



WILLMAR CITY COUNCIL MEETING
MONDAY, DECEMBER 15, 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 December 1, 2025
- B. City Council Work Session Minutes of December 8, 2025
- C. Police Civil Service Commission Minutes of December 1, 2025 (DRAFT)
- D. Willmar Municipal Utilities Commission Minutes of December 8, 2025
- E. Planning Commission Minutes of November 19, 2025
- F. Planning Commission Minutes of December 3, 2025_Draft
- G. Preliminary and Final Plats for Northwood Estates Third Addition
- H. Preliminary and Final Plats for Trentwood Estates Fifth Addition
- I. Reschedule Public Hearing for Consideration to Amend Section 4.02, Subdivision 8 of the City Charter to January 5, 2026
- J. Reschedule Public Hearing for Consider Amendment Section 4.02, Subdivision 4 of the City Charter January 5, 2026
- K. Reschedule Public Hearing for Consideration to Amend Section 4.06 of the City Charter to January 5, 2026
- L. Reschedule Public Hearing for the Consideration to Codify the City of Willmar Zoning Ordinance No. 1060 to January 5, 2026
- M. Cooperative Agreement for Building Official Services 2026 - 2028 - Kandiyohi
- N. Cooperative Agreement for Building Official Services 2026 - 2028 - Atwater
- O. Cooperative Agreement for Building Official Services 2026 - 2028 - New London
- P. Agreement and Consent to Removal of Hazardous Building
- Q. Permission to Negotiate and Award Bid to Remove Hazardous Building

- R. Consideration of Designating Polling Places for Elections 2026
- S. Kandiyohi County Pheasants Forever Lawful Gambling Application
- T. Premise Permit for Willmar Baseball Booster Association at Foxhole Brewhouse Inc.
- U. Reappointments to Boards and Commissions
- V. Resolution to Authorize Electronic Fund Transfers for 2026
- W. Resolution Appointing Official Depositories for 2026
- X. SafeAssure Consultants Safety Program Agreement - 2026
- Y. Accounts Payable Report, 11/27/25 - 12/10/25

Information:

- Z. Finance Report through 11/30/2025
- AA. November Building Report 2025
- BB. Charter Commission Meeting Minutes of October 28, 2025 - DRAFT
- CC. Municipal Utilities Commission and Planning/Zoning Applicants
- DD. Director Reports

- 6. Approve Consent Agenda Items
- 7. Items Removed from Consent Agenda
- 8. Open Forum (Individuals Limited to Three (3) Minutes)
- 9. Old Business
 - A. 2026 Budget and Tax Levy
- 10. Regular Business
 - A. Donation of FIRE SUPPRESSION TOOL to the Fire Department
 - B. Approve the hiring of Shane Stefanick as the City of Willmar Public Works Director
 - C. Resolution Adopting the 2026 Fee Schedule
 - D. Willmar Connect
 - E. Terminate Build-to-Suit Lease with the Glacial Lakes Curling Club
 - F. Sale of Low-Potency Hemp Edible Retail 2026 Registrations
 - G. Sunday Liquor License Renewals for 2026
 - H. Hire Counsulant Dave Unmacht for Joint Session with WMU
- 11. Announcements
- 12. Recess for a Closed Session
 - A. Minn. Stat. § 13D.05, subd. 3(c) — Property Located Under 1st Street Bridge
- 13. Adjourn

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

December 1, 2025
6:30 PM

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

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Michael Holme, Fire Chief Frank Hanson, Finance Director Tom Odens, Human Resource Director Alissa Gambrel, City Engineer Jared Voge, Director of Community Growth Pablo Obregon, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

A motion was made by Council Member Ask to **Approve the Agenda as Presented**. Council Member Gardner 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

PROCLAMATION

Mayor Reese read the Human Rights Day Proclamation

INTRODUCTION

Mayor Reese introduced Michelle Tomerlin, Executive Director of The Crossings of Willmar, who provided an overview of the services they will be offering.

CONSENT AGENDA

City Clerk Vernae Larsen reviewed the consent agenda.

Approve:

- A. City Council Minutes of November 17, 2025
- B. Parks and Recreation September 17, 2025, Meeting Minutes
- C. **Resolution No. 2025-134** to Establish the 2026 City Council Meeting Dates and Time
- D. **Resolution No. 2025-135** Accept Final Project No. 2505-B TH 40 DRAINTILE REPAIR

E. **Resolution No. 2025-136** Accept Final Project No. 2401-B 13th Street SW, Grace Avenue SW, & Rice Avenue SW Reconstruction

F. Accounts Payable Report, 11/13/25 - 11/26/25

Council Member Ask moved to **Approve the Consent Agenda Items**. 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

OPEN FORUM

Gina Permar, 417 SE Litchfield Ave, asked why her property taxes have gone up so much. She complained that her neighbor's yard is a garbage dump, is right next to her home and that surely does not contribute to a property tax increase. She also provided pictures of the neighbor's house and yard and asked why there wasn't something being done about that. She asked that the photos be distributed to the council members.

PUBLIC HEARING

A. **Truth in Taxation Hearing**

Finance Director Tom Odens presented the Proposed 2026 Budget for approval. Mayor Reese opened the public hearing at 6:54 pm. The following citizens spoke at the hearing:

Mark Dahlseid – 3013 2nd Ave NW, asked why his property values and taxes keep going up despite having made no improvements to the property. He also feels that his property value goes up more than his neighbors.

Tony Wasmund - 1400 13th St. SW, he can't afford to continue to pay increased taxes and stated eventually he won't be able to afford living in the city if his taxes keep going up.

Ron Christianson – 1912 Richland Ave SW, asked the Council to share where the tax dollars are being spent. He stated that he believes the way the properties are taxed is unfair when done by value. He also stated that he would like to see the Council cut the budget by another 5% and didn't feel that would be too much to ask. His last comment was to ask the Council to reach out and speak to the residents of the city.

Mayor Reese closed the public hearing at 7:05pm.

A motion was made by Council Member Butterfield to **cut the BCBS Director of Community Growth Position effective January 31, 2026**. Council Member Fagerlie seconded the motion. The motion failed on a roll call vote of Noes 6, Ayes 2.

Ayes Council Member Fagerlie, Council Member Butterfield

Noes Council Member Ask, Council Member Nelsen, Council Member Gilbertson, Council Member Gardner, Council Member Davis, Council Member Shuldes

A Motion was made by Council Member Nelsen and seconded by Council Member Gardner **to adopt a resolution approving the 2026 Tax Levy at a total of \$12,087,303.**

Following discussion, a motion was made by Council Member Ask to **table the current motion until the December 15, 2025 council meeting.** Council Member Gardner seconded the motion which carried on a roll call vote of Ayes 7, Noes 1.

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

Noes Council Member Gilbertson

REGULAR BUSINESS

A. WMU presentation on newly established WMU Bylaws

Willmar Municipal Utilities General Manager Jaron Smith introduced Shawn Mueske, President of the Utility Commission who presented the proposed Willmar Municipal Utilities Minutes of November 24, 2025 and Bylaws. A motion was made by Council Member Gilbertson to **approve the Willmar Municipal Utilities November 24, 2025 Minutes and WMU Bylaws.** 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. 4th Street Reconstruction Considerations

City Engineer Jared Voge presented the Council with six option proposals for the 4th Street SW Reconstruction project. Five of the options included the inclusion of a bike lane in the configuration. Council Member Nelsen moved to **direct City Engineer Voge to continue with 4th Street reconstruction design documents with alternative #6 as a first choice and the second choice being alternative #2 with the caveat that both designs are to include 8 foot parking.** Council Member Davis seconded the motion. Council Member Shuldes moved **to amend the current motion to include as a 3rd choice, option #1 since it is what was originally approved. Option #1 does not have a bike path.** Council Member Fagerlie seconded the motion. Council unanimously approved amending the motion 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 unanimously approved the motion to **direct City Engineer Voge to continue with 4th Street reconstruction design documents with the first choice being alternative #6, the second choice being alternative #2, and the third choice being alternative #1, with the caveat that all designs are to include 8 foot parking** 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. Approve Wetland Credit purchase for MN Hwy 40 turn lane

City Engineer Jared Voge presented information regarding the MN Hwy 40 turn lane project and called for approval to purchase the wetland bank credits needed. Council Member Gardner moved to **Adopt Resolution No. 2025-137 approving the purchase of wetland bank credits for the construction of MN Hwy 40 turn lane in the amount of \$110,524.30**. 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

CLOSED SESSION

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

A motion was made by Council Member Fagerlie to enter **Closed session pursuant to Minn. Stat. § 13D.05, subd. 3(c) to discuss the property located under the 1st Street Bridge**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

The Council entered into closed session at 8:07pm. City staff present were City Administrator Leslie Valiant, City Operations Director Kyle Box, City Engineer Jared Voge, City Clerk Vernae Larsen and City Attorney Robert Scott.
Closed Session concluded at 8:45pm.

B. Minn. Stat. § 13D.05, subd. 3(c) — Parcel 95-917-5820

A motion was made by Council Member Fagerlie to enter **Closed session pursuant to Minn. Stat. § 13D.05, subd. 3(c) to discuss Parcel 95-917-5820**. 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

Council entered into closed session at 8:48pm. City staff present were City Administrator Leslie Valiant, City Operations Director Kyle Box, City Engineer Jared Voge, City Clerk Vernae Larsen and City Attorney Robert Scott.

Closed Session concluded and Council entered back into open session at 9:15pm.

Council Member Ask made a motion to **Adopt Resolution No. 2025-138 authorizing the city's acquisition of interest in real property for right of way purposes**. 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

With no further business to discuss, Council Member Shuldes moved to **Adjourn at 9:20pm**. 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. 2025-134

ESTABLISH REGULAR CITY COUNCIL MEETING DATES AND TIME

Motion By: Ask

Second By: Gilbertson

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the regular semi-monthly meetings of the City Council shall be held at 6:30 p.m. on the first and third Mondays of each month during the next year with the exception of if the first or third Monday is a legally recognized holiday, the Council meeting shall be rescheduled to the next Tuesday, and that the regular place of said meetings shall be in the Board Room of the Health and Human Services Building, 2200 – 23rd Street NE, Willmar, Minnesota. During peacetime emergencies, the City Council meetings may be held at alternate locations or by a virtual format or by any other means allowed by law.; and

BE IT FURTHER RESOLVED that the time for adjournment of said Council meetings shall be no later than 11:00 p.m. with the following exceptions:

1. An item of business under consideration at 11:00 p.m. may be disposed.
2. Business from the first meeting of the month will be carried over to the second meeting if necessary.
3. Any business not completed at the second meeting of the month, which is urgent and must have action, will be adjourned to a special meeting.

Dated this 1st day of December 2025

/S/ Douglas E. Reese

MAYOR

Attest:

/S/Vernae Larsen

CITY CLERK

Resolution No. 2025-135

A RESOLUTION ACCEPTING PROJECT NO. 2505-B AND AUTHORIZING FINAL PAYMENT.

Motion By: Ask Second By: Gilbertson

IMPROVEMENT: Project No. 2505-B: TH 40 Draintile Repair

CONTRACTOR: Duininck, Inc.
DATE OF CONTRACT: May 5, 2025

BEGIN WORK: June 11, 2025
COMPLETE WORK: October 7, 2025
APPROVE, ENGINEERING DEPT: November 24, 2025

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

1. The Mayor and City Administrator of the City of Willmar are hereby authorized to modify the contract for Project No. 2505-B between the City of Willmar and Duininck, Inc. by Change Order No. 2 in the increased amount of \$8,016.
2. The said City of Willmar Project No. 2505-B be herewith approved and accepted by the City of Willmar.
3. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$492,249.00
CHANGE ORDER NO. 1	\$0.00
CHANGE ORDER NO. 2	\$8,016.00
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$500,265.00
Less Previous Payments	\$461,664.28
FINAL PAYMENT DUE CONTRACTOR:	\$38,600.72

Dated this 1st day of December, 2025

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2025-136

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

Motion By: Ask Second By: Gilbertson

IMPROVEMENT: Project No. 2401-B: 13th Street SW, Grace Avenue SW, Rice Avenue SW Reconstruction

CONTRACTOR: Duininck, Inc.
DATE OF CONTRACT: April 1, 2024

BEGIN WORK: May 26, 2024
 COMPLETE WORK: August 27, 2025
 APPROVE, ENGINEERING DEPT: November 11, 2025

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

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

ORIGINAL CONTRACT AMOUNT:	\$7,080,541.60
CHANGE ORDER NO. 1	-\$183,904.65
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$6,896,636.95
Less Previous Payments	\$6,715,984.86
FINAL PAYMENT DUE CONTRACTOR:	\$180,652.09

Dated this 1st day of December, 2025

 /S/ Douglas E. Reese
 Mayor

Attest:

 /S/Vernae Larsen
 City Clerk

Resolution No. 2025-137

**A RESOLUTION APPROVING THE PURCHASE OF WETLAND BANK CREDITS
 FOR MN HIGHWAY 40 TURN LANE CONSTRUCTION**

Motion By: Gardner Second By: Gilbertson

BE IT RESOLVED by the City Council of the City of Willmar. A Municipal Corporation of the State of Minnesota, approve the purchase of 1.51 wetland credits from Kingman Wetland Bank for a total of \$105,700.00 and the payment of \$4,824.30 to Board of Water and Soil Resources for the withdrawal fee and Stewardship fee for the construction of MN Highway 40 turn lane.

Dated this 1st day of December 2025

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

**CITY OF WILLMAR
RESOLUTION NO. 2025-138**

**A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA
AUTHORIZING THE CITY'S ACQUISITION OF INTERESTS IN REAL PROPERTY FOR RIGHT-OF-WAY
PURPOSES**

WHEREAS, the City of Willmar (the "City"), a Home Rule Charter City, in cooperation with the State of Minnesota, through its Department of Transportation ("MnDOT"), is undertaking a public improvement project to connect Minnesota Trunk Highway 40 ("Highway 40") to the Willmar Industrial Park by constructing a left and right turn lane on Highway 40, from 1,300 feet east of Kandiyohi County Road 55 to 1,400 feet west of Kandiyohi County Road 5, within the City's municipal boundaries (the "Project"); and

WHEREAS, the City has been awarded funding through the State's Transportation Economic Development Program ("TED") for the Project; and

WHEREAS, MnDOT standards necessitate widening the existing right-of-way of Highway 40 to accommodate the new turn lanes; and

WHEREAS, pursuant to its cooperative arrangement with MnDOT, the City is responsible for acquiring a fee title and a temporary easement over portions of the parcel of real property identified as Kandiyohi County Parcel Identification No. 95-917-5820 (the "Subject Property"), as specifically depicted on Appendix A and legally defined on Appendix B hereto (the "Property Interests"); and

WHEREAS, the Subject Property is owned by Philip Kvam (the "Owner"); and

WHEREAS, timely acquisition of the Property Interests by the City is necessary to allow for the City to receive TED Program funding and for the Project to proceed; and

WHEREAS, section 2.03 of the City's Charter grants the City "all powers, functions, rights, and privileges possible for a city to have under the constitution and laws of the State of Minnesota as fully and completely as though they were specifically enumerated in this Charter"; and

WHEREAS, Minnesota Statutes, Section 465.01 grants cities the power to acquire real

property or easements through eminent domain “for any purpose for which it is authorized by law to take,” subject to the procedure prescribed by Minnesota Statutes, Chapter 117; and

WHEREAS, the Willmar City Council has been presented with a Minimum Damage Valuation Report dated July 1, 2025, conducted by Seth H. Liefer, a certified general real property appraiser licensed by the State of Minnesota, which estimated the damages of the taking of the Property Interests (the “Appraisal”); and

WHEREAS, MnDOT made a formal written offer to the Owner of the Subject Property to purchase the Property Interests for the amounts indicated in the Appraisal; and

WHEREAS, representatives from MnDOT and the City have held negotiations with the Property Owner and have, to date, not reached agreement on terms and conditions for the City’s direct purchase of the Property Interests; and

WHEREAS, MnDOT’s and the City’s negotiations with the Owner having not, to date, resulted in the necessary acquisition of the Property Interests, it is now necessary for the City to acquire the Property Interests through the condemnation authority granted the City in the Minnesota Statutes; and

WHEREAS, in order for the City to receive TED Program funding and for the Project to proceed on the planned timeline during the 2026 construction season, the City must acquire the Property Interests before commissioners to be appointed in a condemnation action pursuant to Minnesota Statutes, Chapter 117 can reasonably be expected to make a determination as to the award of just compensation for the acquisition of the Property Interests.

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

1. The Minimum Damage Valuation Report dated July 1, 2025, conducted by Seth H. Liefer, a certified general real property appraiser licensed by the State of Minnesota, which estimated the damages of the taking of the Property Interests, are hereby accepted and approved.

2. In accordance with Minnesota Statutes, Chapters 117, the City Council of the City of Willmar, Kandiyohi County, Minnesota, hereby authorizes the law firm of Flaherty & Hood, P.A. to initiate eminent domain proceedings on the City’s behalf, including but not limited to, proceedings pursuant to Minnesota Statutes, Section 117.042, necessary to timely acquire the Property Interests needed for the Project, and to take such other actions and initiate such other proceedings as may be advisable in furtherance of the City’s authority under law.

3. It is hereby found and determined that the taking of the Property Interests through eminent domain proceedings is reasonably necessary or convenient, in furtherance of

a proper public use and public purpose in accordance with Minnesota Statutes, Section 117.012, Subdivision 2, that public use and public purpose being the improvements to State of Minnesota Trunk Highway 40 within the City's municipal boundaries.

4. It is hereby found and determined that the acquisition of the Property Interests must be completed by the City before commissioners to be appointed in a condemnation action pursuant to Minnesota Statutes, Chapter 117 can reasonably be expected to make a determination as to the award of just compensation for the acquisition of the Property Interests and that timely acquisition of the Property Interests is important for the construction of the Project to proceed as planned in the 2026 construction season.

5. The City Council hereby ratifies and approves all actions taken previously by representatives of MnDOT, and City staff and agents of the City in relation to negotiations for the acquisition of the Property Interests, including the terms and conditions of any offers made to the Owner, and as otherwise undertaken in furtherance of the Project.

6. City staff, its agents and legal counsel shall continue to have the authority to negotiate for the purchase of the Property Interests at any time prior to the final resolution of any eminent domain proceeding initiated on the City's behalf under the authority of this Resolution, subject to final approval of this City Council of any agreement for the purchase of such property rights or interests.

Adopted by the City Council of the City of Willmar on December 1, 2025.

Approved:

/S/ Douglas E. Reese
Mayor

Attested:

/S/Vernae Larsen
City Clerk

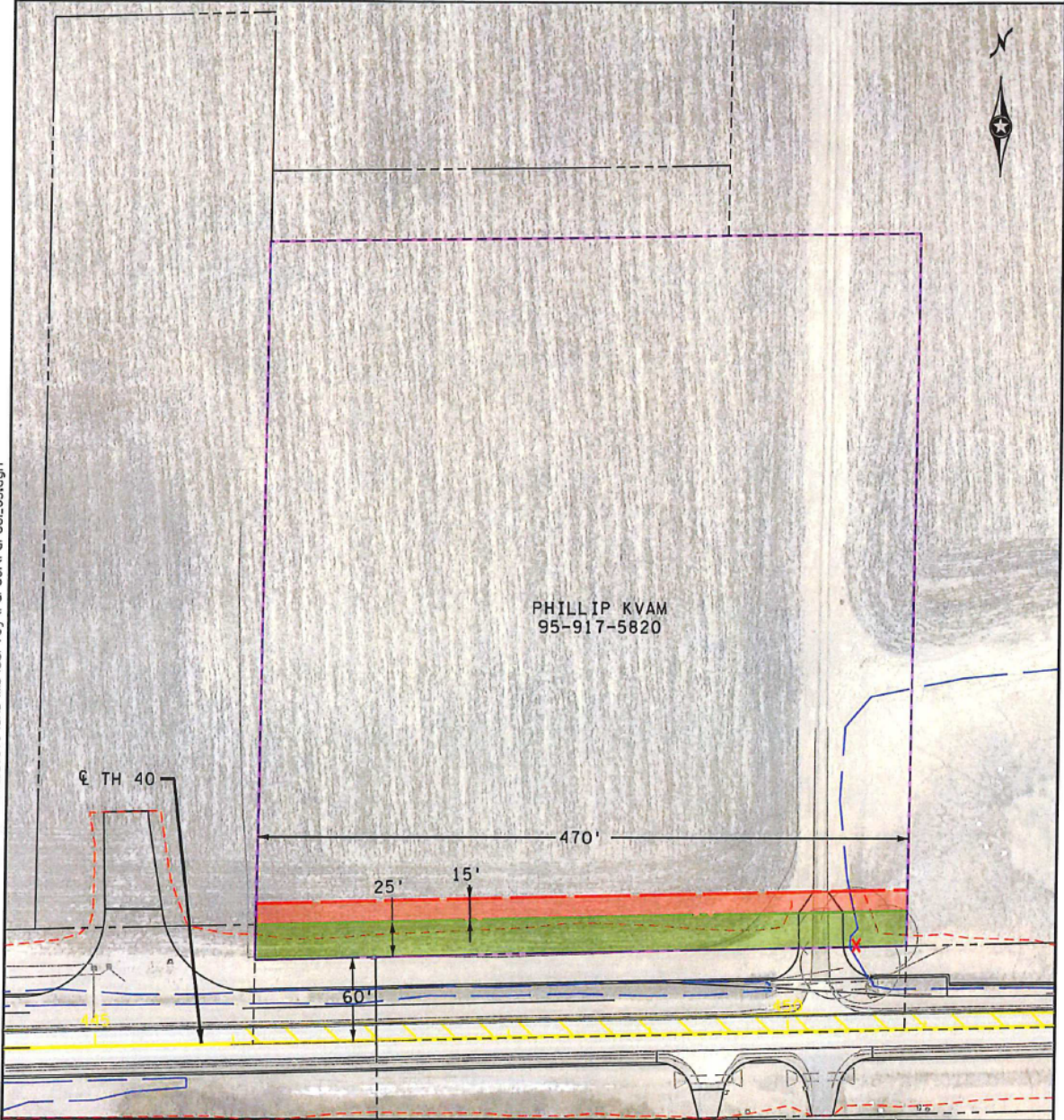
APPENDIX A
Depiction of Property Interests

DRAFT COPY

S.P. 3409-23 (S17, T119, R35W)

4/27/2024 12:37:50 AM H:\WILLEDC_PRA\DW1126378\CAD\MS\survey\Parcel\Parcel_03.dgn

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SCALE IN FEET 100

EXIST. GROSS PARCEL AREA (SF) (ACRES)	PROJ PARCEL	PHILLIP KVAM			EXISTING R/W PARCEL LINE EXISTING P/E TEMP. EASE. DEL. WETLAND CONST. LIMITS PROJ. R/W SUBJECT PARCEL TREE REMOVAL
	3409-3	P.O. BOX 1033, WILLMAR, MN 56201			
267,882 (6.15)	PROP. PERM. R/W FEE (SOFT) (ACRES)	BALANCE (SOFT) (ACRES)	ENCUMBERED BY EXISTING TRUNK HIGHWAY R/W	PROP. TEMP. ESMT. (SOFT) (ACRES) (EXP. 11/30/2027)	
	11,683 (0.2682)	256,199 (5.8818)	N/A	7,052 (0.1692)	X

TH 40 PROPERTY EXHIBIT
KANDIYOHI COUNTY, WILLMAR, MINNESOTA
FOR: MnDOT DISTRICT 8, CITY OF WILLMAR



That part of Tract A described below:

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

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

Line 1. Commencing at the northwest corner of Section 21, Township 119 North, Range 35 West; thence run easterly at an angle of 90 degrees 10 minutes with the west line of said Section 21 (measured from south to east) for 375 feet; thence westerly along the last described course for 100 feet to the point of beginning of Line 1 to be described; thence deflect to the left on a 00 degree 20 minute curve (delta angle 01 degrees 50 minutes) for 550 feet; thence on tangent to said curve for 2425 feet and there terminating;

containing 0.27 acre, more or less;

also a right to use that part of Tract A hereinbefore described for highway purposes, which right shall cease on November 30, 2027, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes;

that part of Tract A hereinbefore described, adjoining and northerly of the above described strip, which lies southerly of a line run parallel with and distant 100 feet northerly of Line 1 described above;

containing 0.17 acre, more or less.

together with all hereditaments and appurtenances belonging thereto. Subject to mineral rights and utility easements of record, if any.

WILLMAR CITY COUNCIL PROCEEDINGS
RICE HOME MEDICAL BUILDING
1033 19TH AVE SW
WILLMAR, MN 56201

December 8, 2025
7:30 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, Rick Fagerlie, Vicki Davis, Tom Butterfield, and Carl Shuldes
Excused: Steve Gardner, Present 8, Absent 1.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Michael Holme, Fire Chief Frank Hanson, Parks and Recreation Director Rob Baumgarn, Planning and Development Director Christopher Corbett, Human Resource Director Alissa Gambrel, Director of Community Growth Pablo Obregon, Information Systems Coordinator Jonah Johnson, Public Works Superintendent Kyle Radunz, Environmental Specialist Sara Sietsema, and Wastewater Superintendent Jason Lindahl.

INTRODUCTION

A. **Virtual Introduction to Public Works Director Candidate Shane Stefanick**

Human Resources Director Alissa Gambrel introduced Shane Stefanick, Candidate for Public Works Director.

REGULAR BUSINESS

A. **Review the 2026 Budget**

City Operations Director Kyle Box provided an overview of the agenda item. Several Council Members were okay with the budget as presented on December 1, 2025. A few Council Members would like to see an additional 1-2% cut from the budget. Council had a healthy discussion and proposed that staff shift some funds in the budget, decreasing the Operating Levy by \$69,000 and increasing the Capital Improvement Program Levy by \$69,000.

Having no further business to discuss, Council Member Davis moved to **Adjourn** the meeting at 8:37 PM. 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 Fagerlie, Council Member Davis, Council Member Butterfield, Council Member Shuldes
Noes	None

MAYOR

Attest:

CITY CLERK

MINUTES
WILLMAR POLICE COMMISSION
Monday, December 1, 2025

A meeting of the Willmar Police Civil Service Commission was held on Monday, December 1, 2025, at the Law Enforcement Center in Willmar.

Present: Vice President Lilbon Clark; Secretary Kris Rosendahl; Chief Mike Holme; Captain Mike Anderson; HR Director Alissa Gambrel; Administrative Assistant Lynn Shuldes.

Absent: President Earline Schulstad.

Vice President Clark called the meeting to order at 9:30 a.m.

A motion was made by Commissioner Rosendahl, seconded by Commissioner Clark to approve the July 25th minutes as submitted. **Motion carried.**

Chief Holme and Captain Anderson provided a summary of the background investigation for a recent officer applicant. After discussion, Commissioner Rosendahl moved to **not** extend a conditional offer at this time, seconded by Commissioner Clark. **Motion carried.** Chief Holme will notify the applicant to advise the applicant of the Commission's decision.

Captain Anderson provided an update on Officer Cravin's progress as he nears completion of his Field Training Program. The final Field Training Officer (FTO) report is expected soon. After discussion, Commissioner Rosendahl moved that staff follow the FTO's recommendation upon completion of the report, seconded by Commissioner Clark. **Motion carried.**

Commissioner Rosendahl requested that the Commission receive follow-up once the recommendation is implemented.

Chief Holme announced the resignation of Police Secretary Janelle Hansen, effective Friday, December 5th. Staff have reviewed the job description and do not recommend changes at this time. Commissioner Rosendahl made the motion to authorize HR Director Alissa Gambrel to post the vacancy and begin the process for hiring, seconded by Commissioner Clark. **Motion carried.**

HR Director Gambrel stated the position will be posted with a closing date of Friday, December 19th.

Miscellaneous

- Commissioner Rosendahl initiated discussion regarding current department vacancies, recruitment strategies, and budget considerations for 2026. HR Director Gambrel noted the City Council was scheduled to vote on the 2026 budget later that day. Based on current projections, the department may be able to hire two or three additional officers.

Having no further business, a motion was made by Commissioner Rosendahl to adjourn, seconded by Commissioner Clark. The meeting was adjourned at 10:18 a.m.

by Lynn Shuldes



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – December 8, 2025

11:45 a.m. WMU Auditorium

The Willmar Municipal Utilities Commission met in regular session on Monday, December 8, 2025, at 11:45 a.m. in the WMU Auditorium. Commissioners present were President Shawn Mueske, Terrill Sieck, Bruce DeBlieck, Patricia Elizondo, John Kennedy, and Dave Baumgart. Commissioner Carol Laumer was absent.

Staff present included General Manager Jeron Smith; Director of Administration Janell Johnson; Facilities & Maintenance Supervisor Kevin Marti; Finance & Office Services Supervisor Andrea Prekker; Information Systems Coordinator Mike Sangren; Executive Secretary Abby Ahrendt; and City Council Liaison Tom Gilbertson, who arrived at 11:47 a.m. Also present were City Attorney Robert Scott (via teleconference) and Jennifer Kotila of the *West Central Tribune*.

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

RESOLUTION NO. 52

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 November 24, 2025, MUC Meeting
- ❖ Bills represented by vouchers No. 20251799 through No. 20251881, including associated wire transfers, totaling \$773,725.99.

Dated this 8th day of December, 2025.

President

Attest:

Secretary

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

Finance & Office Services Supervisor Prekker presented the October 2025 Financial Report, which included a summary of the Income Statement covering revenues and expenses, retained earnings, and comparative data for the Electric and Water Divisions, as well as the Investment Portfolio and Cost of Power Report as of October 31, 2025.

Information Systems Coordinator Mike Sangren provided a brief 2025 year-end IT review, outlining major upgrades, device replacements, and cybersecurity efforts. He also presented the CyberAdvisors penetration test results, noting that internal and external testing occurred July 2–9 with retesting on October 23. Retesting confirmed all remediated vulnerabilities were resolved, and annual penetration testing will continue in 2026.

General Manager Smith presented the proposal for a facilitated Joint Work Session between the City Council and the Utility Commission, outlining the background, process, and recommended selection of Dave Unmacht as the facilitator. Following review and discussion, the Commission noted concerns about the need for formal facilitation between two public bodies. President Mueske noted that the joint work session was directed by the City Council and that the Commission is expected to participate. After further discussion, President Mueske requested action on the proposal, upon which Commissioner DeBlieck moved to approve engaging Dave Unmacht to facilitate the joint work session between the City Council and Willmar Municipal Utilities, with Commissioner Sieck seconding the motion.

RESOLUTION NO. 53

BE IT RESOLVED that the Willmar Municipal Utilities Commission accepts the proposal of consultant Dave Unmacht to facilitate a joint work session with the Willmar City Council; that WMU will share fifty percent of the facilitation cost, up to \$6,250, with the City of Willmar; and that the General Manager is authorized to coordinate all related scheduling and preparation with the City Administrator.

Dated this 8th day of December, 2025.

President

Attest:

Secretary

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

General Manager Smith provided several brief updates. He noted that the City Council approved the MUC Bylaws on December 1. He also reviewed WMU's 2026 Environmental Footprint, highlighting that 83% of Willmar's projected electricity mix will be carbon-free. In addition, he presented an overview of WMU's 2024 power supply resources and emphasized the importance of maintaining a diverse portfolio to support reliability and affordability.

Upcoming Events:

- ❖ Labor Committee Meeting, December 11, 2025 at 12:00 p.m.
- ❖ WMU Potluck – December 16, 2025 at 12:00 PM
- ❖ MMUA Governance in Action (St. Cloud, MN) – January 23, 2026
- ❖ APPA Legislative Rally (Washington, D.C.) – February 23-25, 2026

President Mueske asked for any additional discussion. Hearing none, Baumgart moved to adjourn, and Kennedy seconded. Motion carried unanimously. The meeting adjourned at 12:45 p.m.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES

Abby Ahrendt, Executive Secretary

ATTEST:

Secretary

**WILLMAR PLANNING COMMISSION
WEDNESDAY, NOVEMBER 19, 2025
333 6TH STREET SW, CONFERENCE ROOM 1**

MINUTES

The Willmar Planning Commission met on Wednesday, November 19, 2025, at 6:00PM at City Hall.

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

Members Absent: Yvon Fils-Aime; and Christopher Buzzeo.

Others Present: Christopher Frank (City Planner); Hietham Zemam (Applicant); Anwar Zemam (Applicant); Doug Fenstra (Applicant); Kendall Boline Fenstra (Applicant); and Warren Erickson (Public).

1. Stacy Holwerda called for order at 6:01PM.
2. Roll Call.
3. Additions/Deletions: None.
4. Minutes:
 - 4.1. **Planning Commission Minutes for November 5, 2025:** Commissioner Newberg motioned to approve the Minutes for November 5, 2025, seconded by Commissioner Poe, and approved unanimously.
5. General Public Testimony: Warren Erickson appeared to discuss an item that will be appearing on the December 5, 2025 agenda regarding a minor subdivision for Trentwood Estates Fifth Addition. Mr. Erickson clarified that it is currently planned to be a subdivision for two lots that will become single-family dwellings.

6. REGULAR BUSINESS

6.1 HEARING AND ACTION

None.

6.2 PLATS

None.

6.3 BRIEFINGS

- 6.3.1 **CONDITIONAL USE PERMIT: TOBACCO SHOP – COBRA CORP.**
Location: 1110 1st S S, Suite 4A; Parcel #: 95-280-2450; Ward 3

City staff introduced the request for Conditional Use Permit by a company known as Cobra Corp. and represented by Hietham Zemam. Mr. Zemam is requesting the conditional use to operate a tobacco shop that will be focused on tobacco but include low potency hemp products (this is not for high-potency cannabis use). The location is in the strip mall located at 1110 1st St S, just north of Walt's Gas Station. The request falls under the "other use" category contained in the General Business-1 (GB-1) district which requires a Conditional Use Permit. This item has a public hearing and action scheduled for the December 3, 2025 meeting.

7. DIRECTOR'S REPORT

8. MISCELLANEOUS

City Planner Frank updated Commissioners on a proposed lease for an RC Park on city-owned property upon Parcels #: 95-917-5620 & 5630 on the western edge of the city. The Commission should be reviewing the draft at their upcoming meeting on December 3, 2025.

9. ADJOURN

Commissioner Poe moved to adjourn the meeting, seconded by Commissioner Newberg, and passed unanimously. The meeting was adjourned at 6:21 PM.

**WILLMAR PLANNING COMMISSION
WEDNESDAY, DECEMBER 3, 2025
333 6TH STREET SW, CONFERENCE ROOM 1**

MINUTES

The Willmar Planning Commission met on Wednesday, December 3, 2025, at 6:00PM at City Hall.

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

Members Absent: None.

Others Present: Christopher Frank (City Planner); Hietham Zemam (Applicant); Anwar Zemam (Applicant); Doug Fenstra (Applicant); Justin Paffrath (Applicant); and Warren Erickson (Public); Mr. Yusuf (Public).

1. Chairperson Buzzeo called for order at 6:00PM.
2. Roll Call.
3. Additions/Deletions: The agenda was amended to add a plat approval to Item 6.1.2 (Minor Subdivision for Trentwood Estates Fifth Addition). There were no objections to the amendment.
4. Minutes:
 - 4.1. **Planning Commission Minutes for November 19, 2025**: Commissioner Poe motioned to approve the Minutes for November 19, 2025, seconded by Commissioner Newberg, and approved unanimously.
5. General Public Testimony: None.
6. **REGULAR BUSINESS**

6.1 HEARING AND ACTION

- 6.1.1 **CONDITIONAL USE PERMIT: JUSTIN PAFFRATH DOWNTOWN TEMP CONTROL STORAGE**
Location: 314 5TH ST SW; PID#: 95-003-4840, 4850; Zone: CB; Ward 3

City staff introduced the request for a conditional use permit for temperature-controlled storage in the downtown area, noting that this use is not permitted outright. Commissioners discussed whether the use fits the comprehensive plan for the Renaissance Zone, specifically regarding the lack of foot traffic or added housing. It was noted that the building has been vacant for approximately five to ten years. Commissioners weighed the benefit of occupying a vacant building against the desire for active retail or housing that fits the desired effect of the Renaissance Zone.

Chair Buzzeo opened the public hearing at 6:23 PM. No members of the public spoke. The public hearing closed at 6:23 PM.

Commissioners continued discussion on whether the use fits within the intention of the Renaissance Zone and that it will not drive traffic to downtown and perhaps if the building had not been vacant for so long, it would be given a chance to find a better use for the Renaissance Zone.

Commissioner Poe moved to approve the conditional use permit with findings of fact in the affirmative, seconded by Commissioner Fils-Aime. The vote passed 4-1, with Commissioner Holwerda voting nay. The Planning Commission did not apply any additional conditions to the permit.

6.1.2 **MINOR SUBDIVISION AND PLAT APPROVAL: TRENTWOOD ESTATES FIFTH ADDITION**

Location: 1701 LOWER TRENTWOOD CIR NE; PID#: 95-828-0580, 0590, 0700; Zone: R-2; Ward 1

City staff presented the request to split a triangular parcel between two outer sections within Trentwood Estates. Staff confirmed that updated drainage and utility easements were received and the preliminary plat was signed as requested by engineering.

Chair Buzzeo opened the public hearing at 6:24 PM. The developer, Warren Erickson, spoke regarding the history of Trentwood Estates, the reduction in density from original plans, and the intent to sell the lots for single-family homes. The public hearing closed at 6:31 PM.

Commissioner Poe moved to approve the minor subdivision for Trentwood Estates Fifth Addition, seconded by Commissioner Fils-Aime. The motion passed unanimously.

Commissioner Poe moved to approve the preliminary and final plats, seconded by Commissioner Newberg. The motion was approved unanimously.

6.1.3 **CONDITIONAL USE PERMIT: TOBACCO SHOP – COBRA CORP.**

Location: 1305 1st S S, Suite 4A; Parcel #: 95-280-2450; Zone: GB-1; Ward 3

City staff presented a request for a conditional use permit for a tobacco shop in the General Business-1 (GB-1) district under the "other use" category. Staff clarified that while there is a setback for high-potency cannabis, there is no specific distance requirement for tobacco shops near schools.

Chair Buzzeo opened the public hearing at 6:41 PM. Hietham Zemam (Applicant) stated he operates stores in other cities, strictly follows ID laws (scanning IDs), and intends to run a safe business. Mr. Yusuf (Public) expressed concern regarding the shop's proximity to the middle school and ease of access for children. The building owner, Richard Score, had sent a letter to city staff testifying support

of the project and the character of the ownership of the proposed tobacco shop. The public hearing closed at 6:43 PM.

Commissioners discussed concerns regarding the proximity to the middle school, potential exposure of students to tobacco advertising, and the "gateway" nature of tobacco products. Commissioner Fils-Aime suggested soliciting guidance from the School Board regarding the impact on students. Others noted that the use is not explicitly prohibited by ordinance.

Commissioner Fils-Aime moved to table the item and solicit input and guidance from the Willmar Public School Board, seconded by Commissioner Newberg. The motion passed by a vote of 3-2, with Commissioners Buzzeo and Holwerda voting nay.

6.2 PLATS

None.

6.3 BRIEFINGS

None.

7. DIRECTOR'S REPORT

8. MISCELLANEOUS

City staff presented a draft letter recommending approval of proposed amendments for the City Charter regarding the Planning Commission's review of land transactions, capital improvement plans, and merging with the Board of Zoning Appeals.

Commissioner Poe moved to approve the letter, seconded by Commissioner Fils-Aime. The motion passed unanimously.

9. ADJOURN

Commissioner Holwerda moved to adjourn the meeting, seconded by Commissioner Newberg, and passed unanimously. The meeting was adjourned at 7:43 PM.



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Chris Frank, City Planner
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Preliminary and Final Plats for Northwood Estates Third Addition		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to approve the Preliminary and Final Plats for Northwood Estates Third Addition.

OVERVIEW:

Preliminary and Final Plats were previously approved at the November 5, 2025 Planning Commission meeting. The Plats were also reviewed by engineering and have been fully updated with engineering requirements.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Northwood Estates Third Addition - Preliminary Plat 2025-11-03 RESIZED
2. Northwood Estates Third Addition - Final Plat 2025-11-03 RESIZED

Preliminary Plat of: NORTHWOOD ESTATES THIRD ADDITION

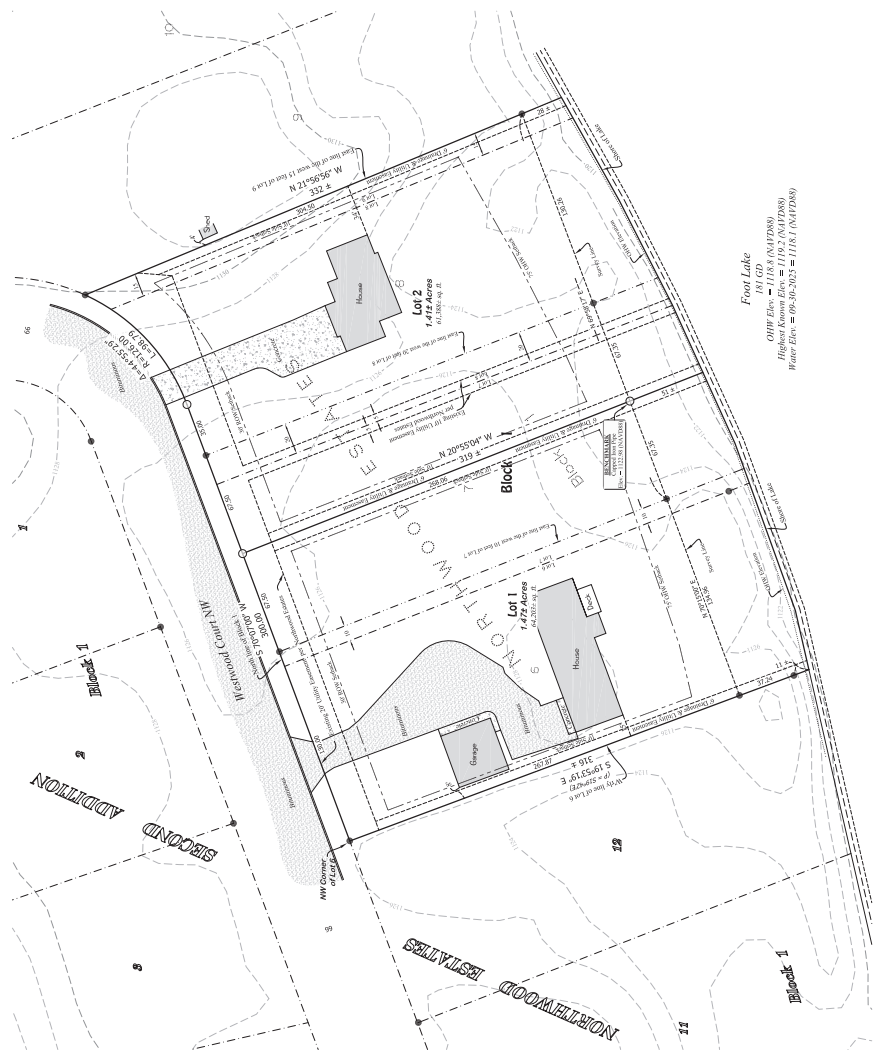
Located in part of:
Lots 6, 7, 8 & 9, Block 1 Northwood Estates
Section 10, T119N-R35W, Kandiyohi County, Minnesota



This drawing prepared by:
Bonnema Runke Stern Inc.
Professional Land Surveyors
456 Hwy. A NE, Suite 1
Fargo, ND 58103
Office: (505) 231-2844
Fax: (505) 231-2827

As shown on Document Numbers 40198, 705883, and 710331.
Lot 8, except the West 20 feet thereof, and the West 15 feet of Lot 9, of Block 1, Northwood Estates, according to the plat on file on the map of Kandiyohi County Recorder in and for Kandiyohi County, Minnesota.
Document No. 705883
Lot 7, of Block 1, Northwood Estates, except the West 10 feet thereof as measured perpendicular to the West line thereof.
The West 20 feet of Lot 8 of Block 1, Northwood Estates as measured perpendicular to the West line thereof.
Kandiyohi County, Minnesota.
Document No. 710331
Lot 7, of Block 1, of Northwood Estates, according to the recorded plat thereof on file on the map of records in the Office of County Recorder in and for said County and State.

Reviewed by: **Charles Wilbur**
Professional Land Surveyor
1001 Minnesota Ct. NW
Winnipeg, MB
Philip Kruer
Professional Land Surveyor
1001 Minnesota Ct. NW
Winnipeg, MB
Prepared on: 10/29/2025
Total Area: 2.882 Acres



LEGEND

- Found Iron Nail from Former Survey
 - Boundary Runke Stern Inc. placed a 2" Iron Nail with a 40(0406)17-26454 stamped Plastic Cap
 - ⊙ Core Iron Measurement
 - Approximate Right of Way Line
- The Color of each block is for information only. The North line of Block 1, NORTHWOOD ESTATES is assumed to bear S 70° 07' 00" W.

Electronic Data:
The Electronic Data used for this survey is the North American Datum of 1983 (NAD 83).
NAD 83 Geoid Height: 1001.0000
Datum of 1983 (NAD 83)

Control shown on this map from the 2014 USGS High Accuracy Control Point (HAP) for the State of Minnesota.

Foot Lake
181 GD
ODP Elev. = 118.05 (17058)
Block Elev. = 118.05 (17058)
Water Elev. = 69.36-2025 = 118.1 (NAD 83)



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Chris Frank, City Planner
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Preliminary and Final Plats for Trentwood Estates Fifth Addition		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to approve the Preliminary and Final Plats for Trentwood Estates Fifth Addition.

OVERVIEW:

This action was previously approved before Planning Commission on December 3, 2025 as a Minor Subdivision with Preliminary and Final Plats approval. The Plats were also reviewed by engineering and have been fully updated with engineering requirements.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Preliminary Plat Trentwood Estates Fifth Add to City 2025-12-02 - signed RESIZED
2. Final Plat Trentwood Estates Fifth Add to City 2025-12-02 RESIZED



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	Yes	Presented By:	Christopher Corbett, Planning and Development Director , Robert Scott, City Attorney
Item:	Reschedule Public Hearing for Consideration to Amend Section 4.02, Subdivision 8 of the City Charter to January 5, 2026		

RECOMMENDED ACTION:

Motion by _____ Second by _____ to approve to reschedule Public Hearing for Consideration to Amend Section 4.02, Subdivision 8 of the City Charter to January 5, 2026

Motion by _____ Second by _____ to publish by summary of publication.

OVERVIEW:

The proposed amendment to Section 4.02, Subdivision 8 of the City Charter would require the Planning Commission to review all proposed purchases and sales of property for consistency with the City’s Comprehensive Plan. This provision mirrors Minn. Stat. 462.356, which directs planning commissions to issue findings on whether acquisitions and dispositions align with adopted comprehensive plans.

The amendment has the support of the Planning Commission and was approved by the City Charter Commission on October 28, 2025. It is now being forwarded to the City Council for consideration.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

Request more information.

ATTACHMENTS:

1. Charter Amendment Ordinance - Subd 8 Real Estate etc

2. PC Letter of Support for 2025 Charter Amendments

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 4.02
OF THE CHARTER OF THE CITY OF WILLMAR

WHEREAS, Pursuant to Minn. Stat. § 410.12, subd. 7, the Charter Commission for the City of Willmar convened on October 28, 2025, and at such meeting recommended that the City Council of the City of Willmar enact a charter amendment by ordinance pursuant to which Section 4.02 of the Willmar Charter be amended to modify the duties of the Planning Commission regarding the acquisition, sale, transfer or termination of public lands, buildings and property.

WHEREAS, the City Council of the City of Willmar received the above-mentioned recommendation of the Charter Commission when it received the draft minutes of the Charter Commission's _____, 2025 meeting at the City Council's _____, 2025, regular meeting.

NOW THEREFORE, THE CITY OF WILLMAR HEREBY ORDAINS:

Section 1. AMENDMENT OF CHARTER SECTION 4.02. Article IV, Section 4.02 of the Willmar Charter, is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Section 4.02. – The Planning Commission.

Subdivision 8. Acquisition, sale, transfer or termination of public lands, buildings and property. No City street, park, public grounds or real estate, ways, streets, alleys or buildings shall be acquired, constructed, extended, sold, transferred, conveyed or vacated until the same shall have been submitted to ~~and~~ approved by the Commission. ~~No City street, park, public grounds or real estate, ways, streets, alleys or buildings shall be leased for a period in excess of three (3) years until the same shall have been submitted to and approved by the Commission.~~ The Commission shall submit a report to the City Council of the Commission's findings as to compliance of the proposed acquisition, sale, or transfer with the comprehensive municipal plan. Failure of the Commission to report on the submission within 30 days after such a reference, or such other period as may be designated by the City Council, shall be deemed to have satisfied the requirements of this subdivision. The City Council may, by resolution adopted by two-thirds vote, dispense with the requirements of this subdivision when in its judgment it finds that the proposed acquisition, sale, or transfer has no relationship to the comprehensive municipal plan. In the event that the Commission shall affirmatively disapprove the same or shall determine to attach conditions thereto, the action thereon shall be by resolution setting forth its findings with respect thereto and its specific reasons for such disapproval. In the event that the Commission shall have failed to act thereon within a period of thirty (30) days after the adoption of the motion or resolution submitting or referring it to the Commission, it shall be deemed to have been approved as submitted.

Section 2. EFFECTIVE DATE. Pursuant to Minn. Stat. § 410.12, subd. 7, this ordinance shall be effective 90 days after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2025.

ATTEST:

Verna Larsen, City Clerk

Douglas E. Reese, Mayor

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

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

December 3, 2025

Subject: Willmar Planning Commission Recommendation of Proposed City Charter Amendments to City Council

Dear Honorable Members of the City Council,

The Willmar Planning Commission is recommending approval of the proposed amendments to the City Charter that came before the Willmar City Council at the November 3, 2025 meeting. These amendments regarding the functions of the volunteer Planning Commission would improve the clarity, effectiveness, and efficiency of the Planning Commission’s duties.

The proposed amendments to redefine the roll of the Planning Commission regarding the capital improvement plan (CIP) and land transactions have been requested by this Commission multiple times over the past few years in effort to clarify the Commission’s duty regarding these items.

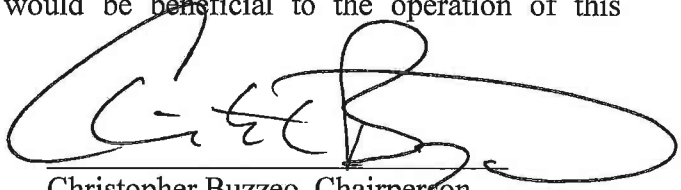
The current language in the City Charter is unclear as to the method of recommendation or approval that is needed by the Commission for the above referenced items. The Commission is unclear whether the items should be evaluated for their effectiveness, price, benefits, rationale, etc. Furthermore, the Commission is not involved in the negotiations or informative work sessions for these items to provide the requisite knowledge for effective decision-making.

The proposed amendment would clarify the Commission’s duty to review and report on the items within the context of their correlation with the Comprehensive Plan and align with the state statutory requirements for Planning Commission review.

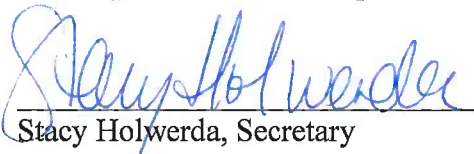
The Planning Commission also understands the Board of Zoning Appeals (BZA) has struggled to maintain an effective level of members and this Commission accepts the roles and responsibilities of the BZA if it were to be merged with the Planning Commission. This Commission would also welcome the additional members from the BZA joining this body.

Based on our review of the proposed language of the City Charter amendments, the Planning Commission has concluded that this change would be beneficial to the operation of this Commission.

Dated: 12/3/2025


Christopher Buzzeo, Chairperson

Attest:


Stacy Holwerda, Secretary



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.J.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	Yes	Presented By:	Christopher Corbett, Planning and Development Director , Robert Scott, City Attorney
Item:	Reschedule Public Hearing for Consider Amendment Section 4.02, Subdivision 4 of the City Charter January 5, 2026		

RECOMMENDED ACTION:

Motion by _____ Second by _____ to approve to Reschedule Public Hearing to Consider Amendment Section 4.02, Subdivision 4 of the City Charter January 5, 2026.

Motion by _____ Second by _____ to publish by summary of publication.

OVERVIEW:

The proposed amendment to Section 4.02, Subdivision 4 of the City Charter would require the Planning Commission to review the Capital Improvement Plan (CIP) to ensure its consistency with the City’s Comprehensive Plan. This provision aligns with Minn. Stat. 462.356, which directs planning commissions to issue findings on whether proposed public improvements comply with adopted comprehensive plans.

The amendment has the support of the Planning Commission and was approved by the City Charter Commission on October 28, 2025. It is now being forwarded to the City Council for consideration.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

Request more information.

ATTACHMENTS:

1. Charter Amendment Ordinance - PC CIP Changes
2. PC Letter of Support for 2025 Charter Amendments

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 4.02
OF THE CHARTER OF THE CITY OF WILLMAR

WHEREAS, Pursuant to Minn. Stat. § 410.12, subd. 7, the Charter Commission for the City of Willmar convened on October 28, 2025, and at such meeting recommended that the City Council of the City of Willmar enact a charter amendment by ordinance pursuant to which Section 4.02 of the Willmar Charter be amended to modify the duties of the Planning Commission in regards to recommending the capital improvements.

WHEREAS, the City Council of the City of Willmar received the above-mentioned recommendation of the Charter Commission when it received the draft minutes of the Charter Commission's _____, 2025 meeting at the City Council's _____, 2025, regular meeting.

NOW THEREFORE, THE CITY OF WILLMAR HEREBY ORDAINS:

Section 1. AMENDMENT OF CHARTER SECTION 4.02. Article IV, Section 4.02 of the Willmar Charter, is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Section 4.02. – The Planning Commission.

Subdivision 4. Recommended capital improvements. The Commission shall review the City of Willmar's, and as applicable, the Municipal Utilities Commission's and Rice Memorial Hospital Board's recommended capital improvements report(s) containing recommended capital improvements which are necessary or desirable in the forthcoming five (5) year period. The report shall include estimated budget requirements for such improvements, and it may contain a priority list and an arrangement of such improvements with respect to the year they are recommended to begin. The Commission shall submit a report to the City Council of the Commission's findings as to compliance of the proposed capital improvements with the comprehensive municipal plan. Failure of the Commission to report on the submission within 30 days after such a reference, or such other period as may be designated by the City Council, shall be deemed to have satisfied the requirements of this subdivision. The City Council may, by resolution adopted by two-thirds vote, dispense with the requirements of this subdivision when in its judgment it finds that the proposed capital improvement has no relationship to the comprehensive municipal plan. ~~The Commission shall submit a response to the body that prepared the report stating whether, in the opinion of the Commission, the recommended capital improvements are necessary or desirable in the forthcoming five (5) year period, provided that in the event that the Commission shall have failed to act thereon within a period of sixty (60) days after the adoption of the motion or resolution submitting or referring it to the Commission, the report shall be deemed to have been approved by the Commission as submitted.~~

Section 2. EFFECTIVE DATE. Pursuant to Minn. Stat. § 410.12, subd. 7, this ordinance shall be effective 90 days after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2025.

ATTEST:

Verna Larsen, City Clerk

Douglas E. Reese, Mayor

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

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

December 3, 2025

Subject: Willmar Planning Commission Recommendation of Proposed City Charter Amendments to City Council

Dear Honorable Members of the City Council,

The Willmar Planning Commission is recommending approval of the proposed amendments to the City Charter that came before the Willmar City Council at the November 3, 2025 meeting. These amendments regarding the functions of the volunteer Planning Commission would improve the clarity, effectiveness, and efficiency of the Planning Commission's duties.

The proposed amendments to redefine the roll of the Planning Commission regarding the capital improvement plan (CIP) and land transactions have been requested by this Commission multiple times over the past few years in effort to clarify the Commission's duty regarding these items.

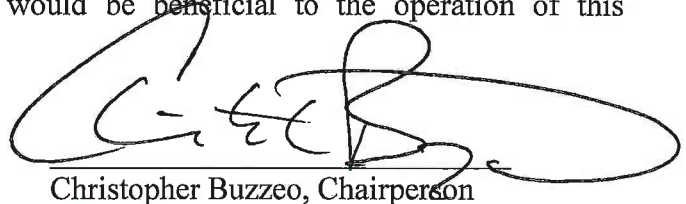
The current language in the City Charter is unclear as to the method of recommendation or approval that is needed by the Commission for the above referenced items. The Commission is unclear whether the items should be evaluated for their effectiveness, price, benefits, rationale, etc. Furthermore, the Commission is not involved in the negotiations or informative work sessions for these items to provide the requisite knowledge for effective decision-making.

The proposed amendment would clarify the Commission's duty to review and report on the items within the context of their correlation with the Comprehensive Plan and align with the state statutory requirements for Planning Commission review.

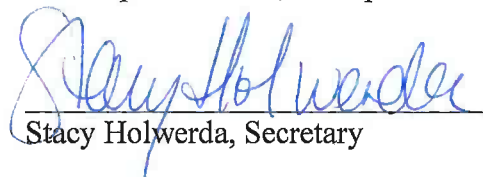
The Planning Commission also understands the Board of Zoning Appeals (BZA) has struggled to maintain an effective level of members and this Commission accepts the roles and responsibilities of the BZA if it were to be merged with the Planning Commission. This Commission would also welcome the additional members from the BZA joining this body.

Based on our review of the proposed language of the City Charter amendments, the Planning Commission has concluded that this change would be beneficial to the operation of this Commission.

Dated: 12/3/2025


Christopher Buzzeo, Chairperson

Attest:


Stacy Holwerda, Secretary



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.K.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	Yes	Presented By:	Christopher Corbett, Planning and Development Director , Robert Scott, City Attorney
Item:	Reschedule Public Hearing for Consideration to Amend Section 4.06 of the City Charter to January 5, 2026		

RECOMMENDED ACTION:

Motion by _____ Second by _____ to approve to Reschedule Public Hearing for Consideration to Amend Section 4.06 of the City Charter to January 5,2026

Motion by _____ Second by _____ to publish by summary of publication.

OVERVIEW:

The Board of Zoning Appeals (BZA), like several other City boards and commissions, is facing limited participation due to a shortage of volunteers. Currently, only two of seven seats are filled, and despite repeated outreach, no new applications have been received. As a result, the BZA has had to forward two items to the City Council for a decision this year. To address this untenable situation, a merger with the Planning Commission is proposed to strengthen both the body and the City’s planning processes. This amendment will not dissolve the Board of Zoning Appeal.

The amendment would revise the City Charter to grant the Council authority, by ordinance, to allow the Planning Commission to serve in the dual role of Planning Commission and Board of Zoning Appeals. If enacted, the two current BZA members have agreed to join the Planning Commission, which itself is operating with only five of nine seats filled.

This recommendation, supported by both the Planning Commission and the BZA, was approved by the City Charter Commission on October 28, 2025, and is now being forwarded to the City Council for consideration.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

Request more information.

ATTACHMENTS:

1. Charter Amendment Ordinance - reassigning BZA duties to PC (v1) - 080425
2. PC Letter of Support for 2025 Charter Amendments

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 4.06
OF THE CHARTER OF THE CITY OF WILLMAR

WHEREAS, Pursuant to Minn. Stat. § 410.12, subd. 7, the Charter Commission for the City of Willmar convened on _____, 2025, and at such meeting recommended that the City Council of the City of Willmar enact a charter amendment by ordinance pursuant to which Section 4.06 of the Willmar Charter be amended to authorize the City Council to, by ordinance, assign the duties and responsibilities of the Board of Zoning Appeals to the Planning Commission; and

WHEREAS, the City Council of the City of Willmar received the above-mentioned recommendation of the Charter Commission when it received the draft minutes of the Charter Commission's _____, 2025 meeting at the City Council's _____, 2025, regular meeting.

NOW THEREFORE, THE CITY OF WILLMAR HEREBY ORDAINS:

Section 1. AMENDMENT OF CHARTER SECTION 4.06. Article IV, Section 4.06 of the Willmar Charter, is hereby amended as follows (deleted material is crossed out; new material is underlined; sections and subsections not being amended are omitted):

Section 4.06. - Board of zoning appeals.

Subdivision 1. Members, qualifications, term, officers. There shall be a board of zoning appeals comprised of seven members, appointed for terms of three years, none of whom shall hold any other office or position in the city government. The board shall elect a chair, a vice-chair, a secretary and such other officers as it shall from time to time determine. No member shall serve more than two consecutive terms on the board. The serving of a term of two years or more shall be considered a full term for purposes of the preceding sentence.

Subdivision 2. Powers and duties. The board shall hear all applications for variances to the requirements of the zoning ordinance of the city. The board shall have such other powers and duties as the city council, by ordinance, may prescribe, or which are assigned to a board of appeals and adjustments in state law.

Subdivision 3. Reassignment of powers and duties. The City Council may, by ordinance, assign the powers and duties of the Board of Appeals and Adjustments as set forth in this Section to the Planning Commission, in which case the Planning Commission shall serve as the Board of Zoning Appeals and Adjustments. The City Council may further establish such procedures for appeals from decisions of the Board of Zoning Appeals as the City Council may determine appropriate, in accordance with state law.

Section 2. EFFECTIVE DATE. Pursuant to Minn. Stat. § 410.12, subd. 7, this ordinance shall be effective 90 days after its adoption and second publication.

Passed by the City Council of the City of Willmar this ___ day of _____, 2025.

ATTEST:

Verna Larsen, City Clerk

Douglas E. Reese, Mayor

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

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____



333 6th Street Southwest | Willmar MN 56201 | 320.235.4913

December 3, 2025

Subject: Willmar Planning Commission Recommendation of Proposed City Charter Amendments to City Council

Dear Honorable Members of the City Council,

The Willmar Planning Commission is recommending approval of the proposed amendments to the City Charter that came before the Willmar City Council at the November 3, 2025 meeting. These amendments regarding the functions of the volunteer Planning Commission would improve the clarity, effectiveness, and efficiency of the Planning Commission’s duties.

The proposed amendments to redefine the roll of the Planning Commission regarding the capital improvement plan (CIP) and land transactions have been requested by this Commission multiple times over the past few years in effort to clarify the Commission’s duty regarding these items.

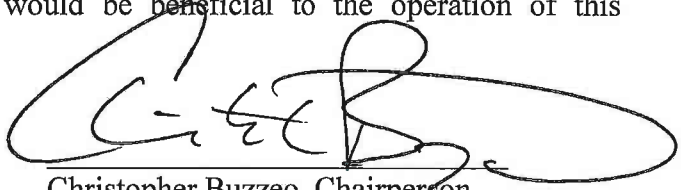
The current language in the City Charter is unclear as to the method of recommendation or approval that is needed by the Commission for the above referenced items. The Commission is unclear whether the items should be evaluated for their effectiveness, price, benefits, rationale, etc. Furthermore, the Commission is not involved in the negotiations or informative work sessions for these items to provide the requisite knowledge for effective decision-making.

The proposed amendment would clarify the Commission’s duty to review and report on the items within the context of their correlation with the Comprehensive Plan and align with the state statutory requirements for Planning Commission review.

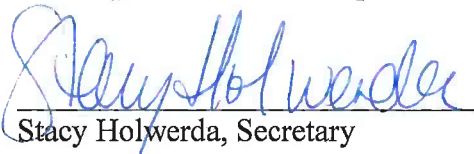
The Planning Commission also understands the Board of Zoning Appeals (BZA) has struggled to maintain an effective level of members and this Commission accepts the roles and responsibilities of the BZA if it were to be merged with the Planning Commission. This Commission would also welcome the additional members from the BZA joining this body.

Based on our review of the proposed language of the City Charter amendments, the Planning Commission has concluded that this change would be beneficial to the operation of this Commission.

Dated: 12/3/2025


Christopher Buzzeo, Chairperson

Attest:


Stacy Holwerda, Secretary



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.L.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	Yes	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Reschedule Public Hearing for the Consideration to Codify the City of Willmar Zoning Ordinance No. 1060 to January 5, 2026		

RECOMMENDED ACTION:

Motion by _____ Second by _____ to approve to Reschedule Public Hearing for the Consideration to Codify the City of Willmar Zoning Ordinance No. 1060 to January 5, 2026

Motion by _____ Second by _____ to publish by summary of publication.

OVERVIEW:

This amendment proposes codifying the Willmar Zoning Ordinance (Ordinance No. 1060), along with all subsequent amendments, into Chapter 14, Article I of the City Code. To accommodate this placement, sections within Articles II–IV of Chapter 14 will be renumbered. The codification process also updates internal references and corrects typographical errors, without altering the substance or regulatory impact of Ordinance 1060 as amended.

Codification is the formal process of organizing and integrating ordinances into a structured municipal code. It ensures consistency, clarity, and accessibility by consolidating related regulations, updating cross-references, and correcting minor errors, while preserving the original legal intent and effect of the ordinance.

Approval of this codification is required in advance of the comprehensive zoning rewrite scheduled to begin in January 2026.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Zoning Codification Enactment Ordinance 091525
2. Summary publication of zoning codification enactment ordinance 091525

ORDINANCE NO. _____

AN ORDINANCE CODIFYING THE WILLMAR ZONING ORDINANCE,
ORDINANCE NO. 1060, AS AMENDED

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

Section 1. AMENDMENT OF MUNICIPAL CODE CHAPTER 14, ARTICLE I. The Code of Ordinances of the City of Willmar, Chapter 14, “Land Development,” Article I, “In General,” is hereby repealed in its entirety and replaced by the enactment of a new Article I entitled “Willmar Zoning Ordinance” to read as provided in Appendix A to this ordinance, which is attached hereto and incorporated herein by reference.

