



WILLMAR CITY COUNCIL MEETING

MONDAY, AUGUST 18, 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 August 4, 2025
- B. Willmar Municipal Utilities Commission Minutes of August 11, 2025
- C. Willmar Police Civil Service Commission Minutes of July 25, 2025 (DRAFT)
- D. Accept and Final Project No. 2301-A Gorton Ave Area Improvement Project
- E. Introduction of an Ordinance Amending Ordinance Number 1533 - Reschedule Public Hearing
- F. Willmar Airport FAA Grant Agreement - Runway 13/31 Edge Lighting and Guidance Signs
- G. Knights of Columbus Lawful Gambling Application
- H. Accounts Payable Report, 7/31/25 - 8/13/25

Information:

- I. Monthly Building Report July 2025
 - J. Finance Report through 7/31/2025
 - K. WMU Financial Report June 2025
 - L. Director Reports
6. Approve Consent Agenda Items
 7. Items Removed from Consent Agenda
 8. Open Forum (Individuals Limited to Three (3) Minutes)
 9. Public Hearing:
 - A. 2025 Assessment Hearing
 10. Regular Business
 - A. Set Special Assessment Hearing for Unpaid Weed/Grass Mowing Removal Charges

- B. Set Special Assessment Hearing for Unpaid Fire Alarm System Charges
- C. Transfer City property to MNDot T.H. 40 Right of Way
- D. Set Council Budget Work Session

11. Announcements

12. Adjourn

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

August 4, 2025
6:30 PM

The regular meeting of the Willmar City Council was called to order by Mayor Pro Tempore Justin Ask. Members present on a roll call were Mayor Pro Tempore Justin Ask, Council Members Audrey Nelsen, Tom Gilbertson, Steve Gardner, Vicki Davis, Tom Butterfield, and Carl Shuldes. Excused: Mayor Douglas Reese and Council Member Rick Fagerlie, Present 7, Absent 2.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Michael Holme, Finance Director Tom Odens, Planning and Development Director Christopher Corbett, Human Resource Director Allisa Gambrel, City Engineer Jared Voge, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

A motion was made by Council Member Shuldes to **Approve the Agenda as Presented**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes	Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, 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 July 21, 2025
- B. Board of Zoning Appeal Meeting Minutes of July 22, 2025 DRAFT
- C. Board of Zoning Appeal Meeting Minutes of June 30, 2025
- D. Willmar Municipal Utilities Commission Minutes of July 28, 2025
- E. Willmar Police Civil Service Commission Minutes from May 19, 2025
- F. **Resolution No. 2025-085** Willmar Airport FAA Grant Agreement - Runway 13/31 Equipment
- G. **Resolution No. 2025-086** Accept and Final Project No. 2401-A 10th Street NW Reconstruction
- H. Introduction of an Ordinance Amending Ordinance Number 1533 - Reschedule Public Hearing
- I. Church of St. Mary Lawful Gambling Application

J. Accounts Payable Report, 7/17/2025 - 7/30/2025

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

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson,
Council Member Gardner, Council Member Davis, Council Member Butterfield,
Council Member Shuldes
Noes None

REGULAR BUSINESS

A. **Receive proposed 2026 Kandiyohi County/City of Willmar Economic Development**

Economic Development Executive Director Barbara Carr presented the Budget and requested the Council adopt the proposed 2026 budget for the Kandiyohi County and City of Willmar Economic Development Commission (EDC). A motion was made by Council Member Davis to **Approve the 2026 Kandiyohi County/City of Willmar Economic Development Budget**. Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson,
Council Member Gardner, Council Member Davis, Council Member Butterfield,
Council Member Shuldes
Noes None

B. **Forward Board of Zoning Appeals Item: Request to Modify Parking Setback**

Planning and Development Director Christopher Corbett presented the recommendation from the Board of Zoning Appeals to approve by resolution the variance as requested by Marcus Construction for the development known as Legacy Commons. Council Member Gilbertson moved to **Adopt Resolution No. 2025-087 Approving the Forwarded Board of Zoning Appeals Item and Approving the Request to Modify Parking Setback for Legacy Commons**. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson,
Council Member Gardner, Council Member Davis, Council Member Butterfield,
Council Member Shuldes
Noes None

C. **Project No. 2503-C Technology Dr Change Order No. 1**

City Engineer Jared Voge presented the change order and requested approval for Change Order No. 1 for Project No. 2503-C. A motion was made by Council Member Shuldes to **Adopt Resolution No. 2025-088 Approving Change Order No. 1 for Project No. 2503-C Technology Dr in the amount of \$10,903.84**. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes None

D. Project No. 2503-D Business Highway 71 Change Order No. 1

City Engineer Jared Voge presented the change order and requested approval for Change Order No. 1 for Project No. 2503-D. A motion was made by Council Member Nelsen to **Adopt Resolution No. 2025-089 Approving Change Order No. 1 for Project No. 2503-D Business Highway 71 in the amount of \$4,175.00.** Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes None

E. Consideration Approval of Retail Registration Application for a Cannabis Combination License - LeafLine Labs, LLC dba RISE Willmar

City Clerk Vernae Larsen presented a request from Leafline Labs, LLC DBA RISE Willmar for zoning and land use approval for a cannabis combination license. They plan to sell Medical and Adult Use Cannabis, and THC Products. A motion was made by Council Member Nelsen to **Approve the Zoning and Land Use as part of the Retail Registration Application for a Cannabis Combination License - LeafLine Labs, LLC dba RISE Willmar.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes None

CLOSED SESSION

A. Labor Negotiations Strategy under Minn. Stat. sec 13D.03, subd. 1

A motion was made by Council Member Shuldes to enter **Closed Session pursuant to Minn. Stat. sec 13D.03, subd. 1 to discuss Labor Negotiations Strategy.** Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes None

The Council entered closed session at 7:02 PM pursuant to MN §13D.03, subd. 1.
Closed Session concluded at 8:10 PM.

Having no further business to discuss, Council Member Gardner moved to **Adjourn at 8:10 PM**. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Ayes Mayor Pro Tempore Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes None

MAYOR

Attest:

CITY CLERK

RESOLUTION NO. 2025-85

**AUTHORIZATION ACCEPTING GRANT AGREEMENT
FOR AIRPORT IMPROVEMENT**

Motion By: Gardner Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, approves Federal Aviation Administration Grant 3-27-0115-019-2025 for the following reconstruct airfield equipment: Windcone, Rotating Beacon, Runway Visual Guidance System 13/31 (PAPI), Runway Visual Guidance System 13/31 (REIL) in the maximum 95% obligation amount of \$408,172.

Dated this 4th day of August, 2025.

/S/Justin Ask
Mayor Pro Tempore

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2025-086

A RESOLUTION ACCEPTING PROJECT NO. 2401-A AND AUTHORIZING FINAL PAYMENT.

Motion By: Gardner Second By: Davis

IMPROVEMENT: Project No. 2401-A: 10th Street NW Reconstruction

CONTRACTOR: Levanen Underground, LLC

DATE OF CONTRACT:	April 1, 2024
BEGIN WORK:	June 2, 2024
COMPLETE WORK:	July 7, 2025
APPROVE, ENGINEERING DEPT:	July 28, 2025

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

1. The said City of Willmar Project No. 2401-A be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$719,661.00
CHANGE ORDER NO. 1	-\$32,022.43
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$687,638.57
Less Previous Payments	\$614,081.40
FINAL PAYMENT DUE CONTRACTOR:	\$73,557.17

Dated this 4th day of August, 2025

/S/Justin Ask
Mayor Pro Tempore

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2025-087
A RESOLUTION OF THE WILLMAR CITY COUNCIL
APPROVING A REQUEST FOR A VARIANCE

WHEREAS, Legacy Group Development, LLC, is the fee owner of real property located at 602 1st Street South in the City of Willmar, which property is legally described on Attachment A incorporated herein by reference (the “Property”); and

WHEREAS, Taylor Marcus, on behalf of Legacy Group Development, LLC (collectively, the “Applicant”), intends to develop the Property with a commercial/retail fast food development and seeks a variance to reduce the parking setback applicable to the rear of the Property that abuts Second Street Southwest, from 15 feet to five feet; and

WHEREAS, the Board of Zoning Appeals previously acted at its meetings on July 9, 2018, and September 10, 2019, to grant similar variances for the Property which reduced the parking setback applicable to the side of the Property that abuts Monongalia Avenue, from 15 feet to five feet; and

WHEREAS, the Board of Zoning Appeals conducted a public hearing on June 30, 2025, and received public testimony regarding the proposed variance; and

WHEREAS, all required notices regarding the public hearing were properly made; and

WHEREAS, pursuant to Willmar Zoning Ordinance § 9D, the Board of Zoning Appeals considered the criteria for variance requests, but was unable to render a decision due to reduced membership on the board, with five of its seven seats currently vacant, and a conflict of interest of one of the two sitting members whose residence is located in an area that would potentially be impacted by the proposed development on the Property, and instead voted at its meeting on July 22, 2025, to refer the application to the Willmar City Council; and

WHEREAS, the City Council is one of the bodies that is authorized to render final decisions on variance applications under the Municipal Planning Act, Minnesota Statutes, Section 462.354, Subdivision 2; and

WHEREAS, the City Council, having considered the public record created at the Board of Zoning Appeals meetings on June 30, 2025, and July 22, 2025, as well as the legal standard applicable to variance applications contained in Willmar Zoning Ordinance § 9D and Minnesota Statutes, Section 462.357, Subdivision 6, renders its decision on the application based on the Findings of Fact, attached hereto as Attachment B.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF ZONING APPEALS FOR THE CITY OF WILLMAR, MINNESOTA, based upon the record, testimony, and evidence presented at said hearing, makes the following:

FINDINGS OF FACT

1. Applicant is applying on behalf of the owner of PID # 95-006-1460 located 602 1st Street South in the City of Willmar, Kandiyohi County, Minnesota, which property is legally described on Attachment A hereto, otherwise known as the “Property.”
2. The Property is zoned for commercial use and is in the City’s General Business zoning district.
3. In accordance with Willmar Zoning Ordinance § 9D and Minnesota Statutes, Section 462.357, Subdivision 6, the Applicant submitted a completed application as of June 30, 2025, for a variance from Willmar Zoning Ordinance § 4.A.5.b, which prohibits off-street parking facilities from being located within 15 feet of a right-of-way.
4. On June 18, 2025, City staff sent notice letters to the owners of property within 350 feet of the Property in accordance with Willmar Zoning Ordinance § 9H. An affidavit of mailing is attached hereto as Attachment C.
5. On June 30, 2025, the Board of Zoning Appeals conducted a public hearing, reviewed the application for a variance and tabled the matter to a future meeting.
6. On July 22, 2025, the Board of Zoning Appeals again considered the application, reviewed the record, including public testimony offered at the June 30, 2025 meeting, considered the merits of the application, and voted to submit the application to the Willmar City Council due to reduced membership on the board, with five of its seven seats currently vacant, and a conflict of interest of one of the two sitting members whose residence is located in an area that would potentially be impacted by the proposed development on the Property.
7. The City Council now receives and adds to the record the attachments herein listed.

APPLICABLE LAW

1. Minn. Stat. § 462.357, subd. 6 provides:

- a. Variances shall only be permitted (a) when they are in harmony with the general purposes and intent of the ordinance and (b) when the variances are consistent with the comprehensive plan.
 - b. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that (a) the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; (b) the plight of the landowner is due to circumstances unique to the property not created by the landowner; and (c) the variance, if granted, will not alter the essential character of the locality.
2. Section 9.D of the Willmar Zoning Ordinance in substance adopts the statutory standard referenced above.

BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA, incorporates the findings of fact and applicable law herein and, based upon the record, testimony, and evidence presented at said hearing, concludes and orders as follows:

CONCLUSIONS AND ORDER

1. That the Board of Zoning Appeals has the authority to grant or deny variance requests in the City of Willmar and has duly considered the required criteria contained in state law and City Code, but was unable to render a decision on the variance requested for the Property for the reasons set forth above.
2. That the City Council is one of the bodies that is authorized to render final decisions on variance applications under the Municipal Planning Act, Minnesota Statutes, Section 462.354, Subdivision 2, and in the absence of action by the Board of Zoning Appeals, has a responsibility to the Applicant and public to act on the variance application.
3. That the City Council hereby approves and grants, based upon the Findings of Fact, attached hereto as Attachment B, a variance to reduce the parking setback applicable to the rear of the Property that abuts Second Street Southwest, from 15 feet to five feet, subject to the following conditions:
 - a. Applicant shall develop the property pursuant to a site plan approved by the Planning and Development Department and attached hereto as Attachment D incorporated herein by reference, which specifically depicts a "pickup window" for customers to receive previously placed orders from their vehicles but no on-site facilities to place orders from vehicles, and access to/from the rear of the property provided from Monongalia Avenue; Applicant shall not be permitted to construct a curb cut for access to/from the property onto Second Street Southwest.
 - b. Applicant shall install fencing or landscaping on the Second Street Southwest side of the property to block headlights from disturbing neighboring residential properties, pursuant to a landscaping or fencing plan submitted to and approved by the City's Planning and Development Department.
 - c. This resolution shall have no force or effect, and the variance granted shall be null and void, in the event the conditions contained herein are not timely met.

Adopted on this 4th day of August, 2025

Attest:

/S/Vernae Larsen
Vernae Larsen, City Clerk

/S/Justin Ask
Justin Ask, Mayor Pro Tempore

ATTACHMENT A
Legal Description of the Property

Lot 1 excluding the east 12'; Lot 2 excluding the east 11'; Lot 3 excluding the east 10';
Lot 4 excluding the east 9'; Lot 5 excluding the east 8'; Lot 6 excluding the east 7'; Lot 7
excluding the east 7'; Lot 8; Lot 9, Block 67, First Addition to the Town of Willmar
(602 1St S)

ATTACHMENT B
Findings of Fact

Findings of Fact Supporting / Denying a Variance Request

Name of Applicant: Tyler Marcus on behalf of The Legacy Group Development, LLC

Address of Variance Request: 602 1st Street South

Board of Zoning Appeals Hearing Date: June 30, 2025

Description of Variance Request: Reduction of Zoning Ordinance, Section 4.A.5.b's 15- foot parking setback applicable to the rear of owner's property located at 602 1st Street South that abuts portions of Second Street Southwest, to five feet.

The basis for the City Council's action of approving or denying the application is set forth in the following findings of fact.

In making these findings, the City Council has considered the nature of the proposed use of land and the existing use of land in the vicinity, and the relation of the proposed land use to the Comprehensive Plan and Zoning Ordinance.

General Findings

(Questions 1 through 7 must be answered "Yes" for a variance to be granted, unless special circumstances are found to exist under Question 8)

1. Is the requested variance in harmony with the general purpose and intent of the Zoning Ordinance?

Yes ☒ No ☐

Why or Why Not? The property is zoned for commercial use in the City's General Business District, and is contiguous to an extensive area of commercial zoning along the First Street South corridor, and the applicant's proposed development of the property is consistent with and complementary to nearby lawful commercial land uses, including Quest Wealth Management, a nearby spa, Snap Fitness, Bennett office building, Napa Auto Parts, Caribou Cabin, and West Central Steel Building.

2. Is the requested variance consistent with the City's Comprehensive Plan?

Yes ☒ No ☐

Why or Why Not? The With Willmar Comprehensive Plan, adopted on June 16, 2025, designates the area along First Street where the Property is located for Neighborhood Commercial development. The Neighborhood Commercial designation is intended to facilitate areas of mixed use to allow both residential and commercial use in areas along key transportation corridors, such as First Street South, and transitioning out of downtown. The

Comprehensive Plan clarifies that such "mixed-use" development does not always require residential development to be included in a given project; rather, commercial/industrial mixed use can be explored to serve as a transition from low intensity neighborhoods into the industrial portions of Willmar. The Comprehensive Plan notes that Neighborhood commercial uses can be supported by a variety of surrounding uses, including similar commercial and residential neighborhoods. The variance would facilitate development of the Property in a manner more consistent with the Comprehensive Plan's neighborhood commercial designation than would be possible if the 15-foot parking setback currently contained in the City's Zoning Ordinance were applied to the rear of the Property abutting Second Street Southwest, which would likely result in development of the Property with a rear access onto Second Street Southwest and subject neighboring residential properties to greater impacts from commercial retail use of the Property. The site plan for development on the Property proposed by the applicant better fits the scale of development associated with the Comprehensive Plan's neighborhood commercial designation and the diverse zoning of the area in proximity to the Property.

3. Is the property owner proposing to use the property in a reasonable manner, but cannot do so under the rules of the Zoning Ordinance?

Yes ☒ No ☐

Why or Why Not? Building within existing setbacks on the property would lead to egress onto Second Street Southwest, which would have the potential to negatively impact residential properties on the western side of Second Street Southwest, and less on-site parking. The variance would allow Applicant to develop the site in a way that limits potential adverse impacts on neighboring residential properties.

4. Is the variance necessary due to circumstances unique to the property not created by the applicant? (The uniqueness generally relates to the physical characteristics of the property; that is, to the land and not personal considerations of the landowner.)

Yes ☒ No ☐

Why or Why Not? The property is unique because it has an irregular configuration, being narrower than most lots in the General Business zoning district and located on a corner, which would result in significant reductions in parking on the site due to the zoning ordinance's 15-foot parking setback applying along two parcel boundaries. These circumstances existed prior to the owner's acquisition of the property.

5. Is it true that the granting of the variance will not alter the essential character or the locality? (The essential character generally relates to whether the resulting structure will be out of scale, out of place, or otherwise inconsistent with the surrounding area.)

Yes ☒ No ☐

Why or Why Not? This property is part of the Legacy Commons development, adjacent to the west of existing retail development on First Street Soth (Caribou Cabin). The requested five-foot setback is customary along most properties on First Street and is already applied to the remainder of the Legacy Commons property through previously granted variances. The variance would allow for uniformity along Monongalia Avenue and for the portion of 2nd St SW bordering this lot.

6. Is it true that the granting of the variance will not be detrimental or injurious to the public welfare?

Yes ☒ No ☐

Why or Why Not? The applicant's development plan for which the variance is necessary results from accommodations made in response to testimony provided by the public at the public hearing at the Board of Zoning Appeals on June 30, 2025, after which the applicant submitted a revised site plan that eliminated the access to Second Street Southwest from the property, provided for enhanced landscaping or fencing on the Second Street Southwest side of the property, and provided additional parking. With these changes, the variance would not be detrimental to the public and would improve compatibility between commercial uses on this property and neighboring residential properties.

7. Is the variance necessary for more than purely economic considerations?

Yes ☒

No ☐

Why or Why Not? The applicant would be able to develop the property for commercial/retail uses without a variance; however, the variance will enable the applicant to develop the property in a manner that best limits potential adverse impacts on neighboring residential properties to the west across Second Street Southwest.

Special Circumstances

8. Is the variance necessary to either (a) provide adequate access to direct sunlight for solar energy system(s); or (b) facilitate earth sheltered construction as defined in Minn. Stat. §216C.04, subd. 14?

Yes ☐

No ☒

Why or Why Not? N/A

Conditions

9. Will the granting of the variance require any specific conditions and safeguards to be imposed on the property benefitted by the variance to prevent injurious effects upon other property in the neighborhood or upon public facilities and services?

Yes ☒

No ☐

List conditions: (a) Applicant shall develop the property pursuant to a site plan approved by the Planning and Development Department, which specifically depicts a "pickup window" for customers to receive previously placed orders from their vehicles but no on-site facilities to place orders from vehicles, and access to/from the rear of the property provided from Monongalia Avenue; Applicant shall not be permitted to construct a curb cut for access to/from the property onto Second Street Southwest; (b) Applicant shall install fencing or landscaping on the Second Street Southwest side of the property to block headlights from disturbing neighboring residential properties, pursuant to a landscaping or fencing plan submitted to and approved by the City's Planning and Development Department.

Facts supporting the answer to each question, above, are hereby certified to be the Findings of the City of Willmar City Council.

APPROVED ☒ **DENIED** ☐ **TABLED** ☐

DATED: August 4, 2025

ATTACHMENT C

Affidavit of Mailing of Notice of Variance Application and Public Hearing

AFFIDAVIT OF MAILING OF NOTICE FOR BOARD OF ZONING APPEALS HEARING ON REQUEST FOR VARIANCE

The undersigned, being the duly qualified and serving as the City Planner of the City of Willmar, Minnesota, does hereby certify that on June 18, 2025, (being ten days or more before the hearing on said variance), mailed Notice of Hearing (a true and correct copy of which is attached hereto as part of Exhibit A) to the surrounding landowners within a 350-foot radius of the subject variance.

For the purpose of giving such mailed notice the undersigned secured the below listed names of the property owners within 350 feet of the subject property:

CARRIS HEALTH, LLC
%CENTRACARE HEALTH SYSTEM
1406 6TH AVE N
ST CLOUD, MN 56303

TOLLEFSON/DANIEL/JR& JULIE A
108 MINNESOTA AVE SW
WILLMAR, MN 56201

CITY OF WILLMAR
P O BOX 755
WILLMAR, MN 56201

LEGACY GROUP DEVELOPMENT,
LLC
PO BOX 795
WILLMAR, MN 56201

HEILING PROPERTIES, LLC
407 COUNTRY CLUB DR NE
WILLMAR, MN 56201

FROST/EVONNE C
611 2ND ST SW
WILLMAR, MN 56201

BERGE/SUSAN E
605 2ND ST SW
WILLMAR, MN 56201

SIMONS/SHERRI L
601 2ND ST SW
WILLMAR, MN 56201

MEDAYTO PROPERTIES, LLC
600 HORSESHOE DR
WILLMAR, MN 56201

ALVAREZ/DULCE
213 MINNESOTA AVE SW
WILLMAR, MN 56201

VIEWPOINT 75 RESOURCES, LLC
200 3RD ST SW
WILLMAR, MN 56201

WINZENBURG/MASON J
718 2ND ST SW
WILLMAR, MN 56201

HOLMQUIST/SHELLY
11981 82ND AVE NE
KANDIYOHI, MN 56251

LU/KOO/& LABOR SAY
722 2ND ST SW
WILLMAR, MN 56201

MOUDRY/ASHLEIGH A/& DIEGO
ALEJANDRO ALONSO NUNO
367 SCHOOL RD SW
HUTCHINSON, MN 55350

KINNEY/TIMOTHY/&RENEE CAPIST
9516 PHEASANT XING
ST BONIFACIUS, MN 55375-1334

HOYT/CONNIE D & ROBERT M
701 3RD ST SW
WILLMAR, MN 56201

AMISK PROPERTIES, LLC
700 1ST ST S
WILLMAR, MN 56201-4197

GOLDEN EAGLE PROPERTIES, LLC
706 S 1ST ST
WILLMAR, MN 56201

N & N PROPERTIES
716 S 1ST STREET
PO BOX 953
WILLMAR, MN 56201

RODELIUS/MELANIE L & ANDREW R 15085 HWY 40 NE KERKHOVEN, MN 56252	SCHELL/DANIEL R 116 KANDIYOHI AVE SW WILLMAR, MN 56201
COFIELD PROPERTIES, LLC 600 HORSESHOE DR WILLMAR, MN 56201	AMAYA/LUCIA E 709 2ND ST SW WILLMAR, MN 56201
WIEGMANN/CASEY L 620 2ND ST SW WILLMAR, MN 56201	LEIVA/ALICIA 410 LITCHFIELD AVE SE WILLMAR, MN 56201
HUSTON/RICHARD N 622 2ND ST SW WILLMAR, MN 56201	KARNAK INC 20130 RIVENWOOD DRIVE CYPRESS, TX 77433
AHMANN/STEVEN J 626 2ND ST SW WILLMAR, MN 56201	MMBJ PROPERTIES, LLC 8701 71ST ST NE SPICER, MN 56288
PAUTZKE/LINDA C 625 3RD ST SW WILLMAR, MN 56201	MPQ HOLDINGS, LLC 701 1ST ST S WILLMAR, MN 56201
BOBBITT/MERLE A 119 31ST ST NW WILLMAR, MN 56201	MCDONALD'S CORPORATION TO: KEVIN COOK PEOPLE FIRST FOODS NEW LONDON, MN 56273-9462
PAFFRATH/JUSTIN PO BOX 935 SPICER, MN 56288	FRANCISE REALTY INT. CORP. TO: JAMES C OLSON 1733 LOS ALAMOS DR PUNTA GORDA, FL 33950
NELSON PROPERTIES, LLC/LEE 16780 72ND ST NE NEW LONDON, MN 56273	TIPACANOE PARTNERSHIP, LLP PO BOX 163 APPLETON, MN 56208
JMB INVESTMENT GROUP LLC C/O JOSHUA BAST 18975 61ST AVE N PLYMOUTH, MN 55446	
RYAN/DONNA 601 3RD ST SW WILLMAR, MN 56201	
BANKEN/JUSTIN L 702 2ND ST SW WILLMAR, MN 56201	
GALLARDO/JOSE R GOMEZ 708 2ND ST SW WILLMAR, MN 56201	

Given under my hand and the seal of the City this 18th, day of June, 2025

Christopher Frank

Christopher Frank
City Planner

[EXHIBIT A TO AFFIDAVIT]



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

NOTICE OF PUBLIC HEARING FOR A ZONING VARIANCE

Notice is hereby given that the City of Willmar Board of Zoning Appeals will conduct a public hearing on Monday, June 30, 2025, at 5:30pm in conference room #1 of the City Hall, located at 333 6th Street SW, Willmar MN, to hear reasons for and against a Variance requested by Marcus Construction. The request is to modify the required 15-foot parking setback to 5 feet along the western portion of Monongalia Ave and 2nd St. SW that border the property located at 602 1ST ST S, Willmar MN 56201. (Parcel #: 95-006-1460).

All property owners living in the vicinity of the above-described property are hereby notified of the public hearing. An interested person may attend in person, or may be represented by counsel, to be heard on this matter. All documents pertaining to this variance are available for review at City Hall. The Board of Zoning Appeals agenda can be found on the Calendar on the home page of the City's website (www.willmarmn.gov). If you have questions, contact the Department of Planning and Development Services at 320-214-5195 or planning@willmarmn.gov.

