



WILLMAR CITY COUNCIL MEETING

MONDAY, JULY 21, 2025 @ 6:30 PM

BOARD ROOM HEALTH AND HUMAN SERVICES BUILDING

2200 – 23rd STREET NE, WILLMAR MINNESOTA

AGENDA

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

Approve:

- A. City Council Minutes of July 7, 2025
- B. Planning Commission Meeting Minutes of July 2, 2025
- C. Planning Commission Meeting Minutes of July 16, 2025_DRAFT
- D. Willmar Municipal Utilities Commission Minutes of July 14, 2025
- E. Consideration of Sale of THC Product License- Coborn's Incorporated dba Cash Wise
- F. Pennock Lions Club Lawful Gambling Application
- G. Accounts Payable Report, 7/3/2025 - 7/16/2025

Information:

- H. Director Reports
- I. Finance Report
- J. WMU Financial Report for May 2025

6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Regular Business
 - A. Consideration of Awarding Sale of General Obligation Improvement Bonds, Series 2025A
 - B. Introduction of an Ordinance Amending Ordinance Number 1533
 - C. Consideration of Giliberto's No. 6 Inc. On-Sale Wine and 3.2 % Intoxicating Liquor Licenses
10. Announcements
11. Adjourn

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

July 7, 2025
6:30 PM

The regular meeting of the Willmar City Council was called to order by Mayor Douglas Reese. Members present on a roll call were Mayor Douglas Reese, Council Members Justin Ask, Audrey Nelsen, Tom Gilbertson, Steve Gardner, Rick Fagerlie, Vicki Davis, Tom Butterfield, and Carl Shuldes, Present 9, Absent 0.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Michael Holme, Finance Director Tom Odens, Parks and Recreation Director Rob Baumgarn, Human Resource Director Allisa Gambrel, Public Works Director Justin DeLeeuw, City Engineer Jared Voge, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Ask moved to **Approve the Agenda as Presented**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

City Clerk Vernae Larsen reviewed the consent agenda.

Approve:

- A. City Council Minutes of June 16, 2025
- B. Willmar Municipal Utilities Draft Minutes June 23, 2025
- ~~C. Parks and Recreation Board March 19, 2025 Meeting Minutes~~
- D. Parks and Recreation Board May 21, 2025 Meeting Minutes
- E. Consideration of Sunday Liquor License
- F. Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit— Intuition Brewing LLC
- G. Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit – Kandiyohi County Fair Association
- H. **Resolution Nos. 2025-074 and 2025-075** Greater Minnesota Parks and Trails Legacy Grant Application and Resolution, Phase 2

- I. **Resolution No. 2025-076** Accept Final Pay Application for Willmar Municipal Airport Drain Tile Installation
- J. **Resolution No. 2025-077** Accept and Final Project No. 2404-A Thompson Parking Lot & Ella Ave Path
- K. **Resolution No. 2025-078** Accept and Final Project No. 2404-B 19th Ave Path Improvements
- L. Accounts Payable Report 6/12/2025 - 7/2/2025

Information:

M. Building Permit Report June

C. Parks and Recreation Board March 19, 2025 Meeting Minutes

Item C. Parks and Recreation Board March 19, 2025 Meeting Minutes, was moved to information because they failed to have a quorum at the meeting.

Council Member Nelsen asked for an update regarding Item H. Greater Minnesota Parks and Trails Legacy Grant Application and Resolution, Phase 2. Parks and Rec Director Rob Baumgarn provided an update.

Council Member Ask moved to **Approve Consent Agenda Items**. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

REGULAR BUSINESS

A. Call for 2025 Assessment Hearing

City Engineer Jared Voge provided information and asked for approval of the resolution declaring costs to be assessed, ordering preparation of the assessment roll and calling for the hearing on assessments to be held on August 18, 2025 at 6:30 p.m. for Project Nos. 2501-A, 2503-B, 2503-C, 2503-D, and 2503-E for the 2025 Street and Other Improvements. A motion was made by Council Member Fagerlie to **Approve Resolution No. 2025-079 Calling for 2025 Assessment Hearing to be held on August 18, 2025 at 6:30 p.m.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

B. 2026 Feasibility Report Professional Services

Public Works Director Justin DeLeeuw called for council to approve the 2026 feasibility Report Professional Services. A motion was made by Council Member Nelsen to **Adopt Resolution No. 2025-080 Approving the professional services contract with Bolton and Menk, Inc. for the 2026 Feasibility Report in the amount of \$21,100.** Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

C. **Approving the Building Restoration Corporation bid for Civic Center East wall repairs**

Parks and Rec Director Rob Baumgarn called for the council to approve the repair project for the Civic Center east wall. Council Member Fagerlie moved to **Adopt Resolution No. 2025-081 accepting the bid from Building Restoration Corporation for \$51,514 and authorizing the execution of all necessary documents to proceed with the east wall repair project at the Civic Center.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

D. **Change Order #1 for Outdoor Covered Ice Rink-upgraded footings**

Parks and Rec Director Rob Baumgarn called for the council to approve change order #1 for the upgraded footings for the outdoor covered rink project. Following a lengthy discussion, Council Member Shuldes made a motion to **Adopt Resolution No. 2025-082 approving change order #1 in the amount of \$35,918 from Trademens Construction for upgraded footings for the outdoor covered rink project.** Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 6, Noes 2.

Ayes Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes Council Member Ask, Council Member Nelsen

E. **Resolution to Acknowledge Donations for the Second Quarter of 2025**

City Clerk Vernae Larsen presented the 2nd quarter donations to the council. A motion was made by Council Member Fagerlie to **Adopt Resolution No. 2025-083 Acknowledging the Donations for the Second Quarter of 2025.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

CLOSED SESSION

A. **Close session pursuant to MN Stat 13d.05, subd. 3(c)**

A motion was made by Council Member Fagerlie to enter **Closed Session pursuant to Minn**

Statute 13D.05 Subd. 3 (c)(3) to discuss Parcel 95-921-5900. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

The Council entered closed session at 7:02 p.m. pursuant to MN §13d.05, subd. 3(c).
Closed Session concluded at 7:32.

With no further business to discuss, Council Member Nelsen moved to **Adjourn** the meeting at 7:33 PM. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

Ayes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes

Noes None

MAYOR

Attest:

CITY CLERK

RESOLUTION NO. 2025-074

ROBBINS ISLAND AMPHITHEATER LICENSE AND DONATION ACCEPTANCE AGREEMENT

Motion By: Ask

Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar to authorize submission of a grant funding application for the Greater Minnesota Parks and Trail Legacy Grant Program for the construction of the Robbins Island Amphitheater.

Dated this 7th day of July 2025

/S/ Douglas E. Reese

Douglas E. Reese, Mayor

Attest:

/S/Vernae Larsen

CITY CLERK

LOCAL GOVERNMENT RESOLUTION – LEGACY - #2025-075

Resolution approving a Greater Minnesota Legacy Grant application to the Greater Minnesota Regional Parks and Trails Commission and Minnesota Department of Natural Resources for the Robbins Island Regional Park Amphitheater project.

WHEREAS, City of Willmar has the right and authority to sponsor a grant funding request to the Greater Minnesota Regional Parks and Trails Commission (GMRPTC).

WHEREAS, City of Willmar has a right and authority to act as Legal Sponsor for the State Grant Application (the “Application”) and will work with the Minnesota Department of Natural Resources (“DNR”), in developing a Grant Agreement relating to the funding which may be awarded by the GMRPTC.

THEREFORE, BE IT RESOLVED, That the Applicant certifies it has read and understands the Office of Grants Management Conflict of Interest Policy 08-01, will maintain an adequate Conflict of Interest Policy and monitor and report any actual, potential, or perceived conflicts of interest to the GMRPTC and DNR.

BE IT FURTHER RESOLVED, that the Applicant confirms all of the information in its Application and further confirms that it has no expectation of, or entitlement to, reimbursement of costs incurred prior to grant agreement execution date and, if applicable, it has not entered into a written purchase agreement to acquire property described in its Application if grant funds are to be used for the purchase.

BE IT FURTHER RESOLVED, that the Applicant has or will acquire a fee interest ownership or permanent easement over the land described in the Application for regional parks and regional special feature parks as applicable. The applicant has or will acquire a fee interest, permanent or perpetual easement or minimum twenty (20) year lease over the land described in the Application for regional trails or regional special feature parks, as applicable and approved, before the project proceeds.

BE IT FURTHER RESOLVED, that the Applicant agrees that it will comply with all applicable laws, regulations and requirements as stated in the Grant Agreement with the DNR, including dedicating the park property for uses consistent with the grant agreement into perpetuity or for trails, committing to maintain the trails for a period of not less than twenty (20) years, and dedicating all land acquired under the project for uses consistent with the grant agreement into perpetuity.

BE IT FURTHER UNDERSTOOD, that the GMRPTC will confirm at such time that it has made the award of funds authorizing a Grant Agreement to be developed between the DNR and the Applicant.

IN WITNESS WHEREOF, the foregoing executed as of July 7, 2025.

APPLICANT

City of Willmar, Leslie M. Valiant

By: / S / L e s l i e V a l i a n t
Print Name: Leslie Valiant

Its: Authorized Representative

City Administrator

Resolution No. 2025-076

A RESOLUTION ACCEPTING WILLMAR MUNICIPAL DRAINTILE INSTALLATION PROJECT AND AUTHORIZING FINAL PAYMENT.

Motion By: Ask Second By: Davis

IMPROVEMENT: Willmar Municipal Draintile Installation Project

CONTRACTOR:	Brouwer Construction
DATE OF CONTRACT:	November 6, 2023
BEGIN WORK:	November 30, 2023
COMPLETE WORK:	May 23, 2025
APPROVE, ENGINEERING DEPT:	May 28, 2025

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

1. The said City of Willmar Municipal Airport Draintile Installation Project be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$85,647.81
NET CHANGE BY CHANGE ORDERS	\$0
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$85,647.81
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$85,647.81
Less Previous Payments	\$76,769.22
FINAL PAYMENT DUE CONTRACTOR:	\$8,878.59

Dated this 7th day of July, 2025

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2025-077

A RESOLUTION ACCEPTING PROJECT NO. 2404-A AND AUTHORIZING FINAL PAYMENT.

Motion By: Ask Second By: Davis

IMPROVEMENT: Project No. 2404-A: Thomspen Parking Lot & Ella Avenue Path

CONTRACTOR: Joe Riley Construction, Inc.
DATE OF CONTRACT: March 18, 2024
BEGIN WORK: June 2, 2024
COMPLETE WORK: October 4, 2024
APPROVE, ENGINEERING DEPT: June 25, 2025

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

1. The said City of Willmar Project No. 2404-A be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$138,036.10
CHANGE ORDER NO. 1	-\$3,170.84
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$134,865.26
Less Previous Payments	\$124,608.42
FINAL PAYMENT DUE CONTRACTOR:	\$10,256.84

Dated this 7th day of July, 2025

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2025-078

A RESOLUTION ACCEPTING PROJECT NO. 2404-B AND AUTHORIZING FINAL PAYMENT.

Motion By: Ask Second By: Davis

IMPROVEMENT: Project No. 2404-B: 19th Avenue Path

CONTRACTOR: Joe Riley Construction, Inc.
DATE OF CONTRACT: April 15, 2024

BEGIN WORK: June 2, 2024
COMPLETE WORK: December 4, 2024
APPROVE, ENGINEERING DEPT: November 27, 2024

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

1. The said City of Willmar Project No. 2404-B be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$868,380.24
CHANGE ORDER NO. 1	-\$64,634.51
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$803,745.73
Less Previous Payments	\$759,873.87
FINAL PAYMENT DUE CONTRACTOR:	\$43,871.86

Dated this 7th day of July, 2025

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2025-079

DECLARING COSTS TO BE ASSESSED, ORDERING PREPARATION OF THE ASSESSMENT ROLL AND CALLING HEARING ON ASSESSMENTS FOR THE 2025 STREET AND OTHER IMPROVEMENTS.

Motion By: Fagerlie **Second By:** Butterfield

WHEREAS, contracts have been let for the construction of Street and Other Improvements of 2025 in the City, to-wit: City Project Nos. 2501-A, 2503-B, 2503-C, 2503-D, 2503-E, and;

WHEREAS, the total cost of said Street and Other Improvements of 2025 is \$6,517,714.06.

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

1. The City Council hereby determines that the City shall pay \$3,962,580.96 of said cost, exclusive of the amount it may pay as a property owner, and the sum of \$2,555,133.10 shall be assessed against benefited property owners based upon benefits received without regard to cash valuation.
2. The Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land without regard to cash valuation as provided by law, and she shall file a copy of such assessment in her office for public

inspection.

3. The Clerk shall, upon the completion of such assessment, notify the City Council thereof.
4. The Clerk shall publish notice that this City Council will meet to consider the proposed assessments on August 18, 2025, at 6:30 p.m. in the Chambers of the Board Room, Kandiyohi County Health & Human Services Building, 2200 23rd Street NE, Willmar, Minnesota.
5. Said notice shall also be mailed to the owners of each parcel of property described in the assessment roll.
6. Such notice shall be in substantially the following form:
(on file in Engineer's office)
7. Said notice shall be published by the City Clerk in the official newspaper at least two weeks prior to the hearing and mailed by said Clerk to the owners of each parcel described in the assessment roll.

Dated this 7th day of July, 2025

/S/ Douglas E. Reese

MAYOR

ATTEST:

/S/Vernae Larsen

CITY CLERK

Resolution No. 2025-080

**A RESOLUTION AWARDING 2026 FEASIBILITY REPORT PROFESSIONAL SERVICES TO BOLTON AND MENK, INC.
IN THE AMOUNT OF \$21,100.**

Motion By: Nelsen Second By: Gilbertson

BE IT RESOLVED by the City Council of the City of Willmar. A Municipal Corporation of the State of Minnesota, that the bid of Bolton and Menk, Inc. of Willmar, MN for the 2026 Feasibility Report professional services is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$21,100.

Dated this 7th day of July, 2025

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2025-081

**RESOLUTION APPROVING THE BUILDING RESTORATION CORPORATION BID FOR THE CIVIC
CENTER EAST WALL REPAIRS**

Motion By: Fagerlie

Second By: Butterfield

BE IT RESOLVED by the City Council of the City of Willmar to adopt a resolution by the City Council of the City of Willmar to accept the bid from Building Restoration Corporation for \$51,514 and authorize the execution of all necessary documents to proceed with the east wall repair project at the Civic Center.

Dated this 7th day of July 2025

/S/ Douglas E. Reese

Douglas E. Reese, Mayor

Attest:

/S/Vernae Larsen
CITY CLERK

RESOLUTION NO. 2025-082

RESOLUTION ACCEPTING CHANGE ORDER #1 FOR THE OUTDOOR COVERED ICE RINK

Motion By: Shuldes

Second By: Fagerlie

BE IT RESOLVED by the City Council of the City of Willmar to adopt a resolution by the City Council of the City of Willmar to approve change order #1 for the amount of \$35,918 from Trademens Construction for upgraded footings for the outdoor covered rink project.

Dated this 7th day of July 2025

/S/ Douglas E. Reese

Douglas E. Reese, Mayor

Attest:

/S/Vernae Larsen
CITY CLERK

RESOLUTION NO. 2025-083

ACKNOWLEDGEMENT OF DONATIONS

Motion By: Fagerlie

Second By: Butterfield

WHEREAS, the City of Willmar has received donations which have been acknowledged by the City Administrator expressing the community's appreciation for the period of April 1, 2025, through June 30, 2025.

Amount	From	For/Purpose
\$500.00	Home State Bank	2025 Welcoming Week
\$250.00	PACT for Families Collaborative	2025 Welcoming Week
\$10,000.00	CHS Community Giving Team	Fire Department for the Safety Excellence Award
\$100.00	Paul Magnuson	Willmar Police Explorers
\$200.00	Dooley's Petroleum	General Programming at the Community Center
\$200.00	Mick Quinn Insurance	General Programming at the Community Center

NOW, THEREFORE, BE IT RESOLVED by the City Council of Willmar, Minnesota that the City formally accepts the donations as listed.

Dated this 7th day of July, 2025

/S/ Douglas E. Reese

MAYOR

Attest:

/S/Vernae Larsen

CITY CLERK

WILLMAR PLANNING COMMISSION
WEDNESDAY, JULY 2, 2025
333 6TH STREET SW, CONFERENCE ROOM 1

MINUTES

The Willmar Planning Commission met on Wednesday, July 2, 2025, at 6:00PM at City Hall.

Members Present: Bob Poe; Gary Newberg; Christopher Buzzeo; Stacy Holwerda; and Yvon Fils-Aime.

Members Absent: None

Others Present: Christopher Frank (City Planner); Jennifer Kotila (WCT); Ashley Rodgers (applicant); Cindy Rodgers (public); Dave Solsrud (public); Acacia Banken (public); Justin Banken (public); Steve Ahmann (public); Heidi Ahmann (public); Thomas Lovecraft (public); Richard Huston (public); and Karen Banken (public).

1. Chair Buzzeo called for order at 6:03PM.
2. Roll Call.
3. Additions/Deletions: Commissioner Buzzeo suggested moving the "General Public Testimony" (item 5) to the last item (item 8) prior to adjournment and enacting a three-minute limit on individual public testimonies. **Commissioner Poe motioned to approve the change, seconded by Commissioner Newberg, and passed unanimously.**
4. Minutes:
 - 4.1. Planning Commission Meeting Minutes for June 4, 2025: **Commissioner Newberg motioned to approve the minutes, seconded by Commissioner Holwerda, and passed unanimously.**

5. REGULAR BUSINESS

6.1 HEARING AND ACTION

None.

6.2 PLATS

None.

6.3 BRIEFINGS

6.3.1 ASHLEY RODGERS: CONDITIONAL USE PERMIT (HOME OCCUPATION)

Location: 1116 Becker Ave SE; Parcel: 95-500-0070; Ward 3.

City Planner Chris Frank presented the request from Ms. Rogers to operate a dog grooming home

occupation at her residence. The business would serve approximately three to five dogs daily, or 15-25 dogs per week, Monday through Friday, 8:00 AM to 6:00 PM, with occasional weekends. Off-street parking would be available for drop-off/pickup of pets and there should only be minimal overlap with clients. Ms. Rogers confirmed she has 13 years of grooming experience and wishes to move her business from a salon to her home. A conditional use permit is required for any home occupation in a residential district (R2 zoning in this case). No action was taken at this meeting, as it was a briefing. A public hearing for this item is scheduled for July 16, 2025.

6. DIRECTOR'S REPORT

Planner Frank updated the commission that the Comprehensive Plan and the Safe Streets 4 All resolution were fully approved by the City Council on June 16th. Internal work has begun on updating the rental ordinance which will be coming to Planning Commission later in the year.

7. MISCELLANEOUS

Planner Frank provided an update on the city's project to correct historically inaccurate rights-of-way throughout the city. The city is contacting approximately 80 landowners to formalize easement agreements and replat certain areas. An open house for property owners is scheduled for July 17, 2025, at the Willmar Community Center from 5:30 PM to 7:00 PM.

8. GENERAL PUBLIC TESTIMONY:

Several members of the public living on or around 2nd St. SW behind the previously approved plan review from Marcus Construction upon the Legacy Commons lot appeared to express concerns regarding the development at Monongalia and Second Street Southwest. The plan review was approved at the May 21, 2025 Planning Commission meeting. Concerns raised by members of the public include: (1) that Second Street and Monongalia already have significant traffic issues, exacerbated by recent developments, the intersection is uncontrolled, and that new development would increase traffic issues; (2) frustration that residents were not notified of the plan review, arguing it affects the neighborhood's noise levels, trash, privacy, property values, and safety for children; (3) the capacity of the street to handle larger volume and loads of traffic that may utilize 2nd St as a result.

Planner Frank provided an update on new proposals from Marcus Construction resulting from the continued meeting with the Board of Zoning Appeals on Marcus's request for a variance. One proposal, if a variance is not obtained, would involve redesigning the area, losing parking spaces, and keeping the 2nd St. lane as an entrance or exit. The other proposal, requiring a variance, would wrap the pickup lane around to exit onto Monongalia, eliminating the 2nd St. curb cut entirely and greatly reducing traffic to 2nd St. Chair Buzzeo confirmed the May 21st meeting was a plan review request that was approved, and that building permits and a potential variance (handled by the Board of Zoning Appeals, not the Planning Commission) are still required. He noted that a four-way stop at

the intersection is being discussed to potentially reduce traffic concerns. Planner Frank clarified that plan reviews do not require public hearings under current ordinance, unlike variances.

Planner Frank confirmed that Marcus Construction would still be assessed for their portion of road maintenance and there was no tax incentive provided to Marcus or the owner for this project. Planner Frank reiterated that the property was rezoned to General Business in 2018 and the plan review was triggered only by the dedicated pickup lane, meaning a different business without said pickup lane would not require Planning Commission review. Members of the public also inquired about the process for changing the ordinance to ensure public notification in similar future cases. Planner Frank stated it would likely start with the planning and zoning department and that plans to address this scenario may be considered when changing the zoning ordinance in the future.

Further concerns were raised about stormwater retention, noting the current system occasionally floods and that Second Street needs to be redone and inadequate parking for customers and employees.

Planner Frank added that building permits are reviewed by the building official, engineer (for stormwater), and other departments to ensure compliance with codes and address concerns. He advised residents to stay in contact with him for updates, as building permit reviews are not publicly noticed.

Planner Frank reiterated that Marcus Construction's new plan, contingent on a future variance, includes a fence and trees along 2nd St. to block traffic lights and redirection of traffic onto Monongalia Ave, with no lane upon 2nd St.

9. **ADJOURN**

Commissioner Poe moved to adjourn the meeting, seconded by Commissioner Holwerda, and passed unanimously. The meeting was adjourned at 7:23PM.

**WILLMAR PLANNING COMMISSION
WEDNESDAY, JULY 16, 2025
333 6TH STREET SW, CONFERENCE ROOM 1**

MINUTES

The Willmar Planning Commission met on Wednesday, July 16, 2025, at 6:00PM at City Hall.

Members Present: Gary Newberg; Christopher Buzzeo; and Yvon Fils-Aime.

Members Absent: Bob Poe; and Stacy Holwerda.

Others Present: Christopher Frank (City Planner); Ashley Rodgers (applicant); and Cindy Rodgers (public).

1. Chair Buzzeo called for order at 6:03PM.
2. Roll Call.
3. Additions/Deletions: Commissioner Newberg motioned to move the approval of the July 2, 2025, minutes until the following meeting, seconded by Commissioner Fils-Aime, and passed unanimously.
4. Minutes:
 - 4.1. None.
5. General Public Testimony: None.

6. REGULAR BUSINESS

6.1 HEARING AND ACTION

6.1.1 ASHLEY RODGERS: CONDITIONAL USE PERMIT (HOME OCCUPATION)

Location: 1116 Becker Ave SE; Parcel: 95-500-0070; Ward 3.

Planner Frank updated the Planning Commission that mail service had been delayed on the project and that tonight's public hearing should be continued until the next meeting on August 6, 2025. Chair Buzzeo opened the public hearing at 6:03PM. Nobody appeared for the public hearing at this time. **Commissioner Fils-Aime motioned to continue the public hearing until the August 6, 2025, date, seconded by Commissioner Newberg, and passed unanimously.**

6.2 PLATS

None.

6.3 BRIEFINGS

None.

7. DIRECTOR'S REPORT

Planner Frank reminded the Planning Commission of the ROW adjustment open house occurring on July 17, 2025.

8. MISCELLANEOUS

9. ADJOURN

Commissioner Newberg moved to adjourn the meeting, seconded by Commissioner Fils-Aime, and passed unanimously. The meeting was adjourned at 6:09PM.

The Municipal Utilities Commission (MUC) convened its regularly scheduled meeting on Monday, July 14, 2025, at 11:44 a.m. in the WMU Auditorium. Commissioners in attendance were John Kennedy, Patricia Elizondo, Terrill Sieck, Dave Baumgart, Carol Laumer, and Bruce DeBlieck. Commissioner Shawn Mueske was absent.

Also present were General Manager Jeron Smith, Facilities and Maintenance Supervisor Kevin Marti, Finance and Office Services Supervisor Andrea Prekker, Energy Services Outreach Coordinator John Eggert, Information Systems Coordinator Mike Sangren, City Council Liaison Tom Gilbertson, Executive Secretary Abby Ahrendt, City Attorney Robert Scott (attending via teleconference), and *West Central Tribune* journalist Jennifer Kotila.

The meeting was called to order by Vice President John Kennedy, serving as Acting President for President Shawn Mueske, followed by the recitation of the Pledge of Allegiance. Vice President Kennedy then inquired whether there were any changes or additions to the agenda as presented. General Manager Smith provided clarification regarding highlighted line items on the bill payment list. Following review and discussion, Commissioner Laumer made a motion to approve the consent agenda, which was seconded by Commissioner Baumgart.

RESOLUTION NO. 23

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

- ❖ Minutes from the June 23, 2025, MUC Meeting; and
- ❖ Bills represented by vouchers No. 2021016 to No. 20251124, including associated wire transfers, totaling \$1,880,040.30.”

Dated this 14th day of July 2025.

President

Attest:

Secretary

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

General Manager Smith provided an update on this year’s WMU and MRES scholarships. Three recipients were awarded the 2025 WMU Scholarship: Morghan Lorensen, who will be attending Ridgewater College;

Braeden Fagerlie, who will be attending South Dakota State University; and Evan Wallestad, who will be attending North Dakota State University. In addition, both Braeden Fagerlie and Evan Wallestad were selected as recipients of the MRES Scholarship. Scholarship recipient Evan Wallestad and his mother, Melissa Wallestad, were in attendance at the meeting.

Finance & Office Services Supervisor Prekker presented the May 2025 Financial Reports, including a summary of the Investment Portfolio as of May 31, 2025. The report covered operating revenues, expenses, retained earnings, and comparative data for both the Electric and Water Divisions.

Finance & Office Services Supervisor Prekker reviewed the 2026 budget schedule with the Commission. She noted that the process is underway, with worksheet distribution, and staff review meetings scheduled. Upcoming steps include Planning Committee review, budget finalization, MUC approval, and submission to the City Council.

General Manager Smith noted that the current MMUA delegate on file is the former General Manager. He recommended updating the official delegate designation to reflect his role as General Manager. Commissioner Laumer made a motion to approve the appointment of Jeron Smith as the official MMUA delegate and Bruce DeBlieck as the alternate. Commissioner Baumgart seconded the motion.

RESOLUTION NO. 24

“BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby appoints Jeron Smith, General Manager, as the official delegate to represent WMU with the Minnesota Municipal Utilities Association (MMUA), and Bruce DeBlieck as the alternate delegate, authorized to act in the absence of the designated representative. This appointment shall remain in effect until amended by the Commission.”

Dated this 14th day of July 2025.

President

Attest:

Secretary

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

General Manager Smith provided an update on the Downtown Generation Site Grading Project, noting that bids were opened on June 26, 2025. A total of eight bids were received and reviewed by the Commission. Following discussion, Commissioner Baumgart made a motion to accept the recommendation to award the contract to Diversified Foundations of Alexandria, MN, in the amount of \$429,137.60. The motion was seconded by Commissioner DeBlieck.

RESOLUTION NO. 25

“BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby awards the contract for the Downtown Generation Site Grading Project to Diversified Foundations of Alexandria, MN in the amount of \$429,137.60, as recommended by DGR Engineering.”

Dated this 14th day of July 2025.

President

Attest:

Secretary

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

General Manager Smith shared with the Commission that Willmar Municipal Utilities received a 50-Year Milestone Award recognition from the Chamber of Commerce. He presented the award, which was handmade by Chamber member Jessica Hanson. Smith then provided a land acquisition update, noting that efforts are ongoing for three separate properties. One property owner is expected to submit an independent appraisal, after which a Labor Committee meeting will be scheduled to review pricing and discuss options. Following the Labor Committee meeting, WMU staff will meet with City staff to further discuss options and potentially move forward with a purchase.

Upcoming Events:

- ❖ Marshall Solar Plus Tour: August 14 & September 11 at 10:00 AM or 1:00 PM
- ❖ MMUA Summer Conference (Rochester, MN): August 18–20, 2025
- ❖ MRES Municipal Power Leadership Academy (Sioux Falls, SD): September 17–18, 2025

Vice President Kennedy asked if there were any additional matters for discussion. Hearing none, Commissioner Laumer moved to adjourn the meeting. The motion was seconded by Commissioner Baumgart and approved unanimously with a vote of six ayes and zero nays. The meeting adjourned at 11:59 a.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES

Abby Ahrendt, Executive Secretary

ATTEST:

Secretary



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.E.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Consideration of Sale of THC Product License- Coborn's Incorporated dba Cash Wise		

RECOMMENDED ACTION:

Approve the Sale of THC Product License on a Roll Call Vote

OVERVIEW:

On September 19, 2022, the City Council Adopted Ordinance No. 1487 regulating the sale of tetrahydrocannabinol products in the City of Willmar. During the 2023 Regular Session, Minnesota Legislature enacted Section 340A.412, Sub. 14 to include Exclusive Liquor Store sales. Below is an establishment that has submitted a license application for approval.

SuperValu Inc. dba Cub Foods #1607, located at 2201 South 1st Street, has submitted a Sale of THC Products License application with plans to sell THC products.

BUDGETARY/FISCAL ISSUES:

\$2,000.00 Annual License Fee

ALTERNATIVES TO CONSIDER:

Deny the approval of the requested license application.

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Pennock Lions Club Lawful Gambling Application		

RECOMMENDED ACTION:

Approve Pennock Lions Club Lawful Gambling Application

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Pennock Lions Club Lawful Gambling Application

LG240B Application to Conduct Excluded Bingo**No Fee**5/24
Page 1 of 2**ORGANIZATION INFORMATION**

Organization Name: Pennock Lions Club Previous Gambling Permit Number: XB 36324

Minnesota Tax ID Number, if any: 41-1436178 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: Po Box 281

City: Pennock State: MN Zip: 56279 County: Kandiyohi

Name of Chief Executive Officer (CEO): Bruce Luepke

CEO Daytime Phone: 3209051382 CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): mackenziebowman2020@hotmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☒ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

☐ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☒ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITYHas your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

☒ one of four or fewer bingo events held this year. Dates: August 6th, 7th, 8th, 9th 2025**-OR-**☐ conducted on up to 12 consecutive days in connection with a:☐ county fair Dates: _____☐ civic celebration Dates: _____☐ Minnesota State Fair Dates: _____Person in charge of bingo event: Mackenzie Bowman Daytime Phone: 3209051382Name of premises where bingo will be conducted: Kandiyohi County Fair GroundsPremises street address: 801 Seventh St NWCity: Willmar If township, township name: _____ County: Kandiyohi

LG240B Application to Conduct Excluded Bingo

5/24
Page 2 of 2

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

CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: Vernae Larsen

Signature of City Personnel: Vernae Larsen

Title: City Clerk Date: 7/14/25

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

COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Bruce Lupton Date: 7-14-25
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?

Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. A list of licensed distributors is available on the Gambling Control Board's website at www.mn.gov/gcb.

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

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

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

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

An equal opportunity employer



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Accounts Payable Report, 7/3/2025 - 7/16/2025		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 07.03.25-07.16.25 CK 75003-75107
2. EFT CK 600-602

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103696	ACE ROLLOFFS & DISPOSAL	233/07-25	75003 \$	49.68	GARBAGE
103696	ACE ROLLOFFS & DISPOSAL	200/07-25	75003 \$	846.00	Section A Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	213/07-25	75003 \$	260.06	Section B Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	238/07-25	75003 \$	129.48	City Hall garbage service
103696	ACE ROLLOFFS & DISPOSAL	239/07-25	75003 \$	202.64	PW garbage service
103696	ACE ROLLOFFS & DISPOSAL	240/07-25	75003 \$	24.35	Wastewater garbage service
103696	ACE ROLLOFFS & DISPOSAL	241/07-25	75003 \$	260.47	WWTF garbage service
103696	ACE ROLLOFFS & DISPOSAL	243/07-25	75003 \$	188.82	Garbage
103696	ACE ROLLOFFS & DISPOSAL	242/07-25	75003 \$	315.39	Garbage service DOAC
103696	ACE ROLLOFFS & DISPOSAL	237/07-25	75003 \$	52.70	Garbage service
104324	Adrianna Rodriguez	07102025	75004 \$	10.50	CVB - Adrianna Mileage (Posters and Table Tents)
102061	ALEX AIR APPARATUS 2 LLC	INV-52322	75005 \$	1,923.93	Nozzles
103136	ALPHA TRAINING & TACTICS LLC	2025-0190	75006 \$	1,067.58	Tactical Armor for New Officer
103557	AMAZON CAPITAL SERVICES	11HK-MYHV-3K7X	75007 \$	39.98	5 Pack USB C Car Chargers Qty 2
103557	AMAZON CAPITAL SERVICES	1HRH-LJGY-3H4P	75007 \$	92.50	Sandbags
103557	AMAZON CAPITAL SERVICES	191K-DPLX-KHYM	75007 \$	39.95	Rim O-ring
103557	AMAZON CAPITAL SERVICES	1QWQ-LFTQ-T9JC	75007 \$	91.40	iPhone cases
103557	AMAZON CAPITAL SERVICES	1MP6-C9J9-9PLW	75007 \$	27.98	Hoist box
103557	AMAZON CAPITAL SERVICES	19FW-QCP7-NMHD	75007 \$	45.37	crafts
103557	AMAZON CAPITAL SERVICES	149P-WN3N-JRGD	75007 \$	63.87	City Hall Coffee
103557	AMAZON CAPITAL SERVICES	1HV4-NG43-4WF9	75007 \$	21.00	iPhone case
103557	AMAZON CAPITAL SERVICES	1GK6-WJGY-XJPT	75007 \$	16.89	Game for Park it
103557	AMAZON CAPITAL SERVICES	1LC7-4XGY-XKD3	75007 \$	120.08	Table for PB, Movie for movie in the pool, money c
103557	AMAZON CAPITAL SERVICES	1D6F-4H6G-VGLQ	75007 \$	44.40	Wrist bands for pool
103557	AMAZON CAPITAL SERVICES	1WP3-K6V3-W14V	75007 \$	172.50	Whistles
103557	AMAZON CAPITAL SERVICES	1Q6Q-GT3L-V9XG	75007 \$	15.78	24 Multi Purpose Hanger Clips
103557	AMAZON CAPITAL SERVICES	1NW7-LTQT-PTHC	75007 \$	35.02	Office Supplies
103557	AMAZON CAPITAL SERVICES	1NWM-MY3N-1JMJ	75007 \$	257.96	Volleyball Nets
103557	AMAZON CAPITAL SERVICES	1I74-D3WF-9K93	75007 \$	49.86	General supplies
103557	AMAZON CAPITAL SERVICES	1VYM-G796-119R	75007 \$	167.12	Office supplies
103557	AMAZON CAPITAL SERVICES	1XGJ-39PH-GM3G	75007 \$	72.84	Office supplies
100057	AMERICAN WELDING & GAS INC	0010964961	75008 \$	83.69	Cylinder welding rental
100057	AMERICAN WELDING & GAS INC	10937097	75008 \$	26.25	Refill Fire Extinguisher
100057	AMERICAN WELDING & GAS INC	0010940284	75008 \$	29.55	Fire extinguisher inspections
100057	AMERICAN WELDING & GAS INC	0010964836	75008 \$	40.13	Cylinder rent
103946	ARVIG	STMT/06-25	75009 \$	3,850.00	Leased fiber - July
103008	ASPEN MILLS	357346	75010 \$	1,660.16	Uniform for Officer Devin Cravin
100538	ASSOCIATIONS NORTH	300003447	75011 \$	684.00	CVB - Associations North Membership
103610	AUSTIN INCORPORATED	57534	75012 \$	120.00	Septic Pumping - 1 Load
103610	AUSTIN INCORPORATED	57769	75012 \$	240.00	Septic Pumping - 2 Loads
103610	AUSTIN INCORPORATED	47143	75012 \$	120.00	Septic Pumping - 1 Load
102793	AUTO TECH ALIGNMENTS & MORE	28550	75013 \$	115.00	Alignment
102860	BATTERY WHOLESALE INC	267831WIL	75014 \$	273.48	Emergency lights
104299	BFirst Industrial	80018712-00	75015 \$	78.04	Zip Ties and Threadloc
104299	BFirst Industrial	80021004-00	75015 \$	82.74	Locks and Bolts
104299	BFirst Industrial	80021490-00	75015 \$	14.71	Expanding Foam
101010	BOLTON & MENK INC	0364194	75016 \$	27,250.00	Runway Lighting System
101010	BOLTON & MENK INC	0366705	75016 \$	21,500.00	Runway Lighting System
101010	BOLTON & MENK INC	0365414	75016 \$	828.84	Willmar Safety Action Plan
101010	BOLTON & MENK INC	0364193	75016 \$	1,100.00	Willmar Clear Zone Acquisition Plan
101010	BOLTON & MENK INC	0362164	75016 \$	4,969.00	Trailhead Services
100030	BRYAN ROCK PRODUCTS INC	70256	75017 \$	1,545.59	Ag Lime
102336	CANON FINANCIAL SERVICES INC	41394042	75018 \$	134.15	291358-3
102336	CANON FINANCIAL SERVICES INC	41394043	75018 \$	72.11	291358-4
102336	CANON FINANCIAL SERVICES INC	41394041	75018 \$	127.77	291358-2
102336	CANON FINANCIAL SERVICES INC	41394040	75018 \$	140.23	291358-1
100154	CHAMBERLAIN OIL CO	516228-00	75019 \$	492.80	DEF
100154	CHAMBERLAIN OIL CO	516227-00	75019 \$	2,419.10	Oil and shop supplies
100736	CHARTER COMMUNICATIONS	224360801070125	75020 \$	575.93	Jul Phone/Rice Park Internet
101708	CINTAS CORPORATION	5279052309	75021 \$	103.99	Medical Kits
104070	Column Software PBC	B15E1683-0089	75022 \$	35.44	General Public Notice