Section 2. RENUMBERING OF MUNICIPAL CODE CHAPTER 14, ARTICLE II. The Code of Ordinances of the City of Willmar, Chapter 14, “Land Development,” Article II, “Subdivisions,” Sections 14-102 through 14-256 within Divisions 1, 2, 3 and 4, are hereby renumbered as Sections 14-302 through Sections 14-456.

Section 3. RENUMBERING OF MUNICIPAL CODE CHAPTER 14, ARTICLE III. The Code of Ordinances of the City of Willmar, Chapter 14, “Land Development,” Article III, “Floodplain Management,” Sections 14-202 through 14-231 within Divisions 1, 2 and 3, are hereby renumbered Sections 14-502 through 14-531.

Section 4. RENUMBERING OF MUNICIPAL CODE CHAPTER 14, ARTICLE IV. The Code of Ordinances of the City of Willmar, Chapter 14, “Land Development,” Article IV, “Local Heritage Designation,” Sections 14-251 through 14-256 are hereby renumbered as Sections 14-602 through 14-607.

Section 5. CODIFICATION OF ORDINANCE NO. 1060; SUPERSEDING EFFECT. The enactment of a new Article I entitled “Willmar Zoning Ordinance” pursuant to Section 1 above shall have the effect of codifying Ordinance No. 1060 and all subsequent amendments thereto; such codification includes updating internal references and correcting typographical errors but does not alter the substance effect of the regulations contained within Ordinance 1060, as amended. From and after the effective date of this Ordinance, Article I as enacted pursuant to Section 1 above shall supersede Ordinance 1060, as amended.

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

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

ATTEST:

Verna Larsen, City Clerk

Doug Reese, Mayor

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

This Ordinance introduced by Council Member: _____

This Ordinance introduced on: _____

This Ordinance published on: _____

This Ordinance given a hearing on: _____

This Ordinance adopted on: _____

This Ordinance published on: _____

APPENDIX A

WILLMAR, MINNESOTA
CHAPTER 14
ARTICLE I. – ZONING ORDINANCE

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SUMMARY PUBLICATION OF CITY OF WILLMAR ORDINANCE NO. ____

**AN ORDINANCE CODIFYING THE WILLMAR ZONING ORDINANCE,
ORDINANCE NO. 1060, AS AMENDED**

Summary: Ordinance No. ____ as adopted by the Willmar City Council on _____, 2025, has the effect of codifying the Willmar Zoning Ordinance, Ordinance No. 1060, and subsequent amendments thereto, within Chapter 14, Article I of the City Code. The Ordinance also renumbers the sections within Articles II - IV of Chapter 14 to make room for the zoning ordinance in Article I. The codification of Ordinance 1060, as amended, includes updating internal references and correcting typographical errors but does not alter the substance effect of the regulations contained within Ordinance 1060, as amended.

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



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.M.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Cooperative Agreement for Building Official Services 2026 - 2028 - Kandiyohi		

RECOMMENDED ACTION:

Motion by _____ and Second by _____ to enter into the Cooperative Agreement for Building Official Services with the city of Kandiyohi

OVERVIEW:

The City of Kandiyohi will renew its Building Permitting and Inspection Services for the period of January 2026 through 2028. These services have been provided by the City of Willmar since 2025 and will continue under the renewed agreement.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Cooperative Agreement for Building Official Services - Kandiyohi

COOPERATIVE AGREEMENT FOR BUILDING OFFICIAL SERVICES

THIS AGREEMENT, made and entered into this 1st day of January 2026, by and between the City of Kandiyohi, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "Kandiyohi", and the City of Willmar, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "Willmar".

RECITALS

WHEREAS, The City of Kandiyohi is interested in contracting with the City of Willmar for the performance of building permitting and inspection services within the city limits of the City of Kandiyohi; and

WHEREAS, Willmar has a certified Building Official (the "Building Official") and qualified inspectors on staff, who are responsible for the enforcement of the Minnesota State Building Code within the City of Willmar; and

WHEREAS, Willmar has appropriate staffing levels and is agreeable to providing building inspection and permitting services to Kandiyohi under the terms and conditions of this Agreement; and

WHEREAS, Willmar and Kandiyohi are authorized under Minnesota Statutes Section 471.59 to enter into agreements to jointly or cooperatively exercise common powers.

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the City of Kandiyohi and the City of Willmar agree as follows:

1. SCOPE OF SERVICES. The Building Official or representative shall provide the following services to the City of Kandiyohi:

- a. Building permitting, building inspection, building plan and site plan reviews, and support for all building projects within the corporate limits of the City of Kandiyohi.
- b. All inspections shall be done to ensure compliance with all applicable local, state, and federal statutes, rules, regulations, or ordinances, as well as the Minnesota State Building Code.
- c. Provide rental inspections according to the rental inspection checklist provided by said city.
- d. As necessary, designated City of Willmar staff will attend public meetings of the City of Kandiyohi, such as Planning Commission, City Council, Zoning, etc., for expert testimony and presentations.

2. SERVICES PROVIDED UPON REQUEST

- a. Parties understand and agree that all services rendered under this Agreement shall be provided upon direct request only. The City of Kandiyohi shall contact the City of Willmar's Planning and Development department, per the *Regional Building Services Workflow (Exhibit A.)*, to request such services, including inspections and public meetings, and should do so reasonably far in advance to allow for proper scheduling, travel, and availability.

3. COOPERATION AND EQUIPMENT

- a. To facilitate performance of said functions, the City of Kandiyohi and the Building Official assigned under this Agreement shall have full cooperation and assistance from all officers, agents, and employees of the City Kandiyohi, including access to all city owned property and buildings and reasonable use of the City facilities and equipment as is reasonably necessary to provide the services required under this Agreement.
- b. City of Kandiyohi will grant access to all permitting files, both physical and digital copies, including but not limited to: archived plans, permits, permit applications, reports, zoning regulations, and zoning/territory maps, as necessary to fulfill the obligations of this Agreement.
- c. Willmar shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the appropriate level of service to be rendered hereunder.

4. EMPLOYEE STATUS

- a. Willmar shall assume all responsibility for the payment of salaries, wages, workers' compensation, or any other insurance relating to the operation of the assigned Building Official under this Agreement.
- b. At all times and for all purposes hereunder, the Building Official shall remain a City of Willmar employee and shall not be an employee of the City of Kandiyohi for any purpose. No statement contained in this Agreement shall be construed so as to find the Building Official to be an employee of the City of Kandiyohi.
- c. Willmar shall immediately notify the City of Kandiyohi in writing whenever it is unable to, or reasonably believes it is going to be unable to, provide the agreed upon services.
- d. The City of Kandiyohi is barred from hiring and/or entering into a contract for employment with individuals who are presently employed by Willmar's Planning and Development Department or separated from employment during the time this Agreement is in effect. The City of Kandiyohi cannot approach an individual qualifying above as a prospective hire for at least two years after the most recent contract has expired.

5. TERM AND RENEWAL

- a. Unless sooner terminated as provided herein, this Agreement shall be effective January 1st, 2026, and shall run until December 31, 2028 (the "Expiration Date").
- b. Renewal of this Agreement shall occur only upon the mutual consent of both the City of Kandiyohi and Willmar. Such consent and agreement on the renewal shall be made in writing and approved by the appropriate authority of each governing body. If renewal is exercised and agreed to, the period of renewal shall be for successive periods of two years.
- c. In the event the City of Kandiyohi desires to renew this Agreement for any succeeding period, they shall, no later than sixty (60) days prior to the Expiration Date, notify Willmar of such desire in writing, which shall thereafter have thirty (30) days upon receipt of notice to either accept or reject such renewal for an additional two-year period on the same terms or such other terms as it deems advisable if mutually agreed to under this Agreement.

6. TERMINATION

- a. Either Party shall have the right to unilaterally terminate this Agreement at their own discretion upon providing 90 days written notice to the other party.

7. COMPENSATION AND PAYMENT FOR SERVICES

- a. As compensation for the services provided, the City of Kandiyohi agrees to pay Willmar using a percentage of the collected permit fees from the projects the services are provided on. The City of Kandiyohi shall pay Willmar 75% of the total permit fees collected, excluding the State Surcharge Fee (if applicable), in addition to mileage reimbursement, and hourly fees for public meetings. The Fee structure is applicable to permits issued by City of Willmar Building Official/Licensed Representative.
- b. City of Kandiyohi shall reimbursement all mileage accrued while traveling to provide services under this Agreement. The amount of the reimbursement shall be based on the annual standard rate set by the IRS for mileage reimbursements. All mileage shall be calculated using Willmar City Offices as the starting location, located at 333 6th Street SW Willmar, MN 56201.
- c. The City of Kandiyohi shall pay an hourly rate of \$75.00, for a minimum of two hours, when designated City of Willmar staff attend any City of Kandiyohi public meetings including but not limited to, the Planning Commission, City Council, Zoning, etc.
- d. Willmar shall submit to the City a monthly building report detailing the services provided, including permits, plans, and inspection reports. Willmar shall also submit monthly mileage reimbursement requests for eligible mileage.
- e. Payment shall be made by the City upon receipt of such billing to the City of Willmar within thirty (30) days.

8. DATA REQUESTS

- a. Parties agree and understand that requests for public data submitted under the Minnesota Data Practices Act shall be the sole responsibility of the individual City receiving the request. Requests involving building permitting and inspection records, or any data connected to the services provided under this Agreement, shall remain the responsibility of the individual City receiving the request. Willmar does not assume any responsibility in responding to such requests but will cooperate as necessary.

9. MUTUAL INDEMNIFICATION

- a. Each party shall be liable for its own acts and the acts of its employee's to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately

perform its obligations pursuant to this Agreement. This includes any actions which arise because of each City's inspections performed under this Agreement.

10. MODIFICATIONS

- a. Upon notice given by either party, negotiations will be undertaken for the purpose of revising, adding to or striking any of its provisions which appear to be unworkable or insufficient as set forth herein, and that such changes, if any, when agreed to, may be executed via formal contract amendment, which shall have the same effect as though they were originally a provision of this original Agreement.

IN WITNESS WHEREOF, the City of Willmar and the City of Kandiyohi, by resolution, duly adopted, have caused this Agreement to be signed by their respective parties to be effective on the date written herein.

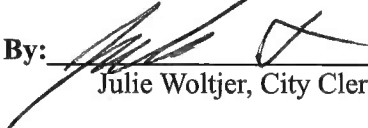
CITY OF WILLMAR

By: _____
Douglas E. Reese, Mayor

By: _____
Leslie Valiant, City Administrator

CITY OF KANDIYOHI

By:  _____
Jon Lindstrand, Mayor

By:  _____
Julie Woltjer, City Clerk/Treasurer



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.N.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Cooperative Agreement for Building Official Services 2026 - 2028 - Atwater		

RECOMMENDED ACTION:

Motion by _____ and Second by _____ to enter into the Cooperative Agreement for Building Official Services with the city of Atwater

OVERVIEW:

The City of Atwater will renew its Building Permitting and Inspection Services for the period of January 2026 through 2028. These services have been provided by the City of Willmar since 2025 and will continue under the renewed agreement.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Cooperative Agreement for Building Official Services - Atwater

COOPERATIVE AGREEMENT FOR BUILDING OFFICIAL SERVICES

THIS AGREEMENT, made and entered into this 1st day of January 2026, by and between the City of Atwater, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "Atwater", and the City of Willmar, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "Willmar".

RECITALS

WHEREAS, The City of Atwater is interested in contracting with the City of Willmar for the performance of building permitting and inspection services within the city limits of the City of Atwater; and

WHEREAS, Willmar has a certified Building Official (the "Building Official") and qualified inspectors on staff, who are responsible for the enforcement of the Minnesota State Building Code within the City of Willmar; and

WHEREAS, Willmar has appropriate staffing levels and is agreeable to providing building inspection and permitting services to Atwater under the terms and conditions of this Agreement; and

WHEREAS, Willmar and Atwater are authorized under Minnesota Statutes Section 471.59 to enter into agreements to jointly or cooperatively exercise common powers.

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the City of Atwater and the City of Willmar agree as follows:

1. SCOPE OF SERVICES. The Building Official or representative shall provide the following services to the City of Atwater:

- a. Building permitting, building inspection, building plan and site plan reviews, and support for all building projects within the corporate limits of the City of Atwater.
- b. All inspections shall be done to ensure compliance with all applicable local, state, and federal statutes, rules, regulations, or ordinances, as well as the Minnesota State Building Code.
- c. Provide rental inspections according to the rental inspection checklist provided by said city.
- d. As necessary, designated City of Willmar staff will attend public meetings of the City of Atwater, such as Planning Commission, City Council, Zoning, etc., for expert testimony and presentations.

2. SERVICES PROVIDED UPON REQUEST

- a. Parties understand and agree that all services rendered under this Agreement shall be provided upon direct request only. The City of Atwater shall contact the City of Willmar's Planning and Development department, per the *Regional Building Services Workflow (Exhibit A.)*, to request such services, including inspections and public meetings, and should do so reasonably far in advance to allow for proper scheduling, travel, and availability.

3. COOPERATION AND EQUIPMENT

- a. To facilitate performance of said functions, the City of Atwater and the Building Official assigned under this Agreement shall have full cooperation and assistance from all officers, agents, and employees of the City Atwater, including access to all city owned property and

buildings and reasonable use of the City facilities and equipment as is reasonably necessary to provide the services required under this Agreement.

- b. City of Atwater will grant access to all permitting files, both physical and digital copies, including but not limited to: archived plans, permits, permit applications, reports, zoning regulations, and zoning/territory maps, as necessary to fulfill the obligations of this Agreement.
- c. Willmar shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the appropriate level of service to be rendered hereunder.

4. EMPLOYEE STATUS

- a. Willmar shall assume all responsibility for the payment of salaries, wages, workers' compensation, or any other insurance relating to the operation of the assigned Building Official under this Agreement.
- b. At all times and for all purposes hereunder, the Building Official shall remain a City of Willmar employee and shall not be an employee of the City of Atwater for any purpose. No statement contained in this Agreement shall be construed so as to find the Building Official to be an employee of the City of Atwater.
- c. Willmar shall immediately notify the City of Atwater in writing whenever it is unable to, or reasonably believes it is going to be unable to, provide the agreed upon services.
- d. The City of Atwater is barred from hiring and/or entering into a contract for employment with individuals who are presently employed by Willmar's Planning and Development Department or separated from employment during the time this Agreement is in effect. The City of Atwater cannot approach an individual qualifying above as a prospective hire for at least two years after the most recent contract has expired.

5. TERM AND RENEWAL

- a. Unless sooner terminated as provided herein, this Agreement shall be effective January 1st, 2026, and shall run until December 31, 2028 (the "Expiration Date").
- b. Renewal of this Agreement shall occur only upon the mutual consent of both the City of Atwater and Willmar. Such consent and agreement on the renewal shall be made in writing and approved by the appropriate authority of each governing body. If renewal is exercised and agreed to, the period of renewal shall be for successive periods of two years.
- c. In the event the City of Atwater desires to renew this Agreement for any succeeding period, they shall, no later than sixty (60) days prior to the Expiration Date, notify Willmar of such desire in writing, which shall thereafter have thirty (30) days upon receipt of notice to either accept or reject such renewal for an additional two-year period on the same terms or such other terms as it deems advisable if mutually agreed to under this Agreement.

6. TERMINATION

- a. Either Party shall have the right to unilaterally terminate this Agreement at their own discretion upon providing 90 days written notice to the other party.

7. COMPENSATION AND PAYMENT FOR SERVICES

- a. As compensation for the services provided, the City of Atwater agrees to pay Willmar using a percentage of the collected permit fees from the projects the services are provided on. The City of Atwater shall pay Willmar 75% of the total permit fees collected, excluding the State Surcharge Fee (if applicable), in addition to mileage reimbursement, and hourly fees for public meetings. The Fee structure is applicable to permits issued by City of Willmar Building Official/Licensed Representative.
- b. City of Atwater shall reimbursement all mileage accrued while traveling to provide services under this Agreement. The amount of the reimbursement shall be based on the annual standard rate set by the IRS for mileage reimbursements. All mileage shall be calculated using Willmar City Offices as the starting location, located at 333 6th Street SW Willmar, MN 56201.
- c. The City of Atwater shall pay an hourly rate of \$75.00, for a minimum of two hours, when designated City of Willmar staff attend any City of Atwater public meetings including but not limited to, the Planning Commission, City Council, Zoning, etc.
- d. Willmar shall submit to the City a monthly building report detailing the services provided, including permits, plans, and inspection reports. Willmar shall also submit monthly mileage reimbursement requests for eligible mileage.
- e. Payment shall be made by the City upon receipt of such billing to the City of Willmar within thirty (30) days.

8. DATA REQUESTS

- a. Parties agree and understand that requests for public data submitted under the Minnesota Data Practices Act shall be the sole responsibility of the individual City receiving the request. Requests involving building permitting and inspection records, or any data connected to the services provided under this Agreement, shall remain the responsibility of the individual City receiving the request. Willmar does not assume any responsibility in responding to such requests but will cooperate as necessary.

9. MUTUAL INDEMNIFICATION

- a. Each party shall be liable for its own acts and the acts of its employee's to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. This includes any actions which arise because of each City's inspections performed under this Agreement.

10. MODIFICATIONS

- a. Upon notice given by either party, negotiations will be undertaken for the purpose of revising, adding to or striking any of its provisions which appear to be unworkable or insufficient as set forth herein, and that such changes, if any, when agreed to, may be executed via formal

contract amendment, which shall have the same effect as though they were originally a provision of this original Agreement.

IN WITNESS WHEREOF, the City of Willmar and the City of Atwater, by resolution, duly adopted, have caused this Agreement to be signed by their respective parties to be effective on the date written herein.

CITY OF WILLMAR

By: _____
Douglas E. Reese, Mayor

By: _____
Leslie Valiant, City Administrator

CITY OF ATWATER

By: Mark Olson
Mark Olson, Mayor

By: Goldie Smith
Goldie Smith, City Clerk/Treasurer



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.O.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Cooperative Agreement for Building Official Services 2026 - 2028 - New London		

RECOMMENDED ACTION:

Motion by _____ and Second by _____ to enter into the Cooperative Agreement for Building Official Services with the city of New London.

OVERVIEW:

The City of New London will renew its Building Permitting and Inspection Services for the period of January 2026 through 2028. These services have been provided by the City of Willmar since 2025 and will continue under the renewed agreement.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Cooperative Agreement for Building Official Services - New London

COOPERATIVE AGREEMENT FOR BUILDING OFFICIAL SERVICES

THIS AGREEMENT, made and entered into this 1st day of January 2026, by and between the City of New London, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "New London", and the City of Willmar, a municipal corporation under the laws of the State of Minnesota, hereinafter referred to as "Willmar".

RECITALS

WHEREAS, The City of New London is interested in contracting with the City of Willmar for the performance of building permitting and inspection services within the city limits including a two-mile radius of the City of New London; and

WHEREAS, Willmar has a certified Building Official (the "Building Official") and qualified inspectors on staff, who are responsible for the enforcement of the Minnesota State Building Code within the City of Willmar; and

WHEREAS, Willmar has appropriate staffing levels and is agreeable to providing building inspection and permitting services to New London under the terms and conditions of this Agreement; and

WHEREAS, Willmar and New London are authorized under Minnesota Statutes Section 471.59 to enter into agreements to jointly or cooperatively exercise common powers.

NOW THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the City of New London and the City of Willmar agree as follows:

1. SCOPE OF SERVICES. The Building Official or representative shall provide the following services to the City of New London:

- a. Building permitting, building inspection, building plan and site plan reviews, and support for all building projects within the corporate limits of the City of New London including a two-mile radius.
- b. All inspections shall be done to ensure compliance with all applicable local, state, and federal statutes, rules, regulations, or ordinances, as well as the Minnesota State Building Code.
- c. Provide rental inspections according to the rental inspection checklist provided by said city.
- d. As necessary, designated City of Willmar staff will attend public meetings of the City of New London, such as Planning Commission, City Council, Zoning, etc., for expert testimony and presentations.

2. SERVICES PROVIDED UPON REQUEST

- a. Parties understand and agree that all services rendered under this Agreement shall be provided upon direct request only. The City of New London shall contact the City of Willmar's Planning and Development department, per the *Regional Building Services Workflow (Exhibit A.)*, to request such services, including inspections and public meetings, and should do so reasonably far in advance to allow for proper scheduling, travel, and availability.

3. COOPERATION AND EQUIPMENT

- a. To facilitate performance of said functions, the City of New London and the Building Official assigned under this Agreement shall have full cooperation and assistance from all officers, agents, and employees of the City New London, including access to all city owned property and buildings and reasonable use of the City facilities and equipment as is reasonably necessary to provide the services required under this Agreement.
- b. City of New London will grant access to all permitting files, both physical and digital copies, including but not limited to: archived plans, permits, permit applications, reports, zoning regulations, and zoning/territory maps, as necessary to fulfill the obligations of this Agreement.
- c. Willmar shall furnish and supply all necessary labor, supervision, equipment, communication facilities, and supplies necessary to maintain the appropriate level of service to be rendered hereunder.

4. EMPLOYEE STATUS

- a. Willmar shall assume all responsibility for the payment of salaries, wages, workers' compensation, or any other insurance relating to the operation of the assigned Building Official under this Agreement.
- b. At all times and for all purposes hereunder, the Building Official shall remain a City of Willmar employee and shall not be an employee of the City of New London for any purpose. No statement contained in this Agreement shall be construed so as to find the Building Official to be an employee of the City of New London.
- c. Willmar shall immediately notify the City of New London in writing whenever it is unable to, or reasonably believes it is going to be unable to, provide the agreed upon services.
- d. The City of New London is barred from hiring and/or entering into a contract for employment with individuals who are presently employed by Willmar's Planning and Development Department or separated from employment during the time this Agreement is in effect. The City of New London cannot approach an individual qualifying above as a prospective hire for at least two years after the most recent contract has expired.

5. TERM AND RENEWAL

- a. Unless sooner terminated as provided herein, this Agreement shall be effective January 1st, 2026, and shall run until December 31, 2028 (the "Expiration Date").
- b. Renewal of this Agreement shall occur only upon the mutual consent of both the City of New London and Willmar. Such consent and agreement on the renewal shall be made in writing and approved by the appropriate authority of each governing body. If renewal is exercised and agreed to, the period of renewal shall be for successive periods of two years.
- c. In the event the City of New London desires to renew this Agreement for any succeeding period, they shall, no later than sixty (60) days prior to the Expiration Date, notify Willmar of such desire in writing, which shall thereafter have thirty (30) days upon receipt of notice to

either accept or reject such renewal for an additional two-year period on the same terms or such other terms as it deems advisable if mutually agreed to under this Agreement.

6. TERMINATION

- a. Either Party shall have the right to unilaterally terminate this Agreement at their own discretion upon providing 90 days written notice to the other party.

7. COMPENSATION AND PAYMENT FOR SERVICES

- a. As compensation for the services provided, the City of New London agrees to pay Willmar using a percentage of the collected permit fees from the projects the services are provided on. The City of New London shall pay Willmar 75% of the total permit fees collected, excluding the State Surcharge Fee (if applicable), in addition to mileage reimbursement, and hourly fees for public meetings. The Fee structure is applicable to permits issued by City of Willmar Building Official/Licensed Representative.
- b. City of New London shall reimbursement all mileage accrued while traveling to provide services under this Agreement. The amount of the reimbursement shall be based on the annual standard rate set by the IRS for mileage reimbursements. All mileage shall be calculated using Willmar City Offices as the starting location, located at 333 6th Street SW Willmar, MN 56201.
- c. The City of New London shall pay an hourly rate of \$75.00, for a minimum of two hours, when designated City of Willmar staff attend any City of New London public meetings including but not limited to, the Planning Commission, City Council, Zoning, etc.
- d. Willmar shall submit to the City a monthly building report detailing the services provided, including permits, plans, and inspection reports. Willmar shall also submit monthly mileage reimbursement requests for eligible mileage.
- e. Payment shall be made by the City upon receipt of such billing to the City of Willmar within thirty (30) days.

8. DATA REQUESTS

- a. Parties agree and understand that requests for public data submitted under the Minnesota Data Practices Act shall be the sole responsibility of the individual City receiving the request. Requests involving building permitting and inspection records, or any data connected to the services provided under this Agreement, shall remain the responsibility of the individual City receiving the request. Willmar does not assume any responsibility in responding to such requests but will cooperate as necessary.

9. MUTUAL INDEMNIFICATION

- a. Each party shall be liable for its own acts and the acts of its employee's to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its

agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. This includes any actions which arise because of each City's inspections performed under this Agreement.

10. MODIFICATIONS

- a. Upon notice given by either party, negotiations will be undertaken for the purpose of revising, adding to or striking any of its provisions which appear to be unworkable or insufficient as set forth herein, and that such changes, if any, when agreed to, may be executed via formal contract amendment, which shall have the same effect as though they were originally a provision of this original Agreement.

IN WITNESS WHEREOF, the City of Willmar and the City of New London, by resolution, duly adopted, have caused this Agreement to be signed by their respective parties to be effective on the date written herein.

CITY OF WILLMAR

By: _____
Douglas E. Reese, Mayor

By: _____
Leslie Valiant, City Administrator

CITY OF NEW LONDON

By: _____
John Dahl, Mayor

By: _____
Jen Dahl, City Administrator

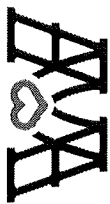
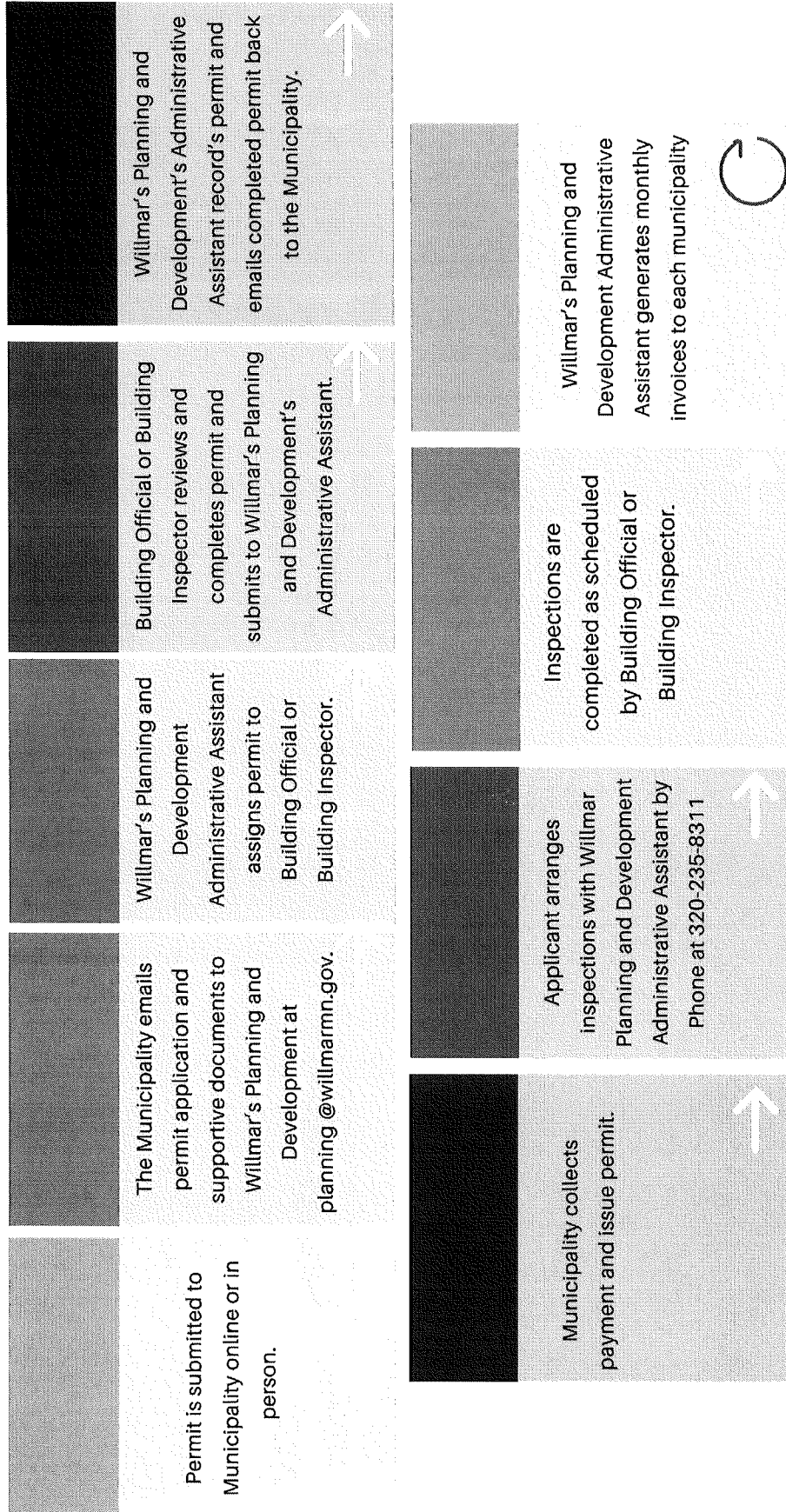


Exhibit A

REGIONAL BUILDING SERVICES WORKFLOW





City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.P.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Agreement and Consent to Removal of Hazardous Building		

RECOMMENDED ACTION:

Approve the Agreement and Consent to Removal of Hazardous Building

OVERVIEW:

Gregory Rush, owner of the property at 629 7th Street NW in Willmar (Parcel No. 95-820-0410), entered into an agreement with the City of Willmar.

- The City Council ordered removal of a hazardous building on the property.
- The Owner acknowledges the right to hire an independent contractor but has requested, under Minn. Stat. §463.151, that the City handle the removal and assess the costs to the property.
- State law requires written consent from all lienholders of record, which has been provided.
- The City agrees to contract for the removal, with costs and administrative fees charged against the property.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Agreement and Consent to Removal of Hazardous Building

AGREEMENT AND CONSENT TO REMOVAL OF HAZARDOUS BUILDING

THIS AGREEMENT is made by Gregory Rush, a single person and resident of the State of Minnesota, hereinafter "Owner", the Minnesota Housing Finance Agency and Rescue Mortgage, Inc. d/b/a Mortgage Depot, hereinafter "Lienholders", and the City of Willmar, a municipal corporation under the laws of the State of Minnesota, hereinafter "the City".

The parties represent and affirm that:

WHEREAS, Gregory Rush, is the owner of real property located at 629 7th Street Northwest in the City of Willmar, County of Kandiyohi, State of Minnesota, and legally described as follows:

The East 85 feet of the Northerly 113 Feet of Lot 1, Block 3, Thorpe and Lien's Addition to the City of Willmar, according to the recorded plat thereof, City of Willmar, Kandiyohi County.

Parcel Number: 95-820-0410, hereinafter "the Property"; and

WHEREAS, Lienholder holds a Mortgage interest in the Property and is the only lienholder of record on the Property; and

WHEREAS, the City Council has issued an Order to Owner to remove a hazardous building located on the Property; and,

WHEREAS, Owner understands that Owner has the right to hire an independent contractor to remove the hazardous building subject to all applicable laws, ordinances, codes, regulations and policies; and

WHEREAS, the Owner has requested, pursuant to Minn. Stat. §463.151, that the City remove the hazardous building and charge the cost of removal against the Property; and

WHEREAS, Minn. Stat. §463.151 also requires the consent in writing of all lienholders of record; and

WHEREAS, the City is willing to contract for the removal of the hazardous building, provided the Owner and Lienholder consent, in writing, to said removal and subsequent charge against the Property of the cost of removal and the administrative fees attendant therewith;

NOW THEREFORE, the parties agree to the following terms:

1. Owner and Lienholder hereby consent to the removal of the hazardous building located on the Property by the City. Owner understands and acknowledges that the cost of removal,

and the administrative fees attendant therewith, shall be charged against the Property.

2. Other than the Lienholder, the Owner certifies that there are no additional lienholders of record.

3. The City estimates the total cost to be \$13,500 which estimate is based on the following: \$10,000 for removal and \$3,500 for administrative fees.

5. At the request and consent of the Owner and the Lienholder, the total cost of removal of the hazardous building from the Property as set forth in numbered paragraph 3 above, subject to reasonable variation owing to unexpected circumstances or conditions at the Property, shall be assessed against the Property, and shall be paid by Owner according to the current state statute and city ordinance provisions concerning payment of such special assessments.

6. Owner and Lienholder acknowledge the benefit to the Property and to Owner and Lienholder of having the City contract for the removal of the hazardous building and spread the cost thereof over time, and hereby waives any objections or rights of appeal which Owner and Lienholder may otherwise have with respect to the assessment for the Removal of Hazardous Building agreed to in Paragraph 4 above, whether the same be based upon procedural error under Minnesota Statutes Ch. 429 or other law, ordinance or regulation, or upon a claim that the amount of the assessment is excessive, or upon any other alleged defect.

7. The obligation to pay for the Removal of Hazardous Building and the waiver of objections and appeal rights shall continue until the amount owed is paid in full.

8. This agreement shall inure to the benefit of and be binding upon the successors in interest of all parties. Owner and Lienholder shall notify any successor to Owner's interest in the Property of the existence and terms of this Agreement.

[Signature pages to follow]

CITY OF WILLMAR

Dated: _____

By: _____

Douglas E. Reese, Mayor

Dated: _____

By: _____

Leslie Valiant, City Administrator

STATE OF MINNESOTA)
) -ss-
COUNTY OF KANDIYOHI)

On this ____ day of _____, 2025, before me a Notary Public within and for said County, personally appeared Douglas E. Reese and Leslie Valiant, to me personally known, who being each by me duly sworn did say that they are respectively the Mayor and City Administrator of the municipal corporation named in the foregoing instrument, and that the seal affixed to said instrument is the corporate seal of said municipal corporation, and the said instrument was signed and sealed on behalf of said municipal corporation by authority of its City Council and said Douglas E. Reese and Leslie Valiant acknowledged said instrument to be the free act and deed of said municipal corporation.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Flaherty & Hood, P.A.
525 Park Street, Suite 470
St. Paul, MN 55103
(651) 225-8840



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.Q.
Agenda Section:	Consent Items	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Christopher Corbett, Planning and Development Director
Ordinance:	No	Presented By:	Christopher Corbett, Planning and Development Director
Item:	Permission to Negotiate and Award Bid to Remove Hazardous Building		

RECOMMENDED ACTION:

Permit staff to Negotiate and Award Bid to Remove Hazardous Building

OVERVIEW:

Staff is requesting authorization to negotiate and award a bid, not to exceed \$25,000, for the demolition of the hazardous building located at 629 7th Street NW. The property owner has signed an agreement allowing the demolition costs to be assessed to the property.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Estimate_1120_from_CMF
2. Estimate from Stai
3. Estimate_ Bonnema

1450 W Lincoln Ave
Olivia, MN 56277
3204440072



Estimate

ADDRESS

City of Willmar
333 6th St SW
Willmar, MN 56201

ESTIMATE # 1120

DATE 12/10/2025

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	This estimate is for the complete demolition of the dwelling at 629 7th St NW - Willmar, MN.	1	16,862.00	16,862.00
	Included in estimate: <ul style="list-style-type: none">- Clean up, demolition and haul away of building and all contents inside- Cap sewer and water- Removal of stem walls and footings- Provide additional roll off dumpster for all items not accepted at landfill			
	Not included in this estimate: <ul style="list-style-type: none">- all landfill/disposal fee's (estimated at \$10,000)- disconnect fee's of power, etc- demolition permits- asbestos inspection or abatement- material needed to backfill			

SUBTOTAL	16,862.00
TAX	0.00
TOTAL	\$16,862.00

Accepted By

Accepted Date



620 Agnes St. NE
 SPICER, MN 56288
 320-796-5097

Partial
 Finance with o

DATE OF ORDER 12-10-25

BILL TO City of Willmar
 ADDRESS 333 6th St SW
 CITY, STATE, ZIP Willmar mn 56201

House Demo 629 7th St NW
 JOB NAME AND LOCATION

Demo Burnt House At 629 7th St NW

Demo House and Haul to Landfill

Remove ALL Concrete and Haul out.

Cap off Sewer Line & Water Line

Fill in Level off site with Black Dirt

Neil Stai (Bid Price 9,500.00)
12-10-25

DUE IN 30 DAYS

T Hank
you

TOTAL HOURS	
TOTAL AMOUNT	<u>9,500.00</u>



186 HWY 23 SE
 RAYMOND, MN
 56282

Estimate

12/10/2025

Prepared by: Peter Bonnema

Phone: 320-847-2607

Cell Phone: 320-212-9572

CITY OF WILLMAR
 JOSH LARCOM

MPCA License # 4010



Customer Phone

Description	Total
629 7TH ST NW WILLMAR	
DEMO HOUSE, HAUL AWAY AS GARBAGE, DEMO AND HAUL AWAY CONCRETE, ONE LOAD OF BLACK DIRT TO FILL FOOTING TRENCHES	7,000.00
ESTIMATED GARBAGE FEES	3,000.00
NO ASBESTOS MITIGATION FIGURED OR INSPECTIONS INCLUDED	
Please let me know if you want me to go ahead with this project	
Total	\$10,000.00

If you have any questions concerning this estimate, please contact Peter at the above phone numbers.

Thank You for your business!



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.R.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Consideration of Designating Polling Places for Elections 2026		

RECOMMENDED ACTION:

Adopt the Resolution Designating Polling Places for Elections in 2026

OVERVIEW:

In accordance with Minnesota Statutes 204B.16, Subdivision 1, which was changed in the 2017 legislative session, by December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the ordinance or resolution are the polling places for the following calendar year unless a change is made.

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVES TO CONSIDER:

N/A

ATTACHMENTS:

1. Designated Polling Places for 2026 Elections Resolution

RESOLUTION NO.

RESOLUTION APPROVING DESIGNATING POLLING PLACES FOR ELECTIONS IN 2026

Motion By: _____ Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar, Minnesota, that the following buildings be designated as the official voting locations for the 2026 Elections:

- | | | |
|--------------|--------------------------|--|
| FIRST WARD: | 1 st Precinct | National Guard Armory
614 North Highway 71 |
| | 2 nd Precinct | Four Season Shelter, Robbins Island
945 Business Hwy 71 N |
| | 3 rd Precinct | Word of Faith Family Church
3010 7 th Avenue Northwest |
| SECOND WARD: | 1 st Precinct | St. Mary's Catholic Church
713 Southwest 12th Street |
| | 2 nd Precinct | Vinje Lutheran Church
1101 Willmar Avenue Southwest |
| | 3 rd Precinct | Rock of Life, CRC
1708 Southwest 8th Street |
| | 4 th Precinct | Mail Ballot |
| THIRD WARD: | 1 st Precinct | Refuge Church
1000 6 th Street Southeast |
| | 2 nd Precinct | Highland Apartments
115 East Becker Avenue |
| | 3 rd Precinct | Willmar Education and Arts Center
611 West 5th Street |
| FOURTH WARD: | 1 st Precinct | Refuge Church
1000 6 th Street Southeast |
| | 2 nd Precinct | Calvary Lutheran Church
302 Olena Avenue |
| | 3 rd Precinct | First Covenant Church
801 Southwest Willmar Avenue |

Dated this 15th day of December 2025.

Attest:

MAYOR

CITY CLERK



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.S.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Kandiyohi County Pheasants Forever Lawful Gambling Application		

RECOMMENDED ACTION:

Approve Kandiyohi County Pheasants Forever Lawful Gambling Application

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Kandiyohi County Pheasants Forever Lawful Gambling Application

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Kandiyohi County Pheasants Forever Previous Gambling Permit Number: X- 03697-25-024
 Minnesota Tax ID Number, if any: 41-1429149 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: Box 732
 City: Willmar State: MN Zip: 56201 County: Kandiyohi
 Name of Chief Executive Officer (CEO): Kevin Ochsendorf
 CEO Daytime Phone: 320-212-2412 CEO Email: kjochs@yahoo.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- Fraternal Religious Veterans Other Nonprofit Organization

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

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

- A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Willmar Convention Center
 Physical Address (do not use P.O. box): 240 23rd St. SE
 Check one:
 City: Willmar Zip: 56201 County: Kandiyohi
 Township: _____ Zip: _____ County: _____
 Date(s) of activity (for raffles, indicate the date of the drawing): April 11, 2026

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

- Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: City of Willmar

Signature of City Personnel: *Vernae Jansen*

Title: City Clerk Date: 12/1/25

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

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

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: *Kevin D. Ochsendorf* Date: 11/25/2025

(Signature must be CEO's signature; designee may not sign)

Print Name: Kevin Ochsendorf

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and

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

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

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



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.T.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	Yes	Prepared By:	Deborah Stulen, Administrative Assistant
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Premise Permit for Willmar Baseball Booster Association at Foxhole Brewhouse Inc.		

RECOMMENDED ACTION:

Adopt the Resolution to Approve the Premise Permit and Direct the City Clerk to Forward Same to the Gambling Control Board.

OVERVIEW:

The Willmar Baseball Booster Association is making application to the Gambling Control Board to obtain a Premise Permit for a Gambling License at the Foxhole Brewhouse Inc. located at 905 Business Hwy 71 N.

BUDGETARY/FISCAL ISSUES:

N/A

ALTERNATIVES TO CONSIDER:

Deny the Willmar Baseball Booster Association Premise Permit

ATTACHMENTS:

1. Resolution Premise Permit-Willmar Baseball Booster-Foxhole Brewhouse Inc.
2. Premise Permit-Willmar Baseball Booster Application

RESOLUTION NO.

**REQUESTING THAT THE MINNESOTA GAMBLING CONTROL BOARD APPROVE THE APPLICATION
FOR A PREMISE PERMIT FOR THE WILLMAR BASEBALL BOOSTER ASSOCIATION**

Motion By: _____ Second By: _____

WHEREAS, the Willmar Baseball Booster Association has applied to the Minnesota Gambling Control Board to obtain a Premise Permit for a Gambling License at the Foxhole Brewhouse Inc., 905 Business Hwy 71 N, Willmar, Minnesota;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that the City approves of the Premise Permit for the Willmar Baseball Booster Association and respectfully requests that the State of Minnesota Gambling Control Board approve the Premise Permit to the Willmar Baseball Booster Association.

Dated this 15th day of December, 2025.

MAYOR

ATTEST:

CITY CLERK

LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

- | | |
|--|--|
| <p>1. If the premises is leased, attach a copy of your lease. Use LG215 Lease for Lawful Gambling Activity.</p> <p>2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "State of Minnesota."</p> | <p>Mail the application and required attachments to:
 Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113</p> <p>Questions? Call 651-539-1900 and ask for Licensing.</p> |
|--|--|

ORGANIZATION INFORMATION

Organization Name: Willmar Baseball Booster Assn. License Number: 95212
 Chief Executive Officer (CEO) Mike Fugertie Daytime Phone: 320-212-3637
 Gambling Manager: Andrew DeBoer Daytime Phone: 320-295-1692

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Foxhole Brewhouse Inc.
 List any previous names for this location: _____
 Street address where premises is located: 905 Business 71 N.
(Do not use a P.O. box number or mailing address.)

City: <u>Willmar</u>	OR	Township: _____	County: <u>Kandiyohi</u>	Zip Code: <u>56201</u>
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Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Home State Bank Bank Account Number: 30067185
 Bank Street Address: 1610 Hwy 12 E City: Willmar State: MN Zip Code: 56201

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>1239 16th St. SW</u>	<u>Willmar</u>	<u>MN</u>	<u>56201</u>
<u>1900 Willmar Ave SW</u>	<u>Willmar</u>	<u>MN</u>	<u>56201</u>
<u>2701 30th St. NE</u>	<u>Willmar</u>	<u>MN</u>	<u>56201</u>

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

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

City Name: _____

Date Approved by City Council: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel: _____

Title: _____ Date Signed: _____

**Local unit of government
must sign.**

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

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel: _____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
3. I have read this application and all information submitted to the Board is true, accurate, and complete.
4. All required information has been fully disclosed.
5. I am the chief executive officer of the organization.

6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.
7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
10. I understand the fee is non-refundable regardless of license approval/denial.



12-9-2025

Signature of Chief Executive Officer (designee may not sign)

Date

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

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

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

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

An equal opportunity employer



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.U.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Allie Paulsen, Administrative Assistant
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Reappointments to Boards and Commissions		

RECOMMENDED ACTION:

Approve Board and Commission reappointments as presented.

OVERVIEW:

The following are recommended for reappointment to the following boards

Board/Commission	Name	Term	Term Expires
Human Rights Commission	Jill Benson	4th term	12/31/2028
Police Civil Service Commission	Lilbon Clark	2nd term	12/31/2028
Airport Commission	David Frey	2nd term	12/31/2028
Airport Commission	John Hafner	2nd term	12/31/2028
Willmar Municipal Utilities Commission	Patricia Elizondo	2nd term	12/31/2028
Planning Commission	Christopher Buzzeo	2nd term	12/31/2028
Planning Commission	Yvon Fils-Aime	2nd term	12/31/2028
Rice Memorial Hospital Board	Wayne Nelson	2nd term	12/31/2028
Park and Recreation Board	Steven Tammen	2nd term	12/31/2028

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.V.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Resolution to Authorize Electronic Fund Transfers for 2026		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to adopt a resolution authorizing electronic fund transfers in 2026.

OVERVIEW:

Resolution to authorize Electronic Fund Transfers per Minnesota Statute, Section 471.38 allowing the use of electronic funds for the following payments

- a. for a claim for payment from an imprest payroll bank account or investment of excess money;
- b. for a payment of tax or aid anticipation certificates;
- c. for vendor payments;
- d. for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund

And whereas, the statute requires the governing body to annually delegate the authority to make electronic funds transfers to designated officers. It is recommended that the City of Willmar delegate the authority to the City Finance Director.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION Electronic Funds AUTHORITY TO 2026

RESOLUTION NO.

**RESOLUTION GIVING THE CITY AUTHORITY TO
MAKE ELECTRONIC FUND TRANSFERS FOR 2026**

Motion By: _____ Second By: _____

WHEREAS, Minnesota Statute, Section 471.38 allows the use of electronic funds transfer for the following payments:

- a) for a claim for payment from an imprest payroll bank account or investment of excess money;
- b) for a payment of tax or aid anticipation certificates;
- c) for vendor payments;
- d) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund; and

WHEREAS, Section 471.38 requires that certain policy controls be enacted in order for a local government to utilize electronic funds transfer, including that the governing body annually delegates the authority to make electronic funds transfers to a designated business administrator or chief financial officer or the officer's designee.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Willmar delegates the authority to make electronic funds transfers on behalf of the City to the City's Finance Director or their designee.

BE IT FURTHER RESOLVED, the Finance Director is directed to take all steps necessary for compliance with Minn. Stat. § 471.38.

Passed and adopted by the City Council on this 15th day of December 2025.

Douglas Reese, Mayor

ATTEST:

Vernae Larsen, City Clerk



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.W.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Vernae Larsen, City Clerk
Ordinance:	No	Presented By:	Tom Odens, Finance Director
Item:	Resolution Appointing Official Depositories for 2026		

RECOMMENDED ACTION:

Motion By: _____ Second By: _____, to adopt a resolution appointing official depositories for City funds for 2026.

OVERVIEW:

State Statute 427 requires that the City designate general depositories for the City Monies; The following institutions are presently used and recommended to be designated as official depositories for the City of Willmar, Old National; Bank (formerly Bremer Bank, NA), Bremer Wealth, U.S. BanCorp United, Wells Fargo Advisors, Multi-Bank Securities, 4-M and UBS. For 2026, it is requested to add Moreton Capital Markets.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

1. RESOLUTION OF CITY OF WILLMAR DEPOSITORIES 2026

RESOLUTION NO.

APPOINTING OFFICIAL DEPOSITORIES FOR CITY FUNDS FOR 2026

Motion By: _____ Second By: _____

WHEREAS, State Statutes require that the City designate general depositories for the City monies:

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA, that Heritage Bank, N.A. be designated as the official general depository for 2026 for the City's general operating checking accounts;

BE IT FURTHER RESOLVED that the following be designated as official depositories for the City's temporary investment program for 2026.

Old National Bank (Bremer Bank)	Bremer Wealth
U.S. BanCorp United	Wells Fargo Advisors.
Multi-Bank Securities	4-M
UBS	Moreton Capital Markets

BE IT FURTHER RESOLVED that investment counselors may be utilized for the acquisition of commercial paper, banker's acceptances, brokered CDs, taxable munis and governmental securities;

BE IT FURTHER RESOLVED that the designation of the foregoing depositories is contingent upon receipt by the City of Willmar of evidence of sufficient collateral in the amount and kinds as required by the State Statutes.

BE IT FURTHER RESOLVED, that the Finance Director shall have authority to wire transfer funds from one official depository to another for the purpose of investing City funds.

Where upon the Resolution was declared duly passed and adopted this 15th day of December 2025.

Douglas Reese, Mayor

ATTEST:

Verna Larsen, City Clerk



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.X.
Agenda Section:	Consent Items	Originating Department:	Fire Department
Resolution:	Yes	Prepared By:	Frank Hanson, Fire Chief
Ordinance:	No	Presented By:	Frank Hanson, Fire Chief
Item:	SafeAssure Consultants Safety Program Agreement - 2026		

RECOMMENDED ACTION:

Approve the 2026 Safety Program agreement with SafeAssure Consultants

OVERVIEW:

The SafeAssure contract provides safety training for all City employees, assistance in remaining compliant with OSHA laws, building inspections and a point-of-contact for any related issues or questions the City may have throughout the year. SafeAssure is a local company that has provided the City Of Willmar safety training for over 11 years.

BUDGETARY/FISCAL ISSUES:

\$9,871.04

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. SafeAssure Agreement Resolution
2. 2026 Agreement Renewal
3. Invoice_3904_from_SAFEASSURE_CONSULTANTS

RESOLUTION NO. _____

AUTHORIZATION TO EXECUTE AGREEMENT WITH SAFEASSURE CONSULTANTS, INC.

Motion By: _____

Second By: _____

BE IT RESOLVED, by the City Council of the City of Willmar, a municipal corporation of the State of Minnesota, that the City Administrator be authorized to enter into an agreement between the City of Willmar and SafeAssure Consultants, Inc. to provide professional consulting services for Safety training and OSHA compliance in the amount of \$9,871.04

Dated this 15th day of December 2025.

MAYOR

ATTEST:

CITY CLERK

The United States Department of Labor, Division of Occupational Safety and Health Administration and the Minnesota Department of Labor, Division of Occupational Safety and Health Administration require employers to have documented proof of employee training and written procedures for certain specific standards. **The attached addendum and training schedule clarify written and training requirements.**

The required standards that apply to The City of Willmar are listed below:

A.W.A.I.R.

MN Statute 182.653

"An employer covered by this section must establish a written Work-place Accident & Injury program that promotes safe & healthful working conditions".

EMERGENCY ACTION PLAN

29 CFR 1910.35 THRU .38

"The emergency action plan shall be in writing and shall cover the designated actions employers & employees must take to insure employee safety from fire & other emergencies".

CONTROL OF HAZARDOUS ENERGY

29 CFR 1910.147 &

MN Statute 5207.0600

"Procedures shall be developed, documented & utilized for the control of potentially hazardous energy when employees are engaged in the activities covered by this section".

HAZARD COMMUNICATIONS

29 CFR 1910.1200 &

MN Statute 5206.0100 thru 5206.1200

"Evaluating the potential hazards of chemicals, and communicating information concerning hazards and appropriate protective measures to employees may include, but is not limited to, provision for: development & maintaining a written hazard communication program for the workplace..."

RECORDING AND REPORTING OCCUPATIONAL INJURIES AND ILLNESSES 29 CFR 1904

"Each employer shall maintain in each establishment a log and summary of all occupational injuries and illnesses for that establishment....."

CONFINED SPACE

29 CFR 1910.146

If the employer decides that its employees will enter permit spaces, the employer shall develop and implement a written permit space program.....

RESPIRATORY PROTECTION

29 CFR 1910.134

Written standard operating procedures governing the selection and use of respirators shall be established.

OCCUPATIONAL NOISE EXPOSURE

29 CFR 1910.95

The employer shall institute a training program for all employees who are exposed to noise at or above an 8-hour time weighted average of 85 decibels and shall ensure employee participation in such a program.

BLOODBORNE PATHOGENS

29 CFR 1910.1030

Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

POWERED INDUSTRIAL TRUCKS

29 CFR 1910.178

"Only trained and authorized operators shall be permitted to operate a powered industrial truck. Methods shall be devised to train operators in the safe operation of Powered Industrial Trucks".

GENERAL DUTY CLAUSE

PL91-596

"Hazardous conditions or practices not covered in an O.S.H.A. Standard may be covered under section 5(a)(1) of the act, which states: Each employer shall furnish to each of {their} employees' employment and a place of employment which is free from recognized hazards that are causing or are likely to cause death or serious physical harm to {their} employees."

PERSONAL PROTECTIVE EQUIPMENT

1926.95 a)

"Application." Protective equipment, including personal protective equipment for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, shall be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.

OVERHEAD CRANES

1910.179(j)(3)

Periodic inspection. Complete inspections of the crane shall be performed at intervals as generally defined in paragraph (j)(1)(ii)(b) of this section, depending upon its activity.....

ERGONOMICS

29 CFR PART 1910.900 THRU 1910.944

"Training required for each employee and their supervisors must address signs and symptoms of MSD's, MSD hazards and controls used to address MSD hazards."

MOBILE EARTHMOVING EQUIPMENT

MN RULES 5207.1000

Mobile earth-moving equipment operators and all other employees working on the ground exposed to mobile earth-moving equipment shall be trained in the safe work procedures pertaining to mobile earth-moving equipment and in the recognition of unsafe or hazardous conditions.

In the interest of Quality Safety Management, it may be recommended that written procedures and documented employee training also be provided for the following Subparts. (Subparts represent multiple standards)

1910 Subparts

- Subpart D - Walking - Working Surfaces
- Subpart E - Means of Egress
- Subpart F - Powered Platforms, Man-lifts, and Vehicle-Mounted Work Platforms
- Subpart G - Occupational Health and Environmental Control
- Subpart H - Hazardous Materials
- Subpart I - Personal Protective Equipment
- Subpart J - General Environmental Controls
- Subpart K - Medical and First Aid
- Subpart L - Fire Protection
- Subpart M - Compressed Gas and Compressed Air Equipment
- Subpart N - Materials Handling and Storage
- Subpart O - Machinery and Machine Guarding
- Subpart P - Hand and Portable Powered Tools and Other Hand-Held Equipment.
- Subpart Q - Welding, Cutting, and Brazing.
- Subpart S - Electrical
- Subpart Z - Toxic and Hazardous Substances

1926 Subparts

- Subpart C - General Safety and Health Provisions
- Subpart D - Occupational Health and Environmental Controls
- Subpart E - Personal Protective and Life Saving Equipment
- Subpart F - Fire Protection and Prevention
- Subpart G - Signs, Signals, and Barricades
- Subpart H - Materials Handling, Storage, Use, and Disposal
- Subpart I - Tools - Hand and Power
- Subpart J - Welding and Cutting
- Subpart K - Electrical
- Subpart L - Scaffolds
- Subpart M - Fall Protection
- Subpart N - Cranes, Derricks, Hoists, Elevators, and Conveyors
- Subpart O - Motor Vehicles, Mechanized Equipment, and Marine Operations
- Subpart P - Excavations
- Subpart V - Power Transmission and Distribution
- Subpart W - Rollover Protective Structures; Overhead Protection
- Subpart X - Stairways and Ladders
- Subpart Z - Toxic and Hazardous Substances
- Applicable MN OSHA 5205 Rules
- Applicable MN OSHA 5207 Rules
- Applicable MN OSHA 5206 Rules (Employee Right to Know)

All training on the programs written by SafeAssure Consultants, Inc. will meet or exceed State and/or Federal OSHA requirements.

These programs/policies and procedures listed on the addendum **do not** include the cost of hardware such as labels, signs, etc. and will be the responsibility of The City of Willmar to obtain as required to comply with OSHA standards.

Our Service Agreement year will begin on the signing of this Service Agreement. Classroom training will be accomplished at a time convenient to most employees/management and so selected as to disrupt the workday as little as possible.

All documents and classroom training produced by SafeAssure Consultants for The City of Willmar are for the sole and express use by The City of Willmar and its employees and not to be shared, copied, recorded, filmed or used by any division, department, subsidiary, or parent organization or any entity whatsoever, without prior written approval of SafeAssure Consultants.

It is always the practice of SafeAssure Consultants to make modifications and/or additions to your program when necessary to comply with changing OSHA standards/statutes. These changes or additions, when made during a Service Agreement year, will be made at no additional cost to The City of Willmar.

All written programs/services that are produced by SafeAssure Consultants, Inc. are **guaranteed to meet the requirements set forth by MNOSHA/OSHA. SafeAssure Consultants, Inc. will reimburse The City of Willmar should MNOSHA/OSHA assess a fine for a deficient or inadequate written program that was produced by SafeAssure Consultants, Inc. SafeAssure Consultants, Inc. does not take responsibility for financial loss due to MNOSHA/OSHA fines that are unrelated to written programs mentioned above.**

ADDENDUM
SAFETY PROGRAM RECOMMENDATIONS
The City of Willmar

Written Programs & Training

A.W.A.I.R. (A Workplace Accident and Injury Reduction Act)

- review/modify or write site specific program
- documented training of all personnel
- accident investigation
- simulated OSHA inspection

Employee Right to Know/Hazard Communication

- review/modify or write site specific program
- documented training of all personnel (general and specific training)
- various labeling requirements
- assist with installing and initiating MSDSonline Database

Lock Out/Tag Out (Control of Hazardous Energy)

- review/modify or write site specific program
- documented training of all personnel

Emergency Action Plan

- review/modify or write site specific program
- documented training of all personnel

Respiratory Protection

- review/modify or write site specific program
- documented training of all personnel

Bloodborne Pathogens

- review/modify or write site specific program
- documented training of all personnel

Cranes-Chains-Slings

- review/modify or write site specific program
- documented training of all personnel (inspections)

Hearing Conservation (Occupational Noise Exposure)

- review/modify or write site specific program
- documented training of all personnel
- decibel testing and documentation

Personal Protective Equipment

- review/modify or write site specific program
- documented training of all personnel

Confined Space

- review/modify or write site specific program
- documented training of all personal

Powered Industrial Trucks/Forklifts

- review/modify or write site specific program
- documented training of all personnel
- testing and licensing

Mobile Earthmoving Equipment

- review/modify or write site specific program
- documented training of all personal

Ergonomics

- review/modify or write site specific program
- documented training of all personnel
 - job hazards-recognition
 - control steps
 - reporting
 - management leadership requirements
 - employee participation requirements

General Safety Requirements

- review/modify or write site specific program
- documented training of all personnel

The "SafeAssure Advantage"

- On-Line training available for AWAIR, EAP, ERTK, ERGO, Bloodborne, Fire Extinguishers
- Safety Committee Advisor
- Employee Safety Progress Analysis
- SafeAssure "Client Discount Card" from Fastenal Stores or Catalogs (15% off any item)
- Job Hazard Analysis (JHA for more hazardous tasks/jobs)
- Training manual maintenance
- Safety manual maintenance
- Documented decibel testing
- Documented air quality readings-(CO2 testing in shops with 5 or more vehicle capacity)
- Documented foot-candle readings (if needed)
- OSHA recordkeeping
- General Duty Clause
- Assistance during an actual OSHA inspection
- General safety recommendations
- "ALERT" data base
- Unlimited consulting services

Service Agreement

THIS AGREEMENT is effective the first day January 2026, between The City of Willmar, Willmar, Minnesota, herein referred to as The City of Willmar and SafeAssure Consultants, Inc. 7505 93rd Ave NE, Spicer, Minnesota, herein referred to as SafeAssure.

SafeAssure agrees to abide by all applicable federal and state laws including, but not limited to, OSHA regulations and local/state/national building codes. Additionally, SafeAssure will practice all reasonable and appropriate safety and loss control practices.

SafeAssure agrees to provide, at the time of execution of this Service Agreement, The City of Willmar (upon request) with a current Certificate of Insurance with proper coverage lines and a **minimum of \$2,000,000.00** in insurance limits of general liability and statutory for workers' compensation insurance. SafeAssure is insured by "The Hartford" insurance companies.

SafeAssure further agrees that The City of Willmar will not be held liable for any claims, injuries, or damages of whatever nature due to negligence, alleged negligence, acts or omissions of SafeAssure to third parties. SafeAssure expressly forever releases and discharges The City of Willmar, its agents, members, officers, employees, heirs and assigns from any such claims, injuries, or damages. SafeAssure will also agree to defend, indemnify and hold harmless The City of Willmar, its agents, members and heirs from any and all claims, injuries, or damages of whatever nature pursuant to the provisions of this agreement.

SafeAssure and its employees is an independent contractor of The City of Willmar, and nothing in this agreement shall be considered to create the relationship of an employer/employee.

In consideration of this signed Service Agreement, for the period of **Twelve Months** from the signing month, SafeAssure Consultants, Inc. agrees to provide The City of Willmar, the aforementioned features and services. These features and services include but are not limited to OSHA compliance recommendations and consultations, providing scheduled classroom-training sessions, writing and maintaining mandatory OSHA programs. These features and services will be prepared to meet the specific needs of The City of Willmar.

ANNUAL SERVICE AGREEMENT	\$9,871.04
SDS ON-LINE SERVICES	Included
TOTAL	\$9,871.04

IN TESTIMONY WHEREOF, we agree to the day and year first above written and, if representing an organization or similar entity, further certify the undersigned are a duly authorized agent of said entity and authorized to sign on behalf of identified entity.

X _____
The City of Willmar

X _____
The City of Willmar

X  _____ 120125
SafeAssure Consultants, Inc.

INVOICE

SAFEASSURE CONSULTANTS
7505 93rd Ave NE
Spicer, MN 56288-9682

melanie@safeassure.com
+1 (320) 231-3803
www.safeassure.com



Bill to
Willmar
City of Willmar
City Administrator
PO Box 755
Willmar, MN 56201

Ship to
Willmar
City of Willmar
City Administrator
PO Box 755
Willmar, MN 56201

Invoice details

Invoice no.: 3904
Terms: Due By Dec. 31st
Invoice date: 12/03/2025
Due date: 12/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Consulting_	Safety Training	1	\$9,871.04	\$9,871.04

Total **\$9,871.04**

Note to customer

Thank you for choosing us. We don't take your business for granted!



