



WILLMAR CITY COUNCIL MEETING
MONDAY, JUNE 15, 2026 @ 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 June 1, 2026
 - B. Willmar Municipal Utilities Commission Minutes of June 8, 2026, Draft
 - C. Kandiyohi County Firefighter Honor Guard Lawful Gambling Application
 - D. Planning Commission Applicant
 - E. Accounts Payable Report, May 28, 2026 - June 10, 2026Information:
 - F. Director Reports
 - G. Willmar Municipal Utilities Commission Application
 - H. WMU Financial Report for April 2026
 - I. Finance Report for May 2026
6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Presentation: Willmar Fests Royalty
 - A. Presentation: Willmar Fests Royalty - James Miller
10. Public Hearing:
 - A. Ordinance Authorizing the Issuance of General Obligation Improvement, Abatement, and Utility Bonds, Series 2026B
 - B. Resolution Approving Tax Abatement (GO Abatement 2026B)
11. Regular Business
 - A. Approval to City Staff to Recommend Eligible Census Tract to the Governor's Office for 2027 Opportunity Zone

- B. Acceptance of Donation from the Willmar Rotary Club
- C. Robbins Island Amphitheater Project-Award Bid Marcus Construction
- D. American Engineering Testing Proposal — Robbins Island Amphitheater Project
- E. T.H. 40 Turnlane Expansion Project Bid Award

12. Announcements

13. Closed Session

- A. Minn. Stat. § 13D.05, subd. 3(c) - Parcels 95-003-4820, 95-003-4830 and 95-003-4940

14. Adjourn

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

June 1, 2026
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 Operations Director Kyle Box, Police Chief Michael Holme, Interim Planning Director Chris Frank, Public Works Director Shane Stefanick, City Engineer Jared Voge, Director of Community Growth Pablo Obregon, Deputy Fire Chief Matt Grave, City Clerk Vernae Larsen, and City Attorney Robert Scott.

There were no additions or deletions to the agenda. Council Member Ask made a motion to **Approve the Proposed Agenda as presented**. 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

CONSENT AGENDA

City Clerk Vernae Larsen reviewed the consent agenda.

Approve:

- A. City Council Minutes of May 18, 2026
- B. Police Civil Service Commission Minutes of May 21, 2026_Draft
- C. Willmar Municipal Utilities Commission Minutes of May 26, 2026_Draft
- D. Local Board of Appeals and Equalization Minutes of April 20 and April 26, 2026
- E. City Park Special Event by On-Sale Liquor License Holder Permit—Green Mill Willmar
- F. **Resolution No. 2026-073** Amendment No. 3 for Lease No. NR40015 and NR40020 Amendment
- G. Human Rights Commission Applicant
- H. Accounts Payable Report, 5/15/26 - 5/27/26

Information:

I. WMU Financial Report - March 2026

J. Planning Commission Applicant

A motion was made by Council Member Ask to **Approve Consent Agenda Items as Presented**. 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

REGULAR BUSINESS

A. Project No. 2604-A Lakeland Drive Path Improvement Bid Award

City Engineer Jared Voge requested approval to award Project No. 2604-A to Duininck, Inc. and adopt the As-Bid budget. Council Member Gilbertson made a motion to **Adopt Resolution No. 2026-074 Awarding Project No. 2604-A to Duininck, Inc. in the amount of \$1,113,139.85**. 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 Member Gardner moved to **Adopt Resolution No. 2026-075 Approving the As-Bid Budget for Project No. 2604-A in the amount of \$1,552,100**. Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

B. Request to apply and accept a FEMA "Assistance to Firefighters Grant" (AFG)

Assistant Fire Chief Matt Grave requested approval to apply for and accept, if awarded, a FEMA grant that would replace the 2002 fire truck. A motion was made by Council Member Ask to **Adopt Resolution No. 2026-076 Approving the application and acceptance, if awarded, of the FEMA "Assistance to Firefighters Grant" (AFG) for the replacement of a 2002 fire truck**. Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

Noes None

C. Acceptance of Federal Grant

Operations Director Kyle Box requested approval to accept a U.S. Department of Commerce Economic Development Administration grant for the Willmar Industrial Park - Readiness project. Council Member Shuldes moved to **Adopt Resolution No. 2026-077 Accepting U.S. Department of Commerce Economic Development Administration grant for the Willmar Industrial Park - Readiness project in the amount of \$2,363,110 contingent upon staff review.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

D. Joint Statement

Operations Director Kyle Box requested approval of the Joint Statement between the City of Willmar and Willmar Municipal Utilities. Council Member Gilbertson made a motion to **Approve the Joint Statement Between the City of Willmar and Willmar Municipal Utilities as presented.** Council Member Davis seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

E. Consideration of New On-Sale Intoxicating Liquor License for Diamante Night Club

City Clerk Vernae Larsen requested Approval of the On-Sale Intoxicating Liquor License for Diamante Night Club. Council Member Ask moved to **Approve the New On-Sale Intoxicating Liquor License for Diamante Night Club through the year ending April 25, 2027, pending Police Department approval.** Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

F. Amend Motion of May 18, 2026, Regular City Council Meeting regarding Reconvene Executive Session to Discuss Evaluation of Performance of City of Willmar City Administrator Leslie Valiant under Minn. Stat. § 13D.05, subd. 3(a).

Council Member Ask made a motion to **Amend the City Council's May 18, 2026, duly approved motion. City Administrator Valiant be placed on non-disciplinary administrative leave without pay until she is otherwise notified by the City Council and to continue the reconvened Executive Session of May 18, 2026 to Discuss Evaluation of Performance of Leslie Valiant pursuant to MN Stat. 13d.05. subd. 3(a).** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

CLOSED SESSION

A. Closed Session to develop or consider offers or counteroffers for the purchase or sale of real or personal property pursuant to MN Stat. 13D.05 Subd.3(c)

A motion was made by Council Member Ask to enter into **closed session pursuant to MN Stat. 13D.05 Subd.3(c) to discuss Parcel 95-917-5110**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

The Council entered into closed session at 6:49 PM. City staff present were Operation Director Kyle Box, Public Works Director Shane Stefanick, City Engineer Jared Voge, City Clerk Vernae Larsen and City Attorney Robert Scott. **Closed session concluded at 7:13 PM.**

With no further business to discuss, Council Member Ask moved to **Adjourn at 7:14 PM**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 8, Noes 0.

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

MAYOR

Attest:

CITY CLERK

Resolution No. 2026-073

Minnesota Department of Natural Resources – Amendment of Lease No. 3

Motion By: Ask Second By: Butterfield

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of

Minnesota, enter into amended lease agreements for NR40015 and NR40020 with the Minnesota Department of Natural Resources for storage space within HG-7, Unit N and HG-6 #5 at Willmar Municipal Airport.

BE IT FURTHER RESOLVED that the Mayor and City Operations Director of the City of Willmar are authorized to sign agreements.

Dated this 1st day of June 2026

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2026-074

A RESOLUTION AWARDING PROJECT NO. 2604-A TO DUININCK, INC. IN THE AMOUNT OF \$1,113,139.85.

Motion By: Gilbertson Second By: Butterfield

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Duininck, Inc. of Prinsburg, MN for Project No. 2604-A is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidder for the terms and consideration of the contract in the amount of \$1,113,139.85.

Dated this 1st day of June, 2026

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

**RESOLUTION NO. 2026-075
PROJECT NO. 2604-A AS-BID BUDGET
TOTAL COST \$1,552,100**

*Budget Amounts are Essential

Motion By: Gardner Second By: Gilbertson

Code

PERSONNEL SERVICES

- 10* Salaries Reg. Employees
- 11* Overtime Reg. Employees
- 12* Salaries Temp. Employees
- 13* Employer Pension Contr.
- 14* Employer Ins. Contr.

RECEIVABLES

Assessments Prop Owners	\$0
Levy	\$476,800
Grant	\$1,019,600
MUC	\$0
WTP	\$0

TOTAL	\$0.00	LOST	\$0
		TOTAL	\$1,496,400
SUPPLIES		FINANCING	
20* Office Supplies		GENERAL	\$476,800
21* Small Tools		GRANT	\$1,019,600
22* Motor Fuels & Lubricants		MUC	\$0
23* Postage		WTP	\$0
24 Mtce. of Equipment		LOST	\$0
25 Mtce. of Structures			
26 Mtce. of Other Improvements		TOTAL	\$1,496,400
27 Subsistence of Persons		GRAND TOTAL	\$1,496,400
28 Cleaning & Waste Removal			
29* General Supplies			
TOTAL	\$0.00		
OTHER SERVICES			
33* Travel-Conf.-Schools			
34 Mtce. of Equipment			
35 Mtce. of Structures			
36* Mtce. of Other Impr.	\$1,113,200		
37 Subsistence of Persons			
38 Cleaning & Waste Removal			
39* Other Services	\$55,700		
TOTAL	\$1,168,900		
OTHER CHARGES			
46* Prof. Serv.	\$327,500		
49 Other Charges			
TOTAL	\$327,500		
GRAND TOTAL	\$1,496,400		

Dated this 1st day of June, 2026

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

RESOLUTION NO. 2026-076

AUTHORIZATION TO APPLY AND ACCEPT THE FEMA –ASSISTANCE TO FIREFIGHTERS GRANT.

Motion By: Ask

Second By: Davis

BE IT RESOLVED, by the City Council of the City of Willmar to support the submittal of an application on behalf of the Willmar Fire Department for, and the acceptance of, a grant from FEMA (AFG) in the amount of approximately \$1,200,000. The grant will be used for the replacement of a 2002 Fire Truck.

Dated this 1st day of June 2026.

/S/ Douglas E. Reese
MAYOR

ATTEST:
/S/Vernae Larsen
CITY CLERK

RESOLUTION NO. 2026-077

**RESOLUTION AUTHORIZING ACCEPTANCE OF
A GRANT FROM THE U.S. DEPARTMENT OF COMMERCE ECONOMIC DEVELOPMENT
ADMINISTRATION**

Motion By: Shuldes Second By: Butterfield

WHEREAS the City of Willmar has applied for and received notice of award from the U.S. Department of Commerce Economic Development Administration (EDA) for the Willmar Industrial Park Readiness Project.

BE IT RESOLVED by the City Council of the City of Willmar that the grant from the U.S. Department of Commerce EDA for the Willmar Industrial Park Readiness Project in the amount of \$2,363,110 is accepted.

The Mayor and City Administrator are authorized to execute this agreement and any amendments on behalf of the City of Willmar contingent upon final review.

Dated this 1st day of June 2026

/S/ Douglas E. Reese
MAYOR

Attest:

/S/Vernae Larsen
CITY CLERK



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – June 8, 2026

11:45 a.m. – WMU Auditorium

The Willmar Municipal Utilities Commission met on Monday, June 8, 2026, at 11:45 a.m. in the WMU Auditorium. Commissioners present were Carol Laumer, Patricia Elizondo, Brad Michelson, and Dan Tollefson. Absent were Commissioners Steve Ammerman and Doug Muzik.

Staff present included General Manager Jeron Smith; Director of Administration Janell Johnson; Information Systems Coordinator Mike Sangren; Finance and Office Services Supervisor Andrea Prekker; Facilities & Maintenance Supervisor Kevin Marti; Interim Executive Secretary Beth Mattheisen; and City Council Liaison Tom Gilbertson. Additional attendees included City Attorney Robert Scott (via teleconference) and West Central Tribune Journalist Jennifer Kotila.

Vice President Laumer called the meeting to order, and the pledge of Allegiance was recited. She then asked if there were any changes or additions to the agenda as presented. There being none, the agenda was approved as presented.

Vice President Laumer then presented the Consent Agenda and called for a motion to approve. Commissioner Michelson moved to adopt Resolution No. 19, seconded by Elizondo. General Manager Smith highlighted items related to the payment of bills. Following Commission review, a roll call vote was taken, with four ayes and zero nays.

Finance & Office Services Supervisor Prekker presented the April 2026 Financial Report, including a recap of the April Investment Portfolio, and the April Cost of Power Report. The financial information reflected operating revenues, expenses, retained earnings, and fund comparisons for both the Electric and Water Divisions.

General Manager Smith informed the Commission that at its June 1st meeting, the City Council approved the Joint Statement between the Willmar Municipal Utilities Commission and the City of Willmar. The purpose of the statement is to reaffirm the collaborative relationship between the two entities as discussed and agreed upon during the recent Joint Work Session.

General Manager Smith provided an update on several recent personnel changes, including the following:

1. Brett Sulier joined the Water Department effective June 8th.
2. A new Lineman has been hired and is scheduled to begin employment on June 22nd.
3. Abby Tenner submitted her resignation. Effective June 8th, Beth Mattheisen will assist with Executive Secretary duties as needed.

Upcoming Events:

- ❖ Willmar Fest Block Party – June 25th. Commissioners are encouraged to participate in the event
- ❖ Willmar Fest Parade – June 27th. WMU line/bucket truck will be displayed in the parade.
- ❖ APPA 2026 National Conference – June 26–July 1, 2026 | Boston, MA
- ❖ MMUA Summer Conference – August 17–19, 2026 | St. Cloud, MN
- ❖ MRES Municipal Power Leadership Academy – September 16–17, 2026 | Sioux Falls, SD

President Laumer asked for any additional discussion. Hearing none, Commissioner Michelson moved to adjourn the meeting, seconded by Commissioner Tollefson. The motion carried unanimously with four ayes and zero nays. The meeting was adjourned at 12:00 pm.

Respectfully submitted,

WILLMARMUNICIPAL UTILITIES

Beth Mattheisen, Interim Exec. Secretary

ATTEST:

Patricia Elizondo, Secretary

RESOLUTION NO. 19

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 May 26, 2026, MUC Meeting
- ❖ Bills represented by vouchers No. 20260691 through No. 20260810, including associated wire transfers, totaling \$1,025,034.22

Dated this 8th day of June 2026.


Vice President

Attest:


Secretary



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.C.
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 Firefighter Honor Guard Lawful Gambling Application		

RECOMMENDED ACTION:

Approve Kandiyohi County Firefighter Honor Guard Lawful Gambling Application

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Kandiyohi County Firefighter Honor Guard Lawful Gambling Application

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Kandiyohi County Firefighter Honor Guard Previous Gambling Permit Number: X-95710-25-001

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 99-1445613

Mailing Address: 515 2nd St SW

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

Name of Chief Executive Officer (CEO): Corey Thorson

CEO Daytime Phone: 320-894-1463 CEO Email: corey@alexairapparatus.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 Fire Station

Physical Address (do not use P.O. box): 515 2nd St SW

Check one:
 City: Willmar Zip: 56201 County: Kandiyohi
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

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

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

LG220 Application for Exempt Permit

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

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

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

Print City Name: Willmar

Signature of City Personnel:

Debrae Hansen
 Title: City Clerk Date: 6/11/26

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: _____

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

Date: 6-11-26

Print Name: Corey Thorson

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 Depart-

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

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:	June 15, 2026	Agenda Item Number:	5.D.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Planning Commission Applicant		

RECOMMENDED ACTION:

Approve Justin Pearce to the Planning Commission.

OVERVIEW:

Mayor Reese has approved forwarding Planning Commission applicant Justin Pearce.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Pearce, Justin Planning Commission

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

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

Submitted by: Justin Pearce

Submitted On: 2026-05-28 15:27:46

Submission IP: 174.234.130.145 (172.31.65.45)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Allie Paulsen

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
05/28/2026	Justin	Pearce

Format: MM/DD/YYYY

*** Address**

1301 11 th st sw

*** City**

Willmar

*** Phone**

3209053667

Phone

*** Email**

justinartpearce@icloud.com

Email

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

Looking for ways I can have a positive impact in my community. Recently took the Willmar Government Academy class and learned about the planning commission, sounds like something I can contribute to.

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

Planning commission stood out to me for a few reasons. I have been in the building supply industry for a few years so new development is interesting to me. Also just to be able to help the city grow.

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

I have worked in the building supply industry for over 15 years. Real estate has always been a passion of mine as well. I have lived in multiple communities over the years. All of this helps give me a different perspective of the city and different areas of growth.

*** List your educational background**

Willmar high school graduate

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

Willmar government academy

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

Perkins lumber 100 10th st nw Willmar mn 56201 Inventory manager



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.E.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Accounts Payable Report, May 28, 2026 - June 10, 2026		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

- 05.28.26 thru 06-10-26

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
104507	Kramer Well Drilling Premier Pursuit LLC	462881 5460	\$ 257,127.87	77613	Pay Appl #1	Pay App 1 - Willmar Connect
104510	AB Vacuum Center	651890 5220	\$ 499.99		000447	Titan Backpack Vacuum
104475	Abdi Ahmed	101844 5460	\$ 378.00		STMT/05-26	Little Cardinal spring soccer coach
104318	Abner Sales	101844 5220	\$ 940.00		052826	Motor for Sprinkler
103696	ACE ROLLOFFS & DISPO	101803 5360	\$ 129.48		238/06-26	City hall garbage service
103696	ACE ROLLOFFS & DISPO	101821 5360	\$ 52.70		237/06-26	Garbage service
103696	ACE ROLLOFFS & DISPO	101830 5360	\$ 846.00		200/06-26	Section A Parks Garbage
103696	ACE ROLLOFFS & DISPO	101830 5360	\$ 260.06		213/06-26	Section B parks garbage service
103696	ACE ROLLOFFS & DISPO	101830 5360	\$ 202.64		239/06-26	Public Works garbage service
103696	ACE ROLLOFFS & DISPO	101844 5360	\$ 146.02		235/06-26	Events/Rec Center Garbage
103696	ACE ROLLOFFS & DISPO	101844 5360	\$ 176.12		236/06-26	Rec Fields Garbage
103696	ACE ROLLOFFS & DISPO	101845 5360	\$ 154.51		234/06-26	Civic Center Garbage
103696	ACE ROLLOFFS & DISPO	101847 5360	\$ 49.68		233/06-26	Community Center Garbage
103696	ACE ROLLOFFS & DISPO	101848 5360	\$ 105.13		242/06-26	DOAC Garbage
103696	ACE ROLLOFFS & DISPO	651890 5360	\$ 24.35		240/06-26	WWTP garbage service
103696	ACE ROLLOFFS & DISPO	651890 5360	\$ 209.71		241/06-26	WWTF garbage service
103642	AFFORDABLE STUMP GRI	101830 5320	\$ 3,360.00		6-3-2026	Stump Grinding
102061	ALEX AIR APPARATUS 2	101821 5220	\$ 524.75		INV-54417	50' green hose 1.75" Big 10
102061	ALEX AIR APPARATUS 2	101821 5220	\$ 94.47		INV-54532	SCBA assembled bracket
103136	ALPHA TRAINING & TAC	101820 5200	\$ 52.00		2026-0138	Custom ID Panels for new CSOs
100041	ALPHA VIDEO & AUDIO	101841 5300	\$ 1,500.00		40669	Annual support for Cablecast servers
103557	AMAZON CAPITAL SERVI	101803 5220	\$ 417.52		1XP1-W4YJ-4QLH	Conference room chairs
103557	AMAZON CAPITAL SERVI	101809 5200	\$ 5.69		1QTK-1YLC-9XMD	Speck iPhone 16 case
103557	AMAZON CAPITAL SERVI	101809 5220	\$ 4.00		1QTK-1YLC-9XMD	Speck iPhone 16 case
103557	AMAZON CAPITAL SERVI	101809 5300	\$ 16.37		116R-7GFH-YMWW	Replacement mouse for K. Radunz
103557	AMAZON CAPITAL SERVI	101820 5200	\$ 192.50		13QP-T69T-Y7CC	Chair for Detective Sergeant Nelson
103557	AMAZON CAPITAL SERVI	101820 5200	\$ 44.08		1DWX-H1TM-DWDX	Headphones for Det Sgt Nelson
103557	AMAZON CAPITAL SERVI	101820 5200	\$ 140.91		1HW1-GJY3-NJDC	Floor Mats Qty 3
103557	AMAZON CAPITAL SERVI	101821 5200	\$ 5.99		1QHW-W9CG-LRW3	Mini Oxygen regulator, (2) reflective stickers
103557	AMAZON CAPITAL SERVI	101821 5220	\$ 23.70		1QHW-W9CG-LRW3	Mini Oxygen regulator, (2) reflective stickers
103557	AMAZON CAPITAL SERVI	101821 5220	\$ 56.70		1WKV-PQJM-9CCK	(2) Mini Oxygen regulators, (3) Washer seals
103557	AMAZON CAPITAL SERVI	101830 5300	\$ 70.56		1CWQ-JJYM-4WDQ	Tires
103557	AMAZON CAPITAL SERVI	101830 5300	\$ 94.28		1XTF-RVGH-G31T	Tires
103557	AMAZON CAPITAL SERVI	101844 5200	\$ 119.94		1LLQ-YFN6-4QLX	Mulch Glue
103557	AMAZON CAPITAL SERVI	101844 5210	\$ 18.95		1J76-RDJV-QVRP	batteries for office
103557	AMAZON CAPITAL SERVI	101844 5220	\$ 23.08		1CWQ-JJYM-P1RH	Pump Sprayer
103557	AMAZON CAPITAL SERVI	101847 5200	\$ 9.49		1DGX-RNMG-NKQ3	SWIF: Adhesive sheets for crafts
103557	AMAZON CAPITAL SERVI	101847 5470	\$ 34.00		1GTQ-7RYX-DHCV	wand beads for craft class
103557	AMAZON CAPITAL SERVI	101848 5300	\$ 204.00		13V6-41YQ-PHP6	Sensor for pool
103557	AMAZON CAPITAL SERVI	651890 5200	\$ 33.69		1MMK-NC74-DHJV	General supplies
103557	AMAZON CAPITAL SERVI	651890 5220	\$ 214.87		1K1Y-QXPF-1MMP	Pallet ramp
103166	AMEM	101821 5400	\$ 200.00		2026321-176	AMEM Annual Dues (B. Hanson)
900148	AMERICAN DATABANK LL	101820 5460	\$ 27.63		26050237	pre-employment background check
100057	AMERICAN WELDING & G	101830 5200	\$ 59.87		0011716875	Welding gas
100057	AMERICAN WELDING & G	230838 5460	\$ 301.23		0011693443	Fire Extinguishers Maintenance & Refill
102954	ANDERSON LAW OFFICES	101820 5275	\$ 25,936.37		2929	May 2026 Legal Services
103731	AQUATIC INFORMATICS	651890 5490	\$ 3,636.57		118131	Hach WIMS support
103499	ARROW LIFT	101845 5300	\$ 336.49		P-SI83789	Lift Repairs
103946	ARVIG	101809 5290	\$ 3,824.17		STMT/05-26	Leased fiber - June
103008	ASPEN MILLS	101820 5500	\$ 360.73		376287	CSO Uniform - L. Holmgren
103008	ASPEN MILLS	101821 5500	\$ 44.70		376322	Belt and name tag for C. Holter
100075	AT&T MOBILITY	101809 5290	\$ 2,069.31		87296610156X06032026	FirstNet Apr/May
103610	AUSTIN INCORPORATED	230838 5360	\$ 150.00		53235	Septic Pumping
103610	AUSTIN INCORPORATED	230838 5360	\$ 150.00		53388	Septic Pumping
102418	B & H	101841 5220	\$ 2,158.19		244675257	Mirrorless camera
103482	BAKER TILLY MUNICIPA	426830 5460	\$ 30,000.00		BTMA35502	2026A General Obligation Tax Abatement bonds
103525	BANKS/ERIC	101844 5460	\$ 330.00		061026	Adult Softball Official (6 Games)
103505	BECKER/DALE	101830 5080	\$ 180.00		6653602	Safety boots reimbursement
104436	Better Things Ahead	101820 5460	\$ 150.00		1067	Therapy Session
104299	BFirst Industrial	101830 5300	\$ 20.60		80034538-02	Metric Nuts and Bolts
101010	BOLTON & MENK INC	430838 5460	\$ 1,400.00		0396595	Acquisition of Snow Removal Equipment - Airport
101010	BOLTON & MENK INC	430838 5460	\$ 1,350.00		0396596	Runway 13/31 Lighting System