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
104070	Column Software PBC	B15E1683-0092	75022	\$ 107.00	GO Bonds Series 2025A
103677	COORDINATED BUSINESS SYSTEMS	39355958	75023	\$ 167.74	CVB Printer/Copy Services
103677	COORDINATED BUSINESS SYSTEMS	39581739	75023	\$ 187.70	CVB - Printer Services
103677	COORDINATED BUSINESS SYSTEMS	TNA123891	75024	\$ 256.97	CVB-Managed IT
100186	CROW CHEMICAL & LIGHTING	130360	75025	\$ 137.66	Toilet paper, paper towels
100186	CROW CHEMICAL & LIGHTING	130383	75025	\$ 116.50	40x48 22MIC
100186	CROW CHEMICAL & LIGHTING	130384	75025	\$ 126.50	Toilet paper, garbage bags
100186	CROW CHEMICAL & LIGHTING	130443	75025	\$ 151.50	Garbage bags, paper towels
100186	CROW CHEMICAL & LIGHTING	130433	75025	\$ 131.00	Toilet paper
101299	DAHLBERG BOOT & TRAILER SALES	765817	75026	\$ 73.90	Springs
103464	DAVIS/VICKI	07152025	75027	\$ 394.00	Reimbursement of Personal Expenditures
100212	DOOLEY'S PETROLEUM INC	233676	75028	\$ 115.34	Propane
100212	DOOLEY'S PETROLEUM INC	233679	75028	\$ 49.54	Propane
100151	DUININCK CONCRETE	2506-694964	75029	\$ 570.45	Hard hats, oil & grease stain remover
100222	DUININCK INC	Appl #9 PRJ NO 2401B	75030	\$ 272,543.46	Project No. 2401-B Pay Application #9
100222	DUININCK INC	565636	75030	\$ 363.53	Sand and Top Soil
100222	DUININCK INC	565724	75030	\$ 2,203.20	Asphalt
100222	DUININCK INC	565524	75030	\$ 608.00	Asphalt
100222	DUININCK INC	565657	75030	\$ 1,841.95	Asphalt
100231	ED'S SERVICE CENTER & SALES	149628	75031	\$ 250.00	Towed cars for block party - relocated to WEAC
100231	ED'S SERVICE CENTER & SALES	149632	75031	\$ 250.00	Towed vehicles for parade route
100231	ED'S SERVICE CENTER & SALES	149633	75031	\$ 125.00	Towed for Wlmr Fest from Robbins Island
100231	ED'S SERVICE CENTER & SALES	149493	75031	\$ 125.00	relocate vehicle from parade route
103002	FARM-RITE EQUIPMENT	P57678	75032	\$ 49.10	Coupler
100810	FERGUSON ENTERPRISES INC	1756761	75033	\$ 47.85	Plumbing Parts
100810	FERGUSON ENTERPRISES INC	1755639	75033	\$ 973.43	Toilet and Sink for Hilltop Bathroom
103029	FIRE CATT LLC	16412	75034	\$ 1,212.45	Annual ground ladder testing
100775	FIRST CHOICE FOOD & BEVERAGE	2107:036653	75035	\$ 1,116.16	Chips for DOAC concessions
100775	FIRST CHOICE FOOD & BEVERAGE	2107:036671	75035	\$ 1,907.28	Candy For concessions DOAC
102484	FISCHER/BETH	07142025	75036	\$ 150.00	CVB - Cell Phone May, June, July
101449	FLAHERTY & HOOD P.A.	23337	75037	\$ 6,942.95	General Municipal Matters-June Legal
101449	FLAHERTY & HOOD P.A.	23399	75037	\$ 475.00	Labor & Employment Consultation Services June 2025
102973	FLEETPRIDE	126995900	75038	\$ 49.56	filters
102973	FLEETPRIDE	127123027	75038	\$ 3.64	Filter
100273	FLEXIBLE PIPE TOOL CO	31553	75039	\$ 1,880.00	Leader hose, fittings, hose ends
100288	GALLS LLC	031684781	75040	\$ 63.94	Uniform Shorts
100293	GENERAL MAILING SERVICES	74027	75041	\$ 85.33	06/23-6/27/2025
100293	GENERAL MAILING SERVICES	73981	75041	\$ 318.11	6/16-06/20/2025
100293	GENERAL MAILING SERVICES	74200	75041	\$ 54.70	postage
100293	GENERAL MAILING SERVICES	74199	75041	\$ 87.70	General Mailing
100786	GRAINGER INC	9559316808	75042	\$ 89.22	Ear plugs
100786	GRAINGER INC	9561670143	75042	\$ 1,106.28	Headworks transducer
101887	GRAND RENTAL STATION	1-585196	75043	\$ 50.99	Equipment
103608	GRAVE/MATTHEW L	071025	75044	\$ 116.79	Safety Boots
100321	HANSEN ADVERTISING SPECIALTIES	52662	75045	\$ 5,416.00	Rain Gear
102608	HARTLAND OFFICIALS ASSOCIATION	071525	75046	\$ 150.00	Youth Baseball Umpires
102609	HAUG-KUBOTA LLC	27249	75047	\$ 105.89	Mower deck parts
102609	HAUG-KUBOTA LLC	34758R	75047	\$ 1,047.91	Axle Seal Repair
100325	HAWKINS INC	7125527	75048	\$ 11,061.02	Ind. ferric
100333	HILLYARD\HUTCHINSON	700664154	75049	\$ 136.81	Idler and Assembly
100058	HOME DEPOT CREDIT SERVICES	062325	75050	\$ 31.94	Squad 43 Supplies
103075	HORIZON COMMERCIAL POOL SUPPLY	INV108521	75051	\$ 203.14	Drain covers for pool
103075	HORIZON COMMERCIAL POOL SUPPLY	INV108733	75051	\$ 3,031.00	Filter repair at DOAC
103023	INNOVATIVE OFFICE SOLUTIONS	IN4873808	75052	\$ 66.51	office supplies
103861	JOE RILEY CONSTRUCTION	Project 2404-A Final	75053	\$ 10,256.84	Project No. 2404-A Final Pay App
104325	Joey Iiams	15881	75054	\$ 140.74	Exhaust leak #5285/171681
101642	KANDIYOHI CO HISTORICAL SOC	07012025	75055	\$ 100.00	CVB - Kandiyohi County Membership
100382	KANDIYOHI CO RECORDER'S OFFICE	708955	75056	\$ 46.00	Recorded Special Assessment payoff Doc 708955
100375	KANDIYOHI CO-OP ELECTRIC POWER	STMT/07-25	75057	\$ 2,840.72	Kandi Co-Op Electric
102187	LAKELAND MEDIA	IN-125065982	75058	\$ 1,700.00	CVB- Advertising
103376	LLOYD SECURITY INC	2208	75059	\$ 137.97	Alarm services in vehicle storage building

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
102593	LOFFLER COMPANIES	5065500	75060 \$	795.31	FD_Office uniFLOW subscription
102593	LOFFLER COMPANIES	5070823	75060 \$	264.19	CH Finance & PD Mailroom prints
102593	LOFFLER COMPANIES	5065243	75060 \$	34.43	CVB Telephone Charges
102593	LOFFLER COMPANIES	5074917	75060 \$	257.61	Standalone printer prints
100437	MARCO TECHNOLOGIES LLC	INV14086262	75061 \$	52.50	Shredding Services
100449	MENARDS	96667	75062 \$	26.40	bricks for craft
100449	MENARDS	96681	75062 \$	313.77	Lanscaping for trailhead
100449	MENARDS	96553	75062 \$	38.71	General supplies
100449	MENARDS	96535	75062 \$	53.79	Paint and bug repel for DOAC
100449	MENARDS	96594	75062 \$	89.82	Wire for DOAC
100449	MENARDS	97070	75062 \$	20.06	Bug Repel DOAC- Parts for Skate Rec
100449	MENARDS	96918	75062 \$	249.07	Lanscaping for Trailhead
100449	MENARDS	96959	75062 \$	24.40	General supplies
100449	MENARDS	96962	75062 \$	41.45	Expanding foam
100449	MENARDS	96913	75062 \$	216.12	Concrete crack seal
100449	MENARDS	97183	75062 \$	19.28	spray and cleaning
100449	MENARDS	96750	75062 \$	96.60	Airless Hose and Spray Trailhead
100449	MENARDS	96846	75062 \$	187.88	Hydrant paint
100449	MENARDS	96954	75062 \$	47.09	(6) paint brushes, JB lubricant, WD-40
100449	MENARDS	96599	75062 \$	102.22	laundry det, batteries & paint supplies
100449	MENARDS	96593	75062 \$	59.43	Sealant, foam Spray and Gloves
100449	MENARDS	94797	75062 \$	153.17	Small Tools
100449	MENARDS	96847	75062 \$	75.98	Fencing
100449	MENARDS	97021	75062 \$	138.41	Fish Tape
100449	MENARDS	97006	75062 \$	101.82	Fencing
100449	MENARDS	97225	75062 \$	10.74	1/4 Clip
100449	MENARDS	97282	75062 \$	29.41	Turf Tools
102699	MIKE'S SMALL ENGINE CENTER	34054	75063 \$	407.98	Weed Trimmers
101805	MINI BIFF LLC	13870	75064 \$	129.54	Mini Biff
101805	MINI BIFF LLC	13825	75064 \$	129.54	Mini Biff
101805	MINI BIFF LLC	13816	75064 \$	254.55	Mini Biff Turf Fields
101805	MINI BIFF LLC	14028	75064 \$	129.54	Mini Biff
101805	MINI BIFF LLC	14029	75064 \$	129.54	Mini Biff
104327	Minnesota State Fair	07162025	75065 \$	935.00	state fair tickets
100522	MN DEPT OF LABOR & INDUSTRY	ALR0176142X	75066 \$	100.00	City Hall elevator operating license
101064	MN POLLUTION CONTROL AGENCY	10000201246	75067 \$	14,350.00	Annual permit MPCA
100873	MOTOR SPORTS OF WILLMAR	2506185	75068 \$	49.90	Air Filter
103756	MR. CLEAN WILLMAR CLEANING SER	STMT/06-25	75069 \$	2,340.00	Shelter Cleaning
100541	MUNICIPAL UTILITIES	STMT/06-25	75070 \$	43,350.64	municipal utilities june 2025
100544	MVTL LABORATORIES INC	1313124	75071 \$	58.25	Lab test
103799	NCPERS GROUP LIFE INS.	841200072025	75072 \$	96.00	premiums withheld from employees 7/11
103502	NELSON SANITATION & RENTAL INC	INV/2025/9194	75073 \$	1,392.60	Televise 7th st.
102547	CARRANZA/NOE	261	75074 \$	150.00	Interpreting Services for Officer Maschino
103605	NORTH CENTRAL INTERNATIONAL	X201142931:01	75075 \$	18.66	Door Window Handle City ID 130522
103605	NORTH CENTRAL INTERNATIONAL	X201145169:01	75075 \$	333.12	Fender Bracket Kit
103605	NORTH CENTRAL INTERNATIONAL	R201002577:01-2	75075 \$	36.00	Checked Ac System 5257/171950
900178	NOVACARE REHABILITATION	848801342	75076 \$	150.00	PreEmployment Physical for Officer Cravin
100650	O'REILLY AUTOMOTIVE INC	SC04814400	75077 \$	2.38	finance charge
104207	Office Of MNIT Services	DV25060457	75078 \$	257.72	LOGIS Internet transport Jun
100604	PERKINS LUMBER CO INC	2506-285572	75079 \$	225.33	Trailhead Improvements
100604	PERKINS LUMBER CO INC	2506-285747	75079 \$	7.99	Spray Foam
100604	PERKINS LUMBER CO INC	2506-288617	75079 \$	75.97	Saw Blade, Nails, Expanding foam
100604	PERKINS LUMBER CO INC	2506-286505	75079 \$	75.84	Lumber, Stakes, Sawzall blade
100604	PERKINS LUMBER CO INC	2506-286244	75079 \$	20.18	Roff Vent and Flashing
100604	PERKINS LUMBER CO INC	2506-285938	75079 \$	11.98	Sakrete
100604	PERKINS LUMBER CO INC	2506-285936	75079 \$	7.29	Treated Lumber
100604	PERKINS LUMBER CO INC	2504-279122	75079 \$	53.97	Treated Lumber
100604	PERKINS LUMBER CO INC	2504-280342	75079 \$	1,287.05	Small Salt Shed Roof
100604	PERKINS LUMBER CO INC	2504-278660	75079 \$	278.85	Large Salt Shed Roof Materials
100604	PERKINS LUMBER CO INC	2504-279207	75079 \$	35.97	Construction Materials for a manhole
100604	PERKINS LUMBER CO INC	2504-281513	75079 \$	10.99	Screws

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100604	PERKINS LUMBER CO INC	2504-278813	75079 \$	24.99	Salt shed roof materials
100604	PERKINS LUMBER CO INC	2504-280341	75079 \$	1,803.00	Large Salt Shed Roof
100604	PERKINS LUMBER CO INC	STMT/06-25	75079 \$	110.29	finance charge
100604	PERKINS LUMBER CO INC	2505-284139	75079 \$	356.33	wood to board up 7th St NW
100604	PERKINS LUMBER CO INC	2505-283173	75079 \$	6.58	wire ties rebar
101968	PEST PRO II	23722	75080 \$	40.00	PEST MAINTENCE
101968	PEST PRO II	21491	75080 \$	307.44	Pest Control
100608	PETERSON SHOE STORE	237445	75081 \$	195.49	Safety boots J.H.
100608	PETERSON SHOE STORE	237570	75081 \$	242.24	Safety boots T.D.
100608	PETERSON SHOE STORE	237460	75081 \$	242.24	Safety Boots John G
100342	POWER PLAN OIB	P0067611	75082 \$	1,292.60	Brake Pedal Assembly
100374	PREMIUM WATERS INC	330666695	75083 \$	10.00	Water dispenser at DOAC
100374	PREMIUM WATERS INC	330667138	75083 \$	50.74	Water for DOAC
100374	PREMIUM WATERS INC	330668248	75083 \$	85.74	Water For DOAC
100374	PREMIUM WATERS INC	330666115	75083 \$	83.49	Drinking water WRAC
100374	PREMIUM WATERS INC	330663783	75083 \$	150.87	(12) bags of pellet salt
101093	QUICK SIGNS	183094	75084 \$	684.00	Window Graphics and Installation
100639	RAMBOW INC	668927	75085 \$	528.20	T-ball shirts 2025
100639	RAMBOW INC	668928	75085 \$	571.87	Soccer on the turf shirts 2025
100639	RAMBOW INC	668926	75085 \$	526.68	6U/8U softball shirts
100639	RAMBOW INC	668925	75085 \$	776.25	Little Hitters shirts
100665	RULE TIRE SHOP	1-76879	75086 \$	25.00	Balance Tire
100681	SCHWANKE TRACTOR & TRUCK INC	10312	75087 \$	11.95	Hyd Fitting
100685	SERVICE CENTER/CITY OF WILLMAR	STMT/06-25	75088 \$	15,708.51	Unleaded and Diesel fuel June 2025
100690	SHERWIN WILLIAMS CO	0247-0	75089 \$	21.18	Paint Match Caulk
100690	SHERWIN WILLIAMS CO	7935-3	75089 \$	73.23	Paint roller, Trays
100690	SHERWIN WILLIAMS CO	8406-4	75089 \$	2,152.80	Street Paint
100690	SHERWIN WILLIAMS CO	0354-4	75089 \$	927.47	Toluene, Cleaner
100690	SHERWIN WILLIAMS CO	9789-2	75089 \$	1,479.60	Traffic Paint
100690	SHERWIN WILLIAMS CO	9728-0	75089 \$	369.90	Traffic Paint
103218	SIETSEMA/SARA	070925	75090 \$	834.94	MESERB Summer Conference
103699	SILVA/AMBER	STMT/06-25	75091 \$	545.67	Wellness Program June 2025
102555	SUMMIT FIRE PROTECTION	3357218	75092 \$	296.00	Annual sprinkler inspection City Hall
100161	SYSO WESTERN MINNESOTA	253949748	75093 \$	1,204.05	Concessions DOAC
100161	SYSO WESTERN MINNESOTA	253943739	75093 \$	714.70	Concessions DOAC
100161	SYSO WESTERN MINNESOTA	253947249	75093 \$	1,075.75	Concessions DOAC
103801	TECH CHECK,LLC	8589C	75094 \$	1,072.00	Security cameras for covered rink
103795	TYLER TECHNOLOGIES, INC	045-527213	75095 \$	4,800.00	Jarrad onsite training 6/16/25-6/18/25
103519	TARGET SOLUTIONS LEARNING LLC	INV122585	75096 \$	2,736.09	Yearly subscription for Guardian Tracking
102915	VERIZON WIRELESS	6118076354	75097 \$	2,594.66	Verizon Jul/Aug
104083	Vestis	2530410501	75098 \$	68.63	Mechanics uniform rental
104083	Vestis	2530411093	75098 \$	14.06	Maintenance man uniform
104083	Vestis	2530413726	75098 \$	14.06	Maintenance man uniform
104083	Vestis	2530416336	75098 \$	14.06	Maintance man uniform
104083	Vestis	2530415732	75098 \$	68.63	Mechanics uniform rental
104083	Vestis	2530418352	75098 \$	79.09	Mechanics uniform rental
104083	Vestis	2530418927	75098 \$	14.06	Maintance man uniform
104083	Vestis	2530420735	75098 \$	68.63	Mechanics uniform rental
104083	Vestis	2530413147	75098 \$	95.20	uniform rental
102868	WALT'S	061625	75099 \$	61.41	Pump gas
102868	WALT'S	061925	75099 \$	50.86	Gas
102868	WALT'S	062725	75099 \$	49.24	Pump gas
100803	WEST CENTRAL PRINTING	25288	75100 \$	56.72	Business Cards for Officers
100805	WEST CENTRAL SANITATION	13484962	75101 \$	122.86	Recycleing
100805	WEST CENTRAL SANITATION	13483841	75101 \$	140.31	City Hall recycling
100805	WEST CENTRAL SANITATION	13485535	75101 \$	358.33	Recycling
100808	WEST CENTRAL TROPHIES	10213	75102 \$	144.00	Adult Softball Plaques
100808	WEST CENTRAL TROPHIES	10214	75102 \$	388.80	Youth Baseball Medals
103948	WHITE CAP, L.P	50032176105	75103 \$	244.69	Bollard covers
103442	WILLMAR GYMNASTICS BOOSTERS	233-2025	75104 \$	9,986.00	Gymnastics Registrations Jan-May 2025
101721	WILLMAR HOCKEY ASSOCIATION	4192	75105 \$	150.00	Advertising

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103859	ZARTICO, INC	0002021	75106 \$	10,000.00	CVB - Zartico Platform (07/01/25-12/31/25)
100841	ZIEGLER INCORPORATED	SI000665144	75107 \$	4,062.74	Town generator repair
100841	ZIEGLER INCORPORATED	SI000664825	75107 \$	230.45	Town generator diagnosis
Total				551,175.11	

Vendor Payment Listing

July 03, 2025 thru July 16, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100467	CENTERPOINT ENERGY	STMT/06-25	600	3,507.54	natural gas june 2025
100492	MN DEPT OF REVENUE	STMT/07-25	601	5,349.07	Fuel and Sales Tax
103319	MULTI-BANK SECURITIES	CD-795451DX8	602	245,000.00	Multi Bank Securities CD-795451DX8
			Total	253,856.61	



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Allie Paulsen, Administrative Assistant
Ordinance:	No	Presented By:	
Item:	Director Reports		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Community Growth Report - July 2025
2. HR Report - July 2025
3. Fire Department Calls June 2024/2025
4. Fire Department Calls Graph June 2024/2025
5. WPD Council Update July 2025
6. WPD Monthly Council Stat Sheet June 2025
7. WPD Crime Stats for 2020 thru 2024
8. Parks and Rec Report - July 2025
9. Public Works Director Report - July 2025



July's Pablo's Report:

Wrapping up the first half of July by celebrating Mental Health Awareness Month AS WELL AS Disability Month with my family, friends, colleagues, and community leaders!

Disability Awareness Month in July commemorates the signing of the Americans with Disabilities Act (ADA) that took place on July 26, 1990. ADA promotes equal rights and accessibility for people with disabilities.

We have some great individuals and organizations here in Willmar that are helping us create belonging and welcoming to members of our community who experience visible or invisible disabilities. The following quote is from a Willmar neighbor -name has been altered to protect privacy- and how WCI (West Central Industries) both are championing this work.

"Despite significant personal challenges, Roxanne received a job offer after submitting only three applications and interviewing with two companies. She said, "It feels great to be back to work. I feel more confident, it is happier at home, and I am making money again!" And that's not the best part of her story. Shortly after returning to work less than a month after her intake into WCI's WIN program, she was promoted to train new hires and given a raise. Then, about a month later, she was given another promotion, to Assistant Manager, and another raise! Roxanne has also been invited to be a full-time employee, which she is currently considering. She added, "It's been great to advance so quickly!" Roxanne said that she appreciated how WCI assisted her in considering a wide variety of employment options along with assisting her in her application, interviewing and preparation processes."

As a large part of my work, I am immersed in community development advocating for individuals who want to actively participate in our communities but cannot because of a visible or invisible disability. Gone are the days where disability inclusion is viewed only as a matter of social justice. There is a growing momentum in most of the city sectors around the tangible benefits of disability inclusion. Diverse members of our community, including those with disabilities, drive innovation, improve problem-solving, and enhance overall our community.

Embracing disability inclusion is not just the right thing to do; it's a smart business/human decision that can lead to significant benefits for both the City of Willmar and society. With evidence showing that disability-inclusive communities achieve belonging and a stronger community, investing in disability inclusion is a pathway to long-term success.

The League of Minnesota Cities continues to provide tools to spark our continuing efforts in becoming welcoming and creating belonging for ALL. Here is a good article: [Going Beyond ADA Compliance to Build Inclusive, Accommodating Communities](#)

Happy rest of July everyone! 🌍 ❤️ 100

Mark your calendars: **Willmar Welcoming Week Saturday, September 13 2025 2-6 PM.**

Pablo



HR Report

We recently welcomed new Police Officer Devin Cravin to the WPD family and celebrated the badge pinning of Edward Rodriguez. We are also excited to announce the promotion of Officer Josh Helgeson to a Sergeant position. We look forward to all of the contributions that these officers will make to the department and to our Willmar community! Congratulations to each of them!

The start of July also saw us saying goodbye to a valuable member of our team. HR Assistant Amy Wohl Wilson moved on to new adventures in her northern Minnesota community. Amy played an integral role during numerous transitions over the last several years and was a vital asset to me during my first several months with the City of Willmar. Amy's knowledge and willingness to help will be missed, and we wish her and her family the very best going forward! Administrative Assistant Allie Paulsen will be helping to fill in the gaps left by Amy's departure.

We have begun the process of evaluating insurance quotes ahead of our plan renewal and open enrollment period, including options for the new state-mandated Paid Family Medical Leave benefit that goes into effect on Jan 1, 2026. We were able to implement our new Benefits Enrollment Portal for new hires as of July 1. We anticipate that this portal will also be rolled out to existing employees within the next month, allowing them to make changes to their enrollments for qualifying life events and ahead of the fall open enrollment period.

We have also started the build of our new HR Connection website that will host a variety of policies, information, and forms in an accessible format. City employees will be able to access the site from any device, including from their home or personal devices, and will find information about such topics as insurance plans, city policies, PERA and retirement planning, and training resources. They will also be able to quickly find and download forms through the platform for personal events such as a new address or change to payroll deductions, or work-related items such as reporting a work injury or requesting a leave of absence. This resource is expected to be available to employees by early August.

Sincerely,

A handwritten signature in black ink that reads 'Alissa Gambrel'.

Alissa Gambrel – HR Director

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

JUNE 2025

Type of Call	June 2024	June 2025
Alarm Activations	16	11
Sprinkler Activations	1	2
Cooking Fires	2	4
Hazardous Materials Call	0	1
Electrical Fires	0	1
Elevator Rescues	1	3
Carbon Monoxide Incidents	1	2
Natural Gas Leak	1	4
Car Crashes	5	6
Smoke Scares	4	2
Building Fires- Mutual Aid	1	2
Lawn Mower Fire	1	1
Public Service	1	1
Weather Watch	1	2

Current Month CFS: 42

First Responder Calls: 10

2025 Fire Calls for Service to date: 197

2025 First Responder Calls to date: 83

2024 Fire Calls for Service –June: 34

2024 Calls for Service to date: 175

2024 First Responder Calls to date: 58

Training:

June 5 -- Business Meeting

June 12 – Station and Truck clean up

June 19 – Off for Willmar Fests

June 21 – Pancake Feed

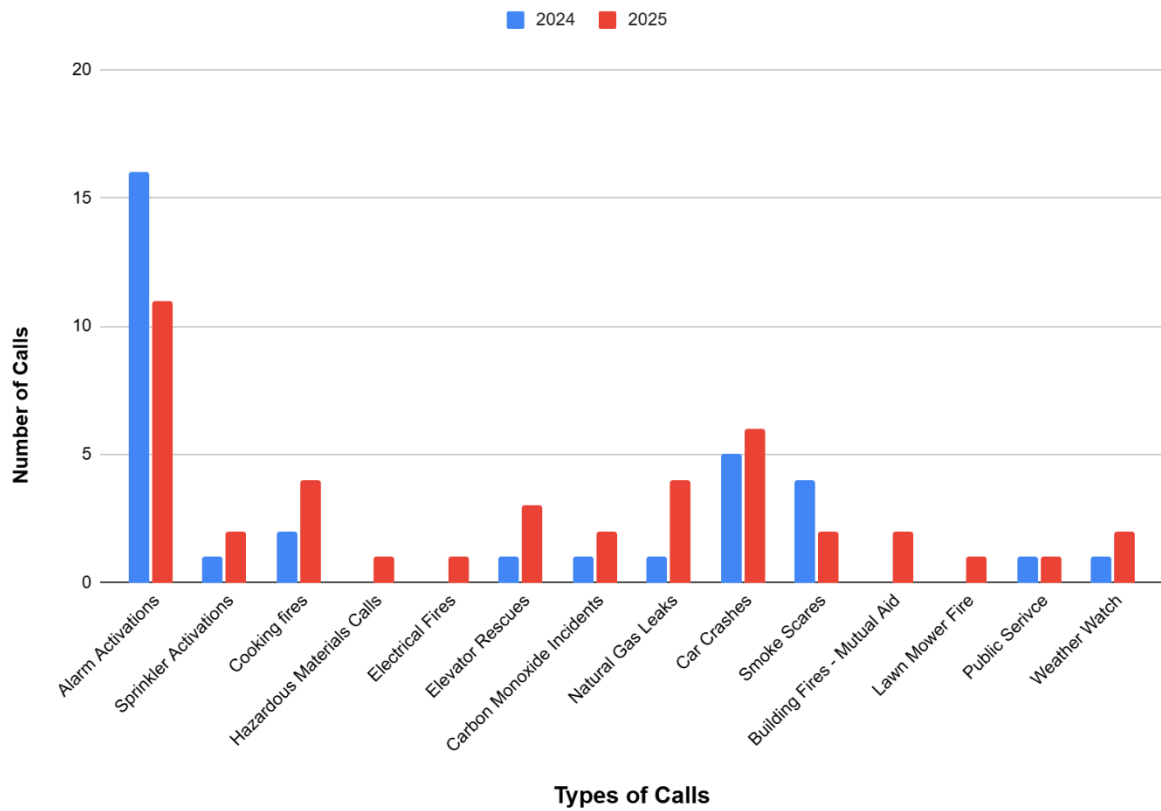
June 22 – Water ball – Robbins Island

June 26 – Technical Rescue Training

June Response Time: 6:09

YTD Response Time: 6:21

JUNE: Calls for Service 2024 & 2025



City Council Update – Willmar Police Department

1. Homicide Investigation Updates

The Willmar Police Department continues to investigate the May 12, 2025, homicide that occurred in the 1800 block of 7th Avenue SE. The suspect in this case was a juvenile at the time of the offense. This case is still active and under investigation.

On June 8th, 2025, a homicide took place in Davenport, Iowa with a person of interest in custody and a weapon unrelated to their case was located and has been linked to our homicide case here from May 12, 2025, with more testing currently being done.

2. Staffing Updates

- **Officer Devin Cravin** officially joined the Willmar Police Department on **July 1, 2025**.
- **Officer Edward Rodriguez** has successfully completed the Field Training Officer (FTO) program and is now patrolling independently.
- **Officer Cody Caron** recently marked his **one-year anniversary** with the department and has completed his probationary period.

The department is pleased to welcome and recognize the progress of these officers as they continue to serve the Willmar community.

3. Recent convictions

- Lateef Mahaffey Jr was convicted in April of 2025 on 3rd Degree Murder, second degree manslaughter, 3rd degree drug sales, and aiding and abetting after selling fentanyl-laced drugs that resulted in the victim's death in 2022. He was sentenced on July 14, 2025 to 158 months in prison.
- Mercedes Leigh Carpenter entered an Alford plea in May 2025 to 2nd degree Manslaughter and will be sentenced September 29, 2025 pending from the same case as Mahaffey.

Willmar Police Department

Monthly Calls for Service Statistics

Title	June 2024	June 2025
911 Hang Up	12	3
Abandoned Vehicles	28	47
Agency Assist	52	36
Alarm	20	21
Alcohol Offense	5	5
Animal	75	52
Assault	15	9
Burglary	4	5
Child Custody Dispute	9	9
Crash	57	64
Criminal Damage To Property	25	22
Disorderly	22	11
Domestic	44	33
Drugs	13	8
Family Service	61	41
Fight	9	8
Fraud	12	14
Gun Permits	9	11
Harassment	33	30
Information	10	11
Weapons complaint	7	7
Lost And Found	56	37
Mental Issues	66	35
Missing Person	31	12
Motorists Assist	15	14
Neighborhood Disturbance	48	24
Public Assist	144	174
School Related Incidents	1	0
Sex Crimes	5	7
Sudden Death/Bodies Found	1	2
Suicidal Person	7	9
Suspicious	80	85
Theft	43	30
Traffic Complaint	51	75
Traffic Stop	266	149
Trespass	8	11
Warrant Service	16	21

Current Month CFS:

1177

YTD Calls for Service:

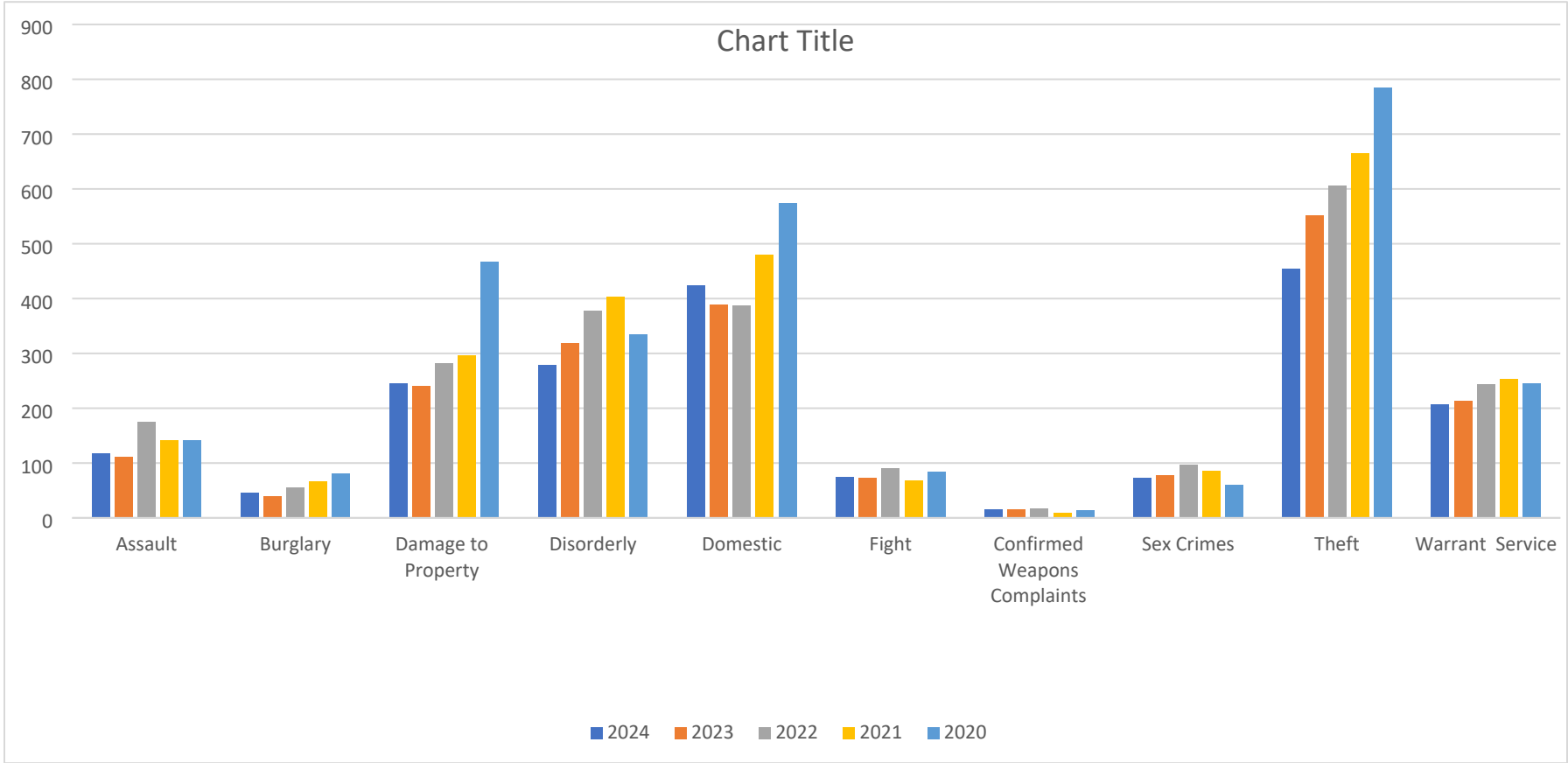
6,984

2024 Month CFS:

1429

(Some minimal CFS
categories not shown)

	Assault F=Felony	Burglary	Damage to Property	Disorderly	Domestic	Fight	Confirmed Weapons Complaints	Sex Crimes	Theft	Warrant Service
2024	117 (34 F)	45	245	278	423	74	15	73	454	206
2023	111 (23 F)	39	240	319	388	73	15	78	552	213
2022	174 (35 F)	55	281	377	387	90	16	96	605	244
2021	142 (29 F)	66	296	403	479	68	8	86	664	253
2020	142 (34 F)	81	467	334	574	84	13	60	784	245



Phone: (320) 235-1545
2707 Arena Dr
Willmar, MN 56201



July 2025 – Youth & Adult Programming Update

Youth Programs:

- Our youth programs continue to run well this summer.
- Games for Little Hitters Baseball, Softball, and T-Ball began in July.
- Make-up dates are scheduled for the final week of July, with all programs concluding on July 31st.

DOAC (Dorothy Olson Aquatic Center):

- It's been a busy summer at the DOAC.
- June Attendance: Average of 220.7 guests per day (open days).
- July Attendance (so far): Average of 393 guests per day, indicating a strong upward trend in attendance.

Bike Rentals:

- June Rentals: 43 bikes rented.
- Revenue: \$33.50 collected.

Youth Baseball & Softball:

- Recreational Baseball and Softball seasons wrap up this week.
- Despite a wet summer, the seasons ran smoothly.
- 12U Rec Softball team placed 2nd in a recent travel tournament.
- Hosting an End-of-Season Tournament for 7th/8th Grade Baseball this weekend.

Adult Sports:

- Softball: All three adult softball divisions are nearing the end of their regular seasons, slightly delayed due to rainouts.
- Basketball: 3-on-3 Basketball League launched by summer intern with 10 participating teams.

Youth Football (Fall Season Preview):

- Preparations are underway; all towns from last season confirmed.
- Discussing potential participation with BBE.
- Annandale confirmed for Jamboree.
- Equipment Checkout: August 4–5, 5:00–7:00 PM.

Community Center Programs:

- Little Steps programs revamped and seeing increased participation.
- Kids Science Camp featured homemade lava lamps this week.
- Kids in the Kitchen visited Poland, Vietnam, China, and Mexico.
- Trips to Twins games; upcoming: The Jason Show and MN State Fair.
- Senior Crafting Club continues weekly with strong participation.
- Other July crafts: Beaded Wind Chime, Fun in the Sun Stand, Trace & Paint.

Phone: (320) 235-1545
2707 Arena Dr
Willmar, MN 56201



- New: Little Art Box at Intuition Brewing. Galleries are freshly painted and updated.

Facilities & Events:

- Upcoming Events: MS Bike Ride (July 22–24), Arnold’s Farm Show (Aug 18–22), WPS All-Staff Mtg (Aug 27), Gun Show (Sep 12–14).
- Ongoing Tasks: Concessions, scheduling for HS sports, hockey, Warhawks, ice season, and fall rec programs.
- Additional: Field maintenance, staff scheduling, disc golf tournament planning.

Projects & Capital Improvements:

- Outdoor Rink Project: Dirt work underway, project is on schedule.
- DNR Trailhead Project: Operational; reimbursement received.
- Cardinal Place at Civic Center is progressing well.
- Civic Center East Wall/Door Project: The project has started, and we have found issues with the columns not being core-filled; items are being resolved.
- Amphitheater: Continued Rotary collaboration, Legacy Grant reapplication is due July 31st.
- Applied for Bike-Friendly Community designation.
- 2025 Budget & CIP Planning in progress.
- DNR Fishing Platform: Permit in, work scheduled this summer.
- Splash Pad controller expected to arrive soon



Wastewater Updates from Superintendent Jason Lindahl

- Daily duties for plant operations.
- Daily sampling and testing for BOD's, TSS, Ammonia, Phosphorus, and pH as required by our NPDES permit.
- We received passing results for our WET test.
- Submitted the checklist to our contract labs for the DMR-QA.
- Additional work due to excessive rain!
- Submitted the monthly EDMR to the MPCA.
- JOTS billing and Hauled-in waste billings.
- Ongoing smoke testing for inflow & infiltration sources.
- Monthly generator runs at multiple lift stations and the plant.
- Fixed leaks in the advanced secondary treatment unit #4.
- Sara submitted annual Priority Pollutants monitoring results to MPCA
- Attended SW Regional Sustainable Development Partnership meeting
- Sold rain barrels
- Reviewed quarterly monitoring reports from special discharge permittees
- Reviewed Whole Effluent Toxicity monitoring results and submitted to MPCA
- Participated in municipal wastewater/solid waste leachate discussion with MPCA
- Assisted with sampling and public notification signage for 6/13 rain event
- Drafted I/I Reduction Ordinance for staff review
- Shared wastewater and stormwater public education posts on Facebook
- Completed hauled waste billing requests
- Completed quarterly stockpile inspections for MS4 program
- Completed annual IDDE training for wastewater staff
- Attended MN Environmental Science and Economic Review Board (MESERB) summer conference



Public Works Updates from Superintendent Kyle Radunz

Streets & Stormwater

June brought unusually heavy rainfall to the Willmar area, with over 12 inches recorded during the month—including more than 8 inches on June 13th alone. Despite these challenges, our crews remained active in essential maintenance efforts:

- **Street Patching:** Completed patching on 4 days, working around frequent rain events.
- **Stormwater Response:** Heavy rain led to numerous street closures and increased stormwater activity, including:
 - Catch basin maintenance and repairs
 - Vacuuming debris from plugged catch basins
 - Gravel road repair
 - Clearing bogs from the Foot Lake outlet
 - Cleanup of storm-related tree damage
- **Street Sweeping:** Roads were swept on 12 days during the month.
- **Pavement Markings:** Painted crosswalks, directional arrows, and yellow curbs over 6 days.

Parks & Grounds

Our Department remained busy with routine maintenance and ground care across the city:

- **Ball Fields:** Prepared and maintained 8 baseball fields for practices and games.
- **General Groundskeeping:** Mowed and trimmed weeds across 39 park areas. Regular litter pickup and equipment maintenance were also completed.
- **Splash Pad:** The splash pad was operational for about one week before controller issues on June 4th caused a shutdown. We are currently awaiting replacement parts.
- **Public Restrooms:** Cleaned and maintained 7 restrooms twice daily to ensure cleanliness.
- **Tree & Turf Work:** Assisted with stump removal and turf restoration from winter tree removals.
- **Brush Site:** Maintained by turning and stacking compost and burning excess brush and trees.
- **Trail Maintenance:** Swept and repaired walking paths as needed.
- **Weed Control:** Sprayed for weeds in parks and along city roadways.

Safety, Equipment, and Facilities

- **Monthly Safety Inspections:** Conducted inspections of fire extinguishers, harnesses, ladders, eyewash stations, hoists, cranes, AEDs, and more.
- **Vehicle & Equipment Maintenance:** Continued routine service and repairs across departments.

Community Events Support

Staff played a key role in supporting several community events throughout June:

- **Willmar Fest:** Placed barricades, cones, Showmobile, bounce house, parade floats, parklets, picnic tables; maintained trail for Foot Lake 4 Run; removed swim buoys for the ski show; set up bleachers; and sprayed event areas for mosquitoes.
- **Willmar Summer Classic Baseball Tournament:** Mowed, trimmed, and maintained grounds; prepared multiple ball fields; and distributed supplies and picnic tables.
- **Pride Week:** Supplied additional picnic tables at Rice Park.
- **Somali Independence Day:** Provided cones, barricades, picnic tables, and the bandshell.
- **Prairie Winds Band Concerts (3 Wednesdays in June):** Set up the bandshell, trailer, chairs, and equipment.

Other Projects

- **Trailhead Project:** Completed grading around the shelter and bathroom to achieve final elevation.
- **Complaint-Based Mowing:** Responded to and mowed properties as needed.
- **Sperry Pickleball Courts:** Installed a second covered picnic table.
- **Mosquito Spraying:** Sprayed one application citywide during June.



Street Projects

Reconstruction work on 20th St SE is currently underway. This work includes removal of old and new installation of the following: curb, gutter, driveway aprons, water main, sanitary sewer main, stormwater improvements, hydrants, and service laterals. Temporary access roads have been built to surrounding properties. Please use caution when traveling on these roads.

The Business Hwy 71 pavement resurfacing project is now underway and will be completed in two phases. During each phase, one half of the roadway will be closed while work is performed. Business 71 will remain open throughout the project, but traffic will be reduced from four lanes to two. Motorists are encouraged to allow extra time to navigate this area.

Currently, in Phase 1, the northbound lanes are closed, and all traffic is being detoured onto the southbound lanes. Once Phase 1 is complete, Phase 2 will begin, shifting the detour: the southbound lanes will close, and traffic will be rerouted to the northbound lanes. The contractor anticipates Phase 1 to be completed by mid-August, and Phase 2 to be completed by late September.

The remainder of overlay projects are scheduled to being in late July. These areas include Technology Drive, Eagle Ridge Drive W, Fairway Drive, 7th Ave NW, 8th Ave NW, 29th Street NW, 20th Ave SW, 21st Ave SW, 22nd St SW, and 24th St SW.

Kandiyohi County projects on 15th Ave NW and 7th St NW, are underway and expected to be substantially completed by the end of July.

Construction updates and project contacts can be found at willmarconstruction.com.

Miscellaneous

General maintenance and cleaning duties are being performed daily at City Hall and the Auditorium. Plumbing work, foundation sealing, gym floor repair, carpet cleaning, and light fixture repairs have also taken place recently.

As always, thank you for the opportunity to be part of the amazing team we have here at the City of Willmar.

Respectfully

A handwritten signature in cursive script, reading "Justin DeLeeuw". The signature is written in dark ink and is positioned below the word "Respectfully".

Justin DeLeeuw – Public Works Director



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Finance Report		

RECOMMENDED ACTION:

OVERVIEW:

For information only: YTD Budget and investment update through 6/30/2025.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General Fund 6.30.25
2. WWTP 6.30.25
3. Activity through 6-30-25
4. Investment Portfolio through 6-30-25
5. Historical Interest per quarter through 6-30-25
6. Interest Breakdown by Institution through 6-30-25



**City of Willmar
General Fund
Budgetary Comparison Report
For the Period Ended June 30, 2025**

	<u>2024 Actual</u>	<u>2025 Annual Budget</u>	<u>2025 Year-To-Date</u>	<u>% of 2025 Budget</u>
<u>Revenues</u>				
General Property Taxes	\$ 9,047,283.83	\$ 10,360,932.00	\$ 5,345,304.12	51.59%
Licenses and Permits	610,528.05	507,500.00	300,968.54	59.30%
Intergovernmental	7,105,464.49	6,977,458.00	806,208.94	11.55%
Service Charges	1,125,776.41	957,500.00	605,701.73	63.26%
Fines and Forfeits	111,018.18	100,000.00	47,889.73	47.89%
Special Assessments	2,180.90	-	1,596.77	
Miscellaneous Revenue	1,195,728.98	325,000.00	1,261,880.32	388.27%
Other Financing Sources	3,167,118.85	2,876,308.00	1,260,006.31	43.81%
Total Revenues	\$ 22,365,099.69	* \$ 22,104,698.00	\$ 9,629,556.46	43.56%
<u>Expenditures</u>				
City Administrator	\$ 968,170.50	\$ 780,505.00	\$ 296,169.45	37.95%
Mayor and Council	438,981.77	414,150.00	278,613.16	67.27%
City Hall	736,827.05	911,856.00	110,699.94	12.14%
City Clerk	217,034.80	244,293.00	116,731.09	47.78%
Elections	137,406.13	23,400.00	5,630.44	24.06%
Finance Department	498,178.32	558,492.00	255,476.99	45.74%
Planning/Development Services	1,167,791.03	1,044,184.00	474,756.94	45.47%
Legal	252,086.24	-	-	0.00%
Information Technology	815,887.80	971,158.00	591,760.01	60.93%
Human Resources	215,706.34	239,369.00	97,400.44	40.69%
Cultural Diversity	177,583.26	195,654.00	101,310.96	51.78%
Sub-Total General Gov't.	5,625,653.24	5,383,061.00	2,328,549.42	43.26%
Police Department	6,492,390.64	7,003,653.00	3,288,463.01	46.95%
Fire Protection	1,019,187.37	1,297,884.00	510,397.48	39.33%
Sub-Total Public Safety	7,511,578.01	8,301,537.00	3,798,860.49	45.76%
Public Works	4,011,527.16	4,351,778.00	1,848,140.93	42.47%
Engineering	721,885.61	404,000.00	133,914.89	33.15%
Transit System	20,500.00	21,000.00	20,500.00	97.62%
Storm Water	134,139.05	88,000.00	40,679.53	46.23%
Sub-Total Streets/Highways	4,888,051.82	4,864,778.00	2,043,235.35	42.00%
WRAC	129,799.82	149,980.00	76,340.06	50.90%
Library	553,711.53	573,018.00	330,582.12	57.69%
Auditorium	38,856.37	71,268.00	21,545.94	30.23%
Parks & Recreation	1,045,869.14	1,133,022.00	568,019.71	50.13%
Civic Center	1,021,314.19	1,055,942.00	480,954.98	45.55%
Recreation/Event Center	10,056.23	10,000.00	4,476.99	44.77%
Community Center	322,308.89	289,065.00	151,538.04	52.42%
Aquatic Center	230,459.01	273,027.00	64,532.70	23.64%
Sub-Total Culture/Recreation	3,352,375.18	3,555,322.00	1,697,990.54	47.76%
Total Expenditures	\$ 21,377,658.25	\$ 22,104,698.00	\$ 9,868,635.80	44.64%

* Indicates Over Budget



City of Willmar
 Waste Treatment Plant
 Budgetary Comparison Report
 For the Period Ended June 30, 2025

	<u>2024 Actual</u>	<u>2025 Annual Budget</u>	<u>2025 Actual Year-To-Date</u>	<u>% of 2025 Budget</u>
<u>Revenues</u>				
Intergovernmental	\$ 89,518.02	\$ 30,000.00	\$ 7,220.39	24.07%
Service Charges	9,599,947.09	10,919,850.00	4,038,711.47	36.99%
Miscellaneous Revenue	941,295.34	470,000.00	379,523.12	80.75%
Total Revenues	\$ 10,630,760.45	\$ 11,419,850.00	\$ 4,425,454.98	38.75%
<u>Expenditures</u>				
Waste Treatment - Treatment	5,482,770.76	13,061,131.00	3,523,500.38	26.98%
Waste Treatment - Collections	287,939.22	704,849.00	122,498.67	17.38%
Waste Treatment - Biosolids	314,129.83	361,800.00	67,729.56	18.72%
Waste Treatment - Eagle Lake	24,580.43	30,650.00	11,571.43	37.75%
Total Expenditures	\$ 6,109,420.24	\$ 14,158,430.00	\$ 3,725,300.04	26.31%

* Indicates Over Budget



INVESTMENT ACTIVITY REPORT FOR QUARTER ENDED JUNE 30, 2025

BALANCE AT PRIOR QUARTER END MARCH 31, 2025	\$ 48,827,127.85
SUMMARY OF APRIL THROUGH JUNE, 2025, TRANSACTIONS:	
(04/11/25) Purchased: Multi-Bank Securities, CD-89235MRC7, 04/03/28, 4.050%	245,000.00
(04/14/25) Matured: Multi-Bank Securities, FHLB-3130ARGD7, 4/14/25, 2.000-4.000%	(1,000,000.00)
(04/14/25) Market Value Adjustment: Multi-Bank Securities, FHLB-3130ARGD7	150.00
(04/30/25) Purchased: Multi-Bank Securities, CD-02589AHE5, 04/30/30, 4.100%	244,000.00
(04/30/25) Interest Accrued: 4M	5.58
(04/30/25) Interest Accrued: 4MP	1,986.44
(04/30/25) Interest Accrued: 4M-203	1,902.55
(04/30/25) Interest Accrued: 4MP-203	7,603.75
(04/30/25) Interest Accrued: 4M-204	4,007.01
(04/30/25) Interest Accrued: Bremer Bank Money Market	140.19
(04/30/25) Interest Accrued: UBS, Money Market	46,815.67
(05/07/25) Multi-Bank Securities, CD-61776NRV7, 05/07/29, 4.150%	244,000.00
(05/22/25) Matured: UBS, USTN-912797NM5, 05/22/25, 4.296%	(490,645.75)
(05/22/25) Market Value Adjustment: UBS, USTN-912797NM5	(6,364.25)
(05/22/25) Interest Earned: UBS, USTN-912797NM5, 05/22/25, 4.296% (deposited into UI	9,354.25
(05/22/25) Deposited into UBS MM	490,645.75
(05/28/25) UBS: Purchased FHLMC-3132XFUM8, 11/01/2029, 4.421%	500,000.00
(05/28/25) UBS: Premium to Purchase. FHLMC-3132XFUM8	3,339.38
(05/22/25) UBS: Cashed in portion of Money Market to Purchase FHLMC	(505,045.63)
(05/31/25) Interest Accrued: 4M	5.63
(05/31/25) Interest Accrued: 4MP	2,040.13
(05/31/25) Interest Accrued: 4M-203	1,952.49
(05/31/25) Interest Accrued: 4MP-203	7,809.23
(05/31/25) Interest Accrued: 4MP-204	4,112.21
(05/31/25) Interest Accrued: Bremer Bank Money Market	144.99
(05/31/25) Interest Accrued: UBS, Money Market	48,542.53
(06/20/25) Purchased: 4M, Money Market 101-P	5,000,000.00
(06/23/25) Called: Wells Fargo Advisors, FHLMC-3134GXWP5, 06/23/27, 4.500%	(1,000,000.00)
(06/23/25) Market Value Adjustment: Wells Fargo Advisors, FHLMC-3134GXWP5	720.00
(06/23/25) Purchased: Wells Fargo Advisors, Money Market	1,000,000.00
(06/30/25) Interest Accrued: Bremer Bank Money Market	140.43
(06/30/25) Interest Accrued: 4M, 101	5.43
(06/30/25) Interest Accrued: 4M, 101P	8,385.23
(06/30/25) Interest Accrued: 4M, 203	1,889.16
(06/30/25) Interest Accrued: 4M 203P	7,550.40
(06/30/25) Interest Accrued: 4M 204	3,978.93
(06/30/25) Interest Accrued: UBS Treasury Fund	47,103.38
(06/30/25) Quarter-End Market Value Adjustment	\$ 183,879.13
 JUNE 30, 2025 BALANCE	 \$ 53,942,282.09



CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2025

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
Investments:							
1	Bremer Bank	MM 437680198	09/28/2018	N/A	1.000%	\$ 170,995.41	\$ 170,995.41
2	4M	MM 35205-101	01/31/2020	N/A	4.246%	\$ 1,592.07	\$ 1,592.07
3	4M	MM 35205-101-P	01/31/2020	N/A	4.282%	\$ 5,572,330.12	\$ 5,572,330.12
4	4M	MM 35205-203	10/08/2021	N/A	4.246%	\$ 545,505.58	\$ 545,505.58
5	4M	MM 35205-203-P	09/14/2023	N/A	4.282%	\$ 2,166,222.70	\$ 2,166,222.70
6	4M	MM 35205-204	06/27/2024	N/A	4.246%	\$ 1,148,919.05	\$ 1,148,919.05
7	UBS	MM	12/06/2023	N/A	4.190%	13,750,155.65	\$ 13,750,155.65
8	Wells Fargo Adv	MM	06/23/2025	N/A		1,000,000.00	\$ 1,000,000.00
9	Multi-Bank Sec	FHLMC 3134GXE34	07/25/2022	07/25/2025	4.050%	1,500,000.00	\$ 1,499,670.00
10	Bremer Wealth	FHLMC 3134GWND4	03/02/2021	08/12/2025	0.600%	250,000.00	\$ 248,910.00
11	Wells Fargo Adv	FHLB 3130AKLN4	01/14/2021	10/14/2025	0.200-3.500%	1,000,000.00	\$ 996,520.00
12	Wells Fargo Adv	CD 48128UQY8	11/13/2020	11/13/2025	0.400-1.000%	245,000.00	\$ 241,937.50
13	Wells Fargo Adv	FHLB 3130AKTT3	01/29/2021	01/29/2026	0.300-1.000%	2,000,000.00	\$ 1,962,780.00
14	Wells Fargo Adv	FHLB 3130AKWD4	02/09/2021	02/09/2026	0.300-0.750%	2,000,000.00	\$ 1,959,980.00
15	Wells Fargo Adv	FHLB 3130ALGY4	03/16/2021	03/16/2026	0.500-1.000%	755,000.00	\$ 738,231.45
16	Wells Fargo Adv	FHLB 3130ALYA6	04/28/2021	04/28/2026	0.550-2.000%	1,000,000.00	\$ 981,420.00
17	Wells Fargo Adv	FHLB 3130ALX66	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	\$ 987,840.00
18	Wells Fargo Adv	FHLB 3130ALZ80	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	\$ 987,150.00
19	Wells Fargo Adv	CD 856285VS7	05/19/2021	05/19/2026	1.000%	245,000.00	\$ 238,446.25
20	Wells Fargo Adv	FHLB 3130AMKN1	05/27/2021	05/27/2026	0.500-2.250%	505,000.00	\$ 497,116.95
21	Wells Fargo Adv	FHLB 3130AMLA8	06/15/2021	06/15/2026	0.500-3.000%	1,860,000.00	\$ 1,836,694.20
22	Wells Fargo Adv	FHLB 3130AMZD7	06/30/2021	06/30/2026	0.500-2.500%	2,000,000.00	\$ 1,966,200.00
23	Wells Fargo Adv	FHLB 3130AMW57	06/30/2021	06/30/2026	0.650-2.000%	750,000.00	\$ 733,672.50
24	Bremer Wealth	TB 837445AL9	02/09/2021	07/01/2026	3.250%	450,000.00	\$ 446,197.50
25	Wells Fargo Adv	CD 795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	\$ 237,248.20
26	Bremer Wealth	FHLB 3130AMQA5	04/22/2021	07/29/2026	1.000%	150,000.00	\$ 145,174.50
27	Wells Fargo Adv	FHLB 3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	\$ 983,670.00
28	Wells Fargo Adv	FHLB 3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	\$ 244,070.00
29	Wells Fargo Adv	FHLB 3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	\$ 964,970.00
30	Wells Fargo Adv	FHLB 3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	\$ 980,650.00
31	Wells Fargo Adv	FHLB 3130APMS1	10/28/2021	10/28/2026	0.750-4.000%	1,000,000.00	\$ 986,130.00
32	Multi-Bank Sec	CD 61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	\$ 236,476.45
33	Wells Fargo Adv	FHLB 3130APPP4	11/23/2021	11/23/2026	0.750-5.000%	935,000.00	\$ 923,032.00
34	Wells Fargo Adv	FHLB 3130APV51	11/24/2021	11/24/2026	1.000-4.000%	1,500,000.00	\$ 1,483,200.00
35	Wells Fargo Adv	FHLB 3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	\$ 985,250.00
36	Wells Fargo Adv	FHLB 3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	\$ 1,929,540.00
37	Multi-Bank Sec	FHLB 3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	\$ 473,210.00
38	Multi-Bank Sec	CD 89235MRC7	04/11/2025	04/03/2028	4.050%	245,000.00	\$ 245,267.05
39	Wells Fargo Adv	FHLB 3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	\$ 957,760.00
40	Multi-Bank Sec	CD 61776NRV7	05/07/2025	05/07/2029	4.150%	244,000.00	\$ 244,805.20
41	UBS	FHLMC 3132XFUA4	12/13/2024	10/01/2029	4.400%	500,000.00	\$ 495,490.00
42	UBS	FHLMC 3132XFUM8	05/28/2025	11/01/2029	4.421%	500,000.00	\$ 503,415.00
43	Multi-Bank Sec	CD 02589AHE5	04/30/2025	04/30/2030	4.100%	244,000.00	\$ 244,436.76
TOTAL INVESTMENT						\$ 54,473,720.58	\$ 53,942,282.09
Cash:							
	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
44	Heritage Bank	Jumbo Deposit Account		None	0.0004	605,029.37	605,029.37
45	Heritage Bank	Commercial Ckg		None	0.0014	5,236,393.85	5,236,393.85
46	Heritage Bank	Payroll Ckg		None	0	25,042.28	25,042.28
47	Heritage Bank	Employee FSA Ckg		None	0	10,676.99	10,676.99
48	Heritage Bank	Police Forfeiture Ckg		None	0.0004	19,535.65	19,535.65
49	Heritage Bank	Police Explorer Ckg		None	0	6,194.32	6,194.32
50	Heritage Bank	Fire Dpt Explorer Ckg		None	0	8,260.59	8,260.59
51	Bremer Wealth	Money Market		None	0.0003	740,351.24	740,351.24
TOTAL PORTFOLIO FOR JUNE 30, 2025						\$ 61,125,204.87	\$ 60,593,766.38



Historical Interest/Dividends Received Per Quarter 2015 through 6/30/2025

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2025	\$ 326,613.34	\$ 388,071.99			\$ 714,685.33
2024	\$ 405,535.00	\$ 285,378.28	\$ 552,283.12	\$ 406,179.63	\$ 1,649,376.03
2023	\$ 208,735.23	\$ 184,247.62	\$ 262,034.89	\$ 272,701.63	\$ 927,719.37
2022	\$ 51,425.47	\$ 92,025.80	\$ 115,301.08	\$ 158,956.69	\$ 417,709.04
2021	\$ 45,770.36	\$ 70,546.38	\$ 44,546.22	\$ 69,630.17	\$ 230,493.13
2020	\$ 251,403.43	\$ 211,548.65	\$ 101,244.27	\$ 63,649.97	\$ 627,846.32
2019	\$ 169,343.56	\$ 253,437.22	\$ 281,584.07	\$ 296,234.54	\$ 1,000,599.39
2018	\$ 174,572.53	\$ 258,322.75	\$ 180,554.87	\$ 304,728.14	\$ 918,178.29
2017	\$ 209,941.65	\$ 207,001.33	\$ 159,519.58	\$ 254,797.06	\$ 831,259.62
2016	\$ 203,419.67	\$ 243,624.43	\$ 128,705.25	\$ 203,709.56	\$ 779,458.91
2015	\$ 187,662.01	\$ 241,077.82	\$ 183,436.47	\$ 238,629.12	\$ 850,805.42



2025 Interest/Dividends Received By Institution

<u>Institution</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2025 Year-To-Date</u>	<u>2024 Year-To-Date</u>
4M	\$ 15,505.33	\$ 15,919.69	\$ 21,809.15	\$ 99,717.74	\$ 92,390.60
Bremer Bank	\$ 140.19	\$ 144.99	\$ 140.43	\$ 845.51	\$ 420.33
Bremer Wealth Management	\$ 3,403.93	\$ 2,573.10	\$ 2,650.89	\$ 24,490.90	\$ 12,208.24
Heritage Bank	\$ 1,633.95	\$ 1,602.50	\$ 1,658.71	\$ 9,740.80	\$ 6,240.75
Multi-Bank Securities	\$ 20,000.00	\$ 1,518.66	\$ -	\$ 61,268.66	\$ 141,781.42
UBS	\$ 48,624.00	\$ 59,646.78	\$ 50,874.19	\$ 311,730.86	\$ 87,448.57
Wells Fargo Advisors	\$ 47,250.00	\$ 21,534.90	\$ 71,440.60	\$ 206,890.86	\$ 65,045.09
Totals	\$ 136,557.40	\$ 102,940.62	\$ 148,573.97	\$ 714,685.33	\$ 405,535.00



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	5.J.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Report for May 2025		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. May 2025 Income Statement

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	3,532,741.95	3,532,741.95	711,837.01	3,498,514.83	34,227.12
402 - Commercial/Industrial	8,029,336.03	8,029,336.03	1,830,909.20	7,980,523.27	48,812.76
404 - City Franchise Fee	1,145,727.78	1,145,727.78	195,753.76	985,888.52	159,839.26
405 - Transmission	967,006.37	967,006.37	142,912.57	858,934.24	108,072.13
419 - Interest	249,900.00	249,900.00	126,971.33	567,854.83	-317,954.83
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-50,493.91	348,292.96	-348,292.96
498 - MRES Capacity Revenue	294,882.00	294,882.00	59,052.00	295,260.00	-378.00
499 - Miscellaneous Revenues	126,142.85	126,142.85	31,151.24	426,550.35	-300,407.50
Revenue Total:	14,345,736.98	14,345,736.98	3,048,093.20	14,961,819.00	-616,082.02
Expense					
500 - Production	129,281.60	129,281.60	-2,173.65	40,107.71	89,173.89
555 - Purchased Power	6,470,679.88	6,470,679.88	1,453,194.78	6,616,792.50	-146,112.62
560 - Transmission	1,702,562.78	1,702,562.78	388,537.43	1,609,070.36	93,492.42
580 - Distribution	843,539.85	843,539.85	153,936.14	843,912.75	-372.90
900 - Customer Service	90,817.80	90,817.80	27,675.05	133,410.21	-42,592.41
906 - Energy Services/Marketing	67,056.45	67,056.45	5,322.89	27,292.46	39,763.99
920 - General & Administrative	1,136,781.10	1,136,781.10	182,816.65	1,128,883.77	7,897.33
997 - Cash Payment to City	889,994.65	889,994.65	179,383.33	896,916.65	-6,922.00
998 - Depreciation	865,698.50	865,698.50	195,130.44	974,540.47	-108,841.97
999 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Expense Total:	12,196,412.61	12,196,412.61	2,583,823.06	12,270,926.88	-74,514.27
Fund: 100 - Electric Surplus (Deficit):	2,149,324.37	2,149,324.37	464,270.14	2,690,892.12	-541,567.75
Fund: 200 - Water					
Revenue					
401 - Residential	1,080,060.64	1,080,060.64	293,646.74	1,140,694.91	-60,634.27
402 - Commercial/Industrial	1,236,290.27	1,236,290.27	321,094.78	1,243,130.34	-6,840.07
419 - Interest	20,825.00	20,825.00	8,786.62	48,789.02	-27,964.02
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-5,610.43	38,699.22	-38,699.22
449 - Fines & Forfeits	0.00	0.00	0.00	14,274.10	-14,274.10
499 - Miscellaneous Revenues	44,565.50	44,565.50	3,656.33	27,627.97	16,937.53
Revenue Total:	2,381,741.41	2,381,741.41	621,574.04	2,513,215.56	-131,474.15
Expense					
500 - Production	152,220.30	152,220.30	16,130.38	117,240.20	34,980.10
580 - Distribution	510,955.50	510,955.50	73,061.15	436,194.90	74,760.60
900 - Customer Service	54,665.60	54,665.60	14,922.23	69,202.30	-14,536.70
920 - General & Administrative	399,353.70	399,353.70	64,910.75	366,322.39	33,031.31
928 - Facilities & Maintenance	0.00	0.00	298.98	569.81	-569.81
998 - Depreciation	463,802.70	463,802.70	31,906.41	160,121.76	303,680.94
999 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Expense Total:	1,580,997.80	1,580,997.80	201,229.90	1,149,651.36	431,346.44
Fund: 200 - Water Surplus (Deficit):	800,743.61	800,743.61	420,344.14	1,363,564.20	-562,820.59
Total Surplus (Deficit):	2,950,067.98	2,950,067.98	884,614.28	4,054,456.32	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	YTD Budget	YTD Budget			Remaining
100 - Electric	2,149,324.37	2,149,324.37	464,270.14	2,690,892.12	-541,567.75
200 - Water	800,743.61	800,743.61	420,344.14	1,363,564.20	-562,820.59
Total Surplus (Deficit):	2,950,067.98	2,950,067.98	884,614.28	4,054,456.32	



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	9.A.
Agenda Section:	Regular Business	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Jake Emmeott, Baker Tilly, Tom Odens, Finance Director
Item:	Consideration of Awarding Sale of General Obligation Improvement Bonds, Series 2025A		

RECOMMENDED ACTION:

Motion by: _____ Second By: _____, to introduce a resolution awarding the sale of \$4,175,000 General Obligation Bonds Series 2025A, fixing their form and specifications; directing their execution and delivery; and providing for their payment.

OVERVIEW:

The City is planning to take competitive bids on the issuance of \$4,175,000 General Obligation Bonds to finance improvement projects and purchase equipment. Competitive bids will be received at 10:30 a.m. on Monday July 21, 2025 and presented to the City Council for its consideration that evening. Bond proceeds are expected to be wired to the City on August 14, 2025.

BUDGETARY/FISCAL ISSUES:

Incurring additional debt for the City of Willmar of an additional \$4,175,000.

ALTERNATIVES TO CONSIDER:

- a. Award sale to the successful bidder
- b. Reject all bids and rebid

ATTACHMENTS:

- 1. Willmar GO Imp 2025A AWARD RESOLUTION
- 2. 2025 Willmar Bond Sale Presentation 072125

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

HELD: July 21, 2025

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Minnesota, was held in said City on the 21st day of July, 2025, commencing at 6:30 o'clock P.M.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's \$4,175,000 General Obligation Improvement Bonds, Series 2025A.

The City Finance Director presented a tabulation of the proposals that had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals were as set forth in **Exhibit A** attached.

After due consideration of the proposals, _____ introduced the following resolution, and moved its adoption:

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE SALE OF
\$4,175,000 GENERAL OBLIGATION
IMPROVEMENT BONDS, SERIES 2025A
FIXING THEIR FORM AND SPECIFICATIONS;
DIRECTING THEIR EXECUTION AND DELIVERY;
AND PROVIDING FOR THEIR PAYMENT

BE IT RESOLVED By the City Council of the City of Willmar, Kandiyohi County, Minnesota (the “City”) as follows:

Section 1. Background.

1.01 The City is authorized by Minnesota Statutes, Chapters 429 and Minnesota Statutes, Chapter 475, as amended (collectively, the “Act”) to provide financing for various public improvement projects in the City, including without limitation street and related public improvement projects included in the 2025 Improvement Projects (the “Improvements”).

1.02 The City is authorized by Minnesota Statutes, Section 475.60, subdivision 2(9) to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of the City staff and the City’s municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

1.03 On May 19, 2025, the City Council adopted a resolution calling a public hearing on an Ordinance entitled “An Ordinance Authorizing the Issuance of Up To \$7,000,000 General Obligation Improvement Bonds, Series 2025A and Levying of Taxes to Secure the Payment Thereof” (the “Ordinance”).

1.04 A public hearing on the adoption of the Ordinance was held on June 16, 2025, and, following the public hearing the City Council adopted the Ordinance which was duly published in accordance with the City Charter. On June 16, 2025 the City Council also adopted its Resolution Providing for the Competitive Negotiated Sale of \$4,175,000 General Obligation Improvement Bonds, Series 2025A (the “Initiating Resolution”).

1.05 No Certificate of Intent was filed in accordance with Section 7.04(j) of the City Charter within 15 days after adoption of the Ordinance or the Initiating Resolution.

Section 2. Sale of Bonds.

2.01 Authorization. It is hereby determined that it is necessary to provide financing for the Improvements and to finance those improvements through the issuance of the City’s \$4,175,000 General Obligation Improvement Bonds, Series 2025A (the “Bonds”).

2.02. Award to the Purchaser and Interest Rates. The proposal of _____, _____, _____ (the “Purchaser”) to purchase the Bonds of the City described in the Terms of Proposal thereof is hereby found and determined to be a reasonable offer and is hereby accepted, the proposal being to purchase the Bonds at a price of \$_____ (par amount of \$4,175,000, plus a premium of \$_____, less an underwriter’s discount of \$_____), for Bonds bearing interest as follows:

<u>Year of</u> <u>Maturity</u>	<u>Interest</u> <u>Rate</u>	<u>Year of</u> <u>Maturity</u>	<u>Interest</u> <u>Rate</u>
2027	%	2035	%
2028		2036	
2029		2037	
2030		2038	
2031		2039	
2032		2040	
2033		2041	
2034			

2.03. Purchase Contract. Any amount paid by the Purchaser over the minimum purchase price shall be credited to the Debt Service Fund hereinafter created, or deposited in the Construction Fund hereinafter created, as determined by the City Finance Director upon consultation with the City’s municipal advisor. The City Finance Director is directed to retain the good faith check of the Purchaser, pending completion of the sale of the Bonds. The Mayor and City Administrator are authorized to execute a contract with the Purchaser on behalf of the City, if requested by the Purchaser.

2.04. Terms and Principal Amounts of Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act, in the total principal amount of \$4,175,000, originally dated the date of delivery, in fully registered form and in the denominations of \$5,000 each or any integral multiple thereof, numbered No. R-1 and upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2027	\$115,000	2035	\$290,000
2028	210,000	2036	310,000
2029	220,000	2037	325,000
2030	230,000	2038	330,000
2031	245,000	2039	345,000
2032	250,000	2040	365,000
2033	270,000	2041	385,000
2034	285,000		

As may be requested by the Purchaser, one or more term Bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing

principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Bond(s).

2.05. Optional Redemption. The City may elect on February 1, 2035, and on any day thereafter to prepay Bonds maturing on or after February 1, 2036. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

Section 3. Registration and Payment.

3.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof is payable by check or draft issued by the Registrar described herein.

3.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing August 1, 2026, to the registered owners thereof of record as of the close of business on the 15th day of the immediately preceding month, whether or not that day is a business day.

3.03. Registration. The City will appoint, and will maintain, a bond registrar, transfer agent, authenticating agent and paying agent (the "Registrar"). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar will keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of any Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the 15th day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When any Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. All Bonds surrendered upon any transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is at any time registered, as of the applicable record date, in the bond register as the absolute owner of such Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds, sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to the Registrar that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance and amount satisfactory to the Registrar and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, written notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) at least 30 days prior to the redemption date to the registered owner of each Bond to be redeemed at

the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

3.04. Appointment of Initial Registrar. The City appoints U.S. Bank Trust Company, National Association, St. Paul, Minnesota, as the initial Registrar. The Mayor and the City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of this Council, the City Finance Director must transmit to the Registrar money sufficient for the payment of all principal and interest then due.

3.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Finance Director and executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that all signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of any Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this Resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this Resolution. When the Bonds have been so prepared, executed and authenticated, the City Finance Director will deliver the same to the Purchaser thereof upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

3.06. Form of Bonds. The Bonds will be printed or typewritten in substantially the form set forth in **Exhibit B** attached hereto.

3.07. Approving Legal Opinion. The City Finance Director is authorized and directed to obtain a copy of the proposed approving legal opinion of Kutak Rock LLP, Minneapolis, Minnesota, which will be complete except as to dating thereof and to cause the opinion to be printed on or accompany each Bond.

Section 4. Funds and Accounts; Security; Payment.

4.01. (a) Debt Service Fund. For the convenience and proper administration of the moneys to be borrowed and repaid on the Bonds and to provide adequate and specific security for the Purchaser and holders from time to time of the Bonds, there is hereby created a special fund to be designated the General Obligation Improvement Bonds, Series 2025A Debt Service Fund (the “Debt Service Fund”). The Debt Service Fund shall be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. Amounts in the Debt Service Fund are irrevocably pledged to the Bonds. To the Debt Service Fund hereby created, there is hereby pledged and irrevocably appropriated and there will be credited: (A) the proceeds of ad valorem property taxes herein or hereafter levied (the “Taxes”), and, subject to 4.01(b), the special assessments levied against the property specially benefited by the Improvements (the “Assessments”); (B) capitalized interest financed from Bond proceeds, if any; (C) the amount over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 2.03 hereof; and (D) all investment earnings on funds in the Debt Service Fund; and (E) any and all other moneys which are properly available and are appropriated by the City Council to the Debt Service Fund. The Debt Service Fund will be maintained in the manner herein specified until all of the Bonds and the interest thereon have been fully paid. The Finance Director will report to the City Council any current or anticipated deficiency in the Debt Service Fund in the amount necessary to pay the principal of and interest on the Bonds when due. If a payment of principal or interest on the Bonds becomes due when there is not sufficient money in the Debt Service Fund to pay the same, the City Finance Director is directed to pay such principal or interest from other funds of the City, and such fund will be reimbursed for those advances out of the proceeds of Assessments and Taxes when collected.

(b) Construction Fund. The City hereby creates the General Obligation Improvement Bonds, Series 2025A Construction Fund (the “Construction Fund”) to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The proceeds of the Bonds, less the appropriations made in Section 4.01(a), together with the Assessments collected during the construction of the Improvements and any other funds appropriated for the Improvements will be deposited in a separate construction fund (the “Construction Fund”) to be used solely to defray expenses of the Improvements and the payment of principal and interest on the Bonds prior to the completion and payment of all costs of the Improvements. Any balance remaining in the Construction Fund after completion of the Improvements and payment of the costs thereof, may be used to pay the cost in whole or in part of any other improvement instituted under the Act under the direction of the City Council or may be used as provided in Minnesota Statutes, section 475.65. Thereafter, the Construction Fund is to be closed and any remaining balances therein and subsequent collections of Assessments for the Improvements and any Taxes are to be deposited in the Debt Service Fund.

4.02. Covenants. The City hereby covenants with the holders from time to time of the Bonds as follows:

(a) It is hereby determined that the Improvements will directly and indirectly benefit abutting property and other identified property, and that at least 20% of the costs of the Improvements to the City will be paid by Assessments. The City has caused or will cause

the Assessments levied or to be levied against the property specially benefited by the Improvements to be promptly levied so that the first installment will be collectible not later than 2026 and will take all steps necessary to assure prompt collection, and the levy of the Assessments is hereby authorized. The City Council will cause to be taken with due diligence all further actions that are required for the construction of each Improvement financed wholly or partly from the proceeds of the Bonds, and will take all further actions necessary for the final and valid levy of the Assessments and the appropriation of any other funds needed to pay the Bonds and interest thereon when due.

(b) In the event of any current or anticipated deficiency in Assessments and Taxes, the City Council will levy additional ad valorem taxes in the amount of the current or anticipated deficiency.

(c) The City will keep complete and accurate books and records showing: receipts and disbursements in connection with the Improvements, Assessments and Taxes levied therefor and other funds appropriated for their payment, collections thereof and disbursements therefrom, monies on hand and, the balance of unpaid Assessments.

(d) The City will cause its books and records to be audited at least annually and will furnish copies of such audit reports to any interested person upon request.

4.03. Pledge of Taxes. For the purpose of paying the principal of and interest on the Bonds, there is levied a direct annual irrevocable ad valorem tax upon all of the taxable property in the City, which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. The taxes will be credited to the Debt Service Fund above provided and will be in the years (being each year of collection) and amounts as set forth in **Exhibit C**. The tax levies will be irrevocable so long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right to reduce the levies in the manner and to the extent permitted by Section 475.61, subdivision 3 of the Act, and the County Auditor will thereupon reduce the levy collectible during such year by the amount so certified.

4.04. Certification to County Auditor as to Debt Service Fund Amount. It is hereby determined that the estimated collections of Assessments and the foregoing Taxes will produce at least 5% in excess of the amount needed to meet when due the principal and interest payments on the Bonds.

4.05 County Auditor Certificate as to Registration. The City Finance Director is hereby directed to file a certified copy of this resolution with the County Auditor of Kandiyohi County, Minnesota, together with such other information as he or she shall require, and to obtain the County Auditor's certificate that the Bonds have been entered in the County Auditor's Bond Register, and the tax levy has been made as required by Section 475.63 of the Act.

4.06. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which

are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and hereby directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds and such instruments, including any heretofore furnished, may be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor, City Administrator and Finance Director or any of them are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is, as of the date thereof, a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement as it relates to the City.

5.03. Other Certificates. The Mayor, City Finance Director and City Administrator, or any of them, are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor and the City Administrator, or any of them, shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the City Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

5.04. Electronic Signatures. The electronic signature of the Mayor, City Finance Director, City Clerk and/or the City Administrator, or any of them, to this resolution and to any certificate authorized to be executed hereunder shall be as valid as an original signature of such party and shall be effective to bind the City thereto. For purposes hereof, (i) "electronic signature" means (a) a manually signed original signature that is then transmitted by electronic means or (b) a signature obtained through DocuSign or Adobe or a similarly digitally auditable signature gathering process; and (ii) "transmitted by electronic means" means sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message.

Section 6. Tax Covenants.

6.01 Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees, or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its

officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds. The City will comply with all requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, and limitations on amounts invested at a yield greater than the yield on the Bonds.

6.02. Rebate.

(a) The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation (1) requirements relating to temporary periods for investments, (2) limitations on amounts invested at a yield greater than the yield on the Bonds, and (3) the rebate of excess investment earnings to the United States, if the Bond (together with other obligations reasonably expected to be issued in calendar year 2025) exceeds the small-issuer exception amount of \$5,000,000, unless the Bonds qualify for an exception to the rebate requirement under the Code and related Treasury Regulations.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the City hereby finds, determines and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bond is issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

6.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or the Improvements financed by the Bonds, or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be “private activity bonds” within the meaning of Sections 103 and 141 through 150 of the Code.

6.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as “qualified tax exempt obligations” within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

- (a) the Bonds are not “private activity bonds” as defined in Section 141 of the Code;
- (b) the City hereby designates the Bonds as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;
- (c) the reasonably anticipated amount of tax exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2025 will not exceed \$10,000,000; and
- (d) not more than \$10,000,000 of obligations issued by the City during calendar year 2025 have been designated for purposes of Section 265(b)(3) of the Code.

6.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. DTC. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 2.04 hereof. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (DTC). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar,) of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Finance Director of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.,” will refer to such new nominee of DTC; and upon receipt of such a notice, the City Finance Director will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will

agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this Resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this Resolution, failure of the City to comply with the Continuing Disclosure Certificate is not an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 9. Defeasance. When the Bonds (and all accrued interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge the Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full or by depositing irrevocably in escrow, with a suitable institution qualified by law as an escrow agent for this purpose, cash or securities which are backed by the full faith and credit of the United States of America, or any other security authorized under Minnesota law for such purpose, bearing interest payable at such times and at such rates and maturing on such dates and in such amounts

as shall be required and sufficient, subject to sale and/or reinvestment in like securities, to pay said obligation(s), which may include any interest payment on such Bond and/or principal amount due thereon at a stated maturity (or if irrevocable provision shall have been made for permitted prior redemption of such principal amount, at such earlier redemption date). If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

Passed and adopted this 21st day of July, 2025.

Mayor

Attest:

City Clerk

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting City Clerk of the City of Willmar, Kandiyohi County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on Monday, July 21, 2025, with the original minutes on file in my office on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of \$4,175,000 General Obligation Improvement Bonds, Series 2025A of the City.

WITNESS My hand of the City this ____ day of _____, 2025.

City Clerk
City of Willmar, Minnesota

EXHIBIT A
PROPOSALS

**EXHIBIT B
FORM OF BOND**

No. R-_____ UNITED STATES OF AMERICA \$ _____
STATE OF MINNESOTA
COUNTY OF KANDIYOHI
CITY OF WILLMAR
GENERAL OBLIGATION IMPROVEMENT
BOND SERIES 2025A

Rate	Maturity	Date of Original Issue	CUSIP
	February 1, 20____	August 14, 2025	

Registered Owner: Cede & Co.

The City of Willmar, Minnesota, a duly organized and existing municipal corporation in Kandiyohi County, Minnesota (the “City”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum set forth above on the Maturity Date specified above, unless called for earlier redemption, with interest thereon from the date hereof at the annual Rate specified above (calculated on the basis of a 360-day year of twelve 30-day months), payable February 1 and August 1 in each year, commencing August 1, 2026, to the person in whose name this Bond is registered at the close of business on the 15th day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank Trust Company, National Association, St. Paul, Minnesota, as Registrar, Authenticating Agent, Transfer Agent and Paying Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 2035, and on any date thereafter to prepay Bonds due on or after February 1, 2036. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify the Depository Trust Company (“DTC”) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant’s interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of \$4,175,000, all of like original issue date and tenor, except as to number, maturity date, denomination, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the City Council on July

21, 2025 (the “Resolution”), for the purpose of providing money for various street improvements pursuant to and in full conformity with the Constitution, laws of the State of Minnesota, including Minnesota Statutes, Chapters 429 and 475 and the Charter of the City. The principal hereof and interest hereon are payable from special assessments levied against property specially benefited by local improvements and from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in special assessments and ad valorem taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed in regular and due form, time and manner, that prior to the issuance of this bond the City Council of the City has provided funds for the payment of principal and interest on the bonds of this issue as the same become due, but the full faith and credit of the City is pledged for their payment and additional taxes will be levied, if required for such purpose, without limitation as to the rate or amount; and that this bond, together with all other indebtedness of the City outstanding on the date of its issuance, does not exceed any constitutional, statutory or charter limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Willmar, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: August 14, 2025

CITY OF WILLMAR, MINNESOTA

City Administrator

Mayor

CERTIFICATE OF AUTHENTICATION

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

U.S. BANK TRUST COMPANY,
NATIONAL ASSOCIATION

By _____
Authorized Representative

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM – as tenants
in common

UNIF GIFT MIN ACT _____ Custodian _____
(Cust) (Minor)

TEN ENT – as tenants
by entireties

under Uniform Gifts or Transfers to
Minors

JT TEN – as joint tenants
with right of
survivorship and
not as tenants in
common

Act.....
(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to,

or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: _____

(Include information for all joint owners
if this Bond is held by joint account)

Please insert social security or
other identifying number of assignee

PROVISIONS AS TO REGISTRATION

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Registrar</u>
August 14, 2025	Cede & Co. Federal ID #13-2555119	_____

EXHIBIT C

TAX LEVY

STATE OF MINNESOTA
COUNTY OF KANDIYOHI

COUNTY AUDITOR'S
CERTIFICATE AS TO
TAX LEVY AND REGISTRATION

I, the undersigned County Auditor of Kandiyohi County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of Willmar, Minnesota, on July 21, 2025, levying taxes for the payment of General Obligation Improvement Bonds, Series 2025A, in the amount of \$4,175,000, dated August 14, 2025 has been filed in my office and said bonds have been registered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this _____ day of _____, 2025.

(SEAL)

County Auditor
Kandiyohi County, Minnesota

Deputy



City of Willmar, MN

General Obligation Improvement Bonds, Series 2025A

Mikaela Huot, Baker Tilly

Jake Emeott, Baker Tilly

July 21, 2025

General Obligation Improvement Bonds, Series 2025A

Proceeds will be used to finance (i) various street improvement projects within the City and (ii) pay costs of issuance

- 15-year term
- As of early/mid-June 2025, the market was showing a true interest cost (TIC) of 4.32%
- Last week's estimate was 3.81%
- Actual results today of 3.81%



Bond Sale Bid Results

Sale Date: July 21, 2025

BBI: 5.30%
Average Maturity: 9.476 Years

Bidder	TIC
Northland Securities, Inc.	3.8126%
Robert W. Baird & Co., Incorporated	3.8141%
TD Securities (USA) LLC	3.8353%
Stifel, Nicolaus & Company, Incorporated	3.8661%

Winning Bidder Information	Maturity	Interest Rate	Reoffering Yield	Reoffering Price
NORTHLAND SECURITIES, INC.	2/1/2027	5.00%	2.66%	103.336%
	2/1/2028	5.00%	2.67%	105.519%
	2/1/2029	5.00%	2.67%	107.659%
	2/1/2030	5.00%	2.80%	109.170%
	2/1/2031	5.00%	2.93%	110.380%
	2/1/2032	5.00%	3.06%	111.298%
	2/1/2033	5.00%	3.22%	111.725%
	2/1/2034	5.00%	3.32%	112.306%
	2/1/2035	5.00%	3.53%	111.738%
	2/1/2036	4.00%	3.69%	102.456%
	2/1/2037	4.00%	3.84%	101.258%
	2/1/2038	4.00%	3.97%	100.233%
	2/1/2039	4.00%	4.05%	99.483%
	2/1/2040	4.00%	4.10%	98.915%
	2/1/2041	4.00%	4.15%	98.299%

Purchase Price: \$4,343,237.40*
Net Interest Cost: \$1,540,243.29*
TIC: 3.8126%*

Bond Sale Pricing

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	YTM	Call Date	Call Price	Dollar Price
02/01/2027	Serial Coupon	5.000%	2.660%	115,000.00	103.336%	-	-	-	118,836.40
02/01/2028	Serial Coupon	5.000%	2.670%	205,000.00	105.519%	-	-	-	216,313.95
02/01/2029	Serial Coupon	5.000%	2.670%	215,000.00	107.659%	-	-	-	231,466.85
02/01/2030	Serial Coupon	5.000%	2.800%	230,000.00	109.170%	-	-	-	251,091.00
02/01/2031	Serial Coupon	5.000%	2.930%	235,000.00	110.380%	-	-	-	259,393.00
02/01/2032	Serial Coupon	5.000%	3.060%	250,000.00	111.298%	-	-	-	278,245.00
02/01/2033	Serial Coupon	5.000%	3.220%	260,000.00	111.725%	-	-	-	290,485.00
02/01/2034	Serial Coupon	5.000%	3.320%	275,000.00	112.306%	-	-	-	308,841.50
02/01/2035	Serial Coupon	5.000%	3.530%	285,000.00	111.738%	-	-	-	318,453.30
02/01/2036	Serial Coupon	4.000%	3.690%	300,000.00	102.456%	c 3.714%	02/01/2035	100.000%	307,368.00
02/01/2037	Serial Coupon	4.000%	3.840%	315,000.00	101.258%	c 3.863%	02/01/2035	100.000%	318,962.70
02/01/2038	Serial Coupon	4.000%	3.970%	325,000.00	100.233%	c 3.976%	02/01/2035	100.000%	325,757.25
02/01/2039	Serial Coupon	4.000%	4.050%	340,000.00	99.483%	-	-	-	338,242.20
02/01/2040	Serial Coupon	4.000%	4.100%	350,000.00	98.915%	-	-	-	346,202.50
02/01/2041	Serial Coupon	4.000%	4.150%	365,000.00	98.299%	-	-	-	358,791.35
Total	-	-	-	\$4,065,000.00	-	-	-	-	\$4,268,450.00

- Bids included a premium offer.
- Paid more than 100% for most principal maturities.
- New par amount of \$4,065,000 (Originally at \$4,175,000).

Bond Sale Pricing

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
08/01/2026	-	-	176,680.83	176,680.83
02/01/2027	115,000.00	5.000%	91,650.00	206,650.00
08/01/2027	-	-	88,775.00	88,775.00
02/01/2028	205,000.00	5.000%	88,775.00	293,775.00
08/01/2028	-	-	83,650.00	83,650.00
02/01/2029	215,000.00	5.000%	83,650.00	298,650.00
08/01/2029	-	-	78,275.00	78,275.00
02/01/2030	230,000.00	5.000%	78,275.00	308,275.00
08/01/2030	-	-	72,525.00	72,525.00
02/01/2031	235,000.00	5.000%	72,525.00	307,525.00
08/01/2031	-	-	66,650.00	66,650.00
02/01/2032	250,000.00	5.000%	66,650.00	316,650.00
08/01/2032	-	-	60,400.00	60,400.00
02/01/2033	260,000.00	5.000%	60,400.00	320,400.00
08/01/2033	-	-	53,900.00	53,900.00
02/01/2034	275,000.00	5.000%	53,900.00	328,900.00
08/01/2034	-	-	47,025.00	47,025.00
02/01/2035	285,000.00	5.000%	47,025.00	332,025.00
08/01/2035	-	-	39,900.00	39,900.00
02/01/2036	300,000.00	4.000%	39,900.00	339,900.00
08/01/2036	-	-	33,900.00	33,900.00
02/01/2037	315,000.00	4.000%	33,900.00	348,900.00
08/01/2037	-	-	27,600.00	27,600.00
02/01/2038	325,000.00	4.000%	27,600.00	352,600.00
08/01/2038	-	-	21,100.00	21,100.00
02/01/2039	340,000.00	4.000%	21,100.00	361,100.00
08/01/2039	-	-	14,300.00	14,300.00
02/01/2040	350,000.00	4.000%	14,300.00	364,300.00
08/01/2040	-	-	7,300.00	7,300.00
02/01/2041	365,000.00	4.000%	7,300.00	372,300.00
Total	\$4,065,000.00	-	\$1,658,930.83	\$5,723,930.83

Rating process and City's rating (Moody's)



- Measure of the City's financial strength & ability to repay debt
- Serves as an independent third-party assessment
- Supplements investor's due-diligence
- The stronger the rating the lower the interest cost

Rating process and City's rating (Moody's)

- Rating discussion was held with Moody's, the City and Baker Tilly
- Moody's provided an agenda or list of questions in advance of the rating conference
- Rating call was conducted on June 23
- Moody's assigned a rating of "Aa3" to this issue and affirmed the outstanding "Aa3" on the City's existing GO debt



Rating Scale

	Moody's	S & P	Fitch
Highest (Investment Grade)	Aaa	AAA	AAA
	Aa1	AA+	AA+
	Aa2	AA	AA
	Aa3	AA-	AA-
	A1	A+	A+
	A2	A	A
	A3	A-	A-
Lowest	Baa1	BBB+	BBB+
	Baa2	BBB	BBB
	Baa3	BBB-	BBB-

Moody's Comments

Strengths

- Strong financial position
- Regional economic center

Challenges

- Elevated leverage and fixed costs compared to peers
- Economic growth trails nation

Factors that could lead to an upgrade

- Maintenance of available fund balance ratio above 50%
- Maintenance of long-term liabilities ratio around 300%

Factors that could lead to a downgrade

- Fund balance or cash balance ratios approaching 25% or 30%, respectively
- Long-term liabilities ratio above 500%





RECOMMENDATION

Approve resolution awarding \$4,065,000 to Northland Securities based on their low bid of 3.8126%.

July 21, 2025

Questions

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly Advisory Group, LP. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, operate under an alternative practice structure and are members of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. Baker Tilly US, LLP is a licensed CPA firm and provides assurance services to its clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and consulting services to their clients and are not licensed CPA firms. ©2025 Baker Tilly Municipal Advisors, LLC.



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	9.B.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	Yes	Presented By:	Kyle Box, City Operations Director
Item:	Introduction of an Ordinance Amending Ordinance Number 1533		

RECOMMENDED ACTION:

1. Introduce the Ordinance and Call for a Public Hearing on August 4, 2025, at 6:30 PM
2. Publish the Ordinance by Summary

OVERVIEW:

On February 3, 2025, the City Council adopted Ordinance No. 1533 to regulate cannabis and hemp retail businesses in the City of Willmar. During the 2025 Legislative session, changes were made to the cannabis law. The ordinance amendment will conform to changes made in the 2025 legislative session. These changes are largely administrative in the registration and licensing process.

Previously, the law was written such that a city registration would occur after the issuance of the state-approved licenses or license pre-approval. The 2025 law change now requires cities to proceed with registration if an application has received valid preliminary license approval issued by the Office of Cannabis Management (OCM). Cities should no longer wait until a business has a full license issued by OCM, but should instead begin the registration process if an applicant has a valid preliminary license approval from the OCM.

BUDGETARY/FISCAL ISSUES:

NA

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. Cannabis Registration Ordinance Amendment - REDLINE
2. Cannabis Registration Ordinance - CLEAN
3. Summary of Publication

ORDINANCE NO. _____

AN ORDINANCE AMENDING WILLMAR MUNICIPAL CODE, CHAPTER 8, LICENSES,
PERMITS AND BUSINESS REGULATIONS

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

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 8-352. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 8-352. – Definitions.

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The words, terms, and phrases contained in M.S.A. § 342.01 and the corresponding promulgated state rules shall have the same meanings in this article; said definitions, as the same may be amended from time to time, being hereby incorporated herein by reference. Unless otherwise noted in this article, the following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

* * * *

Preliminary License Approval. An OCM-issued preliminary license pre-
approval for a cannabis business license applicant~~for applicants~~ who
~~qualify~~qualifies under M.S.A. §§ 342.14 or 342.17, as evidenced by a document
or other written communication from the OCM to the applicant.

* * * *

Section 2. AMENDMENT OF MUNICIPAL CODE SECTION 8-373. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 8-373. – Application.

The city shall issue a retail registration to a ~~state-licensed~~ cannabis retail business that adheres to the requirements of M.S.A. 342.22, this article, the city zoning code, and the state fire code and building code, as applicable.

(a) An applicant for a retail registration shall fill out an application form, as provided by the city. Said form shall include, but is not limited to:

* * * *

(4) The address and parcel ID for the property from which the retail registration is sought and, if applying with only a preliminary license approval issued by OCM and not a full license, evidence of control of the property or premises for which the retail registration is sought;

* * * *

(6) Certification that the applicant has a valid license or preliminary license ~~pre~~approval issued by the OCM;

* * * *

(b) The applicant shall include with the form:

* * * *

(2) a copy of a valid state license or written notice of OCM preliminary license ~~pre~~approval; and

(3) A certificate of insurance evidencing a valid liability policy providing minimum coverage of \$1,000,000.00 combined single limit per occurrence, which certificate(s) must state that no cancellation of such policy may be effective except upon 30 days' written notice to the city. If an application is submitted with only a preliminary license approval issued by the OCM and not a full license, the city clerk may deem an application complete without such certificate of insurance, but the applicant shall be required to submit a copy of the required certificate of insurance prior to making any sales within the city.

* * * *

(e) If the city council approves a retail registration application submitted with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the applicant shall be required to submit a copy of a valid state license issued by the OCM to the city clerk and allow an inspection be conducted pursuant to section 8-374 of this article prior to making any sales within the city.

Section 3. AMENDMENT OF MUNICIPAL CODE SECTION 8-374. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 8-374. – Preliminary Inspection Prior To Retail Registration.

(a) Prior to issuance of a cannabis retail business registration to an applicant with a license from the OCM, the city shall conduct a preliminary inspection to ensure compliance with the requirements of this article and all city ordinances. If

the city council approves a retail registration application submitted by an applicant with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the city shall conduct a preliminary inspection to ensure compliance with the requirements of this article and all other applicable city ordinances after the applicant has submitted a copy of a valid state license to the city clerk pursuant to section 8-373(e). The applicant shall not make sales within the city prior to the completion of the preliminary inspection.

Section 4. AMENDMENT OF MUNICIPAL CODE SECTION 8-375. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Sec. 8-375. – Approval or Denial of Retail Registration.

Upon approval by the city council, the city clerk shall issue a retail registration to a cannabis retail business that has complied with section 8-374 and has passed the preliminary inspection ~~required under section 8-375~~, if such preliminary inspection can be completed prior to issuance pursuant to section 8-374. A state-licensed cannabis retail business registration application shall not be approved or renewed if the applicant is unable to meet the requirements of this article. If the registration is denied, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal such denial to the city council. Notice shall also be provided to OCM by the city clerk in the same manner as provided in section 8-354(e).

Section 5. AMENDMENT OF MUNICIPAL CODE SECTION 8-376. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

* * * *

Sec. 8-376. – Ineligibility and Basis for Denial.

The following shall be grounds for denying the issuance of retail registration or a renewal required under this article:

(a) *Grounds for denial.* Grounds for denying the issuance or renewal of a retail registration under this article include, but are not limited to, the following:

* * * *

(8) The applicant intends to operate the cannabis retail business in a different location than the property included on the application brought before the City Council.

(9) The applicant has otherwise failed a compliance check completed by the city.

Section 6. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ____ day of _____, 20__.

ATTEST:

Vernae Larsen, City Clerk

Doug Reese, Mayor

VOTE: ____ SHULDES ____ GILBERTSON ____ DAVIS ____ GARDNER
 ____ FAGERLIE ____ ASK ____ BUTTERFIELD ____ NELSEN

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING WILLMAR MUNICIPAL CODE, CHAPTER 8, LICENSES,
PERMITS AND BUSINESS REGULATIONS

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

Section 1. AMENDMENT OF MUNICIPAL CODE SECTION 8-352. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows:

Sec. 8-352. – Definitions.

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The words, terms, and phrases contained in M.S.A. § 342.01 and the corresponding promulgated state rules shall have the same meanings in this article; said definitions, as the same may be amended from time to time, being hereby incorporated herein by reference. Unless otherwise noted in this article, the following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

* * * *

Preliminary License Approval. An OCM-issued preliminary license approval for a cannabis business license applicant who qualifies under M.S.A. §§ 342.14 or 342.17, as evidenced by a document or other written communication from the OCM to the applicant.

* * * *

Section 2. AMENDMENT OF MUNICIPAL CODE SECTION 8-373. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows:

Sec. 8-373. – Application.

The city shall issue a retail registration to a cannabis retail business that adheres to the requirements of M.S.A. 342.22, this article, the city zoning code, and the state fire code and building code, as applicable.

(a) An applicant for a retail registration shall fill out an application form, as provided by the city. Said form shall include, but is not limited to:

* * * *

(4) The address and parcel ID for the property from which the retail registration is sought and, if applying with only a preliminary license approval issued

by OCM and not a full license, evidence of control of the property or premises for which the retail registration is sought;

* * * *

(6) Certification that the applicant has a valid license or preliminary license ~~pre~~approval issued by the OCM;

* * * *

(b) The applicant shall include with the form:

* * * *

(2) a copy of a valid state license or written notice of OCM preliminary license ~~pre~~approval; and

(3) A certificate of insurance evidencing a valid liability policy providing minimum coverage of \$1,000,000.00 combined single limit per occurrence, which certificate(s) must state that no cancellation of such policy may be effective except upon 30 days' written notice to the city. If an application is submitted with only a preliminary license approval issued by the OCM and not a full license, the city clerk may deem an application complete without such certificate of insurance, but the applicant shall be required to submit a copy of the required certificate of insurance prior to making any sales within the city.

* * * *

(e) If the city council approves a retail registration application submitted with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the applicant shall be required to submit a copy of a valid state license issued by the OCM to the city clerk and allow an inspection be conducted pursuant to section 8-374 of this article prior to making any sales within the city.

Section 3. AMENDMENT OF MUNICIPAL CODE SECTION 8-374. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows:

Sec. 8-374. – Preliminary Inspection Prior To Retail Registration.

(a) Prior to issuance of a cannabis retail business registration to an applicant with a license from the OCM, the city shall conduct a preliminary inspection to ensure compliance with the requirements of this article and all city ordinances. If the city council approves a retail registration application submitted by an applicant with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the city shall conduct a preliminary inspection to

ensure compliance with the requirements of this article and all other applicable city ordinances after the applicant has submitted a copy of a valid state license to the city clerk pursuant to section 8-373(e). The applicant shall not make sales within the city prior to the completion of the preliminary inspection.

Section 4. AMENDMENT OF MUNICIPAL CODE SECTION 8-375. Chapter 8, Article IX, of the Willmar Municipal Code is hereby amended to read as follows:

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Upon approval by the city council, the city clerk shall issue a retail registration to a cannabis retail business that has complied with section 8-374 and has passed the preliminary inspection, if such preliminary inspection can be completed prior to issuance pursuant to section 8-374. A state-licensed cannabis retail business registration application shall not be approved or renewed if the applicant is unable to meet the requirements of this article. If the registration is denied, notice of the denial shall be given to the applicant along with notice of the applicant's right to appeal such denial to the city council. Notice shall also be provided to OCM by the city clerk in the same manner as provided in section 8-354(e).

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* * * *

(8) The applicant intends to operate the cannabis retail business in a different location than the property included on the application brought before the City Council.

(9) The applicant has otherwise failed a compliance check completed by the city.

Section 6. EFFECTIVE DATE. This ordinance shall be effective from and after its adoption and second publication.

Passed by the City Council of the City of Willmar this ____ day of _____, 20__.

ATTEST:

Vernae Larsen, City Clerk

Doug Reese, Mayor

VOTE: ____ SHULDES ____ GILBERTSON ____ DAVIS ____ GARDNER
 ____ FAGERLIE ____ ASK ____ BUTTERFIELD ____ NELSEN

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

**AN ORDINANCE AMENDING WILLMAR MUNICIPAL CODE, CHAPTER 8,
LICENSES, PERMITS AND BUSINESS REGULATIONS**

Summary: Ordinance No. ____ makes several amendments in Chapter 8, Article IX of the Willmar City Code; Licenses, Permits and Business, Regulations for Regulating Cannabis and Hemp retail Businesses in the City of Willmar to consistently include amendments made to Minn. Stat. § 342.

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



City Council Action Request

Council Meeting Date:	July 21, 2025	Agenda Item Number:	9.C.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Consideration of Giliberto's No. 6 Inc. On-Sale Wine and 3.2 % Intoxicating Liquor Licenses		

RECOMMENDED ACTION:

Approve the Giliberto's No. 6 Inc. Wine On-Sale and 3.2% Intoxicating Liquor Licenses through the Fiscal Year Ending April 25, 2026, on a Roll Call Vote.

OVERVIEW:

On May 27, 2025, Giliberto's No. 6 Inc. requested to hold a Wine On-Sale and a 3.2% Intoxicating Liquor License located at 602 1st Street S, Ste E, under the name Giliberto's No. 6 Inc. dba Giliberto's No. 6 Inc. The Willmar Police Department has completed a background, criminal history, and driving record check. Daniel Coconi Ojo DeAgua is the Resident Manager for this establishment.

BUDGETARY/FISCAL ISSUES:

\$300.00 Investigation Fee and \$350.00 License Fees

ALTERNATIVES TO CONSIDER:

Deny the approval of the requested applications

ATTACHMENTS:

None