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.Y.
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, 11/27/25 - 12/10/25		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 11.27.25-12.10.25 Ck 76185-76280
2. EFT CK 628-629

Vendor Payment Listing

November 27, 2025 thru December 10, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
103675	15TH STREET FLATS	12/02/25 TIF 15th St	76185	5,678.84	2nd Half 2025 TIF Pymt-15th Str Flats
103696	ACE ROLLOFFS & DISPOSAL	122/12-25	76186	49.68	garbage
103696	ACE ROLLOFFS & DISPOSAL	237/12-25	76186	52.70	Garbage service
103696	ACE ROLLOFFS & DISPOSAL	200/12-25	76186	846.00	Section A Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	213/12-25	76186	260.06	Section B Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	231/12-25	76186	46.15	Winter Parks garbage service
103696	ACE ROLLOFFS & DISPOSAL	238/12-25	76186	129.48	City Hall garbage service
103696	ACE ROLLOFFS & DISPOSAL	239/12-25	76186	202.64	Public Works garbage service
103696	ACE ROLLOFFS & DISPOSAL	240/12-25	76186	24.35	Wastewater garbage service
103696	ACE ROLLOFFS & DISPOSAL	241/12-25	76186	209.71	Waste Treatment garbage service
103557	AMAZON CAPITAL SERVICES	1WXX-CQDV-1QJ4	76187	158.74	Dry erase board and 2 holders for markers
103557	AMAZON CAPITAL SERVICES	11LQ-4PW9-4VQW	76187	38.96	Exit sign end cap
103557	AMAZON CAPITAL SERVICES	11C4-KPVD-7DPQ	76187	70.20	Office supplies
103557	AMAZON CAPITAL SERVICES	1NW3-6CXM-FTK4	76187	170.00	Office supplies
103557	AMAZON CAPITAL SERVICES	19FC-9XJT-CR7C	76187	41.52	C. Kveene replacement mouse
103557	AMAZON CAPITAL SERVICES	1RF3-FX6G-1KG4	76187	38.99	paper
103557	AMAZON CAPITAL SERVICES	1Q61-TFGH-6YLW	76187	19.98	disco
103557	AMAZON CAPITAL SERVICES	1VVR-7G96-TWX4	76187	89.99	Pickleballs for Paddle Battle
103557	AMAZON CAPITAL SERVICES	1PT6-MCYH-JRFH	76187	53.10	General supplies
103557	AMAZON CAPITAL SERVICES	1IQ3-PWHQ-HTWV	76187	13.15	10-pack ethernet keystone jack
103557	AMAZON CAPITAL SERVICES	1YJR-4JPL-PWQ6	76187	36.07	BEADS
103557	AMAZON CAPITAL SERVICES	1LHJ-NHTN-T1KL	76187	124.99	Concessions
103557	AMAZON CAPITAL SERVICES	17P9-1V9L-CHWR	76187	37.98	Door adjustment tool
103557	AMAZON CAPITAL SERVICES	1IC3-P79C-D93X	76187	23.99	Power cord for Cradlepoint
103557	AMAZON CAPITAL SERVICES	1FDD-FGCX-RNY9	76187	14.85	2026 planner
103557	AMAZON CAPITAL SERVICES	1L7H-H4WF-FG1N-2	76187	(28.45)	Double payment on check 76078
900148	AMERICAN DATABANK LLC	2511214	76188	96.25	Background Investigation for Officer Applicant
100057	AMERICAN WELDING & GAS INC	0011264861	76189	481.56	Fire extinguisher inspections
100057	AMERICAN WELDING & GAS INC	0011264864	76189	148.89	Fire extinguisher inspections
100057	AMERICAN WELDING & GAS INC	0011264865	76189	86.84	Fire extinguisher inspections
100057	AMERICAN WELDING & GAS INC	0011293579	76189	83.69	Welding gas
102954	ANDERSON LAW OFFICES	2829	76190	23,268.10	Nov 2025 City Legal Services
102882	ARROWHEAD SCIENTIFIC INC	42020	76191	249.01	Evidence Bags
103946	ARVIG	STMT/11-25	76192	3,850.00	Leased fiber - December
103008	ASPEN MILLS	366077	76193	24.00	Shipping Inv. 363479 & 364935
100075	AT&T MOBILITY	87296610156X12032025	76194	2,292.67	FirstNet Oct/Nov
103610	AUSTIN INCORPORATED	50556	76195	120.00	Septic Pumping
103610	AUSTIN INCORPORATED	50681	76195	120.00	Septic Pumping
103430	BCD CONSULTING GROUP	1262501	76196	1,925.00	Police Sgt Promotion Testing
100103	BERNICK'S PEPSI-COLA CO	181559	76197	85.49	Water Filter replacement on coffee machine
103028	BERT'S TRUCK EQUIP OF MOORHEAD	S104888	76198	665.83	Plow cutting edge
101010	BOLTON & MENK INC	0381069	76199	6,900.00	Runway 13/31 Lighting System
101010	BOLTON & MENK INC	0379682	76199	2,294.50	Engineering prof. svcs 9-27 thru 10-24-25
101010	BOLTON & MENK INC	0379683	76199	1,379.50	2026 Projects Feasibility Study
101010	BOLTON & MENK INC	0379834	76199	1,645.00	MS4 Administration
101010	BOLTON & MENK INC	0379830	76199	2,945.00	City Engineer 9-27 thru 10-24-25
101980	BSE	931600555	76200	341.40	lights
100154	CHAMBERLAIN OIL CO	531832-00	76201	1,116.18	Oil, Brake Cleaner, Antifreeze
100154	CHAMBERLAIN OIL CO	532391-00	76201	415.52	Degreaser
100154	CHAMBERLAIN OIL CO	531832-01	76201	48.90	antifreeze
100156	CHAPPELL CENTRAL INC	SVC-127468	76202	174.36	HEAT REPAIR
100156	CHAPPELL CENTRAL INC	SVC-127463	76202	1,007.26	Boiler repair
100156	CHAPPELL CENTRAL INC	SVC-127453	76202	108.00	HVAC service
100736	CHARTER COMMUNICATIONS	224360801120125	76203	563.89	Dec Phone/Rice Park Internet
101708	CINTAS CORPORATION	5293555608	76204	133.84	First Aids Kits
100935	CITY OF WILLMAR	120925	76205	50.00	Cafe License
104070	Column Software PBC	B15E1683-0114	76206	60.60	SUBD-2025-0003 trentwood estates
104070	Column Software PBC	B15E1683-0115	76206	60.60	CUP-2025-0008 Paffrath
104070	Column Software PBC	B15E1683-0116	76206	58.89	CUP-2025-0009 Tobacco Shop
103116	COMPASS MINERALS AMERICA	1531872	76207	14,347.31	Road Salt
102130	CORE & MAIN LP	X999046	76208	710.84	Radio station forcemain repair
104205	Courtland Waste Handling Inc	01-44156	76209	18,600.00	Tanker rental
100186	CROW CHEMICAL & LIGHTING	131508	76210	261.66	Cleaning supplies
100212	DOOLEY'S PETROLEUM INC	798822	76211	19,732.86	Diesel and unleaded fuel

Vendor Payment Listing

November 27, 2025 thru December 10, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
104412	Douglas County Sheriff's Office	12092025	76212	150.00	(3) Cradlepoint router
104183	DSC Communications	2512356	76213	35.00	Programmed pager
104183	DSC Communications	2512357	76213	66.00	Replaced battery on pager
100231	ED'S SERVICE CENTER & SALES	150391	76214	250.00	Tow for Holiday Parade Route
103002	FARM-RITE EQUIPMENT	R16204	76215	330.40	Brush Cutter Rental
103002	FARM-RITE EQUIPMENT	P60451	76215	126.64	Filters
100775	FIRST CHOICE FOOD & BEVERAGE	2107:038069	76216	1,369.00	Concessions
101449	FLAHERTY & HOOD P.A.	24123	76217	9,824.82	General Municipal and Real Estate Matters Nov 2025
101449	FLAHERTY & HOOD P.A.	24202	76217	12,346.56	Labor and Employment Consultation Services Nov 25
102973	FLEETPRIDE	130573390	76218	31.07	Filters
102973	FLEETPRIDE	130646291	76218	19.12	Filters
102973	FLEETPRIDE	130562481	76218	601.37	Filters
103726	GM DEVELOPMENT LLC	12/02/25 TIF GM	76219	10,821.41	2nd Half 2025 TIF Pymt-GM Devel
100786	GRAINGER INC	9723853371	76220	98.92	Switchgear backup battery
100786	GRAINGER INC	9725481015	76220	28.24	Safety kit supplies
103765	HARRY'S FROZEN FOOD	85464	76221	378.00	Concessions
102609	HAUG-KUBOTA LLC	28303	76222	25.10	Dust Valve
102609	HAUG-KUBOTA LLC	28304	76222	294.07	Deck Rear Lift Arm, Deck Height Block
102609	HAUG-KUBOTA LLC	28336	76222	235.12	Front Deck Lift Arm
100325	HAWKINS INC	7271857	76223	10,914.75	Ind. ferric
102036	HEGLUND CATERING	16978	76224	380.00	CERT Meeting/Training
103874	HENRY SCHEIN, INC	50180754	76225	24.46	(10) 60"x90" burn sheets
100058	HOME DEPOT CREDIT SERVICES	3620646	76226	4.98	Water for Event
100058	HOME DEPOT CREDIT SERVICES	9102890	76226	(1.88)	sales tax return on invoice 9102890
103760	HOMETOWN FIBER	5417	76227	19,057.50	Willmar Connect - Nov 2025
102486	IN CONTROL INC	S-INV03233	76228	1,042.20	Ferric pump diagnosis
103023	INNOVATIVE OFFICE SOLUTIONS	IN4998284	76229	49.99	office supplies
103789	JH, LLC	12/02/25 TIF JH	76230	184,893.83	2nd Half 2025 TIF Pymt-JH less Inv #24560
103355	JOHANNECK WTR CONDITIONING INC	142158	76231	39.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	142160	76231	18.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	142189	76231	27.00	Softener salt
103355	JOHANNECK WTR CONDITIONING INC	142364	76231	25.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	142667	76231	39.00	Lab water
103355	JOHANNECK WTR CONDITIONING INC	143005	76231	39.00	WATER
103355	JOHANNECK WTR CONDITIONING INC	CR1711-3-208	76231	2.00	Cooler rent
103355	JOHANNECK WTR CONDITIONING INC	CR1711-3-196	76231	1.00	Cooler rent
103355	JOHANNECK WTR CONDITIONING INC	ER1801-3-095	76231	46.00	Water cooler rental
104226	Juan Villagran	4	76232	150.00	Growing with Gratitude Catering
103619	KANDIYOHI CO TREASURER	120925	76233	96,114.84	2nd Half City Share LEC Heat Pump
103882	KELLEN/JOHN	120125	76234	125.00	Reissue check 71793 - Council Meeting Work
104405	Kraft Mechanical	11242025	76235	145.50	Refund for Permit CPLUMB-2025-0007
103723	LEGACY GROUP DEVELOPMENT, LLC	12/02/25 TIF Legacy	76236	3,172.42	2nd Half 2025 TIF Pymt-Legacy On 1st
102593	LOFFLER COMPANIES	5198485	76237	12.37	FD Office prints
102593	LOFFLER COMPANIES	5198484	76237	35.78	CvC Office & PD Sergeants prints
102593	LOFFLER COMPANIES	5204083	76237	225.85	CH Finance & PD Mailroom prints
104410	Marsh & McLennan Companies. Inc	55933	76238	8,000.00	2026 Medical Plan RFP Project
100449	MENARDS	03286	76239	53.82	(3) gallons of antifreeze
100449	MENARDS	03493	76239	133.23	Ice melt, batteries
100449	MENARDS	00720-2	76239	108.75	reissue ck 75799 - Cleaning supplies
100449	MENARDS	00831-2	76239	117.48	reissue ck 75799 - Concrete crack seal
100449	MENARDS	00888-2	76239	66.61	reissue ck 75799 - general supplies
100449	MENARDS	10161-2	76239	675.00	reissue ck 75799-lab sample refrigera
100449	MENARDS	01195-2	76239	41.97	reissue ck 75799-garbage cans
100449	MENARDS	01190-2	76239	83.91	reissue ck 75799-clades and saw
100449	MENARDS	91097-3	76239	203.08	reissue ck74117/75799 batteries, drill bits, light
100449	MENARDS	91501-3	76239	35.94	reissue ck 74177/75799 coffee
100449	MENARDS	91510-3	76239	60.18	reissue ck 74177/75799 shelving
100449	MENARDS	91649-3	76239	62.86	reissue ck 74177/75799 paint for garage
100449	MENARDS	91712-3	76239	156.51	reissue ck 74177/75799 GBT Step Repair
100449	MENARDS	91802-3	76239	79.84	reissue ck 74177/75799 elec supplies
100449	MENARDS	91805-3	76239	74.38	reissue ck 74177/75799 general supplies
100449	MENARDS	91826-3	76239	67.41	reissue ck 74177/75799 dish soap, paint
100449	MENARDS	91947-3	76239	42.70	reissue ck 74177/75799 clamps, spray
100449	MENARDS	91992-3	76239	256.96	reissue ck 74177/75799 supplies

Vendor Payment Listing



November 27, 2025 thru December 10, 2025

VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
100449	MENARDS	92084-3	76239	152.21	reissue ck 74177/75799 supplies
100449	MENARDS	92107-3	76239	35.13	reissue ck 74177/75799 supplies
100449	MENARDS	92702-3	76239	66.16	reissue ck74541/75799 supplies
100449	MENARDS	92999-3	76239	131.84	reissue ck 74541/75799 hose and tool hanger
100449	MENARDS	93040-3	76239	121.52	reissue ck 74541/75799 mudding supplies
100449	MENARDS	93326-3	76239	40.40	reissue ck 74541/75799 mudding supplies
100449	MENARDS	93667-3	76239	259.36	reissue ck 74541/75799 adhesive
100449	MENARDS	94131-3	76239	59.93	reissue ck 74541/75799
100449	MENARDS	94357-3	76239	230.16	reissue ck 74541/75799 lab water
100449	MENARDS	03572	76239	38.97	Ice Melt
100449	MENARDS	03620	76239	167.69	Shop, plumbing, hose repair
100449	MENARDS	03892	76239	90.93	Mailbox Repair
100449	MENARDS	03307	76240	18.69	General supplies
100449	MENARDS	03562	76240	4.99	wire
100449	MENARDS	03611	76240	26.89	General supplies
100449	MENARDS	03702	76240	26.94	Fuel treatment
100449	MENARDS	88460-2	76240	33.86	reissue ck 75799-hook clamps for office
100449	MENARDS	91449-3	76240	30.93	reissue ck71477/75799 General supplies
100449	MENARDS	91500-3	76240	30.57	reissue ck 74177/75799 general supplies
100449	MENARDS	91685-3	76240	27.98	reissue ck 74177/75799 light bulbs
100449	MENARDS	90471-3	76240	27.96	reissue ck 74178/75799 screws
100449	MENARDS	01238-2	76240	6.96	reissue ck 75800 general supplies
100449	MENARDS	01156-2	76240	21.63	reissue ck 75800 parts for sprayer
100449	MENARDS	01151-2	76240	27.20	reissue ck 75800 batteries
100449	MENARDS	01147-2	76240	10.84	reissue ck 75800 bug spray
100449	MENARDS	00840-2	76240	6.92	reissue ck 75800 supplies
100449	MENARDS	00740-2	76240	6.64	reissue ck 75800 general supplies
100449	MENARDS	93472-3	76240	15.75	reissue ck 74541/75800 cable
100449	MENARDS	93588-3	76240	8.98	reissue ck 74541/75800 Ptrap
100449	MENARDS	93780-3	76240	19.99	reissue ck 74541/75800 supplies
100449	MENARDS	91988-3	76240	21.06	reissue ck 74178/75800 supplies
101805	MINI BIFF LLC	17779	76241	134.64	Mini Biff
101805	MINI BIFF LLC	17296	76241	69.43	Mini Biff
101805	MINI BIFF LLC	17295	76241	32.39	Mini Biff
101805	MINI BIFF LLC	17297	76241	64.77	Mini Biff
100522	MN DEPT OF LABOR & INDUSTRY	12082025	76242	1,169.78	November State Surcharge 2025
100497	MN DEPT OF TRANSPORTATION	P00020746	76243	431.45	Material testing
100499	MN ELEVATOR INC	1160063	76244	204.52	Dec-Jan Bi-monthly elevator service
100499	MN ELEVATOR INC	1160850	76244	1,414.00	Elevator repair replace relays
103756	MR. CLEAN WILLMAR CLEANING SER	STMT/11-25	76245	630.00	Shelter Cleaning
100541	MUNICIPAL UTILITIES	11/15/25TxSttl-Util	76246	26,925.30	11/15/25 Tx Sttlm - WMU share
100544	MVTL LABORATORIES INC	1335714	76247	58.25	Lab test
100544	MVTL LABORATORIES INC	1335101	76247	82.25	Lab test's
100544	MVTL LABORATORIES INC	1336586	76247	58.25	Lab test's
100544	MVTL LABORATORIES INC	1336549	76247	66.00	Soil test
103799	NCPERS GROUP LIFE INS.	841200122025	76248	96.00	Premiums withheld from employees 12/12
102547	CARRANZA/NOE	288	76249	150.00	Interpreting Services for ICR 25012612
102547	CARRANZA/NOE	289	76249	150.00	Interpreting Services for ICR# 25012615
103605	NORTH CENTRAL INTERNATIONAL	X201149745:01	76250	1,373.54	Generator coolant
100650	O'REILLY AUTOMOTIVE INC	1528-255483	76251	57.00	Winter Wiper Blades for Squads 39 & 14
100650	O'REILLY AUTOMOTIVE INC	1528-254503	76251	22.20	Wiper Blades for Squad 9
100650	O'REILLY AUTOMOTIVE INC	1528-256504	76251	45.88	Wipers for Squad 37
104207	Office Of MNIT Services	DV25110453	76252	273.18	LOGIS Internet transport Nov
102543	PAT'S GRAPHICS	16383	76253	203.28	Map -maintenance room for splash pad
100604	PERKINS LUMBER CO INC	2511-007537	76254	375.60	woodshop
100604	PERKINS LUMBER CO INC	2511-005308	76254	50.98	Wood Stakes for concrete forming
100604	PERKINS LUMBER CO INC	2511-005582	76254	46.93	Culvert Repair ""Storm Water"" Minnwest
100604	PERKINS LUMBER CO INC	2511-007008	76254	155.87	""Furring strips"" steal roof install salt shed
100608	PETERSON SHOE STORE	239393	76255	212.49	Safety boots J. Kingman
104252	PreCise MRM LLC	IN200-2009600	76256	1,081.23	GPS Equipment for our snow removal vehicles
100374	PREMIUM WATERS INC	330692959	76257	10.99	WATER
100374	PREMIUM WATERS INC	330690801	76257	74.94	Drinking water & salt
100374	PREMIUM WATERS INC	330691762	76257	150.87	Drinking water & salt
100636	R & R SPECIALTIES INC	0091473-IN	76258	814.20	Paint and parts

Vendor Payment Listing

November 27, 2025 thru December 10, 2025



VENDOR	NAME	INVOICE	CHECK NO	INVOICE NET	INVOICE DESCRIPTION
102582	RAILROAD MANAGEMENT CO III LLC	531048	76259	417.05	Pipe license fee
102582	RAILROAD MANAGEMENT CO III LLC	539374	76259	458.76	Sewer line crossing license fee
101418	RUNNING'S SUPPLY INC	6547033	76260	60.37	General supplies
101418	RUNNING'S SUPPLY INC	6554951	76260	60.92	Hose Clamps, Caps for brine tanks
101418	RUNNING'S SUPPLY INC	6557948	76260	97.71	Shop Supplies
101418	RUNNING'S SUPPLY INC	6559858	76260	29.94	Utility Knives
101418	RUNNING'S SUPPLY INC	6562698	76260	24.99	Pressure washer tip
101418	RUNNING'S SUPPLY INC	6562886	76260	170.80	(20) bags of floor dry
101418	RUNNING'S SUPPLY INC	6567169	76260	73.95	ice melt
101418	RUNNING'S SUPPLY INC	6564443	76260	141.88	Candy for Parade/ Driveway Markers
101418	RUNNING'S SUPPLY INC	6567682	76260	24.99	Scale to weight sand for calibration
101418	RUNNING'S SUPPLY INC	6569280	76260	183.76	LED flood lights, Battery's
101418	RUNNING'S SUPPLY INC	6569464	76260	127.97	Window Scraper, 12V pump for brine system
104413	Sarah Kretschmann	405	76261	750.00	Grant Writing 2025
100685	SERVICE CENTER/CITY OF WILLMAR	STMT/10-2025	76262	2,753.34	October 2025 Work Orders
100685	SERVICE CENTER/CITY OF WILLMAR	STMT/11-2025	76262	1,132.00	November 2025 Work Orders
104411	Seth Carlson	2829869	76263	181.43	Safety boots reimbursement S. Carlson
103218	SIETSEMA/SARA	112525	76264	64.39	PW's annual winter maintenance training
103218	SIETSEMA/SARA	120525	76264	270.46	MESERB reimbursement
103699	SILVA/AMBER	STMT/11-25	76265	475.00	Wellness Program November 2025
100188	STERLING WATER-MINNESOTA LLC	315X04362801	76266	19.45	Water softener rental
102555	SUMMIT FIRE PROTECTION	3685510	76267	161.00	City Hall quarterly fire monitoring
104230	Super City Dots, LLC	1251106307	76268	1,500.60	Dippin Dots
100728	SURPLUS WAREHOUSE INC	07453	76269	199.98	Plow Jacks
100161	SYSCO WESTERN MINNESOTA	353050449	76270	1,051.04	Concessions
103781	TEAMVIEWER GMBH	R04232128	76271	3,225.00	TeamViewer FY25/FY26 renewal
101471	TRAFFIC CONTROL CORPORATION	162270	76272	819.00	PED Push Buttons
100759	US POST OFFICE	120425	76273	382.00	2026 PO Box Fee #755
104083	Vestis	2530467319	76274	68.63	Mechanics uniform rental
104083	Vestis	2530467896	76274	14.06	Maintance man uniform
104083	Vestis	2530470721	76274	88.47	Mechanics uniform rental
104083	Vestis	2530470417	76274	21.96	Maintance man uniform
104083	Vestis	2530472599	76274	68.63	Mechanics uniform rental
104083	Vestis	2530473176	76274	25.26	Maintance man uniform
104083	Vestis	2530474797	76274	79.09	Mechanics uniform rental
104083	Vestis	2530475358	76274	21.96	Maintenance Uniform
100777	VIKING COCA-COLA BOTTLING CO	3742015	76275	1,243.00	Concessions
104334	Vinco, Inc	64891	76276	19,253.75	Wire for utility repair
102868	WALT'S	110625	76277	43.58	Pump gas
102868	WALT'S	112425	76277	19.71	Fuel for the UTV
100805	WEST CENTRAL SANITATION	13621429	76278	69.49	City Hall recycling service
100805	WEST CENTRAL SANITATION	13623078	76278	357.51	Recycling
103805	WILLMAR BLOCK 25 LOFTS,LLC	12/02/25 TIF Blk 25	76279	40,302.75	2nd Half 2025 TIF Pymt-Blk 25 Hsg Lofts
100813	WILLMAR BUS SERVICE	250-0178	76280	1,300.00	bus to vikings
Total				595,083.09	

Vendor Payment Listing

November 27, 2025 thru December 10, 2025



<u>VENDOR</u>	<u>NAME</u>	<u>INVOICE</u>	<u>CHECK NO</u>	<u>INVOICE NET</u>	<u>INVOICE DESCRIPTION</u>
103996	UBS Financial Services, INC	120225	628	5,000,000.00	UBS Money Market
100467	CENTERPOINT ENERGY	STMT/11-25	629	7,660.15	natural gas nov 2026
			Total	5,007,660.15	



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.Z.
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 11/30/2025		

RECOMMENDED ACTION:

OVERVIEW:

Finance Report through 11/30/2025

Please note:

Revenues - the 2nd half of the tax settlement received from the County in December along with the 2nd half of the LGA will be received towards the end of December.

Expenses — City Hall increased expenses are the proceeds from the Rice Home Medical Building in Redwood Falls for the two public works garage CIP projects. Fire Department is the Fire State Aid that was booked for the PERA contribution. There is a corresponding revenue to offset.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General 11.30.25
2. WWTP 11.30.25



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

	2024	2025	2025	% of 2025
	<u>Actual</u>	<u>Annual Budget</u>	<u>Year-To-Date</u>	<u>Budget</u>
<u>Revenues</u>				
General Property Taxes	\$ 9,047,283.83	\$ 10,360,932.00	\$ 5,757,329.58	55.57%
Licenses and Permits	610,551.05	507,500.00	472,822.21	93.17%
Intergovernmental	7,266,350.49	6,977,458.00	4,460,660.26	63.93%
Service Charges	1,107,539.65	957,500.00	1,048,745.76	109.53%
Fines and Forfeits	111,018.18	100,000.00	76,805.85	76.81%
Special Assessments	2,180.90	-	1,596.77	
Miscellaneous Revenue	1,195,728.98	325,000.00	1,382,418.43	425.36%
Other Financing Sources	3,167,118.85	2,876,308.00	1,953,016.06	67.90%
Total Revenues	\$ 22,507,771.93	\$ 22,104,698.00	\$ 15,153,394.92	68.55%
<u>Expenditures</u>				
City Administrator	\$ 968,170.50	\$ 780,505.00	\$ 725,153.56	92.91%
Mayor and Council	438,981.77	414,150.00	384,740.34	92.90%
City Hall	736,827.05	911,856.00	1,429,323.02 *	156.75%
City Clerk	217,034.80	244,293.00	214,004.38	87.60%
Elections	137,406.13	23,400.00	9,903.86	42.32%
Finance Department	498,178.32	558,492.00	516,119.38	92.41%
Planning/Development Services	1,167,791.03	1,044,184.00	860,635.47	82.42%
Legal	252,086.24	-	-	0.00%
Information Technology	815,887.80	971,158.00	945,168.92	97.32%
Human Resources	215,706.34	239,369.00	173,791.33	72.60%
Cultural Diversity	177,583.26	195,654.00	186,644.81	95.40%
Sub-Total General Gov't.	5,625,653.24	5,383,061.00	5,445,485.07	101.16%
Police Department	6,492,390.64	7,003,653.00	5,896,654.52	84.19%
Fire Protection	1,180,073.37	1,297,884.00	1,319,089.87 *	101.63%
Sub-Total Public Safety	7,672,464.01	8,301,537.00	7,215,744.39	86.92%
Public Works	4,011,527.16	4,351,778.00	3,935,883.97	90.44%
Engineering	721,885.61	404,000.00	220,784.87	54.65%
Transit System	20,500.00	21,000.00	20,500.00	97.62%
Storm Water	134,139.05	88,000.00	83,993.82	95.45%
Sub-Total Streets/Highways	4,888,051.82	4,864,778.00	4,261,162.66	87.59%
WRAC	129,799.82	149,980.00	133,997.46	89.34%
Library	553,711.53	573,018.00	567,091.12	98.97%
Auditorium	38,856.37	71,268.00	36,760.43	51.58%
Parks & Recreation	1,045,869.14	1,133,022.00	1,077,191.19	95.07%
Civic Center	1,021,314.19	1,055,942.00	898,934.98	85.13%
Recreation/Event Center	10,056.23	10,000.00	7,013.17	70.13%
Community Center	322,308.89	289,065.00	270,350.20	93.53%
Aquatic Center	230,459.01	273,027.00	194,458.60	71.22%
Sub-Total Culture/Recreation	3,352,375.18	3,555,322.00	3,185,797.15	89.61%
Total Expenditures	\$ 21,538,544.25	\$ 22,104,698.00	\$ 20,108,189.27	90.97%

* Indicates Over Budget



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

	<u>2024</u> <u>Actual</u>	<u>2025</u> <u>Annual Budget</u>	<u>2025 Actual</u> <u>Year-To-Date</u>	<u>% of 2025</u> <u>Budget</u>
<u>Revenues</u>				
Intergovernmental	\$ 89,518.02	\$ 30,000.00	\$ 56,899.28	189.66%
Service Charges	9,599,947.09	11,239,850.00	7,737,568.77	68.84%
Miscellaneous Revenue	941,295.34	150,000.00	609,010.00	406.01%
Total Revenues	\$ 10,630,760.45	\$ 11,419,850.00	\$ 8,403,478.05	73.59%
<u>Expenditures</u>				
Waste Treatment - Treatment	5,482,770.76	13,061,131.00	11,438,443.88	87.58%
Waste Treatment - Collections	287,939.22	704,849.00	235,635.50	33.43%
Waste Treatment - Biosolids	314,129.83	361,800.00	221,300.57	61.17%
Waste Treatment - Eagle Lake	24,580.43	30,650.00	22,109.41	72.14%
Total Expenditures	\$ 6,109,420.24	\$ 14,158,430.00	\$ 11,917,489.36	84.17%

* Indicates Over Budget

City of Willmar Monthly Permit Reports November 2025

Permit Number	Address	Permit Type	Permit Work Class	Permit Issue Date	Permit Valuation	Parcel #
BLDC-2025-0047	1530 30th St SW	Commercial	Alteration/Remodel	11/3/2025	\$674,785.00	95-921-5850
BLDC-2025-0060	1605 1st St S	Commercial	Alteration/Remodel	11/3/2025	\$50,000.00	95-923-8640
BLDR-2025-0293	824 5th St SW	Residential	Re-Roof	11/3/2025	\$3,500.00	95-090-0470
RMECH-2025-0103	403 11th St SW	Residential Mechanical	Mechanical	11/4/2025	\$5,000.00	95-003-6940
RMECH-2025-0104	108 Becker Ave SE	Residential Mechanical	Mechanical	11/4/2025	\$7,000.00	95-012-0300
BLDR-2025-0295	408 5th St SE	Residential	Re-Roof	11/4/2025	\$5,000.00	95-740-0130
BLDC-2025-0046	3531 1st Ave W	Commercial	New	11/5/2025	\$327,000.00	95-917-5740
CPLUMB-2025-0010	503 Industrial Dr SW	Commercial Plumbing	Plumbing	11/6/2025	\$78,893.00	95-916-2960
BLDR-2025-0276	361 14th St SE	Residential	Deck	11/7/2025	\$8,000.00	95-400-0010
RMECH-2025-0100	1012 11th Ave SE	Residential Mechanical	Mechanical	11/12/2025	\$9,366.00	95-665-0810
RMECH-2025-0099	1009 13th St SW	Residential Mechanical	Mechanical	11/12/2025	\$5,503.00	95-570-0440
BLDC-2025-0018	532 Benson Ave SE	Commercial	New	11/12/2025	\$600,000.00	95-630-0850
RMECH-2025-0101	516 19th St SE	Residential Mechanical	Mechanical	11/12/2025	\$9,740.00	95-094-0220
RPLUMB-2025-0022	516 19th St SE	Residential Plumbing	Plumbing	11/12/2025	\$4,320.00	95-094-0220
BLDC-2025-0061	302 Olena Ave SE	Commercial	Re-Roof	11/13/2025	\$35,151.68	95-914-1510
BLDC-2025-0056	1605 1st St S	Commercial	Alteration/Remodel	11/14/2025	\$20,000.00	95-923-8640
RMECH-2025-0109	800 11th Ave SE	Residential Mechanical	Mechanical	11/14/2025	\$5,000.00	95-230-0240
RMECH-2025-0108	404 9th St SE	Residential Mechanical	Mechanical	11/14/2025	\$7,000.00	95-220-1340
RMECH-2025-0102	516 7th St NW	Residential Mechanical	Mechanical	11/14/2025	\$3,656.37	95-540-0140
RMECH-2025-0106	3209 3rd Ave NW	Residential Mechanical	Mechanical	11/14/2025	\$7,200.00	95-835-0540
RPLUMB-2025-0023	220 High Ave NE	Residential Plumbing	Plumbing	11/17/2025	\$1,800.00	95-730-1010
BLDR-2025-0300	1903 Upper Trentwood Cir NE	Residential	Single Family Dwelling	11/18/2025	\$241,028.00	95-828-1220
BLDR-2025-0304	2509 Country Club Dr NE	Residential	Deck	11/18/2025	\$4,000.00	95-137-0020
RMECH-2025-0111	1019 Gorton Ave NW	Residential Mechanical	Mechanical	11/18/2025	\$4,500.00	95-003-0610
BLDR-2025-0299	1803 Upper Trentwood Cir NE	Residential	Single Family Dwelling	11/18/2025	\$241,028.00	95-828-1230
BLDR-2025-0302	1110 5th St SW	Residential	Re-Roof	11/19/2025	\$3,500.00	95-915-2730
BLDC-2025-0040	280 28th St SE	Commercial	Alteration/Remodel	11/19/2025	\$50,000.00	95-913-1132
RMECH-2025-0113	1209 Campbell Ave NW	Residential Mechanical	Mechanical	11/20/2025	\$5,000.00	95-009-0910
RMECH-2025-0110	1454 Hansen Dr SW	Residential Mechanical	Mechanical	11/20/2025	\$4,911.00	95-863-0420
RMECH-2025-0107	509 Charlotte St SE	Residential Mechanical	Mechanical	11/20/2025	\$4,937.00	95-222-0030

RMECH-2025-0112	808 26th Ave SW	Residential Mechanical	Mechanical	11/20/2025	\$5,047.00	95-867-0610
BLDR-2025-0306	1208 26th St NW	Residential	Alteration/Remodel	11/20/2025	\$1,560.00	95-135-0990
BLDR-2025-0307	1009 14th St SW	Residential	Re-Roof	11/24/2025	\$3,800.00	95-650-0160
MECH-2025-0016	605 Lakeland Dr NE	Commercial Mechanical	Mechanical	11/24/2025	\$19,610.50	95-911-0930
BLDC-2025-0063	800 Campbell Ave NW	Commercial	Residing	11/24/2025	\$12,000.00	95-003-0740
BLDC-2025-0062	540 Benson Ave SW	Commercial	Residing	11/24/2025	\$18,500.00	95-003-2310
BLDR-2025-0087	901 13th St SW	Residential	Alteration/Remodel	11/25/2025	\$8,000.00	95-200-0290
BLDR-2025-0088	537 9th St NW	Residential	Re-Roof	11/25/2025	\$5,000.00	95-820-0830
BLDR-2025-0272	1516 Hansen Dr SW	Residential	Re-Roof	11/26/2025	\$40,000.00	95-864-0360

40 Total Permits

Total Valuation: \$2,540,336.55

YTD Permits: 675
YTD Valuation: \$58,805,525.13



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.BB.
Agenda Section:	Consent Items	Originating Department:	City Clerk
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Charter Commission Meeting Minutes of October 28, 2025 - DRAFT		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 10.28.2025 Charter Commission Minutes

Willmar Charter Commission
Minutes of Meeting
City Office Building
Willmar, Minnesota

October 28, 2025
2:00pm

The Willmar Charter Commission was called to order by Chairman Richard Engan. Members present were Richard Engan, Karla Tinklenberg, Kelly Welch, Gary Geiger, Donn Winckler with Duaine Amundson and Karen Kraemer who arrived at 2:10pm. Present 8, Absent 1. Karla Tinklenberg and Dan Reigstad were excused from the meeting.

Also in attendance was City Clerk Vernae Larsen, Planning and Development Director Christopher Corbett, City Planner Chris Frank and Attorney Gavin Keogh from Flaherty|Hood, P.A.

Item 1 - Call Meeting to Order

Chairman Engan called the meeting to order at 2:00 p.m.

Item 2 - Approve Minutes of February 12, 2025

Commissioner Winckler moved to approve the minutes of February 12, 2025, and Commissioner Welch seconded the motion which was unanimously approved.

Item 3 - Election Petition Charter Amendment

Attorney Gavin Keogh provided an overview of the Ordinance Amending Sections 7.03(c), 7.04(c), & 7.05(c) of the Charter of the City of Willmar. Commissioners pointed out that some of the proposed language changes should refer to elected local officials and not elected state officials. It was agreed that Mr. Keogh would rewrite those portions of the Ordinance and bring it back to the Charter Commission's next meeting.

Item 4 - Commissioner Terms

At the last meeting, Attorney Scott recommended that the terms should reflect MN §410.05 requirements. He suggested that since the 4 new members have terms that expire at the end of 2028, Members whose terms are expiring at the end of 2025 would be reappointed for 1 year. Then at the end of 2026, they would be appointed for 4-year terms. The commission would then have 4 members whose terms would expire at the end of 2028 and 5 members whose terms would expire in 2030. The topic was tabled with no action taken. With vacancies approaching, the item was brought before the board once again for consideration. Commissioner Winckler moved to approve changing the terms to match the recommendations of Attorney Scott. Commissioner Kraemer seconded the motion which passed unanimously.

Item 5 - Nominations for Vacancy

Commissioners Welch, Tinklenberg and Reigstad's terms will expire at the end of 2025. Commissioner Welch agreed to serve a one year term. Chairman Engan will check with Commissioners Tinklenberg and Reigstad who are absent. With the open seat and expiring terms, there could potentially be 3 vacancies to fill. Commissioner Welch has 3 nominations to present to the Commission. It was decided that all commissioners would bring back nominations to the next meeting.

Item 6 Planning & Development Department

Planning and Development Director Christopher Corbett, along with City Planner Chris Frank, presented 3 proposed Ordinances that would change the City Charter.

- A. An Ordinance Amending Section 4.06 of the Charter of the City of Willmar – This proposed amendment would allow the Planning Commission to serve a dual role of Planning Commission and Board of Zoning Appeals. The request stems from the lack of board members on the Board of Zoning Appeals. There are only two of seven seats filled leaving the Board of Zoning Appeals unable to vote due to lack of quorum. This would not dissolve the Board of Zoning Appeal but rather grant the Council authority to allow the Planning Commission to serve a dual role and be more effective. If

approved, the current Board of Zoning Appeal members would apply to serve on the Planning Commission, which is also short four members. This Amendment was approved by the Planning Commission. Commissioner Amundson moved to approve the Amendment to Ordinance 4.06 as presented and have it brought to the City Council for approval. Commissioner Geiger seconded the motion which carried unanimously.

- B. An Ordinance Amending Section 4.02 Sub. 4 of the Charter of the City of Willmar – This proposed amendment would remove the Planning Commission as part of the budget approval process and only require the Planning Commission to review the Capital Improvement Plan (CIP) to ensure that it complies with the City’s Comprehensive Plan. This proposed amendment was approved by the Planning Commission. Commissioner Geiger moved to approve the Amendment to Ordinance Section 4.02 Subd. 4 as presented and have it brought to the City Council for approval. Commission Welch seconded the motion which passed unanimously.
- C. An Ordinance Amending Section 4.02 Sub. 8 of the Charter of the City of Willmar – This proposed amendment would remove the requirement that the Planning Commission approves the sale or purchase of property but would require them to review all proposed purchases and sales of property for consistency with the City’s Comprehensive Plan and have them provide a report to the Council outlining their findings. Commissioner Winckler moved to approve the Amendment to Ordinance Section 4.02 Subd. 8 as presented and have it brought to the City Council for approval. Commissioner Geiger seconded the motion which passed on a split vote of Ayes 5, Noes 1, with Commissioner Kelly voting against.

Item 7 Other New Business

Options for the next meeting day and time were discussed and it was agreed that Tuesdays are better and at 1:30 or after.

Item 8 Adjourn

Commissioner Winckler moved to Adjourn. The motion was seconded by Commissioner Geiger. The meeting adjourned at 3:05 p.m.

Respectfully Submitted,

Dan Reigstad
Secretary



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.CC.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Allie Paulsen, Administrative Assistant
Ordinance:	No	Presented By:	
Item:	Municipal Utilities Commission and Planning/Zoning Applicants		

RECOMMENDED ACTION:

Mayor Reese has put forth the following applicants for the Municipal Utilities Commission and Planning/Zoning Commission

OVERVIEW:

For Council review::

Willmar Municipal Utilities Commission Applicants: Steve Ammermann and Brad Michelson

Planning and Zoning Commission: Cory Ahrens

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Ammermann, Steve - Utility Commission
2. Michelson, Brad Application - Utility Commission
3. Ahrens, Cory Planning Commission Application

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. (If more than one, please number in order of choice.)

- 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)
- City of Willmar HRA
- 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)
- Rice Memorial Hospital (meets bi-monthly)
- Willmar Convention and Visitors Bureau
- Zoning Appeals Board (meets monthly)
- Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Steve Ammermann Date of Application: 12-9-25
Address: 300 16th Ave NE / Willmar Phone No. 320-894-8863
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)
Email: sammermann11@gmail.com

What prompted you to make application for a citizen committee? I was contacted from Kevin Marti and after discussion, agreed to apply.

Briefly tell us why you want to serve on this Board/Committee/Commission:
The opportunity to contribute in a meaningful way by ensuring that the utility is reliable, affordable, and forward thinking.

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

I enjoy problem solving and making decisions based on data, community input and long term planning.

List your educational background: Willmar Community Technical College
Accounting Degree

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

See attachment of community involvement.

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

Retired May 2024 from the West Central Tribune
as Publisher / GM. 42 years.

Please return completed application to:

Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to:

(320) 235-4917

Or via email to:

Leslie Valiant, City Administrator
lvaliant@willmarmn.gov

Steve Ammermann

1981 Business Manager

1992 Assistant General Manager

2000 Publisher / General Manager

2023 Publisher, Central Lakes Group - Willmar, Alexandria and St. Cloud

Community Involvement

Willmar Lakes Area Chamber of Commerce - Board member and Treasurer

Kandiyohi County Area YMCA - Board member and President

Kandiyohi County Food Shelf - Board member and president

Willmar Kiwanis Club - member and president

Willmar Lakes Area Vision 2040 - Steering and executive committee

United Way of Kandiyohi County - Board member

Rice Health Foundation - Board member and Treasurer

Hwy 23 Coalition, board member

Willmar Area Development Corp - board member

Grow MN team member

MSHSL basketball referee

**Application for Appointment to
City Board/Committee/Commission**

Please indicate the Board/Committee(s)/Commission(s) to which you are interested in being appointed. *(If more than one, please number in order of choice.)*

- _____ 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)
- _____ City of Willmar HRA
- _____ Human Rights Commission (meets as needed)
- X _____ 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)
- _____ Rice Memorial Hospital (meets bi-monthly)
- _____ Willmar Convention and Visitors Bureau
- _____ Zoning Appeals Board (meets monthly)
- _____ Ad hoc Task Forces (will be posted and will meet on an as-needed basis)

Applicant Information

Name: Brad Michelson Date of Application: November 17, 2025

Address: 1801 Hansen Dr SW, Willmar MN 56201 Phone No. (320) 428-1825
(Certain Boards and Commissions may require that you are a resident of the City of Willmar)

Email: Brad.Michelson@icloud.com

What prompted you to make application for a citizen committee? I was asked if I had interest

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

Willmar has been good for us. I have free time now and would like to give back to the community.

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

~~I managed the Cash Wise store for its first 30 years. I worked for 12 years as a project superintendent building new stores and remodeling existing facilities in 5 states. I have worked with many city governments and I am interested in serving on the board.~~

List your educational background: High school and 3 1/2 years of college

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

~~I have served on the Willmar Planning commission, Willmar fest committee, Ducks Unlimited, Vinje church council and numerous Service clubs~~

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

I am retired.

Please return completed application to: Mayor's Office
333 SW 6th Street
Willmar, MN 56201

Or fax completed forms to: (320) 235-4917

Or via email to: Leslie Valiant, City Administrator
lvaliant@willmarmn.gov

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

[Print](#)

[Del](#)

Submitted by: Cory Ahrens

Submitted On: 2025-12-02 22:32:28

Submission IP: 174.199.97.245 (172.31.27.87)

proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Leslie Valiant

Due Date: Open



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)

If you are currently in this Board/Committee/Commission, are you applying for reappointment to serve another term?

- Yes
- No, I have not served this Board/Committee/Commission

APPLICANT INFORMATION

Date	* First Name	* Last Name
12/02/2025	Cory	Ahrens

Format: MM/DD/YYYY

*** Address**

1409 Lakeland Drive NE

*** City**

Willmar

*** Phone**

3204290010

Phone

*** Email**

Coryahrens97@gmail.com

Email

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

I want to get involved in local government.

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

I want to get involved in local government.

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

I am on multiple local boards/ committees. I am a part owner in a small business. Which gives me a good understanding of business.

*** List your educational background**

Ag business diploma from Ridgewater College Agriculture science bachelors degree from South Dakota State university.

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

Kandiyohi county Farm Bureau board. Celebrate the light committee.

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

Yost Farm. Crew lead. 825 100th Ave SE, Murdock, MN 56271



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	5.DD.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	Allie Paulsen, Administrative Assistant
Ordinance:	No	Presented By:	
Item:	Director Reports		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Community Growth Report December 2025
2. Fire Department Report November 2025
3. Human Resources Report December 2025
4. Parks and Rec Report December 2025
5. Police Department Update November 2025
6. PD Copy of Monthly Council Stat Sheet November 2025
7. Public Works Department Report November 2025



333 6th Street Southwest | Willmar MN 56201 | 320.214-5169

Community Growth Director's Report

While December can be a month of fun and festivities, it is important that everyone in our community feels included in them. For some, religious or cultural holidays can be an important part of their faith and values. Spread awareness about different December holidays and special days by acknowledging what your neighbors are observing. Learning about each other's beliefs and getting to know one another is beneficial for all and improves engagement, collaboration, and belonging in Willmar.

Here are some of the celebrations happening during December:

- December 1, World's AIDS day
- December 2, International Day for the Abolition of Slavery
- December 3, International Day of Persons with Disabilities
- December 7-15, Hanukkah (Jewish Celebration)
- December 10, Human Rights Day
- December 12, Dia de Guadalupe also Saint Lucia Day
- December 25, Christmas Day
- December 26- January 1, Kwanzaa
- December 31, New Year's Eve

Growing with Gratitude Lunch I am grateful for those who were able to join us at the **Growing with Gratitude Lunch** that took place on December 6th. It was inspiring to hear stories of impact from community leaders and partners and to celebrate the positive changes we've achieved together. The room buzzed with engaging conversations, and the sense of community spirit was heartwarming. It was good to see us breaking bread together, the meaningful connections you made, and the opportunity to express your gratitude for our collaborative efforts.

2026 Willmar Martin Luther King Jr. Day Celebration Come join us on Monday, January 19, 2026, at 5:30 PM at **Ridgewater College**, 15th Avenue Northwest in Willmar, MN to celebrate the **3rd Annual Martin Luther King Jr. Day!** This **in-person event** will feature a special keynote speaker, engaging conversations, opportunities to reflect on Dr. King's legacy, and a free meal. Let's honor his vision of equality and justice together. See you there! You must let us know you are coming, Look for registration link in the days ahead.

Please do not hesitate to contact me if you have any questions or concerns.

Pablo

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

November 2025

Type of Call	November 2025	November 2024
Alarm Activations	13	4
Building Fires	1	1
Car Fires	1	1
Cooking Fires	2	6
Gasoline Spill	1	0
Unauthorized burning	0	1
Carbon Monoxide Incidents	6	3
Natural Gas Leak	1	1
Car Crashes	2	6
Smoke Scares	2	1
Electrical Fire	1	0
Good Intent Call	1	0
Elevator Rescues	1	0

Current Month CFS: 32 First Responder Calls: 19

2025 YTD Fire Calls for Service: 360

2025 YTD First Responder Calls: 167

2023 Calls for Service through November: 345

Training:

November 6 -- Business Meeting

November 13 – Electric Vehicle Fires and Response

November 20 – Emergency Medical Responder refresher

November 27 – Off Thanksgiving

November Response Time: 6:42

YTD Response Time: 6:28



HR Report

Our Open Enrollment period wrapped up on November 21. In total I conducted more than 50 1:1 meetings with employees (and some of their spouses!) during the open enrollment period, to answer questions and provide more information about the plans. The new plans were well received and enrollment went smoothly, with employees utilizing our new online benefits enrollment portal.

Following two rounds of interviews with a total of 8 different City staff, a candidate has been selected for the Public Works Director position. Council members had an opportunity to meet Shane Stefanick virtually during the Dec 8 work session and a formal recommendation for hire will be presented to the City Council at the regular Dec 15 meeting.

The City is currently accepting applications for two other open positions, Police Department Clerk and Recreation Coordinator. Anyone interested in one of these positions can apply on the City's website and applications will be accepted for both positions through Dec 19. At that time, applications will be vetted and eligible candidates selected to continue on to the interview phase of the hiring process. Our hope is to have both of these positions filled by early January.

Administration and Department Directors will be hosting the annual Directors' Holiday Party for all employees on Dec 18. Employees will be invited to the Event Center for a lunch hosted by the Directors and a holiday cookie decorating contest. As we approach the end of another year, this is a fun way for each department to express our gratitude for the hard work and dedication of the many wonderful employees that we are privileged to work with day in and day out!

Sincerely,

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

Alissa Gambrel – HR Director

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



December 2025

Youth and Adult Programming

Youth Programs:

- Rec Hockey session one will conclude on December 20th.
- Rec Hockey session two will start on January 6th.
- Mini Cards and Learn to Skate session one will finish on December 19th.
- Mini Cards and Learn to Skate sessions will begin on January 6th.
- Little Cards Basketball will end on December 20th.
- The youth wrestling tournament was held on December 13th at Willmar High School.
- We are meeting with USTA to discuss how they can support our youth tennis programs and facilities.
- Cardinal Athletes will start on January 10th with 30 kids signed up.
- Pickleball:
- Planning is underway for the 4th Paddle Battle on December 13th. We have 21 teams signed up.

Adult Recreation

- Adult Hockey League has started with seven teams. (117 total players.)
- Adult Volleyball has begun and is running smoothly.
 - Women's League has eight teams in one division, playing Thursday nights at the Civic Center.
 - Coed League has 13 teams across two divisions, playing Monday nights at the new Middle School gyms.
- Adult Basketball will begin in January.

Community Center

- Puzzle contest season! Had 15 teams in our late November event
- A junk journaling group began!
- The Mahjong group is finally taking great shape
- Held our first violin recital.
- Successful group trip to the MN Vikings game in November
- Holiday boutique went well
- Gearing up for Santa's visit this weekend.
- Holiday craft kits over 40 sold and ordered.
- Have NYE bingo planned and two cooking classes for kids to join over the holiday break.

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



Facilities & Events

- 10U/12U Girls Hockey Tournament Dec 12-14
- HS Boys/Girls Hockey Games
- Willmar Warhawks Games
- Scheduling for Outdoor Rink
- Stingers Schedule
- Holiday Open Skates

Other Projects & Updates

- Outdoor Rink Project: It is finished, and we are making ice. It has been a learning curve for staff. Hope to have it ready for skating on Dec 11th.
- Civic Center East Wall siding on the east wall has begun.
- Recruitment for a new Recreation Coordinator has begun. Kevin Strey resigned unexpectedly on Dec 4th.
- Received a \$1.3 million grant for the 2nd phase of the amphitheater project from the Greater Minnesota Regional Parks and Trails Commission.

Council Updates — December 15, 2025

Sentencing: October 2024 Homicide – Ameer Musa Matariyeh

- Ameer Musa Matariyeh, arrested after a violent crime spree that concluded near Willmar in October 2024, was sentenced on **November 24, 2025**.
 - He received over 38 years in prison after pleading guilty to second-degree murder and attempted second-degree murder.
-

Community Engagement: “Shop with a Cop” – December 8, 2025

- The Willmar Police Department hosted its annual “Shop with a Cop” event on December 8, 2025.
 - The program was held at Walmart and supported by Walmart and Bernick’s Pepsi.
 - The event brought officers and local youth together to build positive relationships and spread holiday cheer.
-

Willmar/Spicer Polar Plunge

- **Date/Time:** Saturday, **January 31, 2026**
- **Location:** Green Lake, Spicer
- **Purpose:** Fundraiser benefiting Special Olympics Minnesota
- **Goal:** **\$75,000**
- The Willmar Police Department will again participate and help promote this important event in support of Special Olympics athletes across Minnesota.

Willmar Police Department

Monthly Calls for Service Statistics

Title	November 2024	November 2025
911 Hang Up	7	11
Abandoned Vehicles	56	43
Agency Assist	35	34
Alarm	27	32
Alcohol Offense	7	3
Animal	36	26
Assault	9	9
Burglary	5	2
Child Custody Dispute	5	7
Crash	62	64
Criminal Damage To Property	7	6
Disorderly	26	14
Domestic	46	45
Drugs	9	13
Family Service	77	66
Fight	2	3
Fraud	10	7
Gun Permits	15	16
Harassment	22	20
Information	8	2
Weapons complaint	5	5
Lost And Found	34	30
Mental Issues	47	3
Missing Person	32	14
Motorists Assist	12	17
Neighborhood Disturbance	15	10
Public Assist	172	132
School Related Incidents	7	9
Sex Crimes	7	5
Sudden Death/Bodies Found	1	1
Suicidal Person	7	7
Suspicious	54	51
Theft	35	25
Traffic Complaint	37	39
Traffic Stop	179	392
Trespass	13	4
Warrant Service	19	9

Current Month CFS:

1218

YTD Calls for Service:

13,237

2024 Month CFS:

1210

(Some minimal CFS categories not shown)



Wastewater Updates from Superintendent Jason Lindahl

- Daily duties for plant operations.
- Daily sampling and testing for BOD's, TSS, Ammonia, Phosphorus, and pH as required by our NPDES permit.
- Ordered freezable lab items for the winter months.
- Started sampling 3x week for ammonia.
- Submitted our lab certification application to the MPCA for 2026.
- Submitted the monthly EDMR to the MPCA.
- Working on the yearend biosolids annual report.
- JOTS billing and Hauled-in waste billings.
- Monthly generator runs at multiple lift stations and the plant.
- Sara submitted grant reimbursement requests for both MPCA PFAS grants.
- Reviewed draft wastewater annual compliance summary & provided corrections to MPCA.
- Provided annual winter maintenance training for PW staff as required by MS4 Permit.
- Attended MN Environmental Science & Economic Review Board (MESERB) winter conference.
- Prepared CCTV inspection form for I/I inspections.
- Prepared Private Lateral Compliance Review form for internal review.
- Reviewed private sewer lateral inspections.
- Presented information on I/I inspection program to Edina Realty office.
- Public education posts about stormwater & wastewater.



Operations Update from Superintendent Kyle Radunz

Streets, Sanitary sewers & Stormwater

- **Street Patching:** Crews completed patching work on three separate days.
- **Street Sweeping:** Conducted sweeping operations for leaves most days this month.
- **Mowing:** Roadway ditches, the airport, and other right of ways were mowed and trimmed. For the final time this year.
- **Sanitary sewers:** Continued fall maintenance jetting.
- **Catch Basins:** Located and continue to perform repairs to various catch basins.
- **Storm Water:** Initiated outfall repairs, removed sediment from out fall in Pheasant Run, repaired storm water pipe in Minn west campus area
- **Snow Removal:** Cleaned, tested, calibrated all snow equipment, installed brine tanks, sanders and wings- 26th plowed routes, 27th treated Robbins' Island, 29th mains in the am, all routes starting at 11am, 30th all routes

Parks & Grounds

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

- **Ball Fields:** Finished fall maintenance.
- **Groundskeeping:** Mowed and trimmed 39 park areas, performed routine litter pickup, and maintained equipment.
- **Splash Pad:** Closed
- **Public Restrooms:** Winterized and closed for the season.
- **Tree & Turf Work:** Removed stumps and restored turf from winter tree removals.
- **Brush Site:** Managed compost by turning and stacking materials; burned excess brush and tree waste.
- **Parks:** Removed leaves from all parks
- **Trail Maintenance:** Swept and repaired walking trails as needed.
- **Weed Control:** Applied weed treatments in parks and along city roadways. This will continue until frost.

Safety, Equipment & Facilities

- **Monthly Safety Inspections:** Inspected fire extinguishers, fall protection equipment, ladders, eyewash stations, hoists, cranes, AEDs, and more to ensure compliance and worker safety.

- **Vehicle & Equipment Maintenance:** Mechanics continue routine servicing and repairs across all departments. Additional work on Public Works vehicles includes street sweeper repairs, loader tire replacements, mower repairs, along with many other smaller repairs.

Community Event Support

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

- **Drive-Thru and Treat:** Halloween candy give away at the community center, provided staff and equipment for display.
- **Turkey Giveaway:** Provided cones and barricades.
- **Holidaze Parade:** Provided cones, barricades and setup the bandshell on Saturday the 22nd.

Additional Projects

- **Outdoor Rinks:** Assembled two sets of hockey boards at Garfield.
- **Selvig Park:** Installed Christmas lights.
- **Tree Inspector:** 3 operators attended recertification class
- **Miller Park Tennis Courts:** Cleaned and sealed large cracks on the surface to prevent water intrusion.
- **Salt Shed:** Installed new roof steel and trim.
- **LEAD:** One operator is attending LEAD class which takes place once a month.



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	9.A.
Agenda Section:	Old Business	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Leslie Valiant, City Administrator, Kyle Box, City Operations Director, Tom Odens, Finance Director
Ordinance:	No	Presented By:	Tom Odens, Finance Director
Item:	2026 Budget and Tax Levy		

RECOMMENDED ACTION:

1st action: Motion By: _____ Second By: _____, to take from the table the motion to adopt the 2026 tax levy from the December 1, 2025 meeting of the City Council.

Tabled action (2nd action): Motion By: Nelson, Second By: Gardner, to adopt a resolution approving the 2026 Tax Levy at a total of \$12,087,303.

3rd action: Motion By: _____ Second By: _____, to adopt a resolution approving the 2026 Budget in the amount of \$61,945,263.

OVERVIEW:

On December 1, 2025, the City Council conducted the annual Truth-in-Taxation hearing regarding the proposed 2026 tax levy and budget. Following the hearing, consideration of both items was tabled to allow for additional discussion. Staff subsequently met internally to identify potential budget reductions, and the City Council held a work session to further evaluate options.

As a result of these discussions, it is recommended to reallocate \$69,000 from operating expenses to the Capital Improvement Program (CIP) Fund. This adjustment does not change the overall levy amount.

Recommendation:

Approve the 2026 tax levy of \$12,087,303 and adopt the 2026 budget totaling \$61,945,263, including the recommended reallocation of \$69,000 to the CIP Fund.

BUDGETARY/FISCAL ISSUES:

1. For 2026, the Tax Levy would increase by \$954,389.
2. For 2026, the City of Willmar's budget would be set at \$61,945,263.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution to Establish 2026 Tax Levy
2. Resolution for 2026 Budget
3. 2026 Budget Book V03

RESOLUTION NO. __

BE IT RESOLVED by the City Council of the City of Willmar, Kandiyohi County, Minnesota, that the following sums of money be levied for the current year collectable in 2026, upon the taxable property in said City of Willmar for the following purposes:

General Fund	\$ 10,281,657
Street Improvement Fund	\$ 1,305,646
City Hall Debt	<u>\$ 500,000</u>
Total	\$ 12,087,303

BE IT RESOLVED, that there is a sufficient sum of money in the Debt Service Funds of the City, together with the above Debt Service Fund Tax Levy, to pay principal and interest in 2026 on all outstanding bond issues, and the deferred annual tax levies previously certified to the County Auditor are hereby canceled;

The City Clerk is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Kandiyohi County, Minnesota.

Dated this 15th day of December, 2025

MAYOR

Attest:

CITY CLERK

RESOLUTION NO. _____

ADOPTING THE BUDGET FOR THE FISCAL YEAR 2026

BE IT RESOLVED by the City Council of the City of Willmar that the Annual Budget for the fiscal year beginning January 1, 2026, which has been submitted by the Mayor and approved by the City Council, is hereby adopted, the totals of the said budget and the Mayor's division thereof being as follows:

EXPENDITURE REQUIREMENTS

General Operating	\$ 23,070,504
Capital Improvements	12,864,600
Special Revenue/Internal	4,237,089
Debt Service	7,150,287
Enterprise (Wastewater)	<u>14,622,783</u>
Total 2025 Budget	\$ 61,945,263

Dated this 15th day of December, 2025

Mayor

Attest: City Clerk



WILLMAR

MINNESOTA

ANNUAL BUDGET 2026

ANNUAL BUDGET
OF THE
CITY OF WILLMAR, MINNESOTA
FOR THE
FISCAL YEAR BEGINNING JANUARY 1, 2026

ANNUAL BUDGET

CITY OF WILLMAR, MINNESOTA

2026

CITY COUNCIL

DOUG REESE, MAYOR

COUNCIL MEMBER JUSTIN ASK

COUNCIL MEMBER STEPHEN GARDNER

COUNCIL MEMBER TOM BUTTERFIELD

COUNCIL MEMBER THOMAS GILBERTSON

COUNCIL MEMBER VICKI DAVIS

COUNCIL MEMBER AUDREY NELSEN

COUNCIL MEMBER RICK FAGERLIE

COUNCIL MEMBER CARL SHULDES

CITY ADMINISTRATOR

LESLIE VALIANT

CITY OPERATIONS DIRECTOR

KYLE BOX

FINANCE DIRECTOR

TOM ODENS

GENERAL

FUND

2026

General Fund

The General Fund is established to account for all revenues and expenditures which are not required to be accounted for in other funds. It has more diverse sources than other funds, and includes property taxes, licenses, permits, fines and forfeits, intergovernmental revenues, service charges, rents and investment interest earnings. The fund's resources finance a wide range of functions including current operations of general government, public safety, public works and non-departmental general expenditures.

	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>Actual</u>	<u>2025</u> <u>To Date</u> <u>12-Dec</u>	<u>2025</u> <u>Adopted</u>	<u>2026</u> <u>Proposed</u>
Revenues	20,068,685	22,501,944	19,452,786	22,104,698	23,070,504
Operating	(20,932,662)	(21,182,737)	(19,838,566)	(21,619,282)	(22,191,504)
Capital Transfers	(1,889,600)	(350,000)	(1,039,440)	(485,416)	(879,000)
Expenditures	<u>(22,822,262)</u>	<u>(21,532,737)</u>	<u>(20,878,006)</u>	<u>(22,104,698)</u>	<u>(23,070,504)</u>
Prior Adjust.					
Committed Fund Bal	<u>8,374,090</u>	<u>8,463,323</u>	<u></u>	<u>8,463,323</u>	<u></u>
Unassigned Fund Bal	<u>(1,780,709)</u>	<u>(900,737)</u>	<u></u>	<u>(900,737)</u>	<u>(900,737)</u>
Fund Balance- Dec. 31	<u>6,593,381</u>	<u>7,562,586</u>	<u>6,137,365</u>	<u>7,562,586</u>	<u>7,562,586</u>

SUMMARY OF REVENUE ACCOUNT

GENERAL FUND

	2022	2023	2024	12-Dec	2025	2026		Percentage
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>To Date</u>	<u>Adopted</u>	<u>Proposed</u>	<u>Difference</u>	<u>Change</u>
TAXES								
CURRENT AD VALOREM	6,408,541	7,801,732	8,694,027	9,231,687	9,410,932	10,281,657	870,725	9%
DELINQUENT AD VALOREM	76,961	78,235	144,839	160,261	100,000	125,000	25,000	25%
FRANCHISE FEE	230,741	220,724	208,418	610,635	850,000	830,000	(20,000)	-2%
							-	
LICENSES AND PERMITS	691,420	535,658	610,552	488,380	507,500	415,000	(92,500)	-18%
INTERGOVERNMENTAL								
OTHER AIDS	1,114,021	1,027,504	1,148,575	1,395,571	847,279	1,129,279	282,000	33%
LOCAL GOVERNMENT AID	5,131,711	5,255,956	6,117,775	3,065,090	6,130,179	6,150,160	19,981	0%
SERVICE CHARGES	981,735	1,022,101	1,107,539	1,055,308	957,500	988,100	30,600	3%
FINES AND FORFEITS	92,983	98,850	111,018	82,070	100,000	100,000	-	0%
SPECIAL ASSESSMENTS	3,845	1,659	2,181	3,932	-	-	-	-
MISCELLANEOUS REVENUE	854,613	926,781	1,195,729	1,406,835	325,000	153,000	(172,000)	-53%
OTHER FINANCING SOURCES	2,494,903	3,099,485	3,167,119	1,953,016	2,876,308	2,898,308	22,000	1%
EXTRAORDINARY ITEMS	----	----	----	----	----	----	----	
TOTAL	<u>18,081,474</u>	<u>20,068,685</u>	<u>22,507,772</u>	<u>19,452,786</u>	<u>22,104,698</u>	<u>23,070,504</u>	<u>965,806</u>	4%

SUMMARY OF EXPENDITURES BY FUNCTION

GENERAL FUND

	2022 Actual	2023 Actual	2024 Actual	12-Dec 2025 To Date	2025 Adopted	2026 Proposed	Difference	Percentage
GENERAL GOVERNMENT								
CITY ADMINISTRATOR	1,743,872	1,340,013	968,171	746,041	780,505	811,487	\$ 30,982	4%
MAYOR & COUNCIL	293,662	336,379	438,982	391,870	414,150	402,100	\$ (12,050)	-3%
CITY HALL	220,911	2,342,944	736,827	1,437,138	911,856	516,991	\$ (394,865)	-43%
CITY CLERK	224,556	265,907	217,035	222,566	244,293	244,372	\$ 79	0%
ELECTIONS	89,647	7,545	137,406	9,904	23,400	79,565	\$ 56,165	240%
FINANCE	489,412	622,897	498,178	536,408	558,492	621,293	\$ 62,801	11%
PLANNING & DEVELOPMENT	840,563	855,447	1,167,791	891,876	1,044,184	1,077,759	\$ 33,575	3%
LEGAL	400,066	459,230	252,086	-	-	-	\$ -	-
INFORMATION TECHNOLOGY	651,066	745,276	815,888	959,053	971,158	957,565	\$ (13,593)	-1%
HUMAN RESOURCES	185,668	182,832	215,706	188,653	239,369	220,706	\$ (18,663)	-8%
CULTURAL DIVERSITY	-	3,857	177,583	193,819	195,654	229,030	\$ 33,376	17%
TOTAL GENERAL GOV'T	5,139,423	7,162,327	5,625,653	5,577,328	5,383,061	5,160,868	\$ (222,193)	-4%
PUBLIC SAFETY								
POLICE DEPARTMENT	6,229,299	6,208,184	6,492,391	6,251,628	7,003,653	7,258,819	\$ 255,166	4%
FIRE PROTECTION	1,020,876	1,151,073	1,180,073	1,345,407	1,297,884	1,588,854	\$ 290,970	22%
TOTAL PUBLIC SAFETY	7,250,175	7,359,257	7,672,464	7,597,035	8,301,537	8,847,673	\$ 546,136	7%
PUBLIC WORKS								
PUBLIC WORKS	3,354,529	3,917,184	4,011,527	4,086,871	4,351,778	4,793,543	\$ 441,765	10%
ENGINEERING	392,331	556,005	721,886	236,402	404,000	353,000	\$ (51,000)	-13%
TRANSIT	17,500	20,000	20,500	20,500	21,000	21,000	\$ -	0%
STORMWATER	66,991	98,317	134,139	84,041	88,000	99,000	\$ 11,000	13%
AIRPORT	-	-	-	-	-	12,500	\$ 12,500	100%
TOTAL PUBLIC WORKS	3,831,351	4,591,506	4,888,052	4,427,814	4,864,778	5,279,043	\$ 414,265	9%
CULTURE & RECREATION								
WRAC	127,393	130,236	129,800	138,181	149,980	152,120	\$ 2,140	1%
LIBRARY	551,903	503,205	553,712	567,091	573,018	646,669	\$ 73,651	13%
AUDITORIUM	52,431	57,900	38,856	37,421	71,268	64,518	\$ (6,750)	-9%
PARKS AND RECREATION	746,781	1,095,631	1,045,869	1,120,505	1,133,022	1,164,712	\$ 31,690	3%
CIVIC CENTER	750,258	936,397	1,021,314	930,979	1,055,942	1,182,780	\$ 126,838	12%
REC/EVENT CENTER	29,468	23,063	10,056	7,013	10,000	-	\$ (10,000)	-100%
COMMUNITY CENTER	251,989	268,740	322,309	280,076	289,065	307,633	\$ 18,568	6%
AQUATIC CENTER	275,578	214,437	230,459	194,564	273,027	264,488	\$ (8,539)	-3%
TOTAL CULTURE/RECR	2,785,801	3,229,609	3,352,375	3,275,830	3,555,322	3,782,920	\$ 227,598	6%
GRAND TOTAL	19,006,750	22,342,699	21,538,544	20,878,006	22,104,698	23,070,504	965,806	4%

2026 PROPOSED REVENUE

GENERAL FUND			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES									
10171010	4000	CRTXVAL	-6,408,541.43	-7,801,732.58	-8,694,026.88	-9,231,687.40	-9,410,932.00	-10,281,657.00	9.3%
10171010	4010	DELTA	-76,961.00	-78,234.63	-144,838.62	-160,261.16	-100,000.00	-125,000.00	25.0%
10171010	4060	FRANCHISE	-230,740.69	-220,724.11	-208,418.33	-610,635.23	-850,000.00	-830,000.00	-2.4%
TOTAL TAXES			-6,716,243.12	-8,100,691.32	-9,047,283.83	-10,002,583.79	-10,360,932.00	-11,236,657.00	8.5%
720 LICENSES AND PERMITS									
10172010	4200	LICPERMITS	-19,873.33	-38,490.50	-28,810.50	-9,670.50	-20,000.00	-10,000.00	-50.0%
10172010	4210	PLANPERMIT	-440,612.74	-290,187.93	-6,671.00	-7,101.00	-7,500.00	-6,000.00	-20.0%
10172010	4220	ROWEXPERMI	-41,000.00	-11,650.00	-11,750.00	-31,800.00	-10,000.00	-10,000.00	.0%
10172010	4230	LIQPRMITS	-51,254.17	-54,220.84	-58,403.83	-59,695.83	-55,000.00	-55,000.00	.0%
10172010	4240	LIQVIOLATI	-1,000.00	.00	.00	.00	.00	.00	.0%
10172010	4260	BLDGPERMIT	-103,561.62	-132,213.81	-456,732.72	-358,053.08	-400,000.00	-300,000.00	-25.0%
10172010	4270	NONBUSPERM	-34,468.50	-8,895.50	-48,183.00	-22,060.00	-15,000.00	-34,000.00	126.7%
TOTAL LICENSES AND PERMITS			-691,770.36	-535,658.58	-610,551.05	-488,380.41	-507,500.00	-415,000.00	-18.2%
730 INTERGOVERNMENTAL REVENUE									
10173010	4300	LGA	-5,131,711.00	-5,255,956.00	-6,117,775.00	-3,065,089.50	-6,130,179.00	-6,150,160.00	.3%
10173010	4310	FEDGRANT	-14,001.65	-1,425.50	-2,981.81	-196,050.30	.00	.00	.0%
10173010	4320	STGRANT	-398,329.26	-406,464.37	-470,935.10	-435,863.00	-377,000.00	-430,000.00	14.1%
10173010	4340	CTYGRANT	-21,290.80	-28,280.57	-14,381.09	-4,878.65	.00	.00	.0%
10173010	4400	ADMINSERV	.00	.00	.00	-88,918.55	.00	-50,000.00	.0%
10173020	4310	FEDGRANT	.00	-489.51	-1,958.04	-1,024.89	.00	.00	.0%
10173020	4320	STGRANT	.00	-142,639.00	-234,444.89	-233,617.30	.00	-220,000.00	.0%
10173020	4330	POLICE DEP	-450,225.25	-327,590.14	-417,691.37	-433,078.57	-466,000.00	-425,000.00	-8.8%
10173020	4340	CTYGRANT	.00	.00	-1,904.19	.00	.00	.00	.0%
10173020	4360	SCHOOL LIA	-225,895.19	-116,336.03	.00	.00	.00	.00	.0%
10173030	4350	KANDICTYMN	-4,279.00	-4,279.00	-4,279.00	-2,139.50	-4,279.00	-4,279.00	.0%
TOTAL INTERGOVERNMENTAL REVEN			-6,245,732.15	-6,283,460.12	-7,266,350.49	-4,460,660.26	-6,977,458.00	-7,279,439.00	4.3%
740 CHARGES FOR SERVICES									
10174010	4400	ADMINSERV	-287.41	-575.84	-180.00	-1,078.38	.00	.00	.0%
10174010	4405	ELECTFILIN	-35.00	.00	-140.00	.00	.00	-100.00	.0%
10174010	4415	LANDRENT	-27,244.11	-36,680.55	-32,595.60	-58,926.49	-21,500.00	-25,000.00	16.3%
10174020	4200	LICPERMITS	-2,740.00	-1,620.00	-1,650.00	-2,010.00	.00	-1,500.00	.0%
10174020	4400	ADMINSERV	-901.16	-707.25	.00	.00	.00	.00	.0%
10174020	4410	FIRECONTR	-57,633.14	-59,088.19	-56,556.22	-103,693.80	-42,000.00	-100,000.00	138.1%
10174020	4415	LANDRENT	.00	.00	-100.00	.00	.00	.00	.0%
10174020	4440	FALARMS	-4,000.00	-1,000.00	-8,500.00	1,000.00	-1,000.00	.00	.0%
10174020	4445	PRESNLCHRG	-195,144.91	-179,442.99	-188,070.38	-144,683.22	-150,000.00	-110,000.00	-26.7%
10174020	4450	SALEMATRL	-3,182.05	-5.00	.00	.00	.00	.00	.0%
10174020	4460	EQUIPMENT	.00	-15,705.00	.00	.00	.00	.00	.0%
10174030	4420	NUISANCE	.00	-1,242.95	1,193.49	.00	.00	.00	.0%

2026 PROPOSED REVENUE

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
10174030 4425 PW SERV	-6,044.64	-4,682.16	-1,459.97	-282.08	.00	.00	.0%
10174030 4445 PRESNLCHRG	-370.24	-765.36	-1,102.42	-275.44	.00	.00	.0%
10174030 4450 SALEMATRL	.00	-997.77	-1,131.69	-48.00	.00	.00	.0%
10174030 4455 FUELOILSAL	-6,189.58	-5,285.74	-5,983.33	-5,108.55	-75,000.00	-3,000.00	-96.0%
10174030 4460 EQUIPMENT	-564.00	-695.30	-234.00	-320.00	.00	.00	.0%
10174050 4445 PRESNLCHRG	-375.00	.00	.00	.00	.00	.00	.0%
10174050 4465 ADMISSION	-72,646.42	-84,116.47	-52,881.65	-63,181.30	-75,000.00	-50,000.00	-33.3%
10174050 4470 FACLTYPRENT	-345,446.20	-259,329.72	-380,453.88	-291,490.44	-315,000.00	-350,000.00	11.1%
10174050 4475 VENDING	-9,212.99	-8,991.65	-9,624.58	-7,913.78	-10,000.00	-10,000.00	.0%
10174050 4480 YTHPROGRAM	-106,656.50	-170,977.42	-154,710.78	-174,490.58	-115,000.00	-160,000.00	39.1%
10174050 4485 CONCESSION	-85,558.14	-95,181.00	-103,354.70	-84,544.56	-90,000.00	-95,000.00	5.6%
10174050 4490 ADV SALES	-8,002.00	-9,002.00	-8,931.00	-8,002.00	-8,000.00	-8,000.00	.0%
10174050 4495 NONTAXGDS	-2.00	-2.00	-1,307.60	-1,253.95	.00	-500.00	.0%
10174050 4500 ADULT PROG	-52,427.60	-70,425.24	-80,610.74	-99,073.30	-50,000.00	-75,000.00	50.0%
10174050 4800 COMMGRANTS	.00	-3,926.90	-500.00	-6,941.00	.00	.00	.0%
10174050 4840 CNTRI/DNTN	-661.41	-1,244.00	-17,891.66	-2,216.91	-5,000.00	.00	-100.0%
10174050 4870 MISC	.00	-1,439.33	-762.94	-774.61	.00	.00	.0%
10174080 4450 SALEMATRL	-73,747.53	-8,971.04	.00	.00	.00	.00	.0%
TOTAL CHARGES FOR SERVICES	-1,059,072.03	-1,022,100.87	-1,107,539.65	-1,055,308.09	-957,500.00	-988,100.00	3.2%
750 FINES AND FORTFEITS							
10175010 4400 ADMINSEV	-2,084.06	-314.00	.00	.00	.00	.00	.0%
10175020 4700 FINESFORFE	-90,898.61	-98,536.21	-111,018.18	-82,070.16	-100,000.00	-100,000.00	.0%
TOTAL FINES AND FORTFEITS	-92,982.67	-98,850.21	-111,018.18	-82,070.16	-100,000.00	-100,000.00	.0%
760 SPECIAL ASSESSMENTS							
10176010 4100 URRSPASMT	-3,845.48	-1,520.81	-2,051.53	-2,931.44	.00	.00	.0%
10176010 4110 DELSPASMT	.00	-137.70	-129.37	-1,000.81	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	-3,845.48	-1,658.51	-2,180.90	-3,932.25	.00	.00	.0%
770 MISCELLANEOUS							
10177010 4800 COMMGRANTS	-2,700.00	-1,100.00	.00	.00	.00	.00	.0%
10177020 4870 MISC	.00	.00	.00	-1,189.75	.00	.00	.0%
10177080 4450 SALEMATRL	.00	.00	-15,816.73	-6,365.28	.00	.00	.0%
10177080 4800 COMMGRANTS	.00	-133,957.33	-166,500.00	-189,000.00	-175,000.00	-43,000.00	-75.4%
10177080 4810 INTREV	-79,350.89	-140,563.50	-147,275.08	-101,501.47	-100,000.00	-100,000.00	.0%
10177080 4811 INTRSTINC	.00	.00	-219.00	.00	.00	.00	.0%
10177080 4820 INSPASS	-9,323.95	-53,396.82	-11,187.51	-9,615.61	-5,000.00	-10,000.00	100.0%
10177080 4830 SALE ASSET	-3,000.00	.00	.00	-1,009,165.13	.00	.00	.0%
10177080 4850 INSURREIMB	-78,246.08	-328,812.03	-638,237.60	-4,800.50	-25,000.00	.00	.0%
10177080 4860 REFND/REIM	-15,553.14	-47,708.71	-131,927.05	-8,737.20	-20,000.00	.00	.0%
10177080 4870 MISC	-24,241.94	-23,481.38	-20,409.06	-33,377.62	.00	.00	.0%
10177080 4880 MRKTVAL	-38,177.60	-197,761.10	-64,156.95	-43,082.01	.00	.00	.0%
10177080 4881 CAP GAINS	-21,439.39	.00	.00	.00	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
TOTAL MISCELLANEOUS	-272,032.99	-926,780.87	-1,195,728.98	-1,406,834.57	-325,000.00	-153,000.00	-52.9%
780 OTHER FINANCE SOURCES							
10178010 4990 TRANSIN	-2,999,796.04	-3,099,484.74	-3,167,118.85	-1,953,016.06	-2,876,308.00	-2,898,308.00	.8%
TOTAL OTHER FINANCE SOURCES	-2,999,796.04	-3,099,484.74	-3,167,118.85	-1,953,016.06	-2,876,308.00	-2,898,308.00	.8%
801 ADMINISTRATION							
101801 5000 SAL-REG EM	335,864.25	414,782.20	362,799.29	351,760.51	369,147.00	389,868.00	5.6%
101801 5010 OT-REG EMP	83.91	91.73	117.25	20.58	250.00	250.00	.0%
101801 5030 EMPLR-PEN	43,190.55	61,468.37	53,230.01	52,189.63	61,320.00	60,637.00	-1.1%
101801 5040 EMPLR-INSU	107,269.20	78,525.10	63,622.80	48,545.99	69,638.00	55,577.00	-20.2%
101801 5060 RETIREDEMP	.00	4,287.76	-2.74	.00	.00	.00	.0%
101801 5070 INSPASS	73,406.94	51,643.61	59,137.36	38,074.35	55,000.00	40,000.00	-27.3%
101801 5075 INSPASS	54,720.85	.00	6,821.75	9,681.73	10,000.00	10,000.00	.0%
101801 5230 ADVERTISE	1,322.65	4,618.15	3,301.54	250.00	1,500.00	1,500.00	.0%
101801 5270 POSTAGE	80.66	142.47	139.40	316.75	150.00	.00	-100.0%
101801 5280 INSDUCT	82,575.53	42,744.51	75,996.05	924.80	9,100.00	100,000.00	998.9%
101801 5320 MTCEOTHIMP	.00	.00	14,059.00	.00	.00	.00	.0%
101801 5330 PRINTPUB	73.24	984.54	842.32	746.00	150.00	1,000.00	566.7%
101801 5340 CHRGCARD	18,458.62	19,503.74	22,057.67	25,437.17	20,000.00	28,000.00	40.0%
101801 5350 UTILITIES	.00	.00	.00	3,835.92	.00	.00	.0%
101801 5370 CONFTRVL	6,907.34	9,283.45	11,444.25	12,444.08	12,500.00	17,000.00	36.0%
101801 5380 ALSGENTRVL	1,744.38	3,114.36	1,288.83	1,549.60	1,500.00	2,000.00	33.3%
101801 5390 AWARDS	2,411.17	477.06	345.09	.00	250.00	55.00	-78.0%
101801 5400 SUBSCRIPT	125.00	16,517.54	3,688.62	2,651.87	5,000.00	5,500.00	10.0%
101801 5410 INSURANCES	58,130.23	67,482.50	45,259.28	171,675.00	70,000.00	50,000.00	-28.6%
101801 5450 LICTAXES	18,888.92	9,270.94	58.00	141.50	.00	100.00	.0%
101801 5460 PROFESSION	149,269.52	200,914.64	13,719.03	13,744.86	20,000.00	35,000.00	75.0%
101801 5480 REFRIMBSTS	109,626.52	78,860.72	117,496.88	8,485.32	75,000.00	15,000.00	-80.0%
101801 5490 OTHER	226,499.14	246,752.86	106,917.03	-394.94	.00	.00	.0%
101801 5810 INTEREST	1,342.12	.00	.00	3,715.40	.00	.00	.0%
101801 5910 MRKTVALU	451,881.75	28,546.56	5,831.79	245.03	.00	.00	.0%
TOTAL ADMINISTRATION	1,743,872.49	1,340,012.81	968,170.50	746,041.15	780,505.00	811,487.00	4.0%
802 MAYOR AND COUNCIL							
101802 5020 TEMPEMP	72,350.04	119,805.04	119,405.04	109,047.24	120,000.00	120,000.00	.0%
101802 5030 EMPLR-PEN	5,892.77	9,931.35	9,738.69	9,435.00	9,800.00	10,000.00	2.0%
101802 5040 EMPLR-INSU	75.00	76.28	69.00	64.20	100.00	100.00	.0%
101802 5270 POSTAGE	115.45	39.06	259.17	120.39	250.00	.00	-100.0%
101802 5275 LEGAL	.00	.00	99,560.21	76,583.08	50,000.00	65,000.00	30.0%
101802 5330 PRINTPUB	4,736.38	2,156.19	12,101.75	9,462.95	17,000.00	14,000.00	-17.6%
101802 5370 CONFTRVL	7,302.01	13,105.50	5,449.38	8,087.58	10,000.00	13,000.00	30.0%
101802 5380 ALSGENTRVL	1,222.17	1,157.83	422.76	2,179.00	1,500.00	1,000.00	-33.3%
101802 5400 SUBSCRIPT	67,998.65	67,454.13	69,544.60	74,896.66	70,000.00	80,000.00	14.3%
101802 5420 RENTS	761.80	.00	.00	.00	.00	.00	.0%
101802 5460 PROFESSION	42,172.03	51,653.77	16,546.50	2,100.00	15,000.00	8,000.00	-46.7%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101802 5470	CIVICPROM	89,857.36	71,000.00	104,500.00	97,901.87	119,500.00	90,000.00	-24.7%
101802 5480	REFRIMBSTS	.00	168.25	.00	.00	.00	.00	.0%
101802 5490	OTHER	1,178.44	.00	1,384.67	1,992.19	1,000.00	1,000.00	.0%
TOTAL MAYOR AND COUNCIL		293,662.10	336,547.40	438,981.77	391,870.16	414,150.00	402,100.00	-2.9%
803 CITY HALL BUILDING								
101803 5000	SAL-REG EM	59,067.40	46,129.90	48,464.49	44,464.46	50,703.00	55,930.00	10.3%
101803 5010	OT-REG EMP	320.07	408.33	288.73	58.78	250.00	250.00	.0%
101803 5020	TEMPEMP	.00	2,784.88	.00	.00	.00	.00	.0%
101803 5030	EMPLR-PEN	8,986.76	7,205.15	7,279.69	6,660.61	8,459.00	8,736.00	3.3%
101803 5040	EMPLR-INSU	30,816.88	20,239.77	12,590.23	11,232.38	13,735.00	13,232.00	-3.7%
101803 5200	GENSUPP	10,026.13	6,193.99	5,438.69	3,446.33	9,000.00	7,000.00	-22.2%
101803 5210	OFFICE SUP	15,314.53	13,742.00	8,690.40	6,891.49	30,500.00	12,000.00	-60.7%
101803 5220	SMALL TOOL	375.83	1,725.35	585.68	2,539.81	1,500.00	2,000.00	33.3%
101803 5260	MTRFUEL	219.18	262.26	273.94	102.03	750.00	500.00	-33.3%
101803 5270	POSTAGE	905.00	1,052.81	900.00	945.00	1,000.00	5,000.00	400.0%
101803 5280	INSDLECT	9,923.00	.00	-14,335.00	.00	.00	.00	.0%
101803 5290	COMM	.00	605.55	.00	.00	.00	.00	.0%
101803 5300	MAINT EQUIP	13,549.99	3,344.30	2,192.32	1,374.85	1,000.00	2,500.00	150.0%
101803 5310	MTCSTRUCT	19,081.12	20,241.70	19,099.34	13,103.99	20,000.00	20,000.00	.0%
101803 5320	MAINTSTRUC	.00	173.25	74.25	.00	.00	.00	.0%
101803 5350	UTILITIES	34,267.39	39,814.80	35,083.51	30,553.31	40,000.00	40,000.00	.0%
101803 5360	WASTEREM	3,034.94	3,999.31	2,479.06	2,266.06	3,250.00	3,250.00	.0%
101803 5370	CONFTRVL	141.04	40.94	.00	.00	500.00	.00	-100.0%
101803 5380	ALSGENTRVL	303.02	97.98	102.50	.00	250.00	.00	-100.0%
101803 5400	SUBSCRIPT	2,135.01	226.58	419.51	323.89	300.00	350.00	16.7%
101803 5410	INSURANCES	.00	10,492.70	4,036.00	5,309.00	10,500.00	5,500.00	-47.6%
101803 5420	RENTS	2,663.87	11,013.69	800.05	1,083.95	.00	1,000.00	.0%
101803 5450	LICTAXES	300.25	151.00	251.00	27,180.82	300.00	28,000.00	9233.3%
101803 5460	PROFESSION	5,161.43	62,537.35	50,319.66	38,821.07	35,000.00	45,000.00	28.6%
101803 5490	OTHER	4,318.26	68.00	.00	747.35	.00	1,000.00	.0%
101803 5610	FURNEQUIP	.00	4,407.98	425.00	950.77	.00	1,000.00	.0%
101803 5980	TRSTO CIP	.00	1,889,600.00	350,000.00	1,039,440.00	485,416.00	69,000.00	-85.8%
101803 5999	TRSDEBTSRV	.00	196,384.75	201,368.00	199,642.00	199,443.00	195,743.00	-1.9%
TOTAL CITY HALL BUILDING		220,911.10	2,342,944.32	736,827.05	1,437,137.95	911,856.00	516,991.00	-43.3%
804 CITY CLERK								
101804 5000	SAL-REG EM	125,961.96	168,944.94	125,170.53	133,183.24	138,683.00	148,203.00	6.9%
101804 5010	OT-REG EMP	7,786.36	6,783.71	3,405.49	2,001.22	8,000.00	5,000.00	-37.5%
101804 5020	TEMPEMP	15,081.00	8,744.00	9,357.80	8,337.00	10,000.00	10,000.00	.0%
101804 5030	EMPLR-PEN	21,406.33	24,729.57	17,600.80	20,900.44	27,315.00	26,689.00	-2.3%
101804 5040	EMPLR-INSU	50,353.49	50,021.45	41,653.95	51,615.91	54,520.00	48,480.00	-11.1%
101804 5270	POSTAGE	1,287.91	1,135.42	1,136.29	1,362.11	1,750.00	.00	-100.0%
101804 5330	PRINTPUB	539.92	1,036.26	14,122.69	362.23	1,500.00	1,000.00	-33.3%
101804 5370	CONFTRVL	1,931.03	2,220.17	907.96	1,908.10	2,000.00	2,000.00	.0%
101804 5380	ALSGENTRVL	16.00	.00	915.89	455.84	250.00	500.00	100.0%
101804 5390	AWARDS	.00	204.94	253.50	.00	200.00	.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101804 5400	SUBSCRIPT	72.50	1,210.00	1,085.00	2,079.83	75.00	2,500.00	3233.3%
101804 5490	OTHER	120.00	876.22	1,424.90	360.08	.00	.00	.0%
TOTAL CITY CLERK		224,556.50	265,906.68	217,034.80	222,566.00	244,293.00	244,372.00	.0%
805 ELECTIONS								
101805 5000	SAL-REG EM	13,704.20	631.19	21,718.07	.00	.00	.00	.0%
101805 5010	OT-REG EMP	254.52	.00	90.87	.00	.00	.00	.0%
101805 5020	TEMPEMP	48,790.92	.00	89,441.00	.00	15,000.00	60,000.00	300.0%
101805 5030	EMPLR-PEN	2,064.45	92.16	3,692.28	.00	.00	4,590.00	.0%
101805 5040	EMPLR-INSU	5,439.05	562.22	8,964.85	178.86	.00	275.00	.0%
101805 5200	GENSUPP	2,027.30	.00	123.76	.00	.00	500.00	.0%
101805 5210	OFFICE SUP	270.30	.00	.00	.00	.00	.00	.0%
101805 5270	POSTAGE	529.58	13.20	1,340.41	.00	.00	1,000.00	.0%
101805 5300	MAINTEQUIP	14,110.96	5,045.00	9,745.00	9,725.00	7,000.00	12,000.00	71.4%
101805 5330	PRINTPUB	426.92	140.00	1,650.73	.00	150.00	700.00	366.7%
101805 5370	CONFTRVL	199.80	.00	9.38	.00	.00	.00	.0%
101805 5380	ALSGENTRVL	.00	.00	.00	.00	.00	250.00	.0%
101805 5420	RENTS	435.00	.00	345.00	.00	.00	250.00	.0%
101805 5460	PROFESSION	1,393.75	1,061.45	42.00	.00	1,250.00	.00	.0%
101805 5490	OTHER	.00	.00	242.78	.00	.00	.00	.0%
TOTAL ELECTIONS		89,646.75	7,545.22	137,406.13	9,903.86	23,400.00	79,565.00	240.0%
806 FINANCE								
101806 5000	SAL-REG EM	280,645.20	353,929.22	319,225.65	347,586.09	350,393.00	383,428.00	9.4%
101806 5010	OT-REG EMP	514.54	102.56	1,543.67	9.64	3,000.00	2,000.00	-33.3%
101806 5030	EMPLR-PEN	42,384.41	47,758.62	47,833.85	51,443.55	58,664.00	59,907.00	2.1%
101806 5040	EMPLR-INSU	102,329.25	83,865.28	83,559.36	88,798.20	93,015.00	90,958.00	-2.2%
101806 5270	POSTAGE	3,125.03	3,358.56	3,043.49	3,223.17	3,000.00	.00	-100.0%
101806 5340	CHRGCARD	.00	1,708.21	.00	.00	.00	.00	.0%
101806 5370	CONFTRVL	.00	912.22	2,194.86	3,659.52	4,500.00	8,000.00	77.8%
101806 5390	AWARDS	.00	254.99	.00	.00	.00	.00	.0%
101806 5400	SUBSCRIPT	2,633.17	242.95	836.67	932.50	920.00	27,000.00	2834.8%
101806 5460	PROFESSION	57,780.00	128,475.84	39,146.00	40,755.00	45,000.00	50,000.00	11.1%
101806 5480	REFRIMBSTS	.00	6.50	15.66	.00	.00	.00	.0%
101806 5490	OTHER	.00	2,281.52	779.11	.00	.00	.00	.0%
TOTAL FINANCE		489,411.60	622,896.47	498,178.32	536,407.67	558,492.00	621,293.00	11.2%
807 PLANNING & DEVELOPMENT								
101807 5000	SAL-REG EM	433,036.52	480,027.35	535,209.69	495,988.49	573,809.00	599,472.00	4.5%
101807 5010	OT-REG EMP	4,333.56	1,831.20	1,208.52	1,896.66	6,000.00	2,000.00	-66.7%
101807 5020	TEMPEMP	5,340.00	2,899.59	.00	.00	15,000.00	15,000.00	.0%
101807 5030	EMPLR-PEN	64,630.34	69,011.48	79,927.18	73,593.43	99,111.00	96,134.00	-3.0%
101807 5040	EMPLR-INSU	130,235.57	133,871.38	134,285.57	109,060.44	143,614.00	149,603.00	4.2%
101807 5080	EMEEAPRARE	.00	.00	.00	212.49	.00	.00	.0%
101807 5200	GENSUPP	.00	147.00	330.14	900.51	700.00	1,200.00	71.4%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101807 5220	SMALL TOOL	166.48	636.95	39.76	.00	500.00	.00	.0%
101807 5230	ADVERTISE	31,099.31	2,575.68	346.04	178.42	2,000.00	2,000.00	.0%
101807 5260	MTRFUEL	4,139.00	3,913.54	2,984.84	2,933.78	2,000.00	3,000.00	50.0%
101807 5270	POSTAGE	1,736.93	3,601.04	1,483.37	1,168.29	1,000.00	1,000.00	.0%
101807 5275	LEGAL	.00	.00	34,170.90	25,475.00	80,000.00	45,000.00	-43.8%
101807 5300	MAINT EQUIP	2,014.47	230.66	909.55	255.86	1,500.00	1,500.00	.0%
101807 5330	PRINTPUB	2,035.66	2,578.24	2,233.56	1,574.57	2,500.00	2,500.00	.0%
101807 5370	CONFTRVL	10,589.62	13,453.66	6,480.38	4,273.96	15,000.00	10,000.00	-33.3%
101807 5380	ALSGENTRVL	416.62	667.28	791.58	1,357.47	1,200.00	1,200.00	.0%
101807 5390	AWARDS	.00	.00	53.50	.00	250.00	.00	.0%
101807 5400	SUBSCRIPT	1,023.83	28,884.95	5,019.48	471.50	5,000.00	3,000.00	-40.0%
101807 5410	INSURANCES	8,975.00	9,973.00	10,534.00	12,467.00	.00	.00	.0%
101807 5450	LICTAXES	22,687.89	1,889.67	.00	.00	.00	150.00	.0%
101807 5460	PROFESSION	5,523.49	25,691.61	248,570.66	91,442.73	95,000.00	105,000.00	10.5%
101807 5480	REFRIMBSTS	.00	.00	887.54	1,095.87	.00	.00	.0%
101807 5490	OTHER	1,078.80	27,917.69	22,067.96	19,946.85	.00	15,000.00	.0%
101807 5500	SAFETY PRO	.00	95.36	186.99	.00	.00	.00	.0%
101807 5830	TAX ABATEM	.00	13,050.00	47,569.82	47,582.54	.00	25,000.00	.0%
101807 5990	TRSTOFNDS	111,500.00	32,500.00	32,500.00	.00	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT		840,563.09	855,447.33	1,167,791.03	891,875.86	1,044,184.00	1,077,759.00	3.2%
808 LEGAL								
101808 5460	PROFESSION	400,065.84	452,582.57	252,086.24	.00	.00	.00	.0%
101808 5490	OTHER	.00	6,647.50	.00	.00	.00	.00	.0%
TOTAL LEGAL		400,065.84	459,230.07	252,086.24	.00	.00	.00	.0%
809 INFORMATION TECH								
101809 5000	SAL-REG EM	187,224.55	212,370.55	225,901.01	227,046.37	234,841.00	248,404.00	5.8%
101809 5010	OT-REG EMP	158.52	525.89	393.37	304.04	2,000.00	1,000.00	-50.0%
101809 5030	EMPLR-PEN	28,010.40	31,975.34	33,424.51	33,396.14	39,440.00	38,843.00	-1.5%
101809 5040	EMPLR-INSU	49,907.50	62,177.05	62,287.05	62,515.20	65,677.00	72,013.00	9.6%
101809 5200	GENSUPP	2,124.82	2,697.58	1,000.00	5,000.00	5,000.00	500.00	-90.0%
101809 5220	SMALL TOOL	45,081.07	74,996.68	74,988.85	74,777.16	75,000.00	66,000.00	-12.0%
101809 5270	POSTAGE	3.75	209.23	108.02	62.73	100.00	100.00	.0%
101809 5290	COMM	89,455.80	82,467.75	130,600.18	125,592.06	136,000.00	134,500.00	-1.1%
101809 5300	MAINT EQUIP	31,370.68	38,832.78	23,073.99	15,366.00	15,000.00	9,000.00	-40.0%
101809 5310	MAINTSTRUC	2,718.22	6,244.33	8,005.96	9,528.58	16,000.00	42,500.00	165.6%
101809 5370	CONFTRVL	5,511.50	4,023.26	4,253.50	2,018.18	6,000.00	3,500.00	-41.7%
101809 5380	ALSGENTRVL	84.72	.00	.00	.00	.00	.00	.0%
101809 5390	AWARDS	154.51	.00	53.50	.00	.00	205.00	.0%
101809 5400	SUBSCRIPT	151,179.21	170,651.61	162,123.05	261,046.31	277,100.00	237,500.00	-14.3%
101809 5410	INSURANCES	868.00	1,012.00	6,627.00	6,093.00	.00	.00	.0%
101809 5420	RENTS	.00	.00	10,566.75	17,826.15	18,000.00	23,000.00	27.8%
101809 5450	LICTAXES	56,849.19	44,705.43	68,122.91	72,028.89	76,000.00	78,000.00	2.6%
101809 5460	PROFESSION	-2,279.67	9,694.98	4,090.73	45,500.30	5,000.00	2,500.00	-50.0%
101809 5480	REFRIMBSTS	.00	13.01	.00	.00	.00	.00	.0%
101809 5490	OTHER	2,643.64	2,678.86	267.42	952.12	.00	.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
TOTAL INFORMATION TECH		651,066.41	745,276.33	815,887.80	959,053.23	971,158.00	957,565.00	-1.4%
810	HUMAN RESOURCES							
101810	5000 SAL-REG EM	99,768.08	120,040.07	121,459.10	104,378.54	119,614.00	118,233.00	-1.2%
101810	5020 TEMPEMP	20,647.81	14,795.84	34,061.61	17,653.60	37,000.00	25,000.00	-32.4%
101810	5030 EMPLR-PEN	17,703.35	21,579.12	22,447.93	16,935.09	24,858.00	22,167.00	-10.8%
101810	5040 EMPLR-INSU	12,717.76	12,369.97	24,549.30	24,001.75	27,747.00	30,656.00	10.5%
101810	5210 OFFICE SUP	64.70	819.51	.00	136.00	.00	150.00	.0%
101810	5270 POSTAGE	40.98	39.58	141.91	120.95	150.00	.00	-100.0%
101810	5300 MAINT EQUIP	2,686.25	.00	.00	.00	.00	.00	.0%
101810	5330 PRINT PUB	9.41	.00	.00	35.44	.00	.00	.0%
101810	5370 CONFTRVL	20.00	1,621.00	1,065.05	1,450.30	2,500.00	2,500.00	.0%
101810	5380 ALSGENTRVL	112.07	100.45	128.64	809.55	1,000.00	1,000.00	.0%
101810	5390 AWARDS	1,069.08	.00	.00	1,154.80	.00	.00	.0%
101810	5400 SUBSCRIPT	11,562.03	429.07	175.00	225.00	500.00	500.00	.0%
101810	5460 PROFESSION	19,172.68	11,030.68	11,677.80	20,677.15	25,000.00	20,000.00	-20.0%
101810	5480 REFRIMBSTS	.00	6.51	.00	.00	.00	.00	.0%
101810	5490 OTHER	94.00	.00	.00	1,074.79	1,000.00	500.00	-50.0%
TOTAL HUMAN RESOURCES		185,668.20	182,831.80	215,706.34	188,652.96	239,369.00	220,706.00	-7.8%
811	CULTURAL DIVERSITY							
101811	5000 SAL-REG EM	.00	.00	127,812.64	122,540.32	126,922.00	132,004.00	4.0%
101811	5030 EMPLR-PEN	.00	.00	19,078.73	18,212.08	21,069.00	20,520.00	-2.6%
101811	5040 EMPLR-INSU	.00	.00	27,097.29	26,304.33	27,663.00	24,806.00	-10.3%
101811	5200 GENSUPP	.00	.00	957.92	14,477.66	1,000.00	.00	.0%
101811	5370 CONFTRVL	.00	1,100.51	1,386.68	1,320.63	3,000.00	1,500.00	-50.0%
101811	5380 ALSGENTRVL	.00	.00	.00	1,897.30	1,000.00	1,000.00	.0%
101811	5390 AWARDS	.00	.00	.00	250.00	.00	.00	.0%
101811	5400 SUBSCRIPT	.00	.00	.00	1,200.00	5,000.00	1,200.00	-76.0%
101811	5460 PROFESSION	.00	2,756.04	1,000.00	500.00	.00	5,000.00	.0%
101811	5470 CIVICPROM	.00	.00	.00	7,116.34	10,000.00	43,000.00	330.0%
101811	5480 REFRIMBSTS	.00	.00	250.00	.00	.00	.00	.0%
TOTAL CULTURAL DIVERSITY		.00	3,856.55	177,583.26	193,818.66	195,654.00	229,030.00	17.1%
820	POLICE DEPARTMENT							
101820	5000 SAL-REG EM	3,107,390.79	3,364,182.65	3,456,094.11	3,175,027.64	3,639,912.00	3,644,235.00	.1%
101820	5010 OT-REG EMP	230,382.85	194,559.53	225,205.13	167,330.19	222,000.00	228,600.00	3.0%
101820	5020 TEMPEMP	124,880.42	37,181.87	160,461.07	94,880.75	139,000.00	115,000.00	-17.3%
101820	5030 EMPLR-PEN	621,972.09	636,780.30	664,163.55	629,852.26	763,636.00	768,625.00	.7%
101820	5040 EMPLR-INSU	1,181,430.07	1,074,380.92	1,084,001.01	1,027,194.08	1,246,205.00	1,217,887.00	-2.3%
101820	5200 GENSUPP	30,582.56	30,458.56	70,716.79	21,233.43	24,000.00	24,000.00	.0%
101820	5210 OFFICE SUP	5,039.70	3,221.34	1,590.85	1,665.42	5,000.00	4,000.00	-20.0%
101820	5220 SMALL TOOL	48,866.59	89,671.19	53,850.66	31,995.62	61,000.00	51,000.00	-16.4%
101820	5230 ADVERTISE	1,110.00	2,375.88	675.00	445.51	1,000.00	1,000.00	.0%
101820	5260 MTRFUEL	105,699.46	89,872.33	80,410.31	74,908.61	95,000.00	95,000.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE	
101820 5270	2,236.41	1,475.29	2,921.60	1,067.79	2,200.00	2,000.00	-9.1%	
101820 5275	.00	217.00	20,676.12	316,344.79	250,000.00	350,000.00	40.0%	
101820 5290	489.70	621.16	632.35	494.58	5,000.00	5,000.00	.0%	
101820 5300	45,136.47	57,925.01	104,362.23	65,316.43	50,000.00	50,000.00	.0%	
101820 5310	294,687.79	163,383.95	.00	332,823.15	171,200.00	170,000.00	-.7%	
101820 5320	.00	.00	11,975.04	-11.09	.00	.00	.0%	
101820 5330	.00	.00	320.00	1,497.00	1,000.00	1,000.00	.0%	
101820 5360	362.10	280.00	786.00	51.45	4,500.00	2,500.00	-44.4%	
101820 5370	52,127.27	52,867.97	30,025.22	35,144.02	42,000.00	42,000.00	.0%	
101820 5380	22,531.92	23,534.43	9,385.70	5,456.18	28,000.00	15,000.00	-46.4%	
101820 5390	361.95	5,538.73	2,145.50	.00	3,000.00	472.00	-84.3%	
101820 5400	22,791.72	51,810.03	69,280.96	90,056.07	40,000.00	70,000.00	75.0%	
101820 5410	72,086.00	88,862.00	137,630.00	82,146.00	90,000.00	90,000.00	.0%	
101820 5420	6,536.38	18,737.94	164,804.75	.00	7,000.00	.00	-100.0%	
101820 5450	10,391.16	6,464.72	9,259.76	921.94	12,000.00	7,500.00	-37.5%	
101820 5460	35,008.95	26,253.89	46,166.81	31,283.16	38,000.00	41,000.00	7.9%	
101820 5480	.00	125,333.81	1,913.09	888.82	.00	.00	.0%	
101820 5490	207,197.00	52,327.70	50,940.21	53,279.00	53,000.00	53,000.00	.0%	
101820 5500	.00	7,438.89	31,996.82	10,335.38	10,000.00	10,000.00	.0%	
101820 5620	.00	2,426.94	.00	.00	.00	.00	.0%	
101820 5980	.00	.00	.00	.00	.00	200,000.00	.0%	
TOTAL POLICE DEPARTMENT		6,229,299.35	6,208,184.03	6,492,390.64	6,251,628.18	7,003,653.00	7,258,819.00	3.6%
821 FIRE DEPARTMENT								
101821 5000	297,430.28	315,965.58	339,266.88	344,755.06	357,269.00	378,271.00	5.9%	
101821 5010	9.89	1,214.29	372.54	650.27	1,000.00	1,000.00	.0%	
101821 5020	180,981.87	254,508.40	260,678.36	225,413.08	265,000.00	278,250.00	5.0%	
101821 5030	52,515.94	56,240.72	59,994.17	58,594.79	65,638.00	249,281.00	279.8%	
101821 5040	293,820.01	302,883.77	318,254.91	332,398.97	163,463.00	151,573.00	-7.3%	
101821 5080	.00	634.21	30,306.52	36,932.85	40,000.00	37,000.00	-7.5%	
101821 5200	4,507.99	3,886.89	6,619.36	6,351.94	7,000.00	7,000.00	.0%	
101821 5210	728.60	1,496.44	723.37	908.99	750.00	750.00	.0%	
101821 5220	22,383.29	19,709.39	16,504.98	22,937.53	28,000.00	28,000.00	.0%	
101821 5230	.00	.00	.00	.00	500.00	.00	-100.0%	
101821 5260	15,134.18	11,278.76	8,345.69	8,330.54	12,000.00	10,000.00	-16.7%	
101821 5270	241.05	133.20	167.45	322.56	250.00	400.00	60.0%	
101821 5290	230.50	535.14	508.60	35.00	800.00	.00	-100.0%	
101821 5300	23,132.76	9,897.68	18,667.79	38,593.54	23,000.00	27,500.00	19.6%	
101821 5310	12,802.40	8,315.88	18,900.13	6,887.62	27,000.00	27,000.00	.0%	
101821 5320	.00	1,098.78	286.00	809.45	1,550.00	1,500.00	-3.2%	
101821 5330	95.10	154.20	139.00	189.00	400.00	.00	-100.0%	
101821 5350	17,479.07	17,774.10	15,376.87	15,271.13	21,000.00	21,000.00	.0%	
101821 5360	687.73	532.28	805.00	632.40	1,500.00	1,000.00	-33.3%	
101821 5370	22,508.59	41,285.50	28,569.43	21,733.29	40,000.00	37,500.00	-6.3%	
101821 5380	28,374.81	30,293.99	659.73	142.83	1,000.00	500.00	-50.0%	
101821 5390	761.29	865.63	521.00	701.16	2,500.00	2,000.00	-20.0%	
101821 5400	5,198.64	4,796.23	4,513.74	2,629.49	7,500.00	6,000.00	-20.0%	
101821 5410	5,922.00	6,444.00	6,880.17	7,817.99	7,500.00	8,000.00	6.7%	
101821 5420	1,975.76	730.29	687.02	736.05	750.00	800.00	6.7%	

2026 PROPOSED EXPENDITURES

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101821 5450 LICTAXES	354.75	221.00	291.00	573.00	400.00	400.00	.0%
101821 5460 PROFESSION	19,039.63	28,186.49	28,477.32	29,171.93	33,500.00	35,000.00	4.5%
101821 5490 OTHER	.00	.00	100.00	.00	500.00	.00	.0%
101821 5500 SAFETYPROG	8,666.30	10,604.49	9,802.77	11,428.55	11,000.00	12,000.00	9.1%
101821 5520 CIVELDEF	5,894.00	6,504.89	3,653.57	843.64	7,500.00	8,000.00	6.7%
101821 5980 TRSTO CIP	.00	.00	.00	.00	.00	90,500.00	.0%
101821 5990 TRSTOFNDS	.00	14,881.17	.00	.00	.00	.00	.0%
101821 5999 TRSDEBTSRV	.00	.00	.00	169,614.00	169,614.00	168,629.00	-.6%
TOTAL FIRE DEPARTMENT	1,020,876.43	1,151,073.39	1,180,073.37	1,345,406.65	1,297,884.00	1,588,854.00	22.4%
830 PUBLIC WORKS							
101830 5000 SAL-REG EM	1,426,178.89	1,638,956.12	1,768,955.65	1,918,771.30	1,799,021.00	1,853,290.00	3.0%
101830 5010 OT-REG EMP	43,310.79	12,227.71	8,766.97	15,934.99	65,000.00	45,000.00	-30.8%
101830 5020 TEMPEMP	68,152.88	55,895.75	69,517.83	56,640.14	68,250.00	68,250.00	.0%
101830 5030 EMPLR-PEN	224,685.27	240,940.51	268,582.49	262,205.61	319,668.00	302,876.00	-5.3%
101830 5040 EMPLR-INSU	668,090.89	615,025.50	657,504.47	604,627.37	684,047.00	722,756.00	5.7%
101830 5080 EMEEAPRARE	.00	.00	.00	3,911.42	.00	11,000.00	.0%
101830 5200 GENSUPP	148,113.57	173,083.88	170,840.93	184,366.29	130,000.00	133,250.00	2.5%
101830 5210 OFFICE SUP	-1.26	276.88	809.59	385.52	.00	.00	.0%
101830 5220 SMALL TOOL	26,610.11	16,834.41	14,767.33	17,755.08	25,000.00	25,000.00	.0%
101830 5230 ADVERTISE	1,029.82	6,238.41	1,090.54	900.17	2,000.00	2,000.00	.0%
101830 5260 MTRFUEL	180,662.99	152,559.59	101,659.62	96,271.57	180,000.00	170,000.00	-5.6%
101830 5270 POSTAGE	951.40	532.67	603.99	1,262.68	1,000.00	1,000.00	.0%
101830 5290 COMM	.00	1,100.00	.00	.00	.00	.00	.0%
101830 5300 MAINT EQUIP	121,946.70	149,271.21	107,810.28	150,843.19	154,350.00	154,350.00	.0%
101830 5310 MAINTSTRUC	23,060.27	33,193.28	33,170.20	42,655.58	36,750.00	37,668.00	2.5%
101830 5320 MAINTOTHIM	192,149.61	568,551.27	573,418.96	420,052.55	548,625.00	550,000.00	.3%
101830 5330 PRINTPUB	.00	.00	2,409.64	.00	.00	.00	.0%
101830 5350 UTILITIES	110,759.69	136,471.22	114,647.26	104,532.15	126,000.00	129,150.00	2.5%
101830 5360 WASTEREM	44,671.67	24,872.73	15,924.15	22,523.82	38,850.00	30,850.00	-20.6%
101830 5370 CONFTRVL	5,280.56	10,880.92	7,142.00	12,238.94	10,000.00	10,000.00	.0%
101830 5380 ALSGENTRVL	7,483.11	8,596.62	12,515.85	14,568.71	14,175.00	500.00	-96.5%
101830 5390 AWARDS	.00	111.90	617.50	515.90	500.00	109.00	-78.2%
101830 5400 SUBSCRIPT	3,290.87	3,895.48	4,478.90	4,398.17	5,000.00	5,000.00	.0%
101830 5410 INSURANCES	28,836.67	33,517.00	35,264.00	40,249.00	37,500.00	38,438.00	2.5%
101830 5420 RENTS	14,948.81	17,129.08	21,868.49	4,976.27	4,000.00	5,000.00	25.0%
101830 5450 LICTAXES	7,510.92	6,948.48	6,920.87	6,139.67	11,500.00	9,000.00	-21.7%
101830 5460 PROFESSION	.00	2,886.01	6,363.50	6,457.00	2,000.00	15,000.00	650.0%
101830 5480 REFRIMBSTS	.00	300.00	1,134.50	.00	.00	.00	.0%
101830 5490 OTHER	6,801.86	4,940.75	4,231.41	1,875.67	5,000.00	5,000.00	.0%
101830 5500 SAFETYPROG	.00	1,321.67	510.24	1,105.83	.00	3,000.00	.0%
101830 5610 FURNEQUIP	.00	624.99	.00	.00	.00	.00	.0%
101830 5980 TRSTO CIP	.00	479,395.00	.00	7,164.41	.00	383,000.00	.0%
101830 5999 TRSDEBTSRV	.00	.00	.00	83,542.00	83,542.00	83,056.00	-.6%
TOTAL PUBLIC WORKS	3,354,526.09	4,396,579.04	4,011,527.16	4,086,871.00	4,351,778.00	4,793,543.00	10.2%
831 ENGINEERING							

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101831 5000	SAL-REG EM	82,628.48	60,695.65	-3,675.00	.00	.00	.00	.0%
101831 5010	OT-REG EMP	665.33	48.58	.00	.00	.00	.00	.0%
101831 5030	EMPLR-PEN	9,425.53	8,842.81	-392.62	.00	.00	.00	.0%
101831 5040	EMPLR-INSU	28,650.43	20,799.22	-3,265.45	.00	.00	.00	.0%
101831 5200	GENSUPP	540.34	.00	.00	.00	.00	.00	.0%
101831 5210	OFFICE SUP	27.44	.00	.00	.00	.00	.00	.0%
101831 5230	ADVERTISE	.00	592.32	420.80	262.80	.00	.00	.0%
101831 5270	POSTAGE	112.44	.78	227.04	.00	.00	.00	.0%
101831 5300	MAINT EQUIP	1,383.01	826.00	64.60	.00	.00	.00	.0%
101831 5320	MAINTOTHIM	4,867.46	59,622.35	19,745.77	47,321.04	50,000.00	50,000.00	.0%
101831 5370	CONFTRVL	694.32	600.00	.00	.00	3,000.00	.00	.0%
101831 5380	ALSGENTRVL	15.00	.00	.00	.00	.00	.00	.0%
101831 5400	SUBSCRIPT	7,020.00	.00	.00	.00	.00	3,000.00	.0%
101831 5450	LICTAXES	88.38	2,084.00	.00	.00	.00	.00	.0%
101831 5460	PROFESSION	256,213.11	311,271.21	708,760.47	188,818.48	350,000.00	300,000.00	-14.3%
101831 5490	OTHER	.00	90,621.71	.00	.00	1,000.00	.00	.0%
TOTAL ENGINEERING		392,331.27	556,004.63	721,885.61	236,402.32	404,000.00	353,000.00	-12.6%
832 TRANSIT								
101832 5490	OTHER	17,500.00	20,000.00	20,500.00	20,500.00	21,000.00	21,000.00	.0%
TOTAL TRANSIT		17,500.00	20,000.00	20,500.00	20,500.00	21,000.00	21,000.00	.0%
833 STORM WATER								
101833 5200	GENSUPP	7,371.10	5,449.07	82.24	.00	.00	.00	.0%
101833 5230	ADVERTISE	306.40	36.62	.00	.00	.00	.00	.0%
101833 5310	MAINTSTRUC	.00	1,026.04	395.30	.00	.00	.00	.0%
101833 5320	MAINTOTHIM	54,140.77	84,684.80	53,659.70	65,253.26	75,000.00	85,000.00	13.3%
101833 5370	CONFTRVL	120.00	279.67	849.54	189.00	2,000.00	1,000.00	-50.0%
101833 5400	SUBSCRIPT	5,053.20	4,985.85	6,524.01	7,563.99	7,000.00	8,000.00	14.3%
101833 5460	PROFESSION	.00	1,372.00	51,461.50	11,034.50	4,000.00	5,000.00	25.0%
101833 5490	OTHER	.00	482.97	21,166.76	.00	.00	.00	.0%
TOTAL STORM WATER		66,991.47	98,317.02	134,139.05	84,040.75	88,000.00	99,000.00	12.5%
838 AIRPORT								
101838 5980	TRSTO CIP	.00	.00	.00	.00	.00	12,500.00	.0%
TOTAL AIRPORT		.00	.00	.00	.00	.00	12,500.00	.0%
841 WRAC								
101841 5000	SAL-REG EM	65,852.07	68,460.14	71,048.96	71,559.51	75,596.00	78,624.00	4.0%
101841 5010	OT-REG EMP	4,541.43	794.47	1,692.90	1,911.81	.00	1,000.00	.0%
101841 5020	TEMPEMP	3,640.00	3,373.00	3,911.60	3,200.00	4,200.00	4,200.00	.0%
101841 5030	EMPLR-PEN	10,858.88	10,569.01	10,975.46	10,979.14	13,247.00	13,148.00	-.7%
101841 5040	EMPLR-INSU	27,592.38	25,595.23	25,119.68	25,610.70	26,837.00	24,123.00	-10.1%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101841 5200	GENSUPP	463.43	79.99	334.71	148.40	500.00	500.00	.0%
101841 5210	OFFICE SUP	.00	.00	.00	.00	200.00	200.00	.0%
101841 5220	SMALL TOOL	.00	3,496.98	44.08	8,043.62	4,000.00	4,000.00	.0%
101841 5230	ADVERTISE	.00	.00	415.00	.00	500.00	.00	.0%
101841 5270	POSTAGE	5.51	.00	.00	80.00	.00	.00	.0%
101841 5290	COMM	.00	.00	.00	.00	.00	1,750.00	.0%
101841 5300	MAINTEQUIP	1,880.00	4,373.11	2,514.81	1,045.91	5,000.00	4,000.00	-20.0%
101841 5310	MAINTSTRUC	93.51	333.20	230.45	751.53	3,000.00	3,000.00	.0%
101841 5350	UTILITIES	5,822.53	5,989.06	5,573.12	6,504.75	6,000.00	6,000.00	.0%
101841 5360	WASTEREM	377.07	240.00	.00	.00	.00	.00	.0%
101841 5370	CONFTRVL	2,021.24	763.46	2,312.72	1,760.76	3,000.00	2,500.00	-16.7%
101841 5380	ALSGENTRVL	61.00	.00	378.81	.00	500.00	500.00	.0%
101841 5390	AWARDS	.00	.00	.00	.00	300.00	.00	-100.0%
101841 5400	SUBSCRIPT	2,810.32	5,043.52	3,134.52	2,487.84	6,000.00	7,025.00	17.1%
101841 5410	INSURANCES	.00	.00	1,063.00	1,262.00	.00	.00	.0%
101841 5420	RENTS	120.00	10.00	.00	.00	.00	.00	.0%
101841 5450	LICTAXES	610.00	50.00	50.00	50.00	100.00	50.00	-50.0%
101841 5460	PROFESSION	465.00	1,065.00	875.00	2,575.00	1,000.00	1,500.00	50.0%
101841 5490	OTHER	179.00	.00	125.00	210.00	.00	.00	.0%
TOTAL WRAC		127,393.37	130,236.17	129,799.82	138,180.97	149,980.00	152,120.00	1.4%
842 LIBRARY								
101842 5310	MAINTSTRUC	114,170.90	48,380.46	80,693.53	94,073.12	100,000.00	150,000.00	50.0%
101842 5490	OTHER	437,332.00	454,825.00	473,018.00	473,018.00	473,018.00	496,669.00	5.0%
TOTAL LIBRARY		551,502.90	503,205.46	553,711.53	567,091.12	573,018.00	646,669.00	12.9%
843 AUIDTORIUM								
101843 5020	TEMPEMP	429.25	.00	.00	.00	.00	.00	.0%
101843 5030	EMPLR-PEN	32.84	.00	.00	.00	.00	.00	.0%
101843 5040	EMPLR-INSU	31.00	-34.00	.00	.00	.00	.00	.0%
101843 5200	GENSUPP	2,461.76	1,681.81	2,497.31	905.02	2,000.00	2,000.00	.0%
101843 5220	SMALL TOOL	1,248.94	.00	421.91	1,135.19	1,000.00	1,000.00	.0%
101843 5300	MAINTEQUIP	1,413.06	4,100.91	2,261.08	478.85	10,000.00	6,000.00	-40.0%
101843 5310	MAINTSTRUC	9,475.56	816.00	1,418.56	264.52	12,000.00	12,000.00	.0%
101843 5350	UTILITIES	20,880.51	33,313.71	26,938.01	27,204.80	40,000.00	37,500.00	-6.3%
101843 5360	WASTEREM	665.64	158.27	.00	35.00	1,000.00	500.00	-50.0%
101843 5380	MEALS	.00	40.94	102.50	.00	.00	.00	.0%
101843 5410	INSURANCES	4,038.00	4,723.00	4,949.00	7,130.00	5,000.00	5,250.00	5.0%
101843 5450	LICTAXES	268.00	268.00	268.00	268.00	268.00	268.00	.0%
101843 5460	PROFESSION	11,486.44	12,831.20	.00	.00	.00	.00	.0%
TOTAL AUIDTORIUM		52,431.00	57,899.84	38,856.37	37,421.38	71,268.00	64,518.00	-9.5%
844 PARKS AND RECREATION								
101844 5000	SAL-REG EM	257,065.95	368,618.35	358,052.53	366,084.62	375,172.00	393,663.00	4.9%
101844 5010	OT-REG EMP	1,767.35	5,701.57	8,264.02	9,171.20	10,000.00	10,000.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101844 5020	121,150.52	174,109.10	182,028.91	204,723.82	190,000.00	190,000.00	.0%
101844 5030	49,464.40	70,519.94	71,499.67	74,256.37	87,849.00	83,865.00	-4.5%
101844 5040	86,148.45	141,448.67	90,384.95	100,588.86	100,001.00	113,184.00	13.2%
101844 5080	181.55	1,553.26	1,537.93	2,034.04	2,500.00	2,000.00	-20.0%
101844 5200	40,168.05	60,370.08	40,200.02	52,642.55	60,000.00	40,000.00	-33.3%
101844 5210	1,482.07	5,204.95	2,888.55	1,882.89	5,000.00	3,000.00	-40.0%
101844 5220	24,350.36	33,510.06	46,798.86	38,200.86	40,000.00	40,000.00	.0%
101844 5230	2,686.12	3,471.45	5,374.12	5,246.98	5,000.00	5,000.00	.0%
101844 5260	.00	273.97	61.61	.00	3,000.00	.00	.0%
101844 5270	40.61	34.17	9.25	124.75	1,000.00	500.00	-50.0%
101844 5290	1,349.27	335.47	.00	.00	2,000.00	500.00	-75.0%
101844 5300	9,276.27	9,194.28	11,303.26	14,732.80	15,000.00	15,000.00	.0%
101844 5310	33,848.58	17,612.09	13,602.75	10,543.52	15,000.00	15,000.00	.0%
101844 5320	319.30	43,541.70	73,872.02	68,494.73	75,000.00	80,000.00	6.7%
101844 5330	1,837.88	.00	.00	.00	5,000.00	1,000.00	-80.0%
101844 5340	9,226.94	15,698.15	20,567.00	22,834.24	15,000.00	25,000.00	66.7%
101844 5350	2,933.57	7,712.67	6,467.46	7,139.15	10,000.00	10,000.00	.0%
101844 5360	4,186.01	1,649.07	2,291.51	2,949.45	1,000.00	3,000.00	200.0%
101844 5370	.00	.00	1,130.00	1,200.00	1,500.00	1,500.00	.0%
101844 5380	38.61	79.50	68.55	186.00	1,000.00	500.00	-50.0%
101844 5390	6,561.75	85.00	1,913.19	2,970.46	3,000.00	2,000.00	-33.3%
101844 5400	11,249.14	13,539.67	14,040.50	15,144.20	17,000.00	17,000.00	.0%
101844 5410	196.00	208.00	222.00	237.00	500.00	1,500.00	200.0%
101844 5420	5,998.97	5,376.86	5,196.11	23,611.55	15,000.00	15,000.00	.0%
101844 5450	1,262.17	6,259.26	-355.00	.00	1,500.00	1,500.00	.0%
101844 5460	71,343.86	107,001.58	82,883.58	93,850.90	70,000.00	92,000.00	31.4%
101844 5480	100.00	88.81	675.00	315.48	1,000.00	500.00	-50.0%
101844 5490	1,925.00	1,708.39	4,541.56	1,283.61	5,000.00	2,500.00	-50.0%
101844 5600	.00	.00	.00	54.99	.00	.00	.0%
101844 5610	.00	.00	349.23	.00	.00	.00	.0%
101844 5810	622.13	724.75	.00	.00	.00	.00	.0%
TOTAL PARKS AND RECREATION	746,780.88	1,095,630.82	1,045,869.14	1,120,505.02	1,133,022.00	1,164,712.00	2.8%
845 CIVIC CENTER							
101845 5000	126,775.17	137,452.88	205,616.20	189,241.09	210,170.00	204,916.00	-2.5%
101845 5010	6,085.89	5,181.48	4,119.76	6,935.68	11,000.00	8,000.00	-27.3%
101845 5020	111,218.15	130,819.83	142,100.60	144,822.18	120,000.00	135,000.00	12.5%
101845 5030	32,069.97	34,067.18	45,819.88	44,295.50	50,817.00	46,390.00	-8.7%
101845 5040	61,723.45	52,356.62	91,791.50	57,307.21	93,255.00	95,769.00	2.7%
101845 5200	79,867.77	82,010.38	73,845.87	67,308.27	65,000.00	74,000.00	13.8%
101845 5210	88.84	701.79	1,058.57	456.26	.00	.00	.0%
101845 5220	7,484.08	22,118.58	20,325.53	24,422.31	27,000.00	20,000.00	-25.9%
101845 5260	5,568.34	4,932.74	4,413.86	6,447.13	4,000.00	7,000.00	75.0%
101845 5270	32.53	.00	.00	.00	.00	.00	.0%
101845 5290	1,279.02	897.06	.00	.00	1,500.00	.00	.0%
101845 5300	28,101.27	39,721.09	32,138.95	24,585.78	15,000.00	15,000.00	.0%
101845 5310	11,338.65	22,725.77	12,294.82	6,827.30	15,000.00	15,000.00	.0%
101845 5320	3,943.93	549.02	28,818.93	33,880.16	35,000.00	45,000.00	28.6%
101845 5330	.00	172.95	395.75	.00	.00	.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101845 5350 UTILITIES	230,540.49	340,419.17	298,415.69	270,413.55	350,000.00	330,000.00	-5.7%
101845 5360 WASTEREM	13,960.16	18,066.59	18,345.55	14,857.51	15,000.00	20,000.00	33.3%
101845 5370 CONFTRVL	.00	.00	.00	1,200.00	1,000.00	500.00	-50.0%
101845 5380 ALSGENTRVL	505.17	1,046.95	.00	.00	1,200.00	500.00	-58.3%
101845 5390 AWARDS	.00	.00	53.50	.00	.00	205.00	.0%
101845 5400 SUBSCRIPT	2,708.48	3,638.74	3,875.76	3,905.15	5,000.00	4,000.00	-20.0%
101845 5410 INSURANCES	14,473.00	23,237.00	24,312.00	27,066.00	25,000.00	25,000.00	.0%
101845 5420 RENTS	213.30	1,252.62	3,388.91	168.51	2,000.00	1,500.00	-25.0%
101845 5450 LICTAXES	3,846.24	4,024.81	4,535.65	5,242.70	3,000.00	5,500.00	83.3%
101845 5460 PROFESSION	8,221.66	10,761.30	4,620.33	1,116.16	5,000.00	5,000.00	.0%
101845 5490 OTHER	212.50	242.42	75.95	42.11	1,000.00	500.00	-50.0%
101845 5600 BUILDINGS	.00	.00	.00	161.19	.00	.00	.0%
101845 5610 FURNEQUIP	.00	.00	950.63	276.98	.00	.00	.0%
101845 5980 TRSTO CIP	.00	.00	.00	.00	.00	124,000.00	.0%
TOTAL CIVIC CENTER	750,258.06	936,396.97	1,021,314.19	930,978.73	1,055,942.00	1,182,780.00	12.0%
846 EVENT CENTER							
101846 5200 GENSUPP	1,647.47	345.39	.00	.00	.00	.00	.0%
101846 5220 SMALL TOOL	26,432.19	15,376.75	.00	.00	.00	.00	.0%
101846 5230 ADVERTISE	.00	.00	714.08	.00	.00	.00	.0%
101846 5300 MAINT EQUIP	220.00	3,376.32	588.75	.00	.00	.00	.0%
101846 5310 MAINTSTRUC	.00	2,320.00	259.56	.00	.00	.00	.0%
101846 5320 CEOTHRIMPV	.00	487.50	7,543.84	7,013.17	10,000.00	.00	-100.0%
101846 5360 WASTEREM	.00	481.67	.00	.00	.00	.00	.0%
101846 5400 SUBSCRIPT	1,168.00	250.00	950.00	.00	.00	.00	.0%
101846 5450 LICTAXES	.00	425.00	.00	.00	.00	.00	.0%
TOTAL EVENT CENTER	29,467.66	23,062.63	10,056.23	7,013.17	10,000.00	.00	-100.0%
847 COMMUNITY CENTER							
101847 5000 SAL-REG EM	94,993.96	121,569.65	114,313.01	113,027.49	116,723.00	121,384.00	4.0%
101847 5010 OT-REG EMP	9,630.22	10,589.33	9,471.15	2,879.72	3,000.00	3,000.00	.0%
101847 5020 TEMPEMP	45,195.83	24,254.73	54,572.99	32,425.95	30,000.00	30,000.00	.0%
101847 5030 EMPLR-PEN	20,964.71	22,508.65	26,206.05	21,522.30	26,479.00	22,399.00	-15.4%
101847 5040 EMPLR-INSU	23,888.43	24,785.80	21,438.82	19,911.37	22,813.00	21,050.00	-7.7%
101847 5080 EMEEAPRARE	190.97	184.25	.00	.00	500.00	500.00	.0%
101847 5200 GENSUPP	7,409.12	20,004.74	27,184.23	19,969.85	20,000.00	20,000.00	.0%
101847 5210 OFFICE SUP	554.84	837.58	962.04	63.00	1,000.00	1,000.00	.0%
101847 5220 SMALL TOOL	3,940.32	593.45	1,621.86	239.97	3,000.00	3,000.00	.0%
101847 5230 ADVERTISE	522.14	1,069.34	696.66	53.32	800.00	1,000.00	25.0%
101847 5260 MTRFUEL	.00	79.78	278.47	.00	200.00	200.00	.0%
101847 5270 POSTAGE	13.36	-4.01	83.06	19.36	100.00	100.00	.0%
101847 5300 MAINT EQUIP	5,134.73	4,777.52	12,599.53	4,814.75	6,000.00	6,000.00	.0%
101847 5310 MAINTSTRUC	8,234.39	4,097.05	9,962.90	7,004.43	6,000.00	10,000.00	66.7%
101847 5320 CEOTHRIMPV	207.09	191.86	252.10	579.32	10,000.00	10,000.00	.0%
101847 5330 PRINTPUB	.00	119.40	.00	.00	500.00	500.00	.0%
101847 5350 UTILITIES	20,443.17	21,902.10	21,393.78	21,672.52	25,000.00	25,000.00	.0%
101847 5360 WASTEREM	3,381.45	3,737.50	5,271.55	6,830.64	7,000.00	7,000.00	.0%

2026 PROPOSED EXPENDITURES

GENERAL FUND		2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
101847	5370	4.68	.00	3,100.00	.00	500.00	500.00	.0%
101847	5380	.00	.00	1,200.00	.00	250.00	500.00	100.0%
101847	5390	.00	.00	157.00	.00	200.00	.00	-100.0%
101847	5400	2,555.38	2,100.01	2,146.80	1,932.25	2,000.00	2,300.00	15.0%
101847	5410	2,095.00	2,442.00	2,565.00	2,038.00	3,000.00	3,000.00	.0%
101847	5420	19.45	.00	.00	350.00	.00	500.00	.0%
101847	5450	713.32	100.00	100.00	130.00	500.00	500.00	.0%
101847	5460	1,797.00	2,799.43	2,199.00	8,989.10	3,000.00	5,000.00	66.7%
101847	5480	.00	.00	262.50	1,305.00	.00	1,200.00	.0%
101847	5490	100.00	.00	2,920.40	14,220.00	500.00	12,000.00	2300.0%
101847	5610	.00	.00	1,349.99	97.28	.00	.00	.0%
TOTAL COMMUNITY CENTER		251,989.56	268,740.16	322,308.89	280,075.62	289,065.00	307,633.00	6.4%
848	AQUATIC CENTER							
101848	5000	31,157.83	1,932.95	-1,422.50	.00	.00	.00	.0%
101848	5010	3,476.91	6,130.30	1,671.77	5,769.40	5,000.00	5,000.00	.0%
101848	5020	103,432.20	101,988.89	109,020.25	93,972.41	110,000.00	115,000.00	4.5%
101848	5030	12,958.28	8,533.23	8,423.97	7,645.95	11,650.00	10,365.00	-11.0%
101848	5040	12,359.61	10,047.09	18,397.14	6,177.47	9,177.00	6,123.00	-33.3%
101848	5200	35,720.23	38,348.78	34,888.00	43,197.13	40,000.00	40,000.00	.0%
101848	5210	347.58	61.15	.00	.00	500.00	.00	-100.0%
101848	5220	5,902.12	5,243.00	3,282.26	3,766.79	10,000.00	5,000.00	-50.0%
101848	5230	199.99	.00	.00	.00	500.00	.00	-100.0%
101848	5270	4.08	.00	.00	.00	.00	.00	.0%
101848	5300	27,767.42	5,075.06	1,789.01	4,657.30	11,000.00	10,000.00	-9.1%
101848	5310	15,525.59	3,219.69	9,233.66	4,397.43	11,000.00	10,000.00	-9.1%
101848	5320	445.00	133.00	17,400.00	.00	20,000.00	20,000.00	.0%
101848	5350	12,604.32	25,138.29	19,588.60	17,653.78	25,000.00	27,000.00	8.0%
101848	5360	3,668.19	1,130.45	1,327.52	1,464.80	3,500.00	2,000.00	-42.9%
101848	5370	141.04	.00	.00	.00	1,000.00	500.00	-50.0%
101848	5380	627.31	140.00	59.43	.00	1,000.00	500.00	-50.0%
101848	5400	1,700.02	2,100.00	1,737.50	1,859.37	2,500.00	2,500.00	.0%
101848	5410	2,865.00	3,316.00	3,467.00	3,744.00	5,000.00	5,000.00	.0%
101848	5420	.00	48.97	.00	.00	500.00	500.00	.0%
101848	5450	1,889.32	1,850.00	971.00	251.00	1,200.00	1,500.00	25.0%
101848	5460	2,485.61	.00	322.00	.00	3,500.00	2,500.00	-28.6%
101848	5490	300.00	.00	.00	6.99	1,000.00	1,000.00	.0%
101848	5610	.00	.00	302.40	.00	.00	.00	.0%
TOTAL AQUATIC CENTER		275,577.65	214,436.85	230,459.01	194,563.82	273,027.00	264,488.00	-3.1%
TOTAL GENERAL FUND		924,874.93	2,753,576.77	-969,227.68	1,425,220.64	.00	.00	.0%
TOTAL REVENUE		-18,081,474.84	-20,068,685.22	-22,507,771.93	-19,452,785.59	-22,104,698.00	-23,070,504.00	.0%
TOTAL EXPENSE		19,006,349.77	22,822,261.99	21,538,544.25	20,878,006.23	22,104,698.00	23,070,504.00	.0%
GRAND TOTAL		924,874.93	2,753,576.77	-969,227.68	1,425,220.64	.00	.00	.0%

**SPECIAL
REVENUE
FUNDS**

2026

Park Dedication Fund

The Park Dedication fund was established in 2018 by Ordinance No. 1426. Cash payments contributed to this fund shall be used for the acquisition and improvement of land for parks, playgrounds, conservation, or other open space areas as provided by Minnesota State Statute 462.358. No funds shall be used for ongoing operation or maintenance of existing parks or recreational facilities or sites.

	<u>2023</u>	<u>2024</u>	<u>10/31</u>	<u>2025</u>	<u>2026</u>
	<u>Actual</u>	<u>Actual</u>	<u>To Date</u>	<u>Adopted</u>	<u>Proposed</u>
Unassigned Bal. \$	----	\$ ----	\$ ----	\$ ----	\$ ----
Assigned Bal.	38,245	95,172	99,444	99,444	99,444
Revenues	56,927	4,408	3,430	0	0
Expenditures	0	(135)	(13)	0	0
Prior Adjust.	----	----	-----	----	----
Fund Balance-Dec. 31	<u>95,172</u>	<u>99,444</u>	<u>102,861</u>	<u>99,444</u>	<u>99,444</u>

2026 PROPOSED REVENUE AND EXPENDITURES

PARK DEDICATION FUND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
770 MISCELLANEOUS							
20177050 4810 INTREV	.00	-709.61	-2,056.17	-2,088.75	.00	.00	.0%
20177050 4870 MISC	.00	-54,606.00	.00	.00	.00	.00	.0%
20177050 4880 MRKTVAL	.00	-1,611.21	-1,641.38	-1,340.89	.00	.00	.0%
20177050 4990 TRANSIN	-27,873.81	.00	.00	.00	.00	.00	.0%
TOTAL MISCELLANEOUS	-27,873.81	-56,926.82	-3,697.55	-3,429.64	.00	.00	.0%
844 PARKS AND RECREATION							
201844 5910 MRKTVALU	.00	.00	15.85	12.73	.00	.00	.0%
TOTAL PARKS AND RECREATION	.00	.00	15.85	12.73	.00	.00	.0%
TOTAL PARK DEDICATION FUND	-27,873.81	-56,926.82	-3,681.70	-3,416.91	.00	.00	.0%
TOTAL REVENUE	-27,873.81	-56,926.82	-3,697.55	-3,429.64	.00	.00	.0%
TOTAL EXPENSE	.00	.00	15.85	12.73	.00	.00	.0%
GRAND TOTAL	-27,873.81	-56,926.82	-3,681.70	-3,416.91	.00	.00	.0%

2026

INDUSTRIAL DEVELOPMENT

The Industrial Development Fund was established for the systematic development of the City's Industrial Park.

	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>Actual</u>	<u>13-Nov</u> <u>2025</u> <u>To Date</u>	<u>2025</u> <u>Adopted</u>	<u>2026</u> <u>Proposed</u>
Restricted Bal.	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Assigned Bal.	959,438	2,657,821	2,509,722	2,507,415	1,744,215
Revenues	1,859,090	477,140	1,029,956	110,000	118,600
Expenditures	(160,707)	(627,546)	(1,081,380)	(873,200)	(502,500)
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>3,657,821</u>	<u>3,507,415</u>	<u>3,493,993</u>	<u>2,744,215</u>	<u>2,360,315</u>

2026 PROPOSED REVENUE AND EXPENDITURES

INDUSTRIAL DEVELOPMENT	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
720 LICENSES AND PERMITS							
20572010 4200 LICPERMITS	-100.00	-100.00	-100.00	-100.00	.00	-100.00	.0%
TOTAL LICENSES AND PERMITS	-100.00	-100.00	-100.00	-100.00	.00	-100.00	.0%
740 CHARGES FOR SERVICES							
20574010 4415 LANDRENT	-50,149.98	-50,149.98	-49,970.40	-43,584.00	-60,000.00	-43,500.00	-27.5%
TOTAL CHARGES FOR SERVICES	-50,149.98	-50,149.98	-49,970.40	-43,584.00	-60,000.00	-43,500.00	-27.5%
770 MISCELLANEOUS							
20577080 4810 INTREV	-20,048.12	-54,089.81	-106,576.91	-83,225.01	-50,000.00	-75,000.00	50.0%
20577080 4830 SALE ASSET	.00	-1,553,255.66	-243,200.41	-852,924.90	.00	.00	.0%
20577080 4880 MRKTVAL	-13,044.17	-99,558.08	-63,598.55	-50,121.76	.00	.00	.0%
TOTAL MISCELLANEOUS	-33,092.29	-1,706,903.55	-413,375.87	-986,271.67	-50,000.00	-75,000.00	50.0%
780 OTHER FINANCE SOURCES							
20578060 4990 TRANSIN	.00	-101,936.21	-13,693.79	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES	.00	-101,936.21	-13,693.79	.00	.00	.00	.0%
807 PLANNING & DEVELOPMENT							
205807 5320 MAINTOTHIM	.00	.00	.00	.00	300,000.00	.00	.0%
205807 5450 LICTAXES	2,564.34	2,849.92	3,124.74	2,054.76	3,200.00	2,500.00	-21.9%
205807 5460 PROFESSION	39,184.97	43,290.27	429,924.29	500,261.37	500,000.00	300,000.00	-40.0%
205807 5480 REFRIMBSTS	.00	67,021.15	6,000.00	.00	.00	.00	.0%
205807 5490 OTHER	42.00	.00	.00	.00	.00	.00	.0%
205807 5700 CAPOTHER	.00	249,229.65	.00	.00	.00	.00	.0%
205807 5910 MRKTVALU	134,030.87	9,406.52	5,026.55	469.68	.00	.00	.0%
205807 5990 TRSTOFNDS	27,873.81	.00	.00	.00	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT	203,695.99	371,797.51	444,075.58	502,785.81	803,200.00	302,500.00	-62.3%
830 PUBLIC WORKS							
205830 5320 MTCEOTHIMP	.00	.00	7,568.00	462,974.28	.00	.00	.0%
205830 5460 PROFESSION	.00	38,139.00	175,902.37	115,619.98	70,000.00	200,000.00	185.7%
TOTAL PUBLIC WORKS	.00	38,139.00	183,470.37	578,594.26	70,000.00	200,000.00	185.7%
TOTAL INDUSTRIAL DEVELOPMENT	120,353.72	-1,449,153.23	150,405.89	51,424.40	763,200.00	383,900.00	-49.7%
TOTAL REVENUE	-83,342.27	-1,859,089.74	-477,140.06	-1,029,955.67	-110,000.00	-118,600.00	7.8%
TOTAL EXPENSE	203,695.99	409,936.51	627,545.95	1,081,380.07	873,200.00	502,500.00	-42.5%

2026 PROPOSED REVENUE AND EXPENDITURES

	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
INDUSTRIAL DEVELOPMENT							
GRAND TOTAL	120,353.72	-1,449,153.23	150,405.89	51,424.40	763,200.00	383,900.00	-49.7%

2026

CONVENTION AND VISITOR'S BUREAU

The Convention and Visitor's Bureau Fund was established in 1990 and was funded by the establishment of a city wide Lodging Tax of 3%. A maximum of 5% of Lodging revenues is transferred to the City General Fund for Administrative purposes.

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>10/31 2025 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Unassigned Bal.	\$ ----	\$ ----	\$ ----	\$ ----	\$ ----
Assigned Bal.	390,322	415,166	447,081	447,081	394,481
Revenues	388,329	386,646	303,858	342,500	368,000
Expenditures	(363,485)	(354,731)	(276,804)	(395,100)	(416,800)
Prior Adjust.				----	----
Balance-Dec. 31	<u>415,166</u>	<u>447,081</u>	<u>474,135</u>	<u>394,481</u>	<u>345,681</u>

2026 PROPOSED REVENUE AND EXPENDITURES

CONVENTION & VISITORS BUREAU			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES									
20871050	4040	HTLMTLTAX	-246,757.92	-230,447.41	-189,687.37	-205,344.52	-285,000.00	-320,000.00	12.3%
20871050	4050	LODGETX	-59,107.61	-74,977.60	-48,756.52	-52,758.15	.00	.00	.0%
TOTAL TAXES			-305,865.53	-305,425.01	-238,443.89	-258,102.67	-285,000.00	-320,000.00	12.3%
730 INTERGOVERNMENTAL REVENUE									
20873050	4320	STGRANT	-11,615.00	-10,000.00	-10,000.00	-8,000.00	-10,000.00	-3,500.00	-65.0%
20873050	4340	CTYGRANT	-49,558.85	-49,042.95	.00	.00	-15,000.00	-15,000.00	.0%
20873050	4390	OTHGVTGRNT	.00	.00	-18,750.00	-18,750.00	-25,000.00	-25,000.00	.0%
TOTAL INTERGOVERNMENTAL REVEN			-61,173.85	-59,042.95	-28,750.00	-26,750.00	-50,000.00	-43,500.00	-13.0%
740 CHARGES FOR SERVICES									
20874050	4465	ADMISSION	.00	.00	.00	-3,934.09	.00	.00	.0%
20874050	4485	CONCESSION	.00	.00	.00	-382.80	.00	.00	.0%
20874050	4490	ADV SALES	-4,075.00	-1,130.00	.00	.00	-6,500.00	-1,000.00	-84.6%
TOTAL CHARGES FOR SERVICES			-4,075.00	-1,130.00	.00	-4,316.89	-6,500.00	-1,000.00	-84.6%
770 MISCELLANEOUS									
20877050	4810	INTREV	-2,948.89	-7,220.43	-7,884.33	-8,927.11	.00	.00	.0%
20877050	4860	REFND/REIM	-3,055.81	-2,897.00	.00	-270.79	-1,000.00	-1,000.00	.0%
20877050	4870	MISC	.00	-246.43	.00	.00	.00	-2,500.00	.0%
20877050	4880	MRKTVAL	-2,125.68	-12,367.67	-6,138.31	-5,490.41	.00	.00	.0%
TOTAL MISCELLANEOUS			-8,130.38	-22,731.53	-14,022.64	-14,688.31	-1,000.00	-3,500.00	250.0%
850 CONVENTION AND VISITORS BUREAU									
208850	5000	SAL-REG EM	104,204.32	111,382.07	87,860.08	97,558.06	117,000.00	130,000.00	11.1%
208850	5030	EMPLR-PEN	29,735.04	31,931.12	26,806.10	29,539.86	35,000.00	36,400.00	4.0%
208850	5200	GENSUPP	1,867.70	355.42	1,899.28	276.96	2,300.00	2,500.00	8.7%
208850	5210	OFFICE SUP	1,971.56	2,158.14	1,875.98	1,868.52	2,800.00	3,800.00	35.7%
208850	5220	SMALL TOOL	3,146.66	140.06	.00	1,170.44	600.00	600.00	.0%
208850	5270	POSTAGE	352.35	328.96	308.11	432.28	500.00	750.00	50.0%
208850	5290	COMM	2,382.39	3,744.70	2,219.75	1,872.32	6,100.00	9,000.00	47.5%
208850	5300	MAINTEQUIP	2,432.67	.00	2,611.91	.00	1,600.00	2,000.00	25.0%
208850	5330	PRINTPUB	1,651.50	.00	790.00	.00	3,500.00	3,500.00	.0%
208850	5360	WASTEREM	76.35	76.07	60.45	54.32	150.00	150.00	.0%
208850	5370	CONFTRVL	7,376.58	8,557.66	1,896.51	2,962.20	7,500.00	8,000.00	6.7%
208850	5380	ALSGENTRVL	.00	650.82	1,191.59	1,621.76	3,000.00	3,000.00	.0%
208850	5390	AWARDS	145.61	137.98	296.76	67.54	200.00	300.00	50.0%
208850	5400	SUBSCRIPT	2,740.36	4,751.13	6,487.55	7,153.94	6,000.00	3,700.00	-38.3%
208850	5410	INSURANCES	545.00	550.00	306.48	380.28	550.00	500.00	-9.1%
208850	5420	RENTS	8,268.72	8,268.72	6,890.58	6,890.60	8,700.00	14,400.00	65.5%

2026 PROPOSED REVENUE AND EXPENDITURES

CONVENTION & VISITORS BUREAU	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
208850 5460 PROFESSION	5,155.26	6,632.46	6,334.65	6,193.85	8,000.00	8,000.00	.0%
208850 5490 OTHER	1,767.95	3,937.84	1,378.96	1,220.94	2,600.00	2,600.00	.0%
208850 5600 BUILDINGS	.00	2,500.00	.00	.00	.00	.00	.0%
208850 5910 MRKTVALU	18,755.13	1,533.71	60.95	52.82	.00	.00	.0%
208850 5970 TRSFTOGEN	10,500.00	10,500.00	.00	.00	14,000.00	16,000.00	14.3%
TOTAL CONVENTION AND VISITOR	203,075.15	198,136.86	149,275.69	159,316.69	220,100.00	245,200.00	11.4%
851 TOURISM							
208851 5230 ADVERTISE	25,540.96	25,456.00	862.50	.00	.00	.00	.0%
208851 5270 POSTAGE	5,378.87	1,462.47	3,841.31	1,811.32	2,000.00	2,000.00	.0%
208851 5310 MAINTSTRUC	4,065.00	3,384.00	822.00	1,380.00	.00	.00	.0%
208851 5370 CONFTRVL	11,180.06	2,623.77	.00	.00	.00	.00	.0%
208851 5471 CONFCONVTN	26,768.77	22,021.67	4,108.33	4,648.93	35,000.00	35,000.00	.0%
208851 5472 LEISRETRVL	34,184.50	63,493.34	64,690.42	72,609.01	81,000.00	91,600.00	13.1%
208851 5473 SPORTPROMO	7,589.06	5,625.98	1,564.00	6,537.61	10,000.00	11,000.00	10.0%
208851 5474 SPCLPROMO	8,498.03	8,201.28	8,500.00	8,000.00	12,000.00	12,000.00	.0%
208851 5475 VISITORS GD	.00	18,850.00	.00	.00	10,000.00	.00	.0%
208851 5476 STRGICMRTG	.00	12,500.00	25,000.00	22,500.00	25,000.00	20,000.00	-20.0%
208851 5490 OTHER	1,094.40	1,730.34	.00	.00	.00	.00	.0%
TOTAL TOURISM	124,299.65	165,348.85	109,388.56	117,486.87	175,000.00	171,600.00	-1.9%
TOTAL CONVENTION & VISITORS	-51,869.96	-24,843.78	-22,552.28	-27,054.31	52,600.00	48,800.00	-7.2%
TOTAL REVENUE	-379,244.76	-388,329.49	-281,216.53	-303,857.87	-342,500.00	-368,000.00	7.4%
TOTAL EXPENSE	327,374.80	363,485.71	258,664.25	276,803.56	395,100.00	416,800.00	5.5%
GRAND TOTAL	-51,869.96	-24,843.78	-22,552.28	-27,054.31	52,600.00	48,800.00	-7.2%

2026

COMMUNITY DEVELOPMENT FUND

The Community Development Fund was established in 1975 to account for activities of the Community Development Block Grant Program, which provides communities with financial assistance so they can provide better housing, improve living conditions and encourage economic opportunities primarily for persons of low and moderate income. These grants were forwarded to, and administered by the Kandiyohi County HRA. The Westwind Estates Townhomes Deferred Note thru March 23, 2040 is showned on the Balance sheet within this Fund for recording purposes only. The original note of \$350,000 will have a projected balance of \$376,250 with accumulated interest at maturity in the year 2040.

	2023 <u>Actual</u>	2024 <u>Actual</u>	31-Oct 2025 <u>To Date</u>	2025 <u>Adopted</u>	2026 <u>Proposed</u>
Unassigned Bal. \$	----	\$ ----	\$ ----	\$ ----	\$ ----
Assigned Bal.	361,181	362,056	362,931	362,931	363,806
Interest Receivable	875	875	0	875	875
Revenues	196,742	688,268			
Expenditures	(196,742)	(688,268)	0	0	0
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>362,056</u>	<u>362,931</u>	<u>362,931</u>	<u>363,806</u>	<u>364,681</u>

2026 PROPOSED REVENUE AND EXPENDITURES

COMMUNITY DEVELOPMENT	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE							
21273060 4310 FEDGRANT	-196,741.91	-688,267.86	.00	.00	.00	.00	.0%
TOTAL INTERGOVERNMENTAL REVEN	-196,741.91	-688,267.86	.00	.00	.00	.00	.0%
807 PLANNING & DEVELOPMENT							
212807 5490 OTHER	196,741.91	688,267.86	.00	.00	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT	196,741.91	688,267.86	.00	.00	.00	.00	.0%
TOTAL COMMUNITY DEVELOPMENT	.00	.00	.00	.00	.00	.00	.0%
TOTAL REVENUE	-196,741.91	-688,267.86	.00	.00	.00	.00	.0%
TOTAL EXPENSE	196,741.91	688,267.86	.00	.00	.00	.00	.0%
GRAND TOTAL	.00	.00	.00	.00	.00	.00	.0%

2026

Local Option Sales Tax

Starting in October of 2019 the City of Willmar implemented a Local Option Sales Tax of .5% and a \$20 Vehicle excess tax in order to fund the following \$ 30,000,000 in Projects:

1. Community Center Replacement	\$ 2,000,000
2. New Athletic Fields	\$ 6,000,000
3. Infrastructure Improvements Robbins Island Reg. Park	\$ 3,000,000
4. New Amenities at Swansson Field	\$ 2,000,000
5. Stormwater Management Infrastructure Improvements	\$ 7,000,000
6. New Recreation/Event Center	\$ 10,000,000

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>31-Oct 2025 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	3,318,505	3,265,786	1,954,051	2,800,000	3,000,000
Expenditures	(2,675,949)	(2,958,825)	(3,760,699)	(1,986,888)	(1,988,563)
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>6,907,386</u>	<u>7,214,347</u>	<u>5,407,699</u>	<u>8,027,459</u>	<u>9,038,896</u>

2026 PROPOSED REVENUE AND EXPENDITURES

LOCAL OPTION SALES TAX	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
22071060 4030 LOSTAX	-3,042,165.48	-3,023,016.76	-2,989,775.86	-2,007,164.83	-2,700,000.00	-2,900,000.00	7.4%
TOTAL TAXES	-3,042,165.48	-3,023,016.76	-2,989,775.86	-2,007,164.83	-2,700,000.00	-2,900,000.00	7.4%
770 MISCELLANEOUS							
22077060 4810 INTREV	-43,629.04	-108,255.77	-172,631.88	-127,158.99	-100,000.00	-100,000.00	.0%
22077060 4880 MRKTVAL	-32,428.06	-187,232.39	-103,377.87	-84,782.78	.00	.00	.0%
22077060 4990 TRANSIN	.00	.00	.00	-59,000.00	.00	.00	.0%
TOTAL MISCELLANEOUS	-76,057.10	-295,488.16	-276,009.75	-270,941.77	-100,000.00	-100,000.00	.0%
801 ADMINISTRATION							
220801 5910 MRKTVALU	272,500.65	23,414.14	8,741.01	848.35	.00	.00	.0%
220801 5980 TRSTO CIP	1,335,305.82	2,624,580.00	1,960,889.00	1,770,780.00	1,972,888.00	.00	-100.0%
220801 5990 TRSTOFNDS	-200.00	.00	.00	1,972,888.00	.00	1,965,363.00	.0%
TOTAL ADMINISTRATION	1,607,606.47	2,647,994.14	1,969,630.01	3,744,516.35	1,972,888.00	1,965,363.00	-.4%
833 STORM WATER							
220833 5490 OTHER	6,688.12	6,522.83	3,778.74	4,215.05	3,000.00	6,000.00	100.0%
220833 5980 TRSTO CIP	.00	.00	973,000.00	.00	.00	.00	.0%
TOTAL STORM WATER	6,688.12	6,522.83	976,778.74	4,215.05	3,000.00	6,000.00	100.0%
844 PARKS AND RECREATION							
220844 5490 OTHER	4,777.21	10,250.13	5,938.00	7,123.61	5,000.00	8,000.00	60.0%
TOTAL PARKS AND RECREATION	4,777.21	10,250.13	5,938.00	7,123.61	5,000.00	8,000.00	60.0%
846 EVENT CENTER							
220846 5490 OTHER	15,287.09	9,318.38	5,398.23	6,021.55	5,000.00	8,000.00	60.0%
TOTAL EVENT CENTER	15,287.09	9,318.38	5,398.23	6,021.55	5,000.00	8,000.00	60.0%
847 COMMUNITY CENTER							
220847 5490 OTHER	1,910.88	1,863.64	1,079.63	1,204.28	1,000.00	1,200.00	20.0%
TOTAL COMMUNITY CENTER	1,910.88	1,863.64	1,079.63	1,204.28	1,000.00	1,200.00	20.0%
TOTAL LOCAL OPTION SALES TAX	-1,481,952.81	-642,555.80	-306,961.00	1,484,974.24	-813,112.00	-1,011,437.00	24.4%
TOTAL REVENUE	-3,118,222.58	-3,318,504.92	-3,265,785.61	-2,278,106.60	-2,800,000.00	-3,000,000.00	7.1%
TOTAL EXPENSE	1,636,269.77	2,675,949.12	2,958,824.61	3,763,080.84	1,986,888.00	1,988,563.00	.1%

2026 PROPOSED REVENUE AND EXPENDITURES

	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
LOCAL OPTION SALES TAX							
GRAND TOTAL	-1,481,952.81	-642,555.80	-306,961.00	1,484,974.24	-813,112.00	-1,011,437.00	24.4%

2026

Airport Operations

The Airport Operations Fund was established to comply with FAA and State Aeronautics grant assurances. The land release was obtained from the FAA, this fund no longer receives rental income from the Old Airport Site. 2020 was the last payment for the 2004C Debt Service to relocate the Airport. The number of airplanes that use the Willmar Airport as their base of operations has grown since the relocation from 30 to 53.

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>13-Nov 2025 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	187,593	204,238	175,735	174,337	181,717
Expenditures	(178,274)	(185,648)	(186,357)	(181,931)	(205,150)
Prior Adjust.	<u>1</u>	<u>(1)</u>	<u>----</u>	<u>----</u>	<u>----</u>
Balance-Dec. 31	<u><u>417,826</u></u>	<u><u>436,415</u></u>	<u><u>425,793</u></u>	<u><u>428,821</u></u>	<u><u>405,388</u></u>

2026 PROPOSED REVENUE AND EXPENDITURES

WILLMAR MUNICIPAL AIRPORT			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE									
23073080	4310	FEDGRANT	.00	-1,000.00	-500.00	-500.00	.00	.00	.0%
23073080	4320	STGRANT	-56,337.00	-56,337.00	-56,337.00	-56,337.00	-56,337.00	-56,717.00	.7%
TOTAL INTERGOVERNMENTAL REVEN			-56,337.00	-57,337.00	-56,837.00	-56,837.00	-56,337.00	-56,717.00	.7%
740 CHARGES FOR SERVICES									
23074080	4415	LANDRENT	-95,585.18	-94,046.69	-110,708.54	-97,204.30	-92,000.00	-100,000.00	8.7%
23074080	4455	FUELOILSAL	-24,684.19	-21,746.18	-21,331.75	-15,974.01	-26,000.00	-22,000.00	-15.4%
TOTAL CHARGES FOR SERVICES			-120,269.37	-115,792.87	-132,040.29	-113,178.31	-118,000.00	-122,000.00	3.4%
770 MISCELLANEOUS									
23077080	4810	INTREV	-2,703.20	-5,428.54	-7,486.68	-3,404.09	.00	-3,000.00	.0%
23077080	4860	REFND/REIM	-13,298.65	.00	-3,296.12	.00	.00	.00	.0%
23077080	4880	MRKTVL	-2,153.95	-9,034.51	-4,577.46	-2,315.87	.00	.00	.0%
TOTAL MISCELLANEOUS			-18,155.80	-14,463.05	-15,360.26	-5,719.96	.00	-3,000.00	.0%
838 AIRPORT									
230838	5200	GENSUPP	540.73	1,061.15	3,230.97	4,115.16	1,000.00	1,000.00	.0%
230838	5210	OFFICE SUP	.00	.00	3,161.38	.00	.00	.00	.0%
230838	5220	SMALL TOOL	406.96	.00	198.56	.00	2,500.00	2,500.00	.0%
230838	5230	ADVERTISE	.00	.00	.00	.00	500.00	500.00	.0%
230838	5270	POSTAGE	84.73	24.07	.00	20.20	150.00	150.00	.0%
230838	5290	COMM	465.36	.00	.00	.00	2,900.00	.00	-100.0%
230838	5300	MAINT EQUIP	164.00	421.12	.00	16,593.91	5,000.00	10,000.00	100.0%
230838	5310	MAINTSTRUC	2,442.19	7,149.58	.00	343.03	16,000.00	11,000.00	-31.3%
230838	5320	MAINTOTHIM	22,484.75	26,546.62	13,425.09	12,463.17	60,000.00	35,000.00	-41.7%
230838	5330	PRINTPUB	.00	.00	40.57	.00	.00	.00	.0%
230838	5350	UTILITIES	35,298.06	34,223.82	34,572.56	26,100.36	40,000.00	36,000.00	-10.0%
230838	5360	WASTEREM	395.25	362.59	1,746.70	1,808.92	500.00	10,000.00	1900.0%
230838	5400	SUBSCRIPT	150.00	333.96	367.92	2,310.50	400.00	2,500.00	525.0%
230838	5410	INSURANCES	6,156.00	7,187.00	7,527.00	8,473.00	.00	8,500.00	.0%
230838	5450	LICTAXES	40,125.80	39,944.98	32,179.56	32,872.23	.00	33,000.00	.0%
230838	5460	PROFESSION	48,000.00	52,000.00	79,780.32	77,978.89	52,981.00	55,000.00	3.8%
230838	5480	REFRIMBSTS	.00	.00	386.40	849.60	.00	.00	.0%
230838	5490	OTHER	6,175.80	7,464.60	8,686.98	2,400.00	.00	.00	.0%
230838	5910	MRKTVL	16,177.97	1,554.14	343.89	28.00	.00	.00	.0%
TOTAL AIRPORT			179,067.60	178,273.63	185,647.90	186,356.97	181,931.00	205,150.00	12.8%
TOTAL WILLMAR MUNICIPAL AIRP			-15,694.57	-9,319.29	-18,589.65	10,621.70	7,594.00	23,433.00	208.6%
TOTAL REVENUE			-194,762.17	-187,592.92	-204,237.55	-175,735.27	-174,337.00	-181,717.00	4.2%
TOTAL EXPENSE			179,067.60	178,273.63	185,647.90	186,356.97	181,931.00	205,150.00	12.8%

2026 PROPOSED REVENUE AND EXPENDITURES

	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
WILLMAR MUNICIPAL AIRPORT GRAND TOTAL	-15,694.57	-9,319.29	-18,589.65	10,621.70	7,594.00	23,433.00	208.6%

2026

Willmar Main Street

This fund was created in 2019 with a combination of General Fund dollars and a Grant from Main Street Minnesota.

	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>Actual</u>	<u>31-Oct</u> <u>2025</u> <u>To Date</u>	<u>2025</u> <u>Adopted</u>	<u>2026</u> <u>Proposed</u>
Revenues	278,423	39,970	0	0	0
Expenditures	(253,393)	(33,715)	(1,700)	0	0
Prior Adjust.	----	-----	----	-----	----
Balance-Dec. 31	<u>61,606</u>	<u>67,861</u>	<u>66,161</u>	<u>67,861</u>	<u>67,861</u>

2026 PROPOSED REVENUE AND EXPENDITURES

MAIN STREET	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE							
23573050 4320 STGRANT	.00	-211,729.32	.00	.00	.00	.00	.0%
TOTAL INTERGOVERNMENTAL REVEN	.00	-211,729.32	.00	.00	.00	.00	.0%
740 CHARGES FOR SERVICES							
23574050 4500 ADULT PROG	.00	-144.00	.00	.00	.00	.00	.0%
TOTAL CHARGES FOR SERVICES	.00	-144.00	.00	.00	.00	.00	.0%
770 MISCELLANEOUS							
23577050 4800 COMMGRANTS	-6,000.00	-33,000.00	-3,570.00	.00	.00	.00	.0%
23577050 4860 REFND/REIM	.00	.00	-2,900.00	.00	.00	.00	.0%
TOTAL MISCELLANEOUS	-6,000.00	-33,000.00	-6,470.00	.00	.00	.00	.0%
780 OTHER FINANCE SOURCES							
23578050 4840 CNTRI/DNTN	-350.00	.00	.00	.00	.00	.00	.0%
23578050 4990 TRANSIN	-32,500.00	-33,550.00	-33,500.00	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES	-32,850.00	-33,550.00	-33,500.00	.00	.00	.00	.0%
807 PLANNING & DEVELOPMENT							
235807 5210 OFFICE SUP	.00	29.69	.00	.00	.00	.00	.0%
235807 5230 ADVERTISE	12.00	145.30	.00	.00	.00	.00	.0%
235807 5270 POSTAGE	14.28	.00	.00	.00	.00	.00	.0%
235807 5320 MAINTOTHIM	.00	208,544.32	.00	.00	.00	.00	.0%
235807 5330 PRINTPUB	60.00	.00	.00	.00	.00	.00	.0%
235807 5370 CONFTRVL	2,475.90	3,114.50	1,876.04	.00	.00	.00	.0%
235807 5380 ALSGENTRVL	149.01	79.54	.00	.00	.00	.00	.0%
235807 5400 SUBSCRIPT	4,735.15	2,341.52	2,500.00	.00	.00	.00	.0%
235807 5420 RENTS	.00	140.00	.00	.00	.00	.00	.0%
235807 5460 PROFESSION	24,204.83	21,116.47	18,500.00	.00	.00	.00	.0%
235807 5490 OTHER	5,474.89	17,881.56	10,838.53	1,700.14	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT	37,126.06	253,392.90	33,714.57	1,700.14	.00	.00	.0%
TOTAL MAIN STREET	-1,723.94	-25,030.42	-6,255.43	1,700.14	.00	.00	.0%
TOTAL REVENUE	-38,850.00	-278,423.32	-39,970.00	.00	.00	.00	.0%
TOTAL EXPENSE	37,126.06	253,392.90	33,714.57	1,700.14	.00	.00	.0%
GRAND TOTAL	-1,723.94	-25,030.42	-6,255.43	1,700.14	.00	.00	.0%

2026

Bike Share Program

This fund was created in 2019 with a combination of General Fund dollars and local Businesses

	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>Actual</u>	<u>31-Oct</u> <u>2025</u> <u>To Date</u>	<u>2025</u> <u>Adopted</u>	<u>2026</u> <u>Proposed</u>
Revenues	0	0	0	0	0
Expenditures	0	0	0	0	0
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>7,343</u>	<u>7,343</u> 0	<u>7,343</u>	<u>7,343</u>	<u>7,343</u>

2026 PROPOSED REVENUE AND EXPENDITURES

BIKE SHARE PROGRAM	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
770 MISCELLANEOUS							
23677050 4470 FACLTARENT	-229.69	.00	.00	.00	.00	.00	.0%
23677080 4800 COMMGRANTS	-3,624.92	.00	.00	.00	.00	.00	.0%
TOTAL MISCELLANEOUS	-3,854.61	.00	.00	.00	.00	.00	.0%
844 PARKS AND RECREATION							
236844 5200 GENSUPP	565.83	.00	.00	.00	.00	.00	.0%
236844 5220 SMALL TOOL	3,714.55	.00	.00	.00	.00	.00	.0%
236844 5300 MAINTEQUIP	8.62	.00	.00	.00	.00	.00	.0%
TOTAL PARKS AND RECREATION	4,289.00	.00	.00	.00	.00	.00	.0%
TOTAL BIKE SHARE PROGRAM	434.39	.00	.00	.00	.00	.00	.0%
TOTAL REVENUE	-3,854.61	.00	.00	.00	.00	.00	.0%
TOTAL EXPENSE	4,289.00	.00	.00	.00	.00	.00	.0%
GRAND TOTAL	434.39	.00	.00	.00	.00	.00	.0%

2026

COMMUNITY INVESTMENT

The Community Investment Fund was established in 1990 for the sole purpose of payment of Debt Service costs for the general benefit to the City of Willmar.

Expenditures shall be made solely from accumulated investment earnings until 1995.

After 1995 and beyond, only from accumulated investment earnings whenever possible.

The projects are prioritized as follows:

First Priority: Projects which can be funded within the amount of available investment earnings.

Second Priority: Projects using principal funds which have the capacity to repay the principal.

Third Priority: Projects with no other reasonable funding source.

	<u>2023 Actual</u>	<u>2023 Actual</u>	<u>31-Oct 2025 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	1,475,547	1,193,185	506,134	195,429	200,000
Expenditures	(1,174,394)	(2,094,474)	(1,120,809)	(1,119,380)	(1,124,076)
Prior Adjust.	1	(1)		----	----
Balance-Dec. 31	<u>11,884,145</u>	<u>10,982,855</u>	<u>10,368,180</u>	<u>10,058,904</u>	<u>9,134,828</u>

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
COMMUNITY INVESTMENT			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
760 SPECIAL ASSESSMENTS									
29576030	4100	URRSPASSMT	-70,136.82	-112,795.68	-21,364.51	-7,897.56	-20,429.00	.00	.0%
29576030	4110	DELSPASSMT	-729.00	-22,210.93	-2,547.54	-1,787.48	.00	.00	.0%
29576030	4120	PPDSPASSMT	-2,533.35	-31,530.72	-7,772.11	.00	.00	.00	.0%
29576030	4160	TAPNGFEE	-131,466.66	-255,500.00	.00	-124,150.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-204,865.83	-422,037.33	-31,684.16	-133,835.04	-20,429.00	.00	-100.0%
770 MISCELLANEOUS									
29577030	4810	INTREV	-102,060.84	-226,532.48	-235,433.45	-229,937.03	-175,000.00	-200,000.00	14.3%
29577030	4870	MISC	-1,407.61	-1,667.87	-548.15	-666.39	.00	.00	.0%
29577030	4880	MRKTVAL	-70,189.41	-392,309.24	-177,985.55	-141,695.25	.00	.00	.0%
TOTAL MISCELLANEOUS			-173,657.86	-620,509.59	-413,967.15	-372,298.67	-175,000.00	-200,000.00	14.3%
780 OTHER FINANCE SOURCES									
29578030	4990	TRANSIN	-2,337,203.65	-433,000.00	.00	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES			-2,337,203.65	-433,000.00	.00	.00	.00	.00	.0%
830 PUBLIC WORKS									
295830	5460	PROFESSION	2,000.00	.00	.00	.00	.00	.00	.0%
295830	5480	REFRIMBSTS	.00	.00	7,443.30	.00	.00	.00	.0%
295830	5490	OTHER	3,478.70	246.26	46.00	.00	.00	.00	.0%
295830	5910	MRKTVALU	659,208.98	49,384.34	1,830.11	1,429.41	.00	.00	.0%
295830	5980	TRSTO CIP	.00	.00	752,250.00	.00	.00	.00	.0%
295830	5999	TRSDEBTSRV	1,268,158.05	1,124,763.00	1,119,951.00	1,119,380.00	1,119,380.00	1,124,076.00	.4%
TOTAL PUBLIC WORKS			1,932,845.73	1,174,393.60	1,881,520.41	1,120,809.41	1,119,380.00	1,124,076.00	.4%
TOTAL COMMUNITY INVESTMENT			-782,881.61	-301,153.32	1,435,869.10	614,675.70	923,951.00	924,076.00	.0%
TOTAL REVENUE			-2,715,727.34	-1,475,546.92	-445,651.31	-506,133.71	-195,429.00	-200,000.00	2.3%
TOTAL EXPENSE			1,932,845.73	1,174,393.60	1,881,520.41	1,120,809.41	1,119,380.00	1,124,076.00	.4%
GRAND TOTAL			-782,881.61	-301,153.32	1,435,869.10	614,675.70	923,951.00	924,076.00	.0%

2026

PUBLIC WORKS RESERVE

The Fund was established to accelerate and maintain/sustain Public Improvements.

Initiating a Financing Mechanism with a five-year street improvement/Reconstruction Program

Key Points

Establish supplemental public (street) improvement financing vehicle utilizing annual utility fund revenues.

Program commits utility fund or portions thereof for a period of up to fifteen years.

Program allows time for the Community Investment Fund to rebound by paying off debt and building up reserves.

Future Considerations

City should consider permanent financing for public works improvements through local option sales tax which expired in 2012 and again in 2032.

No deferred assessments. All projects must be financed 100% with public funds, assessments developer financing, or combinations thereof.

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>10/31 2024 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	435,000	435,000	0	445,000	0
Expenditures	(433,000)	(435,000)	0	(90,900)	0
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>356,100</u>	<u>2,000</u>

2026 PROPOSED REVENUE AND EXPENDITURES

		2022	2023	2024	10/31/2025	2025	TNT	PCT
PUBLIC WORKS RESERVE		ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
780 OTHER FINANCE SOURCES								
29678030	4990 TRANSIN	-425,797.41	-435,000.00	.00	.00	-445,000.00	.00	.0%
TOTAL OTHER FINANCE SOURCES		-425,797.41	-435,000.00	.00	.00	-445,000.00	.00	-100.0%
830 PUBLIC WORKS								
296830	5980 TRSTO CIP	.00	.00	.00	.00	90,900.00	.00	.0%
296830	5990 TRSTOFNDS	465,594.44	433,000.00	.00	.00	.00	.00	.0%
TOTAL PUBLIC WORKS		465,594.44	433,000.00	.00	.00	90,900.00	.00	-100.0%
TOTAL PUBLIC WORKS RESERVE		39,797.03	-2,000.00	.00	.00	-354,100.00	.00	-100.0%
TOTAL REVENUE		-425,797.41	-435,000.00	.00	.00	-445,000.00	.00	-100.0%
TOTAL EXPENSE		465,594.44	433,000.00	.00	.00	90,900.00	.00	-100.0%
GRAND TOTAL		39,797.03	-2,000.00	.00	.00	-354,100.00	.00	-100.0%

D E B T

S E R V I C E

F U N D S

2026

City Hall Debt Levy

Starting in 2022 the City Council set an annual Tax Levy to put towards any future debt for a new City Hall. It was calculated to retire a \$10,000,000 issue over a period of thirty years at an estimated interest rate of 3%.

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>31-Oct 2025 To Date</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Restricted Bal.	481,695	1,033,902	1,647,780	1,647,780	2,234,780
Revenues	554,253	616,066	384,159	587,000	500,000
Expenditures	(2,045)	(2,188)	(216)	0	(185,000)
Prior Adjust.	(1)		1	----	----
Balance-Dec. 31	<u>1,033,902</u>	<u>1,647,780</u>	<u>2,031,724</u>	<u>2,234,780</u>	<u>2,549,780</u>

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - CITY HALL DEBT	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
30871070 4000 CRTXVAL	-477,517.86	-513,049.37	-545,185.44	-312,524.19	-587,000.00	-500,000.00	-14.8%
30871070 4010 DELTAX	.00	-7,156.82	-9,474.84	-8,671.38	.00	.00	.0%
TOTAL TAXES	-477,517.86	-520,206.19	-554,660.28	-321,195.57	-587,000.00	-500,000.00	-14.8%
770 MISCELLANEOUS							
30877070 4810 INTREV	-1,365.75	-11,655.07	-36,751.23	-39,093.49	.00	.00	.0%
30877070 4830 SALE ASSET	.00	-1,000.00	-1,525.00	.00	.00	.00	.0%
30877070 4880 MRKTVAL	-2,810.96	-21,391.37	-23,129.67	-23,870.41	.00	.00	.0%
TOTAL MISCELLANEOUS	-4,176.71	-34,046.44	-61,405.90	-62,963.90	.00	.00	.0%
803 CITY HALL BUILDING							
308803 5980 TRSTO CIP	.00	.00	.00	.00	.00	185,000.00	.0%
TOTAL CITY HALL BUILDING	.00	.00	.00	.00	.00	185,000.00	.0%
830 PUBLIC WORKS							
308830 5910 MRKTVALU	.00	2,044.88	2,188.02	215.75	.00	.00	.0%
TOTAL PUBLIC WORKS	.00	2,044.88	2,188.02	215.75	.00	.00	.0%
TOTAL D.S. - CITY HALL DEBT	-481,694.57	-552,207.75	-613,878.16	-383,943.72	-587,000.00	-315,000.00	-46.3%
TOTAL REVENUE	-481,694.57	-554,252.63	-616,066.18	-384,159.47	-587,000.00	-500,000.00	-14.8%
TOTAL EXPENSE	.00	2,044.88	2,188.02	215.75	.00	185,000.00	.0%
GRAND TOTAL	-481,694.57	-552,207.75	-613,878.16	-383,943.72	-587,000.00	-315,000.00	-46.3%

2026

Local Option Sales Tax Debt

Starting in October of 2019 the City of Willmar implemented a Local Option Sales Tax of .5% and a \$20 Vehicle excess tax in order to fund the following \$ 30,000,000 in Projects:

1. Community Center Replacement	\$	2,000,000
2. New Athletic Fields	\$	6,000,000
3. Infrastructure Improvements Robbins Island Reg. Park	\$	3,000,000
4. New Amenities at Swansson Field	\$	2,000,000
5. Stormwater Management Infrastructure Improvements	\$	7,000,000
6. New Recreation/Event Center	\$	10,000,000

	2023 <u>Actual</u>	2024 <u>Actual</u>	10/31 2024 <u>To Date</u>	2025 <u>Adopted</u>	2026 <u>Proposed</u>
Undesignated Bal. \$	----	\$ ----	\$ ----	\$ ----	\$ ----
Designated Bal.		2	603	603	603
Revenues	1,789,839	1,960,889	1,972,888	1,972,888	1,965,363
Expenditures	(1,789,838)	(1,960,288)	(1,959,038)	(1,972,888)	(1,965,363)
Prior Adjust.	1		1	----	----
Balance-Dec. 31	<u>2</u>	<u>603</u>	<u>14,454</u>	<u>603</u>	<u>603</u>

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2021 LOST BOND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
32078070 4990 TRANSIN	-970,020.82	-1,789,839.00	-1,960,889.00	-1,972,888.00	-1,972,888.00	-1,965,363.00	-.4%
TOTAL OTHER FINANCE SOURCES	-970,020.82	-1,789,839.00	-1,960,889.00	-1,972,888.00	-1,972,888.00	-1,965,363.00	-.4%
830 PUBLIC WORKS							
320830 5460 PROFESSION	15,000.00	400.00	400.00	400.00	.00	.00	.0%
320830 5490 OTHER	1,000.00	1,000.00	500.00	550.00	1,500.00	1,900.00	26.7%
320830 5800 BONDS	310,000.00	1,130,000.00	1,360,000.00	1,425,000.00	1,425,000.00	1,500,000.00	5.3%
320830 5810 INTEREST	647,616.82	658,437.50	599,387.50	533,087.50	546,388.00	463,463.00	-15.2%
TOTAL PUBLIC WORKS	973,616.82	1,789,837.50	1,960,287.50	1,959,037.50	1,972,888.00	1,965,363.00	-.4%
TOTAL D.S. - 2021 LOST BOND	3,596.00	-1.50	-601.50	-13,850.50	.00	.00	.0%
TOTAL REVENUE	-970,020.82	-1,789,839.00	-1,960,889.00	-1,972,888.00	-1,972,888.00	-1,965,363.00	.0%
TOTAL EXPENSE	973,616.82	1,789,837.50	1,960,287.50	1,959,037.50	1,972,888.00	1,965,363.00	.0%
GRAND TOTAL	3,596.00	-1.50	-601.50	-13,850.50	.00	.00	.0%

2026

DEBT SERVICE (SPECIAL ASSESSMENTS) FUNDS

Principal and interest payments on special assessment bonds are paid from this fund.

Bonds are issued periodically in amounts necessary to meet expenditure requirements for special assessment projects.

Revenue consists of payments from property owners whose properties have been assessed for the improvements, interest earnings, interfund transfers and ad valorem taxes.

	<u>2023</u> <u>Actual</u>	<u>2024</u> <u>Actual</u>	<u>2025</u> <u>Actual</u>	<u>2025</u> <u>Adopted</u>	<u>2026</u> <u>Proposed</u>
Revenues	3,896,730	4,796,180	3,977,046	3,669,682	3,820,537
Expenditures	(2,406,610)	(2,741,651)	(3,558,839)	(3,557,400)	(4,383,724)
Prior Adjust.	1	(1)	1	----	----
Balance-Dec. 31	<u>6,764,648</u>	<u>8,819,176</u>	<u>9,237,384</u>	<u>8,931,458</u>	<u>8,368,271</u>

SUMMARY OF REVENUES BY FUNCTION

DEBT SERVICE FUNDS

	2023	2024	2025	2026
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>
DEBT REDEMPTION				
BOND FUND - 2016	156,773	147,886	112,095	112,507
BOND FUND - 2017	113,832	103,862	77,542	78,920
BOND FUND - 2018A	196,385	201,368	199,443	195,743
BOND FUND- 2018B	338,065	347,605	313,485	310,848
BOND FUND- 2019	567,641	559,721	445,788	446,978
BOND FUND- 2020	216,365	209,788	172,707	173,569
BOND FUND- 2021	325,316	656,176	292,776	283,976
BOND FUND- 2022	477,593	727,998	336,189	330,930
BOND FUND- 2023	1,504,760	997,487	671,651	659,411
BOND FUND- 2024	0	844,289	1,048,006	825,156
BOND FUND- 2025	0	0	0	402,499
TOTAL	<u>3,896,730</u>	<u>4,796,180</u>	<u>3,669,682</u>	<u>3,820,537</u>

SUMMARY OF EXPENDITURES BY FUNCTION

DEBT SERVICE FUNDS

	2023	2024	2025	2026
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>
BOND FUND - 2016	184,673	183,202	182,213	181,688
BOND FUND - 2017	134,812	129,187	129,029	128,043
BOND FUND - 2018A	196,943	201,368	199,443	195,743
BOND FUND - 2018B	339,475	344,432	337,150	337,400
BOND FUND - 2019	540,108	561,989	536,665	532,440
BOND FUND - 2020	450,487	213,608	215,213	215,744
BOND FUND - 2021	321,825	361,730	358,375	365,325
BOND FUND - 2022	177,655	398,891	480,060	479,385
BOND FUND - 2023	60,632	346,314	639,025	782,475
BOND FUND - 2024	0	930	480,227	987,850
BOND FUND - 2025	0	0	0	177,631
TOTAL	<u>2,406,610</u>	<u>2,741,651</u>	<u>3,557,400</u>	<u>4,383,724</u>

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
D.S. - 2016 BOND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
760 SPECIAL ASSESSMENTS									
31676070	4100	URRSPASSMT	-41,286.88	-38,222.04	-34,574.28	-17,375.59	-34,685.00	-34,441.00	-.7%
31676070	4110	DELSPASSMT	-1,850.14	-2,327.50	-1,062.00	-1,622.64	.00	.00	.0%
31676070	4120	PPDSPASSMT	-33,004.80	-4,200.00	-1,789.04	-1,280.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-76,141.82	-44,749.54	-37,425.32	-20,278.23	-34,685.00	-34,441.00	-.7%
770 MISCELLANEOUS									
31677070	4810	INTREV	-13,156.51	-12,233.09	-20,403.38	-12,529.87	.00	.00	.0%
31677070	4870	MISC	-248.96	-322.31	-212.14	-186.83	.00	.00	.0%
31677070	4880	MRKTVAL	-3,792.54	-21,585.88	-12,147.14	-7,587.89	.00	.00	.0%
TOTAL MISCELLANEOUS			-17,198.01	-34,141.28	-32,762.66	-20,304.59	.00	.00	.0%
780 OTHER FINANCE SOURCES									
31678070	4990	TRANSIN	-77,961.00	-77,882.00	-77,698.00	-77,410.00	-77,410.00	-78,066.00	.8%
TOTAL OTHER FINANCE SOURCES			-77,961.00	-77,882.00	-77,698.00	-77,410.00	-77,410.00	-78,066.00	.8%
830 PUBLIC WORKS									
316830	5490	OTHER	.00	.00	.00	.00	200.00	.00	.0%
316830	5800	BONDS	159,000.00	163,000.00	167,000.00	171,000.00	171,000.00	175,000.00	2.3%
316830	5810	INTEREST	23,387.50	19,362.50	15,237.50	11,012.50	11,013.00	6,688.00	-39.3%
316830	5910	MRKTVALU	38,450.08	2,310.77	964.25	72.55	.00	.00	.0%
TOTAL PUBLIC WORKS			220,837.58	184,673.27	183,201.75	182,085.05	182,213.00	181,688.00	-.3%
TOTAL D.S. - 2016 BOND			49,536.75	27,900.45	35,315.77	64,092.23	70,118.00	69,181.00	-1.3%
TOTAL REVENUE			-171,300.83	-156,772.82	-147,885.98	-117,992.82	-112,095.00	-112,507.00	.4%
TOTAL EXPENSE			220,837.58	184,673.27	183,201.75	182,085.05	182,213.00	181,688.00	-.3%
GRAND TOTAL			49,536.75	27,900.45	35,315.77	64,092.23	70,118.00	69,181.00	-1.3%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2017 BOND			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
760 SPECIAL ASSESSMENTS									
39776070	4100	URRSPASSMT	-31,544.06	-29,404.72	-26,479.44	-11,076.01	-24,568.00	-24,723.00	.6%
39776070	4110	DELSPASSMT	-1,259.62	-843.20	-408.00	-423.28	.00	.00	.0%
39776070	4120	PPDSPASSMT	-3,153.60	-6,080.00	.00	-1,600.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-35,957.28	-36,327.92	-26,887.44	-13,099.29	-24,568.00	-24,723.00	.6%
770 MISCELLANEOUS									
39777070	4810	INTREV	-4,379.95	-8,722.78	-14,554.07	-10,336.61	.00	.00	.0%
39777070	4870	MISC	-75.35	-62.01	-31.07	-29.56	.00	.00	.0%
39777070	4880	MRKTVAL	-2,844.48	-15,384.65	-8,641.17	-5,640.84	.00	.00	.0%
TOTAL MISCELLANEOUS			-7,299.78	-24,169.44	-23,226.31	-16,007.01	.00	.00	.0%
780 OTHER FINANCE SOURCES									
39778070	4990	TRANSIN	-54,956.00	-53,335.00	-53,748.00	-52,974.00	-52,974.00	-54,197.00	2.3%
TOTAL OTHER FINANCE SOURCES			-54,956.00	-53,335.00	-53,748.00	-52,974.00	-52,974.00	-54,197.00	2.3%
830 PUBLIC WORKS									
397830	5460	PROFESSION	.00	3,100.00	.00	.00	.00	.00	.0%
397830	5490	OTHER	.00	.00	.00	.00	200.00	.00	.0%
397830	5800	BONDS	105,000.00	109,000.00	111,000.00	115,000.00	115,000.00	118,000.00	2.6%
397830	5810	INTEREST	24,553.75	21,076.25	17,501.25	13,828.75	13,829.00	10,043.00	-27.4%
397830	5910	MRKTVALU	29,298.49	1,635.92	686.03	52.19	.00	.00	.0%
TOTAL PUBLIC WORKS			158,852.24	134,812.17	129,187.28	128,880.94	129,029.00	128,043.00	-.8%
TOTAL D.S. - 2017 BOND			60,639.18	20,979.81	25,325.53	46,800.64	51,487.00	49,123.00	-4.6%
TOTAL REVENUE			-98,213.06	-113,832.36	-103,861.75	-82,080.30	-77,542.00	-78,920.00	1.8%
TOTAL EXPENSE			158,852.24	134,812.17	129,187.28	128,880.94	129,029.00	128,043.00	-.8%
GRAND TOTAL			60,639.18	20,979.81	25,325.53	46,800.64	51,487.00	49,123.00	-4.6%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2018A REFRIGERATION	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
33878070 4990 TRANSIN	-79,000.00	-196,384.75	-201,368.00	-199,642.00	-199,443.00	-195,743.00	-1.9%
TOTAL OTHER FINANCE SOURCES	-79,000.00	-196,384.75	-201,368.00	-199,642.00	-199,443.00	-195,743.00	-1.9%
844 PARKS AND RECREATION							
338844 5460 PROFESSION	.00	200.00	3,300.00	200.00	.00	.00	.0%
338844 5490 OTHER	550.00	550.00	550.00	750.00	750.00	950.00	26.7%
338844 5800 BONDS	115,000.00	120,000.00	125,000.00	130,000.00	130,000.00	130,000.00	.0%
338844 5810 INTEREST	79,717.50	76,192.50	72,517.50	68,692.50	68,693.00	64,793.00	-5.7%
TOTAL PARKS AND RECREATION	195,267.50	196,942.50	201,367.50	199,642.50	199,443.00	195,743.00	-1.9%
TOTAL D.S.- 2018A REFRIGERAT	116,267.50	557.75	-.50	.50	.00	.00	.0%
TOTAL REVENUE	-79,000.00	-196,384.75	-201,368.00	-199,642.00	-199,443.00	-195,743.00	.0%
TOTAL EXPENSE	195,267.50	196,942.50	201,367.50	199,642.50	199,443.00	195,743.00	.0%
GRAND TOTAL	116,267.50	557.75	-.50	.50	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
D.S. - 2018B BOND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
760 SPECIAL ASSESSMENTS									
31876070	4100	URRSPASSMT	-49,046.08	-45,259.76	-44,259.78	-21,601.42	-39,149.00	-35,620.00	-9.0%
31876070	4110	DELSPASSMT	-4,620.78	-2,958.04	-2,439.48	-396.88	.00	.00	.0%
31876070	4120	PPDSPASSMT	-2,079.00	-4,960.90	-13,829.07	-12,113.12	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-55,745.86	-53,178.70	-60,528.33	-34,111.42	-39,149.00	-35,620.00	-9.0%
770 MISCELLANEOUS									
31877070	4810	INTREV	-13.22	-2,229.66	-8,532.38	-1,657.13	.00	.00	.0%
31877070	4870	MISC	-1,563.09	-525.72	-264.49	-37.33	.00	.00	.0%
31877070	4880	MRKTVAL	.00	-5,117.96	-5,151.71	-1,706.06	.00	.00	.0%
TOTAL MISCELLANEOUS			-1,576.31	-7,873.34	-13,948.58	-3,400.52	.00	.00	.0%
780 OTHER FINANCE SOURCES									
31878070	4990	TRANSIN	-275,333.00	-277,013.00	-273,128.00	-274,336.00	-274,336.00	-275,228.00	.3%
TOTAL OTHER FINANCE SOURCES			-275,333.00	-277,013.00	-273,128.00	-274,336.00	-274,336.00	-275,228.00	.3%
830 PUBLIC WORKS									
318830	5460	PROFESSION	.00	200.00	3,300.00	200.00	.00	.00	.0%
318830	5490	OTHER	550.00	550.00	550.00	750.00	750.00	.00	.0%
318830	5800	BONDS	270,000.00	280,000.00	290,000.00	295,000.00	295,000.00	305,000.00	3.4%
318830	5810	INTEREST	66,975.00	58,725.00	50,175.00	41,400.00	41,400.00	32,400.00	-21.7%
318830	5910	MRKTVALU	-1,413.55	.00	406.96	.00	.00	.00	.0%
TOTAL PUBLIC WORKS			336,111.45	339,475.00	344,431.96	337,350.00	337,150.00	337,400.00	.1%
TOTAL D.S. - 2018B BOND			3,456.28	1,409.96	-3,172.95	25,502.06	23,665.00	26,552.00	12.2%
TOTAL REVENUE			-332,655.17	-338,065.04	-347,604.91	-311,847.94	-313,485.00	-310,848.00	-.8%
TOTAL EXPENSE			336,111.45	339,475.00	344,431.96	337,350.00	337,150.00	337,400.00	.1%
GRAND TOTAL			3,456.28	1,409.96	-3,172.95	25,502.06	23,665.00	26,552.00	12.2%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2019 BOND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
760 SPECIAL ASSESSMENTS							
31976070 4100 URRSPASSMT	-129,868.48	-120,211.26	-111,442.71	-56,706.65	-97,165.00	-94,197.00	-3.1%
31976070 4110 DELSPASSMT	-3,304.97	-718.83	-1,513.55	-2,626.25	.00	.00	.0%
31976070 4120 PPDSPASSMT	-27,759.83	-12,768.85	-16,524.90	-5,269.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	-160,933.28	-133,698.94	-129,481.16	-64,601.90	-97,165.00	-94,197.00	-3.1%
770 MISCELLANEOUS							
31977070 4810 INTREV	-3,012.46	-29,331.22	-50,332.44	-31,504.48	.00	.00	.0%
31977070 4870 MISC	-691.21	-132.90	-293.25	-211.09	.00	.00	.0%
31977070 4880 MRKTVAL	-1,953.77	-54,396.01	-30,140.30	-19,683.01	.00	.00	.0%
TOTAL MISCELLANEOUS	-5,657.44	-83,860.13	-80,765.99	-51,398.58	.00	.00	.0%
780 OTHER FINANCE SOURCES							
31978070 4990 TRANSIN	-1,352,467.10	-350,082.00	-349,474.00	-348,623.00	-348,623.00	-352,781.00	1.2%
TOTAL OTHER FINANCE SOURCES	-1,352,467.10	-350,082.00	-349,474.00	-348,623.00	-348,623.00	-352,781.00	1.2%
830 PUBLIC WORKS							
319830 5460 PROFESSION	.00	.00	.00	.00	3,100.00	.00	-100.0%
319830 5480 REFRIMBSTS	.00	.00	25,537.50	.00	.00	.00	.0%
319830 5490 OTHER	.00	.00	.00	.00	200.00	.00	.0%
319830 5800 BONDS	440,000.00	450,000.00	460,000.00	470,000.00	470,000.00	480,000.00	2.1%
319830 5810 INTEREST	94,760.00	84,525.00	74,060.00	63,365.00	63,365.00	52,440.00	-17.2%
319830 5910 MRKTVALU	18,286.65	5,582.60	2,391.91	173.11	.00	.00	.0%
TOTAL PUBLIC WORKS	553,046.65	540,107.60	561,989.41	533,538.11	536,665.00	532,440.00	-.8%
TOTAL D.S. - 2019 BOND	-966,011.17	-27,533.47	2,268.26	68,914.63	90,877.00	85,462.00	-6.0%
TOTAL REVENUE	-1,519,057.82	-567,641.07	-559,721.15	-464,623.48	-445,788.00	-446,978.00	.3%
TOTAL EXPENSE	553,046.65	540,107.60	561,989.41	533,538.11	536,665.00	532,440.00	-.8%
GRAND TOTAL	-966,011.17	-27,533.47	2,268.26	68,914.63	90,877.00	85,462.00	-6.0%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2020 BOND			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
760 SPECIAL ASSESSMENTS									
30076070	4100	URRSPASSMT	-55,577.10	-49,510.74	-44,686.03	-21,764.79	-38,162.00	-37,320.00	-2.2%
30076070	4110	DELSPASSMT	-652.49	-1,705.32	-2,523.88	-536.57	.00	.00	.0%
30076070	4120	PPDSPASSMT	-22,410.08	-24,251.50	-5,100.00	-4,250.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-78,639.67	-75,467.56	-52,309.91	-26,551.36	-38,162.00	-37,320.00	-2.2%
770 MISCELLANEOUS									
30077070	4810	INTREV	-721.31	-1,394.83	-5,951.42	-1,900.01	.00	.00	.0%
30077070	4870	MISC	-58.72	-313.21	-257.45	-24.44	.00	.00	.0%
30077070	4880	MRKTVAL	-1.13	-3,980.65	-3,507.08	-1,214.84	.00	.00	.0%
TOTAL MISCELLANEOUS			-781.16	-5,688.69	-9,715.95	-3,139.29	.00	.00	.0%
780 OTHER FINANCE SOURCES									
30078070	4990	TRANSIN	-306,298.30	-135,209.00	-147,761.92	-134,545.00	-134,545.00	-136,249.00	1.3%
TOTAL OTHER FINANCE SOURCES			-306,298.30	-135,209.00	-147,761.92	-134,545.00	-134,545.00	-136,249.00	1.3%
803 CITY HALL BUILDING									
300803	5460	PROFESSION	.00	.00	.00	.00	.00	3,100.00	.0%
300803	5490	OTHER	.00	.00	.00	.00	200.00	.00	.0%
300803	5800	BONDS	181,000.00	186,000.00	.00	.00	.00	.00	.0%
300803	5810	INTEREST	32,803.75	29,592.50	.00	.00	.00	.00	.0%
300803	5910	MRKTVALU	6,861.56	.00	.00	.00	.00	.00	.0%
TOTAL CITY HALL BUILDING			220,665.31	215,592.50	.00	.00	200.00	3,100.00	1450.0%
830 PUBLIC WORKS									
300830	5800	BONDS	.00	.00	187,000.00	192,000.00	192,000.00	193,000.00	.5%
300830	5810	INTEREST	.00	.00	26,328.75	23,012.50	23,013.00	19,644.00	-14.6%
300830	5910	MRKTVALU	.00	.00	279.04	5.09	.00	.00	.0%
300830	5980	TRSTO CIP	.00	234,894.31	.00	.00	.00	.00	.0%
TOTAL PUBLIC WORKS			.00	234,894.31	213,607.79	215,017.59	215,013.00	212,644.00	-1.1%
TOTAL D.S. - 2020 BOND			-165,053.82	234,121.56	3,820.01	50,781.94	42,506.00	42,175.00	-.8%
TOTAL REVENUE			-385,719.13	-216,365.25	-209,787.78	-164,235.65	-172,707.00	-173,569.00	.5%
TOTAL EXPENSE			220,665.31	450,486.81	213,607.79	215,017.59	215,213.00	215,744.00	.2%
GRAND TOTAL			-165,053.82	234,121.56	3,820.01	50,781.94	42,506.00	42,175.00	-.8%

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
D.S. - 2021B BOND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
760 SPECIAL ASSESSMENTS									
32176070	4100	URRSPASSMT	-87,108.26	-73,030.07	-69,962.84	-34,103.03	-61,284.00	-56,421.00	-7.9%
32176070	4110	DELSPASSMT	.00	-1,746.76	-3,618.77	-2,226.46	.00	.00	.0%
32176070	4120	PPDSPASSMT	-23,337.00	-13,053.72	-32,689.85	-6,325.28	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			-110,445.26	-87,830.55	-106,271.46	-42,654.77	-61,284.00	-56,421.00	-7.9%
770 MISCELLANEOUS									
32177070	4810	INTREV	.00	-1,824.81	-6,253.39	-7,299.53	.00	.00	.0%
32177070	4870	MISC	-165.67	-248.31	-518.86	-308.01	.00	.00	.0%
32177070	4880	MRKTVAL	.00	-4,170.19	-3,508.14	-4,598.08	.00	.00	.0%
TOTAL MISCELLANEOUS			-165.67	-6,243.31	-10,280.39	-12,205.62	.00	.00	.0%
780 OTHER FINANCE SOURCES									
32178070	4990	TRANSIN	.00	-231,242.00	-539,624.06	-231,492.00	-231,492.00	-227,555.00	-1.7%
TOTAL OTHER FINANCE SOURCES			.00	-231,242.00	-539,624.06	-231,492.00	-231,492.00	-227,555.00	-1.7%
830 PUBLIC WORKS									
321830	5460	PROFESSION	11,000.00	200.00	700.00	200.00	.00	.00	.0%
321830	5490	OTHER	500.00	500.00	500.00	550.00	750.00	950.00	26.7%
321830	5800	BONDS	.00	195,000.00	245,000.00	255,000.00	255,000.00	275,000.00	7.8%
321830	5810	INTEREST	106,983.34	126,125.00	115,125.00	102,625.00	102,625.00	89,375.00	-12.9%
321830	5910	MRKTVALU	.00	.00	405.21	39.46	.00	.00	.0%
TOTAL PUBLIC WORKS			118,483.34	321,825.00	361,730.21	358,414.46	358,375.00	365,325.00	1.9%
TOTAL D.S. - 2021B BOND			7,872.41	-3,490.86	-294,445.70	72,062.07	65,599.00	81,349.00	24.0%
TOTAL REVENUE			-110,610.93	-325,315.86	-656,175.91	-286,352.39	-292,776.00	-283,976.00	-3.0%
TOTAL EXPENSE			118,483.34	321,825.00	361,730.21	358,414.46	358,375.00	365,325.00	1.9%
GRAND TOTAL			7,872.41	-3,490.86	-294,445.70	72,062.07	65,599.00	81,349.00	24.0%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2022A BOND	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
32271070 4000 CRTXVAL	-318,347.80	-268,095.77	-267,819.86	-145,551.84	-273,544.00	-270,814.00	-1.0%
32271070 4010 DELTAX	.00	-4,771.17	-3,467.52	-4,387.41	.00	.00	.0%
TOTAL TAXES	-318,347.80	-272,866.94	-271,287.38	-149,939.25	-273,544.00	-270,814.00	-1.0%
760 SPECIAL ASSESSMENTS							
32276070 4100 URRSPASSMT	.00	-120,504.07	-94,898.79	-47,456.80	-62,645.00	-60,116.00	-4.0%
32276070 4110 DELSPASSMT	.00	.00	-2,847.59	-8,519.04	.00	.00	.0%
32276070 4120 PPDSPASSMT	-748,784.78	-51,774.18	-31,565.63	-14,199.98	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	-748,784.78	-172,278.25	-129,312.01	-70,175.82	-62,645.00	-60,116.00	-4.0%
770 MISCELLANEOUS							
32277070 4810 INTREV	-319.00	-9,776.10	-34,494.94	-29,759.35	.00	.00	.0%
32277070 4870 MISC	.00	-209.77	-232.88	-1,401.08	.00	.00	.0%
32277070 4880 MRKTVAL	.00	-22,462.18	-20,453.28	-18,539.17	.00	.00	.0%
TOTAL MISCELLANEOUS	-319.00	-32,448.05	-55,181.10	-49,699.60	.00	.00	.0%
780 OTHER FINANCE SOURCES							
32278070 4990 TRANSIN	.00	.00	-272,217.11	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES	.00	.00	-272,217.11	.00	.00	.00	.0%
830 PUBLIC WORKS							
322830 5460 PROFESSION	30,500.00	200.00	200.00	200.00	.00	.00	.0%
322830 5490 OTHER	850.00	500.00	500.00	575.00	750.00	950.00	26.7%
322830 5800 BONDS	.00	.00	210,000.00	305,000.00	305,000.00	315,000.00	3.3%
322830 5810 INTEREST	.00	176,954.54	182,035.00	174,310.00	174,310.00	163,435.00	-6.2%
322830 5910 MRKTVALU	.00	.00	1,870.94	182.02	.00	.00	.0%
322830 5990 TRSTOFNDS	.00	.00	4,284.93	.00	.00	.00	.0%
TOTAL PUBLIC WORKS	31,350.00	177,654.54	398,890.87	480,267.02	480,060.00	479,385.00	-.1%
TOTAL D.S. - 2022A BOND	-1,036,101.58	-299,938.70	-329,106.73	210,452.35	143,871.00	148,455.00	3.2%
TOTAL REVENUE	-1,067,451.58	-477,593.24	-727,997.60	-269,814.67	-336,189.00	-330,930.00	-1.6%
TOTAL EXPENSE	31,350.00	177,654.54	398,890.87	480,267.02	480,060.00	479,385.00	-.1%
GRAND TOTAL	-1,036,101.58	-299,938.70	-329,106.73	210,452.35	143,871.00	148,455.00	3.2%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. - 2023 Bond	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
000 NOT USED							
323830 5460	.00	59,782.00	200.00	200.00	.00	.00	.0%
323830 5490	.00	850.00	500.00	550.00	750.00	950.00	26.7%
323830 5800	.00	.00	.00	255,000.00	255,000.00	415,000.00	62.7%
323830 5810	.00	.00	343,108.47	383,275.00	383,275.00	366,525.00	-4.4%
323830 5910	.00	.00	2,505.43	241.84	.00	.00	.0%
TOTAL NOT USED	.00	60,632.00	346,313.90	639,266.84	639,025.00	782,475.00	22.4%
710 TAXES							
32371070 4000	.00	-415,858.44	-518,752.33	-280,545.77	-526,936.00	-526,149.00	-.1%
32371070 4010	.00	.00	-8,953.35	-7,894.91	.00	.00	.0%
TOTAL TAXES	.00	-415,858.44	-527,705.68	-288,440.68	-526,936.00	-526,149.00	-.1%
760 SPECIAL ASSESSMENTS							
32376070 4100	.00	.00	-279,783.86	-112,172.34	-144,715.00	-133,262.00	-7.9%
32376070 4110	.00	.00	.00	-7,744.94	.00	.00	.0%
32376070 4120	.00	-1,063,089.76	-112,928.38	-34,014.19	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	.00	-1,063,089.76	-392,712.24	-153,931.47	-144,715.00	-133,262.00	-7.9%
770 MISCELLANEOUS							
32377070 4810	.00	-4,915.43	-43,906.27	-39,545.09	.00	.00	.0%
32377070 4811	.00	-1,372.63	.00	.00	.00	.00	.0%
32377070 4870	.00	.00	-574.17	-833.41	.00	.00	.0%
32377070 4880	.00	-19,524.11	-28,303.59	-24,625.72	.00	.00	.0%
TOTAL MISCELLANEOUS	.00	-25,812.17	-72,784.03	-65,004.22	.00	.00	.0%
780 OTHER FINANCE SOURCES							
32378070 4990	.00	.00	-4,284.93	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES	.00	.00	-4,284.93	.00	.00	.00	.0%
TOTAL D.S. - 2023 Bond	.00	-1,444,128.37	-651,172.98	131,890.47	-32,626.00	123,064.00	-477.2%
TOTAL REVENUE	.00	-1,504,760.37	-997,486.88	-507,376.37	-671,651.00	-659,411.00	-1.8%
TOTAL EXPENSE	.00	60,632.00	346,313.90	639,266.84	639,025.00	782,475.00	22.4%
GRAND TOTAL	.00	-1,444,128.37	-651,172.98	131,890.47	-32,626.00	123,064.00	-477.2%

2026 PROPOSED REVENUE AND EXPENDITURES

D. S. -2024 Bond	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
32471070 4000 CRTXVAL	.00	.00	.00	-178,124.02	-334,502.00	-336,392.00	.6%
32471070 4010 DELTAX	.00	.00	.00	-52.90	.00	.00	.0%
TOTAL TAXES	.00	.00	.00	-178,176.92	-334,502.00	-336,392.00	.6%
760 SPECIAL ASSESSMENTS							
32476070 4100 URRSPASSMT	.00	.00	.00	-111,783.87	-322,536.00	-102,206.00	-68.3%
32476070 4120 PPDSPASSMT	.00	.00	-840,676.05	-112,637.70	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	.00	.00	-840,676.05	-224,421.57	-322,536.00	-102,206.00	-68.3%
770 MISCELLANEOUS							
32477070 4810 INTREV	.00	.00	-3,170.75	-16,818.87	.00	.00	.0%
32477070 4811 INTRSTINC	.00	.00	-442.18	.00	.00	.00	.0%
32477070 4870 MISC	.00	.00	.00	-.01	.00	.00	.0%
32477070 4880 MRKTVAL	.00	.00	.00	-10,949.08	.00	.00	.0%
TOTAL MISCELLANEOUS	.00	.00	-3,612.93	-27,767.96	.00	.00	.0%
780 OTHER FINANCE SOURCES							
32478070 4990 TRANSIN	.00	.00	.00	-390,969.00	-390,968.00	-386,558.00	-1.1%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	-390,969.00	-390,968.00	-386,558.00	-1.1%
830 PUBLIC WORKS							
324830 5460 PROFESSION	.00	.00	.00	200.00	.00	.00	.0%
324830 5490 OTHER	.00	.00	.00	500.00	750.00	950.00	26.7%
324830 5800 BONDS	.00	.00	.00	.00	.00	560,000.00	.0%
324830 5810 INTEREST	.00	.00	.00	479,476.11	479,477.00	426,900.00	-11.0%
324830 5910 MRKTVALU	.00	.00	929.54	99.92	.00	.00	.0%
TOTAL PUBLIC WORKS	.00	.00	929.54	480,276.03	480,227.00	987,850.00	105.7%
TOTAL D. S. -2024 Bond	.00	.00	-843,359.44	-341,059.42	-567,779.00	162,694.00	-128.7%
TOTAL REVENUE	.00	.00	-844,288.98	-821,335.45	-1,048,006.00	-825,156.00	-21.3%
TOTAL EXPENSE	.00	.00	929.54	480,276.03	480,227.00	987,850.00	105.7%
GRAND TOTAL	.00	.00	-843,359.44	-341,059.42	-567,779.00	162,694.00	-128.7%

2026 PROPOSED REVENUE AND EXPENDITURES

D.S. -2025 Bond	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
32571070 4000 CRTXVAL	.00	.00	.00	.00	.00	-172,291.00	.0%
TOTAL TAXES	.00	.00	.00	.00	.00	-172,291.00	.0%
760 SPECIAL ASSESSMENTS							
32576070 4100 URRSPASSMT	.00	.00	.00	.00	.00	-230,208.00	.0%
32576070 4120 PPDSPASSMT	.00	.00	.00	-751,745.00	.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS	.00	.00	.00	-751,745.00	.00	-230,208.00	.0%
830 PUBLIC WORKS							
325830 5490 OTHER	.00	.00	.00	4,100.00	.00	950.00	.0%
325830 5810 INTEREST	.00	.00	.00	.00	.00	176,681.00	.0%
TOTAL PUBLIC WORKS	.00	.00	.00	4,100.00	.00	177,631.00	.0%
TOTAL D.S. -2025 Bond	.00	.00	.00	-747,645.00	.00	-224,868.00	.0%
TOTAL REVENUE	.00	.00	.00	-751,745.00	.00	-402,499.00	.0%
TOTAL EXPENSE	.00	.00	.00	4,100.00	.00	177,631.00	.0%
GRAND TOTAL	.00	.00	.00	-747,645.00	.00	-224,868.00	.0%

2026

PAY AS YOU GO

JENNIE-O TAX INCREMENT FUND

Jennie-O Turkey Store Development District established a second Tax Increment District in 2015 with increment starting in 2016 to repay a note of \$594,304 thru Feb. 2024.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	49,127	49,622	50,466	0	0
Expenditures	(45,214)	(750)	0	(64,950)	0
Prior Adjust.	(1)	1			----
Balance-Dec. 31	<u>16,077</u>	<u>64,950</u>	<u>115,416</u>	<u>50,466</u>	<u>50,466</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T. I. (JENNIE-O)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
36971070 4020 TIF	-49,126.95	-49,622.18	-50,466.48	.00	.00	.00	.0%
TOTAL TAXES	-49,126.95	-49,622.18	-50,466.48	.00	.00	.00	.0%
807 PLANNING & DEVELOPMENT							
369807 5460 PROFESSION	1,000.00	750.00	.00	1,013.00	.00	.00	.0%
369807 5820 CONTRACTS	44,214.26	.00	.00	.00	64,950.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT	45,214.26	750.00	.00	1,013.00	64,950.00	.00	-100.0%
TOTAL T. I. (JENNIE-O)	-3,912.69	-48,872.18	-50,466.48	1,013.00	64,950.00	.00	-100.0%
TOTAL REVENUE	-49,126.95	-49,622.18	-50,466.48	.00	.00	.00	.0%
TOTAL EXPENSE	45,214.26	750.00	.00	1,013.00	64,950.00	.00	-100.0%
GRAND TOTAL	-3,912.69	-48,872.18	-50,466.48	1,013.00	64,950.00	.00	-100.0%

2026

PAY AS YOU GO

JH LLC Tax Increment Fund

In 2019 the City entered into a Tax Increment agreement with J.H. LLC to initially construct a three story, 72 unit apartment building on property it acquired in the District. In addition to the building construction, the project will include new access, parking improvements, lighting, utility extensions/ relocations, soil corrections, and storm water controls.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	79,717	156,893	304,851	300,000	410,000
Expenditures	(76,732)	(149,798)	(289,608)	(285,000)	(390,600)
Prior Adjust.	1	0	----	----	----
Balance-Dec. 31	<u>2,985</u>	<u>10,080</u>	<u>25,323</u>	<u>40,323</u>	<u>59,723</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T.I. (JH LLC)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
37371070 4020 TIF	-79,717.41	-156,893.14	-304,850.87	-206,920.17	-300,000.00	-410,000.00	36.7%
TOTAL TAXES	-79,717.41	-156,893.14	-304,850.87	-206,920.17	-300,000.00	-410,000.00	36.7%
807 PLANNING & DEVELOPMENT							
373807 5460 PROFESSION	1,000.00	750.00	.00	1,013.00	.00	1,100.00	.0%
373807 5820 CONTRACTS	75,731.54	149,048.48	289,608.33	196,574.16	285,000.00	389,500.00	36.7%
TOTAL PLANNING & DEVELOPMENT	76,731.54	149,798.48	289,608.33	197,587.16	285,000.00	390,600.00	37.1%
TOTAL T.I. (JH LLC)	-2,985.87	-7,094.66	-15,242.54	-9,333.01	-15,000.00	-19,400.00	29.3%
TOTAL REVENUE	-79,717.41	-156,893.14	-304,850.87	-206,920.17	-300,000.00	-410,000.00	36.7%
TOTAL EXPENSE	76,731.54	149,798.48	289,608.33	197,587.16	285,000.00	390,600.00	37.1%
GRAND TOTAL	-2,985.87	-7,094.66	-15,242.54	-9,333.01	-15,000.00	-19,400.00	29.3%

2026

PAY AS YOU GO

G.M Tax Increment Fund

In 2017 the City entered into a Tax Increment agreement with GM Dev. LLC to initially construct a 14,000 square foot LTL terminal and office facility. In addition to the building construction, the project will include a new access, parking improvements, lighting, utility extensions/relocation, soil correction, and storm water controls. Work was completed in 2017. The real estate and Tax Increment Financing plan was formalized in a Development Agreement.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	24,048	23,929	23,698	23,000	24,000
Expenditures	(22,643)	(22,287)	(21,328)	(20,700)	(22,700)
Prior Adjust.	----	1			----
Balance-Dec. 31	<u>8,766</u>	<u>10,408</u>	<u>12,778</u>	<u>15,078</u>	<u>16,378</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T. I. (GM DEVELOPMENT)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
37471070 4020 TIF	-24,047.58	-23,929.46	-23,697.53	-12,023.79	-23,000.00	-24,000.00	4.3%
TOTAL TAXES	-24,047.58	-23,929.46	-23,697.53	-12,023.79	-23,000.00	-24,000.00	4.3%
807 PLANNING & DEVELOPMENT							
374807 5460 PROFESSION	1,000.00	750.00	.00	1,013.00	.00	1,100.00	.0%
374807 5820 CONTRACTS	21,642.84	-80,399.66	7,633.98	10,821.41	20,700.00	21,600.00	4.3%
374807 5990 TRSTOFNDS	.00	101,936.21	13,693.79	.00	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT	22,642.84	22,286.55	21,327.77	11,834.41	20,700.00	22,700.00	9.7%
TOTAL T. I. (GM DEVELOPMENT)	-1,404.74	-1,642.91	-2,369.76	-189.38	-2,300.00	-1,300.00	-43.5%
TOTAL REVENUE	-24,047.58	-23,929.46	-23,697.53	-12,023.79	-23,000.00	-24,000.00	4.3%
TOTAL EXPENSE	22,642.84	22,286.55	21,327.77	11,834.41	20,700.00	22,700.00	9.7%
GRAND TOTAL	-1,404.74	-1,642.91	-2,369.76	-189.38	-2,300.00	-1,300.00	-43.5%

2026

PAY AS YOU GO

Legacy on First Tax Increment Fund

In 2019 the City entered into a Tax Increment agreement with Legacy Group to initially construct a 7,600 square foot restaurant/retail/facility on property it is acquiring in the District. In addition to the building construction, the project was to include new access, parking improvements, lighting, utility extensions/relocation, soil correction, and storm water controls. Work on the project was completed in 2018.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	14,521	18,085	20,363	16,000	13,000
Expenditures	(14,465)	(17,027)	(18,189)	(14,400)	(12,800)
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>2,870</u>	<u>3,928</u>	<u>6,102</u>	<u>7,702</u>	<u>7,902</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T.I. (LEGACY ON FIRST)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
37571070 4020 TIF	-14,520.59	-18,085.11	-20,362.84	-17,241.34	-16,000.00	-13,000.00	-18.8%
TOTAL TAXES	-14,520.59	-18,085.11	-20,362.84	-17,241.34	-16,000.00	-13,000.00	-18.8%
807 PLANNING & DEVELOPMENT							
375807 5460 PROFESSION	1,000.00	750.00	.00	1,013.00	.00	1,100.00	.0%
375807 5820 CONTRACTS	13,464.69	16,276.60	18,189.32	15,654.45	14,400.00	11,700.00	-18.8%
TOTAL PLANNING & DEVELOPMENT	14,464.69	17,026.60	18,189.32	16,667.45	14,400.00	12,800.00	-11.1%
TOTAL T.I. (LEGACY ON FIRST)	-55.90	-1,058.51	-2,173.52	-573.89	-1,600.00	-200.00	-87.5%
TOTAL REVENUE	-14,520.59	-18,085.11	-20,362.84	-17,241.34	-16,000.00	-13,000.00	-18.8%
TOTAL EXPENSE	14,464.69	17,026.60	18,189.32	16,667.45	14,400.00	12,800.00	-11.1%
GRAND TOTAL	-55.90	-1,058.51	-2,173.52	-573.89	-1,600.00	-200.00	-87.5%

2026

PAY AS YOU GO

15th Street Flats Tax Increment Fund

In 2016 the City entered into a Tax Increment agreement with 15th Street Flats, LLC to construct a 4-story, 47 unit apartment complex on property it is acquiring in the District. In addition to the building construction, the project included new access, parking improvements, lighting, utility extensions/relocati soil correction, and storm water controls. Work on the project was completed in 2019.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	37,856	37,856	38,484	37,850	12,000
Expenditures	(35,071)	(34,821)	(34,635)	(34,065)	(11,900)
Prior Adjust.	0		1	----	----
Balance-Dec. 31	<u>6,571</u>	<u>9,606</u>	<u>13,456</u>	<u>17,241</u>	<u>17,341</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T.I. (15TH STREET FLATS)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
37671070 4020 TIF	-37,856.49	-37,856.49	-38,483.76	-6,309.81	-37,850.00	-12,000.00	-68.3%
TOTAL TAXES	-37,856.49	-37,856.49	-38,483.76	-6,309.81	-37,850.00	-12,000.00	-68.3%
807 PLANNING & DEVELOPMENT							
376807 5460 PROFESSION	1,000.00	750.00	.00	1,013.00	.00	1,100.00	.0%
376807 5820 CONTRACTS	34,070.66	34,070.85	34,635.38	5,678.83	34,065.00	10,800.00	-68.3%
TOTAL PLANNING & DEVELOPMENT	35,070.66	34,820.85	34,635.38	6,691.83	34,065.00	11,900.00	-65.1%
TOTAL T.I. (15TH STREET FLAT	-2,785.83	-3,035.64	-3,848.38	382.02	-3,785.00	-100.00	-97.4%
TOTAL REVENUE	-37,856.49	-37,856.49	-38,483.76	-6,309.81	-37,850.00	-12,000.00	-68.3%
TOTAL EXPENSE	35,070.66	34,820.85	34,635.38	6,691.83	34,065.00	11,900.00	-65.1%
GRAND TOTAL	-2,785.83	-3,035.64	-3,848.38	382.02	-3,785.00	-100.00	-97.4%

2026

PAY AS YOU GO

Block 25 Housing Tax Increment

In 2021, the City entered into a Tax Increment agreement for Block-25 Lofts, a multifamily housing project located at Block-25 in downtown Willmar. TIF will be used to offset site acquisition, environmental remediation, utilities, stormwater controls, paving and lighting.

	<u>2022 Actual</u>	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	324,801	65,542	12,487	64,000	90,000
Expenditures	(9,887)	(380,344)	(12,487)	(57,600)	(92,100)
Prior Adjust.				----	----
Balance-Dec. 31	<u>314,914</u>	<u>112</u>	<u>112</u>	<u>6,512</u>	<u>4,412</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T.I. (BLOCK 25 HSG LOFTS)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
710 TAXES							
37871070 4020 TIF	.00	.00	.00	-44,780.84	-64,000.00	-90,000.00	40.6%
TOTAL TAXES	.00	.00	.00	-44,780.84	-64,000.00	-90,000.00	40.6%
720 LICENSES AND PERMITS							
37872070 4270 NONBUSPERM	-10,000.00	.00	.00	.00	.00	.00	.0%
TOTAL LICENSES AND PERMITS	-10,000.00	.00	.00	.00	.00	.00	.0%
730 INTERGOVERNMENTAL REVENUE							
37873070 4320 STGRANT	-314,800.98	-65,542.06	-12,486.52	.00	.00	.00	.0%
TOTAL INTERGOVERNMENTAL REVEN	-314,800.98	-65,542.06	-12,486.52	.00	.00	.00	.0%
807 PLANNING & DEVELOPMENT							
378807 5460 PROFESSION	9,887.59	.00	.00	1,013.00	.00	1,100.00	.0%
378807 5490 OTHER	-.98	380,344.02	12,486.52	.00	.00	.00	.0%
378807 5820 CONTRACTS	.00	.00	.00	40,302.76	57,600.00	81,000.00	40.6%
TOTAL PLANNING & DEVELOPMENT	9,886.61	380,344.02	12,486.52	41,315.76	57,600.00	82,100.00	42.5%
TOTAL T.I. (BLOCK 25 HSG LOF	-314,914.37	314,801.96	.00	-3,465.08	-6,400.00	-7,900.00	23.4%
TOTAL REVENUE	-324,800.98	-65,542.06	-12,486.52	-44,780.84	-64,000.00	-90,000.00	40.6%
TOTAL EXPENSE	9,886.61	380,344.02	12,486.52	41,315.76	57,600.00	82,100.00	42.5%
GRAND TOTAL	-314,914.37	314,801.96	.00	-3,465.08	-6,400.00	-7,900.00	23.4%

2026

PAY AS YOU GO

Unique Opportunities Willmar LLC

In 2022 the City entered into a Tax Increment agreement with Unique Opportunities Willmar LLC to construct housing over three phases.

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>
Unassigned Bal.	\$ ----	\$ ----	\$ ----	\$ ----	\$ ----
Assigned Bal.	----	----	----	0	0
Revenues	0	0	0	0	100,000
Expenditures	0	0	0	0	(96,100)
Prior Adjust.	----	----	----	----	----
Balance-Dec. 31	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,900</u>

2026 PROPOSED REVENUE AND EXPENDITURES

T.I. (LAKELAND-JH LLC)	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
770 MISCELLANEOUS							
37977080 4000 CRTXVAL	.00	.00	.00	.00	.00	-100,000.00	.0%
TOTAL MISCELLANEOUS	.00	.00	.00	.00	.00	-100,000.00	.0%
807 PLANNING & DEVELOPMENT							
379807 5460 PROFESSION	.00	.00	.00	1,010.34	.00	1,100.00	.0%
379807 5820 CONTRACTS	.00	.00	.00	.00	.00	95,000.00	.0%
TOTAL PLANNING & DEVELOPMENT	.00	.00	.00	1,010.34	.00	96,100.00	.0%
TOTAL T.I. (LAKELAND-JH LLC)	.00	.00	.00	1,010.34	.00	-3,900.00	.0%
TOTAL REVENUE	.00	.00	.00	.00	.00	-100,000.00	.0%
TOTAL EXPENSE	.00	.00	.00	1,010.34	.00	96,100.00	.0%
GRAND TOTAL	.00	.00	.00	1,010.34	.00	-3,900.00	.0%

ENTERPRISE

FUNDS

WASTE TREATMENT PLANT FUND

The Waste Treatment Plant involves the operation, maintenance, collection, treatment of sewage for the City of Willmar and Eagle Lake Sewer District.

During 1983, improvements to the plant costing approximately \$10,000,000 were completed.

The City sold bonds totaling \$1,290,000 to pay for their share. These bonds will be paid through sewer charges. Due to the plant odor problem, the City, in 1988, sold \$3,250,000 worth of General Obligation Revenue Bonds with an increase in sewer rates to repay them.

In 1996 the City issued a Public Facilities note in the amount of \$4,300,000 for a sludge storage facility with the intent to repay the note with sewer rate increases. Starting in 2005 the City started the process to relocate the Treatment Plant approximately 4 miles west of the city at an estimated cost of \$86 million plus, funded by Grants, Loans and Fees.

Beginning in 2011, the new plant became fully operational and reserves will be set at one year debt service and six months of operational costs.

	<u>2023 Actual</u>	<u>2024 Actual</u>	<u>2025 To Date 24-Nov</u>	<u>2025 Adopted</u>	<u>2026 Proposed</u>
Revenues	11,000,046	10,631,492	8,338,035	11,419,850	12,616,950
Total Expenditures	(13,752,641)	(8,419,635)	(11,744,238)	(14,158,430)	(14,622,783)
Prior Adjust.	----	----	----	----	----
Capitalized CIP		124,053			
Balance-Dec. 31	<u>34,435,651</u>	<u>36,771,561</u>	<u>33,365,358</u>	<u>34,032,981</u>	<u>32,027,148</u>

2026 PROPOSED REVENUE AND EXPENDITURES

WASTE TREATMENT			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE									
65173090	4320	STGRANT	.00	.00	-52,963.00	-6,033.00	.00	.00	.0%
65173090	4340	CTYGRANT	-79,456.21	-84,652.16	-36,555.02	-50,866.28	-30,000.00	-10,000.00	-66.7%
TOTAL INTERGOVERNMENTAL REVEN			-79,456.21	-84,652.16	-89,518.02	-56,899.28	-30,000.00	-10,000.00	-66.7%
740 CHARGES FOR SERVICES									
65174090	4415	LANDRENT	-11,353.80	-10,450.62	-10,450.62	-10,325.62	-9,850.00	-9,950.00	1.0%
65174090	4450	SALEMATRL	-12,662.53	-7,005.00	-6,033.53	-819.58	.00	-500.00	.0%
65174090	4600	GENCOLLTNS	-9,046,510.11	-9,015,610.39	-8,756,156.91	-7,094,627.25	-10,125,000.00	-11,134,500.00	10.0%
65174090	4610	WWEAGLELK	-322,220.80	-179,017.72	.00	.00	.00	.00	.0%
65174090	4620	WWEPTPIX	-40,898.44	.00	.00	.00	.00	.00	.0%
65174090	4630	WADMINBILL	-227,715.37	-227,809.52	-248,119.91	-173,094.08	-240,000.00	-247,000.00	2.9%
65174090	4640	WUTILRPLCE	-425,797.41	-433,744.80	-448,249.96	-357,570.51	-450,000.00	-500,000.00	11.1%
65174090	4650	WWDELWVST	-193,157.17	-131,743.02	-130,936.16	-57,300.43	-95,000.00	-90,000.00	-5.3%
TOTAL CHARGES FOR SERVICES			-10,280,315.63	-10,005,381.07	-9,599,947.09	-7,693,737.47	-10,919,850.00	-11,981,950.00	9.7%
760 SPECIAL ASSESSMENTS									
65176090	4100	URRSPASSMT	.00	-139,093.91	-315,100.62	-171,212.88	.00	-350,000.00	.0%
65176090	4110	DELSPASSMT	.00	.00	-2,671.38	-4,712.48	-320,000.00	.00	.0%
TOTAL SPECIAL ASSESSMENTS			.00	-139,093.91	-317,772.00	-175,925.36	-320,000.00	-350,000.00	9.4%
770 MISCELLANEOUS									
65177090	4810	INTREV	-152,224.63	-267,816.76	-292,576.88	-253,264.16	-150,000.00	-275,000.00	83.3%
65177090	4830	SALE ASSET	-5,000.00	-44,383.64	.00	.00	.00	.00	.0%
65177090	4860	REFND/REIM	.00	-780.00	-66,785.15	-4,065.81	.00	.00	.0%
65177090	4870	MISC	.00	-462.69	-765.66	-330.40	.00	.00	.0%
65177090	4880	MRKTVAL	-102,992.96	-457,475.94	-156,077.25	-153,812.96	.00	.00	.0%
TOTAL MISCELLANEOUS			-260,217.59	-770,919.03	-516,204.94	-411,473.33	-150,000.00	-275,000.00	83.3%
780 OTHER FINANCE SOURCES									
65178090	4990	TRANSIN	-1,608,307.47	.00	-108,050.00	.00	.00	.00	.0%
TOTAL OTHER FINANCE SOURCES			-1,608,307.47	.00	-108,050.00	.00	.00	.00	.0%
890 WASTEWATER TREATMENT									
651890	5000	SAL-REG EM	717,322.06	814,961.28	891,265.84	801,039.91	857,881.00	904,655.00	5.5%
651890	5010	OT-REG EMP	45,887.45	12,207.52	15,750.32	15,046.88	50,000.00	50,000.00	.0%
651890	5030	EMPLR-PEN	112,020.02	120,193.05	130,108.46	120,791.51	153,808.00	149,450.00	-2.8%
651890	5040	EMPLR-INSU	290,413.70	277,594.56	282,277.45	251,397.47	294,574.00	290,315.00	-1.4%
651890	5075	INSPASS	.00	48,215.76	.00	.00	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
WASTE TREATMENT			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
651890 5200	GENSUPP	225,635.97	400,312.39	402,188.74	351,641.59	450,000.00	450,000.00	.0%	
651890 5210	OFFICE SUP	473.10	1,191.97	471.55	498.36	500.00	500.00	.0%	
651890 5220	SMALL TOOL	14,011.79	7,322.69	9,487.74	10,425.83	15,000.00	15,000.00	.0%	
651890 5230	ADVERTISE	.00	.00	118.99	418.74	.00	.00	.0%	
651890 5260	MTRFUEL	38,729.19	43,990.63	29,535.21	21,088.60	45,000.00	45,000.00	.0%	
651890 5270	POSTAGE	372.40	485.95	299.75	304.05	400.00	400.00	.0%	
651890 5290	COMM	327.13	.00	.00	.00	500.00	500.00	.0%	
651890 5300	MAINTEQUIP	178,755.01	218,117.60	249,182.99	65,474.98	250,000.00	300,000.00	20.0%	
651890 5310	MAINTSTRUC	42,354.31	26,664.96	6,606.86	1,869.39	60,000.00	60,000.00	.0%	
651890 5320	MAINTOTHIM	36,364.45	49,287.32	38,048.43	20,019.15	40,000.00	40,000.00	.0%	
651890 5330	PRINTPUB	.00	.00	.00	.00	200.00	200.00	.0%	
651890 5350	UTILITIES	725,814.32	761,637.71	762,609.54	595,637.52	800,000.00	800,000.00	.0%	
651890 5360	WASTEREM	5,494.98	6,473.61	3,840.30	4,307.60	6,500.00	6,000.00	-7.7%	
651890 5370	CONFTRVL	15,754.39	21,067.80	13,445.76	16,288.77	25,000.00	25,000.00	.0%	
651890 5380	ALSGENTRVL	8,307.34	12,109.69	537.50	1,035.33	10,000.00	5,000.00	-50.0%	
651890 5390	AWARDS	.00	572.79	53.50	.00	.00	359.00	.0%	
651890 5400	SUBSCRIPT	6,668.05	14,113.00	13,553.99	21,302.39	15,000.00	15,000.00	.0%	
651890 5410	INSURANCES	.00	.00	64,338.00	61,087.00	.00	.00	.0%	
651890 5420	RENTS	1,350.11	210.66	22,928.30	9,867.61	4,000.00	4,000.00	.0%	
651890 5450	LICTAXES	31,393.75	23,489.00	21,999.00	7,623.49	27,000.00	28,500.00	5.6%	
651890 5460	PROFESSION	231,270.02	275,739.92	309,235.68	51,304.25	300,000.00	300,000.00	.0%	
651890 5490	OTHER	9,773.97	52,754.43	77,128.87	143,988.87	25,000.00	75,000.00	200.0%	
651890 5500	SAFETY PRO	.00	644.65	3,899.03	1,440.25	3,000.00	4,000.00	33.3%	
651890 5600	BUILDINGS	.00	.00	81.21	.00	.00	.00	.0%	
651890 5620	MACHINEAUT	.00	.05	.00	.00	.00	.00	.0%	
651890 5800	BONDS	.00	.00	.00	5,736,000.00	5,736,000.00	5,957,000.00	3.9%	
651890 5810	INTEREST	1,562,713.70	1,464,873.80	1,363,426.66	1,258,990.88	1,077,705.00	1,077,705.00	.0%	
651890 5900	DEPRE	1,915,154.70	1,931,718.72	2,272,294.06	.00	2,300,000.00	2,300,000.00	.0%	
651890 5910	MRKTVALU	990,411.27	74,332.14	16,420.09	1,442.78	.00	.00	.0%	
651890 5970	TRSTO GEN	341,250.00	376,250.00	376,250.00	.00	376,250.00	387,250.00	2.9%	
651890 5980	TRSTO CIP	425,797.41	2,813,050.00	435,000.00	1,580,000.00	.00	.00	.0%	
651890 5999	TRSDEBTSRV	.00	.00	.00	137,813.00	137,813.00	134,873.00	-2.1%	
TOTAL WASTEWATER TREATMENT			7,973,820.59	9,849,583.65	7,812,383.82	11,288,138.20	13,061,131.00	13,425,707.00	2.8%
891 WASTEWATER COLLECTION									
651891 5000	SAL-REG EM	58,424.64	65,069.59	66,452.42	59,794.85	70,405.00	72,963.00	3.6%	
651891 5010	OT-REG EMP	1,321.17	511.74	12.28	25.31	2,000.00	2,000.00	.0%	
651891 5030	EMPLR-PEN	8,641.34	9,442.53	9,628.58	8,551.78	12,144.00	13,576.00	11.8%	
651891 5040	EMPLR-INSU	32,587.98	31,898.61	30,268.00	25,364.08	31,600.00	32,187.00	1.9%	
651891 5075	INSPASS	.00	4,890.99	.00	.00	.00	.00	.0%	
651891 5080	EMEEAPRARE	30.98	6,096.55	.00	.00	.00	.00	.0%	
651891 5200	GENSUPP	242.38	2,344.27	1,270.68	219.02	1,000.00	1,000.00	.0%	
651891 5220	SMALL TOOL	16,928.68	2,402.32	3,292.48	2,164.00	3,000.00	3,000.00	.0%	
651891 5230	ADVERTISE	188.32	.00	.00	124.12	.00	.00	.0%	
651891 5260	MTRFUEL	1,291.28	933.42	460.36	450.23	1,000.00	1,000.00	.0%	
651891 5270	POSTAGE	.00	12.86	.00	.00	100.00	.00	.0%	
651891 5290	COMM	.00	320.09	274.45	249.50	400.00	400.00	.0%	
651891 5300	MAINTEQUIP	20,730.25	15,540.63	79,469.11	14,800.71	25,000.00	25,000.00	.0%	
651891 5310	MAINTSTRUC	240.00	38,030.44	537.90	.00	35,000.00	35,000.00	.0%	

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	10/31/2025	2025	TNT	PCT
WASTE TREATMENT			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
651891	5320	MAINTOTHIM	16,409.74	32,908.74	9,340.00	1,500.00	50,000.00	450,000.00	800.0%
651891	5350	UTILITIES	67,547.68	75,079.27	63,220.29	59,828.90	85,000.00	80,000.00	-5.9%
651891	5360	WASTEREM	.00	221.44	.00	.00	2,000.00	2,000.00	.0%
651891	5370	CONFTRVL	386.18	282.54	300.00	.00	500.00	500.00	.0%
651891	5390	AWARDS	.00	.00	53.50	.00	.00	.00	.0%
651891	5410	INSURANCES	40,149.00	47,610.00	.00	.00	50,000.00	50,000.00	.0%
651891	5420	RENTS	.00	.00	.00	.00	200.00	200.00	.0%
651891	5450	LICTAXES	651.23	274.24	313.42	313.42	500.00	500.00	.0%
651891	5460	PROFESSION	8,928.80	8,978.30	22,963.75	1,379.00	50,000.00	35,000.00	-30.0%
651891	5490	OTHER	6,198.40	16,119.03	82.00	54,141.86	10,000.00	10,000.00	.0%
651891	5900	DEPRE	268,188.13	268,188.18	5,582.35	.00	275,000.00	.00	.0%
651891	5980	TRSTO CIP	4,151,859.00	2,902,003.00	.00	.00	.00	.00	.0%
TOTAL WASTEWATER COLLECTION			4,700,945.18	3,529,158.78	293,521.57	228,906.78	704,849.00	814,326.00	15.5%
892 WASTEWATER BIOSOLIDS									
651892	5030	EMPLR-PEN	78,390.00	34,470.00	-24,981.00	.00	.00	.00	.0%
651892	5040	EMPLR-INSU	2,531.00	-4,616.00	.00	.00	.00	.00	.0%
651892	5200	GENSUPP	28,609.60	45,497.77	39,130.22	44,865.70	50,000.00	50,000.00	.0%
651892	5220	SMALL TOOL	995.12	1,380.92	2,153.37	139.99	1,000.00	1,000.00	.0%
651892	5260	MTRFUEL	4,374.73	1,178.07	194.19	-75.08	5,000.00	4,000.00	-20.0%
651892	5270	POSTAGE	400.00	.00	.00	.00	.00	.00	.0%
651892	5300	MAINT EQUIP	28,091.68	22,041.18	13,566.10	10,817.30	20,000.00	20,000.00	.0%
651892	5310	MAINTSTRUC	7,800.00	.00	5,050.00	1,250.37	5,000.00	5,000.00	.0%
651892	5320	MAINTOTHIM	2,011.60	139.63	.00	2,030.22	500.00	.00	.0%
651892	5350	UTILITIES	456.00	455.00	456.00	427.21	600.00	500.00	-16.7%
651892	5410	INSURANCES	11,524.00	13,654.00	.00	.00	14,500.00	14,500.00	.0%
651892	5450	LICTAXES	140.00	140.00	140.00	.00	200.00	.00	.0%
651892	5460	PROFESSION	10,635.40	8,531.60	8,693.90	10,119.00	10,000.00	10,000.00	.0%
651892	5490	OTHER	132,487.95	143,742.53	244,746.05	135,588.87	200,000.00	250,000.00	25.0%
651892	5900	DEPRE	54,897.13	54,896.99	.00	.00	55,000.00	.00	.0%
TOTAL WASTEWATER BIOSOLIDS			363,344.21	321,511.69	289,148.83	205,163.58	361,800.00	355,000.00	-1.9%
893 WASTEWATER EAGLE LAKE									
651893	5200	GENSUPP	.00	.00	181.20	7.78	250.00	250.00	.0%
651893	5270	POSTAGE	.00	.00	.00	.00	200.00	.00	-100.0%
651893	5290	COMM	.00	360.09	498.18	801.10	.00	500.00	.0%
651893	5300	MAINT EQUIP	2,834.70	8,903.25	9,596.21	2,815.41	13,000.00	10,000.00	-23.1%
651893	5310	MAINTSTRUC	10.18	3,872.50	.00	.00	.00	.00	.0%
651893	5320	MAINTOTHIM	.00	18,163.21	.00	2,514.89	.00	.00	.0%
651893	5330	PRINTPUB	.00	.00	.00	.00	200.00	.00	.0%
651893	5350	UTILITIES	9,577.00	9,678.50	13,401.04	14,671.51	15,000.00	15,000.00	.0%
651893	5450	LICTAXES	.00	.00	.00	4.00	.00	.00	.0%
651893	5460	PROFESSION	.00	.00	.00	.00	1,000.00	1,000.00	.0%
651893	5490	OTHER	706.00	16,648.00	702.00	1,214.64	1,000.00	1,000.00	.0%
651893	5700	CAPOTHER	.00	.00	201.80	.00	.00	.00	.0%
TOTAL WASTEWATER EAGLE LAKE			13,127.88	57,625.55	24,580.43	22,029.33	30,650.00	27,750.00	-9.5%

2026 PROPOSED REVENUE AND EXPENDITURES

	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
WASTE TREATMENT							
TOTAL WASTE TREATMENT	822,940.96	2,757,833.50	-2,211,857.40	3,406,202.45	2,738,580.00	2,005,833.00	-26.8%
TOTAL REVENUE	-12,228,296.90	-11,000,046.17	-10,631,492.05	-8,338,035.44	-11,419,850.00	-12,616,950.00	10.5%
TOTAL EXPENSE	13,051,237.86	13,757,879.67	8,419,634.65	11,744,237.89	14,158,430.00	14,622,783.00	3.3%
GRAND TOTAL	822,940.96	2,757,833.50	-2,211,857.40	3,406,202.45	2,738,580.00	2,005,833.00	-26.8%

**CAPITAL
IMPROVEMENT
PLAN**

City of Willmar
2026 Proposed Capital Improvement Program

Pg. #	Item Number	CIP Projects	Budget	Preliminary	2026 TNT	Bond	Sale Tax Bonds	WWTP Fund	Federal/State Aid	Grant	WMU	City Hall
2	1	Snow Removal Equipment (Replacing Drainage Improvements)	Airport	\$ 12,500	\$ 12,500				\$ 487,500			
11	2	Elevator	City Hall	\$ 160,000								\$ 160,000
12	3	Fire Alarm Panel System	City Hall	\$ 25,000								\$ 25,000
31	4	Civic Center Roof Replacement - Blue Line Arena	Civic Center	\$ 280,000	\$ 280,000							
32	5	Storage Shed	Civic Center	\$ 55,000								
99	8	1st Street Bridge - Maintenance	Engineering	\$ 150,000								
		Street Improvement Program	Engineering									
		Reconstruction - 4th Street SW	Engineering			\$ 3,815,700		\$ 1,211,600			\$ 819,200	
		1st Street Bridge - Maintenance							\$ 200,000			
		Lakeland Path Improvement				\$ 537,200				\$ 1,100,000		
20	9	Fire Fighter Pagers	Fire	\$ 21,000								
21	10	Wildland Firefighting Gear	Fire	\$ 47,000								
51	13	Master Park Plan	Parks and Recreation	\$ 90,000								
52	14	Protective Netting - Civic Center Complex	Parks and Recreation	\$ 184,450								
53	15	Swansson Field - Fence	Parks and Recreation	\$ 50,000								
54	16	Swansson Field - Lights (Green) (3 Year Plan)	Parks and Recreation	\$ 110,000								
74	17	Walking & Bike Paths (DNR Grant) (3 Year Plan)	Parks and Recreation	\$ 50,000								
80	18	Indoor Cold Storage	Police	\$ 150,000								
83	20	Traffic Signal Replacement	Public Works	\$ 110,000	\$ 110,000							
103	22	Stormwater Drainage Improvements - High Ave	Stormwater				\$ 53,800					
104	23	Stormwater Drainage Improvements - Gorton Ave and Ella Ave	Stormwater				\$ 16,900					
105	23.1	Installing Stormceptor Structures - Pheasant Run and Ella Ave	Stormwater				\$ 95,200					
111	23.2	Stormwater Pond Improvement Voss Park	Stormwater				\$ 300,000					
114	24	Iverson Park LS; Design, Construction and CRS	Wastewater					\$ 1,500,000				
115	25	Industrial BNR; Design, Construction and CRS	Wastewater					\$ 1,000,000				
116	26	SCADA Server and PLC Upgrade	Wastewater					\$ 250,000				
117	27	Eagle Lake Panel Upgrades	Wastewater					\$ 400,000				
		Sub-Total		\$ 1,494,950	\$ 402,500	\$ 4,352,900	\$ 465,900	\$ 4,361,600	\$ 687,500	\$ 1,100,000	\$ 819,200	\$ 185,000
125		Vehicles	Department	Cash	2026 TNT	Bond	Sale Tax Bonds	WWTP Fund	Federal/State Aid	Grant	WMU	City Hall
127	28	2006 Ford F-150	Fire	\$ 65,000								
125	29	2002 Spartan Chassis (Multi Year Plan)	Fire	\$ 375,000	\$ 90,500							
151	30	2015 Bobcat Tool Cat	Parks and Recreation	\$ 55,000								
147	31	2012 Ford- F250	Parks and Recreation	\$ 53,000								
141	32	Squad #10	Police	\$ 63,000	\$ 63,000							
145	33	Squad #18	Police	\$ 63,000	\$ 63,000							
125	34	Squad #20	Police	\$ 63,000	\$ 63,000							
143	35	Squad #28	Police	\$ 63,000	\$ 11,000							
149	36	1999 Ford El Dorado Command / SWAT Bus	Police	\$ 150,000								
131	37	2010 Ford F-350 with Dump Box	Public Works	\$ 100,000								
131	38	2010 Ford F-350 with Dump Box	Public Works	\$ 100,000								
139	39	2008 John Deere 624 Loader - Originally to be replaced in 2023	Public Works	\$ 250,000								
135	40	2013 International Plow Truck - Originally to be replaced in 2023	Public Works	\$ 290,000	\$ 290,000							
137	41	2019 Kubota ZD 1211 Zero Turn Mower - Originally to be replaced in 2023	Public Works	\$ 37,000								
129	42	2007 SNO- GO - Originally to be replaced in 2023	Public Works	\$ 245,000	\$ 120,000							
133	43	2013 Elgin Pelican Street	Public Works	\$ 275,000								
		Unallocated - Capital Improvement Fund			\$ 69,000							
		Sub-Total		\$ 2,247,000	\$ 769,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Grand Totals		\$ 3,741,950	\$ 1,172,000	\$ 4,352,900	\$ 465,900	\$ 4,361,600	\$ 687,500	\$ 1,100,000	\$ 819,200	\$ 185,000
				PW Reserve	\$ (137,000)							
				Blue Line	\$ (156,000)							
				Net	\$ 879,000							

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. - AIRPORT DEVELOPMENT	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE							
43073080 4310 FEDGRANT	-877,057.00	.00	.00	.00	-817,200.00	-475,000.00	-41.9%
43073080 4320 STGRANT	-133,475.40	-53,555.25	.00	.00	-185,400.00	-107,000.00	-42.3%
TOTAL INTERGOVERNMENTAL REVEN	-1,010,532.40	-53,555.25	.00	.00	-1,002,600.00	-582,000.00	-42.0%
780 OTHER FINANCE SOURCES							
43078080 4990 TRANSIN	.00	.00	.00	-139,150.00	-105,400.00	-12,500.00	-88.1%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	-139,150.00	-105,400.00	-12,500.00	-88.1%
838 AIRPORT							
430838 5320 MTCEOTHIMP	1,037,300.64	.00	14,000.00	.00	1,108,000.00	135,000.00	-87.8%
430838 5330 PRINTPUB	238.02	.00	.00	.00	.00	.00	.0%
430838 5460 PROFESSION	219,740.00	83,013.25	96,538.22	144,728.59	.00	.00	.0%
430838 5620 MACHINEAUT	.00	.00	.00	.00	.00	500,000.00	.0%
TOTAL AIRPORT	1,257,278.66	83,013.25	110,538.22	144,728.59	1,108,000.00	635,000.00	-42.7%
TOTAL C.P. - AIRPORT DEVELOP	246,746.26	29,458.00	110,538.22	5,578.59	.00	40,500.00	.0%
TOTAL REVENUE	-1,010,532.40	-53,555.25	.00	-139,150.00	-1,108,000.00	-594,500.00	.0%
TOTAL EXPENSE	1,257,278.66	83,013.25	110,538.22	144,728.59	1,108,000.00	635,000.00	.0%
GRAND TOTAL	246,746.26	29,458.00	110,538.22	5,578.59	.00	40,500.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

CAPITAL IMPROVEMENT FUND			2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	12/12/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
730 INTERGOVERNMENTAL REVENUE									
45073010	4320	STGRANT	.00	.00	-343,684.18	-215,107.82	.00	.00	.0%
45073010	4390	OTHGVTGRNT	-3,000.00	.00	.00	.00	.00	.00	.0%
TOTAL INTERGOVERNMENTAL REVEN			-3,000.00	.00	-343,684.18	-215,107.82	.00	.00	.0%
770 MISCELLANEOUS									
45077010	4810	INTREV	-10,140.62	.00	.00	.00	.00	.00	.0%
45077080	4810	INTREV	.00	-5,110.94	-36,000.91	-25,595.58	.00	.00	.0%
45077080	4860	REFND/REIM	.00	-490.50	.00	-273.00	.00	.00	.0%
45077080	4880	MRKTVAL	-15.98	-14,595.71	-21,983.87	-14,960.58	.00	.00	.0%
TOTAL MISCELLANEOUS			-10,156.60	-20,197.15	-57,984.78	-40,829.16	.00	.00	.0%
780 OTHER FINANCE SOURCES									
45078010	4990	TRANSIN	-28,000.00	-2,408,876.17	-1,293,782.07	.00	.00	-69,000.00	.0%
TOTAL OTHER FINANCE SOURCES			-28,000.00	-2,408,876.17	-1,293,782.07	.00	.00	-69,000.00	.0%
807 PLANNING & DEVELOPMENT									
450807	5700	CAPOTHER	.00	436,132.32	7,645.00	.00	.00	.00	.0%
TOTAL PLANNING & DEVELOPMENT			.00	436,132.32	7,645.00	.00	.00	.00	.0%
820 POLICE DEPARTMENT									
450820	5300	MAINTEQUIP	.00	.00	27,094.20	.00	.00	.00	.0%
450820	5610	FURNEQUIP	.00	.00	1,285.99	.00	.00	.00	.0%
450820	5620	MACHINEAUT	222,124.69	244,531.50	378,655.13	.00	.00	.00	.0%
450820	5700	CAPOTHER	.00	6,000.00	.00	.00	.00	.00	.0%
TOTAL POLICE DEPARTMENT			222,124.69	250,531.50	407,035.32	.00	.00	.00	.0%
821 FIRE DEPARTMENT									
450821	5220	SMALL TOOL	6,475.00	.00	310,254.82	40,000.00	.00	.00	.0%
450821	5300	MAINTEQUIP	.00	.00	830.75	.00	.00	.00	.0%
450821	5310	MTCESTRUCT	.00	9,932.00	.00	.00	.00	.00	.0%
450821	5620	MACHINEAUT	44,874.83	.00	.00	.00	.00	.00	.0%
450821	5980	TRSTO CIP	.00	.00	100.19	.00	.00	.00	.0%
TOTAL FIRE DEPARTMENT			51,349.83	9,932.00	311,185.76	40,000.00	.00	.00	.0%
830 PUBLIC WORKS									
450830	5320	MTCEOTHIMP	.00	349,658.72	.00	.00	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

			2022	2023	2024	12/12/2025	2025	TNT	PCT
CAPITAL IMPROVEMENT FUND			ACTUALS	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	CHANGE
450830	5460	PROFESSION	.00	93,452.72	.00	.00	.00	.00	.0%
450830	5600	BUILDINGS	42,414.70	.00	16,009.05	.00	.00	.00	.0%
450830	5610	FURNEQUIP	119,523.91	9,056.48	.00	.00	.00	.00	.0%
450830	5620	MACHINEAUT	33,532.99	309,203.60	387,288.41	.00	.00	.00	.0%
450830	5910	MRKTVALU	105,761.50	.00	1,785.06	154.01	.00	.00	.0%
450830	5970	TRSTO GEN	.00	.00	20,000.00	.00	.00	.00	.0%
TOTAL PUBLIC WORKS			301,233.10	761,371.52	425,082.52	154.01	.00	.00	.0%
844 PARKS AND RECREATION									
450844	5220	SMALL TOOL	855.31	.00	.00	.00	.00	.00	.0%
450844	5310	MTCESTRUCT	11,298.29	1,790.02	.00	4,937.24	.00	.00	.0%
450844	5320	MAINTOTHIM	.00	4,095.00	26,828.27	254,509.81	.00	.00	.0%
450844	5460	PROFESSION	.00	.00	.00	1,844.50	.00	.00	.0%
450844	5600	BUILDINGS	.00	.00	.00	32,205.60	.00	.00	.0%
450844	5610	FURNEQUIP	348,865.54	502,548.68	33,650.00	39,037.72	.00	.00	.0%
450844	5620	MACHINEAUT	38,034.35	.00	.00	.00	.00	.00	.0%
450844	5700	CAPOTHER	35,693.00	.00	.00	.00	.00	.00	.0%
450844	5710	LAND	8,319.00	.00	.00	.00	.00	.00	.0%
TOTAL PARKS AND RECREATION			443,065.49	508,433.70	60,478.27	332,534.87	.00	.00	.0%
845 CIVIC CENTER									
450845	5600	BUILDINGS	22,540.00	.00	23,237.98	.00	.00	.00	.0%
450845	5610	FURNEQUIP	303,253.78	51,334.96	.00	.00	.00	.00	.0%
450845	5980	TRSTO CIP	.00	.00	.00	.00	156,000.00	.00	.0%
TOTAL CIVIC CENTER			325,793.78	51,334.96	23,237.98	.00	.00	156,000.00	.0%
848 AQUATIC CENTER									
450848	5320	MTCEOTHIMP	.00	.00	5,657.74	.00	.00	.00	.0%
450848	5600	BUILDINGS	28,917.00	2,401.80	7.00	.00	.00	.00	.0%
450848	5610	FURNEQUIP	20,798.50	.00	29,430.00	.00	.00	.00	.0%
TOTAL AQUATIC CENTER			49,715.50	2,401.80	35,094.74	.00	.00	.00	.0%
TOTAL CAPITAL IMPROVEMENT FU			1,352,125.79	-408,935.52	-425,691.44	116,751.90	.00	87,000.00	.0%
TOTAL REVENUE			-41,156.60	-2,429,073.32	-1,695,451.03	-255,936.98	.00	-69,000.00	.0%
TOTAL EXPENSE			1,393,282.39	2,020,137.80	1,269,759.59	372,688.88	.00	156,000.00	.0%
GRAND TOTAL			1,352,125.79	-408,935.52	-425,691.44	116,751.90	.00	87,000.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. POLICE	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
45178020 4990 TRANSIN	.00	.00	.00	-120,000.00	-120,000.00	-200,000.00	66.7%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	-120,000.00	-120,000.00	-200,000.00	66.7%
820 POLICE DEPARTMENT							
451820 5620 MACHINEAUT	.00	.00	.00	123,507.66	120,000.00	200,000.00	66.7%
TOTAL POLICE DEPARTMENT	.00	.00	.00	123,507.66	120,000.00	200,000.00	66.7%
TOTAL C.P. POLICE	.00	.00	.00	3,507.66	.00	.00	.0%
TOTAL REVENUE	.00	.00	.00	-120,000.00	-120,000.00	-200,000.00	.0%
TOTAL EXPENSE	.00	.00	.00	123,507.66	120,000.00	200,000.00	.0%
GRAND TOTAL	.00	.00	.00	3,507.66	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. FIRE	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
45278020 4990 TRANSIN	.00	.00	.00	.00	.00	-90,500.00	.0%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	.00	.00	-90,500.00	.0%
TOTAL C.P. FIRE	.00	.00	.00	.00	.00	-90,500.00	.0%
TOTAL REVENUE	.00	.00	.00	.00	.00	-90,500.00	.0%
TOTAL EXPENSE	.00	.00	.00	.00	.00	.00	.0%
GRAND TOTAL	.00	.00	.00	.00	.00	-90,500.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. CITY HALL	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
45378010 4990 TRANSIN	.00	.00	.00	.00	.00	-185,000.00	.0%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	.00	.00	-185,000.00	.0%
803 CITY HALL BUILDING							
453803 5300 MAINTEQUIP	.00	.00	.00	.00	.00	160,000.00	.0%
453803 5320 MTCEOTHIMP	.00	.00	.00	.00	.00	25,000.00	.0%
TOTAL CITY HALL BUILDING	.00	.00	.00	.00	.00	185,000.00	.0%
TOTAL C.P. CITY HALL	.00	.00	.00	.00	.00	.00	.0%
TOTAL REVENUE	.00	.00	.00	.00	.00	-185,000.00	.0%
TOTAL EXPENSE	.00	.00	.00	.00	.00	185,000.00	.0%
GRAND TOTAL	.00	.00	.00	.00	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. CIVIC CENTER	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
45578050 4990 TRANSIN	.00	.00	.00	-160,000.00	-160,000.00	-280,000.00	75.0%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	-160,000.00	-160,000.00	-280,000.00	75.0%
845 CIVIC CENTER							
455845 5310 MTCESTRUCT	.00	.00	.00	57,279.00	160,000.00	280,000.00	75.0%
TOTAL CIVIC CENTER	.00	.00	.00	57,279.00	160,000.00	280,000.00	75.0%
TOTAL C.P. CIVIC CENTER	.00	.00	.00	-102,721.00	.00	.00	.0%
TOTAL REVENUE	.00	.00	.00	-160,000.00	-160,000.00	-280,000.00	.0%
TOTAL EXPENSE	.00	.00	.00	57,279.00	160,000.00	280,000.00	.0%
GRAND TOTAL	.00	.00	.00	-102,721.00	.00	.00	.0%

2026 PROPOSED REVENUE AND EXPENDITURES

C.P. PUBLIC WORKS	2022 ACTUALS	2023 ACTUALS	2024 ACTUALS	10/31/2025 ACTUALS	2025 BUDGET	TNT BUDGET	PCT CHANGE
780 OTHER FINANCE SOURCES							
46078030 4990 TRANSIN	.00	.00	.00	-698,204.41	-137,016.00	-383,000.00	179.5%
TOTAL OTHER FINANCE SOURCES	.00	.00	.00	-698,204.41	-137,016.00	-383,000.00	179.5%
830 PUBLIC WORKS							
460830 5600 BUILDINGS	.00	.00	.00	.00	.00	110,000.00	.0%
460830 5610 FURNEQUIP	.00	.00	.00	7,164.41	.00	.00	.0%
460830 5620 MACHINEAUT	.00	.00	.00	.00	137,016.00	290,000.00	111.7%
TOTAL PUBLIC WORKS	.00	.00	.00	7,164.41	137,016.00	400,000.00	191.9%
TOTAL C.P. PUBLIC WORKS	.00	.00	.00	-691,040.00	.00	17,000.00	.0%
TOTAL REVENUE	.00	.00	.00	-698,204.41	-137,016.00	-383,000.00	.0%
TOTAL EXPENSE	.00	.00	.00	7,164.41	137,016.00	400,000.00	.0%
GRAND TOTAL	.00	.00	.00	-691,040.00	.00	17,000.00	.0%



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.A.
Agenda Section:	Regular Business	Originating Department:	Fire Department
Resolution:	Yes	Prepared By:	Frank Hanson, Fire Chief
Ordinance:	No	Presented By:	Frank Hanson, Fire Chief
Item:	Donation of FIRE SUPPRESSION TOOL to the Fire Department		

RECOMMENDED ACTION:

Approve a resolution to accept a donation from the Willmar Masons Sharon Lodge #104 to the Fire Department of three FIRE SUPPRESSION TOOL (FST) units with a retail value total \$4,000.

OVERVIEW:

This fall, the Willmar Masons approached the Fire Department about a Masonic program which donates early fire suppression equipment. A Masonic fire suppression tool (FST) is a portable device donated by Freemasons to First Responders. This device releases a non-hazardous aerosol to quickly knock down flames and reduce temperatures. After several emails and an in-person presentation. The Willmar Masons decided to donate three units to the fire department. Each unit will be carried in the three command vehicles for deployment prior to the arrival of the fire trucks. The Willmar Masons raised the money to purchase these units from the Minnesota Grand Lodge of Masons.

BUDGETARY/FISCAL ISSUES:

Donation

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. FST - Resolution

RESOLUTION NO. _____

AUTHORIZATION TO ACCEPT THE DONATION OF THREE FIRE SUPPRESSION TOOLS

Motion By: _____

Second By: _____

BE IT RESOLVED, by the City Council of the City of Willmar to approve the acceptance of a donation of three FIRE SUPPRESSION TOOLS (FST) from the Willmar Mason, Sharon Lodge #104.

Dated this 15th day of December 2025.

MAYOR

ATTEST:

CITY CLERK



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.B.
Agenda Section:	Regular Business	Originating Department:	Human Resources
Resolution:	No	Prepared By:	Alissa Gambrel, Human Resources Director
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Approve the hiring of Shane Stefanick as the City of Willmar Public Works Director		

RECOMMENDED ACTION:

Motion by _____ and second by _____ to approve of the hiring of Shane Stefanick, Public Works Director.

OVERVIEW:

The City of Willmar previously accepted the resignation of past Public Works Director Justin DeLeeuw. The City received and reviewed 12 applicants for the position. Each applicant was scored, followed by interviewing 6 applicants either virtually or in-person. Two finalists were selected for in-person interviews and tour of city facilities. The interview panel consisted of Council member Shuldes, City Administrator Valiant, City Operations Director Box, Parks and Recreation Director Baumgarn, Planning and Development Director Corbett, Human Resource Director Gambrel, Public Works Superintendent Radunz and Wastewater Superintendent Lindahl. After the conclusion of the applicant review and interview process, the panel recommends that the City Council approve the hiring of Shane Stefanick as Public Works Director for the City of Willmar.

BUDGETARY/FISCAL ISSUES:

Pay Grade: NO
 Salary Range: \$109,033.60 - \$146,931.20

The salary and benefits for this position are within the City's 2026 budget.

ALTERNATIVES TO CONSIDER:

None Recommended

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.C.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Allie Paulsen, Administrative Assistant
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Resolution Adopting the 2026 Fee Schedule		

RECOMMENDED ACTION:

Adopt and approve the 2026 Fee Schedule

OVERVIEW:

The City of Willmar has an adopted fee schedule that lists fees for various licenses, permits, rental rates, labor, and equipment rates. Staff has reviewed and updated the 2026 Fee Schedule. Recommended amendments to the Fee Schedule are due to increased issuance costs, general maintenance, and new services.

The Council packet includes a redlined and clean version of the 2026 Fee Schedule.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution Adopting the 2026 Fee Schedule
2. 2026 Fee Schedule_REDLINE
3. 2026 Fee Schedule_CLEAN

RESOLUTION NO.

**ESTABLISHES FEES FOR SERVICES, PERMITS, LICENSES,
AND RATES FOR CITY EQUIPMENT**

Motion By: _____ Second By: _____

WHEREAS, the City Council of the City of Willmar duly establishes fees for service, permits, licenses, and rates for city equipment.

NOW THEREFORE, BE IT RESOLVED, that the listed fees are duly adopted for the year 2026, and the same hereby ordered kept on file in the office of the City Clerk.

Passed and adopted by the City Council on this 15th day of December 2025.

MAYOR

ATTEST:

CITY CLERK

Adopted:

Revised:

City Clerk	Charge/ Rate	
Liquor License Investigation Fee:		
Sole Proprietor	\$	125.00
Partnership	\$	150.00
Corporation	\$	300.00
Limited Liability Company	\$	150.00
Liquor Licenses:		
On-Sale Intoxicating Liquor	\$	4,000.00 Annual
Off-Sale Intoxicating Liquor	\$	950.00 Annual
Club On-Sale Intoxicating Liquor	\$	300.00 Annual
On-Sale Wine	\$	200.00 Annual
On-Sale Sunday	\$	200.00 Annual
On-Sale 3.2% Intoxicating Liquor	\$	150.00 Annual
Temporary On-Sale Intoxicating Liquor	\$	100.00 Annual
On-Sale Taproom	\$	150.00 Annual
Off-Sale Taproom	\$	150.00 Annual
Off-Sale Brewpub	\$	150.00 Annual
City Park Special Event - Intoxicating Liquor	\$	100.00 Event
Civic Center Special Event - Intoxicating Liquor	\$	100.00 Event
Community Festival Event - Intoxicating Liquor	\$	100.00 Event
Miscellaneous:		
Café - Restaurant, Bowling Alley, Taxi Cab	\$	50.00 Annual
Carnival, Circus, Exhibition	\$	30.00 Day
Cat & Dog	\$	3.00 Annual
	\$	7.50 Annual
Dance, Parade, Run/Walk/Special Event, Street Fair	\$	30.00 Event
Dumpster, Service Parking	\$	30.00 Month
Fireworks Indoor Display	\$	100.00 Event
Fireworks Outdoor Display	\$	100.00 Event
Fireworks Sales & Storage	\$	100.00 Event
Mobile Food Unit	\$	50.00 Event

	\$	150.00		Annual
Pawnbrokers	\$	150.00		Annual
Street Closure	\$	50.00		Event
Theatre	\$	300.00		Annual
Tetrahydrocannabinol (THC) Low-Potency Hemp Edible				
Registration	\$	2,000.00	\$ 125.00	Annual
Massage Therapy Business	\$	200.00		Annual
Massage Therapy Individual	\$	50.00		Annual
Cannabis Registration	\$	500.00		Annual
Cannabis Renewal Registration	\$	1,000.00		Annual

Cannabis Fees shall be charged in an amount not to exceed the above stated amounts or half the amount of the state license fee under M.S.A. 342.11, whichever is less.

Administrative Fees:

Chapter 9, Article I, Section 9-3

Nuisance Abatement	\$	75.00	\$ 85.00	Event
Removal of Weed/ Grass Nuisance	\$	75.00	\$ 85.00	Event
Removal of Infected Trees	\$	75.00	\$ 85.00	Event
Payment for Current Services	\$	75.00	\$ 85.00	Event

Labor

All Labor rates will be calculated at the employee's wage and benefit rates unless otherwise identified.

Public Works

Maintenance Trucks:

1/2 -3/4 Ton Truck	\$	18.00		Hour
1 Ton Truck	\$	20.00		Hour
1 Ton Truck - Plow	\$	27.00		Hour
1 Ton Truck - Water tank	\$	27.00		Hour
3-5 Ton Tuck	\$	35.00		Hour
3-5 Ton Truck - Plow/ Sander	\$	41.00		Hour
3-5 Ton Truck - Plow/ Sander/ Wing	\$	55.00		Hour

Heavy Equipment:

2-3 CY Loaders	\$	82.00		Hour
Loader/Plow/Wing	\$	102.00		Hour
Loader/Snow Blower	\$	122.00		Hour
Motor Grader	\$	96.00		Hour
Motor Grader/ One-Way Plow	\$	102.00		Hour

Motor Grader/ One-Way Plow/ Wing	\$	115.00	Hour	
40-50 HP Tractor	\$	25.00	Hour	
40-50 HP Tractor/ Attachments	\$	40.00	Hour	
MT Trackless/ Blower/ Mower	\$	61.00	Hour	
90 HP Tractor/ 22' Flail Mower	\$	55.00	Hour	
30-40 HP Unit Mower/ Blower/ Sweeper 20-40 HP Unit Mower/Blower/Sweeper	\$	40.00	Hour	
Skid-Loader	\$	40.00	Hour	
Skid-Loader/ Attachments	\$	50.00	Hour	
Snowplowing Sidewalks	\$	1.00	Linear Foot	Plus Labor and Equipment

Specialty Equipment:

Air Conveyance Unit	\$	55.00	Hour	
Elgin Sweeper (4 CY)	\$	70.00	Hour	
Hydraulic Sewer Cleaner	\$	68.00	Hour	
Paint Sprayer	\$	10.00	Hour	
Paint Sprayer and 1 Ton Truck	\$	30.00	Hour	
50' Bucket Truck	\$	70.00	Hour	
30' Bucket Truck	\$	41.00	Hour	
Brush Chipper	\$	29.00	Hour	
Tamper	\$	9.00	Hour	
Bituminous Distributor and Truck (Less Material)	\$	50.00	Hour	
Bituminous Roller	\$	55.00	Hour	
Grass and Leaf Pickup Broom	\$	29.00	Hour	
Chain Saws	\$	10.00	Hour	
Trailers	\$	12.00	Hour	
Over Seeder	\$	29.00	Hour	
Turf Pro	\$	29.00	Hour	
Gator and sprayer	\$	27.00	Hour	
Generator	\$	10.00	Hour	
Trash Pumps	\$	10.00	Hour	
Utility Vehicle with Crane Hoist	\$	42.00	Hour	
Air Compressor	\$	42.00	Hour	

Materials:

Winter Sand Mixed with Salt	\$	55.00	Cubic Yard	
Gravel	\$	20.00	Ton	
Bituminous Cold Mix	\$	105.00	Ton	
Chalk Dust - 50lb.	\$	8.00	Bag	
Diamond Dry - 50lb.	\$	13.00	Bag	

Bituminous Repair (Including Labor and Equipment)	\$	55.00	Cubic Yard	
Labor:				
Regular			Contract Rate + 53%	
Overtime			Contract Rate + 53%	
Permits:				
Excavation/ R.O.W	\$	125.00	R.O.W Crossing	
Deposit	\$	3,000.00	Site/Project	If project exceeds \$10,000
Bond	\$	25,000.00	Site/Project	If project exceeds \$10,000
Land Alteration		5% valuation *2.5% refundable deposit		
Access Fees:				
Industrial Park Storm Pond	\$	835.00	Acre	
Radio Station Drive Lift Station	\$	595.00	Acre	
Abbot Drive Lift Station	\$	895.00	Acre	
Wastewater Treatment:				
5,000 Gallon Tanker with Hydraulic Boom	\$	30.00	Hour	
Portable Lab Sampler	\$	5.00	Hour	
Airport:				
Conference Room	\$	40.00	Event	
	\$	-	Airport Related Events	
T-Hangars:				
HG 6	\$	180.00	Month	Plus utilities
HG 7	\$	150.00	Month	Plus utilities
End Units	\$	100.00	Month	Plus utilities
Parks & Recreation				
Ball Fields:				
Baseball/ Softball Fields	\$	50.00	Game	
	\$	250.00	Day	
Lights for Ball Fields	\$	25.00	Day	
Baker Field	\$	300.00	Day	
Orange Field	\$	250.00	Day	
Picnic Area - Taunton Stadium	\$	75.00	Day	
Shelters:				

4-Season Shelter	\$	155.00	\$	160.00	Day	
Rice & Guri Shelters	\$	135.00	\$	140.00	Day	
Shelter 1 & Hilltop	\$	125.00	\$	130.00	Day	
Open Shelter 2	\$	45.00	\$	50.00	Day	
Damage Deposit	\$	100.00				
Equipment						
Bleachers - 7 High	\$	100.00			Day	Plus Labor
Picnic Tables (12 Maximum)	\$	10.00			Table/ Day	
Barricades	\$	2.00			Day	
	\$	20.00				Minimum Charge for Hauling Barricades
Showmobile:						
Willmar Events - Nonprofit	\$	215.00			Day	Plus Labor
Willmar Events	\$	500.00			Day	Plus Labor
Damage Deposit	\$	200.00				
Staff Expenses		\$80.00 - \$280.00				
Aquatic Center						
Season Passes						
Individual	\$	90.00			Season	
Family of Two	\$	135.00			Season	
Family of Three	\$	145.00			Season	
Family of Four	\$	155.00			Season	
Family of Five	\$	165.00			Season	
Family of Six	\$	175.00			Season	
Additional Members	\$	15.00			Season	
Daily Admission	\$	4.00			Day	
Observers	\$	4.00			Day	
Group Admissions	\$	3.50			Day	
Discount Coupons:						
10 Coupons	\$	30.00				
20 Coupons	\$	45.00				
Pool Rental	\$	100.00				Plus Labor
City Auditorium						
Gym Rental	\$	100.00			Hour	Not to Exceed \$300 per day min two hours
Staffing	\$	30.00			Hour	

Stage	\$	20.00	Hour	
Civic Center				
Cardinal Arena Dry Floor	\$	600.00	Day	Plus services
Cardinal Arena Ice Rental	\$	160.00 \$ 165.00	Hour	
Blue Line Arena Dry Floor	\$	400.00	Day	Plus services
Blue Line Arena Ice Rental	\$	155.00 \$ 165.00	Hour	
Outdoor Covered Ice Rink	\$	165.00	Hour	
Outdoor Covered Pavilion - Dry Floor	\$	100.00	Hour	Not to exceed \$400 per day
Staffing	\$	40.00	Hour	
Community Center				
Burlington Northern Room	\$	125.00	Day	
Selvig Room	\$	125.00	Day	
Sunshine Room	\$	75.00	Day	
Reynolds Room			Day	
Staffing	\$	30.00	Hour	
Events and Recreation Center				
Meeting Room A	\$	25.00	Day	
Meeting Room B	\$	25.00	Day	
Meeting Room A/ B Combined	\$	40.00	Day	
Community Room	\$	60.00	Day	
Dry Floor Space/ Gym	\$	100.00	Hour	Not to exceed \$400 per day min 2 hours
Staffing	\$	40.00	Hour	
Turf Fields	\$	100.00	Hour	\$400 max/per field
Damage Deposit - Turf Fields	\$	500.00	Per Event/ Per Field	
Fire Department				
				<u>Each Additional Hour</u>
First Line Pumper - 5251, 5257	\$	300.00	Hour	\$ 200.00
Tanker/ Pumper - 5276	\$	300.00	Hour	\$ 200.00
Ladder Trucks - 5298, 5299	\$	500.00	Hour	\$ 400.00
Grass Rig- 5285	\$	150.00	Hour	\$ 100.00
Support Vehicles - 5296, 5297,5294,5295,5293	\$	75.00	Hour	\$ 50.00
Trailer (HEAT & TRT)	\$	75.00	Hour	\$ 50.00
Fire Watch/ Standby	\$	40.00	Hour-Hour / Per Firefighter	
Training Room Rental	\$	50.00	Hour	
Fire Alarm Monitoring Permit	\$	30.00	Three Years	

~~Fire Alarm Permit Monitoring~~ **Renewal Fire Alarm Monitoring**

Permit Renewal	\$	30.00		Three Years
Alarm Malfunction with out Fire Alarm Monitoring Permit	\$	500.00		Per Event
Hazardous Materials Response	\$	250.00		Hour

After the first two hours

Hazardous Materials **Actual Cost**

Bottling Filling Fees				
2216 PSI Air Tank	\$	5.00		Bottle
3000 PSI Air Tank	\$	10.00		Bottle
4500 PSI Air Tank	\$	15.00		Bottle
5000 - 6000 PSI Air Tank	\$	25.00		Bottle
Fire Reports	\$	0.25		Page

Police Department

Off Duty Police Officers	\$	70.00	\$	95.00	Hour
Computer Forensic/ Video Redaction/ Specialized IT Services	\$	60.00	\$	70.00	Hour
Off Duty Community Services Officer	\$	30.00			Hour

Planning and Development

Zoning

Development Escrow	<i>Scope Dependent</i>			
Plan Review Application	\$	150.00		
Zoning Verification Letter	\$	100.00		
Certificate of Survey	\$	50.00		
Conditional Use Permit + County Recorder Fee	\$	400.00		
Variance + County Recorder Fee	\$	400.00		
Appeal	\$	400.00		
Rezoning	\$	400.00		
Vacation Petition	\$	500.00		
Text Amendment	\$	400.00		
Subdivision/Platting	\$300.00 minimum			\$25 Per Lot
Minor Subdivision	\$	200.00		
Consolidated Major Subdivision	\$	400.00		Plus \$15.00 per lot
Major Subdivision	\$	500.00		Plus \$20 per lot

Re-plats	\$325.00 minimum	\$25 Per lot
Sign Permits: (online application available)		
Sign/Special Sign	\$ 60.00	0-20 sq. ft.
	\$ 70.00	20-50 sq. ft.
	\$ 80.00	20-50 sq. ft.
	\$ 90.00	50-100 sq. ft.
	\$ 100.00	100 + sq. ft.
Temporary / Portable sign deposit (refunded after removal)	\$ 200.00	
Building Inspection		

Building Permit Application

Building Permit Valuation

\$1.00 to \$500.00	\$ 21.00
\$501.00 to \$2,000.00	\$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000
\$25,001.00 to \$50,000.00	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000
\$50,001.00 to \$100,000.00	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000
\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000
\$500,001.00 to \$1,000,000	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof

Inspection and Fees:

Inspection outside of normal business hours	\$ 140.00	Hour*
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Reinspection fees assess under provisions of Section 108.8	\$	140.00	Hour*
Inspections for which no fee is specifically indicated	\$	140.00	Hour*
Additional plan review required by changes, additions or revisions to plans	\$	140.00	Hour*
Residential Building Permit	Based on Value per square ft		
Residential Plan Review	40% of building permit fee		
Residential Reroof	\$	50.00	Permit
Residential Reside	\$	100.00	Permit
Residential Building Removal (Demo)	\$	100.00 3% of the estimated cost of demolition	Permit
Garage / Shed 200 sq. ft. +	\$	50.00	Permit
Single Family Dwellings	\$	100.00	Permit
Duplex	\$	100.00	Permit
Mobile Homes	\$	100.00	Permit
Mobile Home Move	\$80.00 includes moving 2 service lines		
Mobile Home Connection (Sewer & Water)	\$25.00 per line		Permit
Residential Mechanical Permits (New)	Based on Total valuation of project		
Residential Replacement Water Heater (Gas/Electric)	\$	50.00	Permit
Residential Replacement Furnace	\$	50.00	Permit
Residential Replacement Air Conditioner	\$	50.00	Permit
Residential Egress Window	Based on valuation		
Residential Foundation	Based on Valuation		
Residential Swimming Pool (5000 gallons or more and inground)	\$	150.00	Permit
Residential Solar Panel	Based on valuation		
Residential Drainage	Based on valuation		
Residential Plumbing (Single Family Home including Duplex)	\$70 minimum & \$7 per based on total drainage fixture		
Residential SAC & WAC	65% of building permit fee		
Commercial Plan Review	65% of building permit fee		
Commercial/Industrial Building Removal (Includes Apartments)	\$	150.00 5% of the estimated cost of demolition	Permit
Commercial Mechanical Permits (New or Replacement)	1% of valuation of Mechanical System		
Commercial Plumbing	\$90 minimum & \$9 per fixture		
Commercial Demo (any building)	\$	150.00 5% of the estimated cost of demolition	Permit

Commercial Reroof

Based on Valuation fee
schedule

Commercial Reside

Based on Valuation fee
schedule

Commercial Fence

Based on Valuation fee
schedule



Adopted:
Revised:

City Clerk	Charge/ Rate		
Liquor License Investigation Fee:			
Sole Proprietor	\$	125.00	
Partnership	\$	150.00	
Corporation	\$	300.00	
Limited Liability Company	\$	150.00	
Liquor Licenses:			
On-Sale Intoxicating Liquor	\$	4,000.00	Annual
Off-Sale Intoxicating Liquor	\$	950.00	Annual
Club On-Sale Intoxicating Liquor	\$	300.00	Annual
On-Sale Wine	\$	200.00	Annual
On-Sale Sunday	\$	200.00	Annual
On-Sale 3.2% Intoxicating Liquor	\$	150.00	Annual
Temporary On-Sale Intoxicating Liquor	\$	100.00	Annual
On-Sale Taproom	\$	150.00	Annual
Off-Sale Taproom	\$	150.00	Annual
Off-Sale Brewpub	\$	150.00	Annual
City Park Special Event - Intoxicating Liquor	\$	100.00	Event
Civic Center Special Event - Intoxicating Liquor	\$	100.00	Event
Community Festival Event - Intoxicating Liquor	\$	100.00	Event
Miscellaneous:			
Café - Restaurant, Bowling Alley, Taxi Cab	\$	50.00	Annual
Carnival, Circus, Exhibition	\$	30.00	Day
Cat & Dog	\$	3.00	Annual

	\$	7.50	Annual
Dance, Parade, Run/Walk/Special Event, Street Fair	\$	30.00	Event
Dumpster, Service Parking	\$	30.00	Month
Fireworks Indoor Display	\$	100.00	Event
Fireworks Outdoor Display	\$	100.00	Event
Fireworks Sales & Storage	\$	100.00	Event
Mobile Food Unit	\$	50.00	Event
	\$	150.00	Annual
Pawnbrokers	\$	150.00	Annual
Street Closure	\$	50.00	Event
Theatre	\$	300.00	Annual
Low-Potency Hemp Edible Registration	\$	125.00	Annual
Massage Therapy Business	\$	200.00	Annual
Massage Therapy Individual	\$	50.00	Annual
Cannabis Registration	\$	500.00	Annual
Cannabis Renewal Registration	\$	1,000.00	Annual

Cannabis Fees shall be charged in an amount not to exceed the above stated amounts or half the amount of the state license fee under M.S.A. 342.11, whichever is less.

Administrative Fees:

Chapter 9, Article I, Section 9-3

Nuisance Abatement	\$	85.00	Event
Removal of Weed/ Grass Nuisance	\$	85.00	Event
Removal of Infected Trees	\$	85.00	Event
Payment for Current Services	\$	85.00	Event

Labor

All Labor rates will be calculated at the employee's wage and benefit rates unless otherwise identified.

Public Works

Maintenance Trucks:

1/2 -3/4 Ton Truck	\$	18.00	Hour
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1 Ton Truck	\$	20.00	Hour
1 Ton Truck - Plow	\$	27.00	Hour
1 Ton Truck - Water tank	\$	27.00	Hour
3-5 Ton Tuck	\$	35.00	Hour
3-5 Ton Truck - Plow/ Sander	\$	41.00	Hour
3-5 Ton Truck - Plow/ Sander/ Wing	\$	55.00	Hour

Heavy Equipment:

2-3 CY Loaders	\$	82.00	Hour
Loader/Plow/Wing	\$	102.00	Hour
Loader/Snow Blower	\$	122.00	Hour
Motor Grader	\$	96.00	Hour
Motor Grader/ One-Way Plow	\$	102.00	Hour
Motor Grader/ One-Way Plow/ Wing	\$	115.00	Hour
40-50 HP Tractor	\$	25.00	Hour
40-50 HP Tractor/ Attachments	\$	40.00	Hour
MT Trackless/ Blower/ Mower	\$	61.00	Hour
90 HP Tractor/ 22' Flail Mower	\$	55.00	Hour
20-40 HP Unit Mower/ Blower/ Sweeper	\$	40.00	Hour
Skid-Loader	\$	40.00	Hour
Skid-Loader/ Attachments	\$	50.00	Hour
Snowplowing Sidewalks	\$	1.00	Linear Foot

Plus Labor and Equipment

Specialty Equipment:

Air Conveyance Unit	\$	55.00	Hour
Elgin Sweeper (4 CY)	\$	70.00	Hour
Hydraulic Sewer Cleaner	\$	68.00	Hour
Paint Sprayer	\$	10.00	Hour
Paint Sprayer and 1 Ton Truck	\$	30.00	Hour
50' Bucket Truck	\$	70.00	Hour
30' Bucket Truck	\$	41.00	Hour
Brush Chipper	\$	29.00	Hour
Tamper	\$	9.00	Hour

Bituminous Distributor and Truck (Less Material)	\$	50.00	Hour
Bituminous Roller	\$	55.00	Hour
Grass and Leaf Pickup Broom	\$	29.00	Hour
Chain Saws	\$	10.00	Hour
Trailers	\$	12.00	Hour
Over Seeder	\$	29.00	Hour
Turf Pro	\$	29.00	Hour
Gator and sprayer	\$	27.00	Hour
Generator	\$	10.00	Hour
Trash Pumps	\$	10.00	Hour
Utility Vehicle with Crane Hoist	\$	42.00	Hour
Air Compressor	\$	42.00	Hour

Materials:

Winter Sand Mixed with Salt	\$	55.00	Cubic Yard
Gravel	\$	20.00	Ton
Bituminous Cold Mix	\$	105.00	Ton
Chalk Dust - 50lb.	\$	8.00	Bag
Diamond Dry - 50lb.	\$	13.00	Bag
Bituminous Repair (Including Labor and Equipment)	\$	55.00	Cubic Yard

Labor:

Regular	Contract Rate + 53%
Overtime	Contract Rate + 53%

Permits:

Excavation/ R.O.W	\$	125.00	R.O.W Crossing	
Deposit	\$	3,000.00	Site/Project	If project exceeds \$10,000
Bond	\$	25,000.00	Site/Project	If project exceeds \$10,000
Land Alteration		5% valuation *2.5% refundable deposit		

Access Fees:

Industrial Park Storm Pond	\$	835.00	Acre
Radio Station Drive Lift Station	\$	595.00	Acre
Abbot Drive Lift Station	\$	895.00	Acre

Wastewater Treatment:

5,000 Gallon Tanker with Hydraulic Boom	\$	30.00	Hour
Portable Lab Sampler	\$	5.00	Hour

Airport:

Conference Room	\$	40.00	Event
	\$	-	Airport Related Events
T-Hangars:			
HG 6	\$	180.00	Month Plus utilities
HG 7	\$	150.00	Month Plus utilities
End Units	\$	100.00	Month Plus utilities

Parks & Recreation

Ball Fields:

Baseball/ Softball Fields	\$	50.00	Game
	\$	250.00	Day
Lights for Ball Fields	\$	25.00	Day
Baker Field	\$	300.00	Day
Orange Field	\$	250.00	Day
Picnic Area - Taunton Stadium	\$	75.00	Day

Shelters:

4-Season Shelter	\$	160.00	Day
Rice & Guri Shelters	\$	140.00	Day
Shelter 1 & Hilltop	\$	130.00	Day
Open Shelter 2	\$	50.00	Day
Damage Deposit	\$	100.00	

Equipment				
Bleachers - 7 High	\$	100.00	Day	Plus Labor
Picnic Tables (12 Maximum)	\$	10.00	Table/ Day	
Barricades	\$	2.00	Day	
	\$	20.00		Minimum Charge for Hauling Barricades
Showmobile:				
Willmar Events - Nonprofit	\$	215.00	Day	Plus Labor
Willmar Events	\$	500.00	Day	Plus Labor
Damage Deposit	\$	200.00		
Staff Expenses		\$80.00 - \$280.00		
Aquatic Center				
Season Passes				
Individual	\$	90.00	Season	
Family of Two	\$	135.00	Season	
Family of Three	\$	145.00	Season	
Family of Four	\$	155.00	Season	
Family of Five	\$	165.00	Season	
Family of Six	\$	175.00	Season	
Additional Members	\$	15.00	Season	
Daily Admission	\$	4.00	Day	
Observers	\$	4.00	Day	
Group Admissions	\$	3.50	Day	
Discount Coupons:				
10 Coupons	\$	30.00		
20 Coupons	\$	45.00		
Pool Rental	\$	100.00		Plus Labor
City Auditorium				
Gym Rental	\$	100.00	Hour	Not to Exceed \$300 per day min two hours

Staffing	\$	30.00	Hour	
Stage	\$	20.00	Hour	
Civic Center				
Cardinal Arena Dry Floor	\$	600.00	Day	Plus services
Cardinal Arena Ice Rental	\$	165.00	Hour	
Blue Line Arena Dry Floor	\$	400.00	Day	Plus services
Blue Line Arena Ice Rental	\$	165.00	Hour	
Outdoor Covered Ice Rental	\$	165.00	Hour	
Outdoor Covered Pavilion - Dry Floor	\$	100.00	Hour	Not to exceed \$400 per day
Staffing	\$	40.00	Hour	
Community Center				
Burlington Northern Room	\$	125.00	Day	
Selvig Room	\$	125.00	Day	
Sunshine Room	\$	75.00	Day	
Reynolds Room			Day	
Staffing	\$	30.00	Hour	
Events and Recreation Center				
Meeting Room A	\$	25.00	Day	
Meeting Room B	\$	25.00	Day	
Meeting Room A/ B Combined	\$	40.00	Day	
Community Room	\$	60.00	Day	
Dry Floor Space/ Gym	\$	100.00	Hour	Not to exceed \$400 per day min 2 hours
Staffing	\$	40.00	Hour	
Turf Fields	\$	100.00	Hour	\$400 max/per field
Damage Deposit - Turf Fields	\$	500.00	Per Event/ Per Field	
Fire Department				
				<u>Each Additional Hour</u>
First Line Pumper - 5251, 5257	\$	300.00	Hour	\$ 200.00
Tanker/ Pumper - 5276	\$	300.00	Hour	\$ 200.00

Ladder Trucks - 5298, 5299	\$	500.00	Hour	\$	400.00
Grass Rig- 5285	\$	150.00	Hour	\$	100.00
Support Vehicles - 5296, 5297,5294,5295,5293	\$	75.00	Hour	\$	50.00
Trailer (HEAT & TRT)	\$	75.00	Hour	\$	50.00
Fire Watch/ Standby	\$	40.00	Hour / Per Firefighter		
Training Room Rental	\$	50.00	Hour		
Fire Alarm Monitoring Permit	\$	30.00	Three Years		
Fire Alarm Monitoring Permit Renewal	\$	30.00	Three Years		
Alarm Malfunction with out Fire Alarm Monitoring Permit	\$	500.00	Per Event		
Hazardous Materials Response	\$	250.00	Hour	After the first two hours	
Hazardous Materials	Actual Cost				

Bottling Filling Fees					
2216 PSI Air Tank	\$	5.00	Bottle		
3000 PSI Air Tank	\$	10.00	Bottle		
4500 PSI Air Tank	\$	15.00	Bottle		
5000 - 6000 PSI Air Tank	\$	25.00	Bottle		
Fire Reports	\$	0.25	Page		

Police Department

Off Duty Police Officers	\$	95.00	Hour		
Computer Forensic/ Video Redaction/ Specialized IT Services	\$	70.00	Hour		
Off Duty Community Services Officer	\$	30.00	Hour		

Planning and Development

Zoning

Development Escrow	<i>Scope Dependent</i>				
Plan Review Application	\$	150.00			

Zoning Verification Letter	\$	100.00	
Certificate of Survey	\$	50.00	
Conditional Use Permit + County Recorder Fee	\$	400.00	
Variance + County Recorder Fee	\$	400.00	
Appeal	\$	400.00	
Rezoning	\$	400.00	
Vacation Petition	\$	500.00	
Text Amendment	\$	400.00	
Subdivision/Platting	\$300.00 minimum		\$25 Per Lot
Minor Subdivision	\$	200.00	
Consolidated Major Subdivision	\$	400.00	Plus \$15.00 per lot
Major Subdivision	\$	500.00	Plus \$20 per lot
Re-plats	\$325.00 minimum		\$25 Per lot
Sign Permits: (online application available)			
Sign/Special Sign	\$	60.00	0-20 sq. ft.
	\$	70.00	20-50 sq. ft.
	\$	80.00	20-50 sq. ft.
	\$	90.00	50-100 sq. ft.
	\$	100.00	100 + sq. ft.
Temporary / Portable sign deposit (refunded after removal)	\$	200.00	
Building Inspection			

Building Permit Application

Building Permit Valuation

\$1.00 to \$500.00 \$ 21.00

\$501.00 to \$2,000.00 \$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00, or fraction thereof, to and including \$2,000.00

\$2,001.00 to \$25,000.00	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000
\$25,001.00 to \$50,000.00	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000
\$50,001.00 to \$100,000.00	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000
\$100,001.00 to \$500,000.00	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000
\$500,001.00 to \$1,000,000	\$2,887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000
\$1,000,001.00 and up	\$5,012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00, or fraction thereof

Inspection and Fees:

Inspection outside of normal business hours	\$	140.00	Hour*
Reinspection fees assess under provisions of Section 108.8	\$	140.00	Hour*
Inspections for which no fee is specifically indicated	\$	140.00	Hour*
Additional plan review required by changes, additions or revisions to plans	\$	140.00	Hour*
Residential Building Permit		Based on Value per square ft	
Residential Plan Review		40% of building permit fee	
Residential Reroof	\$	50.00	Permit
Residential Reside	\$	100.00	Permit
Residential Building Removal (Demo)		3% of the estimated cost of demolition Permit	

Garage / Shed 200 sq. ft. +	\$	50.00	Permit
Single Family Dwellings	\$	100.00	Permit
Duplex	\$	100.00	Permit
Mobile Homes	\$	100.00	Permit
		\$80.00 includes moving 2	
Mobile Home Move		service lines	
Mobile Home Connection (Sewer & Water)	\$25.00 per line		Permit
		Based on Total valuation of	
Residential Mechanical Permits (New)		project	
Residential Replacement Water Heater (Gas/Electric)	\$	50.00	Permit
Residential Replacement Furnace	\$	50.00	Permit
Residential Replacement Air Conditioner	\$	50.00	Permit
Residential Egress Window		Based on valuation	
Residential Foundation		Based on Valuation	
Residential Swimming Pool (5000 gallons or more and inground)	\$	150.00	Permit
Residential Solar Panel		Based on valuation	
Residential Drainage		Based on valuation	
Residential Plumbing (Single Family Home including Duplex)		\$70 minimum & \$7 per	
Residential SAC & WAC		based on total drainage fixture	
Commercial Plan Review		65% of building permit fee	
		1% of valuation of Mechanical	
Commercial Mechanical Permits (New or Replacement)		System	
		\$90 minimum & \$9 per	
Commercial Plumbing		fixture	
		5% of the estimated cost of	
Commercial Demo (any building)		demolition	
			Permit
		Based on Valuation fee	
Commercial Reroof		schedule	
		Based on Valuation fee	
Commercial Reside		schedule	
		Based on Valuation fee	
Commercial Fence		schedule	



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.D.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Willmar Connect		

RECOMMENDED ACTION:

Information Only

OVERVIEW:

On October 20, 2025, the City Council authorized the release of bids for Phase 1 Construction of Willmar Connect. On December 2, 2025, bids were received and tabulated. A total of 10 bids were received, ranging from \$7,333,005 to \$17,660,881.71. The apparent low bid was received by Five Star Energy Services, LCC from Waukesha, WI in the amount of \$7,333,005. During review, the apparent low bidder requested to withdraw the submitted bid because line items were not accounted for in the initial submission. This withdrawal prompted staff to begin working on the next-lowest received bid from NC3 in Clearbrook, MN, in the amount of \$7,627,499.63. This bid remains within the estimated project cost provided to the City Council on October 20, at approximately \$7,800,000, and the updated engineer's estimate of \$8,034,859.

Due to the timing of the first bid withdrawal and the work required to meet and discuss with the new apparent low bidder, staff are not prepared to recommend a bid award at this time and expect to take action at a later date as early as January 5, 2026. Within the bid documents, the City Council has 90 days from bid opening (Dec. 2, 2025) to award or reject bids.

Project Overview:

- Program Participation
- Financial Update
- Bond Counsel/ Municipal Advisor
- ISP Master Services Agreements
- Outside Program Interest

BUDGETARY/FISCAL ISSUES:

NA

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 2025-12-02 132889 BIDTAB_RESULTS
2. WillmarConnect PowerPoint

BID TABULATION

PROJECT: WILLMAR CONNECT – PHASE 1
WILLMAR, MN

DATE: December 2, 2025

PROJECT NO. OW1.132889

TIME: 2:30 P.M.

QUEST PROJECT NO. 9919701

ENGINEER'S ESTIMATE: \$8,034,859.00

BIDDERS	BASE BID
1. Five Star Energy Services, LLC Waukesha, WI	\$7,333,005.00
2. NC3 Clearbrook, MN	\$7,627,499.63
3. Kramer Service Group Weyerhaeuser, WI	\$8,197,392.50
4. Hanco Utilities, Inc. Superior, WI	\$9,999,223.06
5. TD&I Cable Maintenance LLC Hudson, WI	\$10,993,875.90
6. ComLink Solutions LLC Plymouth, MN	\$11,363,857.63
7. TelCom Construction Clearwater, MN	\$11,492,833.87
8. MP Nexlevel, LLC Maple Lake, MN	\$13,098,521.09
9. AEI Construction, Inc. Perham, MN	\$13,176,389.29
10. Creek Enterprise Inc. Eagan, MN	\$17,660,881.71



Real People. Real Solutions.



WILLMAR CONNECT

December 15, 2025, City Council Meeting
Presented by: Kyle Box, City Operations Director



Overview

- Phase 1 Construction Bids-
- Project Recap to Date-



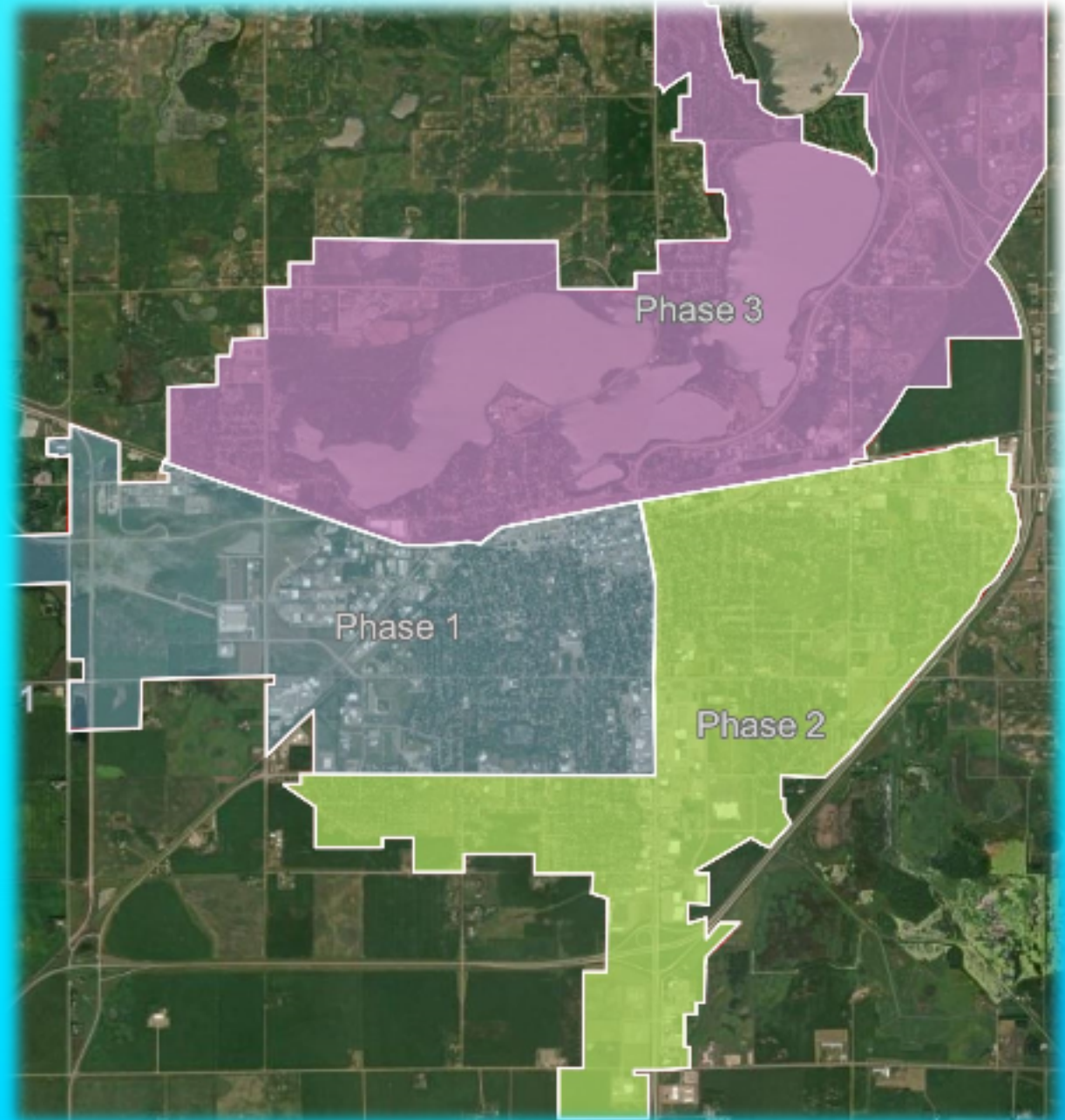
Phase 1 Construction Bids

Bidders	Base Bid
1. Five Star Energy Services, LLC, Waukesha, WI	\$7,333,005.00
2. NC3, Clearbrook, MN	\$7,627,499.63
3. Kramer Service Group, Weyerhaeuser, WI	\$8,197,392.50
4. Hanco Utilities, Inc., Superior, WI	\$9,999,223.06
5. TD&I Cable Maintenance LLC, Hudson, WI	\$10,993,875.90
6. ComLink Solutions LLC, Plymouth, MN	\$11,363,857.63
7. TelCom Construction, Clearwater, MN	\$11,492,833.87
8. MP Nexlevel, LLC, Maple Lake, MN	\$13,098,521.09
9. AEI Construction, Inc., Perham, MN	\$13,176,389.29
10. Creek Enterprise Inc., Eagan, MN	\$17,660,881.71



Project Update

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





Program Financials

Line Item	Cost
Pre-Construction Costs	~\$1,250,000
Phase 1 Construction (Bid)	\$7,627,499.63
Network Operations Center	\$200,000 - \$300,000
Anticipated Network Revenues	55% - 60% (\$40.20 - \$43.86)
City Balance	(\$1,062,518 - \$2,163,932)
Peak Risk Year 2029 - Property Tax Impact	2.0% - 2.4%
Community Investment Fund (CIF)	~\$5,000,000



Outside Project Interest

Partnership Model

- Opportunity for expanded growth, investment, and project reach
- Interest in Willmar Market
- Support Municipal Ownership

Private Interest

- Private Firm to build Willmar or portions of Willmar with Fiber
- Interest in Willmar Market
- Requires no investment from the City, dependent on the scope of work.

LET'S BUILD NEW CONNECTIONS



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City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.E.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Rob Baumgarn, Recreation Director
Item:	Terminate Build-to-Suit Lease with the Glacial Lakes Curling Club		

RECOMMENDED ACTION:

Motion by _____ second by _____ to approve terminating the build-to-suit lease agreement with the Glacial Ridge Curling Club

OVERVIEW:

The city of Willmar and the Glacial Ridge Curling (GRC) entered into a build-to-suit lease agreement for the construction of a curling facility to be located on property adjacent to the City-owned Willmar Civic Center, August 23, 2018. GRC has identified a different location for the construction of a new curling facility. Due to changed circumstances the Build-to-Suit Lease agreement should be terminated, without either Party having any further obligations to the other.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Termination of Build-to-Suit Lease 121125
2. Termination Notice from Curling Club
3. Glacial Ridge Curling Build-to-Suite Lease (needs Exhibits)

TERMINATION OF BUILD-TO-SUIT LEASE AGREEMENT

This Agreement is entered into on the ___ day of _____, 2025, by and between the City of Willmar, a municipal corporation under the laws of Minnesota, (“City”) and Glacial Ridge Curling, a Minnesota nonprofit corporation (“GRC”), together referred to herein as (the “Parties”).

WHEREAS, the Parties entered into that certain Curling Center Build-to-Suit Lease Agreement on August 23, 2018, a copy of which is attached hereto and incorporated herein by reference as Exhibit A, (the “Build-to-Suit Lease”), pursuant to which GRC agreed to fundraise for and fund, and the City agreed to construct and lease to GRC, a curling center on certain real property owned by the City adjacent to the City-owned Willmar Civic Center (the “Project”); and

WHEREAS, the City’s obligation to construct the Project was contingent on GRC raising and donating sufficient funds to the City for such Project, as more particularly described in the Build-to-Suit Lease; and

WHEREAS, GRC has identified a different location on which it intends to construct its own curling facility, and has determined that the Parties’ agreement for the City’s construction and lease to GRC of the Project on City-owned property is no longer necessary or desired; and

WHEREAS, the Parties agree that due to changed circumstances, the Build-to-Suit Lease should be terminated, without either Party having any further obligations to the other.

NOW, THEREFORE, the Parties agree that the Build-to-Suit Lease Agreement, dated August 23, 2018, as attached hereto as Exhibit A, is hereby terminated in its entirety effective immediately, without either Party having any further obligations to the other thereunder.

[Signature pages to follow]

IN WITNESS WHEREOF, the parties have hereunto executed this document on the latest date affixed to the signatures hereto.

CITY OF WILLMAR, MINNESOTA

By: _____
Douglas E. Reese, Mayor

Date: _____

By: _____
Leslie Valiant, Its City Administrator

Date: _____

GLACIAL RIDGE CURLING

By: _____
Scott Holwerda, Its President

Date: _____

EXHIBIT A
FACILITY LEASE AGREEMENT

[Attach .pdf of signed Build-to-Suit Lease Agreement with exhibits]

December 8,2025

Mr. Rob Baumgarn

2707 Arena Dr.

Willmar, MN 56201

Dear Mr. Baumgarn,

With great sadness, the Glacial Ridge Curling is putting its 30 day notice of terminating lease of renting ice and office space at the Willmar Civic Center to end on 1/11/2026 as we will be moving to our new spot in the Mall. We be turning in our keys to the office on 1/12/2026 morning of.

Any questions please let me know.

Thanks

Scott Holwerda

President

Glacial Ridge Curling Club

RESOLUTION NO. 18-102


AUTHORIZATION TO EXECUTE AGREEMENT WITH GLACIAL RIDGE CURLING
FOR CONSTRUCTION AND LEASE OF NEW CURLING FACILITY

Motion By: Nelsen

Second By: Fagerlie

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 enter into an agreement between the City of Willmar and Glacial Ridge Curling for construction and lease of new curling facility.

Dated this 20th day of August, 2018.


MAYOR

Attest:


CITY CLERK

**CURLING CENTER BUILD-TO-SUIT LEASE AGREEMENT
BY AND BETWEEN
CITY OF WILLMAR AND GLACIAL RIDGE CURLING**

THIS AGREEMENT (the “Agreement,”) is made and entered into as of this 23rd day of August, 2018, by and between **CITY OF WILLMAR**, a municipal corporation under the laws of the State of Minnesota (the “City”), and **GLACIAL RIDGE CURLING**, a Minnesota nonprofit organization formed pursuant to Minn. Stat. § 317A (“GRC”); (individually, the City and GRC may be referred to as a “Party”; collectively, as the “Parties”).

RECITALS

WHEREAS, GRC seeks to partner with the City for the construction of a dedicated curling facility (the “Curling Center”), to be funded primarily by GRC, owned by the City, and leased to GRC annually during the curling season, all pursuant to the terms and conditions contained herein; and

WHEREAS, the Parties’ shared vision for the Curling Center is to construct and maintain a high-quality dedicated curling facility that will provide the region with a unique amenity and opportunity for all members of the community to participate in the growing sport of curling, and that will attract national and international events and competitions, thereby enhancing the livability of the community and the local economy; and

WHEREAS, GRC is willing to engage in fundraising and to donate the funds needed for design and construction of the Curling Center to the City as more specifically set forth herein; and

WHEREAS, the City owns certain real property as legally described on **Exhibit A** attached hereto (the “Property”) and all improvements thereon located at 2707 Arena Drive, Willmar, Minnesota, upon which the City is willing to construct the Curling Center; and

WHEREAS, upon receipt of the GRC’s donations as set forth herein, the City is willing to undertake the design and construction of the Curling Center as soon as practicable pursuant to the terms and conditions set forth herein; and

WHEREAS, upon substantial completion of construction of the Curling Center, the City is willing to enter into a long-term operating lease with GRC for the operation, management, and maintenance of the Curling Center, pursuant to the terms and conditions set forth herein; and

WHEREAS, the Parties entered into a letter of intent dated April 12, 2018, pursuant to which the Parties outlined the principal terms and conditions under which they would jointly participate in the project to construct the Curling Center and thereafter provide for its lease to GRC, and operation, management and maintenance thereof; and

WHEREAS, the City and GRC now desire to enter into this Agreement defining the terms and conditions under which the Curling Center will be funded, designed, constructed, managed, operated, and maintained and the respective duties of each Party.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

ARTICLE ONE
Definitions and Terms

- 1.1 **“City”** means the City of Willmar, a Minnesota municipal corporation, 333 6th Street SW, Willmar, MN 56201.
- 1.2 **“City Overage Expenses”** means such portion of the Total Project Cost that exceeds the Estimated Project Cost and that is attributable to additional components or features that are not included in the Minimum Components and which are included in the Final Design or added to the Project thereafter at the City’s request.
- 1.3 **“Commencement Date”** means the later of (a) the day after the Substantial Completion Date; (b) the day GRC completes its inspection of the Premises pursuant to Section 6.13.1; or (c) the day the City receives certificates of insurance from GRC evidencing the insurance policies required in Section 9.2 herein, on which date the Lease Term commences.
- 1.4 **“Curling Center”** means the curling arena and associated facilities to be designed and constructed on the Premises pursuant to this Agreement, inclusive of the Sales Facilities.
- 1.5 **“Curling Season”** means the period from October 1 through April 30 annually.
- 1.6 **“Effective Date”** means the latest date of execution of this Agreement by either Party.
- 1.7 **“Environmental Laws”** means all applicable laws (including regulations, by-laws, codes, international treaties, and agreements) with respect to the Property, now or hereafter in existence, relating to the environment, health and safety matters, Hazardous Materials, pollution, or protection of the environment.
- 1.8 **“Estimated Project Cost”** means \$2,300,000.00, which amount represents the estimated cost to complete the Project. The Estimated Project Cost shall be updated and modified accordingly to reflect the value of the contract awarded to a general contractor pursuant to Section 5.2.
- 1.9 **“Expiration Date”** means the date 25 years after the Commencement Date on which the Lease Term expires, subject to adjustment for any Renewal Term pursuant to Section 6.4.2.

- 1.10 ***“Final Design”*** means the final architectural and engineering design of the Curling Center, to include the Minimum Components, and to be jointly developed and agreed to by the City and GRC pursuant to Section 5.1 herein.
- 1.11 ***“First Donation”*** means a one-time lump sum cash donation in the amount of \$1,320,000.00 (calculated to be 60 percent of GRC’s maximum anticipated Fundraising Obligation), to be made by GRC to the City pursuant to Section 4.1.1.
- 1.12 ***“Fundraising Obligation”*** means the total amount of funds GRC must raise and donate to the City under this Agreement to fund the Project, in an amount not to exceed the Estimated Project Cost except as otherwise provided in Section 4.1, and which includes the GRC Overage Expenses.
- 1.13 ***“GRC”*** means Glacial Ridge Curling, a Minnesota nonprofit corporation organized under Minn. Stat. Ch. 317A, whose address for notices purposes is 2707 Arena Drive, P.O. Box 3046, Willmar, MN 56201.
- 1.14 ***“GRC Overage Expenses”*** means that portion of the Total Project Cost that exceeds the Estimated Project Cost, less the City Overage Expenses.
- 1.15 ***“Hazardous Materials”*** means any substance that is -- or is deemed under Environmental Laws to be, alone or in any combination -- hazardous, hazardous waste, toxic, radioactive, a pollutant, a deleterious substance, a contaminant, a dangerous good, or a source of pollution or contamination, or which, when released into the environment, is likely to cause, at some immediate or future time, material harm or degradation to the environment or material risk to human health, whether or not such substance is defined as "hazardous" under Environmental Laws.
- 1.16 ***“Lease Term”*** means a period of 25 years from and after the Commencement Date.
- 1.17 ***“Off-Season”*** means the period from May 1 through September 30 annually.
- 1.18 ***“Minimum Components”*** means all improvements, including as required by any applicable federal or state statute, regulation, or local ordinance, necessary for or related to the construction of the Curling Center on the Premises in a total approximate size of 19,800 square feet, not to vary therefrom by more than five percent unless agreed to in writing by both Parties, to include the following minimum components and features:
- (a) Four regulation-sized sheets of curling ice;
 - (b) Indoor lobby space;
 - (c) Bar area;
 - (d) Kitchen facilities;

- (e) Storage capacity;
 - (f) Locker room/changing;
 - (g) Seating capacity for spectators; and
 - (h) Independent refrigeration system to be used for curling ice only.
- 1.19 **“Premises”** means the Curling Center as well as the real property upon which the Curling Center will be located, as legally described on **Exhibit B** and depicted on **Exhibit C**.
- 1.20 **“Project”** means the design and construction of the Curling Center on the Premises pursuant to the Final Design, to be completed by the City, as well as, if necessary and without limitation, construction as of a new access, parking improvements, lighting, utility extensions/relocations, soil correction, and/or stormwater controls thereon.
- 1.21 **“Property”** means the real property owned by the City on which the City’s Civic Center Arena and Blue Line Arena are situated, as legally described on **Exhibit A**, inclusive of the Premises.
- 1.22 **“Renewal Term”** means any one of a maximum of three periods of five years for which the Lease Term renews as provided for in Section 6.4.2 herein.
- 1.23 **“Sales Facilities”** means the facilities in the Curling Center or otherwise on the Premises which are used for concessions, merchandise, or other sales enterprise purposes.
- 1.24 **“Second Donation”** means the cash donation in an amount equal to the difference between GRC’s Fundraising Obligation (including the GRC Overage Expenses), as preliminarily calculated prior to the City’s awarding the contract(s) for construction of the Project pursuant to Section 5.2.5 based on the amount of the lowest responsible bid(s) as determined by the City and approved by GRC pursuant to Section 5.2.2, and the amount of GRC’s First Donation pursuant to Section 4.1.2 herein.
- 1.25 **“Substantial Completion Date”** means the date on which a Certificate of Occupancy is issued for the Curling Center authorizing its use and occupation for the purposes contemplated in this Agreement.
- 1.26 **“Total Project Cost”** means the actual cost to design and construct the Project, inclusive of all sums paid to architectural, engineering, or other professional consultants related to the design, engineering, construction management or other professional services performed for the City related to the Project, together with all sums paid to contractors for the construction of the Project, all interest that may accrue on any bonds issued to fund any portion of the Project, and all sums paid to outside legal or financial consultants for services provided to the City in connection with the Project, including the preparation of this Agreement, all pursuant to Article Five.

ARTICLE TWO
Term of Agreement

This Agreement shall be in effect and binding on the Parties beginning on the Effective Date and terminating on the Expiration Date, as the same may be adjusted pursuant to Sections 6.4.2, unless earlier terminated pursuant to this Agreement.

ARTICLE THREE
Representations and Warranties

- 3.1 Representations and Warranties of the City: The City represents and warrants that the City is a municipal corporation organized and existing under and by virtue of and pursuant to the laws of the State of Minnesota and its Home Rule Charter and has the power to enter into this Agreement and carry out its obligation hereunder.
- 3.2 Representations and Warranties of GRC: GRC makes the following representations and warranties:
- 3.2.1 GRC is a nonprofit 501(c)(3) corporation formed pursuant to Minn. Stat. Ch. 317A, is in good standing in the State and has the power and authority to enter into this Agreement and to perform its obligations hereunder and is not in violation of the laws of the State.
- 3.2.2 GRC shall maintain its status as a nonprofit, tax-exempt 501(c)(3) corporation in good standing in the State at all times from and after the Effective Date and prior to the later of (i) the date of completion of the Project, as determined by the City making final payment(s) to the contractor(s) awarded the contract(s) to construct the Project, or (ii) the latest date on which any tax-exempt bonds issued by the City pursuant to Section 4.2.4 are fully repaid, satisfied and retired.
- 3.2.3 Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provision of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which GRC is now a party or by which it is bound, or constitutes a default under any of the foregoing.
- 3.2.4 GRC will cooperate with the City with respect to any litigation commenced with respect to the Premises.

- 3.2.5 Whenever any Event of Default occurs and if the City shall employ attorneys or incur other expenses for the collection of payments due or to become due or for the enforcement of performance or observance of any obligation or agreement on the part of GRC under this Agreement, and the City prevails in such action, GRC agrees that it shall, within ten business days of written demand by the City, pay to the City the reasonable fees of such attorneys and such other expenses so incurred by the City.
- 3.2.6 GRC shall promptly advise the City in writing of all litigation or claims affecting any part of the Property and all written complaints and charges made by any governmental authority materially affecting the Property or materially affecting GRC or its activities.
- 3.2.7 GRC has the resources and capability to satisfy its Fundraising Obligation and thereafter to operate and maintain the Premises as required herein.
- 3.2.8 GRC acknowledges the City's contributions to the Project and to thereafter maintaining the Curling Center during the offseason and as otherwise specified in this Agreement, and further warrants that GRC will not to seek subsidies or other financial assistance from the City to cover any such Project or operational expenses made the responsibility of GRC hereunder.

ARTICLE FOUR **Project Funding**

- 4.1 GRC Donations: GRC shall diligently undertake efforts to raise funds sufficient to satisfy its Fundraising Obligation, and shall donate such funds to the City as follows:
 - 4.1.1 First Donation: GRC shall make its First Donation to the City as soon as reasonably practical following GRC's raising sufficient funds therefore, but in no event later than the date which is four years after the Effective Date. GRC's failure to make its First Donation by such date will constitute a Default Event and permit the City to proceed with terminating this Agreement pursuant to Section 11.1 of this Agreement.
 - 4.1.2 Second Donation: GRC shall make its Second Donation to the City as soon as reasonably practical following GRC's raising of sufficient funds above the amount of the First Donation therefore, but no later than the date or schedule of dates mutually agreed to by the Parties on or before the date the City awards a contract for construction of the Curling Center to a general contractor, as necessary for the City to timely make any payments on any bonds issued by the City to finance a portion of the Project pursuant to Section 4.2.4 with GRC's donated funds (to the extent of GRC's Fundraising Obligation). The scheduled date or dates to be agreed to by the Parties for the Second Donation under this

Section 4.1.2 shall be attached to this Agreement as **Exhibit D**. Nothing herein shall be interpreted as prohibiting GRC from making its Second Donation as a lump sum cash payment so as to avoid the City needing to issue bonds pursuant to Section 4.2.4, if financially feasible at the time.

- 4.1.3 GRC Overage Expenses: GRC shall be responsible for paying the GRC Overage Expenses, the amount of which, if any, shall be included in the Second Donation.
- 4.1.4 Collection of Funds: GRC shall collect and hold the funds it raises to satisfy its Fundraising Obligation at North American State Bank, 2800 1st Street South, Willmar, Minnesota, 56201, prior to donating the funds to the City as required herein. GRC shall grant the City a security interest in the funds in this account to be perfected by entering into an account control contract with the City in a form satisfactory to the City.
- 4.1.5 City Acceptance: The City shall promptly accept by resolution of its city council GRC's donations on the condition that the entirety of the donated funds be used solely for the purpose of funding the design and construction of the Project. GRC acknowledges and agrees that if the City issues bonds to finance a portion of the Project pursuant to Section 4.2.4, the design and construction of the Curling Center must follow any requirements and/or guidelines of bond payments that may be required.
- 4.1.6 Fundraising Efforts: If, at any time, GRC concludes that it will be unsuccessful in raising the funds necessary to perform its obligations under this Agreement, it shall promptly notify the City of its conclusion, which notification will constitute a Default Event and permit the City to proceed with terminating this Agreement pursuant to Section 11.1 of this Agreement.

4.2 City Financial Obligations:

- 4.2.1 City Contribution: The City shall be responsible for furnishing the land upon which the Curling Center will be built (to be owned by the City) and for contributing an amount not to exceed \$15,500.00 under any circumstances for utility connections to the Curling Center or improvements incidental thereto.
- 4.2.2 Civic Center Connections: The City shall be responsible for any portion of the Total Project Cost attributable to including any additions to the Curling Center to facilitate connections to the City's existing facilities on the Civic Center property adjacent to the Premises in the Project, including the City's Civic Center Arena or Blue Line Arena.
- 4.2.3 City Overage Expenses: The City shall be responsible for paying the City Overage Expenses.

- 4.2.4 Bonding: The City's obligations under this agreement are contingent upon satisfaction of all requirements of applicable law to issue bonds in a sufficient amount to fund that portion of the Total Project Cost that exceeds the amount of the First Donation, and are subject to approval by the city council thereafter. GRC shall fully cooperate with the City and provide any necessary documentation or accounting required for the City to complete the bonding process.
- 4.3 Reconciliation of Costs: After the completion of the Project, as determined by the City making final payment(s) to the contractor(s) awarded the contract(s) to construct the Project, the City shall finally calculate the Total Project Cost, the responsibility for which shall be allocated between the Parties pursuant to this Article Four. Any amount by which the sum of the GRC's First Donation and Second Donation exceeds the amount of GRC's Fundraising Obligation, as calculated based on the City's final calculation of the Total Project Cost, shall promptly be refunded to GRC by the City. In the event the amount of GRC's Fundraising Obligation, as calculated based on the City's final calculation of the Total Project Cost, exceeds the sum of GRC's First Donation and Second Donation, GRC shall donate the amount of such difference to the City, and the parties shall update the scheduled date or dates for the Second Donation attached to this Agreement as **Exhibit D** to include and provide the date(s) for such additional donations.

ARTICLE FIVE

Project Design and Construction

- 5.1 Project Design: Upon the City's receipt of GRC's First Donation, the City shall complete the architectural and engineering design of the Project, in coordination and agreement with GRC, as follows:
- 5.1.1 Condition Precedent: The City's obligations to select a design professional or otherwise commence work to design the Project under this Section 5.1 shall be subject to the condition precedent that the City first receives, in full, GRC's First Donation.
- 5.1.2 Architect Selection: The City shall, in its sole discretion, select and retain an architectural design firm, and other professional consultants as required or convenient in the City's sole discretion, to timely complete the architectural and engineering design of the Project. In order to save time and expense, GRC may solicit and obtain its own plans, at its own cost, and the City thereafter may, in its sole discretion with approval of its city council, use such plans obtained by GRC instead of engaging an architectural design firm, in which event GRC shall donate the entirety of such documentation in its possession to the City on or before the date GRC's First Donation is made.
- 5.1.3 Final Design: Upon satisfaction of the condition precedent pursuant to Section 5.1.1, the City shall exercise all reasonable diligence to complete the architectural

and engineering design of the Project as soon as practicable thereafter. The City shall provide GRC copies of any concept drawings, schematics, and plans for the Curling Center for GRC's review and comment. Upon receipt of such documents, GRC shall consult and cooperate with the City and the City's consultants and provide any comments or requests it may have regarding the same. The City shall take GRC's comments and requests into consideration in developing the design documents, and the Parties shall mutually agree on the Final Design.

- 5.1.4 Minimum Components: The Minimum Components shall be included in the Final Design, unless GRC and the City first mutually agree in writing to modify the Minimum Components.
- 5.1.5 City-Requested Components: At such time as the Parties mutually agree on the Final Design pursuant to Section 5.1.3, the Parties shall additionally agree on and identify such components beyond those included in the Minimum Components that are included in the Final Design at the City's request, if any, for purposes of calculating the City Overage Expenses. An itemization of such City-requested components included in the Final Design shall be attached to this Agreement as **Exhibit E**.
- 5.1.6 Failure to Agree: In the event the Parties are unable to reach an agreement on the Final Design pursuant to Section 5.1.3 or on the itemization of City-requested components included in the Final Design pursuant to Section 5.1.5, either Party may provide 30 days' written notice of its intent to terminate this Agreement to the other Party. The Parties shall continue to negotiate in good faith during the pendency of such notice period. If, after negotiating in good faith, the Parties fail to reach an agreement on the Final Design and itemization of City-requested components within such 30 day notice period, either Party may terminate this Agreement pursuant to Section 11.1. Upon such termination under this Section 5.1.6, GRC shall be entitled to a refund of all remaining funds which GRC has previously donated to the City and which have not been obligated for authorized Project costs hereunder. The City shall refund all such uncontested sums within 30 days of termination.

5.2 Project Construction: Upon the Parties' written agreement on the date or schedule of dates on which GRC shall make its Second Donation to the City in accordance with Section 4.1.2, the City shall enter into a contract with a general contractor and thereby cause the Project to be constructed in accordance with the Final Design, pursuant to the following requirements:

- 5.2.1 Solicitation of Competitive Bids: The City shall solicit competitive bids and award the contract(s) for construction of the Project in accordance with the Final Design and in compliance with the Uniform Municipal Contracting Law, Minn. Stat. § 471.345. The City shall include in its bid package a process for bidders to receive credit for donations to the Project, whether in the form of cash or in-kind donations of labor, materials or supplies.

- 5.2.2 Lowest Responsible Bid: The City shall identify, in its sole discretion, the lowest responsible bid(s) for the contract(s) to construct the Project, and prior to awarding such contract(s), shall provide written notice of the lowest responsible bid(s) to GRC. GRC shall thereafter have 15 days to review the same and communicate its approval or disapproval thereof to the City. GRC's failure to respond within 15 days of its receipt of notice of the lowest responsible bid from the City shall be deemed to be GRC's disapproval thereof.
- 5.2.3 GRC's Disapproval of Low Bid: In the event that GRC disapproves of the lowest responsible bid(s) identified by the City pursuant to Section 5.2.2, either Party may provide 90 days' written notice of its intent to terminate this Agreement to the other Party. The Parties shall continue to negotiate in good faith during the pendency of such notice period to determine if any modifications may be made to the Final Design that would be acceptable to both Parties and likely to result in acceptable bids from contractors. If, after negotiating in good faith, the Parties fail to reach an agreement on the Final Design within such 90 day notice period, either Party may terminate this Agreement pursuant to Section 11.1. Upon such termination under this Section 5.2.3, GRC shall be entitled to a refund of all remaining and unobligated funds which GRC has previously donated to the City.
- 5.2.4 Conditions Precedent: The City's obligations to award the contract(s) for construction of the Project and to cause the Project to be constructed under this Section 5.2 shall be subject to the conditions precedent that (i) the City have first received, in full, GRC's First Donation pursuant to Section 4.1.1; (ii) the Parties have agreed on the Final Design in accordance with Section 5.1.3; (iii) the Parties have first agreed, in writing, on the itemization of the City-requested components included in the Final design in accordance with Section 5.1.5; (iv) the City have first received GRC's approval of the lowest responsible bid pursuant to Section 5.2.3; and (v) that the Parties have first agreed, in writing, on the date or schedule of dates on which GRC shall make its Second Donation to the City in accordance with Section 4.1.2.
- 5.2.5 Substantial Completion: Upon satisfaction of the conditions precedent pursuant to Section 5.2.1, the City shall award the contract(s) for construction of the Project and exercise all reasonable diligence to cause the construction of the Project to be substantially completed as soon as practicable thereafter in accordance with the Final Design.
- 5.2.6 Project Costs: Responsibility for the Total Project Cost shall be allocated between the Parties pursuant to Article Four.

ARTICLE SIX

Lease

- 6.1 Demise: After the Substantial Completion Date, the City shall lease to GRC, and GRC shall lease from the City, the Premises, on the terms and conditions contained herein (the “Lease”).
- 6.2 Use: During the Lease Term and Renewal Term, GRC shall have the exclusive right to use the Premises for the purposes of operating, managing, maintaining, and using the Curling Center during the Curling Season as a regional curling facility and event center for the benefit of the Willmar Community, including the Sales Facilities therein, and any activities incidental thereto, all in accordance with this Agreement, and shall not allow any use of the Premises for any other purpose, unless first agreed to in writing by the City.
- 6.3 Permitted Activities: GRC shall use the Premises for any uses normally associated with the operation of a curling and event center and for no other purpose. GRC shall not do or permit anything to be done in or about the Premises nor bring or keep anything therein which will in any way increase the existing rate of or affect any fire or other insurance upon the Premises or any of its contents, or cause a cancellation of any insurance policy covering the Premises or any part of the Premises or any of its contents. GRC shall not use or allow the Premises to be used for any unlawful or objectionable purpose (as reasonably determined by the City’s city council in light of the purposes of this Agreement and the Project), nor shall GRC cause, maintain or permit any nuisance in, on or about the Premises. More specifically, GRC shall not use or store any Hazardous Materials on the Premises, except as necessary for ice maintenance, refrigeration or maintenance of the Curling Center and approved in advance by the City. GRC shall not commit or allow to be committed any waste in or upon the Premises.
- 6.4 Term and Possession:
- 6.4.1 Lease Term: The City shall lease to GRC the Premises for the Lease Term, unless either (i) sooner terminated as provided in this Agreement, or (ii) renewed as provided in this Agreement. Except as otherwise provided in this Agreement, termination of the Lease prior to the Expiration Date requires mutual written agreement by the City and GRC.
- 6.4.2 Renewal Terms: This Lease may be renewed for a maximum of three successive additional five year term(s) at GRC’s option if, on the Expiration Date, GRC is in material compliance with all of the terms and conditions of this Agreement for which the City has not waived in writing any noncompliance, upon GRC providing written notice of exercising its option to renew to the City no later than 180 days in advance of the Expiration Date. Such notice from GRC to the City shall include a certification that GRC has the means and resources to and will continue to operate and maintain the Premises and the Curling Center as required by this Agreement throughout the Renewal Term; otherwise such notice shall be of no legal consequence or effect. If this Lease is so renewed, the Expiration Date shall be adjusted accordingly for the Renewal Term(s), and the terms and

conditions set forth herein shall continue in full force and effect unless amended pursuant to Section 13.20.

- 6.4.3 Possession: During the term of this Lease, GRC shall be entitled to possession of the Premises annually during the Curling Season. The City shall retain exclusive possession of the Premises during the Off-Season, except that GRC may store personal property in the Curling Center during the Off-Season in a location(s) to be approved by the City. Except for such authorized storage of its personal property, any usage of the Curling Center by GRC during the Off-Season will require a separate agreement between the Parties.
- 6.4.4 Termination: Notwithstanding any provisions to the contrary contained in this Agreement, the above Lease Term or any Renewal Term shall be for a period terminating upon the effective date of GRC's failure to devote the Premises to its intended use as a Curling Center for the benefit of the Willmar community.
- 6.5 Rent: GRC shall, for the entire Lease Term or any Renewal Term, pay to the City without demand, annual rent in the amount of One Dollar (\$1.00), plus any amount of the Second Donation payable pursuant to the schedule agreed to by the Parties pursuant to Section 4.1.2 (the "Rent"). GRC shall make rental payments annually before December 31. All payments shall be made to the address specified for the City herein.
- 6.6 Payment of Taxes:
- 6.6.1 Payment of Taxes on Real Property: During the Lease Term and any Renewal Term, GRC shall pay all taxes, assessments and governmental charges (collectively referred to as "Taxes") that accrue against the Premises as a result of this Agreement.
- 6.6.2 Payment of Taxes on Personal Property: During the Lease Term and any Renewal Term, GRC shall be liable for all Taxes levied or assessed against any personal property or fixtures placed in the Curling Center by GRC, whether levied or assessed against GRC or the City.
- 6.6.3 Taxes Following Sale: Nothing in this Agreement shall be interpreted as requiring GRC to pay any Taxes that accrue against the Premises, or any portion thereof, as a result of the City's sale of the same to a for-profit or otherwise non-exempt third party.
- 6.7 GRC Personal Property: At all times while this Agreement is in effect, GRC shall be responsible for its personal property, fixtures, equipment or improvements stored or otherwise located on the Premises.
- 6.8 Utilities: GRC shall be responsible for all utility expenses incurred at the Premises during the Curling Season, including but not limited to, electricity, fuel oil, gas services, telephone, trash collection, water, sewer service, , cable or satellite television, internet

connection fees or any other like utilities serving the Premises. The City shall be responsible for all utility expenses incurred at the Premises during the Off-Season; however the City may, in its sole discretion, discontinue or suspend any such services during the Off-Season, except for essential services needed to maintain the Curling Center. Except as otherwise provided in this Agreement, all utility services requested by GRC shall be supplied and paid for by GRC.

6.9 No Warranty: The City does not warrant that any of the services referred to above or any other services that the City provides upon or to the Premises will be free from interruption. GRC acknowledges that any one or more of such services may be suspended if there is a strike, an accident, or if repairs or improvements must be made for reasons beyond City's control. Any such interruption or discontinuance of services shall never be deemed an eviction or disturbance of GRC's use and possession of the Premises, or any part thereof, or render the City liable to GRC for damages by abatement of rent or otherwise, or relieve GRC from performance of GRC's obligations under this Agreement.

6.10 Subletting and Assignment:

6.10.1 Assignment: GRC shall not assign its leasehold interest under this Article Six or its management and operating responsibilities under Article Seven to any third party without first obtaining the written consent of the City to such assignment.

6.10.2 Subletting: GRC shall not enter into sublease agreements with any third party for the Premises or space thereon without first obtaining the written consent of the City to such assignment. GRC shall require any approved sublessees to enter into a template sublease agreement to be reviewed and approved by the City that requires sublessees to comply with all terms and conditions and satisfy all obligations of GRC under this Agreement. GRC further agrees that it will abide by the terms and conditions of any such sublease agreements.

6.10.3 Short-Term Facility Rental: As part of its management and operating responsibilities, GRC may further market the Curling Center for and enter into per-event, daily, hourly or other short-term facility rental contracts with third parties for community events or other short term uses consistent with the purposes of this Agreement. Such short-term facility rentals shall require the City's written consent, except that such written consent is not necessary for short-term facility rentals for bonspiels and curling tournaments to be held at the Curling Center. GRC shall require any short-term facility users approved by the City or authorized under this Section 6.10.3 to enter into a template short-term facility rental agreement to be reviewed and approved by the City that requires facility users to comply with all terms and conditions and satisfy all obligations of GRC under this Agreement.

6.10.4 Third Party Beneficiary: The City shall be a third party beneficiary of any assignment, sublease or subcontract entered into by GRC with respect to the Curling Center and/or the Premises.

6.10.5 Subordination of Third Party Contracts: Any assignment, sublease or subcontract entered into by GRC with respect to the Curling Center or the Premises shall be subject to the terms of this Agreement. This Agreement shall prevail.

6.10.6 Preservation of Tax-Exempt Status: Notwithstanding the foregoing, so long as any bonds issued by the City pursuant to Section 4.2.4 are outstanding, GRC shall not enter into any sublease or assignment that will adversely impact GRC's 501(c)(3) status or the tax-exempt status of any such bonds.

6.11 Quiet Possession and Subordination:

6.11.1 Covenant of Quiet Possession: The City covenants that GRC, upon paying the Rent and performing the covenants under this Lease, shall peaceably and quietly have, hold and enjoy the Premises for the Lease Term and any Renewal Term.

6.11.2 Subordination: This Lease is subject and subordinate to all present or future financial encumbrances on the Premises, and is further subject to all present and future easements, conditions and encumbrances of record, and to all applicable laws, ordinances and governmental rules and regulations. Such subordination shall be self-executing without further act on the part of the City or GRC; provided, however, that GRC shall at any time hereafter, at the request of the City or any lien holder, or any purchaser of the Premises, execute any instruments that may be required, and GRC hereby irrevocably authorizes the City to execute and deliver in the name of GRC any such instrument if GRC fails to do so.

6.12 City's Reserved Rights:

6.12.1 Reservation of Rights. The City reserves the following rights: (a) to take any and all measures necessary or desirable for the operation, safety, protection or preservation of the Premises, including repairs, alterations, decorations, additions or improvements, whether structural or otherwise, in and about the Premises or any part thereof; and (b) to enter to verify use of the Premises. The City shall provide 48 hours' notice prior to entering the Premises during the Curling Season to conduct repairs, alterations, decorations, additions or improvements of a routine or non-urgent nature, and in any event to the greatest extent possible under the circumstances shall not interfere with GRC's activities during the Curling Season. Subject to the foregoing, the City may enter upon the Premises and may exercise any or all of the foregoing rights without being deemed guilty of an eviction (actual or constructive) or disturbance of GRC's use or possession and without being liable in any manner to GRC and without abatement of Rent or affecting GRC's obligations hereunder.

6.12.2 City Use of Premises: The City further reserves the right to use the Premises for its purposes at such times as its use is not previously committed. The City shall work cooperatively to coordinate such uses with GRC.

6.13 Alterations and Improvements:

- 6.13.1 No Representations: The City has made no promise to alter, remodel, repair or improve the Premises and has made no representation of the condition of the Premises or the suitability of the Premises for the purpose stated herein other than what is contained in this Agreement. GRC shall have the opportunity to thoroughly inspect the Premises after the Substantial Completion Date and shall accept the Premises for occupancy and operation “as is” with all faults and defects of condition.
- 6.13.2 Alterations and Improvements: GRC shall not make permanent alterations or improvements to the Premises without the written consent of the City. Consent shall be obtained by submitting a written description to the City of the proposed permanent improvement, including its location, size, proposed use, and any other information that may be required by the City. The City may approve, disapprove, require more information, or require certain modifications to the proposed permanent improvement in its sole judgment and discretion. GRC’s final written proposal including a clear indication of the City’s assent and signed by the City shall constitute written consent of the City. Unless otherwise agreed by both Parties, approved improvements shall be constructed at the sole expense of GRC. Nothing herein shall limit GRC’s ability to make temporary or other minor alterations that will not alter the Premises or the Curling Center thereon in a permanent way or affect the ongoing operation of the Curling Center.
- 6.13.3 Insurance and Security: GRC shall require appropriate insurance, faithful performance bonds, and labor and material bonds for all contractors who work on the Premises, and shall allow no mechanic’s liens to be incurred or filed against the Premises.
- 6.13.4 Lien Waivers: GRC shall provide lien waivers to the City from any contractors or subcontractors furnishing material, service or labor to any alteration or improvement, which the City may, in its discretion, require in advance of approving the alteration or improvement.
- 6.13.5 Protection from Liens: GRC shall promptly pay for all alterations and improvements that are approved by the City under this Section 6.13, and shall promptly pay all laborers employed and all subcontractors furnishing material or services to GRC for such alterations and improvements. GRC hereby covenants and agrees that GRC will not permit or allow any mechanics’ or materialmen’s liens to be placed on the City’s interest in the Premises during the term hereof. Notwithstanding the previous sentence, however, in the event any such lien shall be so filed against City’s interest, GRC shall take all steps necessary to remove it within 120 days of its being filed. GRC may contest any such mechanic’s liens and prosecute all proceedings for the purpose of such contest pursuant to Minn. Stat. § 514.01, *et seq.* provided GRC first posts a surety bond, in favor of and

insuring the City, in an amount equal to 125 percent of the amount of any such lien, or otherwise protect the City from foreclosure of the Premises.

6.13.6 Improvements Property of City: Any leasehold improvements to the Premises shall be and remain the property of the City and no compensation shall be paid to GRC when and if GRC vacates the Premises.

6.14 Destruction or Damage:

6.14.1 GRC Obligations: GRC shall be responsible for all maintenance or repair costs for damage or destruction to the Premises and/or the Curling Center thereon, including its refrigeration system and ice maintenance equipment, caused by acts or omissions of GRC, its agents, employees, sublessees, contractors, guests or invitees, and further agrees:

- (a) That it will obtain all necessary state and local permits for its operations as necessary.
- (b) That it will operate in accordance with all federal, state and local laws and regulations.
- (c) That, during the Curling Season, it will be solely responsible for security of the Premises and for any loss, damage, or destruction thereof.
- (d) That it will keep the Premises in such repair as at the Commencement Date or may be put in during continuance thereof, reasonable wear and tear and damage by fire or extended coverage perils only excepted.
- (e) That it will not injure, overload or suffer to be injured or overloaded the Premises or any part thereof.
- (f) That it will not make or suffer any unlawful, improper or offensive use of the Premises (as reasonably determined by the City's city council in light of the purposes of this Agreement, the Project, and the Curling Center) or any use thereof contrary to any law of the State or any ordinance of the City now or hereafter made, or which shall be injurious to any person or property or which shall be liable to endanger or affect any insurance on the said Property.

6.14.2 Casualty Damage: If all or a substantial portion of the Premises is rendered untenable by fire or casualty, and it is reasonably anticipated by the City that even though undertaken and pursued with all due diligence, it will require more than four months to repair the Premises, then within 21 days after the fire or casualty, the City shall send a written notice of its determination to GRC. Then either Party may terminate this Agreement as of the date of the fire or casualty by sending the other

party a notice in writing of its election to so terminate within 14 days after the date of the notice from the City described above.

- 6.15 Holding Over: If GRC, without consent of the City, retains possession of the Premises after the Expiration Date or earlier termination of this Lease pursuant to this Agreement, then the City may elect to recover possession of the Premises by pursuing its rights under this Lease or at law. Any holding over after the expiration of the term of this Lease, with consent of the City, shall be construed to be a tenancy from month to month, at a monthly rental rate of the greater of (i) an amount equal to the amount required to be paid by GRC for the period immediately prior to the date of termination; or (ii) Market Rent (as defined below), and shall otherwise be pursuant to the terms and conditions herein specified. For the purposes of this Section, Market Rent shall mean a monthly rental as reasonably established by the City based on rental rates for athletic/recreational facilities comparable to the Curling Center in the City or comparable communities in Greater Minnesota, taking into account location, condition and improvements to the space. Nothing contained herein shall constitute the consent, express or implied, of the City to the holding over of GRC after the expiration or earlier termination of this Lease.
- 6.16 Surrender of Possession: Upon the termination of the Lease, GRC shall immediately surrender the Premises (together with any alterations and improvements thereto) to the City in good order, repair and condition, ordinary wear and fire or casualty losses for which GRC is not responsible excepted, and shall remove all equipment, trade fixtures and other items of GRC's property from the Premises. GRC shall pay the City upon demand the cost of repairing any damage to the Premises caused by such removal. GRC shall leave the Premises in its pre-Lease condition, reasonable wear and tear excepted. If GRC fails or refuses to remove GRC's property from the Premises, GRC shall be presumed to have abandoned the property and the City may dispose of the property without incurring liability, at GRC's expense.

ARTICLE SEVEN

Operation and Management

- 7.1 GRC's Rights and Responsibilities: During the Lease Term and any Renewal Term, the City grants to GRC exclusive control of the Premises, except as otherwise provided in this Agreement, to manage, market, promote, operate, protect, repair and maintain the Premises and provide programming services consistent with the purposes of this Agreement. GRC shall be solely responsible for all costs associated with the operation, management and maintenance of the Premises and the Curling Center thereon, including without limitation expenses of all operations, programs, maintenance, repairs, and taxes, and any other costs, charges or expenses of the Curling Center and/or the Premises, except as otherwise expressly provided herein. The City shall not be obligated to pay for any expenses associated with the Curling Center, the Premises or the operation, management or maintenance or repair thereof unless specifically set forth in this Agreement.

- 7.1.1 Staffing: GRC shall employ sufficient persons of sufficient expertise, training and qualification and solicit or otherwise obtain volunteer assistance necessary to safely, effectively and efficiently manage, operate and maintain the Premises and the Curling Center during the Curing Season.
- 7.1.2 Scheduling: GRC shall be solely responsible for developing and maintaining all schedules for use of the Curling Center during the Curling Season, subject to the following requirements:
- 7.1.2.1 Public Programming: GRC agrees to and shall be responsible for providing an average of five hours per week, during the Curling Season, of public programming to the general public. Public programming shall occur on weekday nights or on weekends, during reasonable hours. Public programming may include, without limitation, open curling hours, lessons, or youth programming.
- 7.1.2.2 Curling Season Availability: GRC shall make any times during the Curling Season in which GRC has no activities scheduled available to the City for the City's use for curling activities at no charge to the City. GRC shall be responsible for communicating and cooperating with the City as necessary to develop and coordinate scheduling of such City use.
- 7.1.3 Charges and Fees: GRC may impose reasonable charges on persons occupying or using the Curling Center, including patrons of activities, events and/or other programming conducted on the Premises.
- 7.1.4 Revenues: So long as GRC is not in default of its obligations under this Agreement, GRC shall be entitled to retain all money derived through its efforts to operate, manage, maintain and use the Premises and the Curling Center and Sales Facilities thereon during the Curling Season, including but not limited to money obtained through fund-raising activities, membership fees, rent or facility use fees, vending machine or concessions sales, or otherwise, and GRC shall spend such monies as it deems appropriate and most productive in operation and management of the Curling Center. If GRC is in default of its obligations under this Agreement, the City shall have the right to retain revenues generated from GRC's operation and management of the Premises to the extent necessary to cure the default as an additional and alternative remedy to termination under Section 11.1.
- 7.1.4.1 Advertising and Signage: GRC shall have the right to permit advertising in the Curling Center and place signage at the Curling Center year-round. GRC shall be entitled to retain the fee(s) paid by any third-parties for advertising rights. All advertising, signage, and banners (whether interior or exterior) used by GRC on the Premises shall be removable and shall be subject to the following requirements:

- (a) All advertising, signs and banners must comply with City ordinances.
- (b) Advertising, signs and banner installation, maintenance or removal shall be conducted by GRC. Any modifications required to be made to the Premises for support of advertisement signs must be approved by the City and will be at GRC's expense.
- (c) In furtherance of the City's objectives of minimizing chances of abuse, appearance of favoritism, and risk of imposing on a captive audience, the City hereby reserves the right to reject any banner, sign, or other advertising media that it deems inappropriate or offensive, and expressly prohibits the display of political signage on any portion of the Premises. This prohibition includes any materials endorsing or promoting or otherwise related to candidates for political office or political parties.
- (d) The Parties agree that the City, in permitting GRC to install advertising, signs and banners in the Curling Center, is not creating a forum for public speech protected by the United States or State of Minnesota Constitutions.
- (e) In exchange for the City's grant of advertising and signage rights to GRC, GRC will provide the City the opportunity to display signage in the Curling Center in an area agreed to by both parties, at no cost to the City.

7.1.4.2 Naming Rights: GRC shall have the right during the Lease Term to enter into a naming rights agreement pursuant to which GRC may grant to one or more third parties, on an exclusive or non-exclusive basis in GRC's discretion, the rights to name the Curling Center, to develop an appropriate logo or symbol for the Curling Center, and to display signage on the Premises (collectively, the "Naming Rights"). Any signage to be displayed pursuant to this Section must comply with City ordinances. GRC shall be entitled to retain the fee(s) paid by such third-parties for the Naming Rights. GRC shall require any third parties to whom Naming Rights are granted to enter into a Primary or Secondary Naming Rights Agreement in a form to be approved in advance by the City. Any such Naming Rights Agreement shall grant licenses to GRC and the City to use and to grant to others the right to use the name of the Curling Center and logo approved therein, including without limitation, any copyrights, trademarks, service marks, trade dress and other intellectual property relating to the same, and any derivatives, modifications or alterations thereof in connection with the promotion, marketing and operations of the Curling Center and events held therein. Under no circumstances shall the

term of any such Naming Rights Agreement extend beyond the Expiration Date.

7.1.4.3 Preservation of Tax-Exempt Status: Notwithstanding the foregoing, so long as any bonds issued by the City pursuant to Section 4.2.4 are outstanding, GRC shall not enter into any revenue agreement that will adversely impact GRC's 501(c)(3) status or the tax-exempt status of any bonds issued by the City pursuant to Section 4.2.4.

7.1.5 Ice-Making: GRC shall be responsible, at GRC's expense, for performing all ice-making services at the Curling Center during the Curling Season; however, the City shall be responsible for the refrigeration system and ice maintenance equipment pursuant to Section 7.2.1.

7.1.6 Routine Maintenance and Repairs: GRC shall be responsible for providing routine maintenance and repairs on the Premises during the Curling Season. Routine maintenance and repairs shall include the following:

- (a) Keeping the Premises free of debris, broken glass, trash and garbage, and removing all trash from the Premises and not permitting any employee, staff member, agent, or invitee of GRC or any sublessee or patron to place refuse outside the Premises, except in designated trash containers.
- (b) Keeping all floor surfaces clean, specifically cleaning such surfaces following all programs, events or other activities involving heavy usage.
- (c) Keeping all toilets and sanitary facilities in the Curling Center clean.
- (d) Keeping all wall surfaces clean and painted, patching, repairing, and repainting as necessary should any deterioration occur to any wall surface.
- (e) Keeping all electrical fixtures, including lights, in good, safe and operable condition, which includes timely replacing all bulbs and other equipment as needed.
- (f) Keeping the Premises free of all pests and insect infestations and conducting pest control and exterminations as needed.
- (g) Keeping all areas on the Premises dedicated to parking, walkways, or access to the Curling Center free of snow and ice.
- (h) Performing all grounds keeping services on the Premises.
- (i) Keeping an activity log of all maintenance activity carried out on the Premises or in the Curling Center to record the frequency and type of maintenance performed.

- 7.1.7 Responsibility for Damage: GRC shall bear maintenance or repair costs for damage to the Premises or the Curling Center caused by acts or omissions of GRC, its members, agents, employees, contractors, guests or invitees.
- 7.1.8 Sales Facilities: During the Curling Season, GRC shall be responsible for operating, managing and maintaining, at its expense, the Sales Facilities. GRC shall be entitled to any revenues generated by the Sales Facilities during the Curling Season. GRC's operations, management and maintenance responsibilities for the Sales Facilities shall include, without limitation:
- (a) Obtaining all necessary state and local permits or licenses for its operations, including but not limited to, from the Minnesota Department of Health, Kandiyohi County, and food vending permits, as applicable.
 - (b) Operating the Sales Facilities in accordance with all federal, state, and local regulations, including those of the Minnesota Department of Health.
 - (c) Providing staff for the Sales Facilities and ensuring that such staff is properly trained.
 - (d) Providing security for the Sales Facilities, including equipment located therein.
 - (e) Cleaning the Sales Facilities and all accompanying equipment and serving areas following each use thereof, including drain clean out of excessive grease collection caused by operating concessions or kitchen facilities, including supplying cleaning products as necessary therefore.
 - (f) Maintaining and repairing all equipment used in the Sales Facilities.
 - (g) Providing any food preparation equipment and management and training for the operation and maintenance thereof.
 - (h) Maintaining the Sales Facilities free of any statutory nuisance or City Code violations.
 - (i) Purchasing inventory for the Sales Facilities.
- 7.1.9 Sale of Alcoholic Beverages: During the Curling Season, alcohol may be sold or served on the Premises by an entity that has obtained the necessary liquor license. GRC shall not allow the consumption of any alcoholic beverages on the Premises, except in accordance with such liquor license and subject to all conditions thereof and applicable City ordinances and state laws. Tobacco products may not be advertised, sold or used on the premises.

7.1.10 Custodial/Cleaning Services: GRC may choose to provide any custodial or cleaning services required by this Section 7.1 on its own, or it may choose to hire a third-party cleaning service provider, at its own expense.

7.2 City Rights and Responsibilities:

7.2.1 Refrigeration System: The City shall have the sole responsibility and authority to operate, maintain, and as necessary repair the Curling Center's refrigeration system and ice maintenance equipment used in the Curling Center at all times after the Substantial Completion Date while this Agreement is in effect.

7.2.2 Off-Season Operation and Maintenance: During the Lease Term or any Renewal Term, the City shall operate and maintain the Curling Center during the Off-Season, performing the functions listed in Section 7.1.6 above as the need therefore shall arise.

7.2.3 Repairs and Improvements: The City shall have the right to cause to be constructed any improvements to the Premises not inconsistent with the purposes of this Agreement, at its cost and expense and in its sole discretion, at any time while this Agreement is in effect, so long as the construction of said improvements does not interfere with GRC's use of the Premises as provided for in this Agreement. The City shall be responsible for causing any repairs to the Curling Center to be made that are necessitated by the City's use of the Curling Center, or that of the City's officers, employees, members and agents, and invitees.

ARTICLE EIGHT Reporting

8.1 Annual Reports: GRC shall deliver to the City, within 45 days after the end of each fiscal year of GRC during the Lease Term or any Renewal Term, a report detailing its use of the Premises during the preceding year, including all activities and events taking place in the Premises, together with true and correct financial statements of GRC's financial condition and operations prepared according to generally accepted accounting principles for similar facilities for the preceding calendar year and supporting documentation reasonably requested by the City, including but not limited to:

- (a) Listing of GRC's Board of Directors.
- (b) Documentation of GRC's organizational status, and active registration in good standing with the Minnesota Secretary of State.
- (c) Any expenditures made for capital improvements to the Premises.

- (d) Income to GRC generated from charges to Curling Center users, Sales Facilities and the sale of advertising and naming rights.
- (e) Listing of all of GRC's employees providing services related to the Curling Center and/or the Premises.
- (f) Approximate number of persons to whom programming was provided on the Premises for the preceding calendar year.
- (g) Report on the physical condition of the Premises and an itemization of needed repairs and improvements.
- (h) Statement of fees and charges applicable to programming provided at the Curling Center.
- (i) Explanation of any sub-contracted programming provided at the Curling Center.

8.2 Audit. The City may audit the financial statements delivered by GRC to the City pursuant to this Agreement. As determined by the City in its reasonable discretion, and upon written notice to GRC of such determination, the City will retain a reputable auditing firm, acceptable to the City, to conduct an audit of GRC's financial statements at the City's expense. GRC shall make and file an audit report with the City within 90 days of the date of the City's notice. The audit report shall include the following information:

- (a) The financial condition of GRC and the Curling Center;
- (b) The status of all projects related to the Curling Center;
- (c) The status of all sub-leases or use contracts related to the Premises; and
- (d) Such other matters relating to the Curling Center's revenues and operating expenses, which may affect the interests of the City, and such other information as the City may require.

ARTICLE NINE

Insurance

9.1 City's Required Insurance: The City shall obtain and maintain, at the City's expense, at such times as specified below, the following insurance policies:

9.1.1 Builder's Risk Insurance: The City shall purchase and maintain at all times during the process of constructing the Project prior to the Substantial Completion

Date, builder's risk insurance in an amount equal to one hundred percent (100%) of the insurable value of the Project on the Substantial Completion Date.

9.1.2 Property Insurance: The City shall purchase and maintain, at all times during the Lease Term and any Renewal Term, property insurance covering the Premises and the Curling Center thereon. The City shall name GRC as an additional insured on such policy.

9.2 GRC's Required Insurance: GRC shall obtain and maintain at its expense, at all times during the Lease Term and any Renewal Term, insurance on GRC's property located in and upon the Premises, and shall assume the risk of loss to such property on the Premises. GRC shall further maintain, at GRC's expense, the following insurance policies in the listed amounts:

Worker's Compensation*	Statutory Limits
Employer's Liability*	\$500,000 each accident \$500,000 disease policy limit \$500,000 disease each employee
Comprehensive General Liability (including coverage for contractual liability and owned, non-owned and hired vehicles)	\$2,000,000 property damage and bodily injury per occurrence \$2,000,000 general aggregate \$2,000,000 Products – Completed Operations Aggregate \$100,000 fire legal liability each occurrence \$5,000 medical expense
Umbrella or Excess Liability	\$1,000,000
Dram Shop	At all times when it is engaged in liquor sales on the premises, GRC or the licensed entity will maintain in full force and effect a "dram shop" insurance policy meeting the requirements of the State of Minnesota for an on-sale intoxicating liquor license, written by a company licensed to do business in the State of Minnesota.

*If necessary upon hiring any employee(s)

- 9.2.1 Occurrence Form: All policies listed above shall be written on an “occurrence” form (“claims made” and “modified occurrence” forms are not acceptable) and shall apply on a “per project” basis.
- 9.2.2 Satisfaction of Minimum Coverage Limits. GRC may achieve the required limits and coverage for Commercial General Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages specifically required under this Section 9.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess or umbrella policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.
- 9.2.3 Additional Insured Status: With the exception of the Worker’s Compensation policies, all policies listed above shall insure the defense and indemnity obligations assumed by GRC under this Agreement and shall name the City as an additional insured under the policy.
- 9.2.4 Notice of Cancellation: All policies listed above shall contain a provision that coverages afforded thereunder shall not be canceled or non-renewed, nor shall coverage limits be reduced by endorsement, without 30 days prior written notice to City.
- 9.2.5 Certificates of Insurance. True, accurate and current certificates of insurance, showing evidence of the insurance coverages required in this Section 9.2, shall be provided to the City by GRC prior to the Commencement Date, and will be attached hereto as **Exhibit F**.
- 9.2.6 Effect of Failure to Provide Insurance. If GRC fails to provide the specified insurance or to require the specified insurance from subcontractors, as applicable, then GRC will defend, indemnify and hold harmless the City and the City’s officials, agents and employees from any loss, claim, liability and expense (including reasonable attorney’s fees and expenses of litigation) to the extent necessary to afford the same protection as would have been provided by the specified insurance. The stated indemnity continues until all applicable statutes of limitation have run. If a claim arises within the scope of the stated indemnity, the City may require GRC to:
- (a) Furnish and pay for a surety bond, satisfactory to the City, guaranteeing performance of the indemnity obligation; or
 - (b) Furnish a written acceptance of tender of defense and indemnity from the City’s insurance company.

GRC will take the action required by the City within 15 days of receiving notice from the City.

Notwithstanding the foregoing, the City reserves the right to terminate this Agreement pursuant to Section 11.1 in the event that insurance requirements are not maintained or required as provided herein during the Lease Term and any Renewal Term.

ARTICLE TEN

Indemnification

- 10.1 Indemnification of City: GRC shall indemnify, protect, save, hold harmless and insure City, and its respective officers, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages which may arise out of or be caused by GRC or its agents, employees, contractors or subcontractors with respect to GRC's performance of its obligations under this Agreement or its presence on or use of the Premises, or that of GRC's employees, members, board, officers, agents, sub-lessees, volunteers, clients and invitees. GRC shall defend the City against the foregoing, or litigation in connection with the foregoing, at GRC's expense, with counsel reasonably acceptable to City. City, at its expense, shall have the right to participate in the defense of any Claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of City. All indemnification obligations shall survive termination, expiration or cancellation of this Agreement.
- 10.2 Assumption of Risk: GRC knows, understands and acknowledges the risks and hazards associated with using the Premises for the purposes stated herein and hereby assumes any and all risks and hazards associated therewith. GRC hereby irrevocably waives any and all claims against the City or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by GRC as a result of GRC's use of the Premises, and hereby irrevocably releases and discharges the City and any of its officials, employees or agents from any and all claims of liability.
- 10.3 Indemnification of GRC: The City shall indemnify GRC against any and all claims and demands for damages which may arise out of or be caused by City's use of the Curling Center, or that of the City's officers, employees, members and agents, and invitees.
- 10.4 No Third-Party Right of Action: Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against the City or GRC. GRC's operating and management services under this Agreement are being performed for City's benefit, and no other entity shall have any claim against GRC because of this Agreement or the performance or nonperformance of services provided hereunder.

ARTICLE ELEVEN
Termination

- 11.1 Termination: Notwithstanding the foregoing, this Agreement may be terminated; (i) by mutual agreement of the parties at any time; (ii) by either Party in the event they file to agree on the Final Design pursuant to Section 5.1.6; (iii) by either Party in the event they fail to agree to modifications of the Final Design pursuant to Section 5.2.3 following GRC's disapproval of the lowest responsible bid; (iv) by the City in the event GRC fails to satisfy its Fundraising Obligation requirements; (v) by either Party, upon 60 days' written notice to the other Party, if the conditions to the issuance of bonds pursuant to Section 4.2.4 are not satisfied and the Parties are unable to agree to an alternative means of funding the construction of the Project; (vi) by the City in the event GRC loses its tax exempt 501(c)(3) status during the term of any tax exempt bond issued to fund any portion of the Project; or (vii) by either Party for default of the Other Party, upon 60 days' written notice to the other Party.
- 11.2 Personal Property Upon Termination: If this Agreement is terminated or not renewed for any reason, GRC shall remove its personal property from the Premises and the Curling Center within the 60 day notice period. Failure of GRC to remove its personal property within 60 days of written notification shall constitute a waiver of GRC's right and the items may then be disposed of or used at the discretion of the City. If the items are disposed of by the City, the costs of disposal shall be the responsibility of GRC.

ARTICLE TWELVE
Default and Remedies

- 12.1 GRC Default: If GRC shall default in the payment of any installment of the Rent or in the payment of any other sum required to be paid by GRC under this Agreement, including GRC's First Donation and Second Donation, and such default shall continue for 15 days after written notice to GRC, or if GRC shall default in the observance or performance of any of the other covenants, obligations or conditions in this Agreement, which GRC is required to observe or perform, and such default shall continue for 30 days after written notice to GRC, or if GRC loses its tax-exempt 501(c)(3) status while any tax-exempt bonds issued by the City pursuant to Section 4.2.4 remain outstanding or otherwise takes any action that could cause any such tax-exempt bonds issued by the City to no longer be tax exempt, or if a default involves a Hazardous Material and is not cured by GRC immediately upon written notice to GRC, or if the interest of GRC in this Agreement shall be levied upon under execution or other legal process, or if any voluntary petition in bankruptcy or for corporate reorganization or any similar relief shall be filed by GRC, or if any involuntary petition in bankruptcy shall be filed against GRC under any federal or state bankruptcy or insolvency act and shall not have been dismissed within 30 days following the filing thereof, or if a receiver shall be appointed for GRC or any of the property of GRC by any court and such receiver shall not be dismissed within

30 days from the date of appointment, or if GRC shall make an assignment for the benefit of creditors, or if GRC shall abandon or vacate the Premises, then the City may treat the occurrence of any one or more of the foregoing events as a breach of this Agreement and thereupon at its option may, in accordance with Section 11.1 of this Agreement, terminate this Agreement and repossess the Premises and the Curling Center thereon, in addition to all other rights and remedies provided at law or in equity.

- 12.2 City Default: If the City shall default in the payment of any sum required to be paid by the City under this Agreement, or if the City shall default in the observance or performance of any of the other covenants, obligations or conditions in this Agreement, which the City is required to observe or perform, and such default shall continue for 30 days after written notice to the City, then GRC may treat the occurrence of any one or more of the foregoing events as a breach of this Agreement and thereupon at its option may, in accordance with Section 11.1 of this Agreement, terminate this Agreement, in addition to all other rights and remedies provided at law or in equity.

ARTICLE THIRTEEN

Miscellaneous

- 13.1 Notices: Any notice, demand, or other communication required or permitted to be given hereunder shall be deemed delivered and effectively given when delivered personally to the representatives of the City and GRC identified below or three (3) business days after being mailed by registered or certified mail, return receipt requested, addressed as follows:

To City:
City of Willmar
Attn: City Administrator
333 6th Street SW
Willmar, MN 56201

To GRC:
Glacial Ridge Curling
Attn: Current President
P.O. Box 3046
2707 Arena Drive
Willmar, MN 56201

Either Party may change its address or the identity of its designated representative named above by written notice to the other Party in the manner stated in this paragraph.

- 13.2 Voluntary and Knowing: The Parties, by executing this Agreement, state that they have carefully read this Agreement and understand fully the contents thereof; that in executing this Agreement they voluntarily accept all terms described in this Agreement without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.
- 13.3 Authorized Signatories: The Parties each represent and warrant to the other that (i) the persons signing this Agreement are authorized signatories for the entities represented; and (ii) no further approvals, actions or ratifications are needed for the full enforceability

of this Agreement against it; each Party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.

- 13.4 Relationship of Parties: With respect to GRC's management and operating responsibilities under this Agreement, GRC at all times and for all purposes hereunder, shall be an independent contractor and is not an employee of the City for any purpose. No statement contained in this Agreement shall be construed so as to find GRC to be an employee of the City, and GRC shall not be entitled to any of the rights, privileges, or benefits of employees of the City, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims. GRC shall comply with the applicable provisions of all Federal and State tax laws. GRC shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein. GRC is responsible for hiring sufficient workers to perform the services/duties required by this Agreement, withholding their taxes and paying all other employment tax obligations on their behalf. The authority of GRC with respect to the Curling Center shall be limited to those matters which as specifically addressed in this Agreement.
- 13.5 Condemnation: If all or any part of the Premises is taken in condemnation proceedings instituted under power of eminent domain or is conveyed in lieu thereof under threat of condemnation, any money paid because of such condemnation or conveyances shall be paid to the City.
- 13.6 Governing Law: This Agreement shall be deemed to have been made and accepted in Kandiyohi County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of this Agreement without regard to its choice of law or conflict of laws principles.
- 13.7 Data Practices: The Parties acknowledge that this Agreement is subject to the requirements of Minnesota's Government Data Practices Act, Minn. Stat. § 13.01 *et seq.*
- 13.8 Records – Availability and Retention: Pursuant to Minn. Stat. § 16C.05 subd. 5, GRC agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of GRC and involve transactions relating to this Agreement. GRC agrees to maintain these records for a period of six years from the date of termination of this Agreement.
- 13.9 Nondiscrimination: GRC shall not discriminate against any employee, applicant for employment, member, or user or participant in the Curling Center. GRC and its employees, members and agents shall not discriminate because of race, religion, color, creed, age, disability, sex, national origin, sexual orientation, or status with regard to public assistance, or as otherwise prohibited by state or federal law, against any person by refusing to furnish such person any service or privilege offered to or enjoyed by the

general public, nor shall GRC or its employees and agents publicize GRC or the Curling Center or any accompanying facilities provided under this Agreement in any manner that would directly or inferentially reflect on the acceptability of the patronage of any person because of race, religion, color, creed, age, disability, sex, national origin, sexual orientation, status with regard to public assistance, or other protected status as described in state or federal law. The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein.

- 13.10 Compliance with laws: The Parties shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement.
- 13.11 Dispute Resolution: The City and GRC agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall first be submitted to mediation utilizing the Minnesota District Court Rule 114 Roster. The City and GRC further agree to require an equivalent dispute resolution process governing all contractors, subcontractors, sublessees, suppliers, consultants, and fabricators concerned with the Curling Center.
- 13.12 Force Majeure: The parties shall each be excused from performance under this Agreement while and to the extent that either of them are unable to perform, for any cause beyond its reasonable control. Such causes shall include, but not be restricted to fire, storm, flood, earthquake, explosion, war, total or partial failure of transportation or delivery facilities, raw materials or supplies, interruption of utilities or power, and any act of government or military authority. In the event either party is rendered unable wholly or in part by force majeure to carry out its obligations under this Agreement then the party affected by force majeure shall give written notice with explanation to the other party immediately.
- 13.13 Interest by City Officials: No elected or appointed official, officer, or employee of the City shall during his or her tenure or employment and for one year thereafter, have any interest, direct or indirect, in this Agreement or the proceeds thereof.
- 13.14 No waiver: Any party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Agreement or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that party's right to assert or rely upon the terms and conditions of this Agreement. Any express waiver of a term of this Agreement shall not be binding and effective unless made in writing and properly executed by the waiving party.
- 13.15 Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Agreement to the extent of its invalidity or unenforceability, and this Agreement shall be construed and enforced as if

the Agreement did not contain that particular provision to the extent of its invalidity or unenforceability.

- 13.16 Headings, Captions and Recitals: Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement and shall not be used for the interpretation of the validity of this Agreement or any provision hereof. The recitals set forth at the beginning of this Agreement are a part of this Agreement.
- 13.17 Survivability: All covenants, indemnities, guarantees, releases, representations and warranties by any Party or Parties, and any undischarged obligations of the City and GRC arising prior to the expiration of this Agreement (whether by completion or earlier termination), shall survive such expiration.
- 13.18 Exhibits: The exhibits attached to this Agreement are considered an integral part of it as if fully set forth within it.
- 13.19 Entire Agreement: All prior understandings, letters of intent, discussions and agreements are merged in the governing terms of this Agreement, which is a complete and final written expression of the intent of the parties. Every warranty or representation binding upon the City is set forth in this Agreement. The City makes no further warranties or representations and GRC has not relied on any other warranties or representations, express or implied, relative to the condition of the Premises or the terms of this Agreement. In the event of a conflict or inconsistency between the terms of this Agreement and those of any other agreement between the Parties, the terms of this Agreement shall govern.
- 13.20 Modification/Amendments: Any alterations, variations, modifications, amendments or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing, approved by GRC's Board of Directors and the Willmar City Council, and signed by an authorized representative of the City and GRC.
- 13.21 Execution: This Agreement may be executed simultaneously in two or more counterparts that, when taken together, shall be deemed an original and constitute one and the same document. The signature of any Party to the counterpart shall be deemed a signature to the Agreement, and may be appended to, any other counterpart. Facsimile and email transmissions of executed signature pages shall be deemed as originals and sufficient to bind the executing Party.

[Remainder of page left intentionally blank]

IN TESTIMONY WHEREOF, the Parties have executed and entered into this Agreement effective as of the date first above written.

GLACIAL RIDGE CURLING

By: Don Nelson
Don Nelson, President

Date: 8/15/18

CITY OF WILLMAR

By: Marvin Calvin
Marvin Calvin, Mayor

Date: 8/23/18

ATTEST:

Isaac Holland
Isaac Holland, City Administrator

Date: 8/23/18

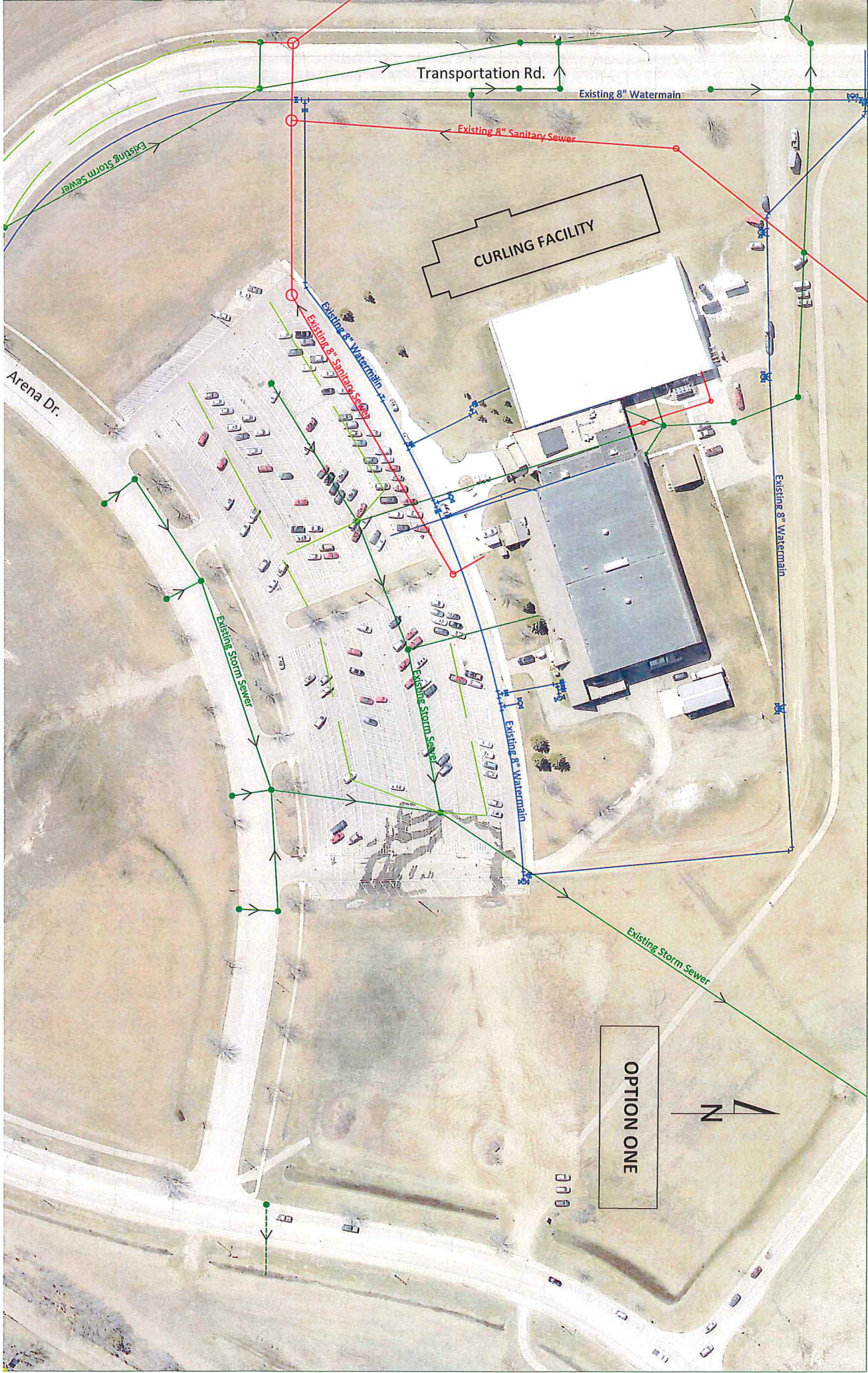


EXHIBIT A

Legal Description of City's Civic Center Property

EXHIBIT B
Legal Description of Premises

EXHIBIT C
Depiction of Premises

EXHIBIT D

Scheduled of Date(s) for GRC's Second Donation

EXHIBIT E

City-Requested Elements included in Final Design

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

EXHIBIT F
GRC's Certificates of Insurance



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.F.
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:	Sale of Low-Potency Hemp Edible Retail 2026 Registrations		

RECOMMENDED ACTION:

Approve the Sale of Low-Potency Hemp Edible Retail Registrations on a Roll Call Vote

OVERVIEW:

The following establishments were previously licensed by the City of Willmar to sell Tetrahydrocannabinol products.

In accordance with Minn Stat. §342, the following businesses have been licensed by the State of MN and are requesting registration approval for 2026.

- D & D Smoke, located at 1605 1st Street South, Ste FS3
- Supervalu Inc. dba Cub Foods #1607, located at 2201 1st Street S
- Supervalu Inc. dba Cub Foods Liquor, located at 2201 1st

BUDGETARY/FISCAL ISSUES:

\$125.00 application fee per establishment for a total of \$375.00 submitted to the City of Willmar.

ALTERNATIVES TO CONSIDER:

Deny the renewal applications as requested.

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.G.
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:	Sunday Liquor License Renewals for 2026		

RECOMMENDED ACTION:

Approve the 2026 Sunday Liquor License Renewals, Pending Police Department Approval, on a Roll Call Vote

OVERVIEW:

The following establishments are requesting renewal of their current Sunday Liquor Licenses for 2026:

Sunday Liquor License

- American Legion Post 167
- Applebee's Neighborhood Grill & Bar
- Eagle Creek Golf Club
- Finstad-Week Post 1639
- Foxhole Brewhouse Inc.
- Green Mill Willmar
- Grizzly's Grill N' Saloon
- Intuition Brewing
- Jimmy P's
- Ruff's Wings & Sports Bar
- Spurs Grill and Bar
- Willmar Frat. Order of Eagles

BUDGETARY/FISCAL ISSUES:

\$200.00 application fee per establishment for a total of \$2,400.00 submitted to the City of Willmar.

ALTERNATIVES TO CONSIDER:

Deny the renewal applications as requested.

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	10.H.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Leslie Valiant, City Administrator
Ordinance:	No	Presented By:	Leslie Valiant, City Administrator
Item:	Hire Consultant Dave Unmacht for Joint Session with WMU		

RECOMMENDED ACTION:

Motion by _____ and second by _____ to approve entering into contract with Dave Unmacht to conduct joint work session with City Council and Willmar Municipal Utilities Commission.

OVERVIEW:

On September 15, 2025, the Willmar City Council directed the City Administrator to collaborate with the Willmar Municipal Utilities (WMU) General Manager to develop a Request for Proposals (RFP) for the purpose of engaging a facilitator to conduct a joint work session of the Willmar City Council and the Willmar Municipal Utilities Commission.

City staff and WMU staff met on September 17, 2025, to develop the RFP and discuss a strategy for soliciting proposals. Following the issuance of the RFP, meetings were held with potential facilitators. Three proposals were ultimately received, and scoping meetings were conducted with Dave Unmacht, Cheryl Glaeser, and Kathleen Brennan.

All three facilitators submitted strong proposals.

After evaluating the proposals based on cost ranging from \$1,900 - \$12,500 and demonstrated strengths aligned with the objectives of the joint work session, city staff and WMU staff reached a consensus recommendation that the Willmar Municipal Utilities Commission engage Dave Unmacht to facilitate the joint work session between the Willmar City Council and the Willmar Municipal Utilities Commission, in accordance with the attached proposal, with the cost not to exceed \$12,500 to be shared equally between the City of Willmar and Willmar Municipal Utilities.

Mr. Unmacht has worked with the City of Willmar, WMU and Kandiyohi County in consulting roles. Most recently with Kandiyohi County in a County Board of Governance work session and strategic planning process.

BUDGETARY/FISCAL ISSUES:

General Fund - Not to exceed \$6,250

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution Unmacht Consulting
2. City of Willmar-WMU Work Plan 120425 _ Unmacht
3. Facilitator Proposal Flow Chart
4. Dave Unmacht Biography
5. Willmar City Council_Utilities Comm Facilitation_Proposal_Achieve_10-1-25
6. Letter Willmar Proposal-Brennan
7. Kaela Brennan Biography (11-25)

RESOLUTION NO. ____

AUTHORIZE CONTRACT WITH UNMACHT CONSULTING

Motion By: _____

Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar to authorize the Mayor and City Administrator to enter contract with Unmacht Consulting for the purpose of facilitating a Joint Work Session with the City Council and Willmar Municipal Utilities Commission for a not to exceed expense of \$6,250.

Dated this 15th day of December, 2025

Mayor

Attest:

City Clerk

**Engagement Process
City of Willmar and Willmar Municipal Utilities
December 2025**

Objective

Engage the City of Willmar and Willmar Municipal Utilities (WMU) in a process to establish a stronger and more mutually beneficial partnership.

Goals

- Build teamwork and camaraderie and strengthen the working relationship between the City and WMU.
- In addition to the previously identified priority topics of emergency planning, annexation, KPC collaboration and agreements between the City and WMU, identify if there are any additional topics for consideration.
- Conduct meetings and facilitated work sessions with the City and WMU officials.

Process Steps

- Keep open and active communication with the City Administrator and General Manager from the beginning to the end of the process. Partner with the City Administrator and General Manager to identify roles, responsibilities, and expectations. This ensures the process goes smoothly and efficiently.
- Review any relevant background materials, including Council/Commission structure roles and responsibilities, City Charter, current agreements and documents, other possible City and WMU materials, to prepare for the engagement.
- Conduct two work sessions, one with City staff and one with WMU staff. Schedule each for up to two hours. I create a set of questions to guide each of the meetings. To facilitate a smooth and seamless meeting, I ask that a member of staff attend to take notes and document key information. I rely on the City Administrator and General Manager to identify the relevant participants for the staff meetings.
- Interview either in person or by zoom/teams the city council in four groups. Interview either in person or by zoom/teams the current and new commission (January 2026) members in four groups. Plan for each meeting for one hour. I create a set of questions to guide the interviews.
- As part of the staff and Council/Commission engagements, I will introduce myself, review the goals, learn about the history of the working relationship, the important issues and topics and begin to build trust with the City and WMU officials. I need support from the City and WMU staff for scheduling, planning and logistics for the Council and Commission interviews.
- Organize the information learned from the research, two staff meetings and Council-Commission interviews and prepare a report of findings.
- In partnership with the City Administrator and General Manager prepare an agenda and facilitate a two to three hour work session with City and WMU staff. Details and logistics of the work session will be completed with the City Administrator and General Manager. This meeting will review the findings and lay the groundwork for a meeting of City Council and Commission members.
- In partnership with City Administrator and General Manager and based on the findings and the information learned from the joint staff work session, organize and plan a work session with the City Council and Commission.
- Facilitate a four hour work session between the City Council and Commission.
- Conduct a high level debrief with City and WMU staff after the work session.

- Prepare a summary of the results from the work session. I will need a staff member to take notes and document key information during the work session that I can use to create the summary.

Proposed Fee

I charge an hourly fee of \$190.00. I track and record my time spent and only bill for hours worked. I will work with the City Administrator and General Manager in tracking time throughout the project.

In addition to the fee, I will have reimbursable expenses, including mileage, technical computer support, meals and possibly hotel. I limit expenses to a minimum and track receipts.

With the hourly fee and reimbursable expenses I propose a not to exceed fee of \$12,500. If at any time, I envision going over the not to exceed amount, I will consult and seek the City Administrator and General Manager input.

Supporting Notes

During my career I have worked with the City of Willmar, WMU and Kandiyohi County in consulting roles. Most recently, I partnered with Kandiyohi County in a County Board Governance work session and strategic planning process.

In my experience, it is common for processes and plans to adapt and adjust based on information learned, along with changes in priorities. I am flexible and adaptable as needed to ensure the process is successful.

I offer the following information for background and consideration. A consultant has an essential role in the process and here is a sample of my experience, and attributes.

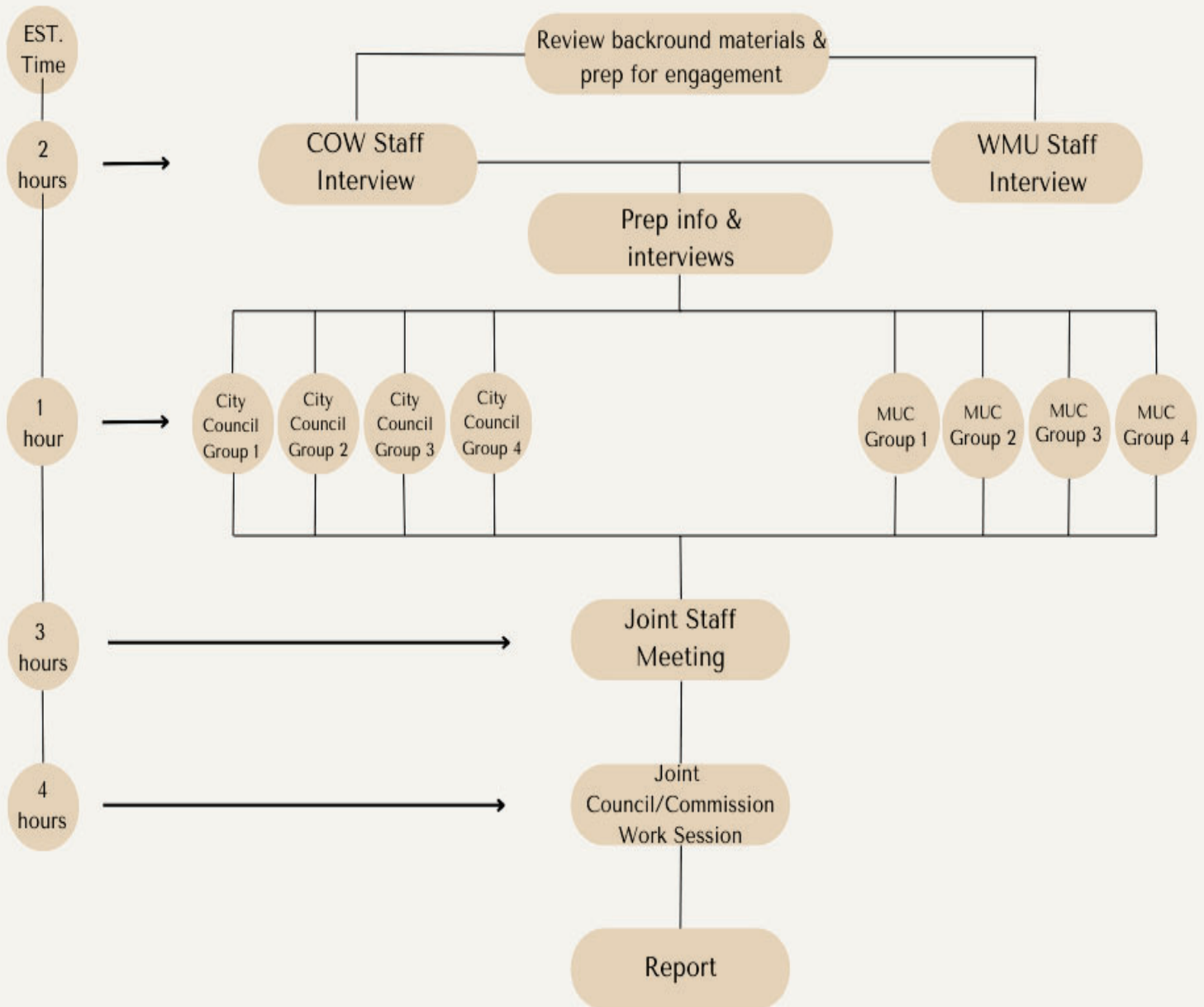
1. Earn trust with all involved no matter the position or role.
2. Honest, transparent, and professional. I treat all officials equally.
3. Extensive knowledge of municipal government and public policy.
4. Ensure all participants engage and participate in the work sessions.
5. Deep knowledge and extensive experience in facilitation and engagement.
6. Share relevant and applicable stories and experiences to support the engagement.
7. Extensive consulting experience working with elected officials and staff.

Attached is a short summary of my background and career.

David J. Unmacht

David Unmacht, LLC
4172 Prairie Ridge Road
Eagan, MN 55123
dave.unmacht@comcast.net
612-202-2391

ENGAGEMENT PROCESS BETWEEN FACILITATOR, WMU & COW



Work Experience

David J. Unmacht, LLC

Established in 2023

Perform consulting services for municipal associations, local governments (city and county) in areas of strategic planning, goal setting, board and staff communication and relationships, leadership development, general facilitation, board governance including roles and relationships, and developing organizational values. Builds trust easily, understands organizational dynamics, and how trends in municipal governance impact culture and service. Brings a highly practical, results oriented, experienced based approach to engagement with municipal leaders.

Executive Director, League of Minnesota Cities

2015-2023

Executive Director of the League of Minnesota Cities. The League is the largest member-based organization representing Minnesota Cities in Minnesota. The League provides a wide range of services including education, training and conferences, communication, legal representation, research, advocacy, loss control and insurance. Served on the Insurance Trust Board.

Director/Senior Vice President, Springsted, Incorporated

2009-2015

Responsible for the administration of the company's organizational development business as well as direct client consulting and service, including working with city and county governments in the areas of organizational development, executive recruitment, facilitation services, goal setting, and strategic planning.

County Administrator, Scott County, Minnesota

1997-2009

Served 11 years as County Administrator for Scott County, Minnesota, overseeing an operating and capital budget that reached \$100 million and a workforce of approximately 700. Responsible for the day-to-day operations of a large southwest suburban metropolitan county in the Twin Cities. Most notable achievements were implementing a sustained and historical culture change and one of the principal founders of the collaborative called Scott County Association for Leadership and Efficiency (SCALE).

Deputy County Administrator, Dakota County, Minnesota

1992-1997

Served for five years as the Deputy County Administrator in Dakota County. Responsible for the operations of the General Services Division, which included property management, risk management, capital and facility planning, legislative affairs, information technology, budgeting and finance, and employee relations.

City Manager, Prior Lake, Minnesota

1987-1992

Served as City Manager in Prior Lake for five years. Responsible for the day-to-day operations of growing and developing suburban city with a population of 10,000.

Other positions:

Assistant City Manager, Economic Development Director, Prior Lake, Minnesota	1985-1987
City Administrator, Belle Plaine, Minnesota	1983-1985
Graduate Student Internship, Pleasant Hill, Iowa	Summer 1982

Professional Achievements

- Minnesota Association of County Administrators (MACA) *Joe Ries Excellence in County Management Award* in 2000
- Minnesota City/County Management Association (MCMA) *Dr. Robert A Barrett Award for Management Excellence* in 2006
- President, Minnesota Association of County Administrators (MACA) in 2006
- President, Minnesota City/County Management Association (MCMA) in 2007-2008
- Scott County, Minnesota, *Joseph F. Ries Achievement Award* in 2009
- Community faculty member with Metropolitan State University, Saint Paul, Minnesota. 2011 to 2020
- Community faculty member with Hamline University, Saint Paul, Minnesota 2016 to 2019
- Served on Governor’s Council for Law Enforcement and Community Relations 2016-17
- Served on the National League of Cities (NLC) Board of Directors in 2019-20
- Served on numerous boards, commissions, and task forces throughout career
- Speaker, panelist, writer on numerous topics and subjects in local government
- President’s Award, League of Minnesota Cities, 2023
- Grant Review Committee, Minnesota Historical Society, 2024

Education

- | | |
|---|------------------------------|
| • Bachelor’s Degree – Political Science and Business Administration | Wartburg College, 1981 |
| • Master’s Degree in Public Administration | Drake University, 1982 |
| • Senior Executive Institute (SEI) | University of Virginia, 2007 |



Proposal to:
City of Willmar/Willmar Municipal Utilities
For: Facilitation Process for Joint City Council-
Municipal Utilities Meeting
Submitted by Cheryl K. Glaeser on 10/1/25

Background Summary - Understanding of Needs

Recent discussions regarding the Municipal Utilities' request to purchase land for a new office complex underscored potential misalignment and/or understanding of the roles, authority, and communication between the City Council and the Utilities Commission. Both groups are open to a facilitated process designed to:

- Clarify the responsibilities and authority of each governing body.
- Establish improved communication and shared understanding.
- Build a stronger foundation for future decision-making regarding utilities operations and city oversight

The following process is recommended to address these needs in a structured, neutral manner.

Recommended Facilitation Process

1. Review of Past Documentation (Estimated Time: 2 hours)

- Review relevant documentation, including the City Charter, past council and commission meeting minutes, financial records, and any strategic planning or agreements that inform governance roles.
- Identify points of ambiguity, overlap, or conflict that should be addressed in the facilitated meeting.

2. Advance Meetings with Each Party (Estimated Time: 4 hours)

- Conduct confidential discussions with representatives of the City Council and the Utilities Commission separately to explore perspectives on roles, authority, and areas of tension.
- Clarify expectations for the facilitated session and gather input on desired outcomes.
- Meet with the City Manager and Utilities Manager to confirm logistics and ensure alignment on process.

3. Facilitated Joint Discussion (Estimated Time: 8 hours)

- Prepare for and facilitate a structured joint meeting involving approximately 25 participants from both governing bodies. Session length: approximately 4 hours, held in the evening as discussed.
- Agenda tentatively to include a review of shared purpose and objectives, discussion of governance roles under the charter, identification of areas of misunderstanding or tension, exploration of the needs/desires of the utilities commission and the city council

in regard to the new utilities complex, and collaborative exploration of next steps and agreements to improve communication and decision-making.

4. Final Analysis & Recommendations (Estimated Time: 6 hours)

- Develop a concise written summary capturing key findings, areas of agreement, and/or outstanding issues.
- Provide recommendations for improving communication, decision-making processes, and role alignment going forward.
- Deliver report to both the City Council and the Utilities Commission.

Estimated Time Commitment/Cost

- Review of Documentation: 2 hours
- Advance Meetings: 4 hours
- Facilitated Session (including prep/follow-up): 8 hours
- Final Analysis & Reporting: 6 hours
- Total Estimated Time: 20 hours
- Total Estimated Cost: \$1,900.00

Closing Statement

This process is designed to create a safe and structured space for dialogue while grounding the conversation in the City Charter and relevant documentation. The combination of advance individual discussions and a facilitated joint session will allow for both candid input and collective problem-solving. The final analysis will ensure that next steps are clearly documented and actionable, providing both bodies with a shared foundation for moving forward.

Respectfully submitted by:

Cheryl K. Glaeser, President/Owner of Achieve Consulting



820 Ash St NE
Hutchinson, MN 55350
320-582-7526
cheryl@achieveresultstogether.com



ABOUT CHERYL

As an expert facilitator, Cheryl thrives on enabling interactive and engaging discussions that lead to results. Whether that might be discovering new opportunities, building solutions to challenges, working more efficiently, planning for the future, or evaluating the past, together we can achieve greater results.

Cheryl is uniquely positioned to draw on her experiences to customize an approach that best meets her client's needs through her degree and proficiency with:

- Facilitation Methodologies
- Group Dynamics
- Organizational Development
- Leadership Training/Coaching

AREAS OF EXPERTISE

meeting facilitation ~ collaborative planning ~ strategic planning ~ grant writing ~ community engagement ~ entrepreneurial thinking ~ iterative problem solving ~ leadership development ~ program design and continuous improvement ~ strengths-based teams ~ results-driven workforce approaches ~ rural economic development strategies

DIVERSE CLIENTELLE

- Community Collaboratives
- Economic Development Commissions/Corporations
- Educational Service Cooperatives
- Educational Collaboratives and Institutions
- National Heritage Areas
- Nonprofit Organizations
- Regional and Statewide Coalitions
- Rural Businesses
- Rural Cities
- Workforce Development Agencies



"Cheryl is a very dynamic facilitator. Her approach, manner of engagement, and personality draw all participants to interact and provide valuable insights. Truly the best facilitator I have worked with over my 40-year career!"

Vince Robinson, President, DSI

CORE SERVICES

TRAINING

- Team-building
- Leadership Development
- Workplace Dynamics

FACILITATION

- Strategic Planning
- Group Discussions
- Community Conversations
- Conflict Resolution

CONSULTING

- Board Development
- Organizational Development
- Program Design & Evaluation
- Grant Writing
- Project Implementation



Kaela Brennan
Direct Dial: 612-268-7064
kbrennan@spencerfane.com

November 6, 2025

VIA EMAIL

Leslie Valiant
City Administrator
City of Willmar
333 Southwest 6th Street
Willmar, Minnesota 56201

Jeron Smith, P.E.
General Manager
Willmar Municipal Utilities
PO Box 937 | Willmar, MN 56201

Dear Ms.Valiant and Mr. Smith:

Thank you for the call earlier this week to discuss potential representation to assist the Willmar Municipal Utilities and the Willmar City Council to collaborate on topics to be discussed at a joint work session. We appreciate the confidence that the City of Willmar has shown in the firm, and the opportunity to assist.

As we discussed, I have enjoyed the privilege to represent public bodies, including municipal utilities, city councils, and other government entities for over 25 years. My background is in litigation, and in recent years I have served as outside general counsel for a variety of public and private bodies. I am often asked to present at Minnesota Municipal Utilities Association and other events. In 2004, I worked with the City of Willmar as it evaluated potential avenues to partner with Kandiyohi Power Cooperative, which was separately represented by counsel. Some additional background information is enclosed.

You asked me to provide a proposal reflecting the estimated costs and time to assist with this project. Because we discussed a number of potential components to the tasks at hand, and to give the City the flexibility to consider certain services, and to decline or modify others, I have provided a listing of options for consideration. If selected, the firm would provide a letter of engagement, which would acknowledge the joint nature of the representation.

The firm sets hourly rates based upon the experience, reputation, and abilities of the professionals performing the services. My current discounted rate for public entities such as municipal utilities and the City of Willmar is \$440. Please note that other attorneys at our firm have higher or lower



billable rates and that these attorneys may be requested to assist, as appropriate, to provide cost-effective service. We may mutually agree upon travel costs and any out-of-pocket expenses. Below is an estimate of attorneys' fees for various tasks in connection with this project.

Task	Estimated Time	Estimated Fees
Prepare presentation on roles and responsibilities and present or facilitate discussion	3 -6 hours	\$1,320 - \$2,640
Interview stakeholders (up to 15 policymakers) to determine key concerns	5 hours (Approx. 20 minutes each)	\$2,200
Prepare for all-day joint work session	3 - 5 hours	\$1,320 - \$2,200
Facilitate all-day joint work session	8 – 10 hours	\$3,520 - \$4,400
Total		\$8,360 - \$11,440

The firm seeks to provide high-quality work in a cost-effective manner. Please let me know if you have any questions or concerns with this information or wish to discuss an adjustment in the proposed scope.

I greatly appreciate the opportunity to assist the City of Willmar and its representatives, and I am delighted to be considered for this position of trust.

Sincerely,

Kaela Brennan

Spencer Fane LLP

Kaela Brennan

Enclosure

Kaela Brennan Biography



Title: Attorney

Company: Spencer Fane LLP (law firm)

Professional Background

Kaela Brennan's legal practice addresses the full range of identifying and responding to potential risks, from proactive, preventive counsel to handling all aspects of dispute resolution. Kaela's diverse work with municipal utilities and government entities specifically includes providing guidance, handling complex agreements, and litigation experience.



Kaela's clients benefit from her ability to handle matters in a variety of legal venues, including negotiations, administrative agencies, and courts at all levels. She brings an intentional focus to providing clients with legal outcomes that align with their overarching objectives

Key Areas of Interest

Kaela serves as outside general counsel for multiple municipal utilities and government entities, assisting in identifying potential issues and interpreting and applying legal requirements. She seeks to assist clients in avoiding litigation, and to vigorously defend them if litigation ensues. Kaela also enjoys reviewing and negotiating complex utility-related agreements, balancing client priorities and successful completion of the desired transaction.

Notable Achievements and Contributions to the Utility Sector

- Regularly advises municipal utilities on various issues of municipal law, utility transactions, and potential regulatory issues.
- Extensive litigation of electric service territory matters in district court, administrative trials before the Office of Administrative Hearings, the Minnesota Public Utilities Commission, the Minnesota Court of Appeals, and the Minnesota Supreme Court.

Educational Qualifications

- University of Minnesota School of Law, (J.D.)
- University of St. Thomas (B.A.), *summa cum laude*



City Council Action Request

Council Meeting Date:	December 15, 2025	Agenda Item Number:	12.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