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
101010	BOLTON & MENK INC	430838 5460	\$ 6,125.00		0396599	Runway 13/31 Pavement Maintenance
101010	BOLTON & MENK INC	651890 5460	\$ 1,130.00		0396197	PFAS Reduction Grant
104515	Bradley Haugen	101844 5460	\$ 55.00		061026	Adult Softball Umpire
104505	Brian Fredrick	101844 5460	\$ 50.00		050426	Boys Intramural volleyball official
101980	BSE	101845 5200	\$ 47.09		931770329	Thermo Guard
103390	CENTRACARE	101820 5460	\$ 32.50		RMH877	Warrant for ICR 26004877
101259	CENTRAL COUNTIES COO	101830 5200	\$ 2,722.14		67580	45 gallons Buccaneer
100156	CHAPPELL CENTRAL INC	651890 5300	\$ 175.40		SVC-130707	AC PM Town plant
100156	CHAPPELL CENTRAL INC	651891 5300	\$ 108.00		SVC-130705	CCDR HVAC PM
100736	CHARTER COMMUNICATIO	101809 5290	\$ 563.89		224360801060126	June Phone/Rice Park Internet
103431	CHRISTENSEN/MICHAEL	101820 5380	\$ 223.00		060926	Meal Reimbursement While At Training
103708	CITY LINE TOWING	101820 5490	\$ 195.00		26-11028	Tow for ICR 26005639
103722	CIVICPLUS, LLC	101 1370	\$ 1,493.40		366446	Municode Subscription - full service
103722	CIVICPLUS, LLC	101804 5400	\$ 2,090.73		366446	Municode Subscription - full service
104070	Column Software PBC	101802 5330	\$ 181.47		B15E1683-0143	2026B Tax Abatement Bonds Hearing
104070	Column Software PBC	101802 5330	\$ 145.18		B15E1683-0144	2026B GO Bond Hearing Notice
103677	COORDINATED BUSINESS	208850 5210	\$ 188.78		42137017	CVB-Managed Print Services
104090	Cortez Arredondo	101820 5380	\$ 223.00		060926	Meal Reimbursement while at Triaining
100186	CROW CHEMICAL & LIGH	651890 5200	\$ 104.10		132648	Cleaning supplies
103260	CROW RIVER CONSTRUCT	101830 5320	\$ 4,378.71		584	Dust Control on Roads
100193	DAKTRONICS INC	899844 5320	\$ 16,466.00		7208221	Swansson Scoreboards
103655	DITTRICH/COLETON	101820 5080	\$ 190.00		060926	Reimbursement for Safety Boots
100212	DOOLEY'S PETROLEUM I	101 1350	\$ 27,716.64		882955	Diesel and Unleaded fuel
103245	DUININCK CONCRETE CO	101830 5220	\$ 36.58		2605-703841	Margin Trowel
100222	DUININCK INC	101830 5320	\$ 1,200.00		569896	Asphalt Tack
100222	DUININCK INC	425830 5320	\$ 185,043.57		Appl #5 2503-B	Project No. 2503-B Pay App 5
100231	ED'S SERVICE CENTER	101820 5490	\$ 195.00		150865	Tow for Squad Car with Flat
100231	ED'S SERVICE CENTER	101820 5490	\$ 225.00		151224	Tow for ICR 26005497
100231	ED'S SERVICE CENTER	101820 5490	\$ 195.00		8782	Tow for ICR 26005734
103288	ELECTRIC MOTOR COMPA	101848 5300	\$ 775.16		SAL-WLM-19804	Repair of slide motor for DOAC
101567	ETTERMAN ENTERPRISES	101844 5220	\$ 95.88		386806	Zip Ties
101567	ETTERMAN ENTERPRISES	101848 5200	\$ 97.84		386587	Zip Ties For DOAC
101567	ETTERMAN ENTERPRISES	101848 5300	\$ 111.86		386805	Supplies for slide Motor Repair
102177	EVANS/JASON	101820 5380	\$ 223.00		060926	Meal Reimbursement While At Training
102443	EXCEL OVERHEAD DOOR	101830 5310	\$ 4,783.00		46416	Mechanic Shop Door Openers
103002	FARM-RITE EQUIPMENT	101830 5300	\$ 313.25		P63248	Belt and Tensioner
103002	FARM-RITE EQUIPMENT	101830 5300	\$ 21.18		P63252	Belt Tensioner
103002	FARM-RITE EQUIPMENT	101845 5300	\$ 338.38		P63300	Belt and Tensioner
103002	FARM-RITE EQUIPMENT	651890 5300	\$ 289.29		P63228	Mower blades
100810	FERGUSON ENTERPRISES	101830 5200	\$ 24.97		2718081	Sawzall blades
100810	FERGUSON ENTERPRISES	101830 5320	\$ 93.47		2718256	8" Coupler, Repair storm line on 19th Ave
103814	FILEONQ	101 1370	\$ 3,937.50		14306	EvidenceOnQ Subscription 7/1/26-6/30/27
103814	FILEONQ	101820 5400	\$ 3,937.50		14306	EvidenceOnQ Subscription 7/1/26-6/30/27
101449	FLAHERTY & HOOD P.A.	101802 5275	\$ 2,285.72		25172	May 2026 Municipal / Litigation Matters
101449	FLAHERTY & HOOD P.A.	101802 5275	\$ 14,715.15		25205	May 2026 Labor and Employment Services
101449	FLAHERTY & HOOD P.A.	101807 5275	\$ 210.00		25172	May 2026 Municipal / Litigation Matters
101449	FLAHERTY & HOOD P.A.	101821 5460	\$ 262.50		25172	May 2026 Municipal / Litigation Matters
101449	FLAHERTY & HOOD P.A.	101844 5460	\$ 1,142.50		25172	May 2026 Municipal / Litigation Matters
101449	FLAHERTY & HOOD P.A.	662881 5275	\$ 2,115.00		25172	May 2026 Municipal / Litigation Matters
102269	FORUM COMMUNICATIONS	101847 5470	\$ 131.74		474280-0530-1031	WCTrib Insert Newsletter-BEthe fund
100387	GATEWOOD ELECTRIC IN	101848 5300	\$ 785.77		11295	Electrical work on slide pump at DOAC
100293	GENERAL MAILING SERV	101803 5270	\$ 24.16		77426	USPS 05/01/26
100293	GENERAL MAILING SERV	101820 5270	\$ 112.37		77457	Mailing Service for Evidence
100293	GENERAL MAILING SERV	208851 5270	\$ 50.46		77378	CVB-Postage
100293	GENERAL MAILING SERV	208851 5270	\$ 250.22		77455	CVB-Postage
100786	GRAINGER INC	651890 5200	\$ 350.91		9916625685	HVAC filters
100786	GRAINGER INC	651890 5300	\$ 89.52		9935035239	HVAC filters
100786	GRAINGER INC	651890 5500	\$ 85.54		9925088438	Safety kit supplies
101887	GRAND RENTAL STATION	101844 5420	\$ 43.24		1-589791	Auger Rental
101504	GREENSPRING MEDIA GR	208851 5472	\$ 2,300.00		2026ci-7826	CVB - Advertising
101504	GREENSPRING MEDIA GR	208851 5472	\$ 940.00		2026ci-7871	CVB-Advertising
104504	Greg Snow	101844 5460	\$ 135.00		050426	Boys Intramural volleyball official
100324	HAUG IMPLEMENT CO -	101830 5200	\$ 33.52		554149	Spray Paint

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
100324	HAUG IMPLEMENT CO -	101830 5300	\$ 3,355.54		548576	Haug Invoice
100324	HAUG IMPLEMENT CO -	101830 5300	\$ 149.19		554150	Potentiome
102609	HAUG-KUBOTA LLC	101830 5300	\$ 54.92		29370	Grease Fittings
102609	HAUG-KUBOTA LLC	101830 5300	\$ 11.74		29373	Spring Plate
102609	HAUG-KUBOTA LLC	101830 5300	\$ 523.68		29388	Bagger Parts
102609	HAUG-KUBOTA LLC	101830 5300	\$ 73.45		29409	Spring Plates
102609	HAUG-KUBOTA LLC	101830 5300	\$ 1,184.92		29487	Bagger blower parts
100325	HAWKINS INC	651890 5200	\$ 10,893.94		7446854	Ind. ferric
100325	HAWKINS INC	651890 5200	\$ 10,898.44		7449960	Muni ferric
102036	HEGLUND CATERING	208850 5380	\$ 219.09		17416	CVB- Board Meeting
103874	HENRY SCHEIN, INC	101821 5200	\$ 90.88		57486366	True Metrix pro test strips
100333	HILLYARD\HUTCHINSON	101830 5200	\$ 142.41		90160542	Tissue Paper
100333	HILLYARD\HUTCHINSON	101830 5200	\$ 153.53		90167715	Garbage Bags, Hand Soap
100333	HILLYARD\HUTCHINSON	101830 5200	\$ 58.75		90167716	Paper towels
100333	HILLYARD\HUTCHINSON	101830 5200	\$ 146.52		90169257	Hand Towels
100333	HILLYARD\HUTCHINSON	101830 5200	\$ 113.48		90173921	Garbage Bags
100333	HILLYARD\HUTCHINSON	101830 5360	\$ 56.34		1400009901	credit taken twice on inv 608000805
103936	HOFFMAN CONSTRUCTION	101833 5320	\$ 3,625.00		INV619	Eagle Ridge Dr. Storm Pipe Repair
103936	HOFFMAN CONSTRUCTION	651891 5490	\$ 1,425.00		INV607	Willmar Ave sewer repair
103936	HOFFMAN CONSTRUCTION	651891 5490	\$ 1,675.00		INV618	Mall manhole repair
103075	HORIZON COMMERCIAL P	101848 5200	\$ 4,328.64		INV142063	Chemicals for DOAC
103075	HORIZON COMMERCIAL P	458848 5600	\$ 61,500.00		INV139918	Sand Filter Payment
100343	I & M LANDSCAPING NU	235807 5490	\$ 1,344.00		18037	Downtown Cement Pot Flowers
104235	IdentiSys Inc.	101809 5270	\$ 20.63		769028	(100) Prox I.D. badges
104235	IdentiSys Inc.	101809 5300	\$ 185.00		769028	(100) Prox I.D. badges
104235	IdentiSys Inc.	662881 5200	\$ 185.00		769028	(100) Prox I.D. badges
104235	IdentiSys Inc.	662881 5270	\$ 20.62		769028	(100) Prox I.D. badges
103355	JOHANNECK WTR CONDIT	101803 5420	\$ 46.00		ER1801-3-101	Cooler Rental
103355	JOHANNECK WTR CONDIT	651890 5200	\$ 32.00		149163	Lab water
103355	JOHANNECK WTR CONDIT	651890 5200	\$ 39.00		149513	Lab water
103355	JOHANNECK WTR CONDIT	651890 5200	\$ 32.00		149825	Lab water
103355	JOHANNECK WTR CONDIT	651890 5200	\$ 18.00		150081	Lab water
103355	JOHANNECK WTR CONDIT	651890 5200	\$ 11.00		150082	Lab water
103355	JOHANNECK WTR CONDIT	651890 5420	\$ 1.00		CR1711-3-214	Cooler rent
103355	JOHANNECK WTR CONDIT	651890 5420	\$ 2.00		CR1711-3-226	Cooler rent
100376	KANDIYOHI CO AUDITOR	101820 5360	\$ 56.00		560213	Tire Disposal
100376	KANDIYOHI CO AUDITOR	101830 5360	\$ 290.58		559941	Garbage to landfill
100376	KANDIYOHI CO AUDITOR	101830 5360	\$ 92.54		560216	Tire Disposal
100376	KANDIYOHI CO AUDITOR	101830 5360	\$ 29.54		560668	Couch Disposal
100380	KANDIYOHI CO FIRE CH	101821 5400	\$ 55.00		20261	2026 Membership Dues
104513	Key Enterprises, LLC	208851 5472	\$ 1,330.00		M2026-156084	Advertising
103138	KING'S ELECTRIC LLC	101830 5310	\$ 776.21		3769	Wire new garage door openers in mechanic shop
103138	KING'S ELECTRIC LLC	651890 5490	\$ 1,265.48		3736	Town plant gate
102122	KRISS PREMIUM PRODUC	101845 5260	\$ 675.00		200885	Tolcide
104321	Kurilla Contracting	425830 5320	\$ 24,215.50		Appl #6 2501-A	Project No. 2501-A Pay App 6
102187	LAKELAND MEDIA	208851 5472	\$ 1,550.00		IN-126056888	CVB-Advertising
104055	Larsen *Petty Cash	101805 5270	\$ 93.60		060926	Replenish Petty Cash
104055	Larsen *Petty Cash	101820 5300	\$ 144.75		060926	Replenish Petty Cash
104055	Larsen *Petty Cash	101844 5300	\$ 22.50		060926	Replenish Petty Cash
101189	LEAGUE OF MN CITIES	101801 5040	\$ 419.18		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101802 5040	\$ 14.91		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101803 5040	\$ 295.61		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101804 5040	\$ 137.30		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101806 5040	\$ 312.05		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101807 5040	\$ 590.07		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101809 5040	\$ 145.36		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101810 5040	\$ 136.62		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101811 5040	\$ 152.66		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101820 5040	\$ 40,009.85		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101821 5040	\$ 9,735.34		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101830 5040	\$ 11,634.45		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101841 5040	\$ 41.41		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101844 5040	\$ 2,866.60		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
101189	LEAGUE OF MN CITIES	101845 5040	\$ 2,343.15		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101847 5040	\$ 455.23		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	101848 5040	\$ 1,181.61		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	651890 5040	\$ 3,275.49		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
101189	LEAGUE OF MN CITIES	651891 5040	\$ 512.11		40000465-26-06	1st Qtr Installmnt-Work Comp Ins 6/1/26-6/1/27
100983	LEAGUE OF MN CITIES	651891 5320	\$ 28,551.35		LMC GL 000000442667	DOI 06/12/25 Melissa Strommer insurance claim
103694	LETS	101820 5400	\$ 715.85		INV-003441	Drone Annual Subscription
102593	LOFFLER COMPANIES	101809 5400	\$ 18.17		5367259	CvC Office & PD Sergeants prints
102593	LOFFLER COMPANIES	101809 5400	\$ 16.57		5367261	FD Office prints
102593	LOFFLER COMPANIES	101809 5400	\$ 150.33		5371257	CH Finance & PD Mailroom prints
102593	LOFFLER COMPANIES	101809 5400	\$ 233.66		5374661	CH Plotter prints
102593	LOFFLER COMPANIES	208850 5290	\$ 34.42		5368044	CVB-Telephone Charges
102593	LOFFLER COMPANIES	651890 5400	\$ 20.50		5367260	WTP Lobby prints
101121	MAGNUSON SHEET METAL	101821 5310	\$ 537.32		i3357	AC work
104503	Mark Herman	101844 5460	\$ 135.00		050426	Boys Intramural volleyball official
104502	Mark Neu	101844 5460	\$ 1,081.00		52826	West Central Outlaws Wrestling Coaching
100449	MENARDS	101821 5200	\$ 50.00		11162	(20) bags of mulch & Fuses
100449	MENARDS	101821 5200	\$ 15.00		11262	(6) bags of mulch
100449	MENARDS	101821 5300	\$ 18.99		11162	(20) bags of mulch & Fuses
100449	MENARDS	101830 5200	\$ 8.47		10909	Sewer clean out plug
100449	MENARDS	101830 5200	\$ 31.96		11153	l pad charger, Interior cleaner, forks
100449	MENARDS	101830 5200	\$ 17.82		11322	Batterys
100449	MENARDS	101830 5220	\$ 119.38		11444	1/4hp utility pump
100449	MENARDS	101830 5500	\$ 178.71		11106	Vests, Face Masks, Ear protection
100449	MENARDS	101831 5200	\$ 12.50		10560	Bottled water
100449	MENARDS	101844 5300	\$ 43.92		10862	Sprinkler Parts
100449	MENARDS	101844 5320	\$ 123.25		11161	Mulch
100449	MENARDS	101845 5210	\$ 38.28		10986	door locks, batteries and tools
100449	MENARDS	101845 5220	\$ 28.93		10986	door locks, batteries and tools
100449	MENARDS	101845 5300	\$ 9.32		10990	parts for sprayer
100449	MENARDS	101845 5310	\$ 261.16		10986	door locks, batteries and tools
100449	MENARDS	101848 5300	\$ 33.64		11272	Parts for Motor repair at DOAC
100449	MENARDS	101848 5300	\$ 43.51		11295	Parts for pool motor
102699	MIKE'S SMALL ENGINE	101830 5300	\$ 33.98		37272	Air filter kit, Spark plug
102699	MIKE'S SMALL ENGINE	101830 5300	\$ 164.99		37375	Gear Head
103729	MILLS PARTS CENTER	101820 5300	\$ 68.28		6636744	O2 Sensor
104508	Milton Tollefson	101847 5200	\$ 30.00		12549	Refund for Jason Show Trip
101805	MINI BIFF LLC	101830 5420	\$ 125.46		19915	Brush Site Apr29-May26
101805	MINI BIFF LLC	101844 5420	\$ 135.66		110051	Southfield May4-May31
101805	MINI BIFF LLC	101844 5420	\$ 135.66		110053	Green Field May4-May31
101805	MINI BIFF LLC	101844 5420	\$ 135.66		110153	Gesch May7-Jun3
101805	MINI BIFF LLC	101844 5420	\$ 406.98		110215	Robins May8-Jun4
101805	MINI BIFF LLC	101844 5420	\$ 135.66		110312	Ridgewater May12-Jun8
101805	MINI BIFF LLC	101844 5420	\$ 135.66		19979	Sunrise Apr28-May25
104125	Minnesota Viking	101847 5470	\$ 4,928.00		1348829	MN viking Trip tickets- 10.25- bethesda fund
100488	MN DEPT OF HEALTH	101848 5450	\$ 50.00		1139421	DOAC hospitality fee 2026
100499	MN ELEVATOR INC	101803 5310	\$ 204.52		1190274	Bi monthly elevator service
100873	MOTOR SPORTS OF WILL	651890 5260	\$ 119.98		2604936	Ranger oil change kits
100424	M-R SIGN CO INC	101830 5320	\$ 138.16		231258	Street signs- 5th, Johanna
900040	MSFDA	101821 5400	\$ 264.00		06092026	MN FF Publication Renewals
100539	MTI DISTRIBUTING CO	101830 5300	\$ 2,659.07		1517496-00	Toro Service Tech Invoice
104514	Mubashir Muse	101844 5460	\$ 308.00		STMT/05-26	Little Cardinal Spring Soccer coach
100544	MVTL LABORATORIES IN	651890 5460	\$ 63.25		1359923	Lab test
100544	MVTL LABORATORIES IN	651890 5460	\$ 63.25		1360761	Lab test
103799	NCPERS GROUP LIFE IN	101801 5075	\$ 96.00		841200072026	Premiums withheld from employess on 6/12 payroll
104214	Nei-Turner Media	208851 5471	\$ 1,000.00		245646	CVB-Advertising
104495	Neumo Enterprise	101806 5400	\$ 2,310.00		INV000940	May 2026 Application Hosting
104517	Noah Kloss	101844 5460	\$ 165.00		061026	Adult Softball Umpire (3 games)
102547	Noe Carranza	101820 5460	\$ 150.00		321	Interpreting Services for ICR 26005190
103983	NORDIC	101830 5200	\$ 144.50		114336	Hydro Mulch
103983	NORDIC	101830 5200	\$ 352.00		114441	Hydro Mulch
103605	NORTH CENTRAL INTERN	101830 5300	\$ 16,631.04		R201006247:01	North Central Work order.
103605	NORTH CENTRAL INTERN	101830 5300	\$ 559.03		X201157119:01	Mirror Assembly

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
104426	Old National Bank	101820 5200	\$ 10.90		052726	Search Warrant Fee ICR 26004749
104426	Old National Bank	101820 5460	\$ 20.90		060326	Search Warrant Invoice WPD 26004900
104353	PB Electronics Inc	101820 5300	\$ 474.00		149426	Repair of equipment
100604	PERKINS LUMBER CO IN	101844 5200	\$ 12.06		STMT/05-26	Finance Charge
100604	PERKINS LUMBER CO IN	101844 5320	\$ 37.90		2604-018754	Screws and Stakes
100604	PERKINS LUMBER CO IN	101844 5320	\$ 204.90		2604-018900	Materials for Batting Cages
100604	PERKINS LUMBER CO IN	101844 5320	\$ 227.00		2605-018742	Materials for Batting Cage
100604	PERKINS LUMBER CO IN	101844 5320	\$ 333.66		2605-018749	Material for Batting Cages
100604	PERKINS LUMBER CO IN	101844 5320	\$ 165.13		2605-021549	Sunrise Batting Cage Materials
100604	PERKINS LUMBER CO IN	101844 5320	\$ 13.00		2605-021683	Wood Stakes
100604	PERKINS LUMBER CO IN	101844 5320	\$ 27.99		2605-022661	Treated Wood for Miller Park
100604	PERKINS LUMBER CO IN	101844 5320	\$ 18.98		2605-023408	Materials for Hedin Park
100608	PETERSON SHOE STORE	101821 5080	\$ 152.95		240380	Keen's (B. Giles)
104516	Peyton Sterkowitz	101844 5460	\$ 495.00		061026	Adult Softball Umpire (9 games)
104470	Phillip Kassel	101844 5460	\$ 1,081.00		05282026	West Central Outlaws Wrestling Coaching
100374	PREMIUM WATERS INC	101821 5420	\$ 8.00		330721831	Monthly cooler rental
100374	PREMIUM WATERS INC	101847 5200	\$ 10.99		330722127	water
100374	PREMIUM WATERS INC	101848 5200	\$ 159.49		330723689	Water for DOAC staff
100639	RAMBOW INC	101821 5500	\$ 2,880.00		677816	(12) Safety coats
100639	RAMBOW INC	101844 5200	\$ 546.71		695179	Summer Parks and Rec staff shirts
100639	RAMBOW INC	101848 5200	\$ 686.28		693007	DOAC Staff shirts
104304	Robin Raasch	101807 5490	\$ 27.94		06012026	treats for welcome new employee and farewell
103062	ROSENBAUER MINNESOTA	424821 5620	\$ 2,418.67		0000022007	Junkinbasket #254181 / Tower 9
100665	RULE TIRE SHOP	101830 5300	\$ 923.70		1-81810	Tires
100665	RULE TIRE SHOP	101830 5300	\$ 228.00		1-81863	Tires
100665	RULE TIRE SHOP	651890 5300	\$ 306.00		1-81785	Tires
101418	RUNNING'S SUPPLY INC	101820 5200	\$ 8.91		6680877	Ammo
101418	RUNNING'S SUPPLY INC	101830 5080	\$ 214.99		6698425	Safety boots T. Dickerson
101418	RUNNING'S SUPPLY INC	101830 5200	\$ 62.96		6681049	Spray Nozzles
101418	RUNNING'S SUPPLY INC	101830 5200	\$ 3.54		6693735	Screw's
101418	RUNNING'S SUPPLY INC	101830 5220	\$ 239.00		6681212	electric ratchet
101418	RUNNING'S SUPPLY INC	101830 5300	\$ 40.98		6672941	Chain, links
101418	RUNNING'S SUPPLY INC	101830 5300	\$ 39.98		6680363	water sprayer nozzles for roller
101418	RUNNING'S SUPPLY INC	101830 5300	\$ 56.97		6694879	Ball Valve 1/2"
101418	RUNNING'S SUPPLY INC	651890 5200	\$ 169.98		6694864	Weed killer
101418	RUNNING'S SUPPLY INC	651890 5300	\$ 39.99		6686200	Trimmer head
101418	RUNNING'S SUPPLY INC	651890 5300	\$ 39.99		6695402	Trimmer head
103640	SAFETY FIRST PLAYGRO	101844 5310	\$ 3,773.00		20263526	Wood Chips for playgrounds
103441	SCHAEFBAUER/JOSEPH	101820 5380	\$ 223.00		060926	Meal Reimbursement While At Training
101122	SCHAEFFER MFG CO	101830 5200	\$ 67.65		EC6135-INV1	Grease Tubes
100685	SERVICE CENTER/CITY	101807 5260	\$ 330.57		STMT/04-2026	unleaded and diesel fuel April
100685	SERVICE CENTER/CITY	101820 5260	\$ 7,882.31		STMT/04-2026	unleaded and diesel fuel April
100685	SERVICE CENTER/CITY	101821 5260	\$ 1,177.63		STMT/04-2026	unleaded and diesel fuel April
100685	SERVICE CENTER/CITY	101830 5260	\$ 6,150.00		STMT/04-2026	unleaded and diesel fuel April
100685	SERVICE CENTER/CITY	101845 5260	\$ 743.50		STMT/04-2026	unleaded and diesel fuel April
100685	SERVICE CENTER/CITY	651890 5260	\$ 1,759.77		STMT/04-2026	unleaded and diesel fuel April
100690	SHERWIN WILLIAMS CO	101845 5310	\$ 534.58		3016-6	Paint
100690	SHERWIN WILLIAMS CO	101845 5310	\$ 286.93		3130-5	Paint
100275	SHI CORP	101 1370	\$ 2,015.99		B21063800	Netwrix FY26/FY27 renewal
100275	SHI CORP	101809 5450	\$ 2,015.99		B21063800	Netwrix FY26/FY27 renewal
103218	SIETSEMA/SARA	101833 5370	\$ 65.25		052926	Reimbursement for Sara CMWEA meeting
103730	SIGN SOLUTIONS USA	101830 5320	\$ 1,125.26		423348	Sign Posts
103049	SRF CONSULTING GROUP	450801 5460	\$ 8,804.30		19899.00-2	Rail Corridor Study Prof. Services
100706	STACY'S NURSERY INC	101830 5200	\$ 802.34		26533	Flower pots, elm and oak trees
100706	STACY'S NURSERY INC	235807 5490	\$ 967.06		26533	Flower pots, elm and oak trees
100188	STERLING WATER-MINNE	101803 5420	\$ 19.45		315X04562707	Water softener rental
100722	STREICHER'S	101820 5200	\$ 4,739.24		I1829838	Ammunition
102555	SUMMIT FIRE PROTECTI	101803 5310	\$ 161.00		4142709	Fire alarm monitoring service
102555	SUMMIT FIRE PROTECTI	101830 5310	\$ 527.45		4166466	PW Alarm Inspection
102555	SUMMIT FIRE PROTECTI	101830 5310	\$ 392.45		4166470	Vehicle Storage Alarm Inspection
104462	Swanson's Equipment	101830 5200	\$ 112.25		48362	Pressure washer hose repair
104015	Swenson and Sons	101844 5320	\$ 8,000.00		052526	DNR Fishing Piers
104511	Swingstreet Big Band	101847 5470	\$ 2,800.00		061026	Swingstreet Big Band Performance 6.20