June 18, 2025
Date

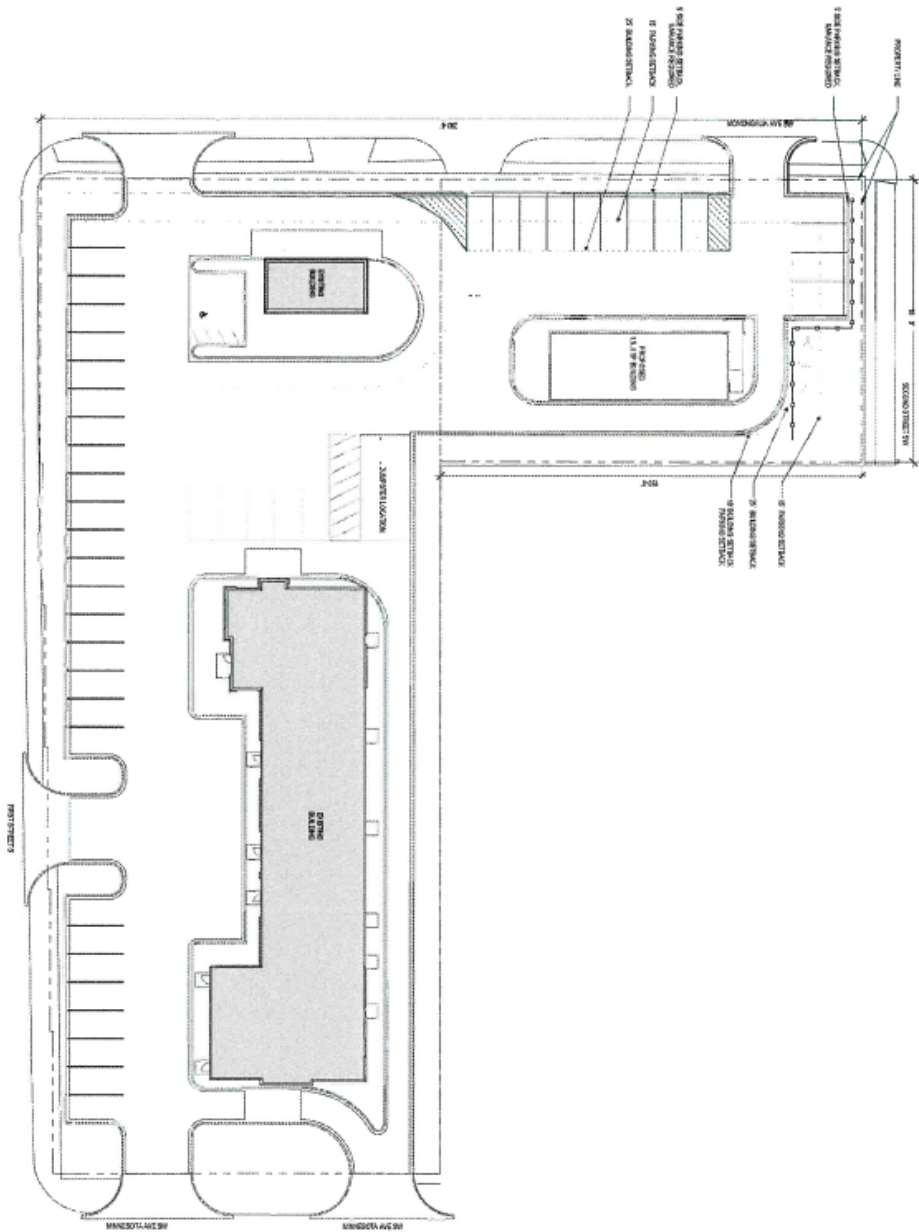
Christopher Frank
City of Willmar Planner

Attachment D
Approved Site Plan

[see attached]



1 ARCHITECTURAL SITE PLAN
SCALE 1" = 30'-0"



SITE PLAN NOTES
1. SITE PLAN SHOWN IS APPROVED FOR CONSTRUCTION PERMITTING ONLY.
2. SEE CONSTRUCTION PERMIT FOR ALL REGULATORY REQUIREMENTS.



FAST FOOD RESTAURANT
1ST STREET SOUTH WILLMAR, MN 56201

PREPARED FOR:
OWNER
1ST STREET SOUTH
WILLMAR, MN 56201

PREPARED BY:
MARCUS CONSTRUCTION
2580 Hwy 12 E | Willmar, MN 56201
www.MarcusConstruction.com

DATE: 2025/07/11
BY: JMS/KJA

PROJECT:
FAST FOOD RESTAURANT
1ST STREET SOUTH
WILLMAR, MN 56201

ARCHITECTURAL SITE
PLAN
A001

Resolution No. 2025-088

A RESOLUTION ACCEPTING CHANGE ORDER NO. 1 FOR PROJECT NO 2503-C.

Motion By: Shuldes Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to modify the contract for Project No. 2503-C between the City of Willmar and Duininck, Inc. by Change Order No. 1 in the increased amount of \$10,903.84.

Dated this 4th day of August, 2025

/S/Justin Ask

Mayor Pro Tempore

Attest:

/S/Vernae Larsen

City Clerk

Resolution No. 2025-089

A RESOLUTION ACCEPTING CHANGE ORDER NO. 1 FOR PROJECT NO 2503-D.

Motion By: Nelsen Second By: Davis

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Mayor and City Administrator of the City of Willmar are hereby authorized to modify the contract for Project No. 2503-D between the City of Willmar and OMG Midwest, Inc. dba Minnesota Paving & Materials by Change Order No. 1 in the increased amount of \$4,175.00.

Dated this 4th day of August, 2025

/S/Justin Ask

Mayor Pro Tempore

Attest:

/S/Vernae Larsen

City Clerk



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – August 11, 2025

11:45 – WMU Auditorium

The Willmar Municipal Utilities Commission (MUC) held its regularly scheduled meeting on Monday, August 11, 2025, beginning at 11:44 a.m. in the WMU Auditorium. Commissioners present were Shawn Mueske, John Kennedy, Terrill Sieck, Dave Baumgart, Carol Laumer, Bruce DeBlieck, and Patricia Elizondo.

Staff and guests present included General Manager Jeron Smith; Director of Administration Janell Johnson; Facilities and Maintenance Supervisor Kevin Marti; Finance and Office Services Supervisor Andrea Prekker; City Council Liaison Tom Gilbertson; Executive Secretary Abby Ahrendt; City Attorney Robert Scott (via teleconference); and *West Central Tribune* journalist Jennifer Kotila.

President Shawn Mueske called the meeting to order, followed by the Pledge of Allegiance. With no changes to the agenda, he proceeded to the Consent Agenda. General Manager Smith reviewed highlighted bill payment items. Following review and discussion, Commissioner DeBlieck moved to approve, seconded by Commissioner Sieck.

RESOLUTION NO. 30

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Consent Agenda be approved as presented, including:

- ❖ Minutes from the July 28, 2025, MUC Meeting
- ❖ Minutes from the August 7, 2025, Labor Committee Meeting
- ❖ Bills represented by vouchers No. 20251178 through No. 20251270, including associated wire transfers, totaling \$248,144.12.

Dated this 11th day of August, 2025.

President

Attest:

Secretary

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

Finance & Office Services Supervisor Prekker presented the June 2025 Financial Report, which included a summary of the Income Statement, Investment Portfolio and the Cost of Power Report, along with an overview of operating revenues, expenses, retained earnings, and comparative data for both the Electric and Water Divisions.

General Manager Smith presented bids for the 230 kV & 69 kV Transmission Structure Replacement Project. Four bids were received, with the low bid of \$320,373.88 submitted by Watts Electric Company. Staff recommended awarding the contract to Watts Electric, citing their history of satisfactory project performance. Motion by DeBlieck, seconded by Laumer, to award the contract to Watts Electric Company in

the amount of \$320,373.88.

RESOLUTION NO. 31

BE IT RESOLVED that the Willmar Municipal Utilities Commission hereby awards the 230 kV & 69 kV Transmission Structure Replacement Project to Watts Electric Company in the amount of \$320,373.88, and authorizes General Manager Smith to execute the necessary contract documents.

Dated this 11th day of August, 2025.

President

Attest:

Secretary

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

Director of Administration Johnson presented an amendment to Ordinance No. 1531 to correct 2026 electric rates for Large Power and Industrial Primary service, aligning them with the Commission-approved rate study. Motion by Kennedy, seconded by Sieck, to introduce the amendment and hold a public hearing in conjunction with the regular MUC meeting on Monday August 25, 2025. Motion carried unanimously, 7-0.

General Manager Smith noted WMU's recent *West Central Tribune* feature for 50 years of membership with the Willmar Lakes Area Chamber of Commerce. He announced the WMU Facilities Tour for August 25, 2025 (City staff and Council invited) and requested a planning committee meeting the week of August 18 to discuss the 2026 budget.

Upcoming Events:

- ❖ Marshall Solar Plus Tour – August 14 & September 11, 10:00 a.m. or 1:00 p.m.
- ❖ MMUA Summer Conference (Rochester, MN) – August 18–20, 2025
- ❖ Planning Committee Meeting – August 22, 2:00 p.m.
- ❖ MRES Municipal Power Leadership Academy (Sioux Falls, SD) – September 17–18, 2025

President Mueske asked for any additional discussion. Hearing none, Commissioner DeBlieck moved to adjourn, seconded by Commissioner Kennedy. Motion carried unanimously, 7-0. The meeting adjourned at 12:12 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES

Abby Ahrendt, Executive Secretary

ATTEST:

Secretary



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.C.
Agenda Section:	Consent Items	Originating Department:	Police Department
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Willmar Police Civil Service Commission Minutes of July 25, 2025 (DRAFT)		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 2025-07-25 Minutes with Watermark

MINUTES
WILLMAR POLICE COMMISSION
Friday, July 25, 2025

A meeting of the Willmar Police Civil Service Commission was held on Friday, July 25, 2025, at the Law Enforcement Center in Willmar.

Present were Police Civil Service Commission members President Earline Schulstad, Vice President Lilbon Clark, and Secretary Kris Rosendahl. Chief Mike Holme, Captain Mike Anderson, and Administrative Assistant Lynn Shuldes were also present.

The meeting was called to order by President Schulstad at 10:30 a.m.

A motion was made by Commissioner Rosendahl, seconded by Commissioner Schulstad to approve the May 19th minutes as submitted. **Motion carried.**

Chief Holme summarized the background of a recent officer applicant to the Commission. After some discussion, Commissioner Schulstad made the motion to not extend a conditional offer at this time, seconded by Commissioner Clark. **Motion carried.**

Chief Holme will notify the applicant to advise the applicant of the Commission's decisions.

Miscellaneous

- Chief Holme stated that Officer Josh Helgeson was selected as the next Sergeant and will begin his official duties on Saturday, July 26th.

Having no further business, a motion was made by Commissioner Schulstad to adjourn, seconded by Commissioner Clark to adjourn. The meeting was adjourned at 10:52 a.m.

by Lynn Shuldes



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.D.
Agenda Section:	Consent Items	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Justin DeLeeuw, Public Works Director
Ordinance:	No	Presented By:	Jared Voge, City Engineer
Item:	Accept and Final Project No. 2301-A Gorton Ave Area Improvement Project		

RECOMMENDED ACTION:

Adopt the resolution accepting Project No. 2301-A and authorize final payment to Duininck, Inc. in the amount of \$154,813.30.

OVERVIEW:

Project No. 2301-A, Gorton Ave NW Area Improvement Project, was awarded to Duininck, Inc. at the April 17, 2023, Council Meeting. Quantities have been reviewed by staff with the recommendation that final payment be made.

BUDGETARY/FISCAL ISSUES:

The final payment is within the project budget.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- ACCEPT & FINAL PROJECT NO. 2301-A
2. 2025-08-06 127952_2301-A_175-129-010 Gorton Cover Letter
3. 2025-08-06 127952_2301-A_175-129-010 Gorton Pay Application 13 - FINAL - To City
4. 2025-08-06 127952_2301-A_175-129-010 Gorton Supporting Docs - To City

Resolution No.

A RESOLUTION ACCEPTING PROJECT NO. 2301-A AND AUTHORIZING FINAL PAYMENT.

Motion By:_____ Second By:_____

IMPROVEMENT: Project No. 2301-A: Gorton Ave NW Area Improvement

CONTRACTOR:	Duininck, Inc.
DATE OF CONTRACT:	April 17, 2023
BEGIN WORK:	May 1, 2023
COMPLETE WORK:	August 6, 2025
APPROVE, ENGINEERING DEPT:	August 12, 2025

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

1. The said City of Willmar Project No. 2301-A be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$5,997,387.50
CHANGE ORDER NO. 1	+\$13,500.85
CHANGE ORDER NO. 2	-\$24,666.50
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$5,986,221.85
Less Previous Payments	\$5,831,408.55
FINAL PAYMENT DUE CONTRACTOR:	\$154,813.30

Dated this 18th day of August, 2025

Attest:

Mayor

City Clerk



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

August 12, 2025

Justin DeLeeuw
Public Works Director
City of Willmar
333 6th St SW
Willmar, MN 56201

RE: Gorton Avenue Area Improvement Project
City of Willmar, Minnesota
City Project No.: 2301-A
BMI Project No.: OW1.127952

Dear Justin:

Please find enclosed the Final Payment Application No. 13 and Change Order for the above-mentioned project. The pay application includes all work completed through August 6, 2025. The change order is included to reconcile the final quantities of the project and consequently the final contract amount. We have reviewed the final construction material required to make final payment. Enclosed with this pay application is final contract closeout material including; Consent of Surety to Final Payment, lien waivers, and IC-134's for this project.

Upon receiving and reviewing all closeout documents, we recommend approving this final pay application #13 and change order #2 to closeout out the contract. A two year warranty stands on the project from substantial completion. If you agree, please sign the attached pay application and change order, and return one with payment to Duininck Inc. and one to me for our files.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Principal Engineer

Enclosure

Contractor's Application for Payment

Owner:	<u>City of Willmar</u>	Owner's Project No.:	<u>2301-A</u>
Engineer:	<u>Bolton & Menk, Inc.</u>	Engineer's Project No.:	<u>OW1.127952</u>
Contractor:	<u>Duininck, Inc.</u>	Agency's Project No.:	<u>175-129-010</u>
Project:	<u>Gorton Avenue Area Improvement Project</u>		
Contract:	<u>Gorton Avenue Area Improvement Project</u>		

Application No.: 13 - FINAL **Application Date:** 8/6/2025
Application Period: From 1/21/2025 to 8/6/2025

1. Original Contract Price	\$	5,997,387.50
2. Net change by Change Orders	\$	(11,165.65)
3. Current Contract Price (Line 1 + Line 2)	\$	5,986,221.85
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	5,986,221.85
5. Retainage		
a. <u> </u> X <u>\$ 5,986,221.85</u> Work Completed	\$	-
b. <u> </u> X <u>\$ -</u> Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	5,986,221.85
7. Less previous payments	\$	5,831,408.55
8. Amount due this application	\$	154,813.30
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-

Contractor's Certification

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

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

Contractor: Duininck, Inc.

Signature: 

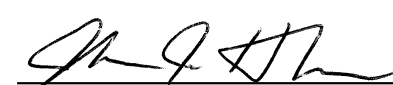
Date: 8/12/2025

Name: Bryce Thorp

Title: Contract Manager

Recommended by Engineer

Approved by Owner

By: 

By: 

Name: Josh Halvorson, P.E.

Name: Justin DeLeeuw

Title: Principal in Charge

Title: Public Works Director

Date: 08/12/2025

Date: 8/13/2025

Progress Estimate - Unit Price Work

Owner:	City of Willmar	Owner's Project No.:	2301-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.127952
Contractor:	Duininck, Inc.	Agency's Project No.:	175-129-010
Project:	Gorton Avenue Area Improvement Project		
Contract:	Gorton Avenue Area Improvement Project		

Application No.: 13 - FINAL Application Period: From 01/21/25 to 08/06/25 Application Date: 08/06/25

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract													
1	MOBILIZATION	1.00	LUMP SUM	130,000.00	130,000.00	1.00	130,000.00	1.00	130,000.00		130,000.00	100%	-
2	GRUBBING	45.00	EACH	100.00	4,500.00	67.00	6,700.00	67.00	6,700.00		6,700.00	149%	(2,200.00)
3	REMOVE CONCRETE APRON	3.00	EACH	100.00	300.00	3.00	300.00	3.00	300.00		300.00	100%	-
4	REMOVE MANHOLE OR CATCH BASIN	29.00	EACH	250.00	7,250.00	29.00	7,250.00	29.00	7,250.00		7,250.00	100%	-
5	REMOVE MANHOLE (SANITARY)	18.00	EACH	400.00	7,200.00	15.00	6,000.00	15.00	6,000.00		6,000.00	83%	1,200.00
6	SALVAGE CASTING	29.00	EACH	50.00	1,450.00	29.00	1,450.00	29.00	1,450.00		1,450.00	100%	-
7	SALVAGE HYDRANT	14.00	EACH	350.00	4,900.00	14.00	4,900.00	14.00	4,900.00		4,900.00	100%	-
8	SALVAGE SIGN	38.00	EACH	25.00	950.00	38.00	950.00	38.00	950.00		950.00	100%	-
9	SALVAGE MAIL BOX	23.00	EACH	70.00	1,610.00	26.00	1,820.00	26.00	1,820.00		1,820.00	113%	(210.00)
10	REMOVE WATER MAIN	4,137.00	LIN FT	1.75	7,239.75	3,444.00	6,027.00	3,444.00	6,027.00		6,027.00	83%	1,212.75
11	REMOVE SEWER PIPE (STORM)	2,897.00	LIN FT	7.75	22,451.75	2,185.00	16,933.75	2,185.00	16,933.75		16,933.75	75%	5,518.00
12	REMOVE SEWER PIPE (SANITARY)	3,701.00	LIN FT	1.75	6,476.75	2,330.00	4,077.50	2,330.00	4,077.50		4,077.50	63%	2,399.25
13	REMOVE CURB & GUTTER	13,250.00	LIN FT	3.50	46,375.00	13,262.00	46,417.00	13,262.00	46,417.00		46,417.00	100%	(42.00)
14	REMOVE FORCE MAIN	475.00	LIN FT	1.00	475.00	431.00	431.00	431.00	431.00		431.00	91%	44.00
15	REMOVE CONCRETE WALK	2,747.00	SQ YD	9.50	26,096.50	2,644.00	25,118.00	2,644.00	25,118.00		25,118.00	96%	978.50
16	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,760.00	SQ YD	12.00	21,120.00	1,815.00	21,780.00	1,815.00	21,780.00		21,780.00	103%	(660.00)
17	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	650.00	SQ YD	12.00	7,800.00	282.00	3,384.00	282.00	3,384.00		3,384.00	43%	4,416.00
18	REMOVE STREET PAVEMENT	23,241.00	SQ YD	9.25	214,979.25	28,272.50	261,520.63	28,272.50	261,520.63		261,520.63	122%	(46,541.38)
19	REMOVE BITUMINOUS PAVEMENT (WALK)	1,467.00	SQ YD	8.00	11,736.00	1,507.00	12,056.00	1,507.00	12,056.00		12,056.00	103%	(320.00)
20	SALVAGE LANDSCAPING	75.00	LIN FT	25.00	1,875.00	-	-	-	-		-	-	1,875.00
21	SALVAGE CONCRETE PAVERS	6.00	SQ FT	85.00	510.00	-	-	-	-		-	-	510.00
22	COMMON EXCAVATION (P)	20,896.00	CU YD	17.00	355,232.00	20,896.00	355,232.00	20,896.00	355,232.00		355,232.00	100%	-
23	SUBGRADE EXCAVATION (EV)	1,925.00	CU YD	15.00	28,875.00	1,943.45	29,151.82	1,943.45	29,151.82		29,151.82	101%	(276.82)
24	SELECT GRANULAR BORROW (CV)	11,246.00	CU YD	27.00	303,642.00	11,193.58	302,226.66	11,193.58	302,226.66		302,226.66	100%	1,415.34
25	CONSTRUCT ACCESS ROAD	1.00	LUMP SUM	10,000.00	10,000.00	-	-	-	-		-	-	10,000.00
26	GEOTEXTILE FABRIC TYPE 5	23,365.00	SQ YD	1.80	42,057.00	22,206.59	39,971.86	22,206.59	39,971.86		39,971.86	95%	2,085.14
27	GEOTEXTILE FABRIC TYPE 7	5,505.00	SQ YD	3.50	19,267.50	5,212.00	18,242.00	5,212.00	18,242.00		18,242.00	95%	1,025.50
28	AGGREGATE SURFACING (CV) CLASS 5	50.00	CU YD	38.00	1,900.00	65.00	2,470.00	65.00	2,470.00		2,470.00	130%	(570.00)
29	AGGREGATE BASE (CV) CLASS 5	7,765.00	CU YD	38.00	295,070.00	6,918.00	262,884.00	6,918.00	262,884.00		262,884.00	89%	32,186.00
30	BITUMINOUS PATCH SPECIAL (DRIVEWAY PAVEMENT)	340.00	SQ YD	38.00	12,920.00	666.40	25,323.20	666.40	25,323.20		25,323.20	196%	(12,403.20)
31	7.0" CONCRETE PAVEMENT	4,385.00	SQ YD	143.00	627,055.00	4,392.10	628,070.30	4,392.10	628,070.30		628,070.30	100%	(1,015.30)
32	TYPE SP 9.5 WEARING COURSE MIX (2,C)	3,410.00	TON	99.08	337,862.80	3,157.52	312,847.08	3,157.52	312,847.08		312,847.08	93%	25,015.72
33	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	410.00	TON	89.52	36,703.20	399.79	35,789.20	399.79	35,789.20		35,789.20	98%	914.00
34	TYPE SP 19.0 NON WEAR COURSE MIX (2,B)	3,175.00	TON	90.17	286,289.75	2,702.12	243,650.16	2,702.12	243,650.16		243,650.16	85%	42,639.59
35	INSTALL CONCRETE PAVERS	6.00	SQ FT	85.00	510.00	-	-	-	-		-	-	510.00
36	INSTALL LANDSCAPING	75.00	LIN FT	25.00	1,875.00	-	-	-	-		-	-	1,875.00
37	12" RC PIPE APRON	2.00	EACH	1,500.00	3,000.00	2.00	3,000.00	2.00	3,000.00		3,000.00	100%	-
38	15" RC PIPE APRON	1.00	EACH	1,600.00	1,600.00	1.00	1,600.00	1.00	1,600.00		1,600.00	100%	-
39	30" RC PIPE APRON	1.00	EACH	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00		2,000.00	100%	-
40	SUMP PUMP DRAIN LINE SERVICE	52.00	EACH	425.00	22,100.00	23.00	9,775.00	23.00	9,775.00		9,775.00	44%	12,325.00
41	6" PVC PIPE DRAIN CLEANOUT	28.00	EACH	375.00	10,500.00	25.00	9,375.00	25.00	9,375.00		9,375.00	89%	1,125.00
42	DRAIN TILE (6" PERFORATED PVC SDR 26)	12,560.00	LIN FT	17.00	213,520.00	11,453.00	194,701.00	11,453.00	194,701.00		194,701.00	91%	18,819.00
43	12" RC PIPE SEWER CLASS V	787.00	LIN FT	60.00	47,220.00	760.00	45,600.00	760.00	45,600.00		45,600.00	97%	1,620.00
44	15" RC PIPE SEWER CLASS V	690.00	LIN FT	75.00	51,750.00	688.00	51,600.00	688.00	51,600.00		51,600.00	100%	150.00
45	18" RC PIPE SEWER CLASS III	251.00	LIN FT	80.00	20,080.00	249.00	19,920.00	249.00	19,920.00		19,920.00	99%	160.00
46	24" RC PIPE SEWER CLASS III	125.00	LIN FT	100.00	12,500.00	126.00	12,600.00	126.00	12,600.00		12,600.00	101%	(100.00)
47	30" RC PIPE SEWER CLASS III	1,719.00	LIN FT	138.00	237,222.00	1,658.00	228,804.00	1,658.00	228,804.00		228,804.00	96%	8,418.00
48	36" RC PIPE SEWER CLASS III	8.00	LIN FT	255.00	2,040.00	7.00	1,785.00	7.00	1,785.00		1,785.00	88%	255.00
49	SANITARY SEWER BYPASS PUMPING	1.00	LUMP SUM	31,000.00	31,000.00	1.00	31,000.00	1.00	31,000.00		31,000.00	100%	-
50	CONNECT TO EXISTING SANITARY SEWER	4.00	EACH	675.00	2,700.00	5.00	3,375.00	5.00	3,375.00		3,375.00	125%	(675.00)
51	CONNECT TO EXISTING STORM SEWER	8.00	EACH	950.00	7,600.00	10.00	9,500.00	10.00	9,500.00		9,500.00	125%	(1,900.00)

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2301-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	OW1.127952
Contractor:	Duininck, Inc.	Agency's Project No.:	175-129-010
Project:	Gorton Avenue Area Improvement Project		
Contract:	Gorton Avenue Area Improvement Project		

Application No.:	13 - FINAL	Application Period:	From	01/21/25	to	08/06/25	Application Date:	08/06/25					
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
52	CONNECT TO EXISTING FORCE MAIN	1.00	EACH	675.00	675.00	1.00	675.00	1.00	675.00		675.00	100%	-
53	8"X4" PVC WYE	37.00	EACH	1,100.00	40,700.00	40.00	44,000.00	40.00	44,000.00		44,000.00	108%	(3,300.00)
54	8" PVC PIPE SEWER (SDR 35)	3,284.00	LIN FT	64.00	210,176.00	3,333.00	213,312.00	3,333.00	213,312.00		213,312.00	101%	(3,136.00)
55	4" PVC SANITARY SERVICE PIPE	1,250.00	LIN FT	48.00	60,000.00	1,747.00	83,856.00	1,747.00	83,856.00		83,856.00	140%	(23,856.00)
56	4" PVC FORCE MAIN	483.00	LIN FT	38.00	18,354.00	431.00	16,378.00	431.00	16,378.00		16,378.00	89%	1,976.00
57	PRECONSTRUCTION SANITARY SEWER TELEVISIONING	2,250.00	LIN FT	2.60	5,850.00	2,250.00	5,850.00	2,250.00	5,850.00		5,850.00	100%	-
58	4" INSULATION	100.00	SQ YD	40.00	4,000.00	41.50	1,660.00	41.50	1,660.00		1,660.00	42%	2,340.00
59	TEMPORARY WATER SERVICE	1.00	LUMP SUM	23,000.00	23,000.00	1.00	23,000.00	1.00	23,000.00		23,000.00	100%	-
60	CONNECT TO EXISTING WATER MAIN	7.00	EACH	1,700.00	11,900.00	8.00	13,600.00	8.00	13,600.00		13,600.00	114%	(1,700.00)
61	HYDRANT	16.00	EACH	5,800.00	92,800.00	16.00	92,800.00	16.00	92,800.00		92,800.00	100%	-
62	ADJUST VALVE BOX	18.00	EACH	325.00	5,850.00	16.00	5,200.00	16.00	5,200.00		5,200.00	89%	650.00
63	1" CORPORATION STOP	52.00	EACH	525.00	27,300.00	55.00	28,875.00	55.00	28,875.00		28,875.00	106%	(1,575.00)
64	6" GATE VALVE & BOX	17.00	EACH	2,200.00	37,400.00	17.00	37,400.00	17.00	37,400.00		37,400.00	100%	-
65	8" GATE VALVE & BOX	18.00	EACH	2,900.00	52,200.00	18.00	52,200.00	18.00	52,200.00		52,200.00	100%	-
66	12" GATE VALVE & BOX	1.00	EACH	5,100.00	5,100.00	1.00	5,100.00	1.00	5,100.00		5,100.00	100%	-
67	1" CURB STOP & BOX	52.00	EACH	775.00	40,300.00	55.00	42,625.00	55.00	42,625.00		42,625.00	106%	(2,325.00)
68	1" TYPE PE PIPE	1,610.00	LIN FT	38.00	61,180.00	2,089.00	79,382.00	2,089.00	79,382.00		79,382.00	130%	(18,202.00)
69	6" PVC WATERMAIN	435.00	LIN FT	55.00	23,925.00	345.00	18,975.00	345.00	18,975.00		18,975.00	79%	4,950.00
70	8" PVC WATERMAIN	6,438.00	LIN FT	59.00	379,842.00	6,478.00	382,202.00	6,478.00	382,202.00		382,202.00	101%	(2,360.00)
71	8" FPVC WATERMAIN (DIRECTIONAL DRILLED)	200.00	LIN FT	125.00	25,000.00	200.00	25,000.00	200.00	25,000.00		25,000.00	100%	-
72	12" PVC WATERMAIN	78.00	LIN FT	95.00	7,410.00	85.00	8,075.00	85.00	8,075.00		8,075.00	109%	(665.00)
73	WATERMAIN FITTINGS	2,820.00	LBS	14.00	39,480.00	2,993.00	41,902.00	2,993.00	41,902.00		41,902.00	106%	(2,422.00)
74	CASTING ASSEMBLY (SAN)	17.00	EACH	450.00	7,650.00	19.00	8,550.00	19.00	8,550.00		8,550.00	112%	(900.00)
75	CASTING ASSEMBLY (STORM)	40.00	EACH	575.00	23,000.00	43.00	24,725.00	43.00	24,725.00		24,725.00	108%	(1,725.00)
76	ADJUST FRAME & RING CASTING	26.00	EACH	875.00	22,750.00	27.00	23,625.00	27.00	23,625.00		23,625.00	104%	(875.00)
77	CONST DRAINAGE STRUCTURE DES 4007 (SAN)	199.20	LIN FT	515.00	102,588.00	215.40	110,931.00	215.40	110,931.00		110,931.00	108%	(8,343.00)
78	CONST DRAINAGE STRUCTURE, DESIGN R-1	51.52	LIN FT	625.00	32,200.00	59.10	36,937.50	59.10	36,937.50		36,937.50	115%	(4,737.50)
79	CONST DRAINAGE STRUCTURE DES 48-4020	9.39	LIN FT	725.00	6,807.75	21.40	15,515.00	21.40	15,515.00		15,515.00	228%	(8,707.25)
80	CONST DRAINAGE STRUCTURE DES 48-4022	45.52	LIN FT	700.00	31,864.00	40.50	28,350.00	40.50	28,350.00		28,350.00	89%	3,514.00
81	CONST DRAINAGE STRUCTURE DES 60-4020	84.83	LIN FT	825.00	69,984.75	88.50	73,012.50	88.50	73,012.50		73,012.50	104%	(3,027.75)
82	CONST DRAINAGE STRUCTURE DES 60-4022	14.98	LIN FT	950.00	14,231.00	14.70	13,965.00	14.70	13,965.00		13,965.00	98%	266.00
83	CONST DRAINAGE STRCUTRUE DES 72-4020	15.19	LIN FT	1,300.00	19,747.00	15.40	20,020.00	15.40	20,020.00		20,020.00	101%	(273.00)
84	CONST DRAINAGE STRUCTURE DES 72-4022	8.90	LIN FT	1,550.00	13,795.00	8.70	13,485.00	8.70	13,485.00		13,485.00	98%	310.00
85	CASTING ASSEMBLY SPECIAL	10.00	EACH	165.00	1,650.00	10.00	1,650.00	10.00	1,650.00		1,650.00	100%	-
86	INTERIOR LINING OF CATCH BASIN RINGS	28.00	EACH	635.00	17,780.00	28.00	17,780.00	28.00	17,780.00		17,780.00	100%	-
87	CONSTRUCT 8" OUTSIDE DROP	13.97	LIN FT	825.00	11,525.25	13.77	11,360.25	13.77	11,360.25		11,360.25	99%	165.00
88	RANDOM RIP RAP CLASS III	44.00	CU YD	70.00	3,080.00	34.00	2,380.00	39.00	2,730.00		2,730.00	89%	350.00
89	4" CONCRETE WALK	8,115.00	SQ FT	7.50	60,862.50	8,452.00	63,390.00	8,452.00	63,390.00		63,390.00	104%	(2,527.50)
90	6" CONCRETE WALK	1,355.00	SQ FT	16.00	21,680.00	957.00	15,312.00	957.00	15,312.00		15,312.00	71%	6,368.00
91	3" BITUMINOUS WALK	4,925.00	SQ YD	26.50	130,512.50	4,911.00	130,141.50	4,911.00	130,141.50		130,141.50	100%	371.00
92	CONCRETE CURB & GUTTER DESIGN B618	10,590.00	LIN FT	19.60	207,564.00	11,083.00	217,226.80	11,083.00	217,226.80		217,226.80	105%	(9,662.80)
93	CONCRETE CURB & GUTTER DESIGN B624	2,510.00	LIN FT	29.00	72,790.00	2,324.00	67,396.00	2,324.00	67,396.00		67,396.00	93%	5,394.00
94	6" CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	1,330.00	SQ YD	86.00	114,380.00	1,653.00	142,158.00	1,653.00	142,158.00		142,158.00	124%	(27,778.00)
95	8" CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL)	1,075.00	SQ YD	89.00	95,675.00	1,007.80	89,694.20	1,007.80	89,694.20		89,694.20	94%	5,980.80
96	7" CONCRETE VALLEY GUTTER	115.00	SQ YD	81.00	9,315.00	95.96	7,772.76	95.96	7,772.76		7,772.76	83%	1,542.24
97	TRUNCATED DOMES	160.00	SQ FT	65.00	10,400.00	141.00	9,165.00	141.00	9,165.00		9,165.00	88%	1,235.00
98	INSTALL MAIL BOX	23.00	EACH	95.00	2,185.00	20.00	1,900.00	20.00	1,900.00		1,900.00	87%	285.00
99	CLUSTER MAIL BOX	7.00	EACH	400.00	2,800.00	3.00	1,200.00	3.00	1,200.00		1,200.00	43%	1,600.00
100	TEMPORARY MAIL BOX	56.00	EACH	55.00	3,080.00	64.00	3,520.00	64.00	3,520.00		3,520.00	114%	(440.00)
101	TRAFFIC CONTROL	1.00	LUMP SUM	8,000.00	8,000.00	1.00	8,000.00	1.00	8,000.00		8,000.00	100%	-
102	SIGN TYPE SPECIAL (STREET NAME)	6.00	EACH	400.00	2,400.00	6.00	2,400.00	6.00	2,400.00		2,400.00	100%	-
103	SIGN PANELS, TYPE C	193.00	SQ FT	65.00	12,545.00	199.75	12,983.75	199.75	12,983.75		12,983.75	103%	(438.75)

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Willmar	Owner's Project No.:	2301-A
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0W1.127952
Contractor:	Duininck, Inc.	Agency's Project No.:	175-129-010
Project:	Gorton Avenue Area Improvement Project		
Contract:	Gorton Avenue Area Improvement Project		

Application No.:	13 - FINAL	Application Period:	From	01/21/25	to	08/06/25	Application Date:	08/06/25
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A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
104	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%	-
105	STORM DRAIN INLET PROTECTION	52.00	EACH	125.00	6,500.00	52.00	6,500.00	52.00	6,500.00		6,500.00	100%	-
106	SILT FENCE, TYPE HI	360.00	LIN FT	2.00	720.00	300.00	600.00	300.00	600.00		600.00	83%	120.00
107	SILT FENCE, TYPE MS	5,245.00	LIN FT	1.70	8,916.50	4,950.00	8,415.00	4,950.00	8,415.00		8,415.00	94%	501.50
108	SEDIMENT CONTROL LOG TYPE WOOD FIBER	100.00	LIN FT	4.00	400.00	100.00	400.00	100.00	400.00		400.00	100%	-
109	FLOATATION SILT CURTAIN, TYPE STILL WATER	175.00	LIN FT	12.00	2,100.00	250.00	3,000.00	250.00	3,000.00		3,000.00	143%	(900.00)
110	COMMON TOPSOIL BORROW (LV)	251.00	CU YD	40.00	10,040.00	-	-	-	-		-		10,040.00
111	TOPSOIL MANAGEMENT	1.00	LUMP SUM	93,000.00	93,000.00	1.00	93,000.00	1.00	93,000.00		93,000.00	100%	-
112	TURF ESTABLISHMENT, BLANKET	1,300.00	SQ YD	1.50	1,950.00	-	-	-	-		-		1,950.00
113	TURF ESTABLISHMENT, HYDROMULCH	11,340.00	SQ YD	1.25	14,175.00	11,338.00	14,172.50	15,290.00	19,112.50		19,112.50	135%	(4,937.50)
114	4" BROKEN LINE MULTI COMP GR IN	1,150.00	LIN FT	3.84	4,416.00	1,171.00	4,496.64	1,171.00	4,496.64		4,496.64	102%	(80.64)
Original Contract Totals					\$ 5,997,387.50		\$ 5,965,305.56		\$ 5,970,595.56	\$ -	\$ 5,970,595.56	100%	\$ 26,791.94

Contractor's Application for Payment

Unit Price Page 34 of 40

CHANGE ORDER FORM**NO.: 2**

Owner: City of Willmar Owner's Project No.: 2301-A
 Engineer: Bolton and Menk, Inc. Engineer's Project No.: OW1.127952
 Contractor: Duininck, Inc. Contractor's Project No.:
 Project: Gorton Avenue Area Improvement Project SAP Project No.: 175-129-010
 Contract Name: Gorton Avenue Area Improvement Project
 Date Issued: 08/06/2025 Effective Date of Change Order: 08/06/2025

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

Reconciles the final contract amount to the final constructed quantities for a lump sum decrease in the amount of \$24,666.50.

Attachments:

None

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 5,997,387.50		Substantial Completion:	10/13/2023
		Ready for final payment:	06/14/2024
Increase from previously approved Change Orders No. 0 to No. 1:		Increase from previously approved Change Orders No.0 to No. 1:	
\$ 13,500.85		Substantial Completion:	06/21/2024
		Ready for final payment:	06/14/2024
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 6,010,888.35		Substantial Completion:	06/21/2024
		Ready for final payment:	06/21/2024
Decrease this Change Order:		Increase this Change Order:	
\$ 24,666.50		Substantial Completion:	07/08/2024
		Ready for final payment:	08/06/2025
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 5,986,221.85		Substantial Completion:	07/08/2024
		Ready for final payment:	08/06/2025

Recommended by Engineer

By:



Title: Principal in Charge

Date: 08/12/2025

Accepted by Contractor

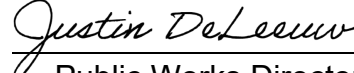


Contract Manager

8/12/2025

Authorized by Owner

By:



Title: Public Works Director

Date: 8/13/2025

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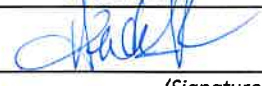
City of Willmar – OW1.127952 – 2301-A

CHANGE ORDER FORM

February 2023

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WARRANTY BOND FORM

Contractor Name: Duinick Inc Address (principal place of business): 408 6th Street Prinsburg MN 56281	Surety Name: Western Surety Company Address (principal place of business): 151 N Franklin St. Chicago, IL 60606
Owner Name: City of Willmar Address (principal place of business): 333 SW 6th Street, P.O. Box 755 Willmar, MN 56201	Construction Contract Description (name and location): Gorton Ave Improvement Project Contract Price: \$5,997,387.50 Effective Date of Contract: April 19, 2023 Contract's Date of Substantial Completion: July 8, 2024
Bond Bond Amount: <u>\$6,010,888.35</u> Date of Bond: <u>9/30/2024</u> Bond Period: Commencing 364 days after Substantial Completion of the Work under the Construction Contract, and continuing until 2 years after such Substantial Completion. Modifications to this Bond form: ☐ None ☐ See Paragraph 9	
Surety and Contractor, intending to be legally bound hereby, subject to the terms set forth herein, do each cause this Warranty Bond to be duly executed by an authorized officer, agent, or representative.	
Contractor as Principal Duinick Inc (Full formal name of Contractor)	Surety Western Surety Company (Full formal name of Surety) (Corporate seal)
By:  (Signature)	By:  (Signature) (Attach Power of Attorney)
Name: <u>Kristopher Duinick</u> (Printed or typed)	Name: <u>Wes G. Wieberdink</u> (Printed or typed)
Title: <u>Vice President</u>	Title: <u>Attorney-In-Fact</u>
Attest:  (Signature)	Attest:  (Signature)
Name: <u>Heidi J Gerdes</u> (Printed or typed)	Name: <u>Darci Post</u> (Printed or typed)
Title: <u>Contract Administrator</u>	Title: <u>CSR</u>
Notes: (1) Provide supplemental execution by any additional parties, such as joint venturers. (2) Any singular reference to Contractor, Surety, Owner, or other party is considered plural where applicable.	

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City of Willmar - 0W1.127952 - 2301-A

February 2023

WARRANTY BOND FORM

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1. The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to the Owner for the performance of the Construction Contract's Correction Period Obligations. The Construction Contract is incorporated herein by reference.
2. If the Contractor performs the Correction Period Obligations, the Surety and the Contractor shall have no obligation under this Warranty Bond.
3. If Owner gives written notice to Contractor and Surety during the Bond Period of Contractor's obligation under the Correction Period Obligations, and Contractor does not fulfill such obligation, then Surety shall be responsible for fulfillment of such Correction Period Obligations. Surety shall either fulfill the Correction Period Obligations itself, through its agents or contractors, or, in the alternative, Surety may waive the right to fulfill the Correction Period Obligations itself and reimburse the Owner for all resulting costs incurred by Owner in performing Contractor's Correction Period Obligations, including but not limited to correction, removal, replacement, and repair costs.
4. The Surety's liability is limited to the amount of this Warranty Bond. Renewal or continuation of the Warranty Bond will not modify such amount unless expressly agreed to by Surety in writing.
5. The Surety shall have no liability under this Warranty Bond for obligations of the Contractor that are unrelated to the Construction Contract. No right of action will accrue on this Warranty Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors, and assigns.
6. Any proceeding, legal or equitable, under this Warranty Bond may be instituted in any court of competent jurisdiction in the location in which the Work or part of the Work is located and must be instituted within two years after the Surety refuses or fails to perform its obligations under this Warranty Bond.
7. Written notice to the Surety, the Owner, or the Contractor must be mailed or delivered to the address shown in this Warranty Bond.
8. Definitions
 - 8.1. Construction Contract—The agreement between the Owner and Contractor identified on the cover page of this Warranty Bond, including all Contract Documents and changes made to the agreement and the Contract Documents.
 - 8.2. Contract Documents—All the documents that comprise the agreement between the Owner and Contractor.
 - 8.3. Correction Period Obligations—The duties, responsibilities, commitments, and obligations of the Contractor with respect to correction or replacement of defective Work, as set forth in the Construction Contract's Correction Period clause, EJCDC® C 700, Standard General Conditions of the Construction Contract (2018), Paragraph 15.08, as duly modified.
 - 8.4. Substantial Completion—As defined in the Construction Contract.
 - 8.5. Work—As defined in the Construction Contract.
9. Modifications to this Bond are as follows: **None**

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City of Willmar - OW1.127952 - 2301-A

February 2023

WARRANTY BOND FORM

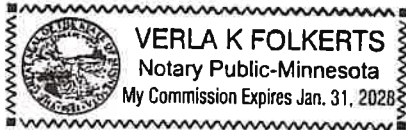
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STATE OF Minnesota) SS:
COUNTY OF Kandiyohi)

I, Verla K. Folkerts, Notary Public of Kandiyohi County, in the State of Minnesota do hereby certify that Wes G. Wieberdink, Attorney-in-Fact of the Western Surety Company, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Western Surety Company, for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Prinsburg in said County, this 30th day of September, 2024.

Verla K. Folkerts
Notary Public



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Wes G Wieberdink, Myron Mulder, Individually

of Prinsburg, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 3rd day of January, 2024.



WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 3rd day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 30th day of September, 2024.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Consent of Surety to Final Payment

AIA DOCUMENT G707

Bond No. 30183224

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☒
SURETY	☐
OTHER	☐

TO OWNER:

(Name and address)

City of Willmar
333 SW 6th Street
Willmar MN 56201

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:
Street & Utility Improvements

PROJECT:

(Name and address)

Gorton Ave Improvements

CONTRACT DATED: April 19, 2023

In accordance with the provisions of the Contract between the Owner and the Contractor as included above, the
Western Surety Company, 151 N Franklin St, Chicago IL 60606

(Insert name and address of Surety)

SURETY, on bond of Duininck Inc, PO Box 208, Prinsburg MN 56281

(Insert name and address of Contractor)

_____, CONTRACTOR,
hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the
Surety of any of its obligations to City of Willmar

(Insert name and address of Owner)

333 SW 6th Street, Willmar MN 56201

_____, OWNER,
as set forth in the said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: April 3, 2025

(Insert in writing the month followed by the numeric date and year.)

Attest:

(Seal):

Western Surety Company

(Surety)

Wes G. Wieberdink
(Signature of authorized representative)

Wes G. Wieberdink, Attorney-In-Fact

(Printed name and title)

Printed in cooperation with the American Institute of Architects (AIA) by the CNA Insurance Companies.

The language in this document conforms exactly to the language used in AIA Document G707 - Consent of Surety Company to Final Payment - 1994 Edition.

Subject: FW: Your Recent Contractor Affidavit Request

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-059-297-504
Submitted Date and Time:	4-Nov-2024 12:42:38 PM
Legal Name:	CENTRAL MINNESOTA SAWING LLC
Federal Employer ID:	16-1704720
User Who Submitted:	cmsawing
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	267767808
Minnesota ID:	7155198
Project Owner:	CITY OF WILLMAR
Project Number:	GORTON AVE
Project Begin Date:	20-Jul-2023
Project End Date:	30-Sep-2023
Project Location:	WILLMAR
Project Amount:	\$4,150.70
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

How to View and Print this Request

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11/30/23, 9:03 PM

mndor.state.mn.us/tp/eservices/_/Retrieve/0/Dc/UjGSUFil1IEWzotn98he0w__?FILE__=Print2&PARAMS__=8648333542837642...



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-030-937-440
Submitted Date and Time:	30-Nov-2023 9:03:40 PM
Legal Name:	DD & J CONTRACTING INC
Federal Employer ID:	20-0870441
User Who Submitted:	DD&JCONTR
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	211865600
Minnesota ID:	6973010
Project Owner:	CITY OF WILLMAR
Project Number:	SAP-175-129-010
Project Begin Date:	14-Nov-2023
Project End Date:	15-Nov-2023
Project Location:	WILLMAR MN
Project Amount:	\$24,298.38
Subcontractors:	No Subcontractors

Important Messages

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Home > My Projects



< FRENCH LAKE CURB CO

Confirmation

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-819-547-872
Submitted Date and Time:	4-Nov-2024 11:00:45 AM
Legal Name:	FRENCH LAKE CURB CO
Federal Employer ID:	41-1913224
User Who Submitted:	djohns
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number: 1691865088

Minnesota ID:	3825384
Project Owner:	CITY OF WILLMAR
Project Number:	1234
Project Begin Date:	01-Apr-2023
Project End Date:	01-Oct-2024
Project Location:	WILLMAR
Project Amount:	\$1,193,046.58
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-502-765-792
Submitted Date and Time:	5-Nov-2024 3:13:51 PM
Legal Name:	ALVERO LLC
Federal Employer ID:	46-2582481
User Who Submitted:	alvero
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1729351680
Minnesota ID:	3051898
Project Owner:	CITY OF WILLMAR
Project Number:	GORTON AVE AREA
Project Begin Date:	11-May-2023
Project End Date:	10-Nov-2023
Project Location:	WILLMAR
Project Amount:	\$7,620.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-397-215-456
Submitted Date and Time:	3-Apr-2025 10:56:09 AM
Legal Name:	LESTERS WATER WORKS LLC
Federal Employer ID:	26-2859120
User Who Submitted:	Lesters Water Works
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	2096181248
Minnesota ID:	9553879
Project Owner:	CITY OF WILLMAR
Project Number:	236040
Project Begin Date:	01-May-2023
Project End Date:	31-May-2023
Project Location:	WILLMAR
Project Amount:	\$9,000.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Spencer Johnson

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Sent: Monday, November 11, 2024 10:08 AM
To: Julia Ohmann
Subject: Your Recent Contractor Affidavit Request

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-227-203-296
Submitted Date and Time:	11-Nov-2024 10:07:39 AM
Legal Name:	MID STATE RECLAMATION INC
Federal Employer ID:	39-1727526
User Who Submitted:	Juliao
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1195102208
Minnesota ID:	1719563
Project Owner:	CITY OF WILLMAR
Project Number:	236040
Project Begin Date:	09-May-2023
Project End Date:	09-May-2023
Project Location:	GORTON AVE
Project Amount:	\$14,258.90
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Subject: FW: Your Recent Contractor Affidavit Request

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-280-612-576
Submitted Date and Time: 4-Nov-2024 12:20:20 PM
Legal Name: NELSON SANITATION & RENTAL INC
Federal Employer ID: 45-4145845
User Who Submitted: derricknelson
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1423429632

Minnesota ID: 2383318
Project Owner: CITY OF WILLMAR
Project Number: 236040
Project Begin Date: 25-May-2023
Project End Date: 07-Dec-2023
Project Location: WILLMAR MN
Project Amount: \$18,427.70
Subcontractors: No Subcontractors

Important Messages

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Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-841-874-144
Submitted Date and Time:	4-Apr-2025 8:18:42 AM
Legal Name:	SIR LINES-A-LOT INC
Federal Employer ID:	46-5427787
User Who Submitted:	linesalot
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1451503616
Minnesota ID:	3509324
Project Owner:	THE CITY OF WILLMAR
Project Number:	175-129-010
Project Begin Date:	01-Jun-2023
Project End Date:	13-Oct-2023
Project Location:	WILLMAR
Project Amount:	\$8,696.64
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-267-409-632
Submitted Date and Time:	4-Nov-2024 1:48:12 PM
Legal Name:	SUPERIOR TRAFFIC CONTROL LLC
Federal Employer ID:	81-1433702
User Who Submitted:	Superiortraffichh
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1039781888
Minnesota ID:	4396051
Project Owner:	CITY OF WILLMAR
Project Number:	GORTON AVE
Project Begin Date:	04-May-2023
Project End Date:	09-Aug-2024
Project Location:	CITY OF WILLMAR
Project Amount:	\$23,333.75
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.E.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	Yes	Presented By:	Vernae Larsen, City Clerk
Item:	Introduction of an Ordinance Amending Ordinance Number 1533 - Reschedule Public Hearing		

RECOMMENDED ACTION:

1. Reschedule the Public Hearing to September 2, 2025 at 6:30 PM

OVERVIEW:

This item was originally introduced on July 21, 2025, and called for a public hearing to be scheduled for August 4, 2025. The Public Hearing needs to be rescheduled to September 2, 2025, at 6:30 PM to allow for proper notice to be published.

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

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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 preapproval 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 preapproval; 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.

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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.

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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, 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:

* * * *

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: _____

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:	August 18, 2025	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Willmar Airport FAA Grant Agreement - Runway 13/31 Edge Lighting and Guidance Signs		

RECOMMENDED ACTION:

Motion to accept the Federal Aviation Administration (FAA) improvement grant for edge lighting and guidance signs up to \$742,710.

OVERVIEW:

Council approved the Runway 13/31 Lighting System Replacement Project on June 16, 2025. The total project is \$1,211,456. This is the second grant from the Federal Airport Improvement Program. The first grant award was for a total of \$408,173, approved August 4, 2025.

The Federal Aviation Administration (FAA) has awarded a 95% grant up to a maximum of \$742,710 to convert edge lighting and guidance signs along runway 13/31 to LEDs.

BUDGETARY/FISCAL ISSUES:

Federal Funding (95%)	\$1,150,883.00
State Funding (2.5%)	\$30,286.60
City (2.5%)	\$30,286.40

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution Airport Runway 13-31 Improvement Grant
2. BDH_Grant_Cost_v2 06.17.2025 Project Breakdown

RESOLUTION NO. _____

**AUTHORIZATION ACCEPTING GRANT AGREEMENT
FOR AIRPORT IMPROVEMENT**

Motion By:_____

Second By:_____

BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, approves Federal Aviation Administration Airport Improvement Grant for the following replacement of runway 13/31 edge lighting and guidance signs with LED versions up to obligation amount of \$742,710.

Dated this 18th day of August, 2025.

MAYOR

Attest:

CITY CLERK

RWY 13/31 PROJECT BREAKDOWN

AIG - RWY 13/31 NAVAIDS, BEACON, & WINDCONE				
PROFESSIONAL SERVICES	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
DESIGN ENGINEERING - BMI	\$165,000.00	\$156,750.00	\$4,125.00	\$4,125.00
CONSTRUCTION ENGINEERING - BMI	\$40,000.00	\$38,000.00	\$1,000.00	\$1,000.00
TOTAL ENGINEERING:	\$205,000.00	\$194,750.00	\$5,125.00	\$5,125.00
CONSTRUCTION	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
SCH. 2: NAVAIDS, BEACON, WINDCONE - DESIGN ELECTRIC	\$224,655.47	\$213,422.70	\$5,616.39	\$5,616.39
TOTAL CONSTRUCTION:	\$224,655.47	\$213,422.70	\$5,616.39	\$5,616.39
ADMINISTRATION	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
CITY OF WILLMAR	\$0.00	\$0.00	\$0.00	\$0.00
INDEPENDENT FEE EVALUATION	\$0.00	\$0.00	\$0.00	\$0.00
FAA FLIGHT INSPECTION	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL CITY ADMINISTRATION:	\$0.00	\$0.00	\$0.00	\$0.00
	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
TOTAL PROJECT:	\$429,655.47	\$408,172.70	\$10,741.39	\$10,741.39

AIP - RWY 13/31 EDGE LIGHTS & SIGNS				
PROFESSIONAL SERVICES	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
DESIGN ENGINEERING - BMI	\$0.00	\$0.00	\$0.00	\$0.00
CONSTRUCTION ENGINEERING - BMI	\$135,000.00	\$128,250.00	\$3,375.00	\$3,375.00
TOTAL ENGINEERING:	\$135,000.00	\$128,250.00	\$3,375.00	\$3,375.00
CONSTRUCTION	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
SCH. 1: EDGE LIGHTS AND SIGNS - DESIGN ELECTRIC	\$616,221.53	\$585,410.45	\$15,405.54	\$15,405.54
TOTAL CONSTRUCTION:	\$616,221.53	\$585,410.45	\$15,405.54	\$15,405.54
ADMINISTRATION	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
CITY OF WILLMAR	\$1,000.00	\$950.00	\$25.00	\$25.00
INDEPENDENT FEE EVALUATION	\$8,000.00	\$7,600.00	\$200.00	\$200.00
FAA FLIGHT INSPECTION	\$21,579.00	\$20,500.05	\$539.48	\$539.48
TOTAL CITY ADMINISTRATION:	\$30,579.00	\$29,050.05	\$764.48	\$764.48
	TOTAL	FAA (95%)	STATE (2.5%)	LOCAL (2.5%)
TOTAL PROJECT:	\$781,800.53	\$742,710.50	\$19,545.01	\$19,545.01

PROJECT TOTAL:	\$1,211,456.00	\$1,150,883.20	\$30,286.40	\$30,286.40
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City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.G.
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:	Knights of Columbus Lawful Gambling Application		

RECOMMENDED ACTION:

Approve Knights of Columbus Lawful Gambling Application

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Knights of Columbus Lawful Gambling Application

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Knights of Columbus

Previous Gambling Permit Number: X-X-30005-25-016

Minnesota Tax ID Number, if any: Group 0188

Federal Employer ID Number (FEIN), if any: 23-7543133

Mailing Address: 1900 6th St SW

City: Willmar State: MN Zip: 56201 County: Kandiyohi

Name of Chief Executive Officer (CEO): Kevin J. Savchuk

CEO Daytime Phone: 320-262-0820 CEO Email: savchuklen@yahoo.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): NA

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☒ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

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

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

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

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Elks in Willmar Minnesota

Physical Address (do not use P.O. box): 222 20th St SE

Check one:

☒ City: Willmar, MN Zip: 56201 County: Kandiyohi

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): June 9, 2026

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

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

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

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

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

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

Print City Name: Willmar

Signature of City Personnel: [Signature]

Title: City Clerk Date: 8/5/25

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

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

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Kevin J. Savchuk Date: 8-5-25
(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin J. Savchuk

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.H.
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, 7/31/25 - 8/13/25		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

- 07.31.25-08.13.25 CK 75232-75343

Vendor Payment Listing

July 31, 2025 thru August 13, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103861	JOE RILEY CONSTRUCTION	Appl #5	75232	43,871.86	Project No. 2404-B Final Pay App
102122	KRISS PREMIUM PRODUCTS INC	194678	75233	150.00	service Visit for Civic center
101189	LEAGUE OF MN CITIES INS TRUST	40000465-25-08	75234	79,446.00	2nd Installment-Workers Comp Prem
102593	LOFFLER COMPANIES	560747818	75235	331.45	500-0757297-000
103696	ACE ROLLOFFS & DISPOSAL	237/08-25	75236	52.70	Garbage service
103696	ACE ROLLOFFS & DISPOSAL	242/08-25	75236	105.13	Garbage Service at DOAC
103696	ACE ROLLOFFS & DISPOSAL	241/08-25	75236	209.71	WW garbage service
103696	ACE ROLLOFFS & DISPOSAL	240/08-25	75236	24.35	Wastewater garbage service
103696	ACE ROLLOFFS & DISPOSAL	239/08-25	75236	202.64	PW garbage service
103696	ACE ROLLOFFS & DISPOSAL	238/08-25	75236	129.48	City Hall garbage service
103696	ACE ROLLOFFS & DISPOSAL	200/08-25	75236	846.00	Section A Parks
103696	ACE ROLLOFFS & DISPOSAL	213/08-25	75236	260.06	Section B Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	416/08-25	75236	5,560.45	Storm Clean Up Dumpsters
103696	ACE ROLLOFFS & DISPOSAL	233/08-25	75236	49.68	garbage
103696	ACE ROLLOFFS & DISPOSAL	234/08-25	75236	154.51	Trash
103696	ACE ROLLOFFS & DISPOSAL	236/08-25	75236	176.12	Trash
102061	ALEX AIR APPARATUS 2 LLC	INV-52732	75237	408.20	Nitrile Gloves for Evidence
102061	ALEX AIR APPARATUS 2 LLC	9852	75237	164.40	Annual Compressor Air Quality Test
103557	AMAZON CAPITAL SERVICES	16DP-PL61-17TP	75238	71.54	Table cloth with logo
103557	AMAZON CAPITAL SERVICES	1QVL-LQPM-RLGH	75238	31.68	Surge protector & ring light
103557	AMAZON CAPITAL SERVICES	13WR-X7HH-WVHP	75238	155.09	Surge protectors & blackout curtain
103557	AMAZON CAPITAL SERVICES	1PXM-RQ4M-V4J7	75238	9.49	Yearly Planner
103557	AMAZON CAPITAL SERVICES	1RVV-LY4R-XRHC	75238	341.22	Shoulder Pads Rack
103557	AMAZON CAPITAL SERVICES	1HMD-KNG4-NYFP	75238	607.66	Spill containment
103557	AMAZON CAPITAL SERVICES	1PXM-RQ4M-WV44	75238	13.80	clipboard
103557	AMAZON CAPITAL SERVICES	1HH4-GYY9-6KFG	75238	215.34	(2) Single gas CO monitors
103557	AMAZON CAPITAL SERVICES	1YG1-3GXV-744L	75238	50.55	Pluse oximeter, blood oxygen monitor
103557	AMAZON CAPITAL SERVICES	16HM-RPK6-3VDM	75238	16.43	Coffee Filters
103557	AMAZON CAPITAL SERVICES	1H6Y-GGHW-K44C	75238	804.35	Softballs for Adult rec, Labels for youth rec
103557	AMAZON CAPITAL SERVICES	1K6V-7NJ7-9HWR	75238	24.07	External DVD drive
103557	AMAZON CAPITAL SERVICES	1MCC-WRWN-HTTJ	75238	37.80	(2) Ubiquiti UB-AM
103557	AMAZON CAPITAL SERVICES	1N1M-V74G-C9T3	75238	397.98	Safes for Rec Dept
103557	AMAZON CAPITAL SERVICES	1DJ3-Y461-YG16	75238	131.89	Yealink W57R for brush site
103557	AMAZON CAPITAL SERVICES	1VPW-6DDW-9DCQ	75238	25.99	Key lock box
103557	AMAZON CAPITAL SERVICES	1CGM-WRQ1-JGWF	75238	20.23	Cork Message Board
103557	AMAZON CAPITAL SERVICES	1VX3-DRFH-13W1	75238	59.99	Webcam
103557	AMAZON CAPITAL SERVICES	141Q-NGVH-13CW	75238	7.51	payment receipt book
100057	AMERICAN WELDING & GAS INC	0011030173	75239	85.87	Welding gas
102954	ANDERSON LAW OFFICES	2758	75240	26,637.77	City - Civil Legal Services
103610	AUSTIN INCORPORATED	47657	75241	120.00	Septic Pumping
103610	AUSTIN INCORPORATED	47361	75241	120.00	Septic Pumping
103610	AUSTIN INCORPORATED	47843	75241	120.00	Septic Pumping
102793	AUTO TECH ALIGNMENTS & MORE	28601	75242	115.00	Alignment
100087	BACKES TECHNOLOGY SERVICES INC	22733	75243	2,281.00	Relocation of Sound System
102860	BATTERY WHOLESALE INC	269650WIL	75244	52.54	EL 4 UPS battery
103377	BENSON LAUNDRY	424198	75245	74.56	Cleaning Towels
103377	BENSON LAUNDRY	425814	75245	74.56	Cleaning Towels
101010	BOLTON & MENK INC	0368840	75246	6,298.50	Willmar/Iverson Park LS
101010	BOLTON & MENK INC	0369274	75246	5,769.00	Project No. 2601-B prof. services
101010	BOLTON & MENK INC	0369270	75246	1,880.50	Project No. 2501-B prof. services
101010	BOLTON & MENK INC	0369264	75246	1,273.50	Project No. 2401-A prof. services
101010	BOLTON & MENK INC	0369265	75246	50,594.50	Project No. 2401-B prof. services
101010	BOLTON & MENK INC	0369276	75246	5,272.50	July Profession Services
101010	BOLTON & MENK INC	0369284	75246	1,144.80	TH 40 Turn Lanes Prof. Services
101010	BOLTON & MENK INC	0369279	75246	654.50	Project No. 2301-A Prof. Services
101010	BOLTON & MENK INC	0369278	75246	22,988.00	Fiber Network Prof. Services
101010	BOLTON & MENK INC	0369277	75246	1,342.00	ELLS 7, 8 & 9 Prof. Services
101010	BOLTON & MENK INC	0369275	75246	1,184.00	TH 40 Drain Tile Prof. Services
101010	BOLTON & MENK INC	0369282	75246	6,116.00	Project No. 2503-B Prof. Services
101010	BOLTON & MENK INC	0369283	75246	5,073.00	Project No. 2503-C Prof. Services
101010	BOLTON & MENK INC	0369272	75246	8,537.00	Project No. 2504-B Prof. Services

Vendor Payment Listing

July 31, 2025 thru August 13, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
101010	BOLTON & MENK INC	0369273	75246	1,310.00	Project No. 2508 Prof. Services
101010	BOLTON & MENK INC	0369269	75246	12,777.50	Project No. 2501-A Prof. Services
101010	BOLTON & MENK INC	0369271	75246	152.00	Project No. 2503-E Prof. Services
101010	BOLTON & MENK INC	0369266	75246	1,739.50	Project No. 2404-B Prof. Services
101010	BOLTON & MENK INC	0369267	75246	8,078.00	Project No. 2503-D
101010	BOLTON & MENK INC	0369268	75246	7,201.00	May/June Prof Services
101010	BOLTON & MENK INC	0369281	75246	6,221.50	Willmar Outdoor Covered Rink
101010	BOLTON & MENK INC	0369280	75246	3,783.00	MS4 Prof Services
101010	BOLTON & MENK INC	0369285	75246	3,890.00	PFAS Source ID Grant
103645	BUILDING RESTORATION CORP	1	75247	57,279.00	Civic Center Eastwall Repair
102336	CANON FINANCIAL SERVICES INC	41617492	75248	140.23	291358-1
102336	CANON FINANCIAL SERVICES INC	41617494	75248	134.15	291358-3
102336	CANON FINANCIAL SERVICES INC	41617495	75248	72.11	291358-4
102336	CANON FINANCIAL SERVICES INC	41617493	75248	127.77	291358-2
102542	CARRANZA/NORMA I	266	75249	150.00	Interpreting Services for ICR 25008316
101259	CENTRAL COUNTIES COOPERATIVE	664392	75250	297.06	Finance Charge
101259	CENTRAL COUNTIES COOPERATIVE	57477	75250	806.56	Buccaneer chemical
101259	CENTRAL COUNTIES COOPERATIVE	57476	75250	403.28	2,4-D chemical
100736	CHARTER COMMUNICATIONS	224360801080125	75251	575.93	Aug Phone/Rice Park Internet
104344	Chosen Valley Testing	55191	75252	3,246.00	Special Inspections Outdoor Rink
101708	CINTAS CORPORATION	5283737506	75253	126.63	first aid supplies
103677	COORDINATED BUSINESS SYSTEMS	39804094	75254	164.04	CVB - Managed Print
103464	DAVIS/VICKI	07312025	75255	228.20	Reimbursement of Personal Expenditures
104183	DSC Communications	2507538	75256	631.97	Replaced radio and wiring work #5297/206090
100222	DUININCK INC	Appl #1 2503-C	75257	16,900.50	Project No. 2503-C Pay App No. 1
100222	DUININCK INC	Appl #1 2505-B	75257	461,664.28	TH 40 Drain Tile Repair Project Appl #1
900004	ED M. FELD EQUIP CO INC	INV13581	75258	375.88	2 Extrication suits
101449	FLAHERTY & HOOD P.A.	23542	75259	2,410.00	Labor and Employ Consult Services - July 2025
101449	FLAHERTY & HOOD P.A.	23511	75259	5,517.51	General Municipal and Zoning Matters - July 2025
102973	FLEETPRIDE	127570417	75260	381.58	Filters
102269	FORUM COMMUNICATIONS COMPANY	177822549	75261	323.89	Newspaper Subscription
103860	GATEWOOD/JACKSON	081325	75262	229.49	Work Boots
100293	GENERAL MAILING SERVICES	74390	75263	549.49	postage 07/28-08/01/2025
100293	GENERAL MAILING SERVICES	74315	75263	172.56	postage 07/21-07/25/2025
100293	GENERAL MAILING SERVICES	74260	75263	76.84	CVB - Visitor Guide Distribution
100293	GENERAL MAILING SERVICES	74360	75263	42.25	CVB - Visitor Guide Distribution
100786	GRAINGER INC	9579440653	75264	43.95	Boot dryer
100786	GRAINGER INC	9589234195	75264	147.84	HVAC filters
101887	GRAND RENTAL STATION	1-585196-2	75265	4.08	Concrete Equipment Rental
100321	HANSEN ADVERTISING SPECIALTIES	52967	75266	360.57	Willmar Branded Scratch Pads
100321	HANSEN ADVERTISING SPECIALTIES	53030	75266	269.07	PW Cones for Advertising
100324	HAUG IMPLEMENT CO - JOHN DEERE	528132	75267	339.52	Hyd Hose
100325	HAWKINS INC	7152753	75268	10,849.22	Ind. ferric
100325	HAWKINS INC	7155927	75268	14,739.78	Polymer
100325	HAWKINS INC	7155303	75268	10,858.22	Muni ferric
103874	HENRY SCHEIN, INC	44918308	75269	24.31	(3) Scissor bandages 5-1/2""
100333	HILLYARD\HUTCHINSON	605896124	75270	836.38	Defoamer, grout cleaner, bowl cleaner, window clea
103075	HORIZON COMMERCIAL POOL SUPPLY	INV106663	75271	230.59	Test Kit for DOAC
103075	HORIZON COMMERCIAL POOL SUPPLY	INV113304	75271	5,761.46	DOAC Chemical
103075	HORIZON COMMERCIAL POOL SUPPLY	INV113465	75271	343.49	Flow switch replacement
103023	INNOVATIVE OFFICE SOLUTIONS	CIN129033	75272	1,079.00	Office Chair
103023	INNOVATIVE OFFICE SOLUTIONS	CCM129704	75272	(375.00)	Credit for overcharge on office chair
103023	INNOVATIVE OFFICE SOLUTIONS	IN4881057	75272	180.64	CVB - Office Supplies
103355	JOHANNECK WTR CONDITIONING INC	137278	75273	11.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	137276	75273	32.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	137306	75273	27.00	Softener salt
103355	JOHANNECK WTR CONDITIONING INC	137506	75273	595.50	Solar salt
103355	JOHANNECK WTR CONDITIONING INC	137785	75273	32.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	138040	75273	32.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	CR1711-3-204	75273	2.00	Cooler rent
103355	JOHANNECK WTR CONDITIONING INC	CR1711-3-192	75273	1.00	Cooler rent

Vendor Payment Listing

July 31, 2025 thru August 13, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103355	JOHANNECK WTR CONDITIONING INC	138310	75273	25.00	Lab water
100376	KANDIYOHI CO AUDITOR	543141	75274	140.00	Tires
100376	KANDIYOHI CO AUDITOR	544905	75274	104.08	Landfill fee for Park & 7th St House
100376	KANDIYOHI CO AUDITOR	544919	75274	56.34	Landfill fee for Park & 7th St House
100376	KANDIYOHI CO AUDITOR	544906	75274	62.07	Landfill fee for Park & 7th St House
100382	KANDIYOHI CO RECORDER'S OFFICE	4092857	75275	46.00	Recorded Doc 709359 pd Cert Deferred Assessment
103138	KING'S ELECTRIC LLC	3412	75276	564.34	Town hoist wiring
103612	KNOW INK	21239	75277	1,500.00	Software updates & support for Poll Pads
104321	Kurilla Contracting Company	Appl #2	75278	52,093.72	Project No. 2501-A Pay App No. 2
103423	KWIK TRIP INC	5295094	75279	20.00	Fuel for Squad 39
103423	KWIK TRIP INC	STMT/07-25	75279	(1.45)	Contract discount for Fuel
103930	L.E.A.D. OF KANDIYOHI COUNTY	081125	75280	1,200.00	LEAD CLASS - Valladarez
103930	L.E.A.D. OF KANDIYOHI COUNTY	081225	75280	1,200.00	LEAD Class-Baumgarn
101646	LAKESIDE PRESS	12850	75281	215.00	(500) Envelopes
100412	LEAGUE OF MN CITIES	433452	75282	100.00	2025 Safety & Loss Control Workshop M. Grave
100983	LEAGUE OF MN CITIES INS TRUST	9830	75283	924.80	Claim pd for PD DOI: 2/3/24 Jerry Jones
104101	Levanen Underground LLC	Appl #8	75284	73,557.17	Project No. 2401-A Final Pay Application
103376	LLOYD SECURITY INC	1000001220	75285	745.00	Security System
102162	LOCATORS & SUPPLIES INC	0322411-IN	75286	538.00	Confined space blower
102593	LOFFLER COMPANIES	5090196	75287	94.58	CvC Office & PD Sergeants prints
102593	LOFFLER COMPANIES	5096765	75287	292.95	CH Finance & PD Mailroom prints
102593	LOFFLER COMPANIES	5090930	75287	34.44	CVB - Telephone Charges
102593	LOFFLER COMPANIES	5098589	75287	105.00	CH Plotter prints
102593	LOFFLER COMPANIES	5101058	75287	316.13	Standalone printer prints
103263	M.D. GRAPHICS	9085	75288	483.00	Graphics 5292
104339	Margaret Locken	0015197	75289	100.00	damage deposit refund
100449	MENARDS	97942	75291	79.34	Parts for Trail head, civic center and fields
100449	MENARDS	98003	75291	104.44	Pulmbing and Weed Spray
100449	MENARDS	97984	75291	115.31	Plumbing parts
100449	MENARDS	97983	75291	15.89	General supplies
100449	MENARDS	98051	75291	47.61	General supplies
100449	MENARDS	97196	75291	261.94	corr tubing
100449	MENARDS	98284	75291	25.94	General supplies
100449	MENARDS	98376	75291	27.91	General supplies
100449	MENARDS	98322	75291	135.92	Floor fans and Damp Rid for DOAC
100449	MENARDS	98581	75291	192.61	General Supplies
103729	MILLS PARTS CENTER	6466565	75292	200.21	Exhaust Flex Pipe
103729	MILLS PARTS CENTER	6466479	75292	128.55	Axle Shaft
101805	MINI BIFF LLC	14636	75293	259.08	Mini Biff
101805	MINI BIFF LLC	14641	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14722	75293	120.34	Min Biff Rental
101805	MINI BIFF LLC	14694	75293	129.54	Mini Biff Rental
101805	MINI BIFF LLC	14762	75293	13.86	Mini Biff - Ridgewater Softball
101805	MINI BIFF LLC	14580	75293	722.16	Min Biff Rental
101805	MINI BIFF LLC	14485	75293	129.54	Mini Biff Rental
101805	MINI BIFF LLC	14473	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14474	75293	129.54	Mini Biff Rental
101805	MINI BIFF LLC	14475	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14476	75293	129.54	Mini Biff Rental
101805	MINI BIFF LLC	14469	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14471	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14472	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14470	75293	129.54	Min Biff Rental
101805	MINI BIFF LLC	14866	75293	129.54	Mini Biff Rental
101805	MINI BIFF LLC	14865	75293	129.54	Mini Biff Rental
100499	MN ELEVATOR INC	1141094	75294	194.78	Bi-monthly elevator service
102167	MN PETROLEUM SERVICE	0000162572	75295	1,035.00	Mechanic lift inspections
100520	MN STATE FIRE CHIEFS ASSN	9492	75296	650.00	Grave & Gilbertson 2025 Conference Registration
104171	Molly Krosch	0013392	75297	100.00	damage deposit refund
900175	MR. CLEAN CLEANING SERVI	STMT/07-25	75298	1,830.00	Cleaning Service for Shelters
100541	MUNICIPAL UTILITIES	STMT/07-25	75299	45,197.34	Municipal Utilities July 2025

Vendor Payment Listing

July 31, 2025 thru August 13, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100544	MVTL LABORATORIES INC	1316831	75300	58.25	Lab test
100544	MVTL LABORATORIES INC	1318118	75300	192.25	Lab test's
100249	NAPA CENTRAL MN	942794	75301	12.60	Electrical Tape
100249	NAPA CENTRAL MN	944445	75301	28.12	Fuses for squad cars
100564	NATIONWIDE GLASS OF WILLMAR	5137	75302	1,150.00	Door Repairs- Civic Center and Robbins Island
101627	NCL OF WISCONSIN INC	522924	75303	877.13	Lab supplies
103799	NCPERS GROUP LIFE INS.	841200082025	75304	96.00	Premiums withheld from employees 8/8
102547	CARRANZA/NOE	264	75305	150.00	Interpreting Services for ICR 25008018
102547	CARRANZA/NOE	265	75305	150.00	Interpreting Services for ICR 25008100
103605	NORTH CENTRAL INTERNATIONAL	R201002345:01	75306	404.07	Gasket for #5298/130522
104207	Office Of MNIT Services	DV25070457	75307	273.18	LOGIS Internet transport Jul
104348	Pearson Bros Inc	Appl #1 2508	75308	172,485.37	2025 Crack Seal/Seal Coat Pay App 1
100604	PERKINS LUMBER CO INC	2507-289810	75309	1,499.80	Chairs for DOAC
100374	PREMIUM WATERS INC	330671076	75310	59.49	Water for DOAC
100374	PREMIUM WATERS INC	330673369	75310	10.99	water
100374	PREMIUM WATERS INC	330673253	75310	10.00	Water dispenser Rental at DOAC
100374	PREMIUM WATERS INC	330669171	75310	50.74	Water for DOAC
100624	PRINT MASTERS	94087	75311	891.00	CVB cards
100624	PRINT MASTERS	94124	75311	136.00	Business Cards - Obregon
103529	PRO WATER SOLUTIONS	11677	75312	490.00	Salt
101093	QUICK SIGNS	183417	75313	1,380.00	CVB - County Stop Map Sign
102582	RAILROAD MANAGEMENT CO III LLC	531049	75314	417.05	Watermain 450' W of Willmar Ave & 22nd St SW cross
102582	RAILROAD MANAGEMENT CO III LLC	531047	75314	417.05	North of 19th Ave SW along CR 47 Watermain Crossin
100639	RAMBOW INC	667667	75315	227.50	Football Mouthguards
100639	RAMBOW INC	667661	75315	650.00	Football Pants Pads
100639	RAMBOW INC	667666	75315	1,926.52	youth football t shirts
104340	RD Floors	1778	75316	9,200.00	Concession Stand Floor- Code Issue
104341	Robbie Bajari	182024	75317	175.00	1U-Seat, Front #5292/168302
104346	Rodney Knake	0013597	75318	100.00	damage deposit refund
103062	ROSENBAUER MINNESOTA LLC	80329	75319	490,102.00	New Ladder Truck -- Chassis Payment
103867	RS AMERICAS INC	9021065151	75320	553.15	VFD control relays
101418	RUNNING'S SUPPLY INC	6468519	75321	29.99	LP Gas Hose
101418	RUNNING'S SUPPLY INC	6467388	75321	7.49	Recoil Rope Kit
101418	RUNNING'S SUPPLY INC	6468946	75321	54.99	Spray
101418	RUNNING'S SUPPLY INC	6479368	75321	100.91	Ext. cords, caster wheels
101418	RUNNING'S SUPPLY INC	6482308	75321	59.99	1 gallon of hydrant paint
101418	RUNNING'S SUPPLY INC	6483152	75321	11.92	Tent Stakes
101418	RUNNING'S SUPPLY INC	6484918	75321	25.99	Junction Box
101418	RUNNING'S SUPPLY INC	6484426	75321	19.99	Hard Side Case
101418	RUNNING'S SUPPLY INC	6487087	75321	5.00	Air Fitting
100690	SHERWIN WILLIAMS CO	0723-0	75322	96.14	Office paint
100690	SHERWIN WILLIAMS CO	0883-2	75322	272.10	Filter and Tip for Paint Gun
100690	SHERWIN WILLIAMS CO	5526-2	75322	16.09	Paint Sprayer Parts
100690	SHERWIN WILLIAMS CO	1730-4	75322	110.99	Paint Sprayer Pump Repair Kit
100690	SHERWIN WILLIAMS CO	1938-3	75322	149.40	Liftstation paint
100275	SHI CORP	B20095188	75323	475.31	ESXi-LE warranty renewal
103885	SHULDES/CARL	08052025	75324	640.90	Reimbursement of Personal Expenditures
103699	SILVA/AMBER	STMT/07-25	75325	1,183.20	Wellness Program July 2025
104292	Silver Star Communications	7707	75326	5,800.00	July 2025 ISP Monthly Charge
100706	STACY'S NURSERY INC	25245	75327	90.00	Funeral flowers- P Marcus
103471	STULEN/DEBORAH	080625	75328	91.70	Mileage Jan. thru July 2025
103654	SWEDEBRO INC	2025235	75329	1,100.00	Floor Repair
104311	Swenson Tiling LLC	08062025	75330	200.00	(40) staw bales for training
100161	SYSCO WESTERN MINNESOTA	253953681	75331	367.75	Concessions at DOAC
104315	The Tradesmen Construction, Inc.	Appl #3	75332	150,728.13	Willmar Outdoor Covered Rink
104315	The Tradesmen Construction, Inc.	Appl #2	75333	27,725.40	Willmar Outdoor Covered Rink
102949	TWIN CITY SEED COMPANY	S-INV004190	75334	2,597.00	Seed and Fertilizer
103106	UL LLC	72020630704	75335	6,750.00	Annual Aerial Testing
102915	VERIZON WIRELESS	6120581891	75336	2,410.20	Verizon Aug/Sep
104083	Vestis	2530421119	75337	14.06	Maintenance Uniform
104083	Vestis	2530423517	75337	79.09	Mechanics uniform rental

Vendor Payment Listing

July 31, 2025 thru August 13, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
104083	Vestis	2530424083	75337	14.06	Maintance man uniform
104083	Vestis	2530426320	75337	68.63	Mechanics uniform rental
104083	Vestis	2530427136	75337	16.12	Maintance man uniform
104083	Vestis	2530428843	75337	79.09	Mechanics uniform rental
104083	Vestis	2530429704	75337	14.06	Maintenance man uniform
104083	Vestis	2530431670	75337	68.63	Mechanics uniform rental
104083	Vestis	2530432252	75337	14.06	Maintance man uniform
100808	WEST CENTRAL TROPHIES	10289	75338	60.96	Church Softball Plaque / Extra WCBL Medals
100813	WILLMAR BUS SERVICE	25-0109	75339	1,100.00	twins game 7/10
100813	WILLMAR BUS SERVICE	25-0113	75339	1,000.00	CVB-Shuttle Bus Bike MS
100812	WILLMAR CHAMBER OF COMMERCE	07012025	75340	14,242.34	CVB monthly bills
104345	Willmar Girls Soccer Booster Club	001	75341	774.00	Willmar girls soccer camp registrations
103520	WILLMAR TDC	52131	75342	1,219.00	2025 Girls wrestling camp registrations
103520	WILLMAR TDC	58742	75342	2,206.00	Central MN and Youth Wrestling Camp
103919	WILLMAR VOLLEYBALL BOOSTERS	54682	75343	1,683.00	2025 Varsity and Youth Volleyball camp registratio
Total				2,023,185.13	



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Robin Raasch, Administrative Assistant
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Monthly Building Report July 2025		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Monthly Permit Report July 2025

City of Willmar Monthly Permit Reports July 2025

Permit Number	Address	Permit Type	Permit Work Class	Permit Issue Date	Permit Valuation	Parcel #
BLDR-2025-0092	236 Hawaii St NE	Residential	Re-Roof	7/1/2025	\$13,000.00	95-730-0900
BLDR-2025-0095	617 14th St SW	Residential	Alteration/Remodel	7/1/2025	\$7,600.00	95-006-8000
BLDR-2025-0093	505 Charlotte St SE	Residential	Re-Roof	7/1/2025	\$5,000.00	95-222-0020
BLDR-2025-0097	805 11th Ave SE	Residential	Deck	7/2/2025	\$2,500.00	95-230-0170
BLDR-2025-0052	1112 Becker Ave SW	Residential	Deck	7/7/2025	\$9,000.00	95-006-5960
BLDR-2025-0074	411 4th St SE	Residential	Residing	7/7/2025	\$13,320.96	95-740-0210
BLDR-2025-0076	619 11th St SW	Residential	Re-Roof	7/7/2025	\$13,950.00	95-006-2820
RMECH-2025-0043	215 Valley View Dr SE	Residential Mechanical	Mechanical	7/8/2025	\$5,443.00	95-831-0340
RMECH-2025-0036	1108 13th St SW	Residential Mechanical	Mechanical	7/8/2025	\$9,792.00	95-650-0080
RMECH-2025-0040	2408 5th Ave SE	Residential Mechanical	Mechanical	7/8/2025	\$4,937.00	95-668-1490
RMECH-2025-0046	3335 Eagle Ridge Dr W	Residential Mechanical	Mechanical	7/8/2025	\$22,000.00	95-148-1020
RMECH-2025-0044	619 10th St SW	Residential Mechanical	Mechanical	7/8/2025	\$8,500.00	95-006-2680
BLDR-2025-0028	1904 11th St SW	Residential	Single Family Dwelling	7/8/2025	\$679,913.00	95-132-0020
RMECH-2025-0045	3027 Eagle Ridge Dr W	Residential Mechanical	Mechanical	7/8/2025	\$9,000.00	95-148-1580
RMECH-2025-0041	1006 4th St SW	Residential Mechanical	Mechanical	7/8/2025	\$3,000.00	95-280-0420
RMECH-2025-0048	1016 17th St SW	Residential Mechanical	Mechanical	7/8/2025	\$13,000.00	95-350-0060
RMECH-2025-0047	117 31st St NW	Residential Mechanical	Mechanical	7/8/2025	\$3,000.00	95-835-0340
FIRE-2025-0008	2101 9th St SE	Fire Alarm	Fire Alarm	7/8/2025	\$21,700.00	95-841-0510
BLDC-2025-0010	1802 22nd St SW	Commercial	New	7/8/2025	\$150,000.00	95-921-5857
BLDR-2025-0100	1209 Carolina Ave SW	Residential	Re-Roof	7/8/2025	\$7,000.00	95-200-0310
RMECH-2025-0042	3101 8th St NE	Residential Mechanical	Mechanical	7/8/2025	\$7,000.00	13-432-0430
BLDR-2025-0073	316 Robert St SE	Residential	Alteration/Remodel	7/8/2025	\$5,000.00	95-520-0110
BLDR-2025-0107	504 33rd St NW	Residential	Alteration/Remodel	7/8/2025	\$72,000.00	95-833-1020
BLDR-2025-0079	312 Terrace Dr SW	Residential	Alteration/Remodel	7/8/2025	\$18,778.00	95-330-0350
BLDR-2025-0099	312 Litchfield Ave SE	Residential	Re-Roof	7/8/2025	\$7,750.00	95-310-0040
BLDR-2025-0078	1111 Lake Ave NW	Residential	Alteration/Remodel	7/8/2025	\$8,970.00	95-009-1310
BLDR-2025-0101	2117 21st Ave SW	Residential	Re-Roof	7/9/2025	\$3,800.00	95-715-0160
BLDR-2025-0104	618 6th St SW	Residential	Alteration/Remodel	7/9/2025	\$13,200.00	95-006-2170
BLDR-2025-0102	1812 6th St SW	Residential	Alteration/Remodel	7/9/2025	\$15,055.00	95-922-6220
BLDC-2025-0019	1700 22nd St SW	Commercial	Re-Roof	7/10/2025	\$55,000.00	95-921-5856

MECH-2025-0007	2100 Hwy 12 E	Commercial Mechanical	Mechanical	7/11/2025	\$34,877.00	95-913-1010
BLDR-2025-0108	604 Olena Ave SE	Residential	Re-Roof	7/11/2025	\$5,750.00	95-230-0090
BLDR-2025-0110	1404 10th St SE	Residential	Alteration/Remodel	7/11/2025	\$12,000.00	95-671-0320
BLDR-2025-0089	701 3rd St SW	Residential	Alteration/Remodel	7/11/2025	\$13,323.00	95-006-4080
BLDR-2025-0096	816 13th St SW	Residential	Alteration/Remodel	7/11/2025	\$8,500.00	95-570-0735
BLDR-2025-0103	228 Terrace Dr SW	Residential	Alteration/Remodel	7/11/2025	\$12,898.00	95-330-0110
BLDR-2025-0106	1502 7th St SW	Residential	Alteration/Remodel	7/11/2025	\$6,435.00	95-664-0690
BLDR-2025-0105	604 24th Ave SW	Residential	Alteration/Remodel	7/11/2025	\$14,800.00	95-682-0070
BLDR-2025-0007	701 2nd St	Residential	Re-Roof	7/14/2025	\$3,500.00	95-410-0310
RPLUMB-2025-0008	3229 Eagle Ridge Dr W	Residential Plumbing	Plumbing	7/14/2025	\$4,300.00	95-148-2010
BLDR-2025-0109	428 16th St SE	Residential	Re-Roof	7/14/2025	\$3,000.00	95-184-0170
RMECH-2025-0052	2204 8th Ave SE	Residential Mechanical	Mechanical	7/15/2025	\$11,590.00	95-668-2080
BLDC-2025-0023	810 Benson Ave SW	Commercial	Re-Roof	7/15/2025	\$15,000.00	95-003-2000
MECH-2025-0006	1020 1st St S	Commercial Mechanical	Mechanical	7/15/2025	\$5,533.51	95-280-2270
BLDR-2025-0040	422 Charlotte St SE	Residential	Residing	7/16/2025	\$30,000.00	95-220-1770
RMECH-2025-0054	328 Ferring St SE	Residential Mechanical	Mechanical	7/17/2025	\$18,867.00	95-220-0940
BLDR-2025-0116	405 Ann St SE	Residential	Re-Roof	7/17/2025	\$12,000.00	95-220-1830
BLDR-2025-0121	616 9th St SE	Residential	Re-Roof	7/17/2025	\$2,500.00	95-222-1680
RMECH-2025-0053	1613 16th Ave NW	Residential Mechanical	Mechanical	7/17/2025	\$22,000.00	95-603-0370
RMECH-2025-0055	1208 17th St SW	Residential Mechanical	Mechanical	7/17/2025	\$5,000.00	95-860-0430
RMECH-2025-0057	805 Augusta Ave SE	Residential Mechanical	Mechanical	7/17/2025	\$5,000.00	95-660-0040
BLDR-2025-0090	1322 Ella Ave NW	Residential	Accessory Structure	7/17/2025	\$48,106.00	95-820-1420
BLDR-2025-0131	1024 15th St SW	Residential	Alteration/Remodel	7/17/2025	\$7,000.00	95-042-0310
CPLUMB-2025-0004	951 High Ave NE	Commercial Plumbing	Plumbing	7/17/2025	\$35,000.00	95-911-0840
BLDR-2025-0120	1305 9th St SE	Residential	Re-Roof	7/17/2025	\$15,184.00	95-670-0270
BLDR-2025-0133	2509 6th St SW	Residential	Emergency Escape & Rescue Openii	7/18/2025	\$2,800.00	95-683-0630
BLDR-2025-0117	513 25th St SE	Residential	Alteration/Remodel	7/18/2025	\$21,000.00	95-668-4370
BLDR-2025-0125	401 Rice Ave SW	Residential	Residing	7/18/2025	\$4,000.00	95-280-0210
BLDR-2025-0071	1001 13th St SW	Residential	Deck	7/18/2025	\$7,500.00	95-570-0430
RMECH-2025-0058	700 9th St SE	Residential Mechanical	Mechanical	7/18/2025	\$6,500.00	95-914-2220
RPLUMB-2025-0009	1613 16th Ave NW	Residential Plumbing	Plumbing	7/18/2025	\$4,000.00	95-603-0370
BLDR-2025-0122	321 7th St SW	Residential	Re-Roof	7/18/2025	\$20,000.00	95-003-4760
BLDR-2025-0123	321 7th St SW	Residential	Residing	7/18/2025	\$18,000.00	95-003-4760

BLDR-2025-0130	405 Ann St SE	Residential	Re-Roof	7/18/2025	\$12,000.00	95-220-1830
BLDR-2025-0129	1034 Hill Rd SW	Residential	Alteration/Remodel	7/18/2025	\$12,543.00	95-600-0700
BLDR-2025-0134	316 17th St NW	Residential	Re-Roof	7/18/2025	\$6,500.00	95-146-0030
BLDR-2025-0128	722 11th St NW	Residential	Re-Roof	7/18/2025	\$6,000.00	95-050-0010
RMECH-2025-0049	815 11th St SW	Residential Mechanical	Mechanical	7/22/2025	\$6,317.00	95-590-0260
RMECH-2025-0050	311 25th St SE	Residential Mechanical	Mechanical	7/22/2025	\$6,284.00	95-668-4420
RMECH-2025-0059	1404 18th St SW	Residential Mechanical	Mechanical	7/22/2025	\$5,338.00	95-510-0560
BLDR-2025-0137	1313 Westwood Ct NW	Residential	Demolition	7/22/2025	\$25,000.00	95-560-0070
BLDR-2025-0094	1709 Lower Trentwood Cir NE	Residential	Single Family Dwelling	7/23/2025	\$228,726.00	95-828-0710
BLDR-2025-0139	1208 11th St SE	Residential	Alteration/Remodel	7/24/2025	\$17,765.00	95-670-0680
BLDR-2025-0022	3100 1st Ave NW	Residential	Addition	7/24/2025	\$37,867.20	95-835-0300
RMECH-2025-0056	608 Julii St SE	Residential Mechanical	Mechanical	7/24/2025	\$21,690.00	95-222-1390
BLDR-2025-0132	1505 10th St SE	Residential	Re-Roof	7/24/2025	\$19,000.00	95-671-0210
BLDC-2025-0026	1813 1st St S	Commercial	Re-Roof	7/28/2025	\$24,915.61	95-923-8665
BLDR-2025-0138	1200 Quincy Ave SW	Residential	Re-Roof	7/28/2025	\$7,400.00	95-690-0720
BLDC-2025-0025	402 19th Ave SE	Commercial	Demolition	7/28/2025	\$425,000.00	95-923-8950
BLDR-2025-0142	716 8th St SW	Residential	Re-Roof	7/29/2025	\$3,250.00	95-006-3210
BLDR-2025-0144	1700 Pleasant View Cir SE	Residential	Re-Roof	7/29/2025	\$11,250.00	95-423-0050
BLDR-2025-0143	524 Ann St SE	Residential	Re-Roof	7/29/2025	\$5,500.00	95-222-0580
BLDR-2025-0146	1001 4th St SW	Residential	Alteration/Remodel	7/29/2025	\$17,500.00	95-280-1340
BLDR-2025-0147	2717 12th Ave NW	Residential	Alteration/Remodel	7/29/2025	\$8,147.00	95-135-0880
BLDR-2025-0141	912 Ella Ave NW	Residential	Re-Roof	7/29/2025	\$9,900.00	95-820-1010
BLDR-2025-0151	317 14th St SW	Residential	Re-Roof	7/29/2025	\$14,293.00	95-006-8450
BLDR-2025-0126	1051 Hill Rd SW	Residential	Re-Roof	7/30/2025	\$20,000.00	95-600-0550
MECH-2025-0008	275 28th St SE	Commercial Mechanical	Mechanical	7/31/2025	\$7,859.96	95-793-0010
BLDR-2025-0145	725 4th St SW	Residential	Residing	7/31/2025	\$19,698.83	95-006-3910
89 total Permits				Total Valuation:	\$2,623,917.07	

YTD Valuation: \$42,814,971.44



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.J.
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 through 7/31/2025		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General 7.31.25
2. WWTP 7.31.25



**City of Willmar
General Fund
Budgetary Comparison Report
For the Period Ended July 31, 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	328,287.71	64.69%
Intergovernmental	7,105,464.49	6,977,458.00	3,524,043.73	50.51%
Service Charges	1,125,776.41	957,500.00	717,415.22	74.93%
Fines and Forfeits	111,018.18	100,000.00	52,758.56	52.76%
Special Assessments	2,180.90	-	1,596.77	
Miscellaneous Revenue	1,195,728.98	325,000.00	1,301,849.95	400.57%
Other Financing Sources	3,167,118.85	2,876,308.00	1,291,753.16	44.91%
Total Revenues	\$ 22,365,099.69	* \$ 22,104,698.00	\$ 12,563,009.22	56.83%
<u>Expenditures</u>				
City Administrator	\$ 968,170.50	\$ 780,505.00	\$ 347,669.50	44.54%
Mayor and Council	438,981.77	414,150.00	301,955.94	72.91%
City Hall	736,827.05	911,856.00	610,867.16	66.99%
City Clerk	217,034.80	244,293.00	137,325.24	56.21%
Elections	137,406.13	23,400.00	3,604.62	15.40%
Finance Department	498,178.32	558,492.00	296,708.14	53.13%
Planning/Development Services	1,167,791.03	1,044,184.00	553,374.15	53.00%
Legal	252,086.24	-		0.00%
Information Technology	815,887.80	971,158.00	743,035.77	76.51%
Human Resources	215,706.34	239,369.00	110,902.94	46.33%
Cultural Diversity	177,583.26	195,654.00	116,287.92	59.44%
Sub-Total General Gov't.	5,625,653.24	5,383,061.00	3,221,731.38	59.85%
Police Department	6,492,390.64	7,003,653.00	3,741,293.03	53.42%
Fire Protection	1,019,187.37	1,297,884.00	592,716.27	45.67%
Sub-Total Public Safety	7,511,578.01	8,301,537.00	4,334,009.30	52.21%
Public Works	4,011,527.16	4,351,778.00	2,159,739.17	49.63%
Engineering	721,885.61	404,000.00	135,799.51	33.61%
Transit System	20,500.00	21,000.00	20,500.00	97.62%
Storm Water	134,139.05	88,000.00	49,018.32	55.70%
Sub-Total Streets/Highways	4,888,051.82	4,864,778.00	2,365,057.00	48.62%
WRAC	129,799.82	149,980.00	88,244.59	58.84%
Library	553,711.53	573,018.00	330,582.12	57.69%
Auditorium	38,856.37	71,268.00	23,011.50	32.29%
Parks & Recreation	1,045,869.14	1,133,022.00	701,821.44	61.94%
Civic Center	1,021,314.19	1,055,942.00	551,985.98	52.27%
Recreation/Event Center	10,056.23	10,000.00	5,534.31	55.34%
Community Center	322,308.89	289,065.00	175,136.17	60.59%
Aquatic Center	230,459.01	273,027.00	133,658.18	48.95%
Sub-Total Culture/Recreation	3,352,375.18	3,555,322.00	2,009,974.29	56.53%
Total Expenditures	\$ 21,377,658.25	\$ 22,104,698.00	\$ 11,930,771.97	53.97%

* Indicates Over Budget



City of Willmar
Waste Treatment Plant
Budgetary Comparison Report
For the Period Ended July 31, 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	\$ 7,422.55	24.74%
Service Charges	9,599,947.09	11,239,850.00	5,094,096.80	45.32%
Miscellaneous Revenue	941,295.34	150,000.00	298,803.05	199.20%
Total Revenues	\$ 10,630,760.45	\$ 11,419,850.00	\$ 5,400,322.40	47.29%
<u>Expenditures</u>				
Waste Treatment - Treatment	5,482,770.76	13,061,131.00	3,758,145.97	28.77%
Waste Treatment - Collections	287,939.22	704,849.00	141,006.03	20.01%
Waste Treatment - Biosolids	314,129.83	361,800.00	71,220.32	19.68%
Waste Treatment - Eagle Lake	24,580.43	30,650.00	16,981.04	55.40%
Total Expenditures	\$ 6,109,420.24	\$ 14,158,430.00	\$ 3,987,353.36	28.16%

* Indicates Over Budget



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.K.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Report June 2025		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. June 2025 Income Statement

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	4,406,127.35	4,406,127.35	841,418.04	4,339,932.87	66,194.48
402 - Commercial/Industrial	10,016,590.12	10,016,590.12	1,915,055.56	9,895,578.83	121,011.29
404 - City Franchise Fee	1,406,352.41	1,406,352.41	212,073.02	1,197,961.54	208,390.87
405 - Transmission	1,191,904.55	1,191,904.55	188,767.38	1,047,701.62	144,202.93
419 - Interest	299,880.00	299,880.00	114,130.44	681,985.27	-382,105.27
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	130,861.20	479,154.16	-479,154.16
498 - MRES Capacity Revenue	353,858.40	353,858.40	59,052.00	354,312.00	-453.60
499 - Miscellaneous Revenues	150,731.42	150,731.42	29,009.20	455,559.55	-304,828.13
Revenue Total:	17,825,444.25	17,825,444.25	3,490,366.84	18,452,185.84	-626,741.59
Expense					
500 - Production	155,137.92	155,137.92	10,458.76	50,566.47	104,571.45
555 - Purchased Power	8,456,553.61	8,456,553.61	1,808,089.60	8,424,882.10	31,671.51
560 - Transmission	2,119,329.27	2,119,329.27	410,966.65	2,020,037.01	99,292.26
580 - Distribution	1,012,247.82	1,012,247.82	186,958.77	1,030,871.52	-18,623.70
900 - Customer Service	108,981.36	108,981.36	27,794.31	161,204.52	-52,223.16
906 - Energy Services/Marketing	80,467.74	80,467.74	26,445.13	53,737.59	26,730.15
920 - General & Administrative	1,364,137.32	1,364,137.32	177,495.56	1,306,379.33	57,757.99
997 - Cash Payment to City	1,067,993.58	1,067,993.58	179,383.33	1,076,299.98	-8,306.40
998 - Depreciation	1,038,838.20	1,038,838.20	196,115.79	1,170,656.26	-131,818.06
999 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Expense Total:	15,403,686.82	15,403,686.82	3,023,707.90	15,294,634.78	109,052.04
Fund: 100 - Electric Surplus (Deficit):	2,421,757.43	2,421,757.43	466,658.94	3,157,551.06	-735,793.63
Fund: 200 - Water					
Revenue					
401 - Residential	1,393,319.31	1,393,319.31	263,645.09	1,404,340.00	-11,020.69
402 - Commercial/Industrial	1,585,539.72	1,585,539.72	320,195.16	1,563,325.50	22,214.22
419 - Interest	24,990.00	24,990.00	16,263.96	65,052.98	-40,062.98
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	14,540.13	53,239.35	-53,239.35
449 - Fines & Forfeits	0.00	0.00	0.00	14,274.10	-14,274.10
499 - Miscellaneous Revenues	53,478.60	53,478.60	8,467.17	36,095.14	17,383.46
Revenue Total:	3,057,327.63	3,057,327.63	623,111.51	3,136,327.07	-78,999.44
Expense					
500 - Production	182,664.36	182,664.36	18,866.18	136,106.38	46,557.98
580 - Distribution	613,146.60	613,146.60	95,035.25	531,230.15	81,916.45
900 - Customer Service	65,598.72	65,598.72	15,181.00	84,383.30	-18,784.58
920 - General & Administrative	479,224.44	479,224.44	68,341.54	434,663.93	44,560.51
928 - Facilities & Maintenance	0.00	0.00	29.57	599.38	-599.38
998 - Depreciation	556,563.24	556,563.24	32,185.33	192,307.09	364,256.15
999 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Expense Total:	1,897,197.36	1,897,197.36	229,638.87	1,379,290.23	517,907.13
Fund: 200 - Water Surplus (Deficit):	1,160,130.27	1,160,130.27	393,472.64	1,757,036.84	-596,906.57
Total Surplus (Deficit):	3,581,887.70	3,581,887.70	860,131.58	4,914,587.90	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	YTD Budget	YTD Budget			Remaining
100 - Electric	2,421,757.43	2,421,757.43	466,658.94	3,157,551.06	-735,793.63
200 - Water	1,160,130.27	1,160,130.27	393,472.64	1,757,036.84	-596,906.57
Total Surplus (Deficit):	3,581,887.70	3,581,887.70	860,131.58	4,914,587.90	



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	5.L.
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 Director Report - August 2025
2. Fire Department Stats 07-July
3. Parks and Rec Directors Report - August 2025
4. Public Works Director Report - August 2025
5. Police Department Update - August 2025
6. PD Monthly Council Stat Sheet July 2025



August's Pablo's Report:

MPR-Willmar Rural Voices Town Hall (Monday September 9th): I am excited to share that registration is open for the upcoming Rural Voice Town Hall in Willmar at Foxhole.

- General Information: <https://ruralvoice.org/>
- Registration: <https://www.eventbrite.com/e/rural-voice-how-immigration-has-worked-tickets-1545671588329?aff=oddtcreator>

Please help spread the word to your networks, relationships, and contacts. I hope the room is filled with people who are passionate about the future of the community and region. There are no PowerPoint presentations or speeches. MPR's Kerri Miller works the room and creates a space for local/area residents to share stories, lived experiences, and insights to ensure the real narrative is shared. This is not a political spin, but a forum for real people to share real thoughts, stories, hopes, fears, questions, and insights.

2025 Willmar Welcoming Week-Saturday, September 13, 2025

2:00 PM to 6:00 PM

Corner of 6th St SW & Litchfield Ave SW, Downtown Willmar

LINK for more information: [Willmar Welcoming Week](#)

Celebrate, Connect and Belong! We're inviting you to a celebration of community and connection. 2025 Welcoming Week is all about coming together to celebrate who we are, where we come from, and where we are going. It's a chance to meet your neighbors, share stories, and build a future where everyone belongs. We believe in shaping what's next by creating spaces that bring people together. This event is one of those spaces. A place where new ideas start, friendships are built, and cultures are celebrated. Join us and experience the following:

- Taste the World
- Experience Willmar's Global cultures
- Finding Community Resources



Pablo

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

JULY 2025

Title	July 2024	July 202
Alarm Activations	10	18
Building Fires	3	1
Sprinkler Activations	0	1
Cooking Fires	1	0
Haz Mat Call	0	1
Carbon Monoxide Incidents	4	2
Natural Gas Leak	5	3
Car Crashes	6	4
Smoke Scares	3	1
Power Line Down	0	1
Electrical Fires	3	0
Weather Watch	2	5
Rubbish Fires	1	3
Elevator Rescues	0	3

Current Month CFS: 43 First Responder Calls: 19

2025 YTD Fire Calls for Service: 240

2024 YTD First Responder Calls: 102

2024 Calls For Service thru July: 213

Training:

July 3 – Off due to holiday

July 10 -- Officers Meeting / Business Meeting

July 17 – Auto Extrication & Victim Removal

July 24 – Search and Rescue – Haug House

July 31 – No training

July Response Time: 6:53

YTD Response Time: 6:25

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



August 2025

Youth and Adult Programming

Youth Programs:

- Youth programs wrapped up the week of July 21st, with a few make-ups the following week.
- Getting fall programs scheduled and planned.
- September Gymnastics registration opened on August 5th, with beginner filling up in about one minute.
 - Beginners- 24 registered- 39 on wait list
 - Intermediate 24 registered- 9 on wait list
 - Advanced- 18 registered
- Youth Football started with Training camp
 - 1st- 4th Graders 67 registered
 - 5th-6th grade 88 registered
- Flag football will begin on August 19th
 - 37 1st and 2nd graders registered
 - 54 3rd and 4th graders registered
- 5th/6th grade tackle football will begin on August 18th
 - 56 registered

DOAC:

- Last day we are open is August 15th
- In July, our average attendance was 285.
- July and August have brought our pool rentals with a total of 8 rentals
- We have had 15 birthday parties this season

Bikes:

- 57 Rentals in the month of July
- \$60.95 in revenue.

Adult Softball

- All 3 of our softball divisions are nearing the end of regular season. The seasons are running a little long due to several rainouts.

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



Adult Basketball

- Our summer intern started a new 3 on 3 basketball league on Wednesday nights. He currently has 10 teams, and it has been going well.

Youth Football

- Fall football has started! We have over 150 players attend Fall Football Camp
- Games will start on September 4th. We will have 40 plus teams in the league this year for flag and tackle football. We work with NLS, Atwater, Litchfield, MACCRAY, Minnewaska and Morris communities.

Community Center

- Kids Science camp wrapped up and was a huge success this year! We have plans for next summer already!
- Kids in the Kitchen has been traveling the world each week for 8 weeks this summer and wrapped up in Spain last week. We are preparing to launch our “From Scratch” program this fall.
- This month we will be taking a group to the Jason Show and to the State Fair.
- National Senior Citizen Day coming up towards the end of the month where we will have special Elvis impersonator this year!
- Crafting programs this month include our Cement Owl Garden Craft, Rose Wreath, Firefly Jars, and 4 Little Art Sessions; 1 at the CC, 2 at Intuition, and 1 at the library.
- Preparation for upcoming Fall craft shows and Senior Expos.
- Preparation also for many returning programs coming up in September.

Facilities & Events

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



Upcoming Events:

- Arnolds Farm Show August 18-22
- Rifle and Pistol Club Gun Show September 12-14
- Willmar Warhawks start practice September 1st.
- Boards and ice will start Mid September for the Cardinal Arena
- Disc Golf Tourney at Robbins Island at the end of August
- High School Football Scrimmage on the turf, Aug 23rd.

Other Projects & Updates

- Outdoor Rink Project: the project is on schedule; Steel will be going up Aug 18th
- Cardinal Place went great this summer, there last day is Aug 15th.
- Civic Center East wall and door replacement, still receiving quotes of doors and steel siding for the project. Project is coming in under budget.
- Continuing collaboration with Willmar Rotary on the Amphitheater project, and applied for the Legacy Grant, hope to hear good news in late October.
- DNR Fishing Platform Permit is in, and the project will start in September.



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.
- Submitted the monthly EDMR to the MPCA.
- JOTS billing and Hauled-in waste billings.
- Ongoing smoke testing for I/I sources.
- Monthly generator runs at multiple lift stations and the plant.
- Staff attended the annual MWOA conference.
- Sara attended MPCA 10-year update on the nutrient reduction strategy webinar.
- Attended the Central MN Water Education Alliance meeting.
- Met with BMI staff and identified collection system locations for first round of sampling for PFAS Source Identification Grant project.
- Collected first round of PFAS samples for PFAS Source Identification Grant project.
- Public education Facebook posts.
- Attended the Salt Symposium.
- Tour for Ridgewater College Environmental Science class.



Public Works Updates from Superintendent Kyle Radunz

Streets & Stormwater

July brought continued wet weather to Willmar, with more than 7.5 inches of rainfall recorded. Despite the challenges, our crew remained dedicated to maintaining the city's infrastructure:

- **Street Patching:** Crews completed patching work on five separate days, working around frequent rainstorms.
- **Stormwater Response (July 27–29):**
 - Maintained and repaired catch basins
 - Vacuumed debris from plugged catch basins

- Repaired gravel roads
 - Cleared bog material from the Foot Lake outlet
 - Removed storm-damaged trees and debris
- **Street Sweeping:** Conducted sweeping operations on four days throughout the month.
- **Pavement Markings:** Repainted crosswalks, directional arrows, and yellow curbs over three workdays.

Parks & Grounds

Our department remained active with regular maintenance and improvement efforts across Willmar's green spaces:

- **Ball Fields:** Maintained and prepared eight baseball fields for practices and games.
- **Groundskeeping:** Mowed and trimmed vegetation in 39 park areas, performed routine litter pickup, and maintained equipment.
- **Splash Pad:** Installed a new controller on July 22, followed by the shade structures on July 23.
- **Public Restrooms:** Cleaned and maintained seven public restrooms twice daily.
- **Tree & Turf Work:** Removed stumps and restored turf from winter tree removals.
- **Brush Site:** Managed compost by turning and stacking materials; burned excess brush and tree waste.
- **Playground Improvements:** Installed new swings at Gesch and Hedin Parks.
- **Trail Maintenance:** Swept and repaired walking trails as needed.
- **Weed Control:** Applied weed treatments in parks and along city roadways.

Safety, Equipment & Facilities

- **Monthly Safety Inspections:** Inspected fire extinguishers, fall protection equipment, ladders, eyewash stations, hoists, cranes, AEDs, and more to ensure compliance and worker safety.
- **Vehicle & Equipment Maintenance:** Continued routine service and repairs across departments.

Community Event Support

Public Works staff played a vital role in supporting several community events in July:

- **Rockin' Robbins:** Installed fencing, bike corrals, barricades, and signage; prepared the area with mowing, trimming, parking lot painting, trail sweeping, beach maintenance, mosquito spraying, and more.
- **Rusty Eyeball Car Show:** Provided traffic cones and barricades.
- **Prairie Winds Band Concerts (2 dates):** Set up the bandshell, trailer, chairs, and sound equipment.

Additional Projects & Services

- **Trailhead Project:** Added gravel to the parking area.
- **Complaint-Based Mowing:** Responded to and mowed nuisance properties as needed.

- **Old Wastewater Plant Gate:** Completed pedestal installation for gate access.
- **Mosquito Control:** Applied two rounds of mosquito spraying citywide in July.



Street Projects

The Business Hwy 71 pavement resurfacing project is now in phase 2 and traffic has been detoured to the north bound lanes while work begins in the south bound lanes. This is very similar to what took place during phase 1 in that one half of the roadway will be closed while work is being performed. Business 71 will again remain open throughout the project, but traffic will still be reduced from four lanes to two. Motorists are encouraged to allow extra time to navigate this area.

Milling and concrete work has begun in the Eagles Landing neighborhood and the asphalt layer is scheduled to be installed in late August. The remainder of overlay projects are scheduled to begin in mid-August due to weather delays. 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.

Reconstruction work on 20th St SE continues to progress. 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 and on Hwy 12.

The Kandiyohi County project on 15th Ave NW is substantially completed and the remainder of asphalt work on 7th St NW will begin shortly.

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

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

Respectfully

Justin DeLeeuw – Public Works Director

City of Willmar Police Department Update

08/12/2025

Events currently:

We are currently hosting the Explorer Academy, which is running Monday through Friday this week. This program engages 10 youth participants, providing them with valuable insight into law enforcement careers and hands-on experience. We're excited to support the next generation of community leaders.

Personnel Updates:

- Officer Devin Cravin is progressing well in his training and remains on track as expected.
- Detective Benjamin Hanneman has completed his 5-year assignment with the Detective Unit and is returning to the Patrol Unit. We thank him for dedicated service in investigations and look forward to the knowledge he will bring back to patrol.
- Officer Jason Evans has been selected as our newest Detective. He will begin transitioning into his new role at the start of September.

We appreciate the continued support from the council and community as we work to serve and protect the citizens of Willmar.

Thanks,

Chief Mike Holme

Willmar Police Department

Monthly Calls for Service Statistics

Title	July 2024	July 2025
911 Hang Up	20	9
Abandoned Vehicles	37	36
Agency Assist	47	38
Alarm	29	14
Alcohol Offense	10	4
Animal	60	43
Assault	5	10
Burglary	1	1
Child Custody Dispute	16	4
Crash	78	55
Criminal Damage To Property	14	16
Disorderly	33	15
Domestic	35	38
Drugs	14	12
Family Service	85	61
Fight	9	7
Fraud	17	14
Gun Permits	7	14
Harassment	37	26
Information	8	8
Weapons complaint	7	4
Lost And Found	40	30
Mental Issues	61	35
Missing Person	15	17
Motorists Assist	10	9
Neighborhood Disturbance	60	29
Public Assist	153	164
School Related Incidents	0	0
Sex Crimes	5	4
Sudden Death/Bodies Found	5	5
Suicidal Person	1	10
Suspicious	73	56
Theft	49	46
Traffic Complaint	46	59
Traffic Stop	244	142
Trespass	16	12
Warrant Service	13	15

Current Month CFS:

1132

YTD Calls for Service:

8,114

2024 Month CFS:

1448

(Some minimal CFS
categories not shown)



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	9.A.
Agenda Section:	Public Hearing:	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge, City Engineer
Item:	2025 Assessment Hearing		

RECOMMENDED ACTION:

Adopt the resolution approving the assessment roll for the 2025 Improvement Projects.

OVERVIEW:

As required by State Statute 429.031 subd. 1(b), an assessment hearing is being held for the 2025 Street and Other Improvements. A public hearing on the 2025 Street and Other Improvements has been called for the purpose of reviewing and explaining the proposed assessments and to obtain input from interested parties. The projects include:

Project No. 2501-A Reconstruction
20th Street SE

Project No. 2503-B Reclaim and Overlay
Eagle Ridge Drive W
32nd Avenue NE
34th Avenue NE
Fairway Drive NE
29th Street NW
7th Avenue NW
8th Avenue NW
22nd Street SW
24th Street SW
20th Avenue SW
21st Avenue SW

Project No. 2503-C Overlay
Technology Drive NE

Project No. 2503-D Overlay

Business Highway 71

Project No. 2503-E County Overlay
15th Avenue NW
7th Street NW

BUDGETARY/FISCAL ISSUES:

Funding sources for the projects include assessments, bond proceeds, MUC, Wastewater, Local Option Sales Tax, grant and County funds.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION- ADOPT ASSESSMENT ROLL 2025
2. 2025-08-18 137355 Assessment Hearing Presentation
3. 2501-A 20th Street Final Assessment
4. 2503-B City Overlay Final Assessment
5. 2503-C City Overlay Final Assessment
6. 2503-D City Overlay Final Assessment
7. 2503-E North County Overlay Final Assessment

RESOLUTION NO. ____

A RESOLUTION ADOPTING THE ASSESSMENT ROLL FOR THE 2025 STREET AND OTHER IMPROVEMENTS.

Motion By:_____ Second By:_____

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed assessment for 2025 Street and Other Improvements, and has amended such proposed assessment as it deems just;

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

1. Such proposed assessment, the sum of \$2,490,328.10, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein is hereby found to be benefited by the proposed improvement listed as Project 2501.
2. Such assessments shall be as follows:
 - A. The assessments shall be payable in equal annual installments extending over a period of fifteen (15) years, the first of said installments to be payable with general taxes for the year 2025, collectible with such taxes during the year 2026.
 - B. To the first installment shall be added interest at the rate of 5.8126 percent per annum on the entire principal amount of the assessment from the date of funding, approximately July 1, 2025, until December 31, 2026. To each subsequent installment, when due there shall be added interest for one year at said rate on the unpaid principal amount of the assessment.
 - C. The owner of any property so assessed may at any time prior to the certification of the assessment or the first installment thereof to the County Auditor (Treasurer), pay the whole of the principal amount of the assessment on such property with interest accrued to the date of payment to the City Clerk, except that no interest shall be charged if the entire assessment is paid by October 31, 2025, and such property owner may at any time prior to November 15 of any year pay to the City Clerk the entire principal amount.
3. The City Clerk shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

Dated this 18th day of August, 2025

MAYOR

ATTEST:

CITY CLERK



WILLMAR

2025 Construction Projects Final Assessment Hearing Presentation

Presented by: Jared Voge, P.E. City Engineer

August 18, 2025

Project Area

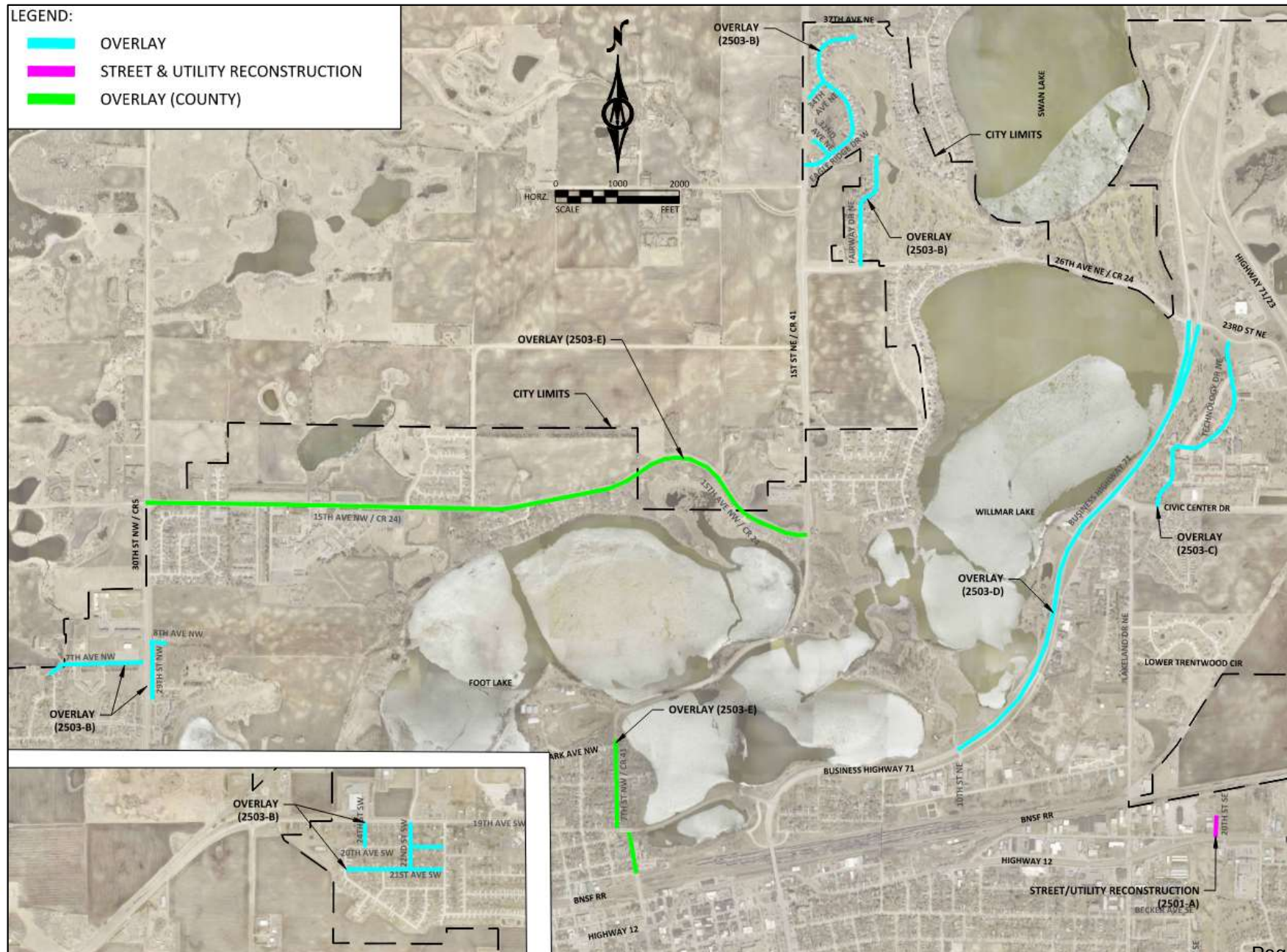
Reconstruction Areas:

<u>City Project No.</u>	<u>BMI Project No.</u>	<u>Location</u>
2501-A	0W1.132909	20 th Street SE Improvement Project
		20 th Street SE – Highway 12 to 2 nd Ave SE

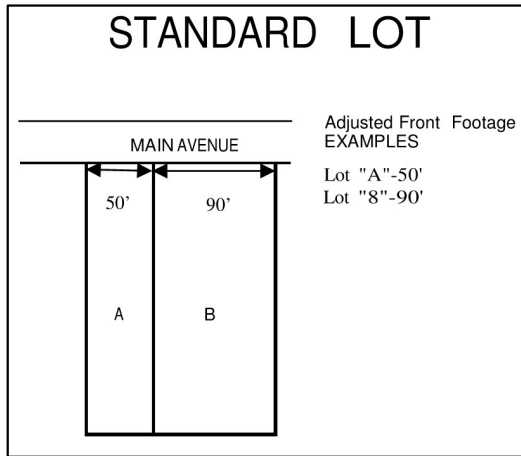
Mill & Overlay Area:

<u>City Project No.</u>	<u>BMI Project No.</u>	<u>Location</u>
2503-B	0W1.132911	West Street Improvement Project
		Eagle Ridge Drive W, 32 nd Ave NE, 34 th Ave NE, Fairway Drive NE, 7 th Ave NW, 8 th Ave NW, 29 th St NW, 20 th Ave SW, 21 st Ave SW, 22 nd St SW, 24 th St SW
2503-C	0W1.133493	Technology Drive Improvement Project
		Technology Drive – Civic Center Drive to 23 rd St NE
2503-D	0W1.126075	Business Highway 71 Improvement Project
		Business Highway 71 – 10 th St NE/Robbins Island Entrance to 26 th Ave NE/CSAH 24
2503-E	24X.136907.000	7 th Street NW/CSAH 41 & 15 th Ave NW/CSAH 24 Improvement Project
		7 th St NW/CSAH 41 – Campbell Ave NW to Park Ave NW 15 th Ave NW/CSAH 24 – 1 st St N to 30 th St NW

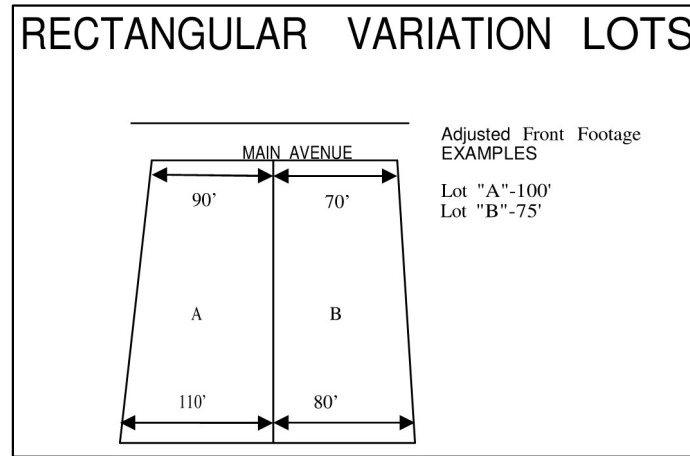
Project Area



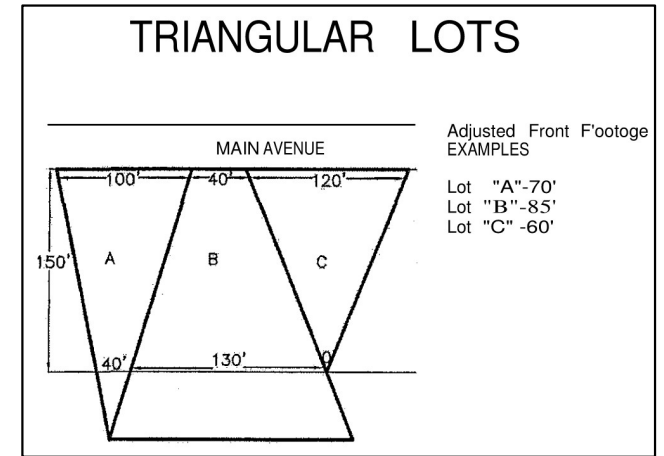
Front Footage Determination



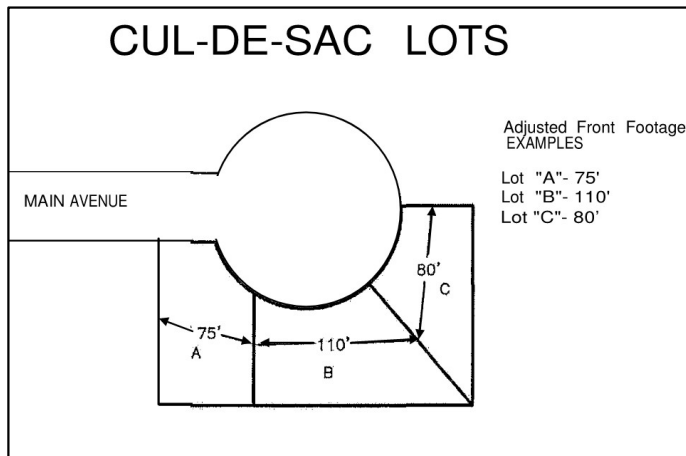
Length along street



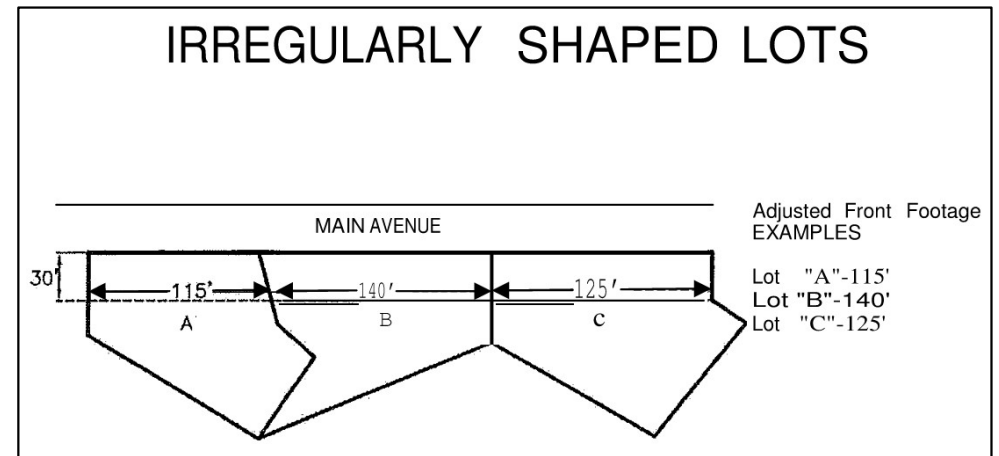
Average of front and rear



Average of front length and length at 150 feet

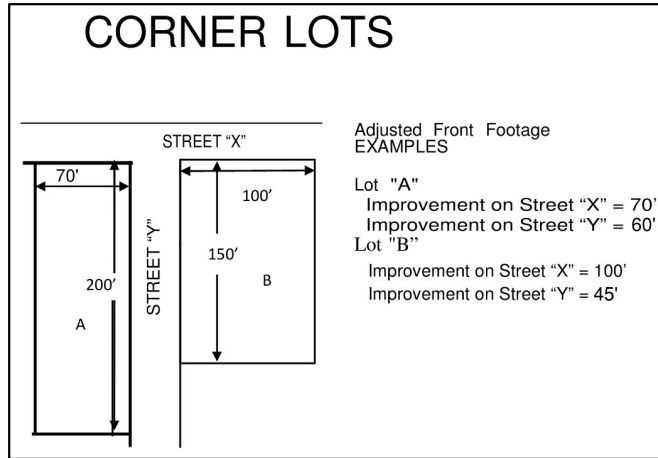


Length between mid-points

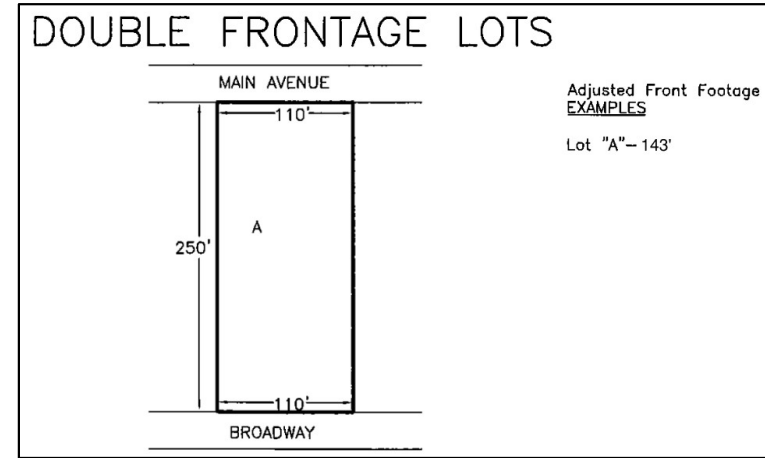


Length at 30-foot setback

Front Footage Determination



Full length of short side plus
30% of long side



Full length of the side serviced
from plus 30% of all other sides
that have street frontage

As-Bid Project Cost Summary

Item	Total
Street Improvements	\$6,345,900
Sanitary Sewer	\$53,500
Watermain	\$117,700
Storm Sewer	\$134,100
Total	\$6,651,200

Assessment Rates & Totals

Item	2024 Assessment Rates	2025 Assessment Rates		Unit	Assessment Totals
Street – Reconstruction	\$64.00	\$66.75		Foot	\$24,174.45
Sanitary Sewer Main – Reconstruction	\$16.25	\$17.00		Foot	\$7,015.73
Sanitary Sewer Service	\$820.00	\$875.00		Each	\$2,625.00
Watermain – Reconstruction	\$20.75	\$21.75		Foot	\$8,976.00
Water Service ≤ 1”	\$1,035.00	\$1,100.00		Each	\$2,200.00
Water Service > 1”	\$2,960.00	\$3,100.00		Each	\$3,100.00
Storm Sewer – Reconstruction	\$14.00	\$14.75		Foot	\$5,341.92
Overlay	\$3,250	\$3,400	0’ – 60.9’	Each	\$2,436,895.00
	\$4,875	\$5,075	61’ – 99.9’		
	\$6,500	\$6,775	≥ 100’		
	\$975 Corner (Long Side)		\$1,025 Corner (Long Side)		

Assessment Breakdown

Project	Private Properties	City Properties	Total
Street & Utility Reconstruction	\$53,433.10		\$53,433.10
Overlay	\$2,104,920.00	\$331,975.00	\$2,436,895.00
Total	\$2,158,353.10	\$331,975.00	\$2,490,328.10

Assessment Term & Interest Rate

- Assessment Term: 15 Years
- Assessment Rate: 5.8126%
- Estimated Annual Payment: \$102/\$1,000 in Assessment

Assessment Payment Policy

- **By October 31, 2025**

- Partial Prepayments Allowed to City Clerk (\$1,500+) (without interest)
- Full Payment to City Clerk (without interest)

- **November 1 through November 15, 2025**

- Payments to City Clerk (including daily interest from date of bond sale)

- **After November 15, 2025**

- 2026 payment will include interest from date of bond sale through December 31, 2026
- Payments (including interest through December 31 of year of payment) are collected annually along with property taxes by Kandiyohi County until the assessments are paid in full.
- 1st ½ Payment Due (collected with property taxes) May 15
- 2nd ½ Payment Due (collected with property taxes) October 15

Assessment Payment Policy

Full Payment After November 15, 2025

- By November 15 of year of payment
 - Paid to County Auditor with interest through December 31 of the year of payment
- After November 15 of year of payment
 - Paid to County Auditor with interest through December 31 of the succeeding year



WILLMAR

Questions?

2025 Construction Projects
Final Assessment Hearing Presentation

Presented by: Jared Voge, P.E. City Engineer

August 18, 2025

FINAL ASSESSMENT ROLL
20TH STREET SE IMPROVEMENT PROJECT
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 0W1.132909
CITY PROJECT 2501-A
AUGUST 2025

LEGEND	Orange lines correspond with street
	Gray lines correspond with sides of street
	Pink lines correspond with City owned properties

AUGUST 2025				Frontage Calculations				Street - Reconstruction		Sanitary Main - Reconstruction		Sewer Service		Watermain - Reconstruction		Water Service - 1"		Water Service - >1"		Storm Sewer - Reconstruction		Final Assessment Amount	Parcel Classification
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Rate / LF \$66.75		Rate / LF \$17.00		Rate / Each \$875.00		Rate / LF \$21.75		Rate / Each \$1,100.00		Rate / Each \$3,100.00		Rate / LF \$14.75			
								Length (LF)	Assessment	Front Footage	Assessment	Each	Assessment	Front Footage	Assessment	Each	Assessment	Each	Assessment	Front Footage	Assessment		
Line	Taxpayer Name	Parcel #	Physical Address																				
20th Street SE																							
West Side																							
1	BPO ELKS LODGE #952	95-182-1990	222 20TH ST SE		166.00	YES	49.80	49.80	\$ 3,324.15	49.80	\$ 846.60	1	\$ 875.00	49.80	\$ 1,083.15	1	\$ 1,100.00		\$ -	49.80	\$ 734.55	\$ 7,963.45	Corner Lot
2	BPO ELKS LODGE #952	95-182-1970	200 20TH ST SE	100.00		YES	100.00	100.00	\$ 6,675.00	100.00	\$ 1,700.00	1	\$ 875.00	100.00	\$ 2,175.00	1	\$ 1,100.00		\$ -	100.00	\$ 1,475.00	\$ 14,000.00	Corner Lot
East Side																							
3	TIPACANOE PARTNERSHIP, LLP	95-304-0010	221 20TH ST SE	52.69	262.89	YES	131.56	131.56	\$ 8,781.43	262.89	\$ 4,469.13	1	\$ 875.00	262.89	\$ 5,717.86		\$ -	1	\$ 3,100.00	131.56	\$ 1,940.47	\$ 24,883.88	Corner Lot
4	MARCUS REAL ESTATE &INVESTMENT	95-304-0020	2101 HWY 12 E	50.00		YES	50.00	50.00	\$ 3,337.50		\$ -		\$ -		\$ -		\$ -		\$ -	50.00	\$ 737.50	\$ 4,075.00	Irregular Lot
2nd Ave SE																							
North Side																							
5	COUNTY OF KANDIYOHI% AUDITOR/TREASURER OFFICE	95-182-1800	1801 HWY 12 E		102.69	YES	30.81	30.81	\$ 2,056.37		\$ -		\$ -		\$ -		\$ -		\$ -	30.81	\$ 454.40	\$ 2,510.77	Double Frontage
			TOTALS	202.69	531.58		362.16	362.16	\$ 24,174.45	412.69	\$ 7,015.73	3	\$ 2,625.00	412.69	\$ 8,976.01	2	\$ 2,200.00	1	\$ 3,100.00	362.16	\$ 5,341.92	\$ 53,433.10	

FINAL ASSESSMENT ROLL
STREET IMPROVEMENT PROJECT (WEST)
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 0W1.132911
CITY PROJECT 2503-B
AUGUST 2025

LEGEND	Orange lines correspond with street
	Gray lines correspond with sides of street
	Pink lines correspond with City owned properties

LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
M	Medium lot assessment. 61'-99.9'. \$5,075
L	Large lot assessment. ≥100'. \$6,775
c	Residential corner lot assessment. \$1,025 on long side
COMM	Commercial lot assessment. Short side length assessed \$6,775 per equivalent large lot assessment. Total short length/100'x\$6,775. Minimum assessment \$6,775.
C	Commercial corner lot assessment. 30% of long side length assessed \$6,775 per equivalent large lot assessment. Total long length/100'x\$6,775. Minimum assessment \$6,775.

				Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
Line	Taxpayer Name	Parcel #	Physical Address						
22nd Street SW									
West Side									
1	RAMEY/PATRICK & STHEFANY	95-601-0129	2004 22ND ST SW	90.72	150.00	YES	135.72	M c	\$ 6,100.00
2	ALMENDARES/JENNY ERLINDA	95-601-0025	2002 22ND ST SW		150.00	YES	45.00	c	\$ 1,025.00
3	MARCUS/GERALD & KATHLEEN A	95-921-5600	1904 22ND ST SW		150.00	YES	45.00	c	\$ 1,025.00
4	WOG/RICHARD H & CHERYL	95-921-5500	2201 19TH AVE SW		150.00	YES	45.00	c	\$ 1,025.00
East Side									
5	OVESON/KIP RANDALL	95-601-0017	2116 21ST AVE SW	100.00	150.00	YES	145.00	L c	\$ 7,800.00
6	SELANDER/SCOTT	95-601-0016	2117 20TH AVE SW	100.00	150.00	YES	145.00	L c	\$ 7,800.00
7	YOUNG LIVING TRUST/VALERIOUS A	95-921-5590	1905 22ND ST SW	150.00	150.00	YES	195.00	L c	\$ 7,800.00
8	LANDIN/MARGENE	95-921-5510	2119 19TH AVE SW		150.00	YES	45.00	c	\$ 1,025.00
24th Street SW									
West Side									
9	HTOO/LAY & DAH DAH	95-921-5680	1904 24TH ST SW		150.00	YES	45.00	c	\$ 1,025.00
10	BRUYERE/DENNIS R & COURTNEY C	95-698-0020	1900 24TH ST SW		150.00	YES	45.00	c	\$ 1,025.00
East Side									
11	OLSON/CAMILLE/& CHAD HEGSTROM	95-921-5670	1905 24TH ST SW		150.13	YES	45.04	c	\$ 1,025.00
12	KRUGER/STEVEN J	95-921-5450	1901 24TH ST SW		150.00	YES	45.00	c	\$ 1,025.00
20th Avenue SW									
North Side									
13	WISE/AMBER	95-335-0010	2110 20TH AVE SW	85.00		NO	85.00	M	\$ 5,075.00
14	WISE/AMBER	95-335-0020	2108 20TH AVE SW	90.00		NO	90.00	M	\$ 5,075.00
15	LOWTHER/BRIAN J & DEBORAH	95-921-5560	2101 19TH AVE SW		150.00	YES	45.00	c	\$ 1,025.00
South Side									
16	MARCUS/DARLA J	95-601-0013	2113 20TH AVE SW	93.28		NO	93.28	M	\$ 5,075.00
17	CURRENT RESIDENT	95-601-0012	2109 20TH AVE SW	95.00		NO	95.00	M	\$ 5,075.00
18	MOLACEK/TRENT & LISA	95-601-0011	2105 20TH AVE SW	90.00		NO	90.00	M	\$ 5,075.00
19	O'CONNELL/CHARLES D & TRACI L	95-601-0010	2000 21ST ST SW	98.18		NO	98.18	M	\$ 5,075.00
21st Avenue SW									
North Side									
20	VENAAS/THOMAS L & RODERICK P	95-601-0090	2420 21ST AVE SW		184.00	YES	55.20	c	\$ 1,025.00
21	FERNANDEZ/GUILLERMO A SALAZAR & SARBIA B CRUZ GONZALES	95-601-0095	2412 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
22	CRAIN/MARY K % MARY DALIEN	95-601-0100	2408 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
23	JOHNSON/MICHAEL H & JANICE K	95-601-0110	2404 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
24	LAINEZ/VIRGILIO	95-601-0120	2400 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
25	KNAPPER/CURTIS L	95-601-0122	2308 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
26	CARRANZA/ISRAEL	95-601-0125	2304 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
27	HIDDING/BRIAN WILLIAM	95-601-0127	2300 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
28	VLAMINCK/JON J & TRACY A	95-601-0128	2204 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
29	KANDIYOHI COUNTY H&R AUTH	95-601-0018	2112 21ST AVE SW	93.28		NO	93.28	M	\$ 5,075.00
30	MINETTE/ALEX J	95-601-0019	2108 21ST AVE SW	140.00		NO	140.00	L	\$ 6,775.00
31	AHLERS/BREANNA/& ANDREW TUPA	95-601-0020	2004 21ST ST SW	145.18		NO	145.18	L	\$ 6,775.00

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				Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
Line	Taxpayer Name	Parcel #	Physical Address						
South Side									
32	PALACIOS/RODOLFO & ABIGAIL	95-715-0005	2417 21ST AVE SW	110.00		NO	110.00	L	\$ 6,775.00
33	REZNECHECK/CHRIS R & JEANNE M	95-715-0010	2413 21ST AVE SW	91.90		NO	91.90	M	\$ 5,075.00
34	WELTER/ANDREW J & ELIZABETH L	95-715-0020	2409 21ST AVE SW	138.20		NO	138.20	L	\$ 6,775.00
35	LEDEBOER/STEVEN D	95-715-0030	2405 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
36	EICHHORST/BRANDON J	95-715-0040	2401 21ST AVE SW	110.28		NO	110.28	L	\$ 6,775.00
37	BROTEN/PAMELA J TO: PAMELA BORCHERDT	95-715-0110	2309 21ST AVE SW	100.00		NO	100.00	L	\$ 6,775.00
38	OLINGER/JASON M & TRACY L	95-715-0120	2305 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
39	MCADAMS/SALLY J	95-715-0130	2301 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
40	GONZALEZ/ANA GARCIA/& E PEREZ	95-715-0140	2205 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
41	WILLIAMS/CHRISTINA	95-715-0160	2117 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
42	THOMA/SCOTT	95-715-0170	2113 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
43	MEYERING/KAREN S	95-715-0180	2109 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
44	BRANSTNER/ALICE M	95-715-0190	2105 21ST AVE SW	90.00		NO	90.00	M	\$ 5,075.00
7th Avenue NW									
South Side									
45	FRANSEN/JEFFREY L	95-833-1350	3225 7TH AVE NW	106.00		NO	106.00	L	\$ 6,775.00
46	VALLEYSIDE TOWNHOMES OF WILL	95-908-0040	3101 7TH AVE NW	710.69		NO	710.69	COMM	\$ 47,425.00
47	HOLDINGS LLC/REGENCY MHC	95-908-0042		541.88		NO	541.88	COMM	\$ 33,875.00
North Side									
48	AMBERG/THOMAS P & VALERIE L	95-833-1400		75.00		NO	75.00	M	\$ 5,075.00
49	NELSON/BRUCE D & LOIS M	33-008-0012	3280 7TH AVE NW	215.00		NO	215.00	L	\$ 6,775.00
50	CITY OF WILLMAR	95-908-0090		400.03		NO	400.03	COMM	\$ 27,100.00
51	WORD OF FAITH FAMILY CHURCH	95-908-0140	3010 7TH AVE NW		854.20	YES	256.26	COMM C	\$ 13,550.00
8th Avenue NW									
North Side									
52	RODRIGUEZ/JOSE I & PATRICIA	95-248-0110	2812 8TH AVE NW		125.34	YES	37.60	c	\$ 1,025.00
53	JOHANNES/RONALD D & SHEILA R	95-248-0120	2808 8TH AVE NW	125.34		NO	125.34	L	\$ 6,775.00
South Side									
54	SIETSEMA/AMANDA	95-248-0210	708 29TH ST NW	100.26	151.69	YES	145.77	L c	\$ 7,800.00
55	EDMONDS-HALVORSON/CAMERON	95-248-0220	2809 8TH AVE NW	90.25		NO	90.25	M	\$ 5,075.00
56	KALLEVIG TRUST/BRUCE & J/& KALLMAN SANDRA KALLEVIG TRUSTS	95-909-0090	2750 6TH AVE NW	70.00		NO	70.00	COMM	\$ 6,775.00
29th Street NW									
East Side									
57	WILLMAR LEASED HSG ASSOC IV	95-909-0160	420 30TH ST NW	60.00		NO	60.00	COMM	\$ 6,775.00
58	OKAY HOME SOLUTIONS LLC	95-248-0310	512 29TH ST NW		144.00	YES	43.20	c	\$ 1,025.00
59	OKAY HOME SOLUTIONS LLC	95-248-0270	600 29TH ST NW		125.00	YES	37.50	c	\$ 1,025.00
60	ADEN/ABDIKARDIR D/& ZEINAB M ISSACK	95-248-0260	604 29TH ST NW	100.00		NO	100.00	L	\$ 6,775.00
61	WODASH/THOMAS A & DEBRA A	95-248-0250	608 29TH ST NW	100.00		NO	100.00	L	\$ 6,775.00

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CITY PROJECT 2503-B
AUGUST 2025

LEGEND	Orange lines correspond with street
	Gray lines correspond with sides of street
	Pink lines correspond with City owned properties

LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
M	Medium lot assessment. 61'-99.9'. \$5,075
L	Large lot assessment. ≥100'. \$6,775
c	Residential corner lot assessment. \$1,025 on long side
COMM	Commercial lot assessment. Short side length assessed \$6,775 per equivalent large lot assessment. Total short length/100'x\$6,775. Minimum assessment \$6,775.
C	Commercial corner lot assessment. 30% of long side length assessed \$6,775 per equivalent large lot assessment. Total long length/100'x\$6,775. Minimum assessment \$6,775.

Line	Taxpayer Name	Parcel #	Physical Address	Short Side Lot Length (LF)	Frontage Calculations Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Overlay	
								Lot Classification	Assessment
62	KING/RYAN A	95-248-0240	700 29TH ST NW	100.00		NO	100.00	L	\$ 6,775.00
63	RIECKMAN/KEITH & CHRISTINE	95-248-0230	704 29TH ST NW	100.00		NO	100.00	L	\$ 6,775.00
Fairway Drive NE									
West Side									
64	BAKER/RANDALL P & KRISTIN	95-212-0210	2608 FAIRWAY DRIVE NE	203.00		NO	203.00	L	\$ 6,775.00
65	PLOWMAN/JEFFREY D & JEWEL L	95-212-0220	2618 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
66	KALLEVIG/DANE & SARAH	95-212-0230	2650 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
67	HAUG LIVING TRUST/CARYL H C/O DONALD & CAROL HAUG JR	95-212-0240	2670 FAIRWAY DRIVE NE	135.00		NO	135.00	L	\$ 6,775.00
68	REED/JASON & MARYKE	95-212-0250	2710 FAIRWAY DRIVE NE	135.00		NO	135.00	L	\$ 6,775.00
69	KOEHN/EDWARD W & DONNA M	95-212-0260	2730 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
70	LAMPHER/LINDSAY R	95-212-0270	2750 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
71	GEORGE/DAVID J & PATRICIA M	95-212-0280	2776 FAIRWAY DRIVE NE	151.00		NO	151.00	L	\$ 6,775.00
72	CHEZIK/JON & SARAH M	95-212-0290	2790 FAIRWAY DRIVE NE	147.00		NO	147.00	L	\$ 6,775.00
73	STALLMAN/CHARLES HENRY	95-212-0300	2820 FAIRWAY DRIVE NE	121.00		NO	121.00	L	\$ 6,775.00
74	SCHAFER/JASON J & JENNIFER L	95-212-0310	2850 FAIRWAY DRIVE NE	152.00		NO	152.00	L	\$ 6,775.00
75	LINDBLAD/DOUGLAS L	95-212-0320	2870 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
76	RANNETSBERGER/ERIK & JENNIFER	95-212-0330	2892 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
77	HINRICHSEN/NANCY	95-212-0340	2916 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
78	NELSON/JOHN A	95-212-0350	2924 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
79	JACOBSON/ANDREW J & SARA A	95-212-0360	2928 FAIRWAY DRIVE NE	110.00		NO	110.00	L	\$ 6,775.00
80	OLSON/BENJAMIN M & TANYA JO	95-935-0120	2936 FAIRWAY DRIVE NE	257.00		NO	257.00	L	\$ 6,775.00
East Side									
81	HAHN/MICHAEL A/ & ROBIN KNAKE	95-212-0010	2601 FAIRWAY DRIVE NE	100.00		NO	100.00	L	\$ 6,775.00
82	HELGESON/KARA R C/O KARA WULFTANGE	95-212-0020	2615 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
83	LARKINS/JOSEPH & MEGAN K	95-212-0030	2639 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
84	LARSON/MATTHEW A & DANIELLE K	95-212-0040	2661 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
85	STUHR/STEPHEN H	95-212-0050	2689 FAIRWAY DRIVE NE	90.00		NO	90.00	M	\$ 5,075.00
86	HAUG LIVING TRUST/HOLLY A	95-212-0060	2733 FAIRWAY DRIVE NE	150.00		NO	150.00	L	\$ 6,775.00
87	BOLDAN/KELTON J & CINDA R	95-212-0070	2755 FAIRWAY DRIVE NE	150.00		NO	150.00	L	\$ 6,775.00
88	VOSEN/STEVEN/ & JULIE V-HENSL	95-212-0080	2763 FAIRWAY DRIVE NE	100.00		NO	100.00	L	\$ 6,775.00
89	OLSON/RODNEY & SALLY	95-212-0090	2835 FAIRWAY DRIVE NE	218.00		NO	218.00	L	\$ 6,775.00
Eagle Ridge Drive W									
West Side									
90	KYAW/ER/ & WAH E SOE	95-148-1580	3027 EAGLE RIDGE DRIVE W	106.00		NO	106.00	L	\$ 6,775.00
91	MACLENNAN/BRIAN C & CARMEN R	95-148-1570	3101 EAGLE RIDGE DRIVE W	106.00	144.00	YES	149.20	L c	\$ 7,800.00

FINAL ASSESSMENT ROLL
STREET IMPROVEMENT PROJECT (WEST)
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 0W1.132911
CITY PROJECT 2503-B
AUGUST 2025

LEGEND	Orange lines correspond with street
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LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
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Line	Taxpayer Name	Parcel #	Physical Address	Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
92	SCHMIESING/MILAN C & KAREN J	95-148-1510	112 32ND AVE NE	122.00	161.00	YES	170.30	L c	\$ 7,800.00
93	PIESKE/DENNIS C	95-148-2040	3217 EAGLE RIDGE DR W	94.00		NO	94.00	M	\$ 5,075.00
94	HAUGEN/NEAL H & JULENE L	95-148-2030	3221 EAGLE RIDGE DRIVE W	61.00		NO	61.00	M	\$ 5,075.00
95	MEISTER/KENNETH M & BETTY	95-148-2020	3227 EAGLE RIDGE DRIVE W	68.00		NO	68.00	M	\$ 5,075.00
96	TEMPEL/JACQUELINE & DANIEL	95-148-2010	3229 EAGLE RIDGE DR W	101.00		NO	101.00	L	\$ 6,775.00
97	WEBER/JOLENE M AHLSTRAND-	95-148-1110	3331 EAGLE RIDGE DRIVE W	119.00	195.00	YES	177.50	L c	\$ 7,800.00
98	HETTVER/DUANE M & CHERYL A	95-148-1020	3335 EAGLE RIDGE DRIVE W	116.00	125.00	YES	153.50	L c	\$ 7,800.00
99	HTAY/THEIN/ETAL (3)	95-148-1010	3403 EAGLE RIDGE DRIVE W	120.00		NO	120.00	L	\$ 6,775.00
100	GLUP/SCOTT S & KRISTI K	95-148-0340	3407 EAGLE RIDGE DRIVE W	153.00		NO	153.00	L	\$ 6,775.00
101	NGUYEN/DAT DUY	95-148-0350	3411 EAGLE RIDGE DRIVE W	145.00		NO	145.00	L	\$ 6,775.00
102	GENS/STEVEN C & KYRA J	95-148-0360	3503 EAGLE RIDGE DRIVE W	119.00		NO	119.00	L	\$ 6,775.00
103	MIKKELSON/JONATHAN & DANIELLE	95-148-0370	3507 EAGLE RIDGE DRIVE W	144.00		NO	144.00	L	\$ 6,775.00
104	GILLESPIE/JEFFREY J & STACY L	95-148-0380	3511 EAGLE RIDGE DRIVE W	138.00		NO	138.00	L	\$ 6,775.00
105	LUNDY/TRACY L & SCOTT A	95-148-0390	3515 EAGLE RIDGE DRIVE W	125.00		NO	125.00	L	\$ 6,775.00
106	KURTZBEIN/STEVEN & CHRISTINE	95-148-0400	3519 EAGLE RIDGE DRIVE W	104.00		NO	104.00	L	\$ 6,775.00
107	FLADEBOE/JOSHUA C & JORDAN L	95-148-0410	3523 EAGLE RIDGE DRIVE W	108.00		NO	108.00	L	\$ 6,775.00
108	KAWLEWSKI/RONNI D & ALISHA K	95-148-0420	3601 EAGLE RIDGE DRIVE W	130.00		NO	130.00	L	\$ 6,775.00
East Side									
109	LARSON JT LVG TRUST/DONALD&MAV % MAVIS V LARSON	95-148-1610	3022 EAGLE RIDGE DRIVE W	161.00		NO	161.00	L	\$ 6,775.00
110	EVINK/ROSS R & AMY L	95-148-1620	3026 EAGLE RIDGE DRIVE W	127.00		NO	127.00	L	\$ 6,775.00
111	DEPETRO JT LIV TR/ WILLIAM & S %WILLIAM & SHARON DEPETRO	95-148-1630	3030 EAGLE RIDGE DRIVE W	100.00		NO	100.00	L	\$ 6,775.00
112	THORSON/ROGER W & VONNIE K	95-148-1640	3102 EAGLE RIDGE DRIVE W	103.00		NO	103.00	L	\$ 6,775.00
113	BAKER/MITCHELL & KJERSTIN	95-148-1650	3106 EAGLE RIDGE DRIVE W	150.00		NO	150.00	L	\$ 6,775.00
114	GORDON/MARY KAYE	95-149-0510	3202 EAGLE RIDGE DRIVE W	70.00		NO	70.00	M	\$ 2,945.00
115	MEYER/DONALD R & LOIS M	95-149-0500	3206 EAGLE RIDGE DRIVE W	57.00		NO	57.00	S	\$ 3,400.00
116	LANGMO TRUST/JAMES M	95-149-0410	3210 EAGLE RIDGE DRIVE W	86.00		NO	86.00	M	\$ 5,075.00
117	NORDIN JT LIV TRUST/PAUL & M E PAUL E & MARION E NORDIN	95-149-0400	3214 EAGLE RIDGE DRIVE W	64.00		NO	64.00	M	\$ 5,075.00
118	JOHNSON/ROBERT & GWENDOLYN	95-149-0310	3220 EAGLE RIDGE DRIVE W	63.00		NO	63.00	M	\$ 5,075.00
119	LINDBLAD/GORDON R & DEBRA J	95-149-0300	3224 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00
120	SCHULSTAD/JOHN C & JANICE A	95-149-0210	3228 EAGLE RIDGE DRIVE W	57.00		NO	57.00	S	\$ 3,400.00
121	KALKBRENNER/JOYCE L	95-149-0200	3232 EAGLE RIDGE DRIVE W	55.00		NO	55.00	S	\$ 3,400.00
122	SODERHOLM/JOHN W & SUSAN M	95-148-1285	3236 EAGLE RIDGE DRIVE W	56.00		NO	56.00	S	\$ 3,400.00
123	RUMNEY REV TRUSTS/DWAYNE & S % DWAYNE & SANDRA RUMNEY	95-148-1280	3240 EAGLE RIDGE DRIVE W	59.00		NO	59.00	S	\$ 3,400.00
124	LADWIG LIV TRUST/DODIE CONNER	95-149-0020	3302 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00

FINAL ASSESSMENT ROLL
STREET IMPROVEMENT PROJECT (WEST)
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 0W1.132911
CITY PROJECT 2503-B
AUGUST 2025

LEGEND	Orange lines correspond with street
	Gray lines correspond with sides of street
	Pink lines correspond with City owned properties

LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
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Line	Taxpayer Name	Parcel #	Physical Address	Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
125	MEINERT/CHRISTOPHER & PAMELA	95-149-0010	3306 EAGLE RIDGE DRIVE W	59.00		NO	59.00	S	\$ 3,400.00
126	ISDAHL/LEONARD & ALICE	95-149-0110	3310 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00
127	SCHNEIDER/DONALD W & SHARON K	95-149-0100	3314 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00
128	HECK/HAHNE&L RASMUSSEN ETAL 3	95-149-0640	3318 EAGLE RIDGE DR W	54.00		NO	54.00	S	\$ 3,400.00
129	JOHNSON FAM REVOC LIVING TRUST C/O JOSEPH L & KAY M JOHNSON	95-149-0630	3322 EAGLE RIDGE DRIVE W	57.00		NO	57.00	S	\$ 3,400.00
130	LOWNSBURY/MICHAEL & CONNIE	95-149-0620	3326 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00
131	KRUPKE/BRUCE J & JOANN J	95-149-0610	3330 EAGLE RIDGE DRIVE W	58.00		NO	58.00	S	\$ 3,400.00
132	KRUPKE/PAMELA JO	95-149-0600	3334 EAGLE RIDGE DRIVE W	98.00		NO	98.00	M	\$ 5,075.00
133	SCHAMMEL JT LIV TRUST/J & K % JAMES B & KATHLEEN SCHAMMEL	95-148-1220	3338 EAGLE RIDGE DRIVE W	107.00		NO	107.00	L	\$ 6,775.00
134	NELSON/COREY J & ELISABETH A	95-148-1210	3402 EAGLE RIDGE DRIVE W	109.00		NO	109.00	L	\$ 6,775.00
135	NGUYEN/VINH T	95-148-0010	3406 EAGLE RIDGE DRIVE W	117.00		NO	117.00	L	\$ 6,775.00
136	NISSSEN/ROLAND A & GLENDA	95-148-0020	3410 EAGLE RIDGE DRIVE W	124.00		NO	124.00	L	\$ 6,775.00
137	DUININCK REV TRUST/LARA D % CHRISTIAN G & LARA DUININCK	95-148-0030	3502 EAGLE RIDGE DRIVE W	122.00		NO	122.00	L	\$ 6,775.00
138	COLE/DONALD G & JANET M	95-148-0040	3506 EAGLE RIDGE DRIVE W	95.00		NO	95.00	M	\$ 5,075.00
139	GEIGER LIV TRUSTS/GARY & NANCY	95-148-0050	3510 EAGLE RIDGE DRIVE W	98.00		NO	98.00	M	\$ 5,075.00
140	MINTER/HEIDI & AARON	95-148-0060	3514 EAGLE RIDGE DRIVE W	103.00		NO	103.00	L	\$ 6,775.00
141	JORGENSEN/JUSTIN W & KRIS M	95-148-0070	3520 EAGLE RIDGE DRIVE W	106.00		NO	106.00	L	\$ 6,775.00
32nd Avenue NE									
West Side									
142	MARAS/DAVID M & ANITA L	95-148-1560	105 32ND AVE NE	99.00		NO	99.00	M	\$ 5,075.00
143	BHATTI REV TRUST/SARA J	95-148-1550	101 32ND AVE NE	170.00		NO	170.00	L	\$ 6,775.00
East Side									
144	SELLMANN/MARK J & BROOKE M	95-148-1540	100 32ND AVE NE	196.00		NO	196.00	L	\$ 6,775.00
145	JOHNSON/SCOTT & KERRY A	95-148-1530	104 32ND AVE NE	126.00		NO	126.00	L	\$ 6,775.00
146	NELSON/SETH & SARAH	95-148-1520	108 32ND AVE NE	105.00		NO	105.00	L	\$ 6,775.00
32th Avenue NE									
North Side									
147	GORANS/MATTHEW D & HEIDI L	95-148-1030	100 34TH AVE NE	157.00		NO	157.00	L	\$ 6,775.00
South Side									
148	LAUGHLIN/MATTHEW & LISA	95-238-1000	101 34TH AVE NE	146.00		NO	146.00	L	\$ 6,775.00
149	JACOBSON/JOEL & LORI	95-148-1130	105 34TH AVE NE	113.00		NO	113.00	L	\$ 6,775.00
150	BENNETT/HAYDEN A E & MAXINE	95-148-1120	109 34TH AVE NE	94.00		NO	94.00	M	\$ 5,075.00
			TOTALS	15,654.47	4,159.36		16,902.28	-	\$ 909,495.00

FINAL ASSESSMENT ROLL
RECLAIM & OVERLAY IMPROVEMENT PROJECT (TECHNOLOGY DRIVE)

CITY OF WILLMAR, MINNESOTA
 BMI PROJECT 0W1.133493
 CITY PROJECT 2503-C
 AUGUST 2025

LEGEND	Orange lines correspond with street
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LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
M	Medium lot assessment. 61'-99.9'. \$5,075
L	Large lot assessment. ≥100'. \$6,775
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COMM	Commercial lot assessment. Short side length assessed \$6,775 per equivalent large lot assessment. Total short length/100'x\$6,775. Minimum assessment \$6,775.
C	Commercial corner lot assessment. 30% of long side length assessed \$6,775 per equivalent large lot assessment. Total long length/100'x\$6,775. Minimum assessment \$6,775.

				Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
Line	Taxpayer Name	Parcel #	Physical Address						
Technology Drive NE									
West Side									
1	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0500		301.00		NO	301.00	COMM	\$ 20,325.00
2	CITY OF WILLMAR	95-509-0030		56.00		NO	56.00	COMM	\$ 6,775.00
3	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0100	1505 TECHNOLOGY DR NE	105.00		NO	105.00	COMM	\$ 6,775.00
4	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0110	1601 TECHNOLOGY DR NE	261.00		NO	261.00	COMM	\$ 13,550.00
5	MTC OWNERS ASSOCIATION % MINNWEST TECHNOLOGY CAMPUS	95-508-0410		714.00		NO	714.00	COMM	\$ 47,425.00
6	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-3000	1701 TECHNOLOGY DR NE	158.00		NO	158.00	COMM	\$ 6,775.00
7	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0540		63.00		NO	63.00	COMM	\$ 6,775.00
8	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-3010	1703 16TH ST NE	123.00		NO	123.00	COMM	\$ 6,775.00
9	COUNTY OF KANDIYOHI % AUDITOR/TREASURER OFFICE	95-508-2050		164.00		NO	164.00	COMM	\$ 6,775.00
10	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-2030	1721 TECHNOLOGY DR NE	460.00		NO	460.00	COMM	\$ 27,100.00
11	MTC OWNERS ASSOCIATION % MINNWEST TECHNOLOGY CAMPUS	95-508-3020		488.00		NO	488.00	COMM	\$ 27,100.00
12	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-3030	1801 TECHNOLOGY DR NE	627.00		NO	627.00	COMM	\$ 40,650.00
13	MTC OWNERS ASSOCIATION % MINNWEST TECHNOLOGY CAMPUS	95-508-2040		314.00		NO	314.00	COMM	\$ 20,325.00
14	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-2020	1717 16TH ST NE	41.00		NO	41.00	COMM	\$ 6,775.00
15	COUNTY OF KANDIYOHI % AUDITOR/TREASURER OFFICE	95-901-0700			504.00	YES	151.20	COMM	\$ 6,775.00
East Side									
16	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0280	1500 BIO TECH AVE NE	397.00		NO	397.00	COMM	\$ 20,325.00
17	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0120		147.00		NO	147.00	COMM	\$ 6,775.00
18	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0130	1700 TECHNOLOGY DR NE	456.00		NO	456.00	COMM	\$ 27,100.00
19	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0230	1707 TECHNOLOGY DR NE	117.00		NO	117.00	COMM	\$ 6,775.00
20	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0400	1800 TECHNOLOGY DR NE	127.00		NO	127.00	COMM	\$ 6,775.00
21	MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC	95-508-0580		148.00		NO	148.00	COMM	\$ 6,775.00
22	COUNTY OF KANDIYOHI % AUDITOR/TREASURER OFFICE	95-901-0500	2201 23RD ST NE	953.00		NO	953.00	COMM	\$ 60,975.00
			TOTALS	6,220.00	504.00		6,371.20	-	\$ 386,175.00
SUBTOTALS									
MINNWEST TECHNOLOGY CAMPUS MAN AGEMENT COMPANY, LLC									\$ 210,025.00
MTC OWNERS ASSOCIATION % MINNWEST TECHNOLOGY CAMPUS									\$ 94,850.00
COUNTY OF KANDIYOHI % AUDITOR/TREASURER OFFICE									\$ 74,525.00
CITY OF WILLMAR									\$ 6,775.00

FINAL ASSESSMENT ROLL
MILL & OVERLAY IMPROVEMENT PROJECT (BUSINESS HWY 71 N)
 CITY OF WILLMAR, MINNESOTA
 BMI PROJECT 0W1.126075
 CITY PROJECT 2503-D
 AUGUST 2025

LEGEND	Orange lines correspond with street
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LOT CLASSIFICATION LEGEND

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M	Medium lot assessment. 61'-99.9'. \$5,075
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C	Commercial corner lot assessment. 30% of long side length assessed \$6,775 per equivalent large lot assessment. Total long length/100'x\$6,775. Minimum assessment \$6,775.

				Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)		
								Lot Classification	Assessment
Line	Taxpayer Name	Parcel #	Physical Address						
BUSINESS HWY 71 N									
West Side									
1	CITY OF WILLMAR	95-911-0920	945 BUSINESS 71 N	1818.00		NO	1818.00	COMM	\$ 121,950.00
2	CITY OF WILLMAR	95-911-0170	0	2311.00		NO	2311.00	COMM	\$ 155,825.00
3	UNITED COMMUNITY ACTION PARTNERSHIP, INC	95-911-0200	1311 BUSINESS 71 N	472.00		NO	472.00	COMM	\$ 27,100.00
4	UNITED COMMUNITY ACTION PARTNERSHIP, INC	95-902-0095	0	252.00		NO	252.00	COMM	\$ 13,550.00
			TOTALS	4,853.00	-		4,853.00	-	\$ 318,425.00

FINAL ASSESSMENT ROLL
MILL & OVERLAY IMPROVEMENT PROJECT (COUNTY)
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 24X.136907.000
CITY PROJECT 2503-E
AUGUST 2025

LEGEND	Orange lines correspond with street
	Gray lines correspond with sides of street
	Pink lines correspond with City owned properties

LOT CLASSIFICATION LEGEND

S	Small lot assessment. 0'-60.9'. \$3,400
M	Medium lot assessment. 61'-99.9'. \$5,075
L	Large lot assessment. ≥100'. \$6,775
c	Residential corner lot assessment. \$1,025 on long side
COMM	Commercial lot assessment. Short side length assessed \$6,775 per equivalent large lot assessment. Total short length/100'x\$6,775. Minimum assessment \$6,775.
C	Commercial corner lot assessment. 30% of long side length assessed \$6,775 per equivalent large lot assessment. Total long length/100'x\$6,775. Minimum assessment \$6,775.

				Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
Line	Taxpayer Name	Parcel #	Physical Address						
7th Street SW/County Road 41 (Cambell Ave NW to Foot Lake)									
West Side									
1	BNSF RAILWAY COMPANY(LESSOR) PROPERTY TAX DEPARTMENT	95-003-0930		334.00		NO	334.00	COMM	\$ 20,325.00
2	TIERNAN/JOHN M & VICTORIA A	95-003-0850	203 7TH ST NW	75.00		NO	75.00	M	\$ 5,075.00
3	CAMPOS/OLIVIA	95-003-0830	207 7TH ST NW	75.00		NO	75.00	M	\$ 5,075.00
4	REVERENCE FOR LIFE & CONCERN FOR PEOPLE INC	95-825-0020	309 7TH ST NW	210.56		NO	210.56	COMM	\$ 13,550.00
5	REVERENCE FOR LIFE & CONCERN FOR PEOPLE INC	95-825-0010	325 7TH ST NW	91.34		NO	91.34	COMM	\$ 6,775.00
6	CITY OF WILLMAR	95-009-1800	7TH ST NW	94.00	195.00	YES	152.50	COMM C	\$ 13,550.00
7	PERSON/CURTIS J & BRENDA	95-540-0350	700 ELLA AVE NW		134.00	YES	40.20	c	\$ 1,025.00
8	LOVEC/LANE L	95-540-0360	720 ELLA AVE NW		10.00	YES	3.00	c	\$ 1,025.00
9	ALI/ABDIFATAH ABDILLE/& SAIDO YUSUF KHALIF	95-540-0390	511 7TH ST NW	94.00		NO	94.00	M	\$ 5,075.00
10	MARTIN/PEARL	95-540-0410	519 7TH ST NW	47.00		NO	47.00	S	\$ 3,400.00
11	JMB INVESTMENT GROUP LLC C/O JOSHUA BAST	95-540-0420	521 7TH ST NW	47.00		NO	47.00	S	\$ 3,400.00
12	BONIEK/HEATHER M & TROY	95-540-0440	525 7TH ST NW	52.00		NO	52.00	S	\$ 3,400.00
13	RODRIGUEZ/MAURO A & STEPHANIE	95-540-0430	529 7TH ST NW	54.00		NO	54.00	S	\$ 3,400.00
14	HERZBERG/JAMES M & LISA E	95-540-0340	541 7TH ST NW	132.00		NO	132.00	L	\$ 6,775.00
15	LASSERE/ASHLEY	95-540-0330	547 7TH ST NW	48.75		NO	48.75	S	\$ 3,400.00
16	CABALLERO/ALBA	95-540-0320	551 7TH ST NW	48.75		NO	48.75	S	\$ 3,400.00
17	ANARIVA/ISAIAS ORELLANA	95-540-0020	603 7TH ST NW		135.00	YES	40.50	c	\$ 1,025.00
18	SMITH/TIMOTHY C & RACHEL L	95-820-0440	615 7TH ST NW	97.50		NO	97.50	M	\$ 5,075.00
19	KOTZY BROTHERS LLC	95-820-0450	621 7TH ST NW	97.50		NO	97.50	M	\$ 5,075.00
20	SIERRA/NILKA GONZALEZ	95-820-0430	627 7TH ST NW	85.00		NO	85.00	M	\$ 5,075.00
21	RUSH/GREGORY ALAN	95-820-0410	629 7TH ST NW		113.00	YES	33.90	c	\$ 1,025.00
East Side									
22	BNSF RAILWAY COMPANY PROPERTY TAX DEPARTMENT	95-915-2600	400 PACIFIC AVE SW	317.00		NO	317.00	COMM	\$ 20,325.00
23	A & B PROPERTIES, LLC	95-440-0030	324 7TH ST NW	50.00		NO	50.00	S	\$ 3,400.00
24	A1A PROPERTIES, LLC	95-440-0020	326 7TH ST NW	50.00		NO	50.00	S	\$ 3,400.00
25	MOREIRA/MIGUEL/& DELMI Y E MEDINA	95-440-0010	328 7TH ST NW	36.00		NO	36.00	S	\$ 3,400.00
26	SCHWITTERS/CLINT J & JENNIFER	95-540-0160	504 7TH ST NW		115.00	NO	0.00	c	\$ 1,025.00
27	BOSCH REV INTERVIVOS TRUST/D M C/O DONNA M BOSCH	95-540-0150	512 7TH ST NW	80.00		NO	80.00	M	\$ 5,075.00
28	GASCA/ALBERTO	95-540-0140	516 7TH ST NW	100.00		NO	100.00	L	\$ 6,775.00
29	HERNANDEZ/PEDRO ESCOBAR	95-710-0350	528 7TH ST NW	63.00		NO	63.00	M	\$ 5,075.00
30	KATIEPOLT/LEESA	95-710-0310	536 7TH ST NW	86.00		NO	86.00	M	\$ 5,075.00
31	EDMAN/LINDSEY	95-300-0030	600 7TH ST NW	67.20		NO	67.20	M	\$ 5,075.00
32	PEETERSE/JESSICA J	95-300-0040	606 7TH ST NW	68.00		NO	68.00	M	\$ 5,075.00
33	SLAGTER/DELORES	95-300-0050	612 7TH ST NW	54.00		NO	54.00	S	\$ 3,400.00
34	NIELAND/MARLEEN	95-300-0060	616 7TH ST NW	54.00		NO	54.00	S	\$ 3,400.00

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Line	Taxpayer Name	Parcel #	Physical Address	Frontage Calculations				Overlay	
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
35	TWEDT/JEFF	95-300-0070	620 7TH ST NW	54.50		NO	54.50	S	\$ 3,400.00
36	LOZANO/ALEJANDRO/& S BLOOM	95-710-0130	702 7TH ST NW	100.00		NO	100.00	L	\$ 6,775.00
37	GALLEGOS/EVA	95-710-0010	734 PARK AVE NW		150.00	YES	45.00	c	\$ 1,025.00
38	DAHLE/TANNER/& JOLISSA LARA	95-540-0210	814 7TH ST NW	75.00		NO	75.00	M	\$ 5,075.00
39	DAHLE/TANNER/& JOLISSA LARA	95-540-0190	820 7TH ST NW	62.50		NO	62.50	M	\$ 5,075.00
15th Avenue NW/County Road 24 (County Road 5 to County Road 41)									
North Side									
40	AHRENDT/DONNA & CHRIS M	95-904-0050	2620 15TH AVE NW	330.00		NO	330.00	L	\$ 6,775.00
41	IND. SCHOOL DIST. #347 TO WILLMAR PUBLIC SCHOOLS	95-904-0045		500.00		NO	500.00	COMM	\$ 33,875.00
42	STATE OF MINN-HIGHER ED BRD C/O RIDGEWATER COLLEGE	95-904-0040		820.00		NO	820.00	COMM	\$ 54,200.00
43	FRIENDS OF CAMPUS MINISTRIES	95-904-0013	2100 15TH AVE NW	300.00		NO	300.00	COMM	\$ 20,325.00
44	STATE OF MINNESOTA-MN CC C/O RIDGEWATER COLLEGE	95-904-0010	15TH AVE NW		1257.00	YES	377.10	COMM	\$ 20,325.00
45	BENSON/ARTHUR L & ANNETTE R	95-903-0020	1408 15TH AVE NW	200.00		NO	200.00	L	\$ 6,775.00
46	LARSON/JAMES D	95-903-0010	0 15TH AVE NW		2440.00	YES	732.00	COMM C	\$ 47,425.00
47	CITY OF WILLMAR	95-903-0015	1148 15TH AVE NW	100.00		NO	100.00	COMM	\$ 6,775.00
48	OKINS/STEVEN B & JODEE L	95-910-0156	388 15TH AVE NW		827.00	YES	248.10	COMM C	\$ 13,550.00
South Side									
49	SL 24TH STREET LLC	95-135-1130	2601 15TH AVE NW	317.00		NO	317.00	COMM	\$ 20,325.00
50	KANDI CO & WILLMAR CITY EDC	95-909-0114	0 24TH ST NW		438.32	YES	131.50	COMM	\$ 6,775.00
51	SL 24TH STREET LLC	95-909-0118	1414 24TH ST NW	150.00		NO	150.00	COMM	\$ 6,775.00
52	STATE OF MINN-HIGHER ED BRD C/O RIDGEWATER COLLEGE	95-909-0100	2101 15TH AVE NW	660.00		NO	660.00	COMM	\$ 40,650.00
53	STATE OF MINN-HIGHER ED BRD C/O RIDGEWATER COLLEGE	95-909-0070	2101 15TH AVE NW	300.00		NO	300.00	COMM	\$ 20,325.00
54	STATE OF MINNESOTA TO: RIDGEWATER COLLEGE	95-909-0080	2101 15TH AVE NW	1017.20		NO	1017.20	COMM	\$ 67,750.00
55	STATE OF MINNESOTA TO: RIDGEWATER COLLEGE	95-909-0170		1320.00		NO	1320.00	COMM	\$ 88,075.00
56	DEBAERE/BRADY	95-560-0100	1231 15TH AVE NW	127.00		NO	127.00	L	\$ 6,775.00
57	BUTLER/JAYNE & PATRICK	95-560-0110	1221 15TH AVE NW	124.00		NO	124.00	L	\$ 6,775.00
58	KOTTKE/PATRICIA A	95-560-0120	1211 15TH AVE NW	124.00		NO	124.00	L	\$ 6,775.00
59	BENTS/DONALD & DORIS	95-560-0130	1121 15TH AVE NW	127.00		NO	127.00	L	\$ 6,775.00
60	DOS SANTOS/SEFIKA TAHIROVIC & PEDRO A DOS SANTOS	95-560-0140	1111 15TH AVE NW	129.00		NO	129.00	L	\$ 6,775.00
61	BUCHANAN/DOUGLAS S & LYNN R	95-560-0150	1101 15TH AVE NW	133.00		NO	133.00	L	\$ 6,775.00
62	DIVINE HOUSE PROPERTIES LLP	95-560-0160	1011 15TH AVE NW	127.00		NO	127.00	L	\$ 6,775.00
63	OAKLEAF/CHAD W & KRISTY A	95-560-0170	1001 15TH AVE NW	169.00		NO	169.00	L	\$ 6,775.00
64	RUFF/RENEE M FRANKLIN	95-560-0180	921 15TH AVE NW	127.00		NO	127.00	L	\$ 6,775.00
65	MOEN/DAVID/& DEAN GYLLEN	95-560-0190	911 15TH AVE NW	125.00		NO	125.00	L	\$ 6,775.00
66	REIGSTAD/BRUCE G & MARNA L	95-560-0200	901 15TH AVE NW	33.00		NO	33.00	S	\$ 3,400.00
67	PACHUNKA/KATHERINE & SCOTT	95-560-0210	827 15TH AVE NW	33.00		NO	33.00	S	\$ 3,400.00
68	PACHUNKA/KATHERINE & SCOTT	95-560-0610	15TH AVE NW	218.00		NO	218.00	L	\$ 6,775.00
69	QUAM REVOC TRUST/NANCY A	95-443-0500	345 15TH AVE NW	178.00		NO	178.00	L	\$ 6,775.00

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				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Lot Classification	Assessment
70	BURNS/DAVID & CONNIE	95-443-0510	341 15TH AVE NW	98.00		NO	98.00	M	\$ 5,075.00
71	BURNS/DAVID & CONNIE	95-443-0440	329 15TH AVE NW	59.00		NO	59.00	S	\$ 3,400.00
72	BAKER/JAY P & TOMMIE	95-443-0450	325 15TH AVE NW	59.00		NO	59.00	S	\$ 3,400.00
73	ROGENES TRUST/DONALD & HARRIET	95-443-0460	321 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
74	POINT LAKE REVOC TRUST II C/O KENNETH & GLORIA ARENDS	95-443-0470	317 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
75	ANDRESEN/STEVEN & BONITA	95-443-0300	313 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
76	REVIER/RONALD C & MARY L	95-443-0310	309 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
77	SIETSEMA/LEE & MARGARET R	95-443-0320	305 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
78	KLAERS/WILLIAM & C CLEMENTSON	95-443-0330	301 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
79	DALE/GERALDINE	95-443-0340	213 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
80	KRUSE LIV TRUST/LOREN & DIANNE	95-443-0350	209 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
81	TIEDE/MARILYNN S & JAMES J	95-443-0200	205 15TH AVE NW	59.00		NO	59.00	S	\$ 3,400.00
82	YOUNG/THEODORE & SHEILA	95-443-0210	201 15TH AVE NW	59.00		NO	59.00	S	\$ 3,400.00
83	CRUTE/BEVERLY J	95-443-0220	111 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
84	CARLSON REV LIV TRUST/STANLEY	95-443-0230	107 15TH AVE NW	60.00		NO	60.00	S	\$ 3,400.00
85	TORGERSON PROPERTIES, INC	95-443-0100	103 15TH AVE NW	237.00		NO	237.00	COMM	\$ 13,550.00
			TOTALS	11,959.80	5,814.32		13,669.60		\$ 822,800.00



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	10.A.
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:	Set Special Assessment Hearing for Unpaid Weed/Grass Mowing Removal Charges		

RECOMMENDED ACTION:

Set a Public Hearing to be held October 6, 2025, for the Special Assessment Hearing for Unpaid Weed/Grass Mowing Removal Charges

OVERVIEW:

Pursuant to Willmar Municipal Code, Chapter 9, Article III concerning the cutting of weeds or grass, and in the case of noncompliance, such work to be performed by the City or its agent, the costs thereof can be certified as a special assessment against the property concerned, and Notice will be given that the City Council of the City of Willmar, Minnesota, will meet on the 6th day of October 2025, to consider objections to the proposed assessment for the mowing cost incurred on the below-listed property owners.

95-740-1330	Johnathan Adler	416 Trott Ave SE \$772.04
95-820-1170	Caleb Gross	1016 Ella Ave NW \$961.08
95-006-0140	PHH Mortgage Corporation	1019 Trott Ave SW \$545.25

BUDGETARY/FISCAL ISSUES:

\$2,278.37

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	10.B.
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:	Set Special Assessment Hearing for Unpaid Fire Alarm System Charges		

RECOMMENDED ACTION:

Set a Public Hearing on October 6, 2025, for the Special Assessment Hearing for Unpaid Fire Alarm System Charges

OVERVIEW:

Pursuant to Willmar Municipal Code, Chapter 8, Article VII concerning the unpaid false alarm fees constitutes a lien against the property and can be certified as a special assessment against the property concerned, and Notice will be given that the City Council of the City of Willmar, Minnesota, will meet on the 6th day of October 2025, to consider objections to the proposed assessment for the unpaid false alarm fee on the below-listed property owners.

95-009-1400	Islamic Society of Willmar	1112 Lake Ave NW	\$500.00
95-142-0280	Willmar Leased Hsg Assoc. IV	1401/1405 19th Ave SE	\$500.00
95-913-1220	Willmar Leased Hsg Assoc. IV	511/515 Lakeland Drive SE	\$500.00
95-909-0160	Willmar Leased Hsg Assoc. IV	420/430 30th St NW	\$1000.00

BUDGETARY/FISCAL ISSUES:

\$2500.00

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	10.C.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Transfer City property to MNDot T.H. 40 Right of Way		

RECOMMENDED ACTION:

Motion by _____ second by _____ to approve the contribution of City land to the MN Department of Transportation for the use of right-of-way along Trunk Highway 40.

OVERVIEW:

On April 15, 2024, the City Council adopted Resolution No. 2024-055 approving Work Order No. 1 under the MnDOT Master Partnership Agreement to facilitate right-of-way acquisitions necessary for planned turn lane improvements along Trunk Highway 40 in Willmar. As part of the project, MnDOT seeks to acquire approximately one-half acre of right-of-way from the City of Willmar, identified as Parcel 95-917-5800.

The turn lane improvement project is intended to enhance traffic flow, improve safety, and support economic activity along this important corridor. The property transfer will allow MnDOT to proceed with project design and construction, ensuring timely completion of the transportation improvements.

Staff recommends approval of the resolution authorizing the transfer of the identified property to MnDOT to support the T.H. 40 turn lane improvement project.

BUDGETARY/FISCAL ISSUES:

None

ALTERNATIVES TO CONSIDER:

None

ATTACHMENTS:

1. Resolution-TH 40 Right of Way MnDOT

2. Resolution - TH 40 Right of Way Acquisition 081525
3. MnDot Land Donation Ltr

**CITY OF WILLMAR, MINNESOTA
RESOLUTION NO. ____**

**RESOLUTION AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO
EXECUTE LAND TRANSFER TO MINNESOTA DEPARTMENT OF
TRANSPORTATION**

WHEREAS, the Minnesota Department of Transportation (MnDOT) is undertaking a project to add turn lanes along Trunk Highway 40 in the City of Willmar to improve traffic flow, enhance safety, and support economic activity; and

WHEREAS, the Willmar City Council, on April 15, 2024, adopted Resolution No. 2024-055 approving Work Order No. 1 under the MnDOT Master Partnership Agreement to facilitate right-of-way acquisitions for the T.H. 40 turn lane improvement project; and

WHEREAS, MnDOT has identified the need to acquire approximately 0.47 acres of City-owned real property (the “Property”), identified as Parcel 95-917-5800, to complete the project; and

WHEREAS, MnDOT has requested the City transfer its interest in the Property to MnDOT without compensation; and

WHEREAS, the City of Willmar recognizes the public benefit of the planned improvements and supports MnDOT’s efforts to complete the project in a timely manner; and

WHEREAS, pursuant to Minn. Stat. § 471.64, the City may enter into a contract with MnDOT for the acquisition or disposition of real property without regard to applicable City Charter provisions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the transfer of approximately 0.47 acres from parcel 95-917-5800 to the Minnesota Department of Transportation for right-of-way acquisition in connection with the T.H. 40 turn lane improvement project is hereby approved; and

BE IT FURTHER RESOLVED THAT the Mayor and City Administrator are authorized to execute a quitclaim deed and all other documents necessary to complete the transfer of said property to MnDOT.

Dated this 18th day of August, 2025.

MAYOR

MAYOR

Attest: CITY CLERK

**CITY OF WILLMAR, MINNESOTA
RESOLUTION NO. ____**

**RESOLUTION AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO
EXECUTE LAND TRANSFER TO MINNESOTA DEPARTMENT OF
TRANSPORTATION**

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WHEREAS, the Willmar City Council, on April 15, 2024, adopted Resolution No. 2024-055 approving Work Order No. 1 under the MnDOT Master Partnership Agreement to facilitate right-of-way acquisitions for the T.H. 40 turn lane improvement project; and

WHEREAS, MnDOT has identified the need to acquire approximately 0.47 acres of City-owned real property (the “Property”), identified as Parcel 95-917-5800, to complete the project; and

WHEREAS, MnDOT has requested the City transfer its interest in the Property to MnDOT without compensation; and

WHEREAS, the City of Willmar recognizes the public benefit of the planned improvements and supports MnDOT’s efforts to complete the project in a timely manner; and

WHEREAS, pursuant to Minn. Stat. § 471.64, the City may enter into a contract with MnDOT for the acquisition or disposition of real property without regard to applicable City Charter provisions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the transfer of approximately 0.47 acres from parcel 95-917-5800 to the Minnesota Department of Transportation for right-of-way acquisition in connection with the T.H. 40 turn lane improvement project is hereby approved; and

BE IT FURTHER RESOLVED THAT the Mayor and City Administrator are authorized to execute a quitclaim deed and all other documents necessary to complete the transfer of said property to MnDOT.

Dated this 18th day of August, 2025.

MAYOR

Attest: CITY CLERK

August 5, 2025

Joseph D. Pignato, Director
Minnesota Department of Transportation
395 John Ireland Boulevard – MS 630
St. Paul, MN 55155

RE: State Project #: 9908-04RW
Control Section #: 9908 (WIL=Willmar) KAN
Project Job #: TRW240376
County: District / County Wide
Parcel #: 231B - City Of Willmar

We are aware of the provisions of State and Federal laws that would allow us to be paid just compensation (State certified appraised value) as well as obtain an appraisal with State reimbursement for the above referenced parcel.

As a contribution to the State of Minnesota, Department of Transportation, we hereby agree to donate, without compensation, an interest in real property legally described as follows:

That part of Tract A described below:

Tract A. The Southwest Quarter of the Southeast Quarter of Section 17, Township 119 North, Range 35 West Kandiyohi County, Minnesota, except that part of the said Southwest Quarter of the Southeast Quarter, described as follows: Commencing at the southwest corner of the Southeast Quarter of said Section 17; thence on a geodetic bearing of North 88 degrees 41 minutes 00 seconds East along the south line of said Section 17 a distance of 61.89 feet to the point of beginning of the land to be described; thence continuing on a bearing of North 88 degrees 41 minutes 00 seconds East along said south line a distance of 470.11 feet; thence on a bearing of North 00 degrees 38 minutes 08 seconds East a distance of 568.45 feet; thence on a bearing of South 89 degrees 07 minutes 13 seconds West a distance of 470 feet; thence on a bearing of South 00 degrees 38 minutes 08 seconds West a distance of 572.03 feet to the point of beginning; also excepting therefrom Lot 1, Block 1, WILLMAR RAIL PARK

ADDITION, according to the plat thereof on file and of record in the office of the County Recorder in and for said county;

which lies between two lines run parallel with and distant 60 feet and 85 feet northerly of Line 1 described below;

Line 1. Commencing at the northwest corner of Section 21, Township 119 North, Range 35 West; thence run easterly at an angle of 90 degrees 10 minutes with the west line of said Section 21 (measured from south to east) for 375 feet; thence westerly along the last described course for 100 feet to the point of beginning of Line 1 to be described; thence deflect to the left on a 00 degree 20 minute curve (delta angle 01 degrees 50 minutes) for 550 feet; thence on tangent to said curve for 1925 feet and there terminating;

containing 0.47 acre, more or less.

The above described tract being conveyed has a current assessed market value(or)an appraised value of \$4,000.00.

Signature _____

Date _____

Signature _____

Date _____



City Council Action Request

Council Meeting Date:	August 18, 2025	Agenda Item Number:	10.D.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Set Council Budget Work Session		

RECOMMENDED ACTION:

Set meeting day and time for a Council budget work session

OVERVIEW:

The 2026 preliminary budget is scheduled to be presented by Mayor Reese on Tuesday, September 2nd. In preparation of presenting a complete preliminary budget, the administration would like to propose a work session the week of August 25th. The Fire Hall is available Monday - Wednesday. The Community Room at the Rec Event Center is available Tuesday - Thursday. A day or evening meeting is an option.

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

None