



WILLMAR CITY COUNCIL MEETING

MONDAY, OCTOBER 20, 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 October 6, 2025
- B. Planning Commission Meeting Minutes of October 8, 2025_DRAFT
- C. Willmar Municipal Utilities Commission Minutes of October 13, 2025
- D. Blue Cross Blue Shield of MN sponsorship funding for Community Growth led Special Events
- E. Accounts Payable Report, 10/2/2025 - 10/14/2025

Information:

- F. Review Planning Commission Applicant Stacy Petersen
- G. Finance Report through 9/30/2025
- H. WMU Financial Report for August 2025
- I. Director Reports

6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Regular Business
 - A. Approve Plans & Specifications, Authorize Advertisement for Bids: Willmar Connect Phase 1
 - B. Certification of Unpaid Utility Charges as a Lien
 - C. Consideration of Jimmy P's LLC On-Sale Intoxicating and Sunday Liquor Licenses
 - D. Request for a Special City Council Meeting
10. Announcements
11. Recess for a Closed Session

A. Minn. Stat. § 13D.05, subd. 3(c) — Property Located Under 1st Street Bridge

12. Adjourn

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

October 6, 2025
6:30 PM

The regular meeting of the Willmar City Council was called to order by Mayor Douglas Reese. Members present on a roll call were Mayor Douglas Reese, Council Members Justin Ask, Audrey Nelsen, Tom Gilbertson, Steve Gardner, Rick Fagerlie, Vicki Davis, Tom Butterfield, having joined the meeting at 6:56 p.m., and Carl Shuldes, Present 9, Absent 0.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Michael Holme, Finance Director Tom Odens, Planning and Development Director Christopher Corbett, Human Resource Director Alissa Gambrel, Public Works Director Justin DeLeeuw, City Engineer Jared Voge, Director of Community Growth Pablo Obregon, Environmental Specialist Sara Sietsema, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Ask moved to **Approve the Agenda as presented.** Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

PROCLAMATION

A. Public Power Proclamation

Mayor Reese presented the Public Power Proclamation into the record

City Clerk Vernae Larsen reviewed the consent agenda.

Approve:

- A. City Council Minutes of September 15, 2025
- B. Planning Commission Minutes of September 17, 2025_DRAFT
- C. Airport Commission Minutes of September 22, 2025_DRAFT
- D. Human Rights Commission Minutes of January 28, 2025
- E. Human Rights Commission Minutes of May 6, 2025

- F. Human Rights Commission Minutes of July 29, 2025
- G. Willmar Municipal Utilities Commission Minutes of September 22, 2025
- H. June 2025 Parks and Recreation Board Meeting Minutes
- I. **Resolution No. 2025-106** Public Works Overhead Door Replacement and Repair Project
- J. **Resolution No. 2025-107** Public Works Garage Block Repair
- K. **Resolution No. 2025-108** Dovre Township Fire Agreement
- L. **Resolution No. 2025-109** Buffalo Lake Lions Club Conduct Off-Site Lawful Gambling Application
- M. Prairie Lakes Chapter Rocky Mountain Elk Foundation Lawful Gambling Application
- N. Accounts Payable Report, 9/10/25 - 10/1/25

Information:

- O. September Monthly Building Report

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

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

PUBLIC HEARING

A. 2026 Improvement Hearing

City Engineer Jared Voge presented the proposed 2026 street and other improvements. Mayor Reese opened the public hearing for public comment at 6:34 PM

Lisa Bjerke – 815 16th Street SW – understands the need for water sewer repair but disagrees with widening and narrowing the street. She stated that it's simply aesthetic and doesn't need to take place since it adds to the cost. She also expressed that she feels Centre Point Energy should be assessed along with everyone else. In her final comment, she stated that the market value of her property does not justify the cost of the assessment totaling more than \$10,000.

Mary Jo Muellner – 920 4th Street SW – is opposed to narrowing the street. She stated that the traffic is heavy on that street and the wider street is a benefit for traffic flow. She suggested that instead of narrowing the street, maybe make a bike path because it's also the parade route. The aesthetic is lost and it's a big cost for them that they can't afford and won't recoup.

Council Member Butterfield arrived at the meeting at 6:56 PM, during the Public Hearing.

Mayor Reese closed the Public Hearing at 6:58 PM.

A motion was made by Council Member Gardner to **Adopt Resolution No. 2025-110 Approving the 2026 Improvements & Approving Preparation of Plans and Specifications**. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

B. Ordinance to Amend Ordinance No. 1531 Willmar Municipal Electric Rates

Municipal Utilities General Manager Jaron Smith presented information regarding the necessary amendments to Ordinance number 1531. Mayor Reese opened the Public Hearing at 7:08 PM. With no one to speak for or against the proposed Ordinance, the Mayor closed the Public Hearing at 7:09 PM. A motion was made by Council Member Gilbertson to **Adopt Ordinance No. 1538 Amending Ordinance No. 1531 Willmar Municipal Electric Rates**. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Council Member Gilbertson moved to **Publish the Ordinance by Summary**. The motion was seconded by Council Member Fagerlie which carried on a roll call vote of Ayes 8, Noes 0.

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

C. Special Assessment Hearing for Unpaid Weed/Grass Mowing Removal Charges

City Clerk Vernae Larsen presented the Unpaid Weed and Grass Mowing Removal charges and requested Council approval to certify them to the County Auditor for Collection in 2026.

Mayor Reese opened the Public Hearing at 7:12 PM. With no one to speak for or against the proposed resolution, the Mayor closed the Public Hearing at 7:12 PM. Council Member Ask moved to **Adopt Resolution No. 2025-111 Certifying as Special Assessment the Amount for Unpaid Weed/Grass Mowing Removal Charges to the County Auditor for collection in 2026**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

D. Special Assessment Hearing for Unpaid Fire Alarm System Charges

City Clerk Vernae Larsen presented a list of Unpaid Fire Alarm System Charges to be sent to the County Auditor for Collection in 2026. Mayor Reese opened the public hearing at 7:18 p.m. There being no one present to speak for or against the proposed resolution, Mayor Reese closed the public hearing at 7:20 p.m. Council Member Fagerlie moved to approve **Resolution No. 2025-112 Certifying as Special Assessment the Amount for Unpaid Fire Alarm System charges to the County Auditor for collection in 2026**. Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

REGULAR BUSINESS

A. Assignment and Assumption of Lease

Director of Operations Kyle Box provided information regarding the sale of the Willmar Stingers to Willmar Ball Club, LLC and requested the Council approve the assignment and assumption of the lease. A motion was made by Council Member Fagerlie to **Approve the Assignment and Assumption of Lease to Willmar Ball Club, LLC**. Council Member Ask seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

B. Briefing on Annexation of Land Owned by Vaxxinova from Willmar Township

Planning and Development Director Christopher Corbett informed the Council that Vaxxinova has submitted an annexation petition to the City of Willmar. The agreement is still being drafted but once finalized will be brought back before the Council for approval through joint resolutions.

C. Special Assessments Against Lands Outside the City Limits

City Clerk Vernae Larsen informed the Council that Parcel No. 33-008-0012, which is part of Project 2503-B on the 2025 Assessment Project Roll, lies outside the City Limits of the City of Willmar. Per MN statute 492.052, this assessment is not collectable because the benefited property lies outside the city limits. A motion was made by Council Member Ask to **Adopt Resolution No. 2025-113 Delaying Special Assessment Against Parcel No. 33-008-0012, a Property Outside the City Limits of the City of Willmar until such time as it is annexed**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

D. **Introduction of an Ordinance Amending Chapter 16 Article III Sanitary Sewer System**

Environmental Specialist Sara Sietsema reviewed the proposed ordinance and highlighted some modifications that were made to the draft. Council Member Shuldes Introduced the **Ordinance Amending Chapter 16 Article III Sanitary Sewer System and called for a Public Hearing to be held on November 3, 2025 on or around 6:30 p.m.** Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

Council Member Fagerlie moved to **Publish the Ordinance by Summary.** The motion was seconded by Council Member Davis, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

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

City Clerk Vernae Larsen read into record the donations received for the third quarter of 2025. Council Member Fagerlie moved to **Adopt Resolution No. 2025-114 Acknowledging the Donations for the Third Quarter of 2025.** Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

F. **Summary of conclusions of the evaluation of the performance of City Administrator Leslie Valiant pursuant to Minn. Stat. § 13D.05, subd. 3.**

Mayor Reese read a summary of the Performance Evaluation that took place at the last meeting.

G. **City Council Budget Work Session, Monday, October 13, 2025**

City Administrator Leslie Valiant requested that the Council schedule a work session to discuss the budget. A motion was made by Council Member Ask to schedule a **City Council Budget Work Session for Monday, October 13, 2025.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

Having no further business to discuss, Council Member Nelsen moved to **Adjourn** at 7:55 PM. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

MAYOR

Attest:

CITY CLERK

Resolution No. 2025-106

A RESOLUTION AWARDING THE PUBLIC WORKS OVERHEAD DOOR REPLACEMENT AND REPAIRS TO EXCEL OVEERHEAD DOOR IN THE AMOUNT OF \$39,616.00.

Motion By: Ask Second By: Shuldes

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Excel Overhead Door of Willmar, MN for the Public Works overhead door replacement and repairs is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$39,616.00.

Dated this 6th day of October, 2025

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2025-107

A RESOLUTION AWARDING THE PUBLIC WORKS BLOCK REPLACEMENT AND REPAIR PROJECT TO SJOBERG MASONRY & CONCRETE, LLC IN THE AMOUNT OF \$46,899.00.

Motion By: Ask Second By: Shuldes

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Sjoberg Masonry & Concrete, LLC for the Public Works block replacement and repairs is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$46,899.00.

Dated this 6th day of October, 2025

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2025-108

A RESOLUTION APPROVING DOVRE TOWNSHIP FIRE AGREEMENT

IN THE AMOUNT OF \$43,202.43

Motion By: Ask Second By: Shuldes

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

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

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the Mayor and City Administrator be authorized to execute the fire protection agreement with Dovre Township for the period January 1, 2026 through December 31, 2026, in the amount of \$37,491.42.

Dated this 6th day of October 2025.

/S/ Douglas E. Reese

MAYOR

Attest:

/S/Vernae Larsen

CITY CLERK

RESOLUTION NO. 2025-109

**REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE THE APPLICATION
FOR A CONDUCT OFF-SITE PERMIT FOR THE BUFFALO LAKE LIONS CLUB**

Motion By: Ask Second By: Shuldes

WHEREAS, the Buffalo Lake Lions Club has applied to the Minnesota Gambling Control Board to obtain a Conduct Off-Site Permit for a Gambling License at the Best Western Plus/Conference Center located at 240 23rd Street SE on February 6, 7 and 8, 2026.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Conduct Off-Site Permit for the Buffalo Lake Lions Club and respectfully requests that the State of Minnesota Gambling Control Board approve the Conduct Off-Site Permit to the Buffalo Lake Lions Club.

Dated this 6th day of October, 2025.

/S/ Douglas E. Reese

MAYOR

ATTEST:

/S/Vernae Larsen

CITY CLERK

RESOLUTION NO. 2025-110

**A RESOLUTION ORDERING THE 2026 STREET AND OTHER IMPROVEMENTS AND DIRECTING STAFF TO
PREPARE FINAL PLANS AND SPECIFICATIONS.**

Motion By: Gardner Second By: Nelsen

WHEREAS, after due Notice of Public Hearing on the construction of street and other improvements for the City of Willmar, Minnesota, hearing on said improvements was duly held and the Council heard all persons desiring to be heard on the matter and fully considered the same.

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

1. It is advisable, expedient, and necessary that said improvements as described in the Notice of Hearing thereon be constructed and the same are hereby ordered made.

2. The improvements described in said Notice of Hearing are hereby designated and shall be known as 2026 Street and Other Improvements.
3. The City's Engineer is hereby directed to prepare final plans and specifications for said improvements.
4. The City Council shall let the contract for all or part of the work for said improvements or order all or part of the work done by day labor or otherwise as authorized by Minnesota Statutes, Section 429.041, Subdivision 2, within one year of the date of this resolution ordering said improvements.

Dated this 6th day of October, 2025

_____/S/ Douglas E. Reese

Mayor

Attest:

_____/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2025-111

A RESOLUTION CERTIFYING UNPAID WEED/GRASS SPECIAL ASSESSMENTS

Motion By: Ask Second By: Fagerlie

WHEREAS, Chapter 9, Article III of the Willmar Municipal Code states that such unpaid weed or grass mowing costs represent a lien of the real property receiving mowing services; and

WHEREAS, the City Council of the City of Willmar has offered the owner his right to request an appearance before the Council to make objections to payment;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid weed / grass mowing charges totaling \$1,733.12 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2026 and collected by the County Treasurer, and paid to the City Clerk along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid weed or grass charges be certified against the real property as follows:

1. Parcel No. 95-740-1330 \$772.04

Located at 416 Trott Avenue SE; and
Described as Section 14, Township 119, Range 35, Block 9
SPICER'S ADDITION TO WILLMAR

*WEST 50 FEET OF EAST 100 FEET OF LOTS 1 & 2 AND OF NORTH
40 FEET OF LOT 3*

2. Parcel No. 95-820-1170 \$961.08

Located at 1016 Ella Avenue NW; and
Described as Section 10, Township 119, Range 35, Block 6
*THORPE & LIEN'S ADDITION
PART OF LOT 4: BEGINNING 175 FEET WEST OF SOUTHEAST CORNER OF
BLOCK 6, THENCE WEST 95 FEET, NORTH 200 FEET, EAST 95 FEET, SOUTH
200 FEET TO BEGINNING*

Dated this 6th day of October, 2025

_____/S/ Douglas E. Reese

Mayor

Attest:

_____/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2025-112

A RESOLUTION CERTIFYING FALSE FIRE ALARM SPECIAL ASSESSMENTS

Motion By: Fagerlie Second By: Ask

WHEREAS, Chapter 8, Article VII of the Willmar Municipal Code concerning false alarms resulting in fire response. The cost of such measures shall be assessed by action of the City Council against the property, under such terms and conditions as the City Council may require; and

WHEREAS, the City Council of the City of Willmar has offered the owner his right to request an appearance before the Council to make objections to payment;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid false fire alarm charges totaling \$2,500.00 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2026 and collected by the County Treasurer, and paid to the City Clerk along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid false fire alarm charges be certified against the real property as follows:

1. Parcel No. 95-009-1400 \$500.00

Located at 1112 Lake Avenue NW; and
Described as Section 15, Township 119, Range 35, Block 135
*SECOND ADDITION TO THE CITY OF WILLMAR
ALL OF BLOCK 135*

2. Parcel No. 95-142-0280 \$500.00

Located at 1401/1405 19th Avenue SE; and
Described as Section 23, Township 119, Range 35, Block 2
DANA HEIGHTS
LOTS 8, 9 & 10 EXCEPT PART PLATTED AS DANA HEIGHTS THIRD ADDITION

3. Parcel No. 95-913-1220 \$500.00

Located at 511/515 Lakeland Drive SE; and
Described as Section 13, Township 119, Range 35
THAT PART OF THE SOUTHWEST QUARTER OF NORTHWEST QUARTER
DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF
SOUTHWEST QUARTER NORTHWEST QUARTER OF SAID SECTION 13, THENCE
SOUTH 555 FEET TO POINT OF BEGINNING OF TRACT HEREIN DESCRIBED, THENCE
CONTINUEING SOUTH 325 FEET, THENCE EAST 435 FEET, THENCE NORTH
440 FEET, THENCE WEST 135 FEET, THENCE SOUTH 115 FEET, THENCE WEST
300 FEET TO POINT OF BEGINNING

4. Parcel No. 95-909-0160 \$1,000.00

Located at 420/430 30th Street NW; and
Described as Section 9, Township 119, Range 35
NORTH 412 FEET OF SOUTH 740 FEET OF GOVERNMENT LOT 3

Dated this 6th day of October, 2025

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2025-113

A RESOLUTION APPROVING THE DELAYED ASSESSMENT OF BENEFITTED PROPERTY THAT LIES OUTSIDE THE CITY LIMITS OF THE CITY OF WILLMAR

Motion By: _____ Ask _____ Second By: _____ Fagerlie _____

WHEREAS, the City of Willmar has ordered the improvements on Northwest 7th Avenue: City Project No. 2503-B; and the 2025 street and other improvements (the "Improvements"), which project includes improvements to a small segment of Northwest 7th Avenue located outside the City's corporate boundaries in Willmar Township; and

WHEREAS, the following real property located in Willmar Township (the "Benefitted Property") has frontage on Northwest 7th Avenue and benefitted from the Improvements, to-wit:

Bruce D. and Lois M. Nelson
3280 7th Ave NW
Willmar, MN 56201

33-008-0012
Project 2503-B \$6,775.00

Section 08, Township 119, Range 35

Part of the South Half of Northeast Quarter; Commencing at Southwest Corner of Northeast Quarter, Thence East 531.63 Feet to Point of beginning, Thence East along South Line 660.66 Feet to Northwesterly Line of 7th Avenue, Thence along said North Line to East Line of Southwest Quarter of Northeast Quarter, Thence North 450.69 Feet, West 848 Feet, Thence South 561.19 Feet to Point of Beginning

; and

WHEREAS, in accordance with Minnesota Statutes, Sections 492.052 and 429.031, the City duly provided notice to the record owner of the Benefitted Property prior to ordering the Improvements; and

WHEREAS, the City Council believes it to be in the best interests of the City of Willmar as well as the public to be aware of the benefit received by the Benefitted Property for which a special assessment may be imposed in the future pursuant to Minnesota Statutes, Sections 492.052.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that this Resolution documenting the potential assessment to be levied against the Benefitted Property described herein at such time as the Benefitted Property is brought within the corporate limits of the City of Willmar be filed in the Office of the Kandiyohi County Recorder for purposes of advising the public of such potential assessment.

Dated this 6th day of October 2025.

/S/ Douglas E. Reese
MAYOR

Attest:

/S/Vernae Larsen
CITY CLERK

RESOLUTION NO. 2025-114

ACKNOWLEDGEMENT OF DONATIONS

Motion By: Fagerlie

Second By: Gilbertson

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

Amount	From	For/Purpose
\$50.00	Darlene Bratberg	Willmar Fire Explorers
\$2,500.00	Willmar Rotary Club	Rec Scholarship Program
\$500.00	Welcoming America	2025 Network Conference
\$1,000.00	CentraCare Health System	Welcome Week Sponsorship
\$250.00	Willmar Area Arts Council	2025 Welcoming Week

\$1,000.00	Woodland Centers	2025 Welcoming Week
\$1,000.00	Kandiyohi Power Charitable Trust	Willmar Community Center
\$5,000.00	The MENTOR Network Charitable Foundation	Fire Department General Supplies
\$1,000.00	Community Giving	Willmar Community Center Program Support
\$818.33	Grocery Bagging Event at Cub Foods	Willmar Police Explorers
\$1,035.00	Walmart	Willmar Police Explorers

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

Dated this 6th day of October, 2025

/S/ Douglas E. Reese

MAYOR

Attest:

/S/Vernae Larsen

CITY CLERK



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.B.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Planning Commission Meeting Minutes of October 8, 2025_DRAFT		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 10-08-25 Minutes Planning Commission Meeting (1)

**WILLMAR PLANNING COMMISSION
WEDNESDAY, OCTOBER 8, 2025
333 6TH STREET SW, CONFERENCE ROOM 1**

MINUTES

The Willmar Planning Commission met on Wednesday, October 8, 2025, at 6:00PM at City Hall.

Members Present: Gary Newberg; Christopher Buzzeo; Stacy Holwerda; and Bob Poe.

Members Absent: Yvon Fils-Aime.

Others Present: Christopher Frank (City Planner); Brian Gazelka (Applicant); Jason Hamstad (Applicant); Patrick O'Rourke (Applicant); and Carol Moss (Applicant).

1. Chair Buzzeo called for order at 6:00PM.
2. Roll Call.
3. Additions/Deletions: A motion was made to add a swap item 6.1.1 with 6.1.4 for convenience to accommodate members of the public who have appeared to discuss 6.1.4. The motion was made by Commissioner Poe, seconded by Commissioner Newberg, and approved unanimously.
4. Minutes:
 - 4.1. **Planning Commission Minutes for September 17, 2025**: Commissioner Poe motioned to approve the Minutes for September 17, 2025, seconded by Commissioner Holwerda, and approved unanimously.
5. General Public Testimony: None.

6. REGULAR BUSINESS

6.1 HEARING AND ACTION

- 6.1.1 **CONDITIONAL USE PERMIT: BRIAN GAZELKA (STATE FARM) HOME OCCUPATION**
Location: 1904 7TH ST SW; PID#: 95-340-0310; Zone: R-2; Ward 2

Public Hearing was opened at 6:02 PM with several members of the public appearing to comment with concern. Concerns included applicants use of the home not being a primary residence and setting a precedent for future non-residential use home occupations. A neighbor noted she previously held a home occupation permit for a photography business but lived on-site and had mostly off-location, appointment-only clients. The public hearing was closed at 6:11 PM.

There was a previous attempt by applicant to rezone the property, which was denied around 2009/2010.

Mr. Gazelka clarified that foot traffic is now minimal, estimating only two to six vehicles per day visiting the office. Mr. Gazelka confirmed he intends to use the house as a secondary home, spending two-three nights per week there, while his main home in Spicer will eventually be sold.

City staff noted that a Conditional Use Permit for a residential structure would likely not support the development of a parking lot on the southeast corner, as it could significantly alter the character of the surrounding residential neighborhood.

Mr. Gazelka said there are five on-street parking spots available and a driveway on 19th Avenue, but the parking lot was desired for better accessibility, especially for ADA accessibility. He clarified his proposed sign would be on the north side, visible from 19th Avenue only.

A motion to deny the Conditional Use Permit was made by Commissioner Holwerda, based on the property not being a primary residence and that it would essentially be a commercial business, which goes against the intent of the city's comprehensive plan, especially given the current lack of housing. The motion was seconded by Commissioner Buzzeo. The motion to deny the permit passed 3-1, with Commissioner Poe voting against the denial.

6.1.2 **CONDITIONAL USE PERMIT: CLOUD NINE FARMS (HEMPONIX) CANNABIS RETAIL**

Location: 1425 1ST ST S; PID#: 95-923-8500; Zone: GB-2; Ward 4

Given that three retail cannabis actions were appearing before the Commission with similar details, the Commissioners reviewed the seven findings of fact for a Conditional Use Permit (CUP) and determined they were all in the affirmative for all three projects.

The public hearing was opened at 6:40 PM; nobody appeared to speak; and the public hearing was closed at 6:41 PM.

A motion to approve the Conditional Use Permit for Cloud Nine Farms (Hemponix) Cannabis Retail was made by Commissioner Poe; seconded by Commissioner Newberg; and passed unanimously.

6.1.3 **CONDITIONAL USE PERMIT: MARY JANE'S BUDS & EDIBLES CANNABIS RETAIL**

Location: 1305 1ST ST S; PID#: 95-923-8620; Zone: GB-2; Ward 4

The public hearing was opened at 6:41 PM; nobody appeared to speak; and the public hearing was closed at 6:42 PM.

A motion to approve the Conditional Use Permit for Mary Jane's Buds and Edibles Cannabis Retail was made by Commissioner Poe; seconded by Commissioner Buzzeo; and passed unanimously.

6.1.4 **CONDITIONAL USE PERMIT: LEAFLINE (RISE) CANNABIS RETAIL**

Location: 1413 1ST ST S; PID#: 95-923-8615; Zone: GB-2; Ward 4

The public hearing was opened at 6:42 PM; nobody appeared to speak; and the public hearing was closed at 6:43 PM.

A motion to approve the Conditional Use Permit for Leafline (Rise) Cannabis Retail was made by Commissioner Newberg; seconded by Commissioner Poe; and passed unanimously.

6.2 PLATS

None.

6.3 BRIEFINGS

None.

7. DIRECTOR'S REPORT

None.

8. MISCELLANEOUS

City staff presented an overview of Downtown priorities derived from the Comprehensive Plan and outlined seven key goals for downtown development that the department intends to prioritize in its 2026:

1. Mixed-Use Development: Encouraging newer updated versions of businesses on ground floors and residences on upper floors.
2. Enhancements: Exploring options for green space, bump-outs for traffic calming, and public markets.
3. Traffic Calming Measures: Including curb extensions and raised crosswalks to improve walkability and public safety.
4. Urbanization and Infill Development: Focusing on developing existing open spots downtown.
5. Focused Community Outreach: Points for regular community engagement and engaging underserved communities.
6. Sustainable Infrastructure: Giving points to developers in the overlay district for incorporating green technology.
7. Economic Vitality: To drive more activity to downtown and designated areas.

9. ADJOURN

Commissioner Newberg moved to adjourn the meeting, seconded by Commissioner Poe, and passed unanimously. The meeting was adjourned at 7:07 PM.

The Willmar Municipal Utilities Commission met in regular session on Monday, October 13, 2025, at 11:45 a.m. in the WMU Auditorium. Commissioners present included Shawn Mueske (President), John Kennedy, Terrill Sieck, Dave Baumgart, Carol Laumer, Bruce DeBlieck, and Patricia Elizondo.

Staff present included Jeron Smith, General Manager; Janell Johnson, Director of Administration; Kevin Marti, Facilities & Maintenance Supervisor; Mike Sangren, Information Systems Coordinator; Abby Ahrendt, Executive Secretary; and Tom Gilbertson, City Council Liaison. City Attorney Robert Scott attended via teleconference. Jennifer Kotila of the *West Central Tribune* was also present.

President 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 highlighted items within the payment of bills. Following review and discussion, Commissioner Baumgart moved, and Commissioner Laumer seconded to approve the Consent Agenda.

RESOLUTION NO. 42

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

- ❖ Minutes from the September 22, 2025, MUC Meeting
- ❖ Bills represented by vouchers No. 20251476 through No. 20251599, including associated wire transfers, totaling \$1,983,064.67.

Dated this 13th day of October, 2025.

President

Attest:

Secretary

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

Director of Administration Johnson presented the August 2025 Financial Reports, which included a summary of the Income Statement covering revenues and expenses, retained earnings, and comparative data for both the Electric and Water Divisions, along with the Investment Portfolio and Cost of Power Report as of August 31, 2025.

Director of Administration Johnson reviewed ongoing collection efforts for delinquent utility bills, including the lien process. Property owners were notified and given the opportunity to contest; no requests were received. Following discussion, Johnson requested approval of a resolution asking the City Council to place

liens on twenty (20) properties totaling \$16,047.91. Commissioner DeBliek offered the resolution, seconded by Commissioner Baumgart.

RESOLUTION NO. 43

BE IT RESOLVED, by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the Municipal Utilities Commission requests the Willmar City Council to place liens on twenty (20) identified properties for delinquent utility bills for the total collectible amount of \$16,047.91.

Dated this 13th day of October, 2025.

President

Attest:

Secretary

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

Facilities & Maintenance Supervisor Marti reviewed the bids received for the Bulk Water Fill Station Project and recommended awarding the project to AquaFlow International for their low bid of \$78,870.00. Following discussion, Commissioner Laumer offered the resolution to award the bid to AquaFlow International, seconded by Commissioner Baumgart.

RESOLUTION NO. 44

BE IT RESOLVED that the Willmar Municipal Utilities Commission of the City of Willmar, Minnesota, awards the Bulk Water Fill Station Project to AquaFlow International in the amount of \$78,870.00.

Dated this 13th day of October, 2025.

President

Attest:

Secretary

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

Supervisor Marti reviewed cost comparisons between using the existing Well D2 and establishing a new direct connection to the water distribution system. Staff determined that sealing Well D2 and proceeding with the new connection would be the most cost-effective and practical option. Following discussion, Commissioner DeBliek offered a motion to authorize the sealing of Well D2, seconded by Commissioner Sieck. Motion carried unanimously.

General Manager Smith reported that proposals are being accepted until November 3rd for 2025-2027 audit services and bids until November 4th for the Wind Turbine Decommissioning Project. He noted that the Mayor read the Public Power Proclamation at the October 6th City Council meeting and that the amendment to Ordinance No. 1531, correcting identified rate discrepancies, was approved by the City Council at their meeting on October 6th. Smith also highlighted the Employee Recognition Luncheon, recognizing service milestones, new hires, retirements, and births within the Utilities. He mentioned the Willmar Fire Department's Family Night, where WMU participated with an energy services booth and two WMU linemen provided safety demonstrations. In response to a request for an update on the joint meeting between the City Council and Utility Commission, Smith reported that WMU staff has met with city staff twice to identify talking points and solicit proposals which will be presented to both bodies for approval before scheduling the joint meeting.

Upcoming Events:

- ❖ WMU Survey – September 22 – November 21
- ❖ Governance Committee Meeting – October 20
- ❖ MRES Area Meeting (Alexandria, MN) – October 22
- ❖ MMUA Governance in Action (St. Cloud, MN) – January 23, 2026

President Mueske asked for any additional discussion. Hearing none, Kennedy moved to adjourn, and Baumgart seconded. Motion carried unanimously. The meeting adjourned at 12:22 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES

Abby Ahrendt, Executive Secretary

ATTEST:

Secretary



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.D.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Pablo Obregon, Director of Community Growth
Ordinance:	No	Presented By:	Pablo Obregon, Director of Community Growth
Item:	Blue Cross Blue Shield of MN sponsorship funding for Community Growth led Special Events		

RECOMMENDED ACTION:

Approve \$20,000 sponsorship funding from Blue Cross Blue Shield of Minnesota for community events

OVERVIEW:

Community Growth Director, Pablo Obregon is hosting a number of events that promote equity and inclusion in our community. This sponsorship will include: Martin Luther King Jr Dinner, Willmar International Festival, Healthy Earth-Healthy Kids, Juneteenth Event and Welcoming Week Programs and Events.

BUDGETARY/FISCAL ISSUES:

\$20,000

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Blue Cross Blue Shield Resolution
2. Sponsorship Agreement 2026

Resolution No._____

AUTHORIZATION TO ACCEPT WILLMAR EQUITY EVENT SERIES GRANT

Motion By:_____ Second By:_____

BE IT RESOLVED, by the City Council of the City of Willmar to accept the grant of \$20,000 from Blue Cross Blue Shield for funding Willmar equity events series.

Dated this 20th day of October 2025.

Mayor

Attest:

City Clerk

SPONSORSHIP AGREEMENT

This Sponsorship Agreement ("**Agreement**") is entered into effective October 13, 2025, (the "**Effective Date**") by and between BCBSM, Inc., dba Blue Cross and Blue Shield of Minnesota, with offices at 3400 Yankee Drive, Eagan, Minnesota 55121 ("**Sponsor**"), and City of Willmar, with offices at 333 SW 6th Street, Willmar, MN 56201 ("**Promoter**", each individually a "**Party**" and collectively, the "**Parties**."

- 1. Scope of Services.** Promoter will host Community Growth Events throughout 2026 in Willmar, MN.

The financial contribution from the Sponsor will enable the Promoter to empower and support new, emerging leaders, efforts to be a growing community, and community events that include among others:

- Martin Luther King Day Event
- Healthy Earth Healthy Kids
- International Heritage Day
- Juneteenth Event
- Welcoming Week Programs & Events

By continuing to partner with the Promoter, the Sponsor will play a significant role in creating a lasting impact in the community, fostering a healthier and more socially connected environment that will benefit residents for years to come. This collaboration may also enhance the Sponsor's reputation as a community-focused partner, while providing opportunities for residents to engage in meaningful civic activities.

Promoter shall, at its sole cost and expense:

- a. Create, program, advertise, market, promote, produce, and manage the Project as described in this Section.
- b. Notify Sponsor in writing of any planned or anticipated material changes to the Project as determined by Promoter.

The Parties agree that, collectively, these activities will constitute the "**Project**."

- 2. Term.** This Agreement shall be effective as of the Effective Date and expire on December 31, 2026, unless earlier terminated in accordance with the terms of this Agreement (the "**Term**").
- 3. Sponsorship and Payment:** Sponsor will make a financial contribution to Promoter in the amount of \$20,000.00 in support of the Project.
- 4. Communication Requirements.** Promoter shall comply with any and all guidelines, restrictions and standards for the use of Sponsor's name, logo and attribution, including, but not limited to, those set forth in **Appendix A** (Blue Cross Communications Requirements). Sponsor retains all right, title and interest in its corporate name and logo, and nothing in this Agreement will be construed to constitute a waiver of any other right or remedy Sponsor may have relative to the use of its corporate name or logo by Promoter.
 - a. Promoter shall acknowledge Sponsor in all materials related to the Project.**

The following language, or such other language approved by Sponsor as set forth in Appendix A, shall be used:

Funding for this project is provided by Blue Cross and Blue Shield of Minnesota, as part of its commitment to investing in community-led solutions, so everyone has the opportunity to achieve their healthiest life.

- b. Responding to Media Inquiries about Sponsor:** Promoter may not make any media statements on behalf of Sponsor under any circumstance. However, Promoter may publicize that Sponsor has funded the Project and shall advise media to contact Sponsor directly for more information. In addition, if any media outlet contacts Promoter requesting comment on behalf of Sponsor, Promoter shall contact its Sponsor Communications representative, as specified in the attached **Appendix A**, immediately. Any proactive outreach to media shall be coordinated with Sponsor Communications staff as specified in the attached **Appendix A**.

5. Promoter shall provide the following to Sponsor in exchange for the Project:

- Sponsor's verbal recognition from the stage;
- Sponsor's recognition on event program; and
- Sponsor mention in social media posts.

6. Termination. In the event of a breach by either party of any term of this Agreement, the non-breaching Party may terminate this Agreement by written notice to the breaching Party if the breaching Party fails to cure such breach within thirty (30) days of receipt of written notice thereof. In addition, either Party may terminate this Agreement effective upon written notice stating its intention to terminate in the event the other Party (i) has a material change in the Project whereby the value of Sponsor's sponsorship or association with the Project is materially diminished, or (ii) has a petition filed by or against it under any state or federal bankruptcy or insolvency law which petition has not been dismissed or set aside within sixty (60) days of its filing.

7. Grant of License. Promoter hereby grants to Sponsor and its affiliates a worldwide, transferable, sublicensable, perpetual, non-exclusive, royalty free, fully paid, license to use, reproduce, display, and/or create derivative works (including to adapt or excerpt for Sponsor's use, including for commercial purposes) from any promotional materials, toolkits, educational materials, audio, video and/or other works created by or on behalf of Promoter in connection with the use, display, operation, modification, distribution and/or commercial exploitation of the Project.

8. Independent Contractor. The Parties acknowledge that the Sponsorship does not constitute an association for the purpose of establishing a partnership or a joint venture, nor create any trustee or agency relationship between the Parties.

9. Representations. Each Party hereby represents that it has full power and authority to enter into this Agreement and to perform its obligations hereunder; it has obtained all permits, licenses, and other governmental authorizations and approvals required for its performance under this Agreement; and to the best of its knowledge and belief, the services to be rendered and the materials provided by each Party under this Agreement neither infringe nor violate any patent, copyright, trade secret, trademark, or other proprietary right of any third party.

10. Indemnification Each Party shall indemnify, defend and hold harmless the other Party and its affiliates, and their officers, employees, agents, and representatives, from all claims, judgments, damages, fines, costs, and expenses (including reasonable attorneys' fees) arising out of or in

connection with any third party claims related to: (i) either Party's performance under or breach of this Agreement; (ii) either Party's breach of Confidential Information; (iii) a Party's infringement of third party intellectual property; or (iv) bodily injury or death to any person or damage to real property caused by a Party. UNLESS STATED ELSEWHERE IN THIS AGREEMENT, NEITHER PARTY SHALL BE LIABLE FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE, WHETHER A PARTY WAS ADVISED TO THE POSSIBILITY OF SUCH DAMAGES, OR WHETHER SUCH DAMAGES ARE LEGAL OR EQUITABLE IN NATURE.

11. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

12. Assignment. Neither party shall sell, transfer, or assign this Agreement, or delegate its obligations hereunder, without the prior written consent of the other party, except that Sponsor may assign this Agreement in whole or in part to any affiliate of Sponsor upon notice to Promoter.

13. Compliance with Laws. Without limiting the terms of this Agreement, Promoter shall comply with all applicable laws and shall be responsible for identifying, procuring and maintaining all approvals that are required in connection with Promoter's performance of the Project. Sponsor shall reasonably cooperate with and assist Promoter in procuring and maintaining any such approvals. Promoter shall have sole financial responsibility for all fees associated with identifying, procuring and maintaining all such approvals.

14. Insurance.

a. Throughout the Term of this Agreement, Promoter shall maintain, at its sole cost and expense, at least the types and amounts of insurance coverages as follows

☒ **Workers' Compensation Insurance**, as may be from time to time required under applicable laws or laws of the country in which the Project is performed

☒ **Employer's Liability**, as may be from time to time required under applicable laws or laws of the country in which the Project is performed, with limits of not less than \$500,000 each accident, \$500,000 disease - policy limit, and \$500,000 disease - each employee.

☒ **Commercial General Liability** (including contractual liability to cover the indemnity provisions set forth in the Agreement) with limits of not less than \$3,000,000 general aggregate and \$1,000,000 each occurrence (including personal and advertising injury); these limits may be achieved by application of umbrella liability coverage in addition to primary coverage.

b. Requirements. The insurance coverages under this Section shall be primary, and all coverages shall be noncontributing with respect to any other insurance or self-insurance which may be maintained by Sponsor. Sponsor shall be named an additional insured or loss payee, as applicable, on the above required policies and each policy shall stipulate that Sponsor shall receive thirty (30) days' prior written notice before any termination, change or cancellation of any coverage under such policies shall take effect, regardless of whether the coverage is terminated, changed or cancelled by Promoter, or the insurance carrier. Upon Sponsor's request, Promoter shall provide certificates of insurance showing that the required insurance is in force and satisfies all requirements for such insurance. Delivery of a certificate to Sponsor which is not in full compliance with this Section will not be deemed a waiver of the Promoter's obligations.

- c. Failure to Maintain.** The maintenance of the insurance coverage required under this Agreement shall in no way operate, and the naming of Sponsor as an additional insured or loss payee is not intended, to be a limitation of Promoter's liability and shall in no event be deemed or operate to limit Promoter's liability to Sponsor to the amount of the available insurance coverage or to the policy limits specified in this Section.

15. Waivers; Amendment. A Party's failure to enforce any provision of this Agreement will not constitute a present or future waiver of such provision nor limit the Party's right to enforce such provision at a later time. Any waiver by a Party must be in a signed writing by such Party to be effective. This Agreement may be amended only by a written instrument, signed by authorized representatives of both Parties, which written instrument identifies itself as an amendment to this Agreement.

16. Severability. If any portion of this Agreement is held to be invalid or unenforceable, the remaining portions of this Agreement will remain in full force and effect. Any invalid or unenforceable portions will be interpreted to effect and intent of the original portion. If such construction is not possible, the invalid or unenforceable portion will be severed from this Agreement, but the rest of the Agreement will remain in full force and effect.

17. Survival. Any Section that in order to give full effect to their provisions must survive, shall survive any expiration or termination of this Agreement.

18. Entire Agreement. This Agreement represents the entire agreement between the parties with respect to its subject matter and supersedes all prior agreements relating to its subject matter.

IN WITNESS WHEREOF, the Parties hereto have executed and delivered this Agreement as of the Effective Date.

**BCBSM, Inc., dba Blue Cross and Blue Shield
of Minnesota**

City of Willmar

By:

By:

Signature

Signature

Print Name

Leslie Valiant

Print Name

Title

City Administrator

Title

Date

Date

**APPENDIX A
TO THE
SPONSORSHIP AGREEMENT**

Blue Cross and Blue Shield of Minnesota Communications Requirements for Community Funding
Recipients

In Process



BLUE CROSS COMMUNITY COMMUNICATIONS REQUIREMENTS

Our funding is designed to help you drive changes to policy, systems, or environments that will lead to healthier, thriving communities for all. Narrative change through effective communications plays a vital role in achieving this.

As a condition of your agreement with us, you are required to adhere to specific requirements when communicating about the project we're funding. These requirements encompass all communications with the public, media and other external stakeholders, whether promotional or informational in nature.

If you have any questions on the requirements detailed below, please contact our Communications Team at Center.Communications@bluecrossmn.com and cc your Blue Cross Community Program Manager.

In Process

General Requirements

Using our name and logo

Your first reference to our organization in written communications must be to "Blue Cross and Blue Shield of Minnesota ("Blue Cross")." On subsequent references, you should simply refer to our organization as "Blue Cross."

When referring to Blue Cross in speeches, presentations, audio, video recordings or other verbal communications, your first reference should always be to "Blue Cross and Blue Shield of Minnesota." On subsequent references, you may simply refer to our organization as "Blue Cross."

Multiple versions of our logo are available for your use. These will be accompanied by additional requirements which must be followed whenever our logo is used. For more information or to request a copy of our logo, please contact your Blue Cross communications contact or email For.Communities@bluecrossmn.com.

Naming your program

You are encouraged to name your funded program. The best names are typically concise yet descriptive. "Blue Cross" may not be referenced in your program name.

Using "contract" versus "grant"

We provide funds via contracts rather than grants. Please avoid using the term "grant" when referring to our funding arrangement, and instead use the words "funding," "support" or "award."

When does Blue Cross need to be named in communications?

Blue Cross funding should be recognized in all promotional materials, including, but not limited to press releases, annual reports, articles which you control (i.e., web or blog copy), collateral, presentations and videos.

When should Blue Cross not be named in communications?

You are not permitted to name Blue Cross when you are soliciting further funding partners, writing to elected officials, submitting letters to the editor, or communicating internally.

If you are in doubt, please discuss with your Blue Cross communications contact or your Blue Cross Program Manager. We are proud to fund your project and will collaborate with you to determine the most appropriate way for both of our organizations to be represented in communications materials.

During the Term of Your Contract

Once the agreement is signed, you will be contacted by a member of Blue Cross communications team to discuss the timing of the initial award announcement. Blue Cross typically issues a state-wide press release announcing all funding recipients at once, so it may be a period after your agreement is signed before this information is made public, as we await all funded recipients to complete their contract process.

A member of the Blue Cross communications team may also work with, and or provide technical assistance for your organization to issue a joint release to your local community media and any special-interest publications. The Center for Racial and Health Equity will provide a template for this news release, as well as any needed pre-approved social media posts announcing your award.

Proactive Communications

Blue Cross requires prior review and written approval of any communication related to the project we are funding. This includes but is not limited to press releases, publications, reports, collateral, websites, social media posts, partnership solicitation correspondence, presentations, or videos.

After your agreement is signed, you will be assigned a representative from the Blue Cross communications team. They will provide contact information to help expedite the approval process for all communications associated with your project. However, please keep the review times noted below in mind and allow additional time whenever possible.

Funding Acknowledgement Copy

When using the copy below, allow up to three business days for review and final approval:

- **Preferred copy:**
Funding for this project is provided by Blue Cross and Blue Shield of Minnesota, as part of its commitment to investing in community-led solutions, so everyone has the opportunity to achieve their healthiest life.
- **Abbreviated copy (for times when you have space constraints):**
Funding for this project is provided by Blue Cross and Blue Shield of Minnesota.
- **Copy for use when Blue Cross is not the primary funder:**
Funding for this project is provided in part by Blue Cross and Blue Shield of Minnesota.

If these options do not fit the format of a printed communication you're producing, such as an annual report, please work directly with your Blue Cross communications contact, Blue Cross Program Manager or email For.Communities@bluecrossmn.com to discuss other options.

Requests for Quotes and Comments

Blue Cross may provide quotes and comments for inclusion in press releases and other materials associated with the project we're funding. Please allow a minimum of three (3) days for these requests and, whenever possible, include a draft of the communication the quote or comment will be inserted into. We require subsequent review if any material changes are made to the communication after the quote or comment is approved. A final copy of the communication must be submitted to Blue Cross prior to distribution.

Joint Announcements

In some instances, it may be more effective to issue a joint announcement with Blue Cross. To identify these opportunities, please keep your Blue Cross communications contact and Program Manager updated on any key milestones, results and accomplishments of your project. Blue Cross will require approval when included in a joint announcement.

When issuing a joint announcement, you must include the following boilerplate statements:

About Blue Cross Community Work

Commitment to our communities is essential for the health of our state. To support this, our approach and strategies – embed, partner, transform – provide the foundation for that work to ensure all communities can achieve their best health. Funded primarily through proceeds from Blue Cross' historic lawsuit against the tobacco industry, we invest in community-led solutions, advance policy to improve health outcomes, and drive health narrative change so everyone has the opportunity to achieve their healthiest life.

About Blue Cross and Blue Shield of Minnesota

For more than 90 years, Blue Cross and Blue Shield of Minnesota (Bluecrossmn.com) has supported our members by ensuring access to high quality care at an affordable price. Our nearly 3 million members can be found in every Minnesota county, all 50 states and on four continents. Blue Cross and Blue Shield of Minnesota is an independent licensee of the Blue Cross and Blue Shield Association.

Media Relations – Reactive

On occasion, you may be contacted by a reporter without initiating any proactive outreach. If this happens, please take time to evaluate whether the interview opportunity:

- Will help advance the goals of your funded project
- Is being proposed by a reputable media outlet, journalist or blogger
- Is it in the best interests of your organization, project and Blue Cross

If your opportunity meets these criteria:

- Notify your Blue Cross communications contact and Program Manager prior to returning the reporter's phone call or email.

- If the reporter is on a tight deadline and you have not been able to reach your communications representative within three hours, use your best judgment – but please do not speak on behalf of Blue Cross in any circumstance.
- Direct any questions regarding Blue Cross to Christian Knights at 651-662-4058 or christian.knights@bluecrossmn.com.
- Immediately following the media interview (preferably within an hour), follow-up with your communications representative to provide an overview of the conversation and any need for follow-up from Blue Cross.
- Alert Blue Cross when coverage appears and forward a copy (if available) to your Blue Cross communications contact and Blue Cross Program Manager.

The Blue Cross communications team will provide you with any needed assistance with such media opportunities, including, but not limited to: providing key talking points, giving any needed guidance and training on how to talk to the media, and helping follow up with reporters to make any additions, corrections, or timing clarifications.

After Your Contract is Complete

Any communication regarding the results or impact of your funded project including, but not limited to press releases, reports, website copy and videos, must reference Blue Cross as a funder. We also require prior review of these materials as outlined in the section above.

Blue Cross Initiated Communications

Blue Cross reserves the right to include the name of your organization and information on the project we're funding in any communication including, but not limited to, press releases, reports, website copy, videos, marketing materials, internal communications and presentations, with or without your prior review.

Failure to Adhere to Communications Requirements

Failure to adhere to our communications requirements will be deemed a material breach of contract, and may result in denial of funding or reimbursement for project expenses, nonrenewal of a multi-year agreement or a termination of your contract.

For additional questions about communications materials, references to the Blue Shield of Minnesota, or the branding and compliance approval process, please contact your Blue Cross communications contact or Program Manager.



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.E.
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, 10/2/2025 - 10/14/2025		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 10.02.25-10.14.25 Ck 75734-75844
2. EFT CK 618

Vendor Payment Listing

October 02, 2025 thru October 14, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100057	AMERICAN WELDING & GAS INC	0011159552	75738	83.69	Welding gas
100057	AMERICAN WELDING & GAS INC	0011140411	75738	45.92	Fire extinguisher inspections
100057	AMERICAN WELDING & GAS INC	0011159433	75738	40.13	Cylinder rent
100058	HOME DEPOT CREDIT SERVICES	1514056	75787	74.44	Shop supplies
100075	AT&T MOBILITY	GBY092025	75743	39.94	FirstNet backups Sep
100097	BECKER ARENA PRODUCTS INC	617388	75748	2,054.04	Glass for Rink
100131	AVENU INSIGHTS & ANALYTICS	INVB-065584	75745	2,310.00	AS400 hosting - Sep
100154	CHAMBERLAIN OIL CO	524723-00	75757	1,447.14	Oil, Wiper Blades, Brake Cleaner
100154	CHAMBERLAIN OIL CO	525512-00	75757	156.77	FPPF Total power 12/1 QT
100161	SYSCO WESTERN MINNESOTA	353012297	75833	810.48	Concessions
100161	SYSCO WESTERN MINNESOTA	253964065	75833	441.30	Concessions food DOAC
100186	CROW CHEMICAL & LIGHTING	131106	75762	180.30	Window and Floor Squeegee
100186	CROW CHEMICAL & LIGHTING	131114	75762	215.00	Paper towels
100186	CROW CHEMICAL & LIGHTING	131143	75762	107.50	General supplies
100188	STERLING WATER-MINNESOTA LLC	CD154359	75831	19.45	Water softener rental
100212	DOOLEY'S PETROLEUM INC	323225	75763	1,080.41	Plant generator fuel
100212	DOOLEY'S PETROLEUM INC	323165	75763	1,495.48	Plant fuel
100222	DUININCK INC	Appl #2 2503-B	75765	505,680.92	Project No. 2503-B Pay Application No. 2
100222	DUININCK INC	Appl #3 2503-C	75765	263,400.85	Project No. 2503-C Pay Application No. 3
100222	DUININCK INC	565524-2	75765	0.30	asphalt
100222	DUININCK INC	567521	75765	1,326.00	Aspahlt
100222	DUININCK INC	567665	75765	1,522.35	Aspahlt
100231	ED'S SERVICE CENTER & SALES	149776	75766	195.00	Tow service for ICR 25009146
100249	NAPA CENTRAL MN	947169	75807	21.31	Mirror Repair Kit and accessory supplies
100249	NAPA CENTRAL MN	947176	75807	(9.62)	Return of two Items from Inv# 947169
100288	GALLS LLC	032567786	75774	1,173.11	Uniforms for new Explorers
100288	GALLS LLC	032265869	75774	165.94	Safety Boots F. Hanson
100288	GALLS LLC	032611943	75774	96.45	Chaplain cross insignia & tru spec pants
100288	GALLS LLC	032602504	75774	190.07	(7) bugle pins & (2) tru spec pants
100288	GALLS LLC	032699231	75774	37.02	Explorer trouser hemming
100288	GALLS LLC	032685376	75774	146.39	Training chain cuffs for Explorers
100288	GALLS LLC	032656695	75774	100.54	C-A-T Tourniquet Qty 3 for Explorers
100293	GENERAL MAILING SERVICES	74923	75776	194.12	POSTAGE 09/15-09/19/2025
100293	GENERAL MAILING SERVICES	74971	75776	169.78	POSTAGE 09/22-09/26/2025
100293	GENERAL MAILING SERVICES	75041	75776	114.89	postage 9/29-10/03/2025
100293	GENERAL MAILING SERVICES	75142	75776	6.32	Shipping
100324	HAUG IMPLEMENT CO - JOHN DEERE	534678	75779	74.40	Grease for mower
100325	HAWKINS INC	7220231	75781	10,918.25	Ind. ferric
100333	HILLYARD\HUTCHINSON	605961697	75784	79.78	soap
100374	PREMIUM WATERS INC	330683459	75815	10.99	water
100374	PREMIUM WATERS INC	330679381	75815	14.49	Drinking water
100374	PREMIUM WATERS INC	330681476	75815	158.37	Softener salt
100374	PREMIUM WATERS INC	330685097	75815	24.95	water
100374	PREMIUM WATERS INC	330665506	75815	73.75	Water for DOAC
100374	PREMIUM WATERS INC	330670070	75815	27.99	Drinking water
100376	KANDIYOHI CO AUDITOR	547654	75791	89.76	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	547682	75791	81.17	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	547680	75791	107.91	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	547692	75791	177.00	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	547657	75791	113.64	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	547656	75791	86.90	Landfill fee for 701 27th Ave SW
100376	KANDIYOHI CO AUDITOR	548715	75791	187.15	Garbage
100376	KANDIYOHI CO AUDITOR	2025 Poll Pads	75791	1,135.00	2025 Poll Pad Annual Maintenance Fee & Data Act
100387	GATEWOOD ELECTRIC INC	11052	75775	1,241.94	Electrical Work for RO System BLA
100424	M-R SIGN CO INC	229454	75797	126.27	Street Signs
100424	M-R SIGN CO INC	229523	75797	200.20	Sidewalk Closed Sign
100427	MACQUEEN EQUIPMENT INC	P55989	75798	188.12	(3) Cairns helmets and leather fronts
100449	MENARDS	00740	75800	6.64	General supplies
100449	MENARDS	88460	75799	33.86	Hook Clamps for Office
100449	MENARDS	00840	75800	6.92	Coupling and Pex Tube
100449	MENARDS	00720	75799	108.75	Cleaning Supplies

Vendor Payment Listing

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VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100449	MENARDS	00831	75799	117.48	Concrete crack seal
100449	MENARDS	00888	75799	66.61	General supplies
100449	MENARDS	01061	75799	675.00	Lab sample refrigerator
100449	MENARDS	90471-2	75799	27.96	reissue ck 74178 - screws
100449	MENARDS	91988-2	75800	21.06	reissue ck 74178 - concrete, pails for buoys anch
100449	MENARDS	92702-2	75799	66.16	reissue ck 74541 supplies
100449	MENARDS	92999-2	75799	131.84	reissue ck 74541 - tool hanger, hose hanger
100449	MENARDS	93040-2	75799	121.52	reissue ck 74541 - mudding supplies
100449	MENARDS	93326-2	75799	40.40	reissue ck 74541 - mudding supplies
100449	MENARDS	93472-2	75800	15.75	reissue ck 74541 - cable
100449	MENARDS	93588-2	75800	8.98	reissue ck 74541 - p-trap
100449	MENARDS	93667-2	75799	259.36	reissue ck 74541 - construction adhesive
100449	MENARDS	93780-2	75800	19.99	reissue ck 74541 - general supplies
100449	MENARDS	94131-2	75799	59.93	reissue ck 74541 - shower parts for DOAC locker rm
100449	MENARDS	94357-2	75799	230.16	reissue ck 74541 - lab water
100449	MENARDS	91097-2	75799	203.08	reissue ck 74177 - batteries, drill bits, LED ligh
100449	MENARDS	91449-2	75799	30.93	reissue ck 74177 - lab water
100449	MENARDS	91500-2	75799	30.57	reissue ck 74177 - general supplies
100449	MENARDS	91501-2	75799	35.94	reissue ck 74177 - coffee
100449	MENARDS	91510-2	75799	60.18	reissue ck 74177 - shelving
100449	MENARDS	91649-2	75799	62.86	reissue ck 74177 - paint for garage
100449	MENARDS	91685-2	75799	27.98	reissue ck 74177 - light bulbs
100449	MENARDS	91712-2	75799	156.51	reissue ck 74177 - GBT step repair
100449	MENARDS	91802-2	75799	79.84	reissue ck 74177 - electrical supplies
100449	MENARDS	91805-2	75799	74.38	reissue ck 74177 - blades, sockets, brooms, etc
100449	MENARDS	91826-2	75799	67.41	reissue ck 74177 - dish soap, paint for garage
100449	MENARDS	91974-2	75799	42.70	reissue ck 74177 - clamps, galvanizing spray
100449	MENARDS	91992-2	75799	256.96	reissue ck 74177 - blinds, gloves for wrac
100449	MENARDS	92084-2	75799	152.21	reissue ck 74177 - map gas, washers, filters, nuts
100449	MENARDS	92107-2	75799	35.13	reissue ck 74177 - caulk, drill bit, constrc adhes
100449	MENARDS	01147	75800	10.84	Raid bug spray
100449	MENARDS	01156	75800	21.63	Parts to repair sprayer
100449	MENARDS	01238	75800	6.96	General supplies
100449	MENARDS	01151	75800	27.20	Batteries
100449	MENARDS	01190	75799	83.91	Blades and Saw
100449	MENARDS	01195	75799	41.97	Garbage Cans
100522	MN DEPT OF LABOR & INDUSTRY	10032025	75804	2,984.46	September State Surcharge 2025
100544	MVTL LABORATORIES INC	1326451	75806	3,065.25	Lab test's biosolids
100544	MVTL LABORATORIES INC	1326866	75806	58.25	Lab test
100544	MVTL LABORATORIES INC	1325349	75806	3,065.25	Lab test's biosolids
100604	PERKINS LUMBER CO INC	2509-000493	75813	161.27	Concrete Supplies for dugouts at Sunrise
100604	PERKINS LUMBER CO INC	2509-000785	75813	6.58	Supplies for Concrete pad at Sunrise
100624	PRINT MASTERS	94297	75816	136.00	Business Cards - Valiant
100636	R & R SPECIALTIES INC	0091049-IN	75821	594.76	Zam Blades
100650	O'REILLY AUTOMOTIVE INC	1528-244226	75810	17.70	Fuel Pump Connector
100650	O'REILLY AUTOMOTIVE INC	1528-243599	75810	163.20	CV Shaft
100682	SCHWEGMAN'S CLEANERS	723428	75825	15.00	Sewing on (2) patches
100690	SHERWIN WILLIAMS CO	3149-5	75826	48.44	Paint for Picnic table
100690	SHERWIN WILLIAMS CO	3898-7	75826	50.60	hall paint
100690	SHERWIN WILLIAMS CO	4294-8	75826	50.60	hall paint
100706	STACY'S NURSERY INC	25605	75830	150.00	Mulch
100706	STACY'S NURSERY INC	25604	75830	170.00	Mulch
100736	CHARTER COMMUNICATIONS	224360801100125	75758	585.93	Oct Phone/Rice Park Internet
100775	FIRST CHOICE FOOD & BEVERAGE	2107-036843	75769	1,826.72	Concessions
100777	VIKING COCA-COLA BOTTLING CO	3728127	75840	2,258.45	Concessions
100786	GRAINGER INC	9649495018	75777	607.06	Exhaust fan motor
100786	GRAINGER INC	9647924746	75777	47.76	Safety kit supplies
100805	WEST CENTRAL SANITATION	13564687	75841	361.47	Recycling
100805	WEST CENTRAL SANITATION	13563011	75841	142.65	City Hall recycling service
100806	WEST CENTRAL STEEL INC	7723	75842	73.85	Steel for shop
100812	WILLMAR CHAMBER OF COMMERCE	59173	75843	70.62	CVB

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VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100812	WILLMAR CHAMBER OF COMMERCE	093025	75843	15,433.34	CVB MONTHLY BILLS SEPT
100812	WILLMAR CHAMBER OF COMMERCE	59172	75843	4,251.99	CVB CREDIT CARD 08/16/25-09/16/25
100825	AMERICAN DOOR WORKS	02-018150	75736	120.00	Remotes
100867	KANDI STEEL AND FAB	7694	75790	45.20	Alu Tube
100867	KANDI STEEL AND FAB	7718	75790	92.96	Steel Supplies
100867	KANDI STEEL AND FAB	7467	75790	74.00	Steel
101010	BOLTON & MENK INC	0374715	75750	15,753.50	Willmar Street improvement tech Dr 2503-C
101010	BOLTON & MENK INC	0374702	75750	10,452.50	20th St SE and 2nd Ave SE 2501-A
101010	BOLTON & MENK INC	0375697	75750	2,000.00	Willmar/Clear Zone Acquisition Plan
101093	QUICK SIGNS	183647	75820	108.00	TS Signs
101259	CENTRAL COUNTIES COOPERATIVE	59218	75756	921.01	2,4-D, Sterling Blue, Stinger, custom spray
101259	CENTRAL COUNTIES COOPERATIVE	59217	75756	4,072.62	2,4-D, Sterling Blue, Stinger, Custom spray
101418	RUNNING'S SUPPLY INC	6510019	75824	199.96	Hole saw kit, gaskets, utility blades.
101418	RUNNING'S SUPPLY INC	6511214	75824	17.99	Trimmer string
101418	RUNNING'S SUPPLY INC	6514121	75824	179.98	Weed sprayer gun and pump
101418	RUNNING'S SUPPLY INC	6514205	75824	23.30	Weed sprayer parts
101418	RUNNING'S SUPPLY INC	6514894	75824	16.99	Battery's
101418	RUNNING'S SUPPLY INC	6515305	75824	18.46	Supplies-Rust Remover, Threadlocker, Lub. Oil
101418	RUNNING'S SUPPLY INC	6519897	75824	150.00	Safety boots Chris R.
101418	RUNNING'S SUPPLY INC	6522899	75824	89.61	Hose Fittings
101418	RUNNING'S SUPPLY INC	6521080	75824	24.49	Battery's
101418	RUNNING'S SUPPLY INC	6518858	75824	7.99	Tank Cleaner
101418	RUNNING'S SUPPLY INC	6521026	75824	8.99	Rubber Repair Kit
101418	RUNNING'S SUPPLY INC	6522911	75824	110.33	PPE, Gloves
101418	RUNNING'S SUPPLY INC	6523870	75824	204.95	Safety boots -Wubben
101449	FLAHERTY & HOOD P.A.	23906	75771	703.75	September Labor and Employment Services
101805	MINI BIFF LLC	16225	75803	259.08	Mini Biff Turf Fields
101805	MINI BIFF LLC	16467	75803	129.54	Mini Biff
101805	MINI BIFF LLC	15351	75803	722.16	Mini Biff
101805	MINI BIFF LLC	16200	75803	804.96	Mini Biff
101805	MINI BIFF LLC	16497	75803	119.34	Mini Biff
101887	GRAND RENTAL STATION	1-586894	75778	79.49	Sod Cutter
101887	GRAND RENTAL STATION	1-586958	75778	187.76	Sod Cutter and Aerator
101968	PEST PRO II	25252	75814	250.00	Sprayed the admin bldg.
101980	BSE	931271414	75751	143.26	PVC and Fittings
102036	HEGLUND CATERING	16830	75782	318.23	CVB - Board Lunch 091625
102162	LOCATORS & SUPPLIES INC	0323694-IN	75795	66.45	Marking Paint
102269	FORUM COMMUNICATIONS COMPANY	MP350080925	75773	710.00	CVB- Advertising
102336	CANON FINANCIAL SERVICES INC	41952456	75753	140.23	291358-1
102336	CANON FINANCIAL SERVICES INC	41952458	75753	134.15	291358-3
102336	CANON FINANCIAL SERVICES INC	41952459	75753	72.11	291358-4
102336	CANON FINANCIAL SERVICES INC	41952457	75753	127.77	291358-2
102432	LAKES AREA REVIEW	4126	75793	594.00	Aerator Publication
102432	LAKES AREA REVIEW	4120	75793	205.00	CVB - Advertising
102432	LAKES AREA REVIEW	4101	75793	205.00	CVB - Advertising
102484	FISCHER/BETH	101325	75770	150.00	CVB - Cell Phone August, Sept, Oct
102547	CARRANZA/NOE	272	75809	225.00	Interpreting Services for ICR 25010078
102547	CARRANZA/NOE	273	75809	150.00	Interpreting Services for ICR 25010238
102547	CARRANZA/NOE	274	75809	150.00	ICR for Officer 3215 & 3229
102547	CARRANZA/NOE	275	75809	150.00	Interpreting Services for Officer Maschino
102547	CARRANZA/NOE	278	75809	150.00	Interpreting Services for Officer Maschino
102555	SUMMIT FIRE PROTECTION	3379517	75832	684.00	Fire alarm inspection
102583	TORKELSON'S LOCK SERVICE	25-475	75834	117.00	Reprogram 3 locks
102593	LOFFLER COMPANIES	5143495	75796	8.77	FD Office prints
102593	LOFFLER COMPANIES	5143494	75796	44.80	CvC Office & PD Sergeants prints
102593	LOFFLER COMPANIES	5149537	75796	290.30	CH Finance & PD Mailroom prints
102593	LOFFLER COMPANIES	5117257	75796	34.44	CVB - Telephone Charges
102593	LOFFLER COMPANIES	5153434	75796	105.00	CH Plotter prints
102609	HAUG-KUBOTA LLC	27918	75780	82.65	Blades for mower
102699	MIKE'S SMALL ENGINE CENTER	35293	75801	13.99	Trimmer Line
102857	MN DEPT OF LABOR & INDUSTRY	ABR0358301X	75805	50.00	Boiler Inspection

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VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
102857	MN DEPT OF LABOR & INDUSTRY	ABR0358097X	75805	50.00	Pressure Vessel Inspection
102857	MN DEPT OF LABOR & INDUSTRY	ABR0358089X	75805	150.00	Pressure Vessel
102915	VERIZON WIRELESS	6125550300	75838	2,409.52	Verizon Oct/Nov
102954	ANDERSON LAW OFFICES	2797	75739	23,386.44	SEPT 2025 City-Civil Legal Services
102973	FLEETPRIDE	129210393	75772	97.88	Tanker coupling
102973	FLEETPRIDE	129243266	75772	18.67	Filters
103008	ASPEN MILLS	362085	75742	188.85	Pants and (2) shirts N. Krohn
103023	INNOVATIVE OFFICE SOLUTIONS	CIN130781	75788	554.68	Office Supplies
103062	ROSENBAUER MINNESOTA LLC	0000081812	75822	747.43	Surge tank #5257/171950
103116	COMPASS MINERALS AMERICA	1548700	75761	8,676.21	Road Salt
103116	COMPASS MINERALS AMERICA	1548121	75761	5,764.65	Road Salt
103218	SIETSEMA/SARA	101425	75827	2,283.06	WEF conference reimbursement Sara
103226	LOCAL GOV'T INFORMATION SYS.	152684	75794	3,939.00	LOGIS Internet/ESA quarter 4
103355	JOHANNECK WTR CONDITIONING INC	138447	75789	15.50	Softener salt
103410	HMD PHOTOGRAPHY LLC	5797	75785	435.00	R. Baumgarn/A. Gambrel/F. Hanson/M. Holme candid
103482	BAKER TILLY MUNICIPAL ADVISORS	BTMA33855	75746	25,000.00	2025A General Obligation Bonds
103529	PRO WATER SOLUTIONS	12183	75817	10,214.85	Ro System for BLA
103557	AMAZON CAPITAL SERVICES	1KXF-CHQV-7KHH	75735	164.95	Ketch-All Catch Pole for CSOs
103557	AMAZON CAPITAL SERVICES	1YLP-74GD-FF3Q	75735	28.18	frames
103557	AMAZON CAPITAL SERVICES	14QQ-FQ9H-7FLR	75735	21.49	Money Bags
103557	AMAZON CAPITAL SERVICES	1IGY-LNWK-7TJR	75735	72.19	Whiteboard
103557	AMAZON CAPITAL SERVICES	1KGX-JK43-7FDY	75735	353.09	Youth Basketball and practice jerseys
103557	AMAZON CAPITAL SERVICES	11R7-7DVH-LWVV	75735	69.66	(3) iPhone 16 case
103557	AMAZON CAPITAL SERVICES	1L6L-RR9Q-9M1C	75735	17.91	File Folders
103557	AMAZON CAPITAL SERVICES	1QCY-XVKP-9P64	75735	195.72	TS Party
103557	AMAZON CAPITAL SERVICES	1FT6-N3T6-HCLN	75735	97.58	Office Supplies
103557	AMAZON CAPITAL SERVICES	1RDW-RTK6-CV9L	75735	22.92	General supplies
103557	AMAZON CAPITAL SERVICES	1Q6C-D331-9HXG	75735	5.93	(2) Female to female VGA adapter
103557	AMAZON CAPITAL SERVICES	1VXI-KXTV-C6W1	75735	80.63	office supplies
103557	AMAZON CAPITAL SERVICES	17CF-3DNL-7YKJ	75735	35.88	Mask PPE
103557	AMAZON CAPITAL SERVICES	1P61-N7GG-9NJL	75735	98.53	ts party
103610	AUSTIN INCORPORATED	49259	75744	120.00	Septic Pumping
103632	CASKEY CONCRETE & MASONRY INC	1351	75754	2,300.00	Concrete pad
103696	ACE ROLLOFFS & DISPOSAL	237/10-25	75734	52.70	Garbage Service
103696	ACE ROLLOFFS & DISPOSAL	240/10-25	75734	48.70	Wastewater garbage service
103696	ACE ROLLOFFS & DISPOSAL	241/10-25	75734	419.42	Wastewater garbage service
103696	ACE ROLLOFFS & DISPOSAL	239/10-25	75734	405.28	Public Works garbage service
103696	ACE ROLLOFFS & DISPOSAL	238/10-25	75734	258.96	City Hall garbage service
103696	ACE ROLLOFFS & DISPOSAL	213/10-25	75734	520.12	Section B Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	200/10-25	75734	1,692.00	Section A Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	233/10-25	75734	99.36	garbage
103699	SILVA/AMBER	STMT/09-25	75828	670.51	Wellness Program September 2025
103708	CITY LINE TOWING	25-08756	75759	195.00	Tow for ICR 25010849
103729	MILLS PARTS CENTER	6506844	75802	702.80	Fuse Box
103732	TRIMARK MARLINN LLC	3379738	75835	182.50	dishsoap
103732	TRIMARK MARLINN LLC	3376516	75835	176.41	soap
103732	TRIMARK MARLINN LLC	3376516-2	75835	(170.41)	return soap
103783	UTILITY LOGIC	15807	75837	151.17	Gas meter battery
103795	TYLER TECHNOLOGIES, INC	045-509238	75836	700.00	02/25/25 Cubes Training - Nanci
103795	TYLER TECHNOLOGIES, INC	045-515191	75836	700.00	Remote training with Andrea 4/3/25
103795	TYLER TECHNOLOGIES, INC	045-153120	75836	2,100.00	Remote training 3/17/25, 3/20/25, 03/21/25
103795	TYLER TECHNOLOGIES, INC	045-516373	75836	4,800.00	Onsite training 4/8/25-4/10/25
103795	TYLER TECHNOLOGIES, INC	045-521809	75836	700.00	Remote training 5/12/2025
103795	TYLER TECHNOLOGIES, INC	045-529483	75836	3,768.59	Onsite training for Jarrad 6/15/25-6/19/25
103799	NCPERS GROUP LIFE INS.	841200102025	75808	96.00	Premiums withheld from employees 10/3
103838	BAKER/DEREK	101425	75747	209.00	Safety boots Derek
103845	ANDERSON/CALLA-SJEA	STMT/07-25	75740	1,825.00	Youth Volleyball camp registrations
103867	RS AMERICAS INC	9021301420	75823	81.60	LS power supplies
103874	HENRY SCHEIN, INC	47386817	75783	31.22	Finger oximeter
103906	ELECTRICAL PRODUCTION SERVICES	10584	75767	120.00	Data Center PDK node subscription
103936	HOFFMAN CONSTRUCTION CO. LLC	INV480	75786	800.00	Catch Basin Repair Willmar Ave

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VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103936	HOFFMAN CONSTRUCTION CO. LLC	INV481	75786	4,970.00	Catch Basin Repair by Richland Park
103936	HOFFMAN CONSTRUCTION CO. LLC	INV484	75786	4,962.50	Catch Basin Repair Upper Trentwood
103936	HOFFMAN CONSTRUCTION CO. LLC	INV482	75786	4,568.00	8th St and Monongalia Storm Catch Basin
103936	HOFFMAN CONSTRUCTION CO. LLC	INV483	75786	1,975.00	Lower Trentwood catch basin repair
103946	ARVIG	STMT/09-25	75741	3,850.00	Leased fiber - October
104070	Column Software PBC	B15E1683-0103	75760	58.89	CUP-2025-0003 Cloud Nine Farms
104070	Column Software PBC	B15E1683-0105	75760	58.89	CUP-2025-0007 Gazelka home occupation
104070	Column Software PBC	B15E1683-0104	75760	57.18	CUP-2025-0006 Hedlof & O Rourke cannabis
104070	Column Software PBC	B15E1683-0106	75760	58.89	CUP-2025-0005 Rise Retail Cannabis
104070	Column Software PBC	B15E1683-0109	75760	124.12	Summary publication sewer ordinance
104070	Column Software PBC	B15E1683-0108	75760	27.22	Bids/Proposal Notice
104070	Column Software PBC	B15E1683-0107	75760	58.89	VAR-2025-0002 Nathan Cooley
104070	Column Software PBC	B15E1683-0110	75760	44.34	WMU Ordinances Notice
104083	Vestis	2530444261	75839	79.09	Mechanics uniform rental
104083	Vestis	2530444662	75839	14.06	Maintenance Uniform
104083	Vestis	2530446985	75839	68.63	Mechanics uniform rental
104083	Vestis	2530447571	75839	14.06	Maintance man uniform
104083	Vestis	2530450134	75839	14.06	Maintance man uniform
104083	Vestis	2530452092	75839	68.63	Mechanics uniform rental
104083	Vestis	2530452668	75839	14.06	Maintance man uniform
104083	Vestis	2530454669	75839	79.09	uniform rental
104083	Vestis	2530455225	75839	14.06	Maintenance Uniform
104083	Vestis	2530449568	75839	79.09	uniform rental
104183	DSC Communications	2510227	75764	35.00	Pager repair
104183	DSC Communications	2510405	75764	1,171.50	Town plant paging amp.
104207	Office Of MNIT Services	DV25090453	75811	273.18	LOGIS Internet transport Sep
104292	Silver Star Communications	7912	75829	5,800.00	Sept 2025 Monthly ISP Charge
104299	BFirst Industrial	80025661-00	75749	11.60	1/2in. Concrete Drill Bit
104299	BFirst Industrial	80025489-00	75749	80.24	zip ties, caution tape, ear plugs
104321	Kurilla Contracting Company	Appl #4 2501-A	75792	120,554.91	Project No. 2501-A Pay Application No. 4
104352	Quality Forklift Sales and Service, Inc.	175113	75819	483.34	Pallet jack repair
104352	Quality Forklift Sales and Service, Inc.	172246	75819	223.70	Scissor Lift Maintenance
104352	Quality Forklift Sales and Service, Inc.	172201	75819	185.39	Scissor Lift Inspection
104352	Quality Forklift Sales and Service, Inc.	172202	75819	174.90	Genie Lift Inspection
104354	OMG Midwest Inc	Appl #2	75812	939,962.28	Project No. 2503-D Pay Application No. 2
104356	Cael Carlson	001	75752	6,045.00	Wrestling camp Registrations
104384	Esperanza Aguirre Dominguez	008	75768	500.00	2025 Welcoming Week Dance
104385	Cemstone Products Company	7923349	75755	1,881.00	Concrete for Sunrise
104387	American Planning Association	09252025	75737	122.65	CVB - Convention Bid Fullfillment
104388	Willmar High School Boosters	1	75844	190.00	Softball pitching clinic registrations
900091	PURE HOCKEY	S0011565	75818	3,245.00	Skates for youth hockey
900091	PURE HOCKEY	S0011564	75818	3,220.00	Youth Hockey gear
Total				2,097,618.35	

Vendor Payment Listing

October 02, 2025 thru October 14, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100467	CENTERPOINT ENERGY	STMT/09-25	618	1,978.29	NATURAL GAS SEPTEMBER 2025



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Review Planning Commission Applicant Stacy Petersen		

RECOMMENDED ACTION:

For Council review Stacy Petersen's application for the Planning Commission

OVERVIEW:

Mayor Reese has put forth Planning Commission applicant, Stacy Petersen, for Council review.

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

1. Petersen Stacy

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

Submitted by: Stacy Petersen

[Print](#) [Del](#)

Submitted On: 2025-08-21 08:34:57

Submission IP: 66.191.67.66 (172.31.16.241)
proxy-IP (raw-IP)

Assigned To: Leslie Valiant

Due Date: Open

Status: Open

Priority: Normal



APPLICATION FOR APPOINTMENT TO CITY BOARD/COMMITTEE/COMMISSION

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

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

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

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

APPLICANT INFORMATION

Date	* First Name	* Last Name
08/21/2025	Stacy	Petersen
Format: MM/DD/YYYY		
* Address		* City
913 13th Ave SW		Willmar
* Phone		* Email
320-212-1922		smpete721@gmail.com
Phone	Email	

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

I am applying for the Planning Commission because I want to be more actively involved in shaping the future of our community. I believe that local voices and perspectives are essential in guiding decisions that affect our neighborhoods, businesses, and overall quality of life. Serving on a committee is a meaningful way to contribute, learn, and collaborate with others who care about making a positive impact.

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

I'm interested in serving on the Planning Commission because I care deeply about the thoughtful development and long-term sustainability of our community. With my background in business development and construction, I understand the importance of strategic planning, collaboration, and balancing growth with community needs. I'm excited about the opportunity to contribute to decisions that shape our city's future and ensure it remains a vibrant, well-planned place to live and work.

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

I bring a background in business development and construction, which has given me experience in strategic planning, stakeholder engagement, and understanding the needs of both businesses and the community. I'm skilled in communication, collaboration, and problem-solving—qualities that are essential for effective planning and decision-making. Additionally, working closely with leadership has helped me develop a broad perspective on growth and development, which I believe would be valuable to the Planning Commission.

*** List your educational background**

While I don't have formal educational credentials to list, I bring valuable real-world experience, a strong work ethic, and a commitment to learning and contributing. My professional background has equipped me with practical skills in communication, organization, and collaboration, which I believe are just as important in serving effectively on a committee.

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

Leadership Perspectives Graduate Vision 2020 Past President of MOPS Past President of BPW Past President of Willmar Lunch BNI

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

Marcus Construction 2580 Hwy 12 E Willmar, MN 56201 Position: Business Development



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Finance Report through 9/30/2025		

RECOMMENDED ACTION:

OVERVIEW:

For information only: YTD Budget and investment update through 9/30/2025.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General 9.30.25
2. WWTP 9.30.25
3. Activity through 9-30-25
4. Investment Portfolio through 9-30-25
5. Historical Interest per quarter through 9-30-25
6. Interest Breakdown by Institution through 9-30-25



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

	<u>2024 Actual</u>	<u>2025 Annual Budget</u>	<u>2025 Year-To-Date</u>	<u>% of 2025 Budget</u>
<u>Revenues</u>				
General Property Taxes	\$ 9,047,283.83	\$ 10,360,932.00	\$ 5,552,812.76	53.59%
Licenses and Permits	610,551.05	507,500.00	399,778.69	78.77%
Intergovernmental	7,266,350.49	6,977,458.00	3,804,277.75	54.52%
Service Charges	1,107,539.65	957,500.00	893,941.67	93.36%
Fines and Forfeits	111,018.18	100,000.00	64,705.56	64.71%
Special Assessments	2,180.90	-	1,596.77	
Miscellaneous Revenue	1,195,728.98	325,000.00	1,334,941.48	410.75%
Other Financing Sources	3,167,118.85	2,876,308.00	1,354,246.86	47.08%
Total Revenues	\$ 22,507,771.93	\$ 22,104,698.00	\$ 13,406,301.54	60.65%
<u>Expenditures</u>				
City Administrator	\$ 968,170.50	\$ 780,505.00	\$ 611,719.72	78.37%
Mayor and Council	438,981.77	414,150.00	344,097.57	83.09%
City Hall	736,827.05	911,856.00	844,476.59	92.61%
City Clerk	217,034.80	244,293.00	173,067.17	70.84%
Elections	137,406.13	23,400.00	5,164.24	22.07%
Finance Department	498,178.32	558,492.00	378,884.75	67.84%
Planning/Development Services	1,167,791.03	1,044,184.00	692,598.51	66.33%
Legal	252,086.24	-		0.00%
Information Technology	815,887.80	971,158.00	831,697.47	85.64%
Human Resources	215,706.34	239,369.00	145,737.41	60.88%
Cultural Diversity	177,583.26	195,654.00	152,633.25	78.01%
Sub-Total General Gov't.	5,625,653.24	5,383,061.00	4,180,076.68	77.65%
Police Department	6,492,390.64	7,003,653.00	4,778,328.01	68.23%
Fire Protection	1,180,073.37	1,297,884.00	939,731.34	72.40%
Sub-Total Public Safety	7,672,464.01	8,301,537.00	5,718,059.35	68.88%
Public Works	4,011,527.16	4,351,778.00	3,135,723.61	72.06%
Engineering	721,885.61	404,000.00	184,896.06	45.77%
Transit System	20,500.00	21,000.00	20,500.00	97.62%
Storm Water	134,139.05	88,000.00	59,580.82	67.71%
Sub-Total Streets/Highways	4,888,051.82	4,864,778.00	3,400,700.49	69.90%
WRAC	129,799.82	149,980.00	110,350.61	73.58%
Library	553,711.53	573,018.00	448,836.62	78.33%
Auditorium	38,856.37	71,268.00	33,657.65	47.23%
Parks & Recreation	1,045,869.14	1,133,022.00	904,613.95	79.84%
Civic Center	1,021,314.19	1,055,942.00	724,985.16	68.66%
Recreation/Event Center	10,056.23	10,000.00	5,534.31	55.34%
Community Center	322,308.89	289,065.00	225,165.26	77.89%
Aquatic Center	230,459.01	273,027.00	191,191.60	70.03%
Sub-Total Culture/Recreation	3,352,375.18	3,555,322.00	2,644,335.16	74.38%
Total Expenditures	\$ 21,538,544.25	\$ 22,104,698.00	\$ 15,943,171.68	72.13%

* Indicates Over Budget



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

	<u>2024 Actual</u>	<u>2025 Annual Budget</u>	<u>2025 Actual Year-To-Date</u>	<u>% of 2025 Budget</u>
<u>Revenues</u>				
Intergovernmental	\$ 89,518.02	\$ 30,000.00	\$ 36,720.34	122.40%
Service Charges	9,599,947.09	11,239,850.00	6,739,090.64	59.96%
Miscellaneous Revenue	941,295.34	150,000.00	517,083.73	344.72%
Total Revenues	\$ 10,630,760.45	\$ 11,419,850.00	\$ 7,292,894.71	63.86%
<u>Expenditures</u>				
Waste Treatment - Treatment	5,482,770.76	13,061,131.00	10,803,508.64	82.71%
Waste Treatment - Collections	287,939.22	704,849.00	176,089.13	24.98%
Waste Treatment - Biosolids	314,129.83	361,800.00	92,988.11	25.70%
Waste Treatment - Eagle Lake	24,580.43	30,650.00	18,831.10	61.44%
Total Expenditures	\$ 6,109,420.24	\$ 14,158,430.00	\$ 11,091,416.98	78.34%

* Indicates Over Budget



INVESTMENT ACTIVITY REPORT FOR QUARTER ENDED SEPTEMBER 30, 2025

BALANCE AT PRIOR QUARTER END JUNE 30, 2025	\$ 53,942,282.09
SUMMARY OF JULY THROUGH SEPTEMBER, 2025, TRANSACTIONS:	
(07/09/25) Purchased: Multi-Bank Securities, CD-795451, 07/09/30, 4.050%	245,000.00
(07/10/25) Transferred out: Wells Fargo Advisors, Money Market - to purchase investm	(1,000,000.00)
(07/10/25) Purchased: Wells Fargo Advisors, FHLMC-3134HBXF3, 07/10/30	997,500.00
(07/17/25) Purchased: 4M, Money Market 101P (added to)	2,500,000.00
(07/25/25) Matured: Multi-Bank Securities, FHLMC-3134GXE34, 07/25/25, 4.050%	(1,500,000.00)
(07/25/25) Market Value Adjustment: Multi-Bank Securities, FHLMC-3134GE34	330.00
(07/25/25) Purchased: Multi-Bank Securities, FHLB-3130B72H6, 0715/30, 4.300%	1,500,000.00
(07/31/25) Interest Accrued: Bremer Bank Money Market	145.23
(07/31/25) Interest Accrued: 4M, 101	5.68
(07/31/25) Interest Accrued: 4M, 101P	24,211.33
(07/31/25) Interest Accrued: 4M, 203	1,959.84
(07/31/25) Interest Accrued: 4M 203P	7,826.18
(07/31/25) Interest Accrued: 4M 204	4,127.62
(07/31/25) Interest Accrued: UBS Treasury Fund	48,950.23
(08/14/25) Purchased: 4M, 35205-205	2,500,000.00
(08/15/25) Cashed In: UBS, Money Market	(6,000,000.00)
(08/27/25) 08/12/25 Matured: Bremer Wealth Management, FHLMC-3134GWND4, 0.600%	(250,000.00)
(08/27/25) 08/12/25 Market Value Adjustment: Bremer Wealth Management, FHLMC-313	1,090.00
(08/31/25) Interest Accrued: 4M, 101	5.67
(08/31/25) Interest Accrued: 4M, 101P	29,223.35
(08/31/25) Interest Accrued: 4M, 203	1,962.83
(08/31/25) Interest Accrued: 4M, 203P	7,846.88
(08/31/25) Interest Accrued: 4M, 204	4,133.96
(08/31/25) Interest Accrued: 4M, 205	4,911.33
(08/31/25) Interest Accrued: Bremer Bank, Money Market	145.35
(08/31/25) Interest Accrued: UBS, Money Market	37,281.09
(09/17/25) Cashed In portion: 4M, 35205-101P	(3,000,000.00)
(09/30/25) Interest Accrued: Bremer Bank, Money Market 437680198	140.78
(09/30/25) Interest Accrued: 4M, 35205-101	5.48
(09/30/25) Interest Accrued: 4M, 35205-101-P	23,247.55
(09/30/25) Interest Accrued: 4M, 35205-203	1,881.92
(09/30/25) Interest Accrued: 4M, 35205-203-P	7,519.71
(09/30/25) Interest Accrued: 4M, 35205-204	3,963.66
(09/30/25) Interest Accrued: 4M, 35205-205	8,579.97
(09/30/25) Interest Accrued: UBS, Money Market	26,309.01
(09/30/25) Quarter-End Market Value Adjustment	214,292.22
SEPTEMBER 30, 2025, BALANCE	\$ 50,394,878.96



CASH/INVESTMENT PORTFOLIO AS OF SEPTEMBER 30, 2025

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
Investments:							
1	Bremer Bank	MM 437680198	09/28/2018	N/A	1.000%	\$ 171,426.77	\$ 171,426.77
2	4M	MM 35205-101	01/31/2020	N/A	4.085%	1,608.90	1,608.90
3	4M	MM 35205-101-P	01/31/2020	N/A	4.110%	5,149,012.35	5,149,012.35
4	4M	MM 35205-203	10/08/2021	N/A	4.085%	551,310.17	551,310.17
5	4M	MM 35205-203-P	09/14/2023	N/A	4.110%	2,189,415.47	2,189,415.47
6	4M	MM 35205-204	06/27/2024	N/A	4.085%	1,161,144.29	1,161,144.29
7	4M	MM 35205-205	08/14/2025	N/A	4.085%	2,513,491.30	2,513,491.30
8	UBS	MM	12/06/2023	N/A	4.090%	7,862,695.98	7,862,695.98
9	Wells Fargo Adv	FHLB 3130AKLN4	01/14/2021	10/14/2025	0.200-3.500%	1,000,000.00	999,770.00
10	Wells Fargo Adv	CD 48128UQY8	11/13/2020	11/13/2025	0.400-1.000%	245,000.00	244,037.15
11	Wells Fargo Adv	FHLB 3130AKTT3	01/29/2021	01/29/2026	0.300-1.000%	2,000,000.00	1,980,480.00
12	Wells Fargo Adv	FHLB 3130AKWD4	02/09/2021	02/09/2026	0.300-0.750%	2,000,000.00	1,977,100.00
13	Wells Fargo Adv	FHLB 3130ALGY4	03/16/2021	03/16/2026	0.500-1.000%	755,000.00	745,101.95
14	Wells Fargo Adv	FHLB 3130ALYA6	04/28/2021	04/28/2026	0.550-2.000%	1,000,000.00	989,270.00
15	Wells Fargo Adv	FHLB 3130ALX66	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	994,730.00
16	Wells Fargo Adv	FHLB 3130ALZ80	04/29/2021	04/29/2026	0.600-3.000%	1,000,000.00	994,540.00
17	Wells Fargo Adv	CD 856285VS7	05/19/2021	05/19/2026	1.000%	245,000.00	240,602.25
18	Wells Fargo Adv	FHLB 3130AMKN1	05/27/2021	05/27/2026	0.500-2.250%	505,000.00	499,843.95
19	Wells Fargo Adv	FHLB 3130AMLA8	06/15/2021	06/15/2026	0.500-3.000%	1,860,000.00	1,847,147.40
20	Wells Fargo Adv	FHLB 3130AMZD7	06/30/2021	06/30/2026	0.500-2.500%	2,000,000.00	1,975,540.00
21	Wells Fargo Adv	FHLB 3130AMW57	06/30/2021	06/30/2026	0.650-2.000%	750,000.00	739,927.50
22	Bremer Wealth	TB 837445AL9	02/09/2021	07/01/2026	3.250%	450,000.00	448,245.00
23	Wells Fargo Adv	CD 795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	239,367.45
24	Bremer Wealth	FHLB 3130AMQA5	04/22/2021	07/29/2026	1.000%	150,000.00	146,704.50
25	Wells Fargo Adv	FHLB 3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	992,090.00
26	Wells Fargo Adv	FHLB 3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	246,210.00
27	Wells Fargo Adv	FHLB 3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	973,470.00
28	Wells Fargo Adv	FHLB 3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	989,380.00
29	Wells Fargo Adv	FHLB 3130APMS1	10/28/2021	10/28/2026	0.750-4.000%	1,000,000.00	994,340.00
30	Multi-Bank Sec	CD 61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	238,757.40
31	Wells Fargo Adv	FHLB 3130APPP4	11/23/2021	11/23/2026	0.750-5.000%	935,000.00	928,333.45
32	Wells Fargo Adv	FHLB 3130APV51	11/24/2021	11/24/2026	1.000-4.000%	1,500,000.00	1,494,285.00
33	Wells Fargo Adv	FHLB 3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	990,950.00
34	Wells Fargo Adv	FHLB 3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	1,941,140.00
35	Multi-Bank Sec	FHLB 3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	477,090.00
36	Multi-Bank Sec	CD 89235MRC7	04/11/2025	04/03/2028	4.050%	245,000.00	247,246.65
37	Wells Fargo Adv	FHLB 3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	965,730.00
38	Multi-Bank Sec	CD 61776NRV7	05/07/2025	05/07/2029	4.150%	244,000.00	247,469.68
39	UBS	FHLMC 3132XFUA4	12/13/2024	10/01/2029	4.400%	500,000.00	497,865.00
40	UBS	FHLMC 3132XFUM8	05/28/2025	11/01/2029	4.421%	500,000.00	504,485.00
41	Multi-Bank Sec	CD 02589AHE5	04/30/2025	04/30/2030	4.100%	244,000.00	247,477.00
42	Multi-Bank Sec	CD 795451DX8	07/09/2025	07/09/2030	4.050%	245,000.00	248,067.40
43	Wells Fargo Adv	FHLMC 3134HBXF3	07/10/2025	07/10/2030	4.000%	1,000,000.00	999,820.00
44	Multi-Bank Sec	FHLB 3130B72H6	07/25/2025	07/15/2030	4.300%	1,500,000.00	1,508,160.00
TOTAL INVESTMENT						\$ 50,713,105.23	\$ 50,394,878.96

CASH/INVESTMENT PORTFOLIO AS OF SEPTEMBER 30, 2025

Page 2

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
Cash:							
45	Heritage Bank	Jumbo Deposit Account		None	0.040%	710,083.90	710,083.90
46	Heritage Bank	Commercial Ckg		None	0.140%	4,342,650.02	4,342,650.02
47	Heritage Bank	Payroll Ckg		None	0.000%	15,444.60	15,444.60
48	Heritage Bank	Employee FSA Ckg		None	0.000%	8,175.03	8,175.03
49	Heritage Bank	Police Forfeiture Ckg		None	0.040%	32,861.46	32,861.46
50	Heritage Bank	Police Explorer Ckg		None	0.000%	7,447.65	7,447.65
51	Heritage Bank	Fire Dpt Explorer Ckg		None	0.000%	8,020.59	8,020.59
52	Bremer Wealth	Money Market		None	0.030%	3,980.79	3,980.79
TOTAL PORTFOLIO FOR SEPTEMBER 30, 2025						\$ 55,841,769.27	\$ 55,523,543.00



Historical Interest/Dividends Received Per Quarter 2015 through 09/30/2025

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2025	\$ 326,613.34	\$ 388,071.99	\$ 388,958.74	\$ -	\$ 1,103,644.07
2024	\$ 405,535.00	\$ 285,378.28	\$ 552,283.12	\$ 406,179.63	\$ 1,649,376.03
2023	\$ 208,735.23	\$ 184,247.62	\$ 262,034.89	\$ 272,701.63	\$ 927,719.37
2022	\$ 51,425.47	\$ 92,025.80	\$ 115,301.08	\$ 158,956.69	\$ 417,709.04
2021	\$ 45,770.36	\$ 70,546.38	\$ 44,546.22	\$ 69,630.17	\$ 230,493.13
2020	\$ 251,403.43	\$ 211,548.65	\$ 101,244.27	\$ 63,649.97	\$ 627,846.32
2019	\$ 169,343.56	\$ 253,437.22	\$ 281,584.07	\$ 296,234.54	\$ 1,000,599.39
2018	\$ 174,572.53	\$ 258,322.75	\$ 180,554.87	\$ 304,728.14	\$ 918,178.29
2017	\$ 209,941.65	\$ 207,001.33	\$ 159,519.58	\$ 254,797.06	\$ 831,259.62
2016	\$ 203,419.67	\$ 243,624.43	\$ 128,705.25	\$ 203,709.56	\$ 779,458.91
2015	\$ 187,662.01	\$ 241,077.82	\$ 183,436.47	\$ 238,629.12	\$ 850,805.42



2025 Interest/Dividends Received By Institution

<u>Institution</u>		<u>July</u>	<u>August</u>	<u>September</u>	<u>2025 Year-To-Date</u>	<u>2024 Year-To-Date</u>
4M	# \$	38,130.65	\$ 48,084.02	\$ 45,198.29	\$ 231,130.70	\$ 296,872.14
Bremer Bank	# \$	145.23	\$ 145.35	\$ 140.78	\$ 1,276.87	\$ 1,268.78
Bremer Wealth Management	# \$	9,880.03	\$ 3,440.51	\$ 2,809.00	\$ 40,620.44	\$ 38,743.33
Heritage Bank	# \$	1,686.29	\$ 1,776.64	\$ 1,968.06	\$ 15,171.79	\$ 18,206.92
Multi-Bank Securities	# \$	30,375.00	\$ -	\$ 3,125.00	\$ 94,768.66	\$ 324,215.26
UBS	# \$	52,596.10	\$ 41,048.45	\$ 30,076.38	\$ 435,451.79	\$ 330,200.54
Wells Fargo Advisors	# \$	52,423.58	\$ 22,134.38	\$ 3,775.00	\$ 285,223.82	\$ 233,689.43
Totals		\$ 185,236.88	\$ 116,629.35	\$ 87,092.51	\$ 1,103,644.07	\$ 1,243,196.40



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Report for August 2025		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. WMU 8.31.25

Income Statement

Group Summary

For Fiscal: 2025 Period Ending: 08/31/2025

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	6,325,249.30	6,325,249.30	929,257.22	6,313,866.32	11,382.98
402 - Commercial/Industrial	14,128,017.75	14,128,017.75	2,032,825.43	14,025,899.88	102,117.87
404 - City Franchise Fee	1,955,267.42	1,955,267.42	233,752.44	1,680,995.02	274,272.40
405 - Transmission	1,682,588.11	1,682,588.11	223,541.91	1,481,974.82	200,613.29
419 - Interest	399,840.00	399,840.00	125,785.11	929,076.40	-529,236.40
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	157,571.98	623,966.40	-623,966.40
498 - MRES Capacity Revenue	471,811.20	471,811.20	60,990.00	476,292.00	-4,480.80
499 - Miscellaneous Revenues	199,908.56	199,908.56	90,265.46	586,559.09	-386,650.53
Revenue Total:	25,162,682.34	25,162,682.34	3,853,989.55	26,118,629.93	-955,947.59
Expense					
500 - Production	206,850.56	206,850.56	11,051.94	65,668.90	141,181.66
555 - Purchased Power	12,901,175.76	12,901,175.76	2,020,405.56	12,582,466.02	318,709.74
560 - Transmission	3,089,695.51	3,089,695.51	385,777.87	2,884,786.44	204,909.07
580 - Distribution	1,349,663.76	1,349,663.76	197,242.17	1,393,654.10	-43,990.34
900 - Customer Service	145,308.48	145,308.48	24,538.99	212,664.79	-67,356.31
906 - Energy Services/Marketing	107,290.32	107,290.32	4,530.21	65,133.52	42,156.80
920 - General & Administrative	1,818,849.76	1,818,849.76	188,345.66	1,717,827.54	101,022.22
997 - Cash Payment to City	1,423,991.44	1,423,991.44	179,383.33	1,435,066.64	-11,075.20
998 - Depreciation	1,385,117.60	1,385,117.60	188,761.08	1,554,307.06	-169,189.46
999 - Miscellaneous	0.00	0.00	153,563.72	153,563.72	-153,563.72
Expense Total:	22,427,943.19	22,427,943.19	3,353,600.53	22,065,138.73	362,804.46
Fund: 100 - Electric Surplus (Deficit):	2,734,739.15	2,734,739.15	500,389.02	4,053,491.20	-1,318,752.05
Fund: 200 - Water					
Revenue					
401 - Residential	2,047,186.22	2,047,186.22	262,036.49	1,933,623.95	113,562.27
402 - Commercial/Industrial	2,276,173.71	2,276,173.71	334,070.28	2,221,653.30	54,520.41
419 - Interest	33,320.00	33,320.00	16,090.47	95,612.00	-62,292.00
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	17,508.00	69,329.60	-69,329.60
499 - Miscellaneous Revenues	71,304.80	71,304.80	7,286.49	79,482.97	-8,178.17
Revenue Total:	4,427,984.73	4,427,984.73	636,991.73	4,399,701.82	28,282.91
Expense					
500 - Production	243,552.48	243,552.48	12,372.44	173,385.63	70,166.85
580 - Distribution	817,528.80	817,528.80	84,620.25	704,628.64	112,900.16
900 - Customer Service	87,464.96	87,464.96	16,273.36	116,310.20	-28,845.24
906 - Energy Services/Marketing	0.00	0.00	120.00	120.00	-120.00
920 - General & Administrative	638,965.92	638,965.92	65,175.12	594,853.15	44,112.77
998 - Depreciation	742,084.32	742,084.32	32,185.33	256,677.79	485,406.53
999 - Miscellaneous	0.00	0.00	0.00	0.00	0.00
Expense Total:	2,529,596.48	2,529,596.48	210,746.50	1,845,975.41	683,621.07
Fund: 200 - Water Surplus (Deficit):	1,898,388.25	1,898,388.25	426,245.23	2,553,726.41	-655,338.16
Total Surplus (Deficit):	4,633,127.40	4,633,127.40	926,634.25	6,607,217.61	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	YTD Budget	YTD Budget			Remaining
100 - Electric	2,734,739.15	2,734,739.15	500,389.02	4,053,491.20	-1,318,752.05
200 - Water	1,898,388.25	1,898,388.25	426,245.23	2,553,726.41	-655,338.16
Total Surplus (Deficit):	4,633,127.40	4,633,127.40	926,634.25	6,607,217.61	



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Director Reports		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Community Growth Director Report - October 2025
2. HR Director Report - October 2025
3. Planning and Development October 2025 Director Report
4. PD Council Update for September 2025
5. PD Copy of Monthly Council Stat Sheet September 2025
6. Fire Department September Report



October's Pablo's Report:

Age Friendly Minnesota Regional Gathering: You are all invited to join us to learn and share what's happening in our region!

Event highlights include:

- Update on Age-Friendly Minnesota and the Multisector Blueprint on Aging
- Regional Showcase of Age-Friendly Efforts
- Panel Discussion of Elected Officials and Regional Leaders
 - **WHEN: Wednesday, November 12, 8:30am-12:30pm**
 - **WHERE: Bethesda Grand, 901 Willmar Ave. SE, Willmar**

This Regional Exchange is free and include lunch. [Register here!](#)

Kandiyohi Family Resource Center (FRC) I have been attending a series of meetings along with several county and city partners exploring the possibility of creating a Family Resource Center. So far, the goal is to engage key partners in this important phase of the Family Resource Center grant exploration process. Your participation in the survey (see link below) would be valuable as we begin shaping our approach to gather additional community input needed to complete our assessment and planning efforts. Family Resource Centers are welcoming, community-based hubs that connect families to a wide range of supports and services—such as parenting resources, basic needs assistance, health and mental health care, early childhood development, and more. Grounded in partnership and equity, FRCs are designed to be responsive to community needs and to strengthen family well-being, resilience, and connections. Take the Survey: [Family Resource Center](#)

Growing with Gratitude Lunch I am excited to invite you to the 2nd **Growing with Gratitude Lunch** at the Willmar City Auditorium on Thursday, December 4th from 11:30 AM to 1:00 PM

This special event is a chance to connect with fellow community members, share stories of impact, and express gratitude for the work we've done together. We'll enjoy a delicious meal, engaging conversation, and a heartwarming celebration of our collective achievements.

Why you should attend:

- **Networking:** Connect with like-minded individuals and organizations.
- **Inspiration:** Hear inspiring stories from community leaders and partners.
- **Gratitude:** Express appreciation for the positive impact we've made together.
- **Community:** Strengthen relationships and foster a sense of belonging.

I will be sending a separate email with a link to register to attend.

Thank you so much for your support and partnership!

Pablo

Director of Community Growth

O: [\(320\) 214-5169](tel:3202145169) | M: [\(320\) 894-2346](tel:3208942346)

333 6th St SW, Willmar, MN 56201





HR Report

Our annual Employee Appreciate Day was a smashing success! City employees enjoyed a delicious meal, fun games, and awards. We also recognized those employees that met employment milestones with the City over the past year. We are grateful for the talents and hard work of each and every one of our employees, and look forward to celebrating all of them again soon!

After more than 20 total years with the City of Willmar, Justin DeLeeuw stepped down from his role as Public Works Director in October. Justin brought exceptional compassion, kindness, and warmth to his position and will be missed by everyone who had the privilege of interacting with him. We are currently accepting applications for the open Public Works Director position and are excited for the opportunity to bring another talented individual into this important role.

Our annual employee Open Enrollment period is coming up in November. Due to needing additional time to recruit competitive quotes on insurance benefits, our Benefits Fair was pushed back to Nov 5. Open Enrollment will run Nov 5 through Nov 21 and employees will be utilizing our new Benefits Enrollment Portal to elect their benefit plans for 2026. In addition to the in-person Benefits Fair, we will be offering resources in a variety of formats in order to educate our employees about their plan options for the upcoming year.

We are continuing to work through the process of reviewing and updating our Personnel Policy Handbook and supplemental policies to align with new benefits, state laws, and other changes that will be going into effect in 2026. We will spend the next several months getting these resources up to date in preparation for the New Year!

Sincerely,

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

Alissa Gambrel – HR Director



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

October 2025 – Director’s Report

My WILLMAR App & Civic Access Updates

Since the launch of the My Willmar App and Civic Access (Online Permitting Portal) nearly 800 users have registered, we have processed over 50 code enforcement cases (more than half of the residences achieving compliance after the first notice) and issued over 400 permits since April through the portal.

American Planning Association APA State Conference

- Over 300 planners from across Minnesota gathered in Willmar from September 24–26, 2025.
- Director Corbett facilitated two sessions:
 1. *"Shaping a Community-Led Vision: Comprehensive Planning in Smaller Cities"*, where planners learned about the WITH Willmar Comprehensive Plan and how to create a document that supports implementation.
 2. *Interactive Charrette: Revitalizing Downtown Willmar*, where attendees gained insight into current conditions, highlighted challenges and opportunities, and broke into small groups to address specific sites and issues. Through collaborative planning, creative problem-solving, and strategic exercises, participants generated actionable solutions that reflected the community’s unique character and aligned with principles of sustainable growth, economic development, and placemaking.
- The conference bridged connections between rural and urban planners, strengthening statewide networks and partnerships. Special thanks to: Willmar Conference Center, Willmar Area Lakes Chamber of Commerce, The Willmar Lakes Area Convention & Visitors Bureau, and City of Willmar Staff.

Upcoming Planning Initiatives

- The Request for Proposal (RFP) for the Zoning Ordinance Rewrite closed on Friday, October 10, 2025. Planning staff received eight highly competitive proposals from qualified firms. Interviews are scheduled to take place between October 27–29, with City Council approval to award the contract anticipated on November 3, and project kickoff planned for January 2026.
- The Renaissance Zone (RZ) is set to expire at the end of 2025. In preparation, staff is finalizing a performance-based zoning overlay for implementation in 2026. Community engagement efforts are currently underway and will continue through the end of the year. The draft overlay will be reviewed by the Planning Commission before advancing to the City Council for consideration.
- The Rental Housing Program Relaunch is in its final drafting phase. Staff, in collaboration with a dedicated focus group, is updating the 1990 ordinance to reflect current housing needs and inform the future direction of the program.

Planning Commission



The Planning Commission holds meetings on the first and third Wednesdays of the month at 6 PM at City Hall. As a public meeting, there are multiple ways for community members to submit testimony on Hearing and Action agenda items:

- Email: Submit testimony to planning@willmarmn.gov (accepted one business day before the meeting).
- Mail: Send a letter to City of Willmar Planning Dept., 333 6th Street SW, Willmar, MN 56201 (must be received two business days before the meeting).

Willmar Police Department – City Council Update
Chief Mike Holme
Date: October 15, 2025

The Willmar Police Department has recently begun utilizing the Minnesota Bids (MNBid) website at MNBid.mn.gov to list vehicles that we are selling. These include retired squad cars, forfeited vehicles, and other surplus vehicles no longer in use by the department.

This change allows us to reach a wider audience of potential buyers and streamline the process of disposing of these vehicles. In the past, we held in-person auctions, but we have determined that we do not accumulate enough vehicles each year to justify the cost and logistics of organizing an annual auction. Moving to an online platform is more efficient and cost-effective.

To help inform the public, we are planning to install signage at the city impound lot with the MNBid website clearly displayed. This will give community members and interested buyers easy access to information on how to view and bid on available vehicles.

We believe this new approach will increase transparency, improve asset recovery, and provide better service to both the city and the public.

Motor Vehicle Pursuit & Firearms Recovery – ICR #25011204

On October 12, 2025, an officer observed a Chevy Tahoe driving recklessly through a courtyard near the 2400 block of 24th St. NW. When the officer attempted a traffic stop, the vehicle fled, initiating a pursuit. The suspect struck an electrical pole, mailboxes, and drove through several lawns before fleeing on foot near the college.

Police established a perimeter and arrested a **27-year-old male** from Willmar. He was treated for minor injuries and medically cleared. He is currently being held on multiple charges including:

- Fleeing in a motor vehicle
- Controlled substance crimes
- Possession of stolen property
- Felon in possession of a firearm

Shots Fired Incident – October 3, 2025

At 5:51 p.m. on October 3, officers responded to reports of gunfire near 5th St. and 15th Ave SW. The targeted victim followed the suspect vehicle and provided real-time updates, allowing officers to quickly locate and stop it.

Two males, ages **21 and 25**, both from Willmar, were arrested. Charges include:

- Assault in the 2nd Degree – Dangerous Weapon
- Reckless Use of a Dangerous Weapon
- One individual was also charged with Felon in Possession of Ammunition/Firearm

Willmar Police Department

Monthly Calls for Service Statistics

Title	September 2024	September 2025
911 Hang Up	19	7
Abandoned Vehicles	57	25
Agency Assist	47	32
Alarm	26	25
Alcohol Offense	5	7
Animal	52	57
Assault	7	10
Burglary	5	5
Child Custody Dispute	7	6
Crash	63	72
Criminal Damage To Property	64	23
Disorderly	33	20
Domestic	24	52
Drugs	9	11
Family Service	84	74
Fight	7	7
Fraud	17	13
Gun Permits	19	19
Harassment	33	27
Information	12	9
Weapons complaint	11	9
Lost And Found	48	28
Mental Issues	61	17
Missing Person	23	26
Motorists Assist	12	9
Neighborhood Disturbance	23	15
Public Assist	158	131
School Related Incidents	20	12
Sex Crimes	8	4
Sudden Death/Bodies Found	1	4
Suicidal Person	6	6
Suspicious	83	75
Theft	53	49
Traffic Complaint	47	43
Traffic Stop	215	231
Trespass	15	12
Warrant Service	12	11

Current Month CFS:

1257

YTD Calls for Service:

10,710

2024 Month CFS:

1467

(Some minimal CFS
categories not shown)

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

September 2025

Type of Call	September 2024	September 2025
Alarm Activations	19	9
Building Fires	0	1
Car Fires	1	0
Cooking Fires	1	1
Electrical Fires	1	1
Carbon Monoxide Incidents	2	0
Natural Gas Leak	3	2
Car Crashes	4	6
Smoke Scares	3	1
Mutual Aid	1	0
Rubbish Fires	1	0
Elevator Rescues	0	1
Sprinkler Activations	1	1
Good Intent Call	1	0
Rescue of trapped person	0	1

Current Month CFS: 24 First Responder Calls: 12

2025 YTD Fire Calls for Service: 287

202 YTD First Responder Calls: 138

2024 Calls for Service through September: 285

Training:

September 4 -- Business Meeting

September 11 – Off -- 9/11 display

September 18 – Haug Implement walk thru / Truck checks

September 25 – Technical Rescue Training

September Response Time: 7:37

YTD Response Time: 6:40



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	9.A.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Approve Plans & Specifications, Authorize Advertisement for Bids: Willmar Connect Phase 1		

RECOMMENDED ACTION:

Adopt the resolution approving plans and specifications and authorize advertisement for bids for Willmar Connect Phase 1.

OVERVIEW:

Willmar Connect, the City's official open-access fiber network, Phase 1 design work has been completed and is ready for bidding. Council action is required for the approval of plans and specifications and to authorize an advertisement for bids. See samples of spec sheets attached.

Schedule (Pending Council Action):

Bids released: Week of October 20, 2026

Bid Opening: November 25, 2026

Bid Award: December 15, 2025

BUDGETARY/FISCAL ISSUES:

Phase 1 Construction Estimate: \$7,766,310.83

ALTERNATIVES TO CONSIDER:

1. Table the Agenda Item for Further Consideration
2. Deny Plans and Specifications and Authorization to Bid Willmar Connect Phase 1

ATTACHMENTS:

1. 2025_10_20_WillmarConnect_CC
2. RESOLUTION- APPROVE SPECS & ADV. FOR BIDS WILLMAR CONNECT PHASE 1
3. 2025-10-15 132889 Ad For Bid
4. 2025-10-16 132889 - PHASE 1 - CONNECT WILLMAR FIBER - FINAL - Council Pages



WILLMAR CONNECT

October 20, 2025, City Council Meeting
Presented by: Kyle Box, City Operations Director



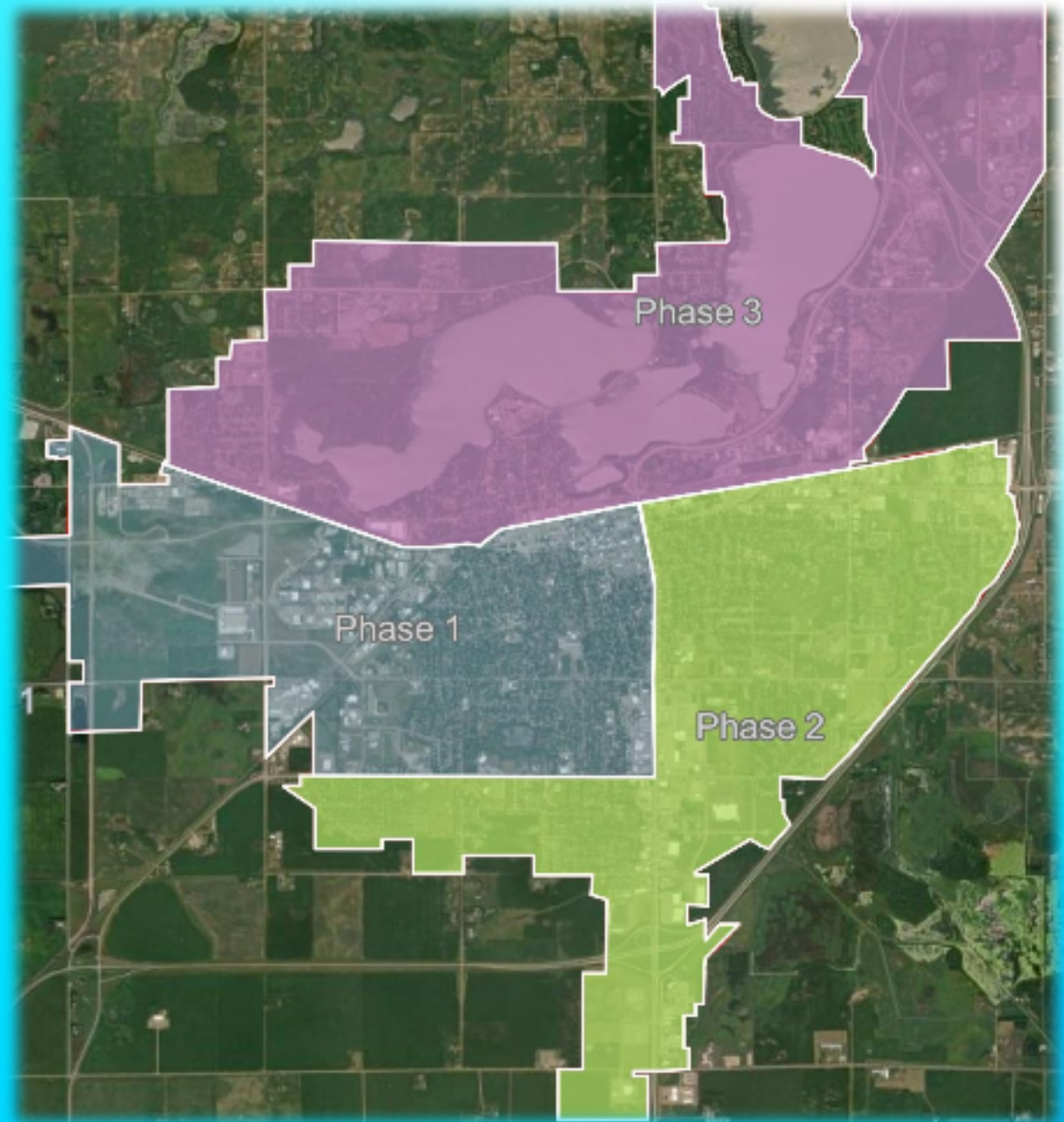
Overview

- Project Recap to Date-
- Action Item Request-
- Project Timeline-



Project Update

- Pre-Orders:
 - Phase 1
 - Phase 2
 - Phase 3





Project Update Continued

Events

- Broadband MN Mailers
- Broadband MN Willmar Fests Block Party
- Broadband MN Kandiyohi County Fair
- Zuma Internet door knocking (Phase 1 focus)
- Zuma Internet Digital Equity Meeting
- ISP Self Advertising and Network Promotion
- City-wide Mailers
- Willmar Fests Block Party
- Latino Services Network Providers
- Rockin Robbins
- Aging Wisely (Community Center)
- Minnesota Public Broadband Alliance
- Welcoming Week



Project Update Continued

- Community Broadband Action Network (CBAN)
 - Champions Program
- Municipal Broadband Updates



Action Item

- To Approve Plans and Specifications and Authorize Bids to be released (Phase 1)

Project Timeline

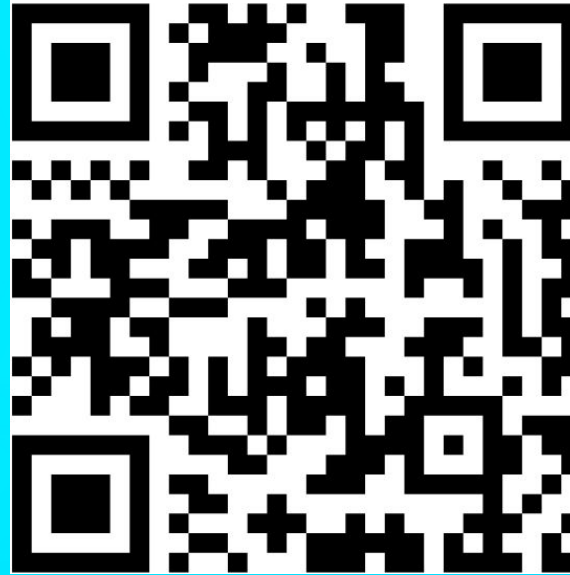
- Bids Due November 25, 2025
- Bid Review November 26 - December 10, 2025
- Council Action to Approve or Deny Bids December 15, 2025
- Phase 1 Bonding Process Q1 2026
- Phase 1 Construction Q2 2026
 - Substantial Completion of Phase 1, Q4 of 2026
 - Final Completion July 1, 2027

LET'S BUILD NEW CONNECTIONS





SIGN UP NOW!



www.willmarconnect.com



**WILLMAR
CONNECT**

LINKING COMMUNITY

RESOLUTION NO._____

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND AUTHORIZING PUBLICATION OF
THE ADVERTISEMENT FOR BIDS FOR WILLMAR CONNECT, PHASE 1.**

Motion By:_____ Second By:_____

WHEREAS the City Engineer of the City of Willmar has presented to the City Council plans and specifications for Willmar Connect, Phase 1, for the City of Willmar;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar that:

Final plans and specifications are hereby approved, and publication of the advertisement for bids is herewith authorized. Bid packages will be publicly opened and read at the City Office Building, 333 Southwest Sixth Street, Willmar, Minnesota.

Dated this 20th day of October, 2025

Mayor

Attest:

City Clerk

ADVERTISEMENT FOR BIDS

WILLMAR CONNECT - PHASE 1

CITY OF WILLMAR
WILLMAR, MN

RECEIPT AND OPENING OF PROPOSALS: Proposals for the work described below will be received online through QuestCDN.com until 2:30 P.M. on Tuesday, November 25, 2025 at which time the bids will be opened and publicly read at the office of the City Administrator, City of Willmar, 333 SW 6th Street, P.O. Box 755, Willmar, MN 56201.

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

2200 EACH	HANDHOLES	1	LUMP SUM	FIBER OPTIC TESTING
500,000 LIN FT	INSTALL CONDUIT	575	EACH	SPlicing LOCATIONS
700,000 LIN FT	INSTALL CABLE			

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

COMPLETION OF WORK: All work under the Contract must be complete by 07/01/2027.

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

TO OBTAIN BID DOCUMENTS: Complete digital project bidding documents are available at www.questcdn.com or www.bolton-menk.com. A viewable online GIS map website link is included in the project manual. You may view the digital plan documents for free by entering Quest project # 9919701 on the website's Project Search page. Documents may be downloaded for \$50.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

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

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

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

DATED: 10/20/2025 /s/ Leslie Valiant
City Administrator

Published:

QuestCDN:

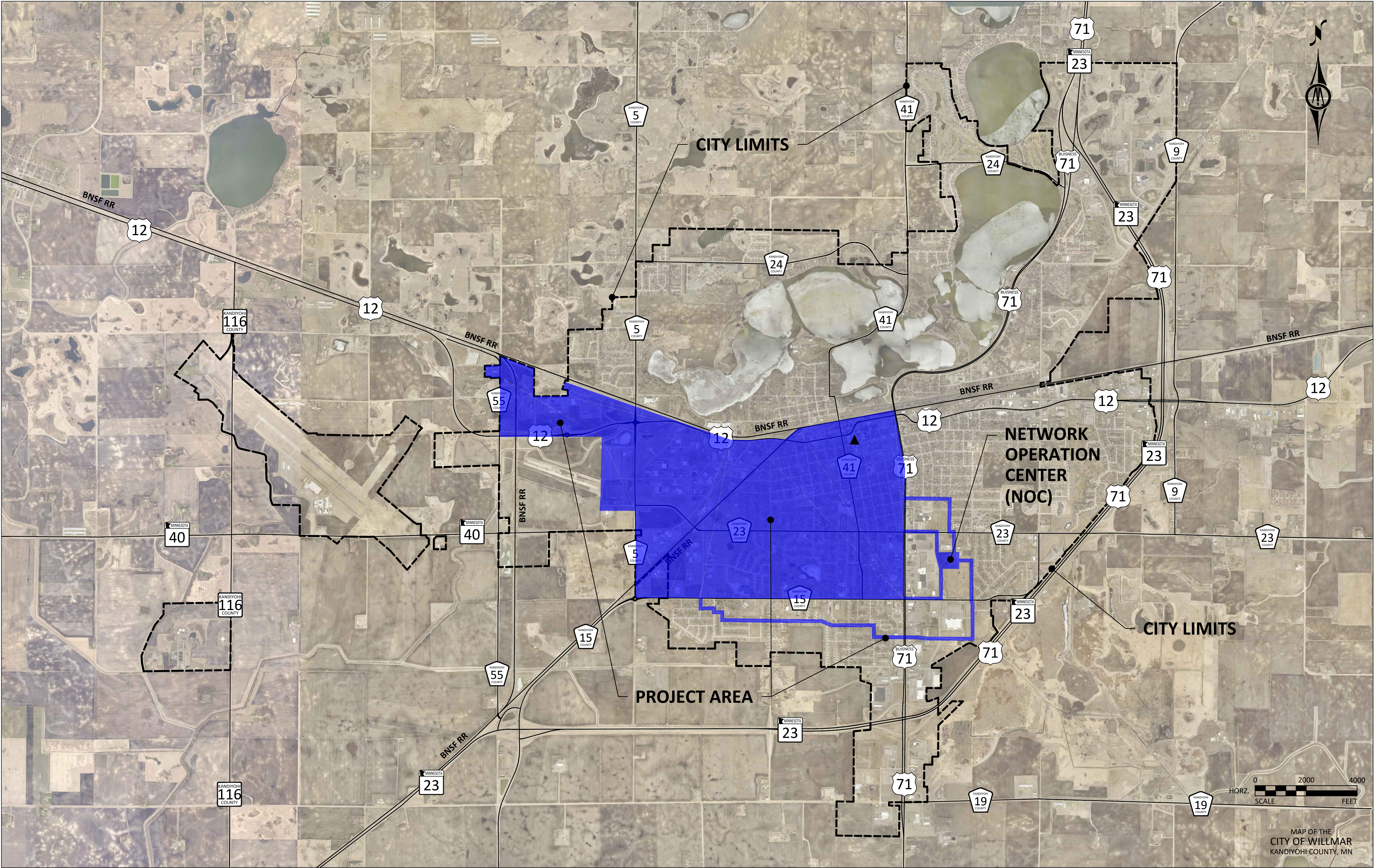
West Central Tribune: October 25, 2025; November 1 ,2025

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

WILLMAR CONNECT - PHASE 1

FIBER OPTIC UTILITY INSTALLATION

OCTOBER, 2025



RESOURCE LIST

CITY ADMINISTRATOR
LESLIE VALIANT
CITY HALL
333 6TH STREET SW
WILLMAR, MN 56201
PHONE: (320) 235-4913
FAX: (320) 235-4917
EMAIL: lvaliant@willmarmn.gov

CITY ENGINEER
JARED VOGEL, P.E.
2040 U.S. HIGHWAY 12 EAST
WILLMAR, MN 56201
CELL: (612) 756-0326
EMAIL: jared.vogel@bolton-menk.com

CONSULTANT - FIBER
HOMETOWN FIBER
KYLE MOORHEAD, PRESIDENT
601 CARLSON PARKWAY, #1079
MINNETONKA, MN 55305
CELL: (612) 819-9077
EMAIL: kyle@yourhometownfiber.com

CONSULTANT - CIVIL
BOLTON & MENK, INC.
JOSHUA HALVORSON, P.E.
2040 U.S. HIGHWAY 12 EAST
WILLMAR, MN 56201
CELL: (320) 905-3520
FAX: (320) 231-9710
EMAIL: joshua.halvorson@bolton-menk.com

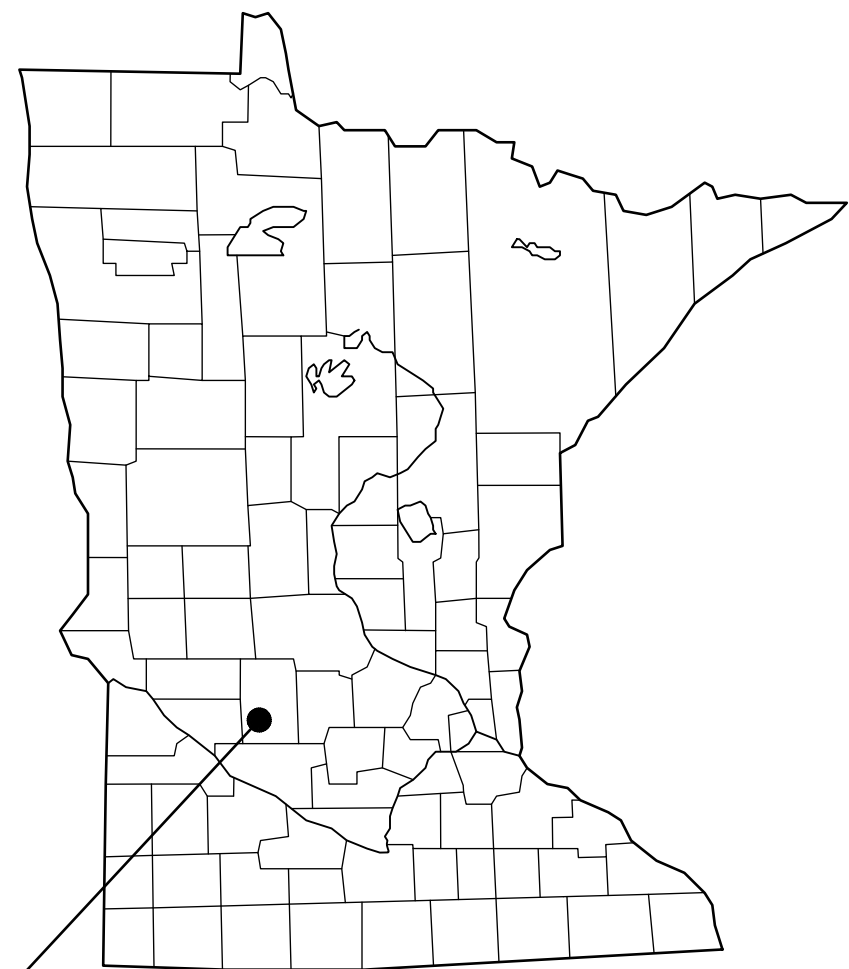
WATER
WILLMAR MUNICIPAL UTILITIES
ALAN NEER
MATT KADERLUK
700 LITCHFIELD AVENUE SW
P.O. BOX 937
WILLMAR, MN
PHONE: (320) 235-4422
CELL: (320) 212-8583 (ALAN)
CELL: (320) 894-8141 (MATT)
EMAIL: aneer@wmu.willmar.mn.us

ELECTRIC
WILLMAR MUNICIPAL UTILITIES
ED ZURN
BRIAN HOOVER
700 LITCHFIELD AVENUE SW
P.O. BOX 937
WILLMAR, MN 56201
PHONE: (320) 235-4422
CELL: (320) 212-8588 (ED)
CELL: (320) 212-0376 (BRIAN)
EMAIL: ezurn@wmu.willmar.mn.us
EMAIL: bhoover@wmu.willmar.mn.us

WASTEWATER
CITY OF WILLMAR
JASON LINDAHL
TOM TEMPLER
3000 75TH STREET SW
WILLMAR, MN 56201
PHONE: 320-235-4760
CELL: (320) 905-3659 (JASON)
CELL: (320)-894-2961 (TOM)
EMAIL: jlindahl@willmarmn.gov
EMAIL: ttempler@willmarmn.gov

NOTE: EXISTING UTILITY INFORMATION IS NOT SHOWN ON THIS PLAN. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

PROJECT LOCATION



MAP LEGEND

- PROJECT LIMITS
- BID LOCATION

PROJECT DATUM: KANDIYOHI COUNTY COORDINATE
SYSTEM 2011 ADJUSTMENT
HORIZONTAL: NAD 83
VERTICAL: NAVD 88



**CITY OF
WILLMAR**

**WILLMAR
CONNECT
PHASE 1**

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.			
JOSHUA T. HALVORSON 65291		DATE 10/20/2025	
REV.	ISSUED FOR	DATE	DESIGNED
0	BID	10/20/2025	DRWN
			CHECKED
			INVT
VIEW			

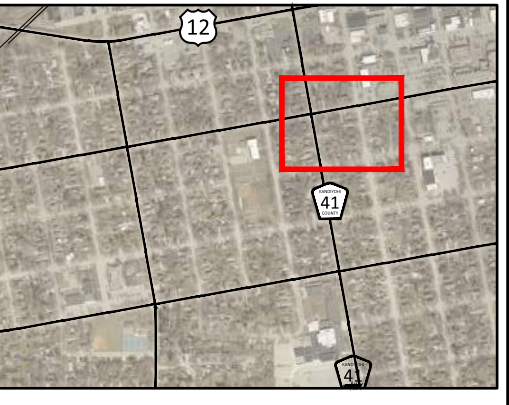
GENERAL

SHEET NUMBER

G0.01

- LEGEND**
- HAND HOLE**
- SMALL (12x18x24)
 - MEDIUM (24x36x36)
 - LARGE (30x48x36)
 - EXTRA LARGE (36x60x48)
- DUCT**
- 0.75 INCH
 - 1.25 INCH
 - 2 INCH
 - 4 INCH
 - 4 WAY MICRO
 - 7 WAY MICRO
- CONCRETE PAVEMENT**
- BITUMINOUS PAVEMENT**
- CURB & GUTTER**
- RAIL ROAD TRACK**
- EX. ROW**
- PROPOSED ROW**
- EX. EASEMENT**
- PROPOSED EASEMENT**
- PROPERTY LINE**

MAP KEY
REGION 2-4



WHEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

FOR SIGNATURE *DATE*

FOR SIGNATURE: J. HALLBERGSON 10/20/2025

REV.	REASON FOR	DATE	DESIGNED	DRAWN
0	BID	10/20/2025		

VIEW

G-19

HANDHOLE AND DUCT INSTALLATION

SHEET NUMBER

C8.09



LEGEND

HAND HOLE

- SMALL (12x18x24)
- MEDIUM (24x36x36)
- LARGE (30x48x36)
- EXTRA LARGE (36x60x48)

SPLICE LOCATION

- MST

CABLES

- 1728 COUNT
- 864 COUNT
- 432 COUNT
- 288 COUNT
- 144 COUNT
- 48 COUNT

DROP

- WILLMAR PHASE ONE SERVICE LOCATION
- SERVICE LOOP

CONCRETE PAVEMENT

BITUMINOUS PAVEMENT

CURB & GUTTER

RAIL ROAD

EX. ROW

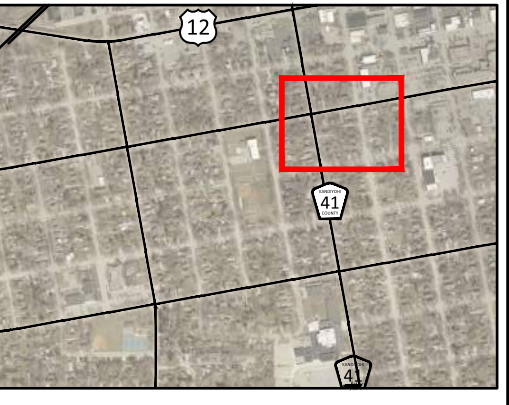
PROPOSED ROW

EX. EASEMENT

PROPOSED EASEMENT

PROPERTY LINE

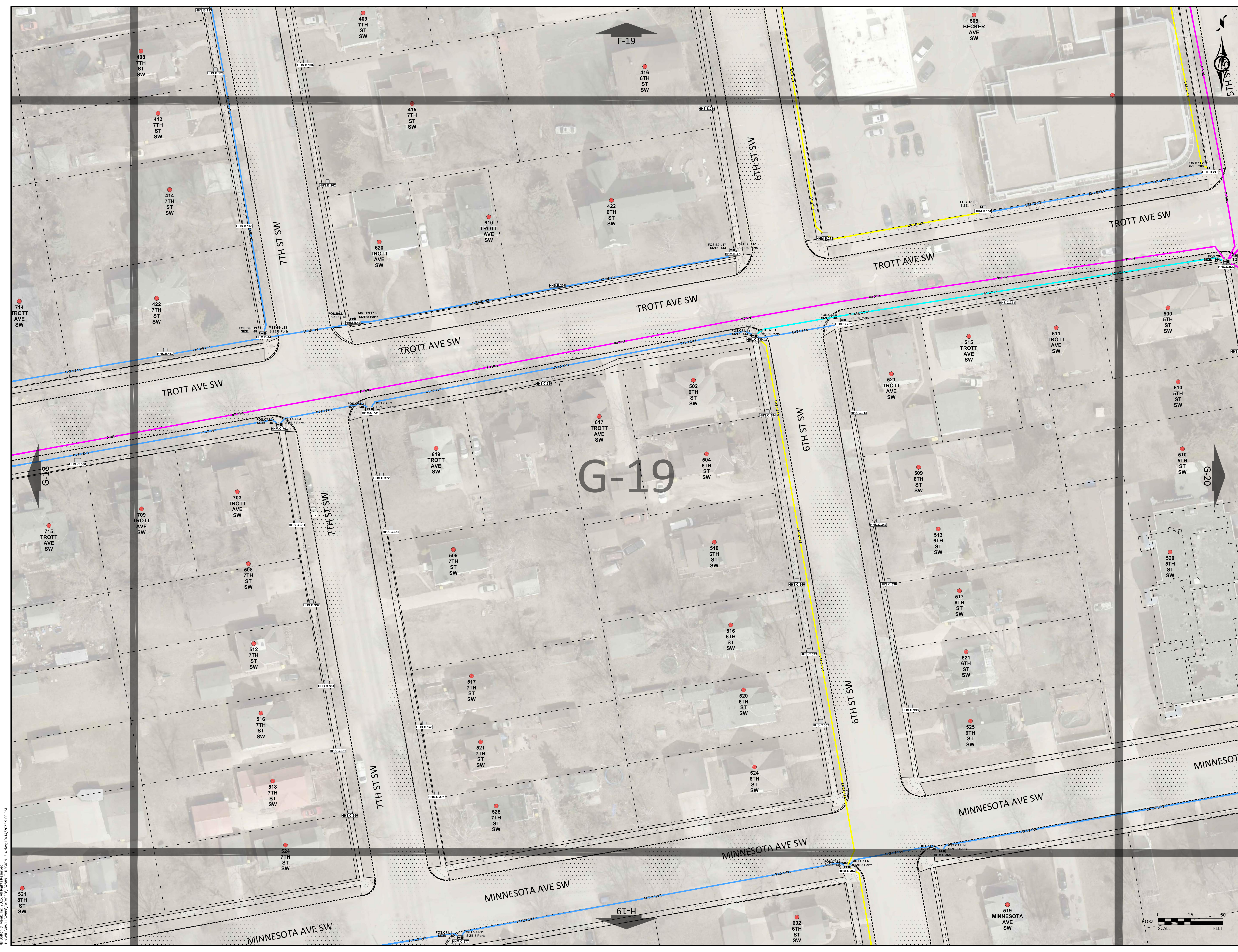
MAP KEY
REGION 2-4



WHEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A duly LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

FOR: WILLMAR, MN	DATE: 10/20/2025
REV. 0	DESIGNED BY: J. HALLVORSON
BID	DRAWN BY: J. HALLVORSON
	CHECKED BY: J. HALLVORSON
	INCHES: 1/4" = 1'

G-19
CABLE AND SPLICING LAYOUT
SHEET NUMBER
T8.09





City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	9.B.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Certification of Unpaid Utility Charges as a Lien		

RECOMMENDED ACTION:

Adopt a Resolution Approving Unpaid Utility Charges Be Certified Against the Real Property

OVERVIEW:

Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment. After holding that meeting, the Willmar Municipal Utilities Commission has adopted Resolution No. 43 on October 13, 2025, requesting that the Willmar City Clerk certify the unpaid utility charges as a lien on the real property.

The City Council should adopt the resolution for the unpaid utility charges totaling \$14,816.17 and direct staff to certify to the County Auditor for collection along with other taxes in 2026.

BUDGETARY/FISCAL ISSUES:

\$14,816.17

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. Unpaid Utility Charges to be Certified to County- Resolution

RESOLUTION NO. _____

RESOLUTION APPROVING UNPAID UTILITY CHARGES BE CERTIFIED AGAINST THE
REAL PROPERTY

Motion By: _____

Second By: _____

WHEREAS, Section 16-127 of the Willmar City Code states that such unpaid utility bills represent a lien on the real property receiving utility services; and

WHEREAS, the Willmar Municipal Utilities Commission has offered the owner the right to request an appearance before the Commission to make objections to payment; and

WHEREAS, the Willmar Municipal Utilities Commission has adopted Resolution No. 43 on October 13, 2025, requesting the Willmar City Clerk to certify the unpaid utility charges as a lien on the real property.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the amount of the unpaid utility charges totaling \$14,816.17 be certified to the County Auditor to be extended on the tax rolls of such real property in the same manner as other taxes for collecting in 2026 and collected by the County Treasurer, and paid to the City Clerk along with other taxes; and

BE IT FURTHER RESOLVED that the unpaid utility charges be certified against the real property as follows:

1. Parcel No. 95-310-0190
Located at 303 Becker Ave SE \$449.89
Described as Section 14, Township 119, Range 35
HIGHLAND ADDITION TO WILLMAR
Lot 11 & 12
2. Parcel No. 95-664-0570
Located at 1609 7 ½ Street SW \$877.85
Described as Section 22, Township 119, Range 35, Lot 7, Block 4
PERKINS' FOURTH ADDITION TO THE CITY OF WILLMAR
3. Parcel No. 95-090-1490
Located at 1017 7th Street SW \$958.66
Described as Section 15, Township 119, Range 35
BOOTH'S ADDITION TO WILLMAR
Block K Lot 10 Except North 5 Feet; Northerly Half of Lot 9
4. Parcel No. 95-540-0010
Located at 804 Olaf Avenue NW \$958.66
Described as
ERIK NILSONS ADDITION TO THE VILLAGE OF WILLMAR
(Nelson's Addition to the Village of Willmar)
West 71 Feet of Lot 1, Block 1 of Nelson's Addition & West
71 Feet of South 3 Feet of Lot 2, Block 3, Thorpe & Lien's Addition

5. Parcel No. 95-820-0260
 Located at 940 Olaf Avenue NW \$963.63
 Described as Section 10, Township 119, Range 35, Block 2
THORPE & LIENS ADDITION TO THE CITY OF WILLMAR
Part of Lot 9: Commencing 125 Feet West of Southeast Corner
Thence North Parallel with East Line to North Line Thereof
Thence West 125 Feet Thence South Parallel with East Line
to a Point on South Line Thence East on South Line
125 Feet to Beginning Except South 109 Feet of West 50 Feet
& Except North 120 Feet of West 60 Feet

6. Parcel No. 95-320-0410
 Located at 500 13th Street SW \$1025.77
 Described as Section 15, Township 119, Range 35, Lot 1, Block 4
HIGHLAND PLACE IN THE CITY OF WILLMAR

7. Parcel No. 95-094-0300
 Located at 605 Lakeland Drive SE \$525.72
 Described as Section 13, Township 119, Range 35, Lot 1, Block 1
THIRD ADDITION TO BOULDER POINT

8. Parcel No. 95-916-3630
 Located at 1711 Gorton Avenue NW \$509.82
 Described as Section 16, Township 119, Range 35
West 75 Feet of East 200 Feet of North 150 Feet of Lot 10
of State Subdivision

9. Parcel No. 95-220-0420
 Located at 309 Bernard Street SE \$1,087.11
 Described as Section 14, Township 119, Range 35, Block 4
FERRING'S ADDITION TO THE CITY OF WILLMAR
South 78 Feet of Lot 1 & of West Half of Lot 2, & North Half
of Vacated Alley Lying Southeasterly of Parcel

10. Parcel No. 95-630-0040
 Located at 517 Benson Avenue SE \$4,285.40
 Described as Section 14, Township 119, Range 35, Block 1
PAULSON & SUNDE'S SUBDIVISION OF LOT D EASTERN
ADDITION TO WILLMAR
Lot 4 Unloading Platform Easement to GN RY on Northerly 9.6 Feet
Misc. 25 P247

11. Parcel No. 95-240-0070
 Located at 410 Litchfield Avenue SE \$203.99
 Described as Section 14, Township 119, Range 35
GILBERTSON'S SUBDIVISION
Lot 7 & West Half of Lot 6

12. Parcel No. 95-684-0470
 Located at 613 27th Avenue SW \$1,639.36
 Described as Section 22, Township 119, Range 35, Block 4
PORTLAND ACRES FOURTH ADDITION TO THE
CITY OF WILLMAR
Lot 7 Except East 36 Feet, East 23 Feet of Lot 6

- | | | |
|-----|--|----------|
| 13. | Parcel No. 95-142-0280
Located at 1401 19 th Avenue SE
Described as Section 23, Township 119, Range 35, Block 2
<i>DANA HEIGHTS</i>
<i>Lots 8, 9 & 10 Except Part Platted as Dana Heights Third Addition</i> | \$131.96 |
| 14. | Parcel No. 95-909-0160
Located at 420 30 th Street NW
Described as Section 09, Township 119, Range 35
<i>North 412 Feet of South 740 Feet of Government Lot 3</i> | \$384.36 |
| 15. | Parcel No. 95-916-3120
Located at 109 14 th Street NW
Described as Section 16, Township 119, Range 35
<i>Lot 4 (of State Subdivision of Government Lots 1 & 1 & of the Southeast Quarter of Northeast Quarter) Except the Following Description Tracts: A) The West 21 Rods Thereof, B) The East 152 Feet of West 498.5 Feet of North 150 Feet Thereof, C) The North 139 Feet Except the West 498.5 Feet & the East 86 Feet Thereof, D) The East 86 Feet of North 129 Feet Thereof</i> | \$160.76 |
| 16. | Parcel No. 95-540-0410
Located at 519 7 th Street NW
Described as Block 3
ERIK NILSONS ADDITION TO THE VILLAGE OF WILLMAR
(Nelson's Addition to the Village of Willmar)
Lot 7 of Lot 3 | \$653.23 |

Dated this 20th day of October 2025.

Attest:

Mayor

City Clerk



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	9.C.
Agenda Section:	Regular Business	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Consideration of Jimmy P's LLC On-Sale Intoxicating and Sunday Liquor Licenses		

RECOMMENDED ACTION:

Approve the Jimmy P's LLC On-Sale Intoxicating Liquor License through the Fiscal Year Ending April 25, 2026, and the Sunday Liquor License through the Fiscal Year Ending December 31, 2025, on a Roll Call Vote.

OVERVIEW:

On September 24, 2025, Jimmy P's LLC, owner Stephen James Peppin, request to hold an On-Sale Intoxicating and Sunday Liquor License located at 1600 11th Avenue NE under the name Jimmy P's LLC dba Jimmy P's. The Willmar Police Department has completed a background, criminal history, and driving record check. Stephen James Peppin will be the Resident Manager for this establishment.

BUDGETARY/FISCAL ISSUES:

\$150.00 Investigation Fee and Prorated \$2,083.33 License Fees

ALTERNATIVES TO CONSIDER:

Deny the approval of the requested applications

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	9.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:	Request for a Special City Council Meeting		

RECOMMENDED ACTION:

Motion to approve Special Council Meeting

OVERVIEW:

Staff is requesting Council to approve setting a special council meeting to approve the 2026 health insurance contract.

Proposed Dates: October 29, 2025, or October 30, 2025

Proposed Time: 5:30 or 6:00

Proposed Location: City Hall

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

None



City Council Action Request

Council Meeting Date:	October 20, 2025	Agenda Item Number:	11.A.
Agenda Section:	Recess for a Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Minn. Stat. § 13D.05, subd. 3(c) — Property Located Under 1st Street Bridge		

RECOMMENDED ACTION:

OVERVIEW:

Closed session to consider the asking price and/or consider offers or counteroffers for the sale of city-owned real property (closed session under Minn. Stat. § 13D.05, subd. 3(c)) for property located under the 1st Street Bridge between Hwy 12 and Benson Ave SW. Note: A Parcel Identification Number does not exist for this specific property.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None