Vendor Payment Listing

May 28, 2026 Through June 10, 2026



VENDOR	VENDOR NAME	ACCOUNT	AMOUNT	CHECK NO	INVOICE	INVOICE DESCRIPTION
100161	SYSO WESTERN MINNES	101848 5200	\$ 2,681.92		353201906	Product for DOAC concessions
100161	SYSO WESTERN MINNES	101848 5200	\$ (30.45)		353202451	Pickles didn't come on truck so credit for them
104381	Systematic Tech	101809 5310	\$ 12,477.89		260024A	Civic Center recable - material
104381	Systematic Tech	101809 5310	\$ 22,746.97		260024B	Civic Center recable - labor & addtl material
103801	TECH CHECK,LLC	101 1370	\$ 914.64		65250	(16) Hard drives for leased server
103801	TECH CHECK,LLC	101809 5420	\$ 304.88		65250	(16) Hard drives for leased server
104506	Terry Jacobson	101844 5460	\$ 50.00		050426	Boys Intramural volleyball official
104422	The Jamar Company	460830 5600	\$ 426,225.81		285284	PW roof project
103375	TITAN MACHINERY	101830 5300	\$ 21.20		PS1199122-1	seal Ring
102583	TORKELSON'S LOCK SER	101830 5310	\$ 87.00		26-255	Repair Rice Park Bathroom Lock
102583	TORKELSON'S LOCK SER	651890 5490	\$ 219.00		26-263	Door repair
101471	TRAFFIC CONTROL CORP	101820 5320	\$ 852.00		165511	Crosswalk Pedestal Base
101471	TRAFFIC CONTROL CORP	101820 5320	\$ 468.00		165649	Traffic Signal Bulbs
102949	TWIN CITY SEED COMPA	101830 5200	\$ 107.50		S-INV036470	Grass Seed
102949	TWIN CITY SEED COMPA	101844 5200	\$ 405.00		S-INV035498	Grass Seed
104454	USI Consulting Group	101806 5460	\$ 3,600.00		90125780	2026 OPEB-GASB 75 Actuarial Valuation
103519	VECTOR SOLUTIONS	101 1370	\$ 2,150.16		INV141304	Target Solutions Membership
103519	VECTOR SOLUTIONS	101821 5410	\$ 2,150.16		INV141304	Target Solutions Membership
104083	Vestis	101821 5420	\$ 22.57		2530533039	Maintance man uniform
104083	Vestis	101821 5420	\$ 14.45		2530535529	Maintance man uniform
104083	Vestis	101821 5420	\$ 14.45		2530538014	Maintance man uniform
104083	Vestis	101821 5420	\$ 14.61		2530540189	Maintance man uniform
104083	Vestis	101830 5200	\$ 164.60		MSP2-14755	First Aid Kits refilled
104083	Vestis	101830 5420	\$ 71.03		2530532481	Mechanics uniform rental
104083	Vestis	101830 5420	\$ 82.11		2530534990	Mechanics uniform rental
104083	Vestis	101830 5420	\$ 71.03		2530537449	Mechanics uniform rental
104083	Vestis	101830 5420	\$ 83.06		2530539790	Mechanics uniform rental
100777	VIKING COCA-COLA BOT	101845 5200	\$ 453.05		3876074	Concessions
100777	VIKING COCA-COLA BOT	101848 5200	\$ 2,540.88		2107:046245	Chips and Candy for DOAC concessions
100777	VIKING COCA-COLA BOT	101848 5200	\$ 3,700.50		3871466	Drinks for DOAC concessions
100798	WEST CENTRAL ELECTRI	651890 5200	\$ 44.00		1306309-0001-01	Gas meter wire
100805	WEST CENTRAL SANITAT	101803 5360	\$ 75.95		13785328	City Hall Recycling Service
100805	WEST CENTRAL SANITAT	101830 5360	\$ 113.11		13786942	Recycling
100805	WEST CENTRAL SANITAT	101845 5360	\$ 113.11		13786942	Recycling
100805	WEST CENTRAL SANITAT	101847 5360	\$ 44.99		13786942	Recycling
100805	WEST CENTRAL SANITAT	101848 5360	\$ 113.11		13786942	Recycling
100808	WEST CENTRAL TROPHIE	101844 5320	\$ 174.99		10915	Plaque for tree
101983	WILLMAR TOWNSHIP	101830 5320	\$ 5,409.88		2026-1086	Shared gravel road repair/treatment
104512	Zaidy Vega	101844 5460	\$ 434.00		STMT/05-26	Little cardinal spring soccer coach
Total			\$ 1,206,063.35			

City of Willmar Monthly Permit Reports May 2026

Permit Number	Address	Permit Type	Permit Work Class	Permit Issue Date	Permit Valuation	Parcel #
CPLUMB-2025-0016	614 Becker Ave SW	Commercial Plumbing	Plumbing	5/5/2026	\$6,000.00	95-003-4740
BLDR-2026-0369	609 25th Ave SW	Residential	Re-Roof	5/5/2026	\$13,000.00	95-682-0460
BLDR-2026-0377	211 Robbins Ave SW	Residential	Re-Roof	5/5/2026	\$8,478.19	95-280-2530
RMECH-2026-0163	2409 Williams Pkwy SW	Residential Mechanical	Mechanical	5/7/2026	\$7,000.00	95-715-0950
BLDR-2026-0371	524 Ann St SE	Residential	Re-Roof	5/7/2026	\$3,000.00	95-222-0580
BLDC-2026-0106	903 Business 71 N	Commercial	Re-Roof	5/7/2026	\$15,000.00	95-799-0010
BLDR-2026-0379	1218 Becker Ave SW	Residential	Residing	5/7/2026	\$10,443.62	95-006-6920
BLDR-2026-0373	2000 21st St SW	Residential	Residing	5/8/2026	\$3,625.40	95-601-0010
BLDR-2026-0383	304 11th St SW	Residential	Re-Roof	5/8/2026	\$19,860.00	95-006-5900
BLDR-2026-0380	324 8th St SW	Residential	Re-Roof	5/8/2026	\$1,000.00	95-003-4440
BLDR-2026-0384	1209 10th St SE	Residential	Re-Roof	5/8/2026	\$9,791.78	95-670-0530
BLDR-2026-0382	609 8th St SW	Residential	Alteration/Remodel	5/11/2026	\$11,600.00	95-006-2390
BLDC-2026-0105	326 3rd St SW	Commercial	Re-Roof	5/11/2026	\$32,551.93	95-003-5200
BLDR-2026-0367	505 21st St SE	Residential	Deck	5/11/2026	\$24,664.00	95-668-0480
BLDR-2026-0387	721 3rd St SE	Residential	Re-Roof	5/12/2026	\$35,000.00	95-770-0060
BLDR-2026-0381	905 3rd St SW	Residential	Deck	5/12/2026	\$2,189.00	95-280-2130
BLDR-2026-0347	420 14th ST SE	Residential	Single Family Dwelling	5/12/2026	\$300,000.00	95-184-0550
BLDC-2026-0085	1300 22nd St SW	Commercial	Alteration/Remodel	5/13/2026	\$525,000.00	95-921-5858
BLDR-2026-0350	1005 6th St SW	Residential	Emergency Escape & Rescue	5/13/2026	\$1,000.00	95-090-1720
BLDR-2026-0357	1909 Shady Ln NE	Residential	Townhomes	5/13/2026	\$334,260.00	95-828-1070
BLDR-2026-0356	1905 Shady Ln NE	Residential	Townhomes	5/13/2026	\$334,260.00	95-828-1060
BLDR-2026-0386	2209 Gorton Ave NW	Residential	Re-Roof	5/13/2026	\$16,927.85	95-380-0030
BLDC-2026-0104	302 4th St SW	Commercial	Alteration/Remodel	5/15/2026	\$18,000.00	95-003-4960
BLDR-2026-0348	712 23rd St SE	Residential	Alteration/Remodel	5/18/2026	\$2,000.00	95-668-2030
RPLUMB-2026-0040	1306 15th St SW	Residential Plumbing	Plumbing	5/19/2026	\$2,000.00	95-863-0130
RPLUMB-2026-0041	1515 9th St SW	Residential Plumbing	Plumbing	5/19/2026	\$2,200.00	95-922-6400
SOLAR-2026-0006	701 4th St SW	Solar Panel	Solar	5/19/2026	\$14,400.00	95-006-3950
BLDR-2026-0389	401 26th Ave SW	Residential	Deck	5/20/2026	\$1,000.00	95-683-0760
BLDR-2026-0388	909 Irene Ave SE	Residential	Residing	5/21/2026	\$1,650.00	95-056-0360
RMECH-2026-0161	1205 17th St SW	Residential Mechanical	Mechanical	5/26/2026	\$8,444.00	95-860-0310

RMECH-2026-0162	2205 6th Ave SE	Residential Mechanical	Mechanical	5/26/2026	\$7,330.00	95-668-0340
RMECH-2026-0165	502 6th St SW	Residential Mechanical	Mechanical	5/26/2026	\$5,637.00	95-006-0550
RMECH-2026-0164	304 26th Ave SW	Residential Mechanical	Mechanical	5/26/2026	\$5,349.00	95-683-0710
BLDC-2026-0108	1401 19th Ave SE	Commercial	Alteration/Remodel	5/26/2026	\$15,000.00	95-142-0280
BLDC-2026-0111	1809 22nd St SW	Commercial	Re-Roof	5/26/2026	\$47,645.00	95-619-0020
BLDC-2026-0107	608 Litchfield Ave SW	Commercial	Re-Roof	5/27/2026	\$74,430.00	95-003-3600
BLDR-2026-0394	900 Gorton Ave NW	Residential	Re-Roof	5/27/2026	\$7,000.00	95-003-0310
BLDR-2026-0392	1604 7th St SW	Residential	Re-Roof	5/27/2026	\$5,750.00	95-664-0630
BLDC-2026-0112	916 Litchfield Ave SE	Commercial	Residing	5/27/2026	\$7,500.00	95-220-1130
BLDC-2026-0090	1210 Lakeland Dr SE	Commercial	Alteration/Remodel	5/27/2026	\$99,000.00	95-441-1000
BLDR-2026-0396	2008 Trott Ave SW	Residential	Alteration/Remodel	5/28/2026	\$9,700.00	95-890-0710
BLDR-2026-0393	704 Mary Ave SE	Residential	Re-Roof	5/28/2026	\$7,300.00	95-914-2160
BLDC-2026-0094	209 Willmar Ave SE	Commercial	Alteration/Remodel	5/29/2026	\$806,100.00	95-914-1600
BLDR-2026-0395	2505 Country Club Dr NE	Residential	Deck	5/29/2026	\$18,000.00	95-137-0030

44 Total Permits

Total Valuation:	\$2,880,086.77
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YTD Permits: 170
YTD Valuation: \$14,019,734.18



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Director Reports		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Fire Department Directors Report May 2026
2. Parks & Rec Directors Report June 2026
3. Information Technology Departmental Update (06-2026)
4. PD May 2026 Report
5. PD Monthly Council Stat Sheet May 2026
6. Public Works Director Report June 2026
7. Community Growth Directors Report June 2026
8. 6-15-26 Planning Director Report
9. HR Report 6-15-26

WILLMAR FIRE DEPARTMENT

MONTHLY CALLS FOR SERVICE

MAY 2026

Type of Call	May 2025	May 2026
Building Fires	3	1
Alarm Activations	13	15
Assist Police	2	0
Sprinkler Activations	1	0
Cooking Fires	2	6
Car Fires	2	2
Electrical Fires	2	0
Carbon Monoxide Incidents	1	3
Natural Gas Leak	1	3
Car Crashes	9	3
Smoke Scares	2	4
Haz Mat Call	1	0
Elevator Rescues	2	2
Grass Fires	1	4
Water leak	1	0

Current Month CFS: 43

First Responder Calls: 16

2026 Fire Calls for Service to date: 150

2026 First Responder Calls to date: 78

2025 Fire Calls for Service to date: 155

2024 First Responder Calls to date: 73

Training:

May 7 -- Business Meeting & Officers Meeting

May 14 – Technical Rescue Team/ Confined Space drill

May 21 – SafeAssure Annual Safety Training

May 28 – No Training

May Response Time: 6:57

YTD Response Time: 7:12



June 2026

Youth and Adult Programming

Youth Programs:

- Summer recreation programs began on Monday, June 8th
 - Basketball Fundamentals- 63 registrations
 - Cardinal Athletes
 - Tiny Athletes- 50 registrations
 - Little Athletes- 27 registrations
 - Gymnastics
 - Tiny Tykes- 49 registrations
 - Pre-K- 86 registrations
 - High school- 12
 - Pre team- 7
 - Beginner- 49
 - Intermediate- 35
 - Advanced- 10
 - Little Diamonds softball- 32 registrations
 - Little Hitters Baseball
 - 1st Grade- 40 registrations
 - 2nd Grade- 43 registrations
 - Soccer on the turf
 - Kindergarten- 21 registrations
 - 1st and 2nd grade- 27 registrations
 - 3rd and 4th grade- 21 registrations
 - Tennis
 - Kindergarten and 1st grade- 13 registrations
 - 2nd and 3rd grade- 24 registrations
 - 4th and 5th grade- 13 registrations
 - T-ball
 - Mondays- 29 registrations
 - Wednesdays- 14 registrations
 - Thursdays- 27 registrations

Softball Registration:

- 8U: 21 participants
- 10U: 23 participants
- 12U: 17 participants

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



- 14U: 10 participants
- 16U/18U: 13 participants

Baseball Registration:

- 3rd/4th Grade: 31 participants
- 5th/6th Grade: 14 participants
- 7th/8th Grade: 15 participants

Adult Softball:

- We had to combine co-ed and church league due to low numbers.
 - Church: 7 teams
 - Men's: 11 teams

DOAC:

- Staff training will be on Monday and Tuesday, June 8th and 9th
- Opening day June 10th
- Sand filters are in and working
- Pelican slide has been installed

Bikes:

- 37 rentals in May with a revenue of \$94.55

Community Center

- Crafts this month include a Garden Wand, a painting class, and adding a third Stained glass workshop this summer!
- Gearing up for summer with our first trips taking place in June to the Twins game, and a boating trip in Spicer! All trips are nearly sold out with waiting lists.
- Youth summer art camp and cooking classes will begin at the end of June, with both being full.
- Will be hosting a big band (swing) group from Rochester in June with the help of the Connecting Communities Grant awarded to the CC this Spring.

Facilities & Events

- Summer Ice in the Blue Line
- Ridgewater Graduation had over 2,300 in attendance for graduation
- Willmar HS had around 2,000 in attendance
- Cardinal Place has started for the summer, which is held in the Cardinal Arena
- Willmar Baseball Classic, June 12-14, hosts 65 teams. They will be using the Civic Center Fields, Swanson Complex, Taunton Stadium, and Sunrise.
- Willmar Fest is coming up in the next couple of weeks

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



- Rusty Eyeball Car Show July 10-11
- Working on Scoreboard issues at Taunton and Elsie Fields

Other Projects & Updates

- DNR-Fishing Piers are completed.
- Blue Line Roof Repair Preconstruction meeting will start on June 15th.
- Amphitheater Project-Will be presented to the council on June 15th to award the bid.
- Scoreboards for Swansson are on site, and a meeting with PW/Utilities took place; they should be installed by the end of the month
- Budget and Capital Improvement Meetings.
- Quarterly staff review took place
- Working on an Eagle Scout project for a path/bench plan for Swansson Fields.
- Meeting with Willmar Stinger ownership



Departmental Update

June 2026

Last Month's Help Desk Stats

Below is a look back on the previous month of statistics from our Help Desk. These statistics are broken down into two categories. Definitions for the categories are provided in their respective columns.

**Tickets are not created for every single instance of which we provide assistance to employees. It is a department standard to create a ticket if someone needs assistance that requires a little more work or is a unique issue or request that should be documented to refer to in the future.*

The statistics shown below are from May 11th through June 7th.

Incidents	Service Requests
<p>Incidents are when something is not working; i.e. "My computer does not turn on."</p> <ul style="list-style-type: none"> • 36 tickets were received. • 16 of the 36 tickets are resolved. 	<p>Service Request are when something is requested; i.e. "Can I get a new mousepad?"</p> <ul style="list-style-type: none"> • 55 tickets were received. • 45 of the 55 tickets are resolved.

New server

A new server was leased and procured at the beginning of the calendar year. We finally received all of the hardware last month, excluding the hard drives. I contacted our sales rep of which we placed the order through and was told that the hard drives were estimated not to be available until January of next year. This was with the caveat that we would be charged the current cost of the hard drives when they ship and that they would not honor the pricing we were quoted originally.

I found this to be unacceptable, and luckily the sales rep was able to find enough hard drives elsewhere. Of course, they cost more, but they were ordered so that the server can be used. It was not feasible to let the server sit for a whole year and not be used. The extra cost was a reasonable trade-off and likely less than what we would've had to pay in January.

The A.I. industry is to blame for the memory and hard drive shortage, which again, is affecting us in an unfair manner.

Willmar Connect

We now have a form live online that residents can use to submit general questions or concerns with Willmar Connect's construction. If you receive any contact in regard to this, please direct them to the Willmar Connect website – willmarconnect.com – where they can submit the form.

If you have any questions or would like more detail on anything, please feel free to reach out to me.

Submitted by Jonah Johnson, Information Technology Director

Willmar Police Department Council Update

Case Update

We were able to bring closure to the drive-by shooting case that occurred on March 24, 2026, in the 300 block of Litchfield Avenue SE in Willmar. The final suspect was arrested on June 9, 2026, with assistance from the C-6 Task Force and the Kandiyohi County Sheriff's Office.

Hiring and Staffing Update

Our newest police officer, Taylor Leonard, began employment with the department on May 11, 2026, and is progressing very well through the field training process.

We also have another candidate who has accepted a conditional offer of employment and is completing the final skills requirements before taking the POST examination at the end of this month.

In addition, we are conducting background investigations on several other candidates. Based on the quality of our current applicant pool, we have removed our hiring advertisement and anticipate filling our remaining open officer positions from this list.

On June 6, 2026, our full-time Community Officer, Rosa Rodriguez, resigned from her position. We thank Rosa for her service and wish her the best in her future endeavors.

We are pleased to welcome three new Community Service Officers who started on May 20, 2026:

- Lily Holmgren
- Adam Miller
- Adam Leshovsky

We look forward to their contributions to the department and the community.

Respectfully,

Chief Mike Holme

Willmar Police Department

Monthly Calls for Service Statistics

Title	May 2025	May 2026
911 Hang Up	8	3
Abandoned Vehicles	30	23
Agency Assist	57	52
Alarm	38	15
Alcohol Offense	8	2
Animal	56	62
Assault	12	2
Burglary	0	5
Child Custody Dispute	6	8
Crash	50	54
Criminal Damage To Property	14	8
Disorderly	30	28
Domestic	45	41
Drugs	9	9
Family Service	75	76
Fight	7	6
Fraud	10	16
Gun Permits	16	21
Harassment	31	24
Information	11	7
Weapons complaint	8	6
Lost And Found	36	34
Mental Health	34	6
Missing Person	23	12
Motorists Assist	11	11
Neighborhood Disturbance	23	10
Public Assist	187	143
School Related Incidents	11	5
Sex Crimes	4	6
Sudden Death/Bodies Found	1	3
Suicidal Person	4	5
Suspicious	68	74
Theft	39	27
Traffic Complaint	53	47
Traffic Stop	167	341
Trespass	16	9
Warrant Service	22	10

Current Month CFS:

1294

YTD Calls for Service:

5,752

2025 Current month

1292

(Some minimal CFS categories not shown)



Wastewater Updates from Superintendent Jason Lindahl

- Responded to power outages at lift stations due to downed power lines.
- Daily duties for plant operations.
- Daily sampling and testing for BOD's, TSS, Ammonia, Phosphorus, and pH as required by our NPDES permit.
- Started seasonal fecal testing for Robbins Island.
- Working on a mixed liquor dilution to use as seed during high flow situations.
- Spring biosolids hauling is completed.
- Submitted the monthly EDMR to the MPCA.
- JOTS billing and Hauled-in waste billings.
- Monthly generator runs at multiple lift stations and the plant.
- Lateral reviews:
 - 149 completed as of 5/31/26
 - 111 are compliant (21 were previously deemed non-compliant and have been repaired/replaced)
 - 38 are still noncompliant
- Sara completed and submitted Chloride Management Plan annual progress report to MPCA.
- Completed and submitted Comprehensive Watershed Management Plan annual progress report to MPCA.
- Attended Central States Water Environment Association annual conference.
- Attended SW Regional Sustainable Development Partnership meeting.
- Attended Central MN Water Education Alliance meeting.
- Continue to share wastewater and stormwater public education information on social media, the Public Works Open House, and at other opportunities.



Public Works Updates from Superintendent Kyle Radunz

Streets & Stormwater

- **Street Patching:** Crews spent three days repairing pavement and restoring utility cuts.
- **Stormwater Maintenance:** Repaired and maintained catch basins throughout the city.
- **Street Sweeping:** Conducted street sweeping operations on 17 days during the month.
- **Pavement Markings:** Repainted crosswalks, directional arrows, yellow curbs, and other pavement markings over 14 workdays.
- **Traffic Signals:** A pedestrian pedestal at the intersection of 1st Street and Willmar Avenue was damaged. Replacement parts have been ordered.

Parks & Grounds

Public Works crews remained active with routine maintenance and improvement projects throughout Willmar's parks and recreational areas.

- **Ball Fields:** Maintained and prepared eight baseball fields for practices and games.
- **Groundskeeping:** Mowed and trimmed in 39 park areas, performed routine litter collection, and maintained grounds equipment.
 - Sent out over 50 mowing notices – complaint driven only.
- **Graffiti Removal:** Removed graffiti from playground equipment at South Park.
- **Splash Pad:** Opened the splash pad for the season on May 23.
- **Destination Playground:** Removed leaves and installed shade canopies.
- **Public Restrooms:** Cleaned and maintained seven public restrooms twice daily.
- **Tree and Turf Restoration:** Removed stumps and restored turf in areas affected by winter tree removals.
- **Brush Site Operations:** Managed compost by turning and stacking materials and burned excess brush and tree debris.
- **Trail Maintenance:** Swept and repaired walking trails as needed.
- **Weed Control:** Applied herbicide treatments in parks and along city roadways.

Safety, Equipment & Facilities

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

Community Event Support

Public Works staff provided support for several community events, including:

- Latino Cultural Festival
- WCI Diaper Giveaway
- Flags of Honor Memorial Day Program

Additional Projects & Services

- **Lake Buoys:** Installed buoys at various locations on Willmar Lake and Foot Lake.
- **Batting Cages:** Completed construction of batting cages at Sunrise Park and North Swansson Park and began turf restoration around the facilities.
- **Downtown Flowerpots:** Prepared 34 downtown flowerpots for seasonal planting by city staff.
- **Cornerstone Medical:** Removed the Cornerstone Medical sign.
- **Downtown Banners:** Removed festival banners and installed new downtown banners.
- **Public Works Open House:** Hosted our Annual Open House Event on May 21.
- **Mosquito Control:** Completed larvicide applications to 57 ponds throughout the city.

Engineering/Internal Projects update from Shane Stefanick

- **4th Street Reconstruction project** - has begun removing the necessary trees. Excavation and installation of temporary water services are scheduled to start later this month.
- **Airport Runway Lights** – In progress, most of the light cans have been installed, they are working on conduit and wiring next.
- **Street Improvement Project West** – Contractor is finishing up punch list and warranty items.
- **20th Street SE & 2nd Ave SE Improvement** – Paving the final lifts of asphalt, manhole adjustments, creating/addressing punch list items.
- **5th Street Drainage ditch** – Public Works is obtaining quotes to clean out the ditch in order to improve drainage flow and capacity.
- **10th St NW Between Ella Ave & Gorton Ave** – Applied a test section of Reclamite to observe the asphalt preservation effect, if successful it could be a cost-effective way to reduce road maintenance costs.

As always, thank you for the opportunity to be part of the dedicated team serving the City of Willmar.

Respectfully,



Shane Stefanick – Public Works Director



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

Community Growth Director's June 2026 Report

Minnesota Truth Council: Pablo Obregon our Director of Community Growth was appointed as one of 12 council members appointed by Minnesota Governor Waltz. . Chaired by former Judge Peter Cahill, the council will gather testimony and create a public record of Minnesotans' experiences during the operations. This council will document the impacts of Operation Metro Surge and Operation PARRIS — federal immigration enforcement operations from December 2025 through February 2026.

This June, we will strengthen our community presence in Willmar through two key events:

Willmar Juneteenth: In this event we will be honoring Black history and culture alongside local residents. Juneteenth commemorates June 19, 1865, when the last enslaved people in the U.S. were informed of their freedom. It's a day to honor Black history, culture, resilience, and community especially of our neighbors here in the Willmar area— and we'd love for you to be part of it.

Event Details:

- **What:** Willmar Juneteenth Celebration
- **When:** Friday, June 19, 2026
- **Time:** 4:00 PM – 7:00 PM
- **Where:** [Miller Park, Willmar](#)
- **What to Expect:** Free food while supplies last, music, kids' activities, community booths, meet with neighbors!

This is a free, family-friendly event open to the entire community. Bring your lawn chairs, bring your friends, and come ready to learn, connect, and celebrate together.

We Are Willmar Parade of Flags: Later in the month, we will march in the Willmar Fests Parade on June 27, assembling for line-up at 9:30 AM ahead of the 10:30 AM start and concluding by 1:00 PM. We anticipate both events will provide valuable opportunities to connect with the community and demonstrate our ongoing commitment to civic involvement.

We are still looking for volunteers to help with this effort; contact me for more information, 320-214-5169 or pobregon@willmarmn.gov

Save the Date:

- Willmar Pride Event, Saturday, August 1st
- Welcoming Week Event, Saturday, September 12

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

Pablo



333 6th Street SW | Willmar Minnesota 56201 | 320.235.8311

To:	Honorable Mayor and Members of the City Council
From:	Planning & Development Department
Date:	June 15, 2026
Subject:	Director's Report

Planning Commission

Please be advised that the last two regularly scheduled meetings of the Planning Commission were canceled due to a lack of immediate agenda items as development seems to have slowed this year for Willmar and much of the region/country.

Board of Zoning Appeals

The Board of Zoning Appeals continues to experience a membership shortage. The board currently operates with only three (3) active members out of a maximum seven (7) member roster. To ensure consistent quorums and diverse community representation, we request that City Staff and City Council members please encourage people within their communities to consider volunteering for the Board. This board is an excellent opportunity for residents looking to get their feet wet with city government and contribute directly to local development.

Zoning Ordinance Rewrite Public Engagement

Progress on the City's zoning ordinance rewrite moves forward with events scheduled alongside our project consultants, TC²:

- **June 18, 2026 (10:00 AM):** A targeted morning meeting will be held with a Downtown Focus Group to discuss specific commercial zoning districts, design standards, and development barriers unique to downtown.
- **June 18, 2026 (2:00 PM):** An in-person meeting with the Steering Committee and TC² will take place at the Fire Hall. This session will be taking a deep dive into proposed changes and modernizations from our old code.

- **June 25, 2026:** The TC² consulting team will return to host a public outreach booth at the Willmar Fest Block Party. The team will be looking to engage the public on possible changes for commercial, residential, and downtown districts.

Staffing Announcement – Economic & Community Development Specialist

We are thrilled to officially welcome Sara Lundquist to our team as the department's new Economic and Community Development Specialist. Sara brings community leadership experience to our city, having previously served as the Executive Director of the Chamber of Commerce in Morris, Minnesota. Her background in business retention/expansion and community advocacy will be a great asset to our department. Sara will help grow out community, with a focus on driving downtown revitalization and growth within our industrial park.



HR Report

Hiring

IT Technician – Interviews have been scheduled with the top candidates. We hope to extend a job offer before the end of June.

Planning and Development Director – First round interviews are being scheduled with candidates. Next steps will be determined following the completion of the first round of interviews.

Public Works – All seasonal employees were hired and onboarded in June.

Parks and Rec – All seasonal employees were hired and onboarded in June.

Police Officers – Additional interviews were recently conducted and background investigations are being completed. Some conditional offers have been made and we anticipate additional offers being extended by July.

Community Service Officers – Three new CSOs were hired and onboarded in mid-May. They have been working out in the community for the last several weeks.

Firefighters – Applications are currently being accepted for open Firefighter positions.

City Administrator – The City Administrator position will be posted in June with applications being accepted for a three-week period. Upon closure of the application, candidates will be reviewed and interviews will be scheduled.

Sincerely,

Alissa Gambrel – HR Director



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Administration
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	Willmar Municipal Utilities Commission Application		

RECOMMENDED ACTION:

For Council to review Jeffrey Schultz's application to the Willmar Municipal Utilities Commission.

OVERVIEW:

Mayor Reese has put forth Willmar Municipal Utilities Commission applicant, Jeffrey Shultz, for Council review.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Schultz, Jeffrey Municipal Utilities Commission

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

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

Submitted by: Jeffrey Schultz

Submitted On: 2026-06-11 17:44:00

Submission IP: 75.143.143.128 (172.31.67.240)
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
06/11/2026	Jeffrey	Schultz

Format: MM/DD/YYYY

*** Address**

1415 Fairacre Lane SW

*** City**

Willmar

*** Phone**

3207612214

Phone

*** Email**

jschultz016@gmail.com

Email

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

I received a call from Kevin Marti at WMU who asked if I would have an interest in joining the commission.

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

I'm very interested to learn about the inner workings of other municipally owned utilities as well as WMU specifically. I think my background in finance could be useful to the commission and I would like to use my skills to serve the utility and ultimately our community.

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

I have a B.S. in Finance from St. Cloud State University, I've served on several non-profit boards, most recently the Willmar Area Community Foundation, and I have in the past managed municipal reserves under Mn Stat 118.A (but do not currently nor do I have any future plans to). I have a background in administering trusts which is a marriage of legal and financial responsibilities that I feel will help me as a commissioner.

*** List your educational background**

As stated above, B.S. in Finance from SCSU as well as two professional designations. Certified Trust and Financial Advisor (CTFA) and Accredited Fiduciary Investment Manager (AFIM).

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

I have been in Kiwanis and Rotary and served on the Boards of the Humane Society of Kandiyohi and Meeker Counties, Habitat for Humanity, and the Willmar Area Community Foundation. I currently serve on the Development Committee for WACF and have plans to rejoin that board in approximately one year due to hitting my term limit (3-3 year terms) last year.

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

Sage Wealth Advisory, LLC 1415 Fairacre Lane SW Willmar MN 56201 Principal and CCO



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.H.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Report for April 2026		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. WMU 4.30.26

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	3,085,860.48	3,085,860.48	633,131.95	2,904,819.82	181,040.66
402 - Commercial/Industrial	6,881,268.32	6,881,268.32	1,596,261.15	6,335,221.10	546,047.22
404 - City Franchise Fee	820,198.44	820,198.44	177,854.08	750,509.11	69,689.33
405 - Transmission	733,040.00	733,040.00	266,196.79	1,026,194.36	-293,154.36
419 - Interest	299,880.00	299,880.00	107,854.86	435,135.06	-135,255.06
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	13,678.34	34,208.28	-34,208.28
498 - MRES Capacity Revenue	236,238.80	236,238.80	60,990.00	243,960.00	-7,721.20
499 - Miscellaneous Revenues	93,119.04	93,119.04	32,859.77	232,321.85	-139,202.81
Revenue Total:	12,149,605.08	12,149,605.08	2,888,826.94	11,962,369.58	187,235.50
Expense					
500 - Production	47,481.00	47,481.00	22,036.33	72,490.55	-25,009.55
555 - Purchased Power	5,889,249.32	5,889,249.32	917,636.86	4,154,749.54	1,734,499.78
560 - Transmission	1,580,384.24	1,580,384.24	498,369.94	1,770,420.91	-190,036.67
580 - Distribution	645,081.80	645,081.80	178,763.16	623,377.52	21,704.28
900 - Customer Service	100,086.56	100,086.56	22,268.27	122,131.60	-22,045.04
906 - Energy Services/Marketing	46,997.84	46,997.84	-1,354.28	24,977.02	22,020.82
920 - General & Administrative	906,865.96	906,865.96	210,274.02	926,006.56	-19,140.60
997 - Cash Payment to City	711,995.72	711,995.72	179,383.33	717,533.32	-5,537.60
998 - Depreciation	781,687.20	781,687.20	204,482.73	817,968.97	-36,281.77
999 - Miscellaneous	17,690.56	17,690.56	0.00	-552.97	18,243.53
Expense Total:	10,727,520.20	10,727,520.20	2,231,860.36	9,229,103.02	1,498,417.18
Fund: 100 - Electric Surplus (Deficit):	1,422,084.88	1,422,084.88	656,966.58	2,733,266.56	-1,311,181.68
Fund: 200 - Water					
Revenue					
401 - Residential	974,772.92	974,772.92	219,011.31	866,104.46	108,668.46
402 - Commercial/Industrial	1,096,078.04	1,096,078.04	255,992.90	987,774.61	108,303.43
419 - Interest	33,320.00	33,320.00	14,081.94	53,276.45	-19,956.45
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	1,519.82	3,800.92	-3,800.92
499 - Miscellaneous Revenues	48,314.00	48,314.00	23,474.24	40,199.67	8,114.33
Revenue Total:	2,152,484.96	2,152,484.96	514,080.21	1,951,156.11	201,328.85
Expense					
500 - Production	135,445.80	135,445.80	50,034.41	113,336.98	22,108.82
580 - Distribution	436,833.52	436,833.52	84,335.10	372,746.59	64,086.93
900 - Customer Service	63,786.08	63,786.08	14,840.28	60,531.51	3,254.57
906 - Energy Services/Marketing	2,065.84	2,065.84	0.00	112.95	1,952.89
920 - General & Administrative	364,725.68	364,725.68	73,919.83	348,478.57	16,247.11
998 - Depreciation	428,033.68	428,033.68	39,310.72	158,559.04	269,474.64
999 - Miscellaneous	11,793.92	11,793.92	0.00	0.00	11,793.92
Expense Total:	1,442,684.52	1,442,684.52	262,440.34	1,053,765.64	388,918.88
Fund: 200 - Water Surplus (Deficit):	709,800.44	709,800.44	251,639.87	897,390.47	-187,590.03
Total Surplus (Deficit):	2,131,885.32	2,131,885.32	908,606.45	3,630,657.03	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	YTD Budget	YTD Budget			Remaining
100 - Electric	1,422,084.88	1,422,084.88	656,966.58	2,733,266.56	-1,311,181.68
200 - Water	709,800.44	709,800.44	251,639.87	897,390.47	-187,590.03
Total Surplus (Deficit):	2,131,885.32	2,131,885.32	908,606.45	3,630,657.03	



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	5.I.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Finance Report for May 2026		

RECOMMENDED ACTION:

OVERVIEW:

General Fund - Year to Date Budget Status

The year-to-date budget figures presented for the General Fund are preliminary and unaudited. Final results may differ upon completion of the annual audit later this year.

Overall, the General Fund is operating within the parameters of the adopted budget through the current reporting period.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General Fund 5.31.26
2. WWTP 5.31.26



City of Willmar
General Fund
Budgetary Comparison Report
For the Period Ended May 31, 2026

	<u>2025</u> <u>Actual</u>	<u>2026</u> <u>Annual Budget</u>	<u>2026</u> <u>Year-To-Date</u>	<u>% of 2026</u> <u>Budget</u>
Revenues				
General Property Taxes	\$ 10,225,462.76	\$ 11,236,657.00	\$ 312,547.10	2.78%
Licenses and Permits	516,690.49	415,000.00	206,597.24	49.78%
Intergovernmental	7,542,135.52	7,279,439.00	239,424.05	3.29%
Service Charges	1,200,663.82	988,100.00	468,525.17	47.42%
Fines and Forfeits	86,379.43	100,000.00	36,409.66	36.41%
Special Assessments	3,932.25	-	-	
Miscellaneous Revenue	1,640,820.08	153,000.00	118,119.18	77.20%
Other Financing Sources	2,908,223.41	2,898,308.00	719,856.75	24.84%
Total Revenues	\$ 24,124,307.76	* \$ 23,070,504.00	\$ 2,101,479.15	9.11%
Expenditures				
City Administrator	\$ 775,610.15	\$ 811,487.00	\$ 296,269.70	36.51%
Mayor and Council	421,421.28	402,100.00	263,359.58	65.50%
City Hall	1,570,586.21	516,991.00	301,965.32	58.41%
City Clerk	231,897.79	244,372.00	103,102.41	42.19%
Elections	10,457.91	79,565.00	98.48	0.12%
Finance Department	558,028.02	621,293.00	235,218.05	37.86%
Planning/Development Services	955,708.21	1,077,759.00	400,688.93	37.18%
Legal	-	-	-	
Information Technology	991,207.51	957,565.00	597,632.81	62.41%
Human Resources	189,419.13	220,706.00	73,843.22	33.46%
Cultural Diversity	201,598.00	229,030.00	93,276.91	40.73%
Sub-Total General Gov't.	5,905,934.21	5,160,868.00	2,365,455.41	45.83%
Police Department	6,541,362.68	7,258,819.00	2,720,175.47	37.47%
Fire Protection	1,407,017.59	1,588,854.00	627,583.68	39.50%
Sub-Total Public Safety	7,948,380.27	8,847,673.00	3,347,759.15	37.84%
Public Works	4,330,388.40	4,793,543.00	1,718,070.40	35.84%
Engineering	248,614.82	353,000.00	69,854.09	19.79%
Transit System	20,500.00	21,000.00	-	0.00%
Storm Water	88,908.75	99,000.00	20,685.38	20.89%
Airport	-	12,500.00	-	0.00%
Sub-Total Streets/Highways	4,688,411.97	5,279,043.00	1,808,609.87	34.26%
WRAC	144,323.27	152,120.00	63,001.71	41.42%
Library	644,541.52	646,669.00	250,988.45	38.81%
Auditorium	42,350.74	64,518.00	17,491.51	27.11%
Parks & Recreation	1,159,373.51	1,164,712.00	392,023.65	33.66%
Civic Center	1,051,582.48	1,182,780.00	429,089.20	36.28%
Recreation/Event Center	7,013.17	-	-	
Community Center	295,347.95	307,633.00	138,146.58	44.91%
Aquatic Center	218,541.17	264,488.00	34,780.91	13.15%
Sub-Total Culture/Recreation	3,563,073.81	3,782,920.00	1,325,522.01	35.04%
Total Expenditures	\$ 22,105,800.26	\$ 23,070,504.00	\$ 8,847,346.44	38.35%

* Indicates Over Budget



City of Willmar
Waste Treatment Plant
Budgetary Comparison Report
For the Period Ended May 31, 2026

	2025 <u>Actual</u>	2026 <u>Annual Budget</u>	2026 Actual <u>Year-To-Date</u>	% of 2025 <u>Budget</u>
<u>Revenues</u>				
Intergovernmental	\$ 114,167.33	\$ 10,000.00	\$ 24,976.02	249.76%
Service Charges	10,830,417.24	11,981,950.00	2,819,191.33	23.53%
Miscellaneous Revenue	835,077.01	625,000.00	114,874.60	18.38%
Total Revenues	\$ 11,779,661.58	\$ 12,616,950.00	\$ 2,959,041.95	23.45%
<u>Expenditures</u>				
Waste Treatment - Treatment	6,697,111.13	13,425,707.00	2,071,587.93	15.43%
Waste Treatment - Collections	262,585.20	814,326.00	192,351.46	23.62%
Waste Treatment - Biosolids	232,514.45	355,000.00	57,987.56	16.33%
Waste Treatment - Eagle Lake	23,470.24	27,750.00	9,621.87	34.67%
Total Expenditures	\$ 7,215,681.02	\$ 14,622,783.00	\$ 2,331,548.82	15.94%

* Indicates Over Budget



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	10.A.
Agenda Section:	Public Hearing:	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	Yes	Presented By:	Elizabeth Bergman, Baker Tilly
Item:	Ordinance Authorizing the Issuance of General Obligation Improvement, Abatement, and Utility Bonds, Series 2026B		

RECOMMENDED ACTION:

To Approve the Ordinance as presented, assign a number, and publish

OVERVIEW:

The City Council reviewed and approved a Bond Authorizing Resolution on May 18, 2026. The City is planning to issue \$7,775,000 General Obligation Improvement, Abatement, and Utility Bonds, Series 2026B, to finance improvement projects for the City. (The Ordinance amount of \$8.6 million is a not-to-exceed amount and included for administrative flexibility.) The Series 2026B Bonds align with the available statutory authority to issue bonds.

The Resolution authorizes Baker Tilly to take bids on behalf of the City on July 20, 2026 and authorizes staff to work with Baker Tilly to develop an official statement. The bids will be presented to the City Council for its consideration at the regular City Council meeting that evening.

BUDGETARY/FISCAL ISSUES:

Local tax levy, assessments, and utility fees will be used to pay debt service on the bonds. The first principal and interest payment is scheduled for February 1, 2028 and the final payment will be made on February 1, 2042. The average annual debt service payment is estimated to be approximately \$400,000.

ALTERNATIVES TO CONSIDER:

If market conditions change between now and the sale date, the City has the option to postpone the bond sale or reject the bids if they are unfavorable.

ATTACHMENTS:

1. Willmar MN Imp Abate Utility Series 2026B ORDINANCE
2. Willmar MN Imp Abate Utility Series 2026B RESOLUTION PROVIDING SALE
3. Revised Pre-Issuance Report - Willmar MN Series 2026B

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$8,600,000 GENERAL OBLIGATION IMPROVEMENT, ABATEMENT AND UTILITY BONDS, SERIES 2026B AND THE LEVYING OF TAXES TO SECURE PAYMENT THEREFOR.

The City of Willmar hereby ordains:

1. In accordance with Minnesota Statutes, Chapters 429 and 475, and Minnesota Statutes, Sections 444.075, and 469.1812 through 469.1815, both inclusive, the City of Willmar has heretofore determined to construct and finance various public improvement projects in the City, including without limitation a project referred to as 2026 Street and Other Improvements (including 2601-A, 4th St SW), the Lakeland Bike Path and various improvements to the municipal wastewater system, including without limitation treatment plant improvements (collectively, the “Project”).
2. In order to finance said Project it is necessary to issue General Obligation Improvement, Abatement and Utility Bonds of the City in the amount of up to \$8,600,000.
3. For the purposes of complying with Minnesota Statutes, Section 475.61, there will be levied a direct ad valorem tax upon all taxable property in the municipality in such amounts as are required by law to secure payment of said Bonds.
4. This Ordinance is adopted in order to authorize the borrowing of money and the issuance of General Obligation Improvement, Abatement and Utility Bonds and the levying of taxes therefor as provided in Section 2.12 of the City Charter. Further details shall be set forth by resolution.

This Ordinance introduced by Councilmember _____
This Ordinance introduced on May 18, 2026
Hearing notice published on May 30, 2026
This Ordinance given a hearing on June 15, 2026
This Ordinance adopted on June 15, 2026
This Ordinance published on June 20, 2026

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

HELD: June 15, 2026

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Minnesota, was duly held at the Kandiyohi County Health and Human Services Building Board Room in said City on the 15th day of June, 2026, at 6:30 o'clock P.M.

The following members were present:

and the following were absent:

The meeting was held pursuant to a resolution adopted May 18, 2026 calling a public hearing on the proposed ordinance entitled "Ordinance No. _____ AN ORDINANCE AUTHORIZING THE ISSUANCE OF UP TO \$8,600,000 GENERAL OBLIGATION IMPROVEMENT, ABATEMENT AND UTILITY BONDS, SERIES 2026B AND THE LEVYING OF TAXES TO SECURE PAYMENT THEREFOR," a copy of which is attached hereto. The City Clerk presented affidavits showing the due publication of the Notice of Hearing. All persons present were afforded an opportunity to present their views and objections to the Ordinance, and no objections were presented, except as follows:

Name of Objector	Property	Objection
-------------------------	-----------------	------------------

Member _____ moved that Ordinance No. ____ be adopted.

The motion for the adoption of said Ordinance No. ____ was duly seconded by member _____ and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon, there being at least five affirmative votes in favor of said motion, said ordinance was declared duly passed and adopted.

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

I, the undersigned, being the duly qualified and acting Clerk of the City of Willmar, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing extract of minutes of the City Council of the City of Willmar held on the date therein indicated, with the original thereof on file in my office, and the same is a full, true and complete transcript therefrom insofar as the same relates to a hearing on and the adoption of an Ordinance Authorizing the Issuance of up to \$8,600,000 General Obligation Improvement, Abatement and Utility Bonds, Series 2026B and the Levying of Taxes to Secure Payment Therefor.

WITNESS my hand as such Clerk this ____ day of _____, 2026.

City Clerk

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

HELD: June 15, 2026

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Kandiyohi County, Minnesota, was held in said City on the 15th day of June, 2026, at 6:30 o'clock P.M. for the purpose in part of authorizing the competitive negotiated sale of the \$7,775,000 General Obligation Improvement, Abatement, and Utility Bonds, Series 2026B of said City.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE COMPETITIVE NEGOTIATED
SALE OF \$7,775,000 GENERAL OBLIGATION IMPROVEMENT, ABATEMENT,
AND UTILITY BONDS, SERIES 2026B

A. WHEREAS, the City Council of the City of Willmar, Minnesota, has heretofore determined that it is necessary and expedient to issue its \$7,775,000 General Obligation Improvement, Abatement, and Utility Bonds, Series 2026B (the "Bonds") to finance (i) various public improvement projects in the City, including without limitation a project referred to as 2026 Street and Other Improvements (including 2601-A, 4th St SW), (ii) the Lakeland Bike Path, (iii) various wastewater utility improvements including treatment plant improvements, and (iv) costs of issuing the Bonds; and

B. WHEREAS, the City has retained Baker Tilly Municipal Advisors, LLC ("Baker Tilly MA"), as its independent municipal advisor and is therefore authorized to sell these obligations by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9); and

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

1. Authorization; Findings. The City Council hereby authorizes Baker Tilly MA to solicit bids for the competitive negotiated sale of the Bonds.
2. Meeting; Bid Opening. This City Council shall meet at the time and place specified in the Terms of Proposal attached hereto as **Exhibit A** for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The Clerk, or designee, shall open bids at the time and place specified in such Terms of Proposal.

3. Terms of Proposal. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the “Terms of Proposal” attached hereto as **Exhibit A** and hereby approved and made a part hereof.

4. Authority of Bond Counsel. The law firm of Kutak Rock, LLP, as bond counsel for the City (“Bond Counsel”), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

5. Official Statement. In connection with said competitive negotiated sale, the Clerk and other officers or employees of the City are hereby authorized to cooperate with Baker Tilly MA and participate in the preparation of an official statement for the Bonds, and to execute and deliver it on behalf of the City upon its completion.

6. Declaration of Official Intent to Reimburse Expenditures.

6.01 The Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; the City expects to incur certain expenditures with respect to the Projects that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax exempt bonds.

6.02 The City has determined to make a declaration of official intent (the “Declaration”) to reimburse certain costs with respect to the Projects from proceeds of the Bonds in accordance with the Reimbursement Regulations.

6.03 All reimbursed expenditures will be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

6.04 This Declaration has been made not later than sixty (60) days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5% of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20% of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

6.05 This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Projects and the principal amount of the Bonds described herein are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of the Bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such expenditures.

6.06 This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Councilmember _____ moved for the adoption of the foregoing resolution, and said motion was duly seconded by Councilmember _____, and upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Adopted on June 15, 2026 by the City Council of Willmar.

City Clerk

THE CITY HAS AUTHORIZED BAKER TILLY MUNICIPAL ADVISORS, LLC TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:

TERMS OF PROPOSAL

\$7,775,000*

CITY OF WILLMAR, MINNESOTA

GENERAL OBLIGATION IMPROVEMENT, ABATEMENT, AND UTILITY BONDS,
SERIES 2026B

(BOOK ENTRY ONLY)

Proposals for the above-referenced obligations (the "Bonds") will be received by the City of Willmar, Minnesota (the "City") on Monday, July 20, 2026 (the "Sale Date") until 10:30 A.M., Central Time (the "Sale Time") at the offices of Baker Tilly Municipal Advisors, LLC ("BTMA"), 225 S. Sixth St, Suite 1100, Minneapolis, MN 55402, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at its meeting commencing at 6:30 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

BTMA will assume no liability for the inability of a bidder or its proposal to reach BTMA prior to the Sale Time, and neither the City nor BTMA shall be responsible for any failure, misdirection or error in the means of transmission selected by any bidder. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Completed, signed proposals may be submitted to BTMA by email to bids@bakertilly.com, and must be received prior to the Sale Time.

OR

(b) **Electronic Bidding.** Proposals may also be received via PARITY®. For purposes of the electronic bidding process, the time as maintained by PARITY® shall constitute the official time with respect to all proposals submitted to PARITY®. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY® for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of Proposal.* Neither the City, its agents, nor PARITY® shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents, nor PARITY® shall be responsible for a bidder's failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY®. The City is using the services of PARITY® solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY® is not an agent of the City.

*Preliminary; subject to change.

Baker Tilly Municipal Advisors, LLC is a registered municipal advisor and controlled subsidiary of Baker Tilly Advisory Group, LP. Baker Tilly Advisory Group, LP and Baker Tilly US, LLP, trading as Baker Tilly, operate under an alternative practice structure and are members of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. Baker Tilly US, LLP is a licensed CPA firm and provides assurance services to its clients. Baker Tilly Advisory Group, LP and its subsidiary entities provide tax and

DETAILS OF THE BONDS

The Bonds will be dated as of the date of delivery and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2027. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature February 1 in the years and amounts* follows:

2028	\$225,000	2031	\$455,000	2034	\$520,000	2037	\$605,000	2040	\$610,000
2029	\$405,000	2032	\$470,000	2035	\$540,000	2038	\$565,000	2041	\$640,000
2030	\$425,000	2033	\$490,000	2036	\$575,000	2039	\$585,000	2042	\$665,000

*The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity or maturities in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread for this purpose is the differential between the price paid to the City for the new issue and the prices at which the proposal indicates the securities will be initially offered to the investing public.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository for the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The lowest bidder (the "Purchaser"), as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR/PAYING AGENT

U.S. Bank Trust Company, National Association, Saint Paul, Minnesota will serve as Registrar/Paying Agent (the "Registrar") for the Bonds, and shall be subject to applicable regulations of the Securities and Exchange Commission. The City will pay for the services of the Registrar.

OPTIONAL REDEMPTION

The City may elect on February 1, 2036, and on any day thereafter, to redeem Bonds due on or after February 1, 2037. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be redeemed. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. All redemptions shall be at a price of par plus accrued interest.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge (i) available proposed property tax abatement revenue, (ii) special assessments from benefited properties, and (iii) net revenues from the City's Waste Treatment Plant. Proceeds of the Bonds will be used to finance (i) various street improvement projects, (ii) various wastewater utility improvements, and (ii) costs of issuance on the Bonds.

NOT BANK QUALIFIED TAX-EXEMPT OBLIGATIONS

The City will not designate the Bonds as qualified tax-exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

BIDDING PARAMETERS

Proposals shall be for not less than \$7,775,000 (Par) plus accrued interest, if any, on the total principal amount of the Bonds. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity as stated on the proposal must be 98.0% or greater.

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth herein. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

No proposal can be withdrawn or amended after the time set for receiving proposals on the Sale Date unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

ESTABLISHMENT OF ISSUE PRICE

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) to the extent the hold-the-offering-price rule applies, pricing wires or equivalent communications supporting such offering or sale price. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by BTMA.

The City intends that the sale of the Bonds pursuant to this Terms of Proposal shall constitute a "competitive sale" as defined in the Regulation based on the following:

- (i) the City shall cause this Terms of Proposal to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- (ii) all bidders shall have an equal opportunity to submit a bid;
- (iii) the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- (iv) the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest true interest cost, as set forth in this Terms of Proposal (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Proposal shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all of the requirements of a “competitive sale” are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and BTMA if 10% of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which it was sold. The City will treat such sale price as the “issue price” for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the “hold-the-offering-price” requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and BTMA the prices at which 10% of such maturities are sold to the public; provided such determination shall be made and the City and BTMA notified of such prices whether or not the closing date has occurred, until the 10% test has been satisfied as to each maturity of the Bonds or until all of the Bonds of a maturity have been sold.

GOOD FAITH DEPOSIT

To have its proposal considered for award, the Purchaser is required to submit a good faith deposit via wire transfer to the City in the amount of \$77,750 (the “Deposit”) no later than 1:30 P.M., Central Time on the Sale Date. The Purchaser shall be solely responsible for the timely delivery of its Deposit, and neither the City nor BTMA have any liability for delays in the receipt of the Deposit. If the Deposit is not received by the specified time, the City may, at its sole discretion, reject the proposal of the lowest bidder, direct the second lowest bidder to submit a Deposit, and thereafter award the sale to such bidder.

A Deposit will be considered timely delivered to the City upon submission of a federal wire reference number by the specified time. Wire transfer instructions will be available from BTMA following the receipt and tabulation of proposals. The successful bidder must send an e-mail including the following information: (i) the federal reference number and time released; (ii) the amount of the wire transfer; and (iii) the issue to which it applies.

Once an award has been made, the Deposit received from the Purchaser will be retained by the City and no interest will accrue to the Purchaser. The amount of the Deposit will be deducted at settlement from the purchase price. In the event the Purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

CUSIP NUMBERS

If the Bonds qualify for the assignment of CUSIP numbers such numbers will be printed on the Bonds; however, neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the Purchaser to accept delivery of the Bonds. BTMA will apply for CUSIP numbers pursuant to Rule G-34 implemented by the Municipal Securities Rulemaking Board. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the Purchaser.

SETTLEMENT

On or about August 13, 2026, the Bonds will be delivered without cost to the Purchaser through DTC in New York, New York. Delivery will be subject to receipt by the Purchaser of an approving legal opinion of Kutak Rock LLP of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the Purchaser shall be liable to the City for any loss suffered by the City by reason of the Purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake to provide annual reports and notices of certain events. A description of this undertaking, including the financial/operating information to be provided and the events to be noticed, is set forth in the form of Continuing Disclosure Certificate attached as an appendix to the Official Statement. The Purchaser's obligation to purchase the Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Bonds.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement has been deemed final by the City as of the date thereof within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For an electronic copy of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Baker Tilly Municipal Advisors, LLC, by telephone (651) 223-3000, or by email bids@bakertilly.com.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts, and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to the Purchaser, the City agrees that, no more than seven business days after the date of such award, it shall provide to the Purchaser an electronic copy of the Final Official Statement. The City designates the Purchaser as its agent for purposes of distributing the Final Official Statement to each syndicate member, if applicable. The Purchaser agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with its syndicate members for purposes of assuring the receipt of the Final Official Statement by each such syndicate member.

Dated June 15, 2026

BY ORDER OF THE CITY COUNCIL

/s/ Vernae Larsen
City Clerk

June 11, 2026



Revised Pre-issuance report for

City of Willmar, Minnesota

\$7,775,000* General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

PREPARED BY

Baker Tilly Municipal Advisors, LLC
225 S Sixth St, Ste 1100
Minneapolis, MN 55402

ADVISOR

Chris Hogan | Director
651-223-3034
chris.hogan@bakertilly.com

Issue summary

PROPOSED ISSUE

The City of Willmar, Minnesota (the “City”) has under consideration the issuance of General Obligation Improvement, Abatement and Utility Bonds, Series 2026B (the “Bonds”) in the estimated principal amount of \$7,775,000.

The Bonds will finance (i) various street improvement projects (the “Improvement Bonds”) (ii) the Lakeland Park Path (the “Abatement Bonds”) (iii) various wastewater utility improvements (the “Utility Revenue Bonds”) and (iv) costs of issuance on the Bonds.

A detailed list of the projects is shown in Attachment II.

AUTHORITY

The Bonds are being issued pursuant to Minnesota Statutes Chapters 475, 429, 444, and Sections 469.1812 through 469.1815 and the City’s Home Rule Charter.

Improvement Bonds

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 429, at least 20% of the City’s share of the estimated cost of the projects must be paid from special assessments. The projects being financed by the Improvement Bonds meet this requirement.

Utility Revenue Bonds

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 444 and the resolution awarding the Bonds, the City will covenant to maintain rates and charges in an amount sufficient to generate revenues to support the operation of the City’s wastewater utility (the “Waste Treatment Plant Fund”) and to pay 105% debt service. The City is required to annually review the budget of the Waste Treatment Plant Fund to determine whether current rates and charges are sufficient and to adjust the rates, as necessary.

In addition to the Utility Revenue Bonds the City currently has (9) other bond issues outstanding payable from the City’s Waste Treatment Plant Fund. The table below shows net revenues available to pay debt service from the Waste Treatment Plant Fund based on fiscal year ended December 31, 2024 (the City’s audited financial statements for fiscal year ended December 31, 2025, are not yet available) including the projected debt service payable from the Utility Revenue Bonds detailed in the attachment III.

The projected coverage for Waste Treatment Plant Fund as shown in the table below is less than 1.0 times; however, the City adjusts rates annually based on operations and debt service needs. The City completed a rate study with Baker Tilly in 2025 and as a result of that study, the City implemented a 12.5% rate increase in 2025 and a 10% rate increase in 2026 with further plans to implement rate increase of 5% in 2027 and 2028.

2024 Net Revenues	Waste Treatment Plant Fund
Operating Revenues	\$9,911,686
Operating Expenses	(\$6,202,808)
Operating Income	\$3,708,878
Add: Back Depreciation	\$2,277,876
Add: Investment Earnings	\$330,603
Net Revenues Available	\$6,317,357
Projected Max Debt Service	\$8,088,240
Remaining Capacity	(\$1,770,883)
Estimated Coverage	0.78

Abatement Bonds

Statutory Requirements: Pursuant to Minnesota Statutes, Chapter 469, specifically Sections 469.1812 through 469.1815, the City must specify the public benefit of the abatement, identify properties located within its jurisdiction whose value will equal the proposed amount of the abatement and the term of the abatement, and further comply with the public hearing requirements. A public hearing will be held on June 15, 2026. The public hearing proceedings will establish a not to exceed abatement amount of \$515,000 to be collected over a maximum of 10 years.

Under state statutes, the maximum amount of abatement by the City in any given year cannot exceed the greater of 10% of the net tax capacity of the City or \$200,000. Based on the City's 2025 net tax capacity of \$20,538,579, the maximum annual abatement shall not exceed \$2,053,858. The City has (2) outstanding abatement Bonds (2021B PED Path and the 2026A Broadband). The total amount of the abatement on the outstanding Bonds and the estimated abatement amount on the Abatement Bonds meet that requirement.

SECURITY/SOURCE OF PAYMENT

The Bonds will be a general obligation of the City, secured by its full faith and credit and taxing power and will be repaid from a combination of special assessments filed against benefited properties, available property tax abatement revenue, Waste Treatment Plant Fund revenues, and ad valorem tax levies as further described below.

Improvement Bonds: Debt service will be repaid with a combination of special assessments and ad valorem tax levies. Assessments in the principal amount of \$ \$817,100 are expected to be certified in the fall of 2026 for first collection in 2027. The assessments will be collected over a term of fifteen years with approximately level annual payments of principal. Interest on the unpaid balance will be charged at a rate of 2.0% over the true interest rate on the Bonds, which is estimated to be 6.073%.

A portion of the Improvement Bonds will be supported by property tax levies. The City will make the first levy in 2026 for collection in 2027. Each year's collection of taxes and special assessments will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due the following year.

Utility Revenue Bonds: Net revenues of the City's Waste Treatment Fund will be used to pay debt service on the Utility Revenue Bonds as it comes due.

Abatement Bonds: Abatement revenue and general ad valorem tax levies will pay the debt service on the Abatement Bonds.

The projected annual tax abatements are anticipated to pay a sum that, in the aggregate, is equal to or greater than the par amount of the Abatement Bonds.

The City will make its first levy in 2026 for collection in 2027. Each year's collection of tax levies including tax abatement levies will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year

FINANCING STRUCTURE

In consultation with City Staff, the Bonds have been structured as follows:

Improvement Bonds: Principal repayment is structured with a repayment term of 15 years around the estimated assessment revenue to result in an approximately level annual levy requirement.

Utility Revenue Bonds: Principal repayment is structured with a repayment term of 15 years to achieve approximately level annual debt service payments.

Abatement Bonds: Principal repayment is structured over a term of 10 years, coterminous with the maximum term of the projected tax abatements on selected properties with approximately level payments of debt service.

Issue terms

BANK QUALIFICATION

The City is issuing more than \$10 million in tax-exempt obligations in 2026; therefore, the Bonds are not designated as bank qualified.

OPTIONAL REDEMPTION

The City may elect on February 1, 2036, and on any day thereafter, to redeem Bonds due on or after February 1, 2037, at a price of par plus accrued interest.

Special Considerations

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

Estimated interest rates applied in the structuring of the Bonds are based on current market conditions and assume a reoffering premium. The underwriter will take their compensation from the reoffering premium and any remaining premium can be used to downsize the issue, applied to additional project needs or deposited to the debt service fund. Our preliminary bond structure has applied the estimated premium to financing project needs thereby reducing the principal amount of the Bonds. Determination of the use of premium, if received, will be made by the City prior to or on the day of sale.

Additionally, levy projections for the Bonds as shown in the attached schedules are based on certain assumptions regarding assessment revenue. Any fluctuations in assessment collections could result in levy requirements that differ than our current estimates.

Rating

An application will be made to Moody's Investors Service (Moody's) for a rating on the Bonds. The City's general obligation debt is currently rated "Aa3" by Moody's.

Issuance timeline

<ul style="list-style-type: none"> i) City Council considers Bond Resolution authorizing the Bond sale. ii) City Council conducts public hearing on Bond Ordinance. iii) City Council conducts public hearing and considers resolution approving tax abatement and tax abatement agreement. 	June 15, 2026
City to respond to Moody’s questionnaire	Week of June 29th
Competitive proposals are received	July 20, 2026, 10:30 a.m.
Council considers award of the Bonds	July 20, 2026, 6:30 p.m.
Proceeds are received	August 13, 2026

Post issuance

The issuance of the Bonds will result in post-issuance compliance responsibilities. The responsibilities are in two primary areas: (i) compliance with federal arbitrage requirements and (ii) compliance with secondary disclosure requirements.

ARBITRAGE/REBATE

Federal arbitrage requirements include a wide range of implications that have been taken into account as this issue has been structured. Post-issuance compliance responsibilities for this tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. Under certain circumstances any “excess earnings” will need to be paid to the IRS to maintain the tax-exempt status of the Bonds. Any interest earnings on gross bond proceeds or debt service funds should not be spent until it has been determined based on actual facts that they are not “excess earnings” as defined by the IRS Code.

The arbitrage rules provide for spending exceptions for proceeds that are spent within 6-month, 18-month or, for certain construction issues, a 24-month period each in accordance with certain spending criteria. Proceeds that qualify for an exception will be exempt from rebate. These exceptions are based on actual expenditures and not based on reasonable expectations, and expenditures, including any investment proceeds will have to meet the spending criteria to qualify for the exclusion. The City anticipates meeting the 24-month spending exception.

Regardless of whether the issue qualifies for an exemption from the rebate provisions, yield restriction provisions will apply to Bond proceeds (including interest earnings) unspent after three years and the debt service fund throughout the term of the Bonds. These moneys should be monitored until the Bonds are retired.

Baker Tilly Municipal Advisors, LLC (Baker Tilly MA) and the City have entered into an Agreement for Municipal Advisor Services under which Baker Tilly will provide arbitrage compliance services on the Bonds.

CONTINUING DISCLOSURE

The issuance of the Bonds will result in post-issuance compliance responsibilities related to continuing disclosure.

Secondary disclosure requirements result from the U.S. Securities and Exchange Commission (SEC) requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

Baker Tilly Municipal Advisors, LLC (Baker Tilly MA) and the City have entered into an Agreement for Municipal Advisor Services under which Baker Tilly will provide continuing disclosure services on the Bonds.

Finance team

The issuance of the Bonds will require the work of various other public finance professionals. Fees for these professionals will be paid from proceeds of the Bonds unless directed otherwise by the City. The following professionals and their roles have been identified below:

Bond Counsel: Kutak Rock LLP

Municipal Advisor: Baker Tilly Municipal Advisors, LLC

Attachments

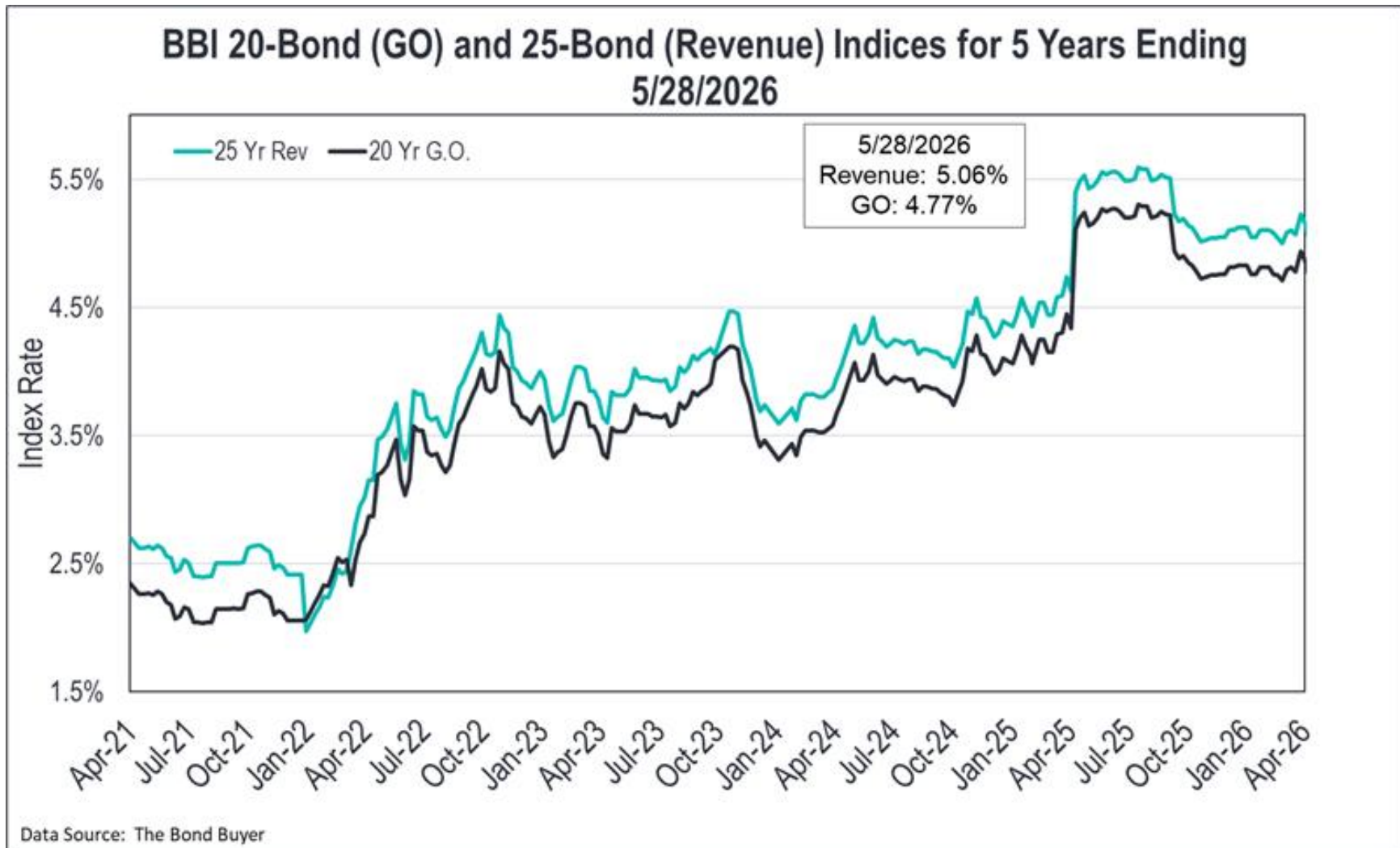
Schedules attached for the Bond include:

- I. Bond Buyer Index
- II. Project Detail
- III. Bond Schedules

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I. Bond Buyer Index

Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20th year for general obligation bonds rated Aa2 by Moody's or AA by S&P (the BBI 20-Bond GO Index) and the 30th year for revenue bonds rated A1 by Moody's or A+ by S&P (the BBI 25-Bond Revenue Index). The following chart illustrates these two indices over the past five years:



II. Project Detail

<u>Baker Tilly Bonding Summary</u>		
Steet Projects - 4th ST SW + Engineering (429)		\$ 4,084,800
Tax Abatement - lakeland Path		\$ 476,800
Wastewater Utility Projects (444)		
4th St SW	\$ 968,500	
Iverson Park LS	\$ 887,748	
BNR	\$ 1,100,000	
Eagle Lake LS Panels	\$ 400,000	
Total Utility Projects		\$ 3,356,248
Total 2026B Bonding		\$ 7,917,848

III. Bond Schedules

\$7,775,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

Issue Summary

Total Issue Sources And Uses

Dated 08/13/2026 | Delivered 08/13/2026

	Improvement Portion	Utility Portion	Tax Abatement Portion	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$4,020,000.00	\$3,300,000.00	\$455,000.00	\$7,775,000.00
Reoffering Premium	168,140.90	137,477.95	32,213.25	337,832.10
Total Sources	\$4,188,140.90	\$3,437,477.95	\$487,213.25	\$8,112,832.10
Uses Of Funds				
Deposit to Project Construction Fund	4,084,800.00	3,356,248.00	476,800.00	7,917,848.00
Costs of Issuance	52,014.40	42,698.40	5,887.20	100,600.00
Total Underwriter's Discount (1.200%)	48,240.00	39,600.00	5,460.00	93,300.00
Rounding Amount	3,086.50	(1,068.45)	(933.95)	1,084.10
Total Uses	\$4,188,140.90	\$3,437,477.95	\$487,213.25	\$8,112,832.10

\$7,775,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

Issue Summary

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
02/01/2028	Serial Coupon	5.000%	3.120%	225,000.00	102.673%	231,014.25
02/01/2029	Serial Coupon	5.000%	3.140%	405,000.00	104.380%	422,739.00
02/01/2030	Serial Coupon	5.000%	3.180%	425,000.00	105.928%	450,194.00
02/01/2031	Serial Coupon	5.000%	3.270%	455,000.00	107.134%	487,459.70
02/01/2032	Serial Coupon	5.000%	3.320%	470,000.00	108.334%	509,169.80
02/01/2033	Serial Coupon	5.000%	3.400%	490,000.00	109.217%	535,163.30
02/01/2034	Serial Coupon	5.000%	3.450%	520,000.00	110.125%	572,650.00
02/01/2035	Serial Coupon	5.000%	3.550%	540,000.00	110.522%	596,818.80
02/01/2036	Serial Coupon	5.000%	3.630%	575,000.00	110.891%	637,623.25
02/01/2037	Serial Coupon	3.830%	3.830%	605,000.00	100.000%	605,000.00
02/01/2038	Serial Coupon	4.000%	4.000%	565,000.00	100.000%	565,000.00
02/01/2039	Serial Coupon	4.250%	4.250%	585,000.00	100.000%	585,000.00
02/01/2040	Serial Coupon	4.300%	4.300%	610,000.00	100.000%	610,000.00
02/01/2041	Serial Coupon	4.350%	4.350%	640,000.00	100.000%	640,000.00
02/01/2042	Serial Coupon	4.400%	4.400%	665,000.00	100.000%	665,000.00
Total	-	-	-	\$7,775,000.00	-	\$8,112,832.10

Bid Information

Par Amount of Bonds	\$7,775,000.00
Reoffering Premium or (Discount)	337,832.10
Gross Production	\$8,112,832.10
Total Underwriter's Discount (1.200%)	\$(93,300.00)
Bid (103.145%)	8,019,532.10
Total Purchase Price	\$8,019,532.10
Bond Year Dollars	\$72,333.33
Average Life	9.303 Years
Average Coupon	4.4843754%
Net Interest Cost (NIC)	4.1463126%
True Interest Cost (TIC)	4.0736174%

\$7,775,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

Issue Summary

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Utility	Abatement	Levy Required	Total Projected Levy
02/01/2027	-	-	-	-	-	-	-	-	-	-
02/01/2028	225,000.00	5.000%	526,847.20	751,847.20	789,439.56	86,145.87	328,558.44	25,000.00	349,735.25	374,735.25
02/01/2029	405,000.00	5.000%	347,964.00	752,964.00	790,612.20	86,145.87	328,110.30	40,000.00	336,356.03	376,356.03
02/01/2030	425,000.00	5.000%	327,714.00	752,714.00	790,349.70	86,145.87	329,947.80	40,000.00	334,256.03	374,256.03
02/01/2031	455,000.00	5.000%	306,464.00	761,464.00	799,537.20	86,145.87	331,260.30	45,000.00	337,131.03	382,131.03
02/01/2032	470,000.00	5.000%	283,714.00	753,714.00	791,399.70	86,145.87	326,797.80	45,000.00	333,456.03	378,456.03
02/01/2033	490,000.00	5.000%	260,214.00	750,214.00	787,724.70	86,145.88	327,322.80	45,000.00	329,256.02	374,256.02
02/01/2034	520,000.00	5.000%	235,714.00	755,714.00	793,499.70	86,145.87	327,322.80	50,000.00	330,031.03	380,031.03
02/01/2035	540,000.00	5.000%	209,714.00	749,714.00	787,199.70	86,145.87	326,797.80	50,000.00	324,256.03	374,256.03
02/01/2036	575,000.00	5.000%	182,714.00	757,714.00	795,599.70	86,145.87	330,997.80	55,000.00	323,456.03	378,456.03
02/01/2037	605,000.00	3.830%	153,964.00	758,964.00	796,912.20	86,145.86	329,160.30	60,000.00	321,606.04	381,606.04
02/01/2038	565,000.00	4.000%	130,792.50	695,792.50	730,582.13	86,145.86	329,807.63	-	314,628.64	314,628.64
02/01/2039	585,000.00	4.250%	108,192.50	693,192.50	727,852.12	86,145.87	329,597.63	-	312,108.63	312,108.63
02/01/2040	610,000.00	4.300%	83,330.00	693,330.00	727,996.50	86,145.86	328,272.00	-	313,578.64	313,578.64
02/01/2041	640,000.00	4.350%	57,100.00	697,100.00	731,955.00	86,145.86	331,605.75	-	314,203.39	314,203.39
02/01/2042	665,000.00	4.400%	29,260.00	694,260.00	728,973.00	86,145.88	328,860.00	-	313,967.12	313,967.12
Total	\$7,775,000.00	-	\$3,243,698.20	\$11,018,698.20	\$11,569,633.11	\$1,292,188.03	\$4,934,419.14	\$455,000.00	\$4,888,025.94	5,343,025.94

Dated	8/13/2026
Delivery Date	8/13/2026
First Coupon Date	8/01/2027

Yield Statistics

Bond Year Dollars	\$72,333.33
Average Life	9.303 Years
Average Coupon	4.4843754%
Net Interest Cost (NIC)	4.1463126%
True Interest Cost (TIC)	4.0736174%
Bond Yield for Arbitrage Purposes	3.9166764%
All Inclusive Cost (AIC)	4.2457144%

IRS Form 8038

Net Interest Cost	3.8957099%
Weighted Average Maturity	9.194 Years

\$4,020,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B
Improvement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessment	Levy Required
02/01/2027	-	-	-	-	-	-	-
02/01/2028	110,000.00	5.000%	271,597.33	381,597.33	400,677.20	86,145.87	314,531.33
02/01/2029	200,000.00	5.000%	179,680.00	379,680.00	398,664.00	86,145.87	312,518.13
02/01/2030	210,000.00	5.000%	169,680.00	379,680.00	398,664.00	86,145.87	312,518.13
02/01/2031	225,000.00	5.000%	159,180.00	384,180.00	403,389.00	86,145.87	317,243.13
02/01/2032	235,000.00	5.000%	147,930.00	382,930.00	402,076.50	86,145.87	315,930.63
02/01/2033	245,000.00	5.000%	136,180.00	381,180.00	400,239.00	86,145.88	314,093.12
02/01/2034	260,000.00	5.000%	123,930.00	383,930.00	403,126.50	86,145.87	316,980.63
02/01/2035	270,000.00	5.000%	110,930.00	380,930.00	399,976.50	86,145.87	313,830.63
02/01/2036	285,000.00	5.000%	97,430.00	382,430.00	401,551.50	86,145.87	315,405.63
02/01/2037	300,000.00	3.830%	83,180.00	383,180.00	402,339.00	86,145.86	316,193.14
02/01/2038	310,000.00	4.000%	71,690.00	381,690.00	400,774.50	86,145.86	314,628.64
02/01/2039	320,000.00	4.250%	59,290.00	379,290.00	398,254.50	86,145.87	312,108.63
02/01/2040	335,000.00	4.300%	45,690.00	380,690.00	399,724.50	86,145.86	313,578.64
02/01/2041	350,000.00	4.350%	31,285.00	381,285.00	400,349.25	86,145.86	314,203.39
02/01/2042	365,000.00	4.400%	16,060.00	381,060.00	400,113.00	86,145.88	313,967.12
Total	\$4,020,000.00	-	\$1,703,732.33	\$5,723,732.33	\$6,009,918.95	\$1,292,188.03	\$4,717,730.92

Dated	8/13/2026
Delivery Date	8/13/2026
First Coupon Date	8/01/2027

Yield Statistics

Bond Year Dollars	\$38,086.00
Average Life	9.474 Years
Average Coupon	4.4733822%
Net Interest Cost (NIC)	4.1585660%
True Interest Cost (TIC)	4.0898643%
Bond Yield for Arbitrage Purposes	3.9166764%
All Inclusive Cost (AIC)	4.2596389%

IRS Form 8038

Net Interest Cost	3.9162464%
Weighted Average Maturity	9.362 Years

\$817,100

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B
Assessments

ASSESSMENT INCOME

Date	Principal	Coupon	Interest	Total P+I
12/31/2026	-	-	-	-
12/31/2027	19,982.56	6.073%	66,163.31	86,145.87
12/31/2028	37,736.93	6.073%	48,408.94	86,145.87
12/31/2029	40,028.69	6.073%	46,117.18	86,145.87
12/31/2030	42,459.63	6.073%	43,686.24	86,145.87
12/31/2031	45,038.21	6.073%	41,107.66	86,145.87
12/31/2032	47,773.38	6.073%	38,372.50	86,145.88
12/31/2033	50,674.65	6.073%	35,471.22	86,145.87
12/31/2034	53,752.13	6.073%	32,393.74	86,145.87
12/31/2035	57,016.49	6.073%	29,129.38	86,145.87
12/31/2036	60,479.10	6.073%	25,666.76	86,145.86
12/31/2037	64,152.00	6.073%	21,993.86	86,145.86
12/31/2038	68,047.95	6.073%	18,097.92	86,145.87
12/31/2039	72,180.50	6.073%	13,965.36	86,145.86
12/31/2040	76,564.02	6.073%	9,581.84	86,145.86
12/31/2041	81,213.76	6.073%	4,932.12	86,145.88
Total	\$817,100.00	-	\$475,088.03	\$1,292,188.03

SIGNIFICANT DATES

Filing Date	8/31/2026
First Payment Date	12/31/2027

\$3,300,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

Utility Portion

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% DS
02/01/2027	-	-	-	-	-
02/01/2028	90,000.00	5.000%	222,912.80	312,912.80	328,558.44
02/01/2029	165,000.00	5.000%	147,486.00	312,486.00	328,110.30
02/01/2030	175,000.00	5.000%	139,236.00	314,236.00	329,947.80
02/01/2031	185,000.00	5.000%	130,486.00	315,486.00	331,260.30
02/01/2032	190,000.00	5.000%	121,236.00	311,236.00	326,797.80
02/01/2033	200,000.00	5.000%	111,736.00	311,736.00	327,322.80
02/01/2034	210,000.00	5.000%	101,736.00	311,736.00	327,322.80
02/01/2035	220,000.00	5.000%	91,236.00	311,236.00	326,797.80
02/01/2036	235,000.00	5.000%	80,236.00	315,236.00	330,997.80
02/01/2037	245,000.00	3.830%	68,486.00	313,486.00	329,160.30
02/01/2038	255,000.00	4.000%	59,102.50	314,102.50	329,807.63
02/01/2039	265,000.00	4.250%	48,902.50	313,902.50	329,597.63
02/01/2040	275,000.00	4.300%	37,640.00	312,640.00	328,272.00
02/01/2041	290,000.00	4.350%	25,815.00	315,815.00	331,605.75
02/01/2042	300,000.00	4.400%	13,200.00	313,200.00	328,860.00
Total	\$3,300,000.00	-	\$1,399,446.80	\$4,699,446.80	\$4,934,419.14

SIGNIFICANT DATES

Dated	8/13/2026
Delivery Date	8/13/2026
First Coupon Date	8/01/2027

Yield Statistics

Bond Year Dollars	\$31,290.00
Average Life	9.482 Years
Average Coupon	4.4725050%
Net Interest Cost (NIC)	4.1596959%
True Interest Cost (TIC)	4.0913619%
Bond Yield for Arbitrage Purposes	3.9166764%
All Inclusive Cost (AIC)	4.2610651%

IRS Form 8038

Net Interest Cost	3.9180536%
Weighted Average Maturity	9.370 Years

Interest rates are estimates. Changes in rates may cause significant alterations to this schedule.

The actual underwriter's discount bid may also vary

\$455,000

City of Willmar, Minnesota

General Obligation Improvement, Abatement and Utility Bonds, Series 2026B

Tax Abatement Portion

NET DEBT SERVICE SCHEDULE

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Abatement	Levy Required
02/01/2027	-	-	-	-	-	-	-
02/01/2028	25,000.00	5.000%	32,337.07	57,337.07	60,203.92	25,000.00	35,203.92
02/01/2029	40,000.00	5.000%	20,798.00	60,798.00	63,837.90	40,000.00	23,837.90
02/01/2030	40,000.00	5.000%	18,798.00	58,798.00	61,737.90	40,000.00	21,737.90
02/01/2031	45,000.00	5.000%	16,798.00	61,798.00	64,887.90	45,000.00	19,887.90
02/01/2032	45,000.00	5.000%	14,548.00	59,548.00	62,525.40	45,000.00	17,525.40
02/01/2033	45,000.00	5.000%	12,298.00	57,298.00	60,162.90	45,000.00	15,162.90
02/01/2034	50,000.00	5.000%	10,048.00	60,048.00	63,050.40	50,000.00	13,050.40
02/01/2035	50,000.00	5.000%	7,548.00	57,548.00	60,425.40	50,000.00	10,425.40
02/01/2036	55,000.00	5.000%	5,048.00	60,048.00	63,050.40	55,000.00	8,050.40
02/01/2037	60,000.00	3.830%	2,298.00	62,298.00	65,412.90	60,000.00	5,412.90
Total	\$455,000.00	-	\$140,519.07	\$595,519.07	\$625,295.02	\$455,000.00	\$170,295.02

Dated	8/13/2026
Delivery Date	8/13/2026
First Coupon Date	8/01/2027

Yield Statistics

Bond Year Dollars	\$2,957.33
Average Life	6.500 Years
Average Coupon	4.7515466%
Net Interest Cost (NIC)	3.8469055%
True Interest Cost (TIC)	3.7094851%
Bond Yield for Arbitrage Purposes	3.9166764%
All Inclusive Cost (AIC)	3.9331658%

IRS Form 8038

Net Interest Cost	3.4148998%
Weighted Average Maturity	6.510 Years

City of Willmar, Minnesota
Aggregate Utility Debt Service
Aggregate Debt Service -- Accrual Basis

Calendar Year	2008 PFA Wastewater	2008 PFA Wastewater	2009 PFA Wastewater	2009 PFA Wastewater	2013 PFA Wastewater	2014 PFA Wastewater	2016 PFA Wastewater	2018 PFA Wastewater	2024A GO Sewer Wastewater	2026 GO Wastewater	TOTAL
2026	4,780,445.38	-	104,038.71	1,258,168.40	71,766.48	159,135.00	56,203.33	84,048.20	30,686.25	-	6,544,491.74
2027	5,011,878.25	-	108,644.99	1,543,728.00	77,802.36	166,750.00	59,858.10	90,223.57	133,402.50	163,420.58	7,355,708.35
2028	4,980,953.25	-	109,163.42	1,545,812.00	78,071.76	166,210.00	60,299.20	89,339.56	135,607.50	266,312.03	7,431,768.72
2029	-	5,520,000.00	108,759.57	1,589,623.20	78,329.92	166,660.00	59,729.95	89,455.55	132,457.50	343,224.53	8,088,240.22
2030	-	1,480,000.00	-	1,587,682.40	78,576.84	167,090.00	60,160.70	89,560.35	134,452.50	344,274.53	3,941,797.32
2031	-	-	-	1,596,468.80	77,812.52	166,500.00	59,581.10	89,653.96	136,237.50	344,799.53	2,471,053.41
2032	-	-	-	1,600,569.60	78,048.20	166,900.00	60,001.50	89,736.38	132,667.50	344,799.53	2,472,722.71
2033	-	-	-	1,594,088.00	78,272.64	166,280.00	59,411.55	89,807.61	134,242.50	344,274.53	2,466,376.83
2034	-	-	-	1,595,333.60	78,485.84	166,650.00	59,821.60	89,867.65	135,108.75	343,224.53	2,468,491.97
2035	-	-	-	1,600,996.80	78,687.80	-	60,221.30	89,916.50	135,240.00	341,649.53	2,306,711.93
2036	-	-	-	1,598,871.20	77,878.52	-	59,610.65	89,954.16	135,108.75	339,549.53	2,300,972.81
2037	-	-	-	1,590,163.20	78,069.24	-	-	89,980.63	134,715.00	343,640.33	2,236,568.40
2038	-	-	-	1,595,044.80	78,248.72	-	-	89,995.91	134,058.75	343,242.38	2,240,590.56
2039	-	-	-	-	78,416.96	-	-	-	133,770.00	341,824.88	554,011.84
2040	-	-	-	-	78,573.96	-	-	-	133,875.00	339,530.63	551,979.59
2041	-	-	-	-	77,719.72	-	-	-	-	341,768.44	419,488.16
2042	-	-	-	-	77,865.48	-	-	-	-	338,026.50	415,891.98
-	\$14,773,276.88	\$7,000,000.00	\$430,606.69	\$20,296,550.00	\$1,322,626.96	\$1,492,175.00	\$654,898.98	\$1,161,540.03	\$1,911,630.00	\$5,223,561.95	\$48,952,274.53



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	10.B.
Agenda Section:	Public Hearing:	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Elizabeth Bergman, Baker Tilly
Item:	Resolution Approving Tax Abatement (GO Abatement 2026B)		

RECOMMENDED ACTION:

Adopt the Resolution Approving Abatement

OVERVIEW:

In support of the ordinance authorizing the issuance of General Obligation Tax Abatement Bonds, the City Council must conduct a separate public hearing on the question of the abatement and approve a resolution for tax abatement.

The City proposes to (i) assist in financing certain public improvements, including without limitation, a portion of the cost of the construction of certain public improvements, including without limitation the Lakeland Bike Path within the City (the “Project”) with abatement bonds authorized by Minnesota Statutes, Sections 469.1812 through 469.1815 (the “Abatement Act”) and (ii) authorize a property tax abatement with respect to various parcels of land that benefit from such public improvements. The City proposes to use the abatement for the purposes provided for in the Abatement Act, including the Project. The proposed term of the abatement will be for up to 10 years in an amount not to exceed \$515,000.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Willmar MN Imp Abate Utility Series 2026B ABATEMENT RESOLUTION

CITY OF WILLMAR
COUNTY OF KANDIYOHI
STATE OF MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING TAX ABATEMENTS

WHEREAS, the City proposes to (i) assist in financing certain public improvements including without limitation a portion of the cost of the construction of certain public improvements, including without limitation the Lakeland Bike Path within the City (the “Project”) with abatement bonds authorized by Minnesota Statutes, Sections 469.1812 through 469.1815 (the “Abatement Act”) and (ii) authorize a property tax abatement with respect to various parcels of land that benefit from such public improvements. The City proposes to use the abatement for the purposes provided for in the Abatement Act, including the Project. The proposed term of the abatement will be for up to 10 years in an amount not to exceed \$515,000. The abatement will apply to the City’s share of the property taxes (the “Abatement”) derived from the property described by property identification numbers on the attached “**Exhibit A**” (the “Property”); and

WHEREAS, on the date hereof, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof; and

WHEREAS, under the Abatement Act, the City is authorized to retain abatements from property in order to accomplish certain public purposes, including situations where the abatement will increase or preserve tax base, provide or help acquire or construct public facilities, help provide employment opportunities in the City, help provide access to services for City residents, or finance or provide public infrastructure.

WHEREAS, the City is also authorized under the Abatement Act to issue bonds to (1) pay for public improvements that benefit the property, (2) to acquire and convey land or other property, (3) to reimburse the property owner for the cost of improvements made to the property, or (4) to pay the costs of issuance of the bonds.

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

1. Findings for the Abatement. The City Council hereby makes the following findings:

(a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof because:

(i) The Abatement will help finance certain public improvements including without limitation a portion of the cost of the construction of certain public improvements, including without limitation the Lakeland Bike Path which implements a safe bike and pedestrian experience along a previously dangerous corridor in the City.

(ii) The Project attract visitors and retain residents to patronize new and existing businesses in the region which will generate significant City tax revenues (after termination of the Abatement) that, over the long term, will exceed the amount of the Abatement itself.

(iii) The Project will help preserve and increase the value of the Property, thereby helping to generate additional City tax revenues over the long term after expiration of the Abatement.

(b) Granting the Abatement is in the public interest because the Abatement will:

(i) Increase or preserve tax base, by helping to maintain values in the City and region, for the reasons described in clause (a).

(ii) Finance or provide public infrastructure.

(c) It is further specifically found and determined that, in addition to the benefits described in clause (a) and (b), the Abatement is expected to result in the following public benefits:

(i) Construction of the Project will implement plans for increased connectivity of safe passageways for non-motorized vehicles and pedestrians.

(ii) The Project will contribute to the quality of life in the City and region by increasing the ease of access to public infrastructure.

(d) The Property consists of parcels in the City which are among the properties which will benefit from the public improvements and the Property will not be located in a tax increment financing district for the period of time that the Abatement is in effect.

(e) In any year, the total amount of property taxes abated by the City by this and other abatement resolutions, if any, does not exceed ten percent (10%) of net tax capacity of the City for the taxes payable year to which the abatement applies or \$200,000, whichever is greater. The City may grant other abatements permitted under the Abatement Act after the date of this resolution, provided that to the extent the total abatements in any year exceed the Abatement limit the allocation of the Abatement limit to such other abatements is subordinate to the Abatement granted by this resolution.

2. Terms of Abatement. The Abatement is hereby approved. The terms of the Abatement are as follows:

(a) The Abatement shall be for up to a 10-year period and shall apply to the taxes payable in the years 2027 through 2036, inclusive.

(b) The City will abate the City's share of property tax amount which the City receives from the Property, cumulatively not to exceed \$515,000.

(c) The maximum amount of Abatement authorized under this resolution is \$515,000. The maximum principal amount of bonds to be secured by Abatement under this resolution will not exceed the estimated sum of Abatement from the Property for the term authorized under this resolution

(d) The Abatement shall be subject to all the terms and limitations of the Abatement Act.

(e) This Resolution and the Property may be modified at any time and from time to time by resolution of the City Council; provided, however, that because the City anticipates issuing general obligation tax abatement bond, the Abatement amount may not be modified or changed while the Bond is outstanding.

Councilmember _____ moved for the adoption of the foregoing resolution, and said motion was duly seconded by Councilmember _____, and upon a vote being taken thereon after full discussion thereof, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Adopted on June 15, 2026 by the City Council of Willmar.

City Clerk

Exhibit A
Parcel ID Numbers for “Property”

958280110	958280410	958280770	958281200
958280130	958280420	958281130	958281210
958280230	958280450	958281150	958281240
958280260	958280460	958281160	958283060
958280330	958280470	958281180	958283070
958280330	958280550	958281190	



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	11.A.
Agenda Section:	Regular Business	Originating Department:	Planning and Development
Resolution:	No	Prepared By:	Chris Frank, Interim Planning and Development Director
Ordinance:	No	Presented By:	Chris Frank, Interim Planning and Development Director
Item:	Approval to City Staff to Recommend Eligible Census Tract to the Governor's Office for 2027 Opportunity Zone		

RECOMMENDED ACTION:

Motion to engage City Staff, with support from KCED, to recommend Willmar's eligible census tract to the Governor's office for the 2027-2037 Opportunity Zone.

OVERVIEW:

The One Big Beautiful Bill Act (OBBBA) has expanded the original Opportunity Zone program (2018) to put more emphasis on rural tracts that qualify within the program's poverty rate requirements. The federal government releases maps from each census update showing eligible tracts across the country that qualify for the Opportunity Zone program. This program provides multiple different federal tax incentives to developers who choose to reinvest funds into these eligible tracts, including: tax deferral, step-up in basis of capital gains, and potential exclusion of gain for long-term investments. Cities and Counties must submit their prospectus to Governor Walz's office starting on July 1, 2026 in order to be evaluated for selection.

Minnesota has 289 eligible tracts from which 73 will be chosen, which makes up 25% of the total eligible tracts. Willmar has 3 eligible tracts for this selection window, including: the Downtown Willmar area, the majority of the SE quadrant of Willmar (east of 1st St, south of Hwy 12), and an area south of Downtown and west of 1st St. The new changes to the Opportunity Zone 2.0 has put more of an emphasis on rural investment and now requires that 25% of those 25% selected must be from rural areas (under 50,000 pop.).

City staff has been working with KCED to put together application and prospectus of our eligible tracts in hopes of being chosen for the program. The Governor's office will be ranking eligible tracks based on the following criteria: 1) Needs, 2) Equity & Inclusion, 3) Local commitment to support the zone, 4) Development possibilities, 5) investment potential, 6) Potential positive impact, and 7) Existing OZ projects. The Governor's office will be submitting their final tracts by the end of October, with final designations being determined before the end of

the year, and the new OZ 2.0 program beginning for any eligible development starting on January 1, 2027. This program will operate on a 10-year cycle until the end of 2036, at which time, there will be a new nomination process for the next 10-year cycle.

The program should not have any negative consequences for the City as all the incentives are based in the federal income tax, so it does not affect any local taxes or money going through any other program that would affect the City of Willmar. A motion to engage city staff to submit the application and local prospectus for the Opportunity Zone 2.0 (2027) is required for staff to move forward with said submission.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 2027 Willmar Opportunity Zone Presentation FINAL

WILLMAR

INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

OPPORTUNITY ZONE 2.0 PRESENTATION

Presented by: Christopher Frank, Interim Director of Planning & Development
Sara Lundquist, Economic & Community Development Specialist

Monday, June 15, 2026

What Are Opportunity Zones?

Established by the Tax Cuts and Jobs Act of 2017

Designed to spur private investment in economically distressed census tracts

Investors reinvest capital gains into Qualified Opportunity Funds (QOFs)

QOFs must invest at least 90% of assets in Opportunity Zone property

Three core tax incentives: temporary deferral of capital gains, partial basis step-up, and permanent exclusion of post-investment gains after 10 years

Program made permanent by the One Big Beautiful Bill Act (OBBBA), signed July 4, 2025



Minnesota Opportunity Zone 2.0 Timeline

July 4, 2025	OBBBA signed into law; Opportunity Zone program made permanent
July 1, 2026	90-day designation window opens; Governor Walz nominates census tracts
September 28, 2026	Designation submissions due to Treasury (30-day extension possible)
Late 2026	Treasury certifies new Qualified Opportunity Zones
January 1, 2027	OZ 2.0 designations take effect; new investments eligible
December 31, 2036	OZ 2.0 designations expire (new 10-year designation process)



Opportunity Benefits

1. First Incentive: Tax Deferral

When you sell an appreciated asset — such as stock, real estate, a business — you incur a capital gains tax liability.

Under normal circumstances, that gain must be recognized and taxed that tax year. Opportunity Zones allow you to defer recognizing that gain by reinvesting it into a Qualified Opportunity Fund, generally within 180 days of realization.

Instead of carving out funds to cover an upcoming tax payment, you keep more capital deployed and working inside the investment. Deferral does not eliminate the tax. It postpones recognition.

But that postponement can increase the amount of capital invested and allow returns to compound in the new investment.

Example: Sell a different asset for a gain of \$1,000,000. Assuming a 20% capital gains rate, the sale generates a tax liability of \$200,000 this year. That payment is now deferred for 5 years if you reinvest the \$1,000,000 into a QOF.



Opportunity Benefits

2. Second Incentive: Step up Basis in original Investment to reduce tax bill

Under certain timing scenarios, investors who hold a qualifying Opportunity Zone investment for at least five years can receive up to a 30% (for rural areas) step-up in basis on the deferred gain.

Example: You have your \$1,000,000 gain from the previous example. After 5 years, the 30% step up basis now lowers that taxable gain to \$700,000, and related tax liability to \$140,000



Opportunity Benefits

3. Third Incentive: Permanent Exclusion of tax on appreciated property held for 10-years

This is where Opportunity Zones become fundamentally different.

If an investor holds their Opportunity Zone investment for at least 10 years, any appreciation is excluded from federal capital gains tax.

Example: 10 years later, the business we invested our original \$1,000,000 into is worth \$3,000,000. The \$2,000,000 gain is fully excluded from capital gains tax if that business is sold, which would have normally realized a tax liability of \$400,000 (assuming 20% capital gains tax rate again). What would have normally been a total tax liability of \$600,000 is reduced to \$140,000 with the additional benefit of the original tax deferral for 5 years.



Opportunity Benefits

4. Fourth Incentive: No Depreciation Recapture:

In many investments, depreciation can reduce taxable income during the holding period, but a portion of that benefit is often recaptured and taxed upon sale.

Properly structured Opportunity Zone investments are different. Depreciation recapture can also be excluded at exit. This advantage existed under OZ 1.0 and continues under OZ 2.0.

It is not new, but it remains one of the most underappreciated aspects of the program.



Opportunity Zone 2.0: Key Changes Under the OBBBA

Original Program (2017)

- Fixed deferral deadline: December 31, 2026
- 10% basis step-up at 5 years, 15% at 7 years
- 10-year exclusion of post-investment gains
- One-time zone designations (2018)
- 100% substantial improvement requirement

New Program (2027)

- Rolling 5-year deferral from date of investment
- 10% basis step-up at 5 years (30% for rural)
- 10-year exclusion preserved, 30-year full basis step-up
- Rolling 10-year zone designations
- 50% substantial improvement for rural zones
- Program made permanent

Rural Opportunity Zone Advantage

30% Basis Step-Up for Rural Opportunity Zone

- Willmar population ~21,000 (under 50,000 threshold for rural classification)
- Qualified Rural Opportunity Funds (QROFs) receive 30% basis step-up vs. 10% standard
- Reduced substantial improvement: 50% vs. 100% for standard zones
- Rural classification significantly lowers barriers for developers
- Enhanced incentives make Willmar especially attractive for agricultural, industrial, and mixed-use investments

WILLMAR

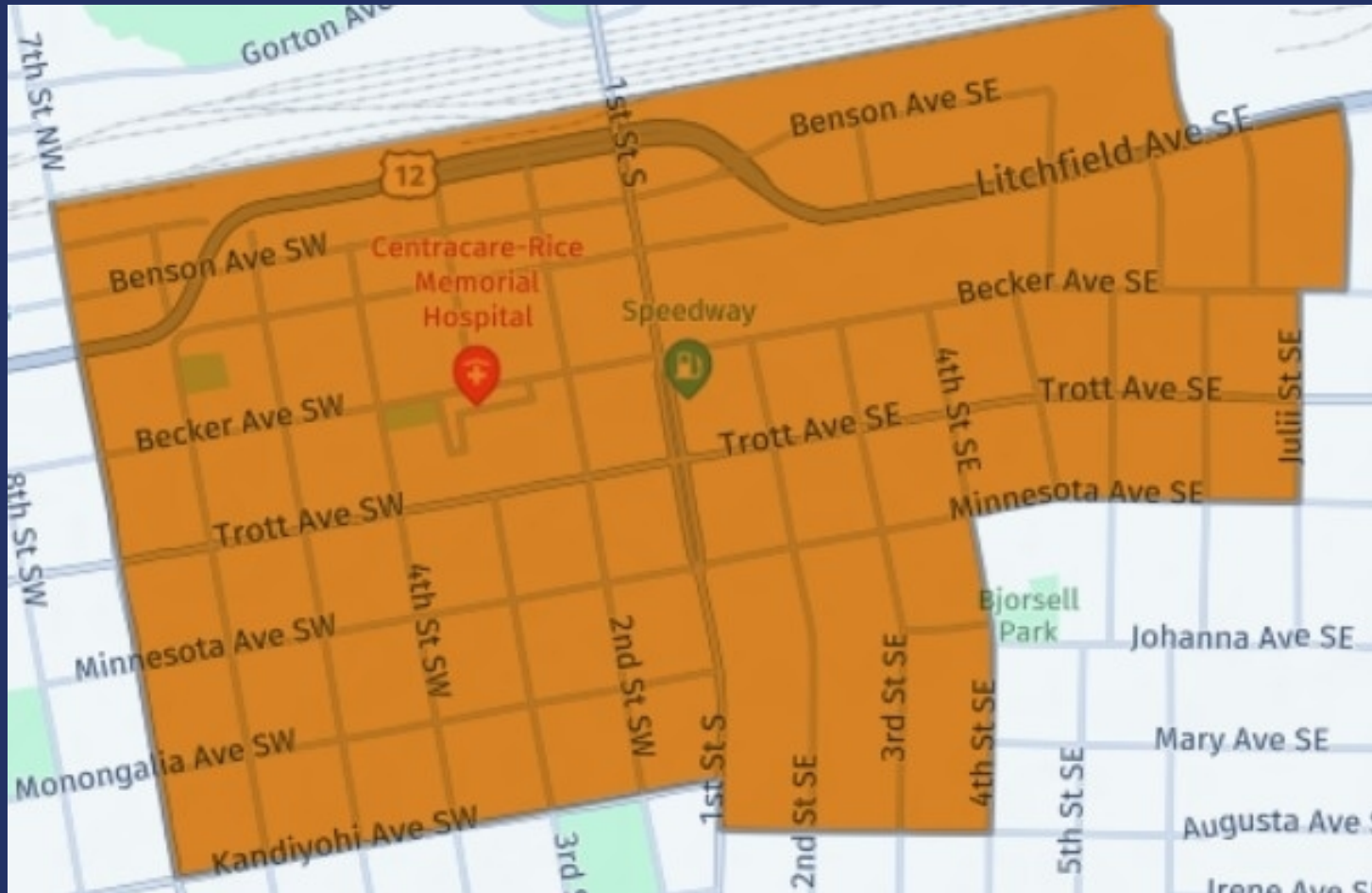
INC. 1901

MINNESOTA'S  CROSSROADS

MINNESOTA

Rural Opportunity Zone Map

2018 Map



WILLMAR

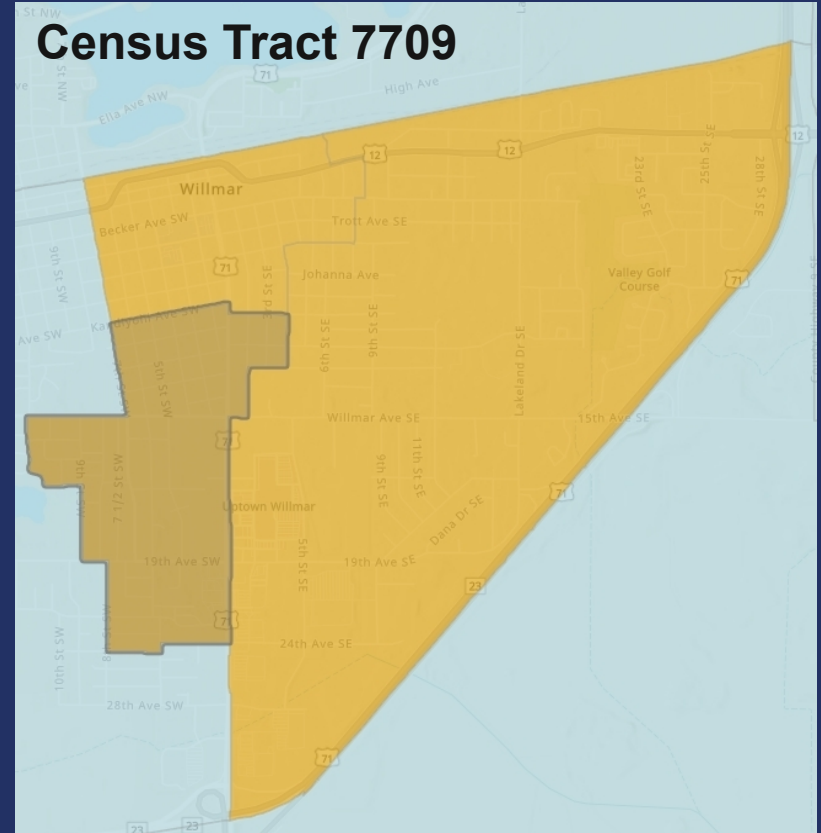
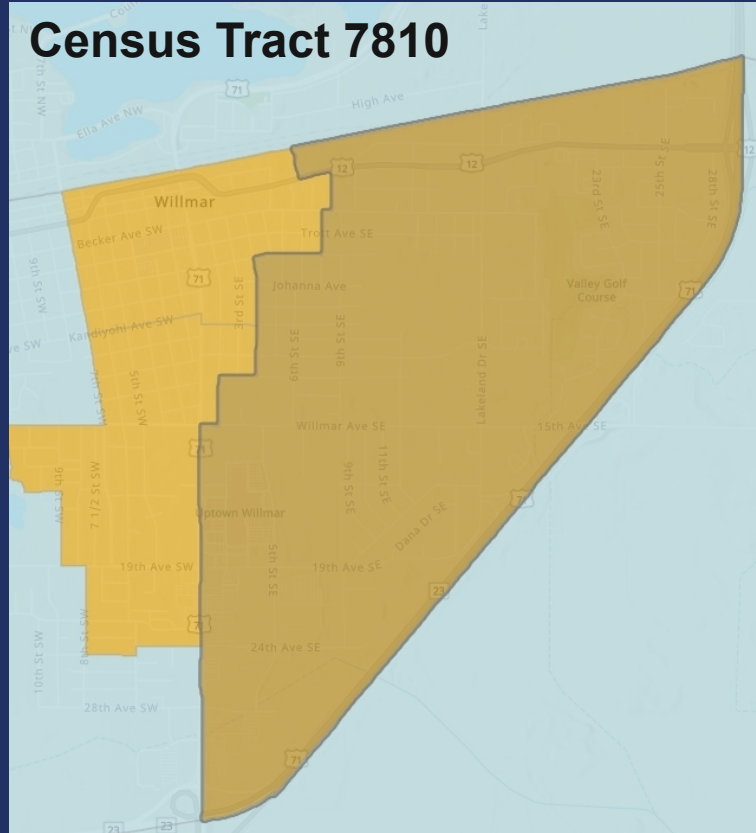
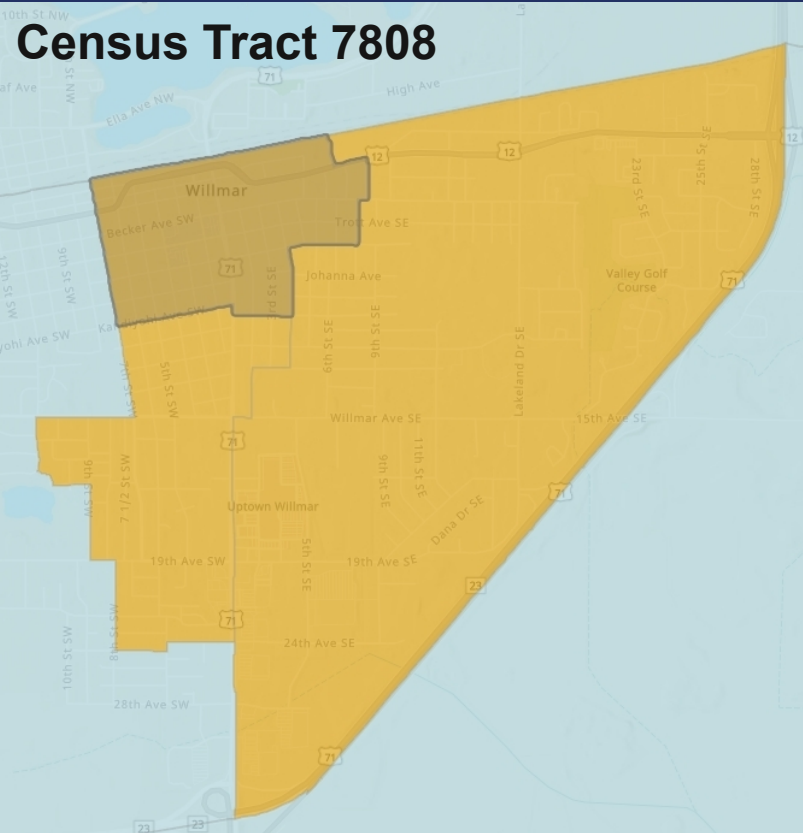
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MINNESOTA'S  CROSSROADS

MINNESOTA

Rural Opportunity Zone Maps

2027 Eligible Maps for 3 zones





Census Tracts 7808, 7810, and 7709 2027 Eligible

Census Tract 7808 ^ x

🔍 Zoom to 📏 Pan

GEOID: 27067780800

State: Minnesota

County: Kandiyohi County

MSA (if applicable): not in an MSA

OZ Eligibility Status: OZ Eligible

Rural Status: Rural

Population: 2335

Poverty Rate: 20.81%

Median Family Income: \$70659

Median Family Income Ratio: 0.6199

Census Tract 7810 ^ x

🔍 Zoom to 📏 Pan

GEOID: 27067781000

State: Minnesota

County: Kandiyohi County

MSA (if applicable): not in an MSA

OZ Eligibility Status: OZ Eligible

Rural Status: Rural

Population: 5047

Poverty Rate: 15.72%

Median Family Income: \$77421

Median Family Income Ratio: 0.6792

Census Tract 7709 ^ x

🔍 Zoom to 📏 Pan

GEOID: 27067770900

State: Minnesota

County: Kandiyohi County

MSA (if applicable): not in an MSA

OZ Eligibility Status: OZ Eligible

Rural Status: Rural

Population: 3473

Poverty Rate: 4.68%

Median Family Income: \$64069

Median Family Income Ratio: 0.562



Cost to the City of Willmar

- NONE!
- The program incentives are all federal tax incentives that do not reduce or effect any money the City receives through any other programs.
- Once designated, the zone's incentives are processed through the investor's tax submissions to the IRS.
- The only concerns that the City would have is through any desire to direct certain investment to certain areas, which is aided by the tract designation process.



Pathway to Designation

Minnesota OZ 2.0 Designation Process

Key Dates and Timeline:

- Designation window opens: July 1, 2026
- Governor's submission deadline:
September 29, 2026
- Treasury certification: Expected late
2026
- Effective date: January 1, 2027 (zones
last through Dec 31, 2036)



Next Steps

Engage City of Willmar staff to recommend eligible census tracts (complete application process)

- o Submit local input to Governor Walz during the 2026 designation window
- o Identify and prioritize target census tracts meeting the new 70% median income threshold
- o Coordinate with developers, investors, and community stakeholders
- o Prepare Opportunity Zone prospectus for 2027 investment cycle

The Governor's Office will be selecting 25% of the eligible tracts throughout the state and of that 25%, another 25% must be rural tracts.

Suggested Action to be taken

This requires the following motion from the City of Willmar City Council to move forward:



Engage City of Willmar Staff, with support of the KCED, to recommend eligible census tract to the Governor's office for the 2027-2037 Opportunity Zone.



WILLMAR

PLANNING & DEVELOPMENT





City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	11.B.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	Yes	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Acceptance of Donation from the Willmar Rotary Club		

RECOMMENDED ACTION:

To adopt the Resolution Accepting Donation from the Rotary Club of Willmar for the Robbins Island Amphitheater Project

OVERVIEW:

In August 2023, the City and the Rotary Club of Willmar entered into an agreement for the Robbins Island Amphitheater License and Donation Acceptance. Under this agreement, as a first donation, RCW will provide plans and specifications for use by the City to solicit competitive bids. Additionally, as part of this donation, RCW assigns its rights, obligations, and interests under its professional services contract with Engan Associates for the design of the Project and preparation of plans and specifications to the City.

This project has been bid. Award of bids are pending action from the City Council.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution accepting 1st donation of plans and specs

CITY OF WILLMAR
RESOLUTION NO. _____

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR,
MINNESOTA ACCEPTING DONATION FROM THE ROTARY CLUB OF WILLMAR FOR
THE ROBBINS ISLAND AMPHITHEATER PROJECT

Motion By: _____ Second By: _____

WHEREAS, the City of Willmar (“City”) owns Robbins Island Park and Recreation Area, a 55 acre parcel of real property owned, maintained and operated for public recreational use by the City located on Business Highway 71 North in the City of Willmar, Minnesota (Kandiyohi County Parcel I.D. No. 95-911-0920) (“Robbins Island”); and

WHEREAS, The Rotary Club of Willmar, a 501(C)(4) nonprofit organization (“RCW”), is administering a fundraising campaign to solicit private donations to facilitate the construction of an approximately 3,500 square foot dual-stage amphitheater within Robbins Island Park (the “Project”), pursuant to that certain Robbins Island Amphitheater License and Donation Acceptance Agreement between RCW and the City, dated August 21, 2023 (the “Agreement”); and

WHEREAS, Under the terms of the Agreement, RCW is responsible for completing the architectural and engineering design for the Project, incorporating the City's feedback and direction into the final construction plans and bidding specifications; and

WHEREAS, RCW has engaged the architectural design firm Engan Associates to furnish professional architectural design and engineering services related to the Project, and RCW and Engan Associates, RCW representatives, and City staff have reviewed and approved the plans and specifications prepared by Engan Associates and attached hereto as Exhibit A, as the “Final Design” for the Project pursuant to Section 4.1.1 of the Agreement; and

WHEREAS, RCW proposes to donate the architectural plans and specifications for the Project attached hereto as Exhibit A to the City, representing RCW’s “First Donation” pursuant to Section 5.1.1 of the “Agreement”; and

WHEREAS, As contemplated by Section 5.4 of the Agreement, the City has secured two grants from the Greater Minnesota Regional Parks and Trails Commission (Legacy) totaling \$2,632,513 to support the Project, an amount that exceeds the anticipated amount of RCW’s “Second Donation” as defined in Section 1.16 of the Agreement; and

WHEREAS, RCW and City staff have conferred and agreed upon the schedule for RCW’s Third Donation to the City in accordance with Section 5.1.3 of the Agreement; and

WHEREAS, Minnesota Statutes, Section 465.03 provides that the City may accept such donation for the benefit of its citizens in accordance with the terms prescribed by the donor, and

that acceptance of such grant is subject to a resolution of the City Council adopted by a two-thirds majority of its members, expressing the terms of the grant in full; and

WHEREAS, the City supports the Project and RCW's proposal to donate the construction plans and bidding specifications for the Project to the City and is agreeable to the conditions placed upon the donation as stated herein.

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

1. The City hereby accepts the donation from RCW of construction plans and bidding specifications for the Project prepared by Engan Associates and attached hereto as Exhibit A, subject to the following terms and conditions:
 - a. The donated plans and specifications shall be used by the City for the purpose of soliciting competitive bids in compliance with Minn. Stat. § 471.345 for the construction of the Project, and shall serve as the specifications for the construction contract pursuant to which the Project is to be constructed to be awarded and entered into by the City pursuant to Section 6.1 of the Agreement.
 - b. As part of its donation, RCW assigns its rights, obligations and interests under its professional services contract with Engan Associates for the design of the Project and preparation of plans and specifications therefore to the City, and the City, by accepting RCW's donation, accepts such assignment. It is expressly stated and understood by the City that there is a remaining balance owing to Engan Associates for its professional services furnished to RCW for design of the Project of \$102,219.03, which obligation shall be assumed and satisfied by the City as a condition of acceptance of RCW's donation herein.
2. The City Council authorizes and directs the Mayor, the City Administrator, the City Operations Director and the Parks and Recreation Director to communicate with RCW and Engan Associates as necessary or convenient to successfully advance the Project to the construction phase, and further authorizes the Mayor, City Administrator, and City Operations Director to execute such further documents and agreements as necessary or convenient in furtherance of the Project and which are consistent with this Resolution.
3. The City Council hereby expresses its and the community's appreciation to RCW and all contributors to the Project for such donation.

Adopted by the City Council of the City of Willmar on June 15, 2026.

Approved:

Mayor

Attested:

City Clerk

EXHIBIT A
Robbins Island Amphitheater Plans and Specifications



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	11.C.
Agenda Section:	Regular Business	Originating Department:	Recreation
Resolution:	Yes	Prepared By:	Rob Baumgarn, Recreation Director
Ordinance:	No	Presented By:	Rob Baumgarn, Recreation Director
Item:	Robbins Island Amphitheater Project-Award Bid Marcus Construction		

RECOMMENDED ACTION:

Adopt a resolution approving the contract with Marcus Construction for the construction of the amphitheater project for \$2,158,600 and set the overall budget for the project at \$3,118,513.

OVERVIEW:

In August 2023, the City of Willmar entered into an agreement with the Willmar Rotary Club for the development of an amphitheater (the "Project") at Robbins Island Regional Park. The city has successfully secured two grants from the Greater Minnesota Regional Parks and Trails Commission (Legacy) totaling \$2,632,513 to support the Project. Under the terms of the agreement, the Willmar Rotary Club is responsible for completing the architectural and engineering design, incorporating the City's feedback and direction into the final construction plans and bidding specifications. Upon completion of the design phase, the project will transition to the City for bidding and construction. Engan Associates, Rotary representatives, and City staff have reviewed the plans, and the collective recommendation is to present the Project to the City Council for approval to proceed with bidding.

On May 21st, the city conducted a bid opening for the project. There were six vendors that submitted bids for the project. Marcus Construction was the lowest bid at \$2,158,600.

If approved, the project will start after the last Rockin' Robbins events (mid-Aug) and finish in the spring of 2027.

BUDGETARY/FISCAL ISSUES:

Funding for the Project is provided through grants from the Greater Minnesota Regional Parks and Trails Commission (Legacy) and contributions from the Willmar Rotary Club.

Total Budget: \$3,118,513

Expenses:

- Marcus Construction \$2,158,600
- Non-Construction Cost \$263,303
- Utilities — 3 Phase Power \$100,000
- Special Inspections \$26,000
- 10% Contingency \$311,851.30

Total Expense: **\$2,859,754.30**

Project Balance: \$258,758.70

ALTERNATIVES TO CONSIDER:

Don't approve the agreement

ATTACHMENTS:

1. Resolution for amphitheater project with Marcus Construction
2. Recommendation letter from Engan Associates
3. Bid Tab Results

RESOLUTION NO. ____

RESOLUTION APPROVING THE CONTRACT WITH MARCUS CONSTRUCTION FOR THE CONSTRUCTION OF THE AMPHITHEATER PROJECT

Motion By: _____ Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar to adopt a resolution approving the contract with Marcus Construction for the construction of the amphitheater project for \$2,158,600 and set the overall budget for the project at \$3,118,513.

Dated this 15th day of June 2026

Douglas E. Reese, Mayor

Attest:

CITY CLERK



ENGAN ASSOCIATES
ARCHITECTS | INTERIOR DESIGNERS

shared vision. innovative design.

June 10, 2026

City of Willmar
Rob Baumgarn, Parks and Recreation Director
2707 Arena Dr.
Willmar, MN 56201

RE: **Robbins Island Amphitheater – Willmar, MN** (845.02)

Dear Rob,

After reviewing the bids and considering the details of your project, it is our recommendation that the City of Willmar award the above-referenced project to Marcus Construction for the sum of \$2,158,600.00. We are confident they will complete the scope of work to your satisfaction and as scheduled.

Please contact me with any questions that may arise.

Respectfully,

Andy Engan, AIA, LEED® AP, CID
AME/slh



PROCUREMENT TAB

CONTRACTOR		2,900,000 including contingency	BASE BID "G"	UNIT PRICE "UP-1" [Engineering Fill]	PLUMBING SUBCONTRACTOR	HVAC SUBCONTRACTOR	ELECTRICAL SUBCONTRACTOR
					Included in the base bid		
UPDATED: May 20, 2026							
BCI Construction sbruhn@bciconstruction.us	AMOUNT OR % \$ 2,865,000.00 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 365 Days	Unit Price 80	80.00	CONTRACTOR: Chappell AMOUNT:	CONTRACTOR: Chappell AMOUNT:	CONTRACTOR: Design Electric AMOUNT:
Bradbury Stamm bids@bradburystamm.com	AMOUNT OR % FORM OF PAYMENT:	ADDENDA CONTRACT TIME			CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:
Breitbach Construction estimating@bcc-mn.com	AMOUNT OR % FORM OF PAYMENT:	ADDENDA CONTRACT TIME			CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:
Brennan bids@bcofmn.com	AMOUNT OR % \$ 2,324,000.00 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 200 Days	Unit Price 34.50	34.50	CONTRACTOR: Falcon Mech. AMOUNT: 53,900	CONTRACTOR: Falcon Mech AMOUNT: Inc. in plumbing	CONTRACTOR: Design Electric AMOUNT: 444,770
Cecko Construction joe@ceckoconstruction.com	AMOUNT OR % \$ 2,236,000.00 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 365 Days	Unit Price 49	49.00	CONTRACTOR: Precise AMOUNT: 36,765	CONTRACTOR: Precise AMOUNT: 14,340	CONTRACTOR: Erickson AMOUNT: 294,000

CONTRACTOR	BASE BID "G"	UNIT PRICE "UP-1" [Engineering Fill]	PLUMBING SUBCONTRACTOR	HVAC SUBCONTRACTOR	ELECTRICAL SUBCONTRACTOR	
						Included in the base bid
Marcus Construction e.gunderson@marcusconstruction.com	AMOUNT OR % \$ 2,158,600 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 115 Days	<i>Unit Price</i> 49 49.00	CONTRACTOR: <i>Falcon Mech.</i> AMOUNT: 15,958	CONTRACTOR: <i>Falcon Mech.</i> AMOUNT: 41,383	CONTRACTOR: <i>Erickson Electric</i> AMOUNT: 312,767
Project One sbruhn@bciconstruction.us	AMOUNT OR % \$ 2,415,000 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 300 Days	51.00	CONTRACTOR: <i>Precise</i> AMOUNT: 37,000	CONTRACTOR: <i>Chappell Central</i> AMOUNT: 13,000	CONTRACTOR: <i>Erickson Electric</i> AMOUNT: 294,000
Terwisscha Construction mfischer@twcinc.com	AMOUNT OR % \$ 2,229,000 FORM OF PAYMENT:	ADDENDA CONTRACT TIME 270	55.00	CONTRACTOR: <i>chappell Central</i> AMOUNT: 41,000	CONTRACTOR: <i>Chappell Central</i> AMOUNT: 13,000	CONTRACTOR: AMOUNT: 444,000
Tradesmen Construction john@tradesmenconstruction.com	AMOUNT OR % FORM OF PAYMENT:	ADDENDA CONTRACT TIME		CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:
Yamry Construction matt@yamryconstruction.com	AMOUNT OR % FORM OF PAYMENT:	ADDENDA CONTRACT TIME		CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:	CONTRACTOR: AMOUNT:



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	11.D.
Agenda Section:	Regular Business	Originating Department:	Recreation
Resolution:	Yes	Prepared By:	Rob Baumgarn, Recreation Director
Ordinance:	No	Presented By:	Rob Baumgarn, Recreation Director
Item:	American Engineering Testing Proposal — Robbins Island Amphitheater Project		

RECOMMENDED ACTION:

Adopt a resolution approving the proposal with American Engineering Testing for special testing services associated with the Robbins Island Amphitheater Project in the amount of \$20,603 and establishing an overall testing budget of \$26,000 for testing and related services associated with the project, contingent upon City Attorney review.

OVERVIEW:

As part of the Robbins Island Amphitheater Project, special inspections and testing for soil correction, structural steel, and concrete are required. Staff solicited and received three quotes for these services. American Engineering Testing submitted the lowest responsible quote at \$20,603.

Due to the known poor soil conditions at Robbins Island and the potential need for additional testing during construction, staff is recommending establishing an overall testing budget of \$26,000. This budget would provide funding for any additional testing or inspection services that may be required as the project progresses.

BUDGETARY/FISCAL ISSUES:

Funding for this would come from the Robbins Island Amphitheater Project Budget — Legacy/DNR Grant.

ALTERNATIVES TO CONSIDER:

Don't approve the proposal.

ATTACHMENTS:

1. Resolution for American Engineering Testing for Amphitheater
2. American Engineering Testing Proposal

RESOLUTION NO. ____

RESOLUTION APPROVING THE PROPOSAL WITH AMERICAN ENGINEERING TESTING FOR SPECIAL TESTING SERVICES ASSOCIATED WITH THE ROBBINS ISLAND AMPHITHEATER PROJECT

Motion By: _____ Second By: _____

BE IT RESOLVED by the City Council of the City of Willmar to adopt a resolution approving the proposal with American Engineering Testing for special testing services associated with the Robbins Island Amphitheater Project in the amount of \$20,603 and establishing an overall testing budget of \$26,000 for testing and related services associated with the project.

Dated this 15th day of June 2026

Douglas E. Reese, Mayor

Attest:

CITY CLERK



June 2, 2026

The City of Willmar
333 6th Street SW
Willmar, MN 56201

ATTN: Rob Baumgarn
rbaumgarn@willmarmn.gov

Subject: Cost Proposal – Construction Material Testing Services
Robbins Island Regional Park Amphitheater
Willmar, MN 56201
AET Project No. P-0052712

Greetings,

American Engineering Testing (AET) is pleased to submit this proposal and preliminary fee estimate to provide construction material testing services during the Robbins Island Regional Park Amphitheater Project in Willmar, MN. Our proposal is based on our electronic mail correspondence with you on April 22, 2026 and our review of the *Project Plans and Specifications*. In this proposal, we present our understanding of the project, an outline of the scope of services we are to provide, and the fee estimate for our services.

PROJECT INFORMATION

We understand the project, located in Willmar, MN, consists of the construction of a new public amphitheater facility including cast-in-place concrete foundations and slabs, CMU walls, steel and metal roof systems, stage areas, backstage support spaces, and associated architectural and site improvements at Robbins Island Regional Park.

We have not received a copy of the construction schedule, and have had to make some assumptions, details of which are on the Preliminary Fee Estimate, as to the anticipated number of visits, duration of each visit, and the anticipated amount of testing. We believe these assumptions are consistent with current construction practices and the project goals. We will coordinate our services with your project representative to provide an efficient application of our services while meeting the requirements of the project plans and specifications.

SCOPE OF SERVICES

AET's Project Manager, Mr. Sean Meyer, will provide supervision and technical oversight of our services. Mr. Meyer is responsible for interacting with your designated project representative to coordinate our field observation and laboratory testing services. Staff assignment will be

1603 Halbur Road | Marshall, MN 56258
Phone Office: 605-332-5371 | teamAET.com | AA/EEO

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dependent on the nature of the testing required.

Earthwork Testing

We will provide an engineering technician to perform compaction testing services during the preparation of embankment, subgrade, and aggregate base course. Our personnel will sample on-site and any imported materials and transport these samples to our laboratory for appropriate testing. We have detailed the anticipated laboratory testing on the corresponding Preliminary Fee Estimate. We anticipate that our visits will be coordinated with your project representative to provide services on either a periodic or a continuous basis depending on the scope and amount of work being performed.

Testing of Concrete

We will provide an engineering technician to test Portland cement concrete. We understand the frequency of concrete testing is one test per day for concrete placements over 1 cubic yards, and an additional test for each additional 50 cubic yards. Our field services will include sampling and field testing of concrete for slump, temperature (ambient and concrete), air content, and casting of concrete strength verification specimens. An AET engineering technician will transport the concrete specimens from the project site to our laboratory.

Please refer to the Estimate for the anticipated amount of concrete test cylinders on this project. We will test 1 concrete compressive strength specimen at 7 days, 3 at 28 days, and a specimen will be held in reserve pending successful results of the 28-day tests. AET will notify those person(s) identified by you via telephone or electronic mail should the test results of the 7-day test achieve less than 70 percent of the specified compressive strength ($f'c$), or if the 28-day test results do not achieve $f'c$. Hold specimens will be discarded if the 28-day tests achieve $f'c$ unless we receive specific instructions otherwise. We will distribute the concrete compressive strength testing results via electronic mail to the distribution list established during the pre-construction meeting, unless directed otherwise.

This Proposal is based on the assumption that compliance testing of other materials (i.e. aggregates, cement, etc.) will not be required. Therefore, we have not included these activities in our anticipated scope of services. If it becomes necessary, we can provide these services for an additional fee.

Reinforcing Steel and Embedded Items Special Inspection

AET will provide a special inspector certified by the International Code Council (ICC) to observe and document the reinforcing steel placement prior to each concrete placement event. Our inspector will reference the project structural plans and specifications to review the reinforcement

type, grade, size, lap splice, clear cover, cleanliness, general placement and location. Form widths and depths will be checked for specified measurements and adherence with the project plans.

Post-installed Anchor Observation

AET will provide an engineering technician to continuously observe each anchor installation. Prior to epoxy placement we will observe hole diameter, depth, spacing, location, cleanliness, and preparation for conformance with project specifications and manufacturer recommendations. Epoxy will be observed for specified type, expiration date, and proper installation techniques.

Masonry Special Inspection and Testing

We will provide an ICC-certified special inspector to provide continuous special inspection during grout placement and consolidation. Prior to grout placement we will observe and document reinforcing steel placement, grout space cleanliness, and embedded items. We understand masonry material specimens (i.e. masonry prisms) will be required for each 5,000 square feet of masonry construction. We will deliver these samples to our laboratory for appropriate testing.

Structural Steel

During erection of the structural steel frame, steel joists, and metal decking, AET will provide an ASNT certified Level II NDT Technician to perform periodic observations of the welded and bolted connections. These services will include the following:

- Observe bolted connections for compliance with Section 9a of the "Specification for Structural Joints using ASTM: A325 or ASTM: A490 Bolts" approved by the Research Council on Structural Connections.
- Observe welded connections for compliance with the requirements of Section 6 (steel frame) of the AWS "Structural Welding Code" D1.1 - 2010. Fillet welds will be visually observed for suitability. Full or partial penetration welds will be tested by ultrasonic or magnetic particle methods. Any nondestructive tests will be performed by ASNT Level II certified technicians.
- Observe roof deck welds and lap screw placement of the sheet steel roof decking for general compliance with the requirements of AWS D1.3 – 2008.
- Observe and test the shear studs welds for suitability and quality. In addition, some of the studs will be tested by bending them to an angle of about 15 degrees from vertical by striking them with a hammer.

Any deficiencies or deviations which are observed will be reported to personnel from the Contractor and/or their subcontractor. The results of our observations will be presented in a written report at the completion of the work.

Technical Management & Reports

Our Project Manager reviews the daily field reports generated by our field staff during construction. Items found in non-compliance with the project requirements are brought to the immediate attention of the construction superintendent for correction. If the situation is not corrected, we will subsequently notify the designated design professional and those designated by the client. As re-inspection items can have a serious impact on our budget, our Project Manager will review the daily field reports to monitor items requiring re-inspection and the hours involved in these re-inspections. These DFRs will be delivered to you electronically on a weekly basis. Upon project completion, we will provide a final summary report to document the materials testing services conducted.

We have assumed that our standard invoicing format issued on a monthly basis with no supporting documentation will be acceptable for this project. If supporting documentation or specialized invoicing is required, additional administrative time may be required to accommodate your request.

Please schedule at least 24 hours in advance of the required service to help us better serve your project.

ESTIMATED FEES

Our services will be provided on a unit cost basis according to the unit rates provided in the attached AET Fee Estimate tabulation. These rates will remain in effect through the duration of the project. Overtime for our field staff will incur a surcharge to our standard rate for time in excess of 8 hours for one day (Monday through Friday), non-standard business hours (before 8:00 AM or after 5:00 PM), and all hours on weekends and holidays. Our monthly invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. We have also estimated the total cost we anticipate will be required to complete the previously described observations and testing services. This estimated total cost is based on our experience with similar projects and the construction schedule.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as construction change orders, weather delays, changes in the contractor's schedule, unforeseen conditions or retesting of services. These



variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, a cost savings will be realized. We will not, however, exceed the estimated total cost for the project without first obtaining your authorization.

TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Construction Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint venturers, and third-party beneficiaries. Please be advised that additional insured status is granted only upon written acceptance of the proposal.

ACCEPTANCE

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions: 1) issuing an authorizing purchase order for any of the Services described in this proposal, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

GENERAL REMARKS

AET appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions or need additional information, please contact us.

Addendum 1: Acknowledged

Addendum 2: Acknowledged



Sincerely,
American Engineering Testing, Inc.

Sean Meyer

Sean Meyer
Project Manager II
smeyer@teamaet.com
(605) 999-8335

ACCEPTANCE AND AUTHORIZATION: AET Proposal No. P-0052712

SIGNATURE: _____
PRINTED NAME: _____
COMPANY: _____
ADDRESS: _____
PHONE NUMBER AND EMAIL: _____
DATE: _____

INVOICING INFORMATION (Provide Company AP Department Information, if present.)

AP CONTACT NAME: _____
BILLING/MAILING ADDRESS: _____
AP PHONE NUMBER AND INVOICE EMAIL: _____
P.O. NO./ PROJECT NO.: _____

Attachments: AET Fee Estimate
Construction Service Agreement – Terms and Conditions
Certificate of Insurance
W9

PROJECT TESTING SERVICES FEE SCHEDULE
 ROBBINS ISLAND REGIONAL PARK AMPHITHEATER
 333 6TH ST SW
 WILLMAR, MN 56201
 AET PROPOSAL No. P-0052712



SERVICE DESCRIPTION	PROJECT BUDGET			
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT	
<i>Foundation Improvement</i>				
<i>Rigid Inclusions Observations</i>				
<i>Aggregate Pier Observations & Testing</i>				
<i>Drilled Pier Observations</i>				
<i>Tie-Back/Anchor Observations & Monitoring</i>				
<i>Helical Pile Observations</i>				
Aggregate Pier Observations & Testing - Technician, Level II	0	Hour	\$113.00	\$0.00
Helical Pile Observations - Technician, Level II	0	Hour	\$113.00	\$0.00
Billable Mileage	0	Mile	\$1.50	\$0.00
Section Subtotal:				\$0.00
<i>Excavation Observations & Compaction Testing</i>				
<i>Excavation Observations</i>				
<i>Compaction Testing</i>				
Excavation Observations - Engineer, Level II	6.5	Hour	\$190.00	\$1,235.00
Soil Density Testing - Technician, Level II	8.5	Hour	\$113.00	\$960.50
Billable Mileage	544	Mile	\$1.50	\$816.00
ASTM D698 Standard Proctor	2	Test	\$205.00	\$410.00
ASTM C136 Sieve Analysis of Aggregate (Coarse and Fine)	2	Test	\$150.00	\$300.00
Section Subtotal:				\$3,721.50
<i>Reinforcing Steel Observations & Concrete Testing</i>				
<i>Concrete Testing</i>				
Reinforcing Steel Observations & Concrete Testing - Technician, Level II	19	Hour	\$113.00	\$2,147.00
Concrete Cylinder Pickup - Technician, Level I	6	Hour	\$103.00	\$618.00
Billable Mileage	816	Mile	\$1.50	\$1,224.00
ASTM C39 Concrete Compressive Strength 4x8 Cylinder	30	Test	\$45.00	\$1,350.00
Section Subtotal:				\$5,339.00
<i>Masonry Observations & Testing</i>				
Masonry and Grout Testing - Technician, Level II	16	Hour	\$113.00	\$1,808.00
Masonry Sample Pickup - Technician, Level I	5	Hour	\$103.00	\$515.00
Billable Mileage	680	Mile	\$1.50	\$1,020.00
ASTM C1019 Sampling and Testing Grout - Each	2	Test	\$65.00	\$130.00
ASTM Masonry Prism Suite- C1314 and C140 Section 8	5	Set	\$700.00	\$3,500.00
Section Subtotal:				\$6,973.00
<i>Non-Destructive Testing (NDT) Observations</i>				
Structural Steel Observations - NDT Technician, CWI Certified, Level II/ICC	8.5	Hour	\$134.00	\$1,139.00
Billable Mileage	272	Mile	\$1.50	\$408.00
Section Subtotal:				\$1,547.00
<i>Post-Installed Anchor Observations & Testing</i>				
Post-Installed Anchor Observations & Testing - Technician, Level II	6.5	Hour	\$113.00	\$734.50
Billable Mileage	272	Mile	\$1.50	\$408.00
Section Subtotal:				\$1,142.50
<i>Project Management & Coordination</i>				
Project Management - Engineer, Level II/Project Manager	8	Hour	\$190.00	\$1,520.00
Project Administrator	4	Hour	\$90.00	\$360.00
Section Subtotal:				\$1,880.00

ESTIMATED SALES BUDGET	\$20,603.00
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SECTION 1 - RESPONSIBILITIES

1.1 – This Service Agreement – Terms and Conditions (“terms and conditions”) is applicable to all services (“Services”) provided by American Engineering Testing, Inc. (AET). As used herein “Services” refer to the scope of Services described in the proposal submitted by AET to Client. The proposal, these terms and conditions and any appendices attached hereto shall comprise the agreement (“Agreement”) between AET and Client for Services described in the proposal and are binding upon the Client, its successors, assignees, joint ventures and third-party beneficiaries. **AET requests written acceptance of the Agreement, but the following actions shall also constitute Client’s acceptance of the Agreement: 1) issuing an authorizing purchase order, task order, service order, or any other documentation for any of the Services, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.** Issuance of a purchase order, task order or service order by Client which contains separate terms and conditions will not take precedence or modify the terms and conditions contained in this Service Agreement AND THE TERMS AND CONDITIONS OF THIS SERVICE AGREEMENT AND ANY CORRESPONDING PROPOSAL ISSUED BY AET SHALL GOVERN UNLESS AUTHORIZED IN WRITING IN ADVANCE BY AET.

1.2 - Prior to AET performing Services, Client will provide AET with all information that may affect the cost, progress, safety and performance of the Services. This includes, but is not limited to, information on proposed and existing construction, all pertinent sections of contracts between Client and their client and/or Owner which contain flow-down provisions to AET, if they are included, site safety plans or other documents which may control or affect AET’s Services. If new information becomes available or changes are made during AET’s Services, Client will provide such information to AET in a timely manner. Failure of Client to timely notify AET of changes to the project including, but not limited to, location, elevation, loading, or configuration of the structure or improvement will constitute a release of any liability of AET. Client will provide a representative for timely answers to project-related questions by AET.

1.3 - AET observes and tests earthwork and other construction operations and materials, and may provide opinions, conclusions and recommendations regarding the same. However, AET’s Services do not relieve the contractors of their contractual responsibility to perform their work in accordance with approved plans, specifications and building code requirements.

1.4 - AET personnel do not have authority to accept, reject, direct or otherwise approve the work of the contractor. AET cannot stop work or waive or alter the requirements of the project documents. Any authority given to AET by Client must be in writing prior to the start of Services.

1.5 - AET does not perform construction management, general contracting or surveying services and our involvement with the project does not constitute any assumption of those responsibilities.

1.6 - Services performed by AET often include sampling at specific locations. Client acknowledges the limitations inherent in sampling. Variations in conditions occur between and beyond sampled/tested locations. The passage of time, natural occurrences and direct or indirect human activities at the site or distant from it may alter the actual conditions. Client assumes all risks associated with such variations.

1.7 - AET is not responsible for interpretations or modifications of AET’s recommendations by other persons.

1.8 - Should change in conditions be alleged, Client agrees to notify AET before evidence of alleged change is no longer accessible for evaluation.

1.9 - Test borings and/or cone penetration test soundings to a proper depth below foundation grade and the base of suitable bearing soils are recommended to explore the deeper unseen soil and ground water conditions. Judgments made by AET personnel regarding the suitability of materials and ground water conditions below the bottom of an excavation are limited if sufficiently deep test borings/soundings are not provided by the Client prior to our observations and judgments. AET’s opinions, conclusions and recommendations are qualified to that extent.

1.10 – Pricing in the proposal assumes use of these terms and conditions. AET reserves the right to amend pricing if Client requests modifications to the Agreement or use of Client’s alternate contract format. Any contract amendments made after Client has authorized the Services shall be applicable only to Services performed after the effective date of such amendment. The proposal and these terms and conditions, including terms of payment, shall apply to all Services performed prior to the effective date of such amendment.

1.11 – The AET proposal accompanying these terms and conditions is valid for thirty (30) days after the proposal issuance date to the Client. Any attempt to authorize Services after the expiration date is subject to AET’s right to revise the proposal as necessary.

SECTION 2 – ON CALL SERVICES

2.1 - If AET’s Services are performed on an on-call basis at the direction of the Client or its authorized representatives, Client acknowledges the inherent limitations associated with performing engineering judgments and testing Services on an on-call basis, including without limitation, the inability to completely evaluate, document or judge work and conditions not directly observed or tested by AET. AET’s opinions, conclusions, and recommendations are qualified to the extent of those limitations.

2.2 - Density tests of fill soils represent conditions only at the locations and elevations tested and do not necessarily represent conditions laterally, above or below. AET can only provide judgments regarding the engineered fill system to adequately support the design construction loadings by monitoring the filling process on a continuous basis for consistency of soil type, moisture content, lift thickness, and compaction effort.

2.3 – AET requires a minimum of 24 hours’ notice of the need for Services. AET will not be liable for claims, damages, or delays related to failure of Client to provide adequate advance notice to AET.

SECTION 3 - SAFETY

3.1 - Client shall inform AET of any known or suspected hazardous materials or unsafe conditions at the site. Client or its authorized representative(s) is responsible for the safety of the jobsite. If, during the course of AET’s Services, such materials or conditions are discovered, AET reserves the right to take measures to protect AET personnel and equipment or to immediately terminate Services. Client shall be responsible for payment of such additional protection costs.

3.2 - AET shall only be responsible for safety of AET employees at the site; the safety of all others shall be Client's or other persons' responsibility.

SECTION 4 - SAMPLES

4.1 - Client shall inform AET of any known or suspected hazardous materials prior to submittal to AET. All samples obtained by or submitted to AET remain the property of the Client during and after the Services. Any known or suspected hazardous material samples will be returned to the Client at AET’s discretion.

4.2 - Non-hazardous samples will be held for thirty (30) days and then discarded unless, within thirty (30) days of the report date, the Client requests in writing that AET store or ship the samples. Storage and shipping costs shall be borne solely by Client.

SECTION 5 - PROJECT RECORDS

The original project records prepared by AET will remain the property of AET. AET shall retain these original records for a minimum of three years following submission of the report, during which period the project records can be made available to Client at AET's office at reasonable times.

SECTION 6 - STANDARD OF CARE

AET performs its Services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in this geographic area, under similar budgetary constraints.

SECTION 7 - INSURANCE

AET maintains insurance with coverage and minimum limits shown below. AET will furnish certificates of insurance to Client upon request.

7.1 –

Workers' Compensation Employer's Liability	Statutory Limits \$100,000 each accident \$500,000 disease policy limit \$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence \$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional/Pollution Liability Insurance	\$1,000,000 per claim \$1,000,000 aggregate

7.2 - Commercial General Liability insurance will include coverage for Products/Completed Operations extending one (1) year after completion of AET's Services as outlined in our proposal, Property Damage, Personal Injury, and Contractual Liability coverage applicable to AET's indemnity obligations under this Agreement.

7.3 - Automobile Liability insurance shall include coverage for all owned, hired and non-owned automobiles.

7.4 - Professional/Pollution Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after completion of AET's Services as outlined in our proposal. Renewal policies during this period shall maintain the same retroactive date.

7.5 - **To the extent permitted by applicable state law, and upon Client's signing of the proposal, which includes these Terms and Conditions, and return of the same to AET, or Client provided forms of acceptance as defined in Section 1.1; Client and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14, which includes blanket coverage for the Additional Insured on a Primary and Non-Contributory basis). Client and Owner shall also be named an "additional insured" on a Primary and Non-contributory basis on AET's Automobile Liability Policy (Form CA T4 74). Any other endorsement, coverage or policy requirement may result in additional charges.**

7.6 - AET will maintain insurance coverage required by this Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to Client for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

7.7 - AET reserves the right to charge Client for AET's costs for additional coverage requirements unknown on the date of the proposal, e.g., coverage limits or policy modification including waiver of subrogation, additional insured endorsements and other project specific requirements.

SECTION 8 - DELAYS

If delays to AET's Services are caused by Client or Owner, other parties, strikes, natural causes, pandemic, weather, or other items beyond AET's control, a reasonable time extension for performance of the Services shall be granted, and AET shall receive an equitable fee adjustment.

SECTION 9- PAYMENT, INTEREST AND BREACH

9.1 - Invoices are due net thirty (30) days from the date of receipt of an undisputed invoice. Invoices will be paid without reductions for bond or retention. Client will inform AET of invoice questions or disagreements within fifteen (15) days of invoice date; unless so informed, invoices are deemed correct.

9.2 – Invoices remaining unpaid for sixty (60) days shall constitute a material breach of this Agreement, permitting AET, in its sole discretion and without limiting any other legal or equitable remedies for such breach, to terminate performance of this Agreement and be relieved of any associated duties to the Client or other persons. Further, AET may withhold from Client data and reports in AET's possession. If Client fails to cure such breach, all reports associated with the unpaid invoices shall immediately upon demand be returned to AET and Client may neither use nor rely upon such reports or the Services.

9.3 – AET reserves the right to pursue any unpaid invoice utilizing available remedies at law. AET explicitly reserves its Mechanic Lien or Bond Claim rights for nonpayment of an undisputed invoice. Client is responsible for paying AET expenses and attorney fees related to collection of past due invoices.

9.4 – AET reserves the right to charge a 2.5% fee on any payment made using a credit card or debit card.

SECTION 10 - CHANGE ORDERS

AET's proposal associated with this project may provide an estimated cost for the work. If the proposal amount is a time and material estimate, or if changes occur affecting the project scope, estimated quantities, project schedule or other unforeseen conditions, AET will communicate with Client and request a change order. However, nothing in this agreement shall be construed in any way as a waiver of payment by Client to AET for Services authorized under this agreement. Approval of a change order may be in writing, by electronic communication, or any directive for additional Services.

SECTION 11 - MEDIATION

11.1 - Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, Client and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party; provided however that if either party fails to respond to a request for mediation within sixty (60) days, the party requesting mediation may without further notice, proceed to arbitration or the institution of legal or equitable proceedings.

11.2 - Mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. Request for mediation shall be in writing and the parties shall share the mediator's fee and any filing fees equally and each party shall pay their own legal fees. The mediator shall be acceptable to both parties and shall have experience in commercial construction matters.

SECTION 12 - LITIGATION REIMBURSEMENT

Except for matters relating to non-payment of fees, which is governed by Section 10 hereof, payment of attorney's fees and costs associated with lawsuits or arbitration of disputes between AET and Client, which are dismissed or are judged substantially in either party's favor, shall be paid by the non-prevailing party. Applicable costs include, but are not limited to, attorney and expert witness fees, court costs, and other direct costs.

SECTION 13 - MUTUAL INDEMNIFICATION

13.1 - Subject to the limitations contained in Sections 14 and 17, AET agrees to indemnify Client from and against damages and costs to the extent caused by AET's negligent performance of the Services.

13.2 - Client agrees to indemnify AET from and against damages and costs to the extent caused by the intentional acts or negligence of the Client, Owner, Client's contractors and subcontractors or other third parties.

13.3 - If Client has an indemnity agreement with other persons or entities relating to the project for which AET's Services are performed, the Client shall include AET as an Additional Insured.

13.4 - AET's indemnification to the Client, including any indemnity required or implied by law, is limited solely to losses or damages caused by its failure to meet the standard of care and only to the extent of its negligence.

SECTION 14 - NON-SOLICITATION

Each party to this Agreement (a "Party") agrees that it will not encourage, induce, or actively solicit any employee of the other party to leave their employment for any reason, provided that neither Party is precluded from (a) hiring any such employee who has been terminated by a Party or its subsidiaries prior to commencement of employment discussions between a Party and such employee, or (b) soliciting any such employee by means of a general advertisement or through an employment agency that does not specifically pursue the employee, or (c) hiring employees or former employees of the other Party who contact the Party on its own accord. This Non-Solicitation provision shall be effective and enforceable for six (6) months following termination of this Agreement.

SECTION 15- MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

Except as specifically set forth herein and to the extent permitted by applicable law, Client and AET waive against each other, and each other's officers, directors, members, subcontractor, agents, assigns, successors, partners, and employees any and all claims for or entitlement to special, incidental, indirect, punitive, or consequential damages arising out of, resulting from, or in any way related to the Services provided by AET under this Agreement. This mutual waiver of consequential damages includes, but is not limited to, the following: loss of profits; loss of revenue; rental costs/expenses incurred; loