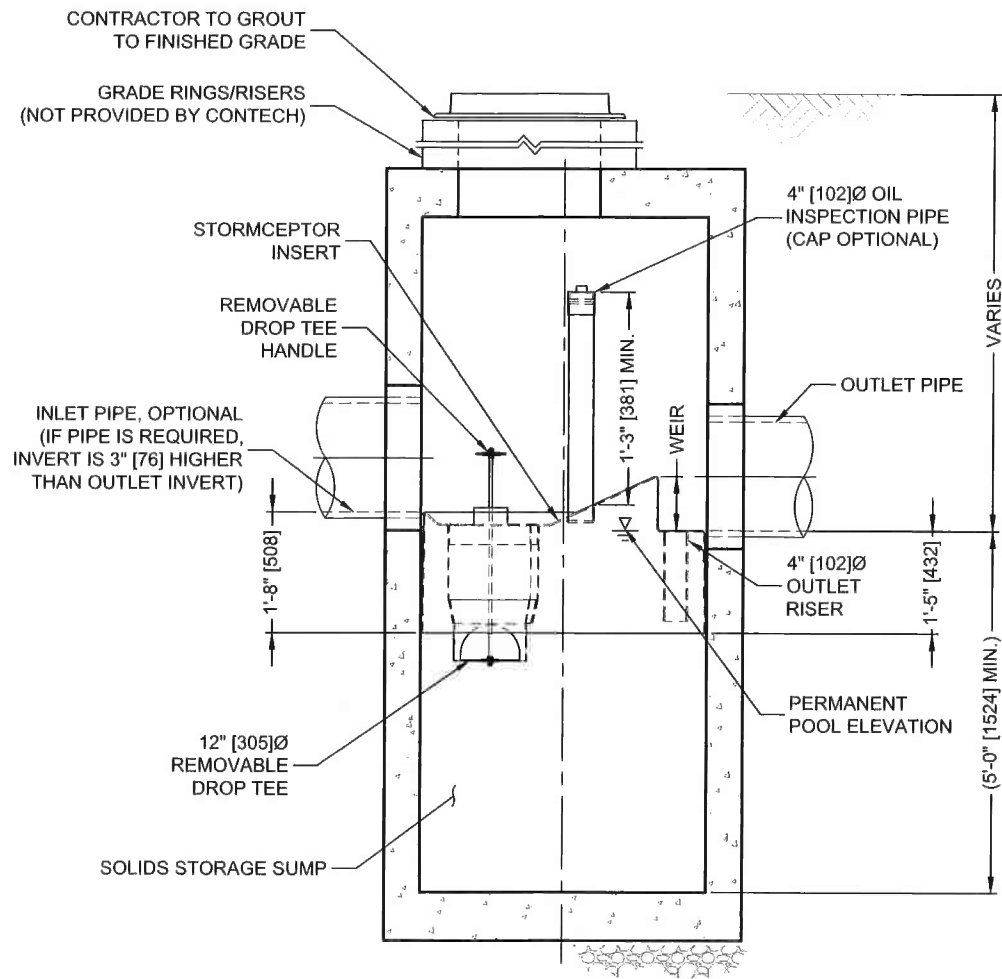
H:\WILL\OW\1133230\CAD\C3D\MISC_133230 - 8TH AND 23RD STORMCEPTOR 2.dwg 1/30/2025 9:46:26 AM



I:\COMMON\CAD\TREATMENT\23 STORMCEPTOR\40 STANDARD DRAWINGS\IN PROCESS\STC450i-DTL.DWG 2/1/2019 3:12 PM



PLAN VIEW
TOP SLAB NOT SHOWN



SECTION A-A

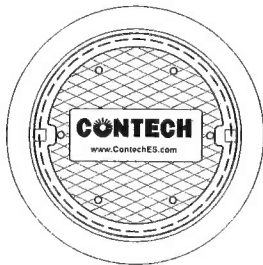
Stormceptor®
FOR PATENT INFORMATION, GO TO www.contechES.com/IP

STORMCEPTOR DESIGN NOTES

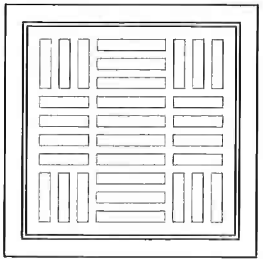
THE STANDARD STC450i CONFIGURATION WITH ROUND, SOLID FRAME AND COVER, AND INLET PIPE IS SHOWN. ALTERNATE CONFIGURATIONS ARE AVAILABLE AND ARE LISTED BELOW. SOME CONFIGURATIONS MAY BE COMBINED TO SUIT SITE REQUIREMENTS.

CONFIGURATION DESCRIPTION

- GRATED INLET ONLY (NO INLET PIPE)
- GRATED INLET WITH INLET PIPE OR PIPES
- CURB INLET ONLY (NO INLET PIPE)
- CURB INLET WITH INLET PIPE OR PIPES



FRAME AND COVER
(MAY VARY)
NOT TO SCALE



FRAME AND GRATE
(MAY VARY)
NOT TO SCALE

GENERAL NOTES

- CONTECH TO PROVIDE ALL MATERIALS UNLESS NOTED OTHERWISE.
- FOR SITE SPECIFIC DRAWINGS WITH DETAILED STRUCTURE DIMENSIONS AND WEIGHT, PLEASE CONTACT YOUR CONTECH ENGINEERED SOLUTIONS LLC REPRESENTATIVE. www.contechES.com
- STORMCEPTOR WATER QUALITY STRUCTURE SHALL BE IN ACCORDANCE WITH ALL DESIGN DATA AND INFORMATION CONTAINED IN THIS DRAWING. CONTRACTOR TO CONFIRM STRUCTURE MEETS REQUIREMENTS OF PROJECT.
- STORMCEPTOR STRUCTURE SHALL MEET AASHTO HS20 LOAD RATING, ASSUMING EARTH COVER OF 0' - 2' [610], AND GROUNDWATER ELEVATION AT, OR BELOW, THE OUTLET PIPE INVERT ELEVATION. ENGINEER OF RECORD TO CONFIRM ACTUAL GROUNDWATER ELEVATION. CASTINGS SHALL MEET AASHTO M306 AND BE CAST WITH THE CONTECH LOGO.
- STORMCEPTOR STRUCTURE SHALL BE PRECAST CONCRETE CONFORMING TO ASTM C478 AND AASHTO LOAD FACTOR DESIGN METHOD.
- ALTERNATE UNITS ARE SHOWN IN MILLIMETERS [mm].

INSTALLATION NOTES

- ANY SUB-BASE, BACKFILL DEPTH, AND/OR ANTI-FLOTATION PROVISIONS ARE SITE-SPECIFIC DESIGN CONSIDERATIONS AND SHALL BE SPECIFIED BY ENGINEER OF RECORD.
- CONTRACTOR TO PROVIDE EQUIPMENT WITH SUFFICIENT LIFTING AND REACH CAPACITY TO LIFT AND SET THE STORMCEPTOR MANHOLE STRUCTURE.
- CONTRACTOR TO INSTALL JOINT SEALANT BETWEEN ALL STRUCTURE SECTIONS AND ASSEMBLE STRUCTURE.
- CONTRACTOR TO PROVIDE, INSTALL, AND GROUT INLET AND OUTLET PIPE(S). MATCH PIPE INVERTS WITH ELEVATIONS SHOWN. ALL PIPE CENTERLINES TO MATCH PIPE OPENING CENTERLINES.
- CONTRACTOR TO TAKE APPROPRIATE MEASURES TO ASSURE UNIT IS WATER TIGHT, HOLDING WATER TO FLOWLINE INVERT MINIMUM. IT IS SUGGESTED THAT ALL JOINTS BELOW PIPE INVERTS ARE GROUTED.

SITE SPECIFIC
DATA REQUIREMENTS

STRUCTURE ID				
WATER QUALITY FLOW RATE (cfs [L/s])				
PEAK FLOW RATE (cfs [L/s])				
RETURN PERIOD OF PEAK FLOW (yrs)				
RIM ELEVATION				
PIPE DATA:		INVERT	MATERIAL	DIAMETER
INLET PIPE 1				
INLET PIPE 2				
OUTLET PIPE				

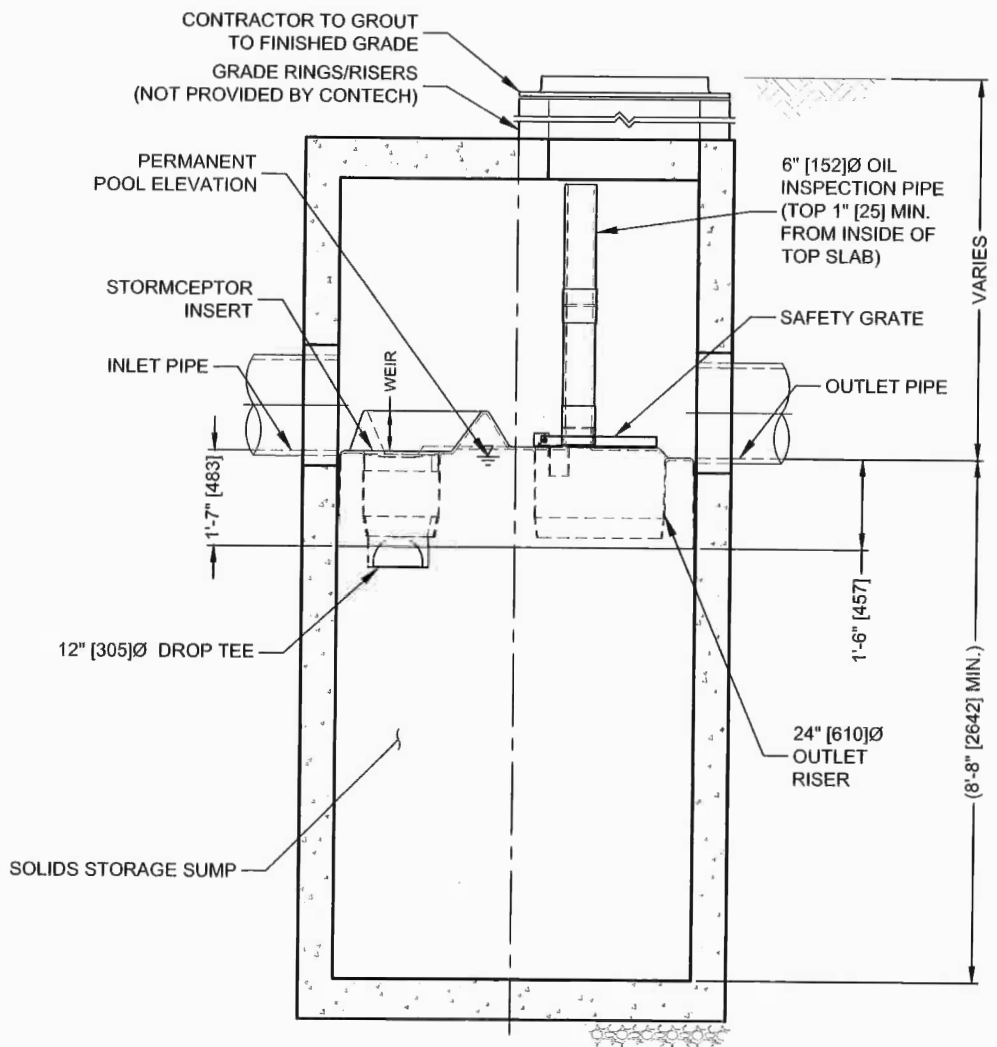
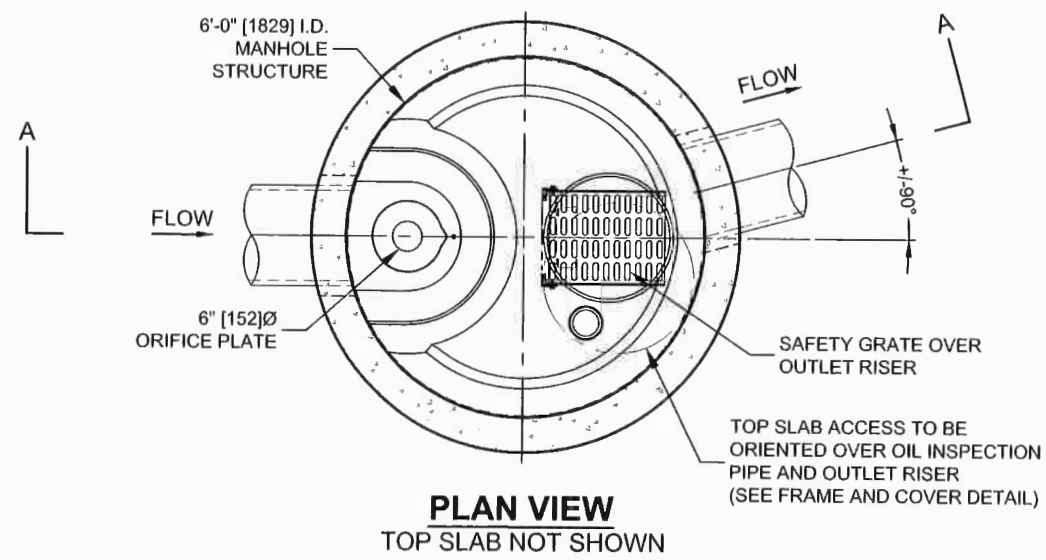
NOTES / SPECIAL REQUIREMENTS:

CONTECH®
ENGINEERED SOLUTIONS LLC

www.contechES.com
9025 Centre Pointe Dr., Suite 400, West Chester, OH 45069
800-338-1122 513-645-7000 513-645-7993 FAX

STC450i
STORMCEPTOR
STANDARD DETAIL

I:\COMMONCADD\TREATMENT\23 STORMCEPTOR\40 STANDARD DRAWINGS\IN PROCESS\STC1800-DTL.DWG 2/1/2019 3:50 PM



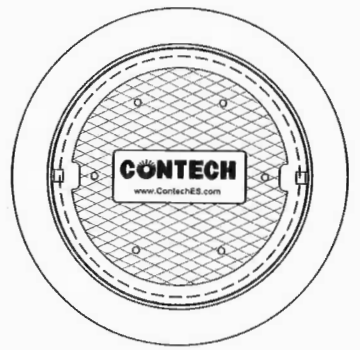
SECTION A-A

Stormceptor®

FOR PATENT INFORMATION, GO TO www.contechES.com/IP

STORMCEPTOR DESIGN NOTES

THE STANDARD STC1800 CONFIGURATION IS SHOWN.



FRAME AND COVER
(MAY VARY)
NOT TO SCALE

**SITE SPECIFIC
DATA REQUIREMENTS**

STRUCTURE ID			
WATER QUALITY FLOW RATE (cfs [L/s])			
PEAK FLOW RATE (cfs [L/s])			
RETURN PERIOD OF PEAK FLOW (yrs)			
RIM ELEVATION			
PIPE DATA:	INVERT	MATERIAL	DIAMETER
INLET PIPE 1			
INLET PIPE 2			
OUTLET PIPE			
NOTES / SPECIAL REQUIREMENTS:			

GENERAL NOTES

1. CONTECH TO PROVIDE ALL MATERIALS UNLESS NOTED OTHERWISE.
2. FOR SITE SPECIFIC DRAWINGS WITH DETAILED STRUCTURE DIMENSIONS AND WEIGHT, PLEASE CONTACT YOUR CONTECH ENGINEERED SOLUTIONS LLC REPRESENTATIVE. www.contechES.com
3. STORMCEPTOR WATER QUALITY STRUCTURE SHALL BE IN ACCORDANCE WITH ALL DESIGN DATA AND INFORMATION CONTAINED IN THIS DRAWING. CONTRACTOR TO CONFIRM STRUCTURE MEETS REQUIREMENTS OF PROJECT.
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5. STORMCEPTOR STRUCTURE SHALL BE PRECAST CONCRETE CONFORMING TO ASTM C478 AND AASHTO LOAD FACTOR DESIGN METHOD.
6. ALTERNATE UNITS ARE SHOWN IN MILLIMETERS [mm].

INSTALLATION NOTES

- A. ANY SUB-BASE, BACKFILL DEPTH, AND/OR ANTI-FLOTATION PROVISIONS ARE SITE-SPECIFIC DESIGN CONSIDERATIONS AND SHALL BE SPECIFIED BY ENGINEER OF RECORD.
- B. CONTRACTOR TO PROVIDE EQUIPMENT WITH SUFFICIENT LIFTING AND REACH CAPACITY TO LIFT AND SET THE STORMCEPTOR MANHOLE STRUCTURE.
- C. CONTRACTOR TO INSTALL JOINT SEALANT BETWEEN ALL STRUCTURE SECTIONS AND ASSEMBLE STRUCTURE.
- D. CONTRACTOR TO PROVIDE, INSTALL, AND GROUT INLET AND OUTLET PIPE(S). MATCH PIPE INVERTS WITH ELEVATIONS SHOWN. ALL PIPE CENTERLINES TO MATCH PIPE OPENING CENTERLINES.
- E. CONTRACTOR TO TAKE APPROPRIATE MEASURES TO ASSURE UNIT IS WATER TIGHT, HOLDING WATER TO FLOWLINE INVERT MINIMUM. IT IS SUGGESTED THAT ALL JOINTS BELOW PIPE INVERTS ARE GROUTED.

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800-338-1122 513-645-7000 513-645-7993 FAX

STC1800
STORMCEPTOR
STANDARD DETAIL



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will remove sediment and clean ditches and ponds within the City.

Project History:

The City is responsible for maintaining numerous ponds and ditches throughout Willmar. Over time, sediment collects in these areas and impedes the amount of water that these structures are designed to hold. Periodic cleaning is needed to prevent flooding and backups.

Budget Implications:

The completion of this project would not require any additional staffing. Minimal maintenance may be required moving forward.

Financial Information:

Source:	Cash	Amount:	\$100,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project would improve existing public stormwater structures and help to alleviate flooding concerns.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project would update the stormwater collection in Vos Park.

Project History:

Vos Park experiences flooding and standing water after rain events. An updated stormwater collection pond/structure would improve both the drainage and the aesthetics of the park and the surrounding area.

Budget Implications:

No added staffing will be connected to this project. Minimum maintenance may be required.

Financial Information:

Source:	LOST	Amount:	\$500,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project would create public stormwater improvements that would align with the voter approved sales tax.

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2030

Staff Contact:

Department:	Stormwater
Name:	Justin DeLeeuw
Email:	jdeleeuw@willmarmn.gov
Phone:	320-214-5171

Description & Justification:

This project will remove sediment and clean ditches and ponds within the City.

Project History:

The City is responsible for maintaining numerous ponds and ditches throughout Willmar. Over time, sediment collects in these areas and impedes the amount of water that these structures are designed to hold. Periodic cleaning is needed to prevent flooding and backups.

Budget Implications:

The completion of this project would not require any additional staffing. Minimal maintenance may be required moving forward.

Financial Information:

Source:	Cash	Amount:	\$100,000
Source:		Amount:	
Source:		Amount	
Source:		Amount	

Adopted Plans/ Policy/ Goals/ Initiatives:

This project would improve existing public stormwater structures and help to alleviate flooding concerns.

Reference Links/ Attachments:

WASTEWATER DEPARTMENT



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Iverson Park LS, Design, Construction, CRS

This station was constructed in 1968 and is at the end of its useful life, capacity issues, poor location

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$1,500,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Industrial BNR, Design, Construction, CRS

Biological Nutrient Removal is using biology to remove phosphorus instead of using chemicals. BNR results in saving money and is much more efficient.

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$1,000,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

SCADA server and PLC upgrade

Project History:

The servers are the workhorse of the SCADA system

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$250,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2026

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

EL panel upgrades (6 panels)

The panels at EL lift stations are showing their age and need upgrading.

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$400,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2027

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Plant HVAC upgrade, HVAC in headworks and secondary buildings require a lot of maintenance and replacement parts are not available anymore.

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$300,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Welshire LS Design, Construction, CRS

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$1,500,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Town generator and warm storage roof replacement. The maintenance garage and admin areas were replaced in 2024, but we did not budget enough for all buildings.

Project History:

Budget Implications:

Financial Information:

Source:	Enterprise Fund (Operations)	Amount:	\$130,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	320-235-4760

Description & Justification:

Swansson Field LS upgrade. This station services the ball field, it is small but very old and should be upgraded.

Project History:

Budget Implications:

Financial Information:

Source:	Enterprise Fund (Collections)	Amount:	\$40,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2028

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	235-4760

Description & Justification:

HVAC upgrade JOT's 1 and 2 lift stations. HVAC is at the end of useful life and parts are not available anymore.

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$140,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:



City of Willmar
Capital Improvement Plan (CIP) Department Request

Request Year: 2029

Staff Contact:

Department:	Wastewater
Name:	Jason Lindahl
Email:	jlindahl@willmarmn.gov
Phone:	235-4760

Description & Justification:

UV replacement, nearing end of life and replacement parts are not available anymore.

Project History:

Budget Implications:

Financial Information:

Source:	Bond	Amount:	\$400,000.00
Source:		Amount:	
Source:		Amount:	
Source:		Amount:	

Adopted Plans/ Policy/ Goals/ Initiatives:

Reference Links/ Attachments:

2026 VEHICLES AND EQUIPMENT

Fire Department
Phone: (320) 235-1354
Fax: (320) 235-1607
515 2nd Street SW
Willmar, MN 56201



TO: Douglas Reese, Mayor
Leslie Valiant, City Administrator
Tom Odens, Finance Director

FROM: Frank Hanson, Fire Chief / Fire Marshal

DATE: April 10, 2025

SUBJECT: Equipment / Vehicle Replacement 2026

This memo is regarding equipment and vehicle replacement for the 2026 CIP budget. The Equipment / Vehicle Replacement committee met on multiple occasions to form its recommendations for the 2026 budget year. The following are our recommendations:

Fire Department:

- 2006 Ford F-150 – Hand down from Public Works - City ID# 066413
- New 2027 truck fund - \$375,000

Total: \$440,000

Police Department:

- (4) Squad Cars - \$63,000 each
- 1999 Ford El Dorado command/ SWAT bus- City ID# 992747 - \$150,000

Total: \$402,000

Public Works:

- 2010 Ford F-350 with dump box - City ID# 107169 - \$100,000
- 2010 Ford F-350 with dump box - City ID# 107170 - \$100,000
- 2008 John Deere 624 Loader – City ID# 088709 - \$250,000- Originally to be replaced in 2023

- 2013 International Plow Truck – City ID# 132487 - \$290,000 - Originally to be replaced in 2023
- 2019 Kubota ZD 1211 zero turn mower – City ID# 196189- \$37,000 – Originally to be replaced in 2023
- 2007 SNO- GO City ID# 073639 - \$245,000 – Originally to be replaced in 2017.
- 2013 Elgin Pelican Street sweeper – City ID# 130012 – 275,000

Total: \$1,052,000

Park and Rec:

- 2015 Bobcat Tool Cat – City ID # 151934 - \$55,000
- 2012 Ford- F250 - City ID # 120172 - \$53,000

Total: \$108,000

Total: City funds requested: \$2,002,000

If you have any questions or concerns, please contact me.

Respectfully Submitted,

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):				X
Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)				
Re-assignment - (Transfer to another City Dept.):				
Fixed Asset Number:				Reminder to Attach Photo
Vehicle Number:	066413	Replacement Cost:	\$65,000	
Vehicle Year:	2006	Vehicle Model:	Ford F150	
Mileage:	121,867 OR	Hours on vehicle:		

(Comments):

This truck is a pass down from Public Works. We currently use this truck for maintenance and pulling our trailers around. It had many mechanical issues when we got it from PW. This vehicle is being used constantly. During the summer this truck is also used by the hydrant painters. This truck also is used during larger fire calls to carry equipment.

Initial **MT**

Operator or Supervisor (comments if applicable):

There several mechanical issues with this truck. Over the last year Mark has replaced many parts to keep this truck safe. This vehicle is becoming more and more unreliable as time goes on.

Initial **FH**

Mechanic (comments if applicable):

Initial

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

3-13-2025
Date

_____**APPROVED**

_____**DENIED**

City Administrator

Date

This document was last reviewed and approved on April 18, 2014



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:	073639	Replacement Cost:	\$245,000	
Vehicle Year:	2007	Vehicle Model:	Sno-Go MP-3D	
Mileage:	N/A OR	Hours on vehicle:	905	

(Comments): This a large snowblower that is mounted on the front of a wheel loader. Public Works relies on this piece of equipment to aid us with clearing large drifts in town as well as at the airport, clearing blocked roadways, and loading trucks with snow for downtown clean outs.

Initial KR

Operator or Supervisor (comments if applicable):

I would recommend replacement of this unit to ensure we have a reliable snowblower when it is needed most. Our current sales rep has informed me they are no longer selling this brand due to the manufacturer selling to a large whole saler, which has limited our parts availability.

Initial KR

Mechanic (comments if applicable):

Sno-Go parts have recently become more difficult and expensive to purchase. The unit we have has a lot of moving parts and requires a lot of daily adjustments when in use. The new models are safer and more efficient with no chains running the augers and less shear pins because everything is driven by hydraulics.

For these reasons, I would suggest replacement of our current unit.

Initial JJ

~~_____~~ **APPROVED**

DENIED

Vehicle/Equipment Committee

3-13-2025
Date

APPROVED

DENIED

City Administrator

Date _____

This document was last reviewed and approved on April 18, 2014



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:	107170	Replacement Cost:	\$100,000	
Vehicle Year:	2010	Vehicle Model:	Ford F-350 w/ Tow master Dump Box	
Mileage:	54,662 OR	Hours on vehicle:		

(Comments): The truck is used for baseball field maintenance in the summer time and a water tank is placed in the box for the winter in order to water outdoor rinks.

Initial KR

Operator or Supervisor (comments if applicable):

We use our 1-Ton dump bed trucks daily for many tasks like branch clean up, catch basin maintenance, haul trailers, haul materials for projects, haul tools for projects, etc. This unit is mainly used for baseball fields and outdoor rinks. I would suggest replacement per the vehicle replacement schedule to help alleviate costly breakdowns, which are unforeseen expenses to our operating budget.

Initial KR

Mechanic (comments if applicable):

The majority of repairs to this vehicle have been routine maintenance. I suggest replacement to maintain efficiency and to avoid future repair costs. This truck hauls ag-lime which has lead to corrosion in the box area and with the large water tank it hauls in the winter, the rear leaf springs have been stressed.

Initial JJ

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

3-13-2015
Date

_____**APPROVED**

_____**DENIED**

City Administrator

Date

This document was last reviewed and approved on April 18, 2014



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:	130012	Replacement Cost:	\$275,000	
Vehicle Year:	2013	Vehicle Model:	Elgin Pelican	
Mileage:	41,656 OR	Hours on vehicle:	8163	

(Comments): The Pelican street sweeper is a valuable piece of equipment that is used extensively to clean streets. We also utilize this sweeper for not only spring and fall street maintenance but also to clean up after we have cut down a tree, patched a section of road, clean up after we have bagged the grass in our ball fields or parks, etc.

Initial KR

Operator or Supervisor (comments if applicable):

With our MS4 permit, the city is held to a high standard when it comes to our storm water. This unit aids us in keeping the streets clean and safe for the community. I would recommend replacement given the conditions this unit works in and the amount of hours it currently has on it. A reliable street sweeper allows us to remove more debris before it enters the catch basin.

Initial KR

Mechanic (comments if applicable):

Our Pelican street sweeper is utilized often and has shown its wear in the past couple years. We have rebuilt the conveyor, replaced multiple hydraulic lines, and due to the exposure of salt and sand, we have had to replace multiple moving parts.

Initial JJ

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

3-13-2025
Date

This document was last reviewed and approved on April 18, 2014



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:	132487	Replacement Cost:	\$290,000	
Vehicle Year:	2013	Vehicle Model:	International 7400	
Mileage:	59797	OR	Hours on vehicle:	4301

(Comments): This is one of our plow trucks that has a route on the east side of town. It currently has a retro fitting system that allows us to apply a brine solution to the roadway. If this unit is replaced, Public Works would remove that system and install it on a different truck in the fleet, which would supply us with an additional unit to apply even more solution for safer roads.

Initial KR

Operator or Supervisor (comments if applicable):

Our snow plow/dump trucks allow Public Works to perform many different tasks throughout the city. By following the vehicle replacement schedule, it allows us to retain reliable equipment. There has been about a 1 1/2 year lead time on these trucks for the last 3 years and our sales rep has informed us of some additional changes in the future for EPA regulations that is going to extend that lead time even further.

Initial KR

Mechanic (comments if applicable):

This unit is starting to show its age. We have experienced multiple breakdowns from solenoids, leaky hydraulic cylinders, multiple air leaks, and occasional electrical problems. Due to these recurring issues, I strongly suggest replacement.

Initial JJ

_____**APPROVED**

_____**DENIED**

_____**Vehicle/Equipment Committee**

3-13-2015
Date



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:	196189	Replacement Cost:	\$37,000	
Vehicle Year:	2019	Vehicle Model:	Kubota ZD1211	
Mileage:	N/A	OR	Hours on vehicle:	1371

(Comments): This unit is mainly used on our baseball fields at north and south Swansson. Although we will utilize this mower/bagger in the fall to help with leaf removal in parks, this unit generally stays on ball fields in the summer, which helps minimize the transfer of weeds from other areas to the ball fields. Baseball fields are usually mowed three times a week in the summer.

Initial KR

Operator or Supervisor (comments if applicable):

In recent conversations with operators, we have been exploring other options that would allow us to have brighter stripes and a cleaner cut on the baseball fields. I would recommend replacement of this unit to allow us to find one that will better fit the needs of the fields and because of how frequently it's used.

Initial KR

Mechanic (comments if applicable):

With the amount of hours on this mower, we are experiencing more and more wear and tear. The deck wheels and blade hubs are becoming loose, many bushings and wear points are close to needing replacement. I would recommend replacement before we have more costly repairs.

Initial JJ

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

3-13-2025
Date

_____**APPROVED**

_____**DENIED**

City Administrator

Date

This document was last reviewed and approved on April 18, 2014



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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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:	088709	Replacement Cost:	\$250,000	
Vehicle Year:	2008	Vehicle Model:	John Deere 624	
Mileage:		OR	Hours on vehicle:	5751 hours

(Comments): _____

Initial _____

Operator or Supervisor (comments if applicable):

This is a wheel payload loader that has many functions that we use throughout the entire year (compost, dirt work, snow removal, patching, tree trimming, etc.) The age of the equipment and lack of safety technology (proximity sensors and reverse cameras) are the main reasons to replace this equipment. If replaced, we would also acquire a more versatile 4-way plow with it, which would give us the capability of pushing snow along with windrowing snow more effectively.

Initial KR

Mechanic (comments if applicable):

Unit is showing lots of rust on body. Will need to replace wheel well steps soon. Unit also has low power at times, which points toward injectors or other expensive repairs. I would recommend replacing the unit.

Initial JJ

_____**APPROVED**

_____**DENIED**

Vehicle/Equipment Committee

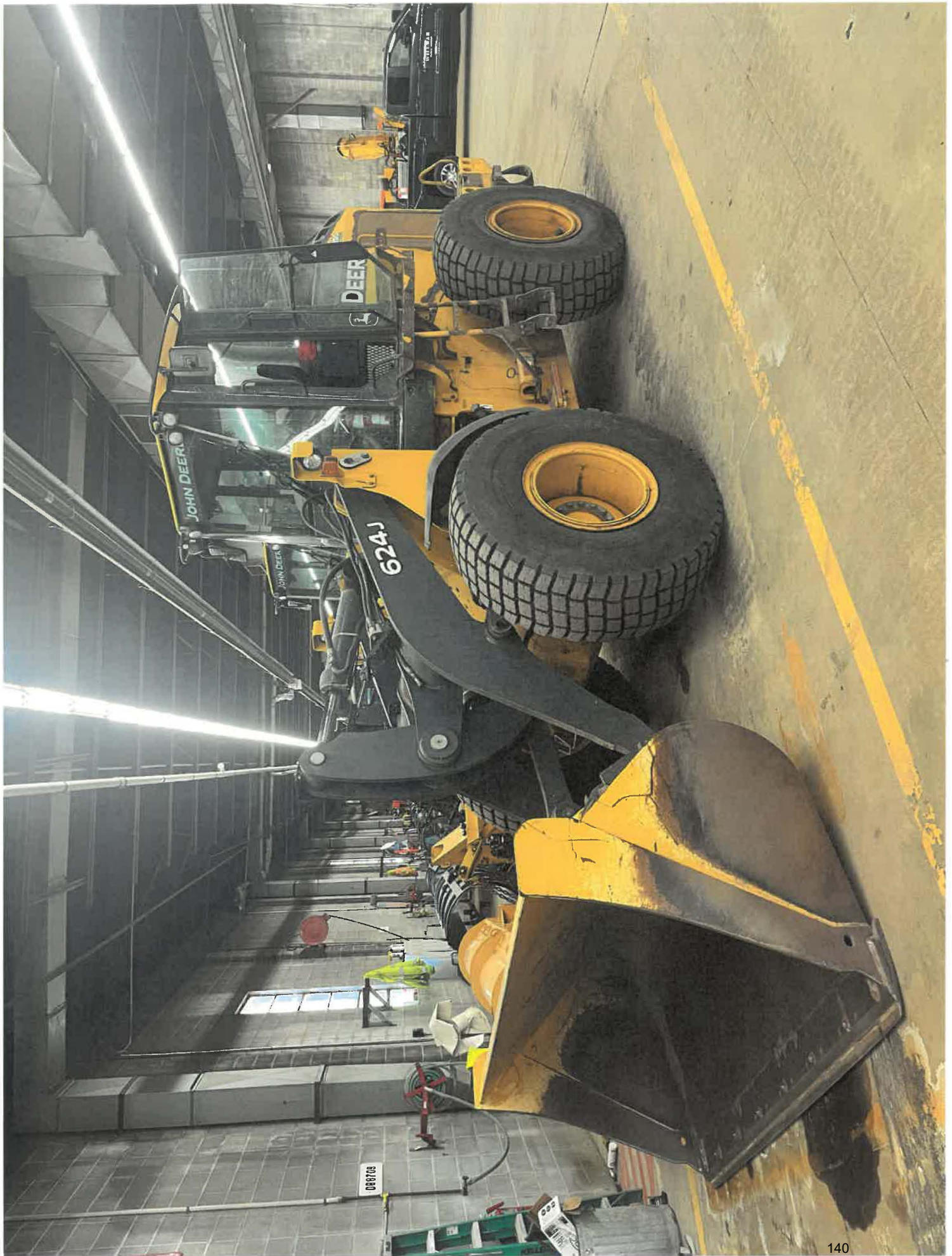
3-13-2025
Date

_____**APPROVED**

_____**DENIED**

City Administrator

Date



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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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:	170560			Reminder to Attach Photo
Vehicle Number:	10	Replacement Cost:	\$ 4,000 63,000. ⁰⁰	
Vehicle Year:	2017	Vehicle Model:	Ford Interceptor	
Mileage:	152,000	OR	Hours on vehicle:	

(Comments):

 Initial _____

Operator or Supervisor (comments if applicable):

Has been working ok but is getting very high
 on mileage and hours running.

 Initial MH

Mechanic (comments if applicable):

Car has high miles. suspension is showing its
 age.

 Initial JJ

 X APPROVED

 DENIED

Vehicle/Equipment Committee

3-13-2025
 Date

 APPROVED

 DENIED



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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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:	183430	Reminder to Attach Photo	
Vehicle Number:	28	Replacement Cost:	\$42,000 63,000
Vehicle Year:	2010	Vehicle Model:	2010 Ford Int.
Mileage:	140,500 OR	Hours on vehicle:	

(Comments):

Initial _____

Operator or Supervisor (comments if applicable):

Has been working okay, we did put in a new motor to keep it going a few years ago but miles and engine hours are getting high.

Initial MM

Mechanic (comments if applicable):

High miles on unit. Showing wear on suspension parts.

Initial JJ

X APPROVED

____ DENIED

Vehicle/Equipment Committee

03-13-2025
Date

____ APPROVED

____ DENIED



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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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:	186897			Reminder to Attach Photo
Vehicle Number:	18	Replacement Cost:	\$42,000 63,000	
Vehicle Year:	2018	Vehicle Model:	Chevy Colorado	
Mileage:	143,000	OR	Hours on vehicle:	

(Comments):

Initial _____

Operator or Supervisor (comments if applicable):

We have had this vehicle in at city garage every week for repair on multiple issues. It is very much undependable.

Initial MT

Mechanic (comments if applicable):

Trucks has lots of issues as of lately. Head gasket is leaking slightly. ~~keeps over~~ need tires soon

Initial JJ

X APPROVED

_____ DENIED

Vehicle/Equipment Committee

03-13-2025
Date

_____ APPROVED

_____ DENIED



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)				☐
Re-assignment - (Transfer to another City Dept.):				☐
Fixed Asset Number:	120172			Reminder to Attach Photo
Vehicle Number:		Replacement Cost:	\$53,000	
Vehicle Year:	2012	Vehicle Model:	FORD 250	
Mileage:	47,537 OR	Hours on vehicle:		

(Comments): The truck has reached it 13th in the fleet. The truck is the primary work truck for the maintenance staff. In the winter, it does the plowing for the Civic Center location.

Initial RB

Operator or Supervisor (comments if applicable):

Same as above, the truck is in decent shape with not many mechanical issues. We would trade this truck in towards a new truck and plow. Single cab, 4x4 with a long box

Initial RB

Mechanic (comments if applicable):

Initial

X APPROVED

DENIED

Vehicle/Equipment Committee

03-13-2025
Date

APPROVED

DENIED

City Administrator *Date*



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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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:	992747			Reminder to Attach Photo
Vehicle Number:	21	Replacement Cost:	\$150,000 ⁰⁰	
Vehicle Year:	1999	Vehicle Model:	Ford Eldora Bus	
Mileage:	66,404	OR	Hours on vehicle:	

(Comments):

 Initial _____

Operator or Supervisor (comments if applicable):

We have been having issues with vehicle such as
 a/c not working, rusting. Drives sloppy on road
 as shocks are wore out
 Initial MIT

Mechanic (comments if applicable):

unit is leaking oil and getting to show its age with rust.
 No A/c.
 Initial JJ

X APPROVED

____ DENIED

Vehicle/Equipment Committee

03-13-2025
 Date

____ APPROVED

____ DENIED



VEHICLE/EQUIPMENT CHANGE REQUEST FORM

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Replacement Adjustment - (Move a budgeted vehicle to a different year in the schedule)				☐
Re-assignment - (Transfer to another City Dept.):				☐
Fixed Asset Number:	151934			<i>Reminder to Attach Photo</i>
Vehicle Number:		Replacement Cost:	\$55,000	
Vehicle Year:	2015	Vehicle Model:	Bobcat Tool Kat	
Mileage:		OR	Hours on vehicle:	3100

(Comments): The 2015 Bobcat Toolcat is a multi-purpose piece of equipment. It has a forks, bucket, snowblower, mower and push plow for attachments. This model has reached the 10th year for replacements. There is damage to the boom arm that was repaired this past year. This equipment is a valuable piece of equipment for the department.

Initial RB

Operator or Supervisor (comments if applicable):

The equipment has reached 10 years as part of the replacement plan

Initial RB

Mechanic (comments if applicable):

Initial _____

X **APPROVED**

_____ **DENIED**

Vehicle/Equipment Committee

03-13-2025
Date

_____ **APPROVED**

_____ **DENIED**

City Administrator

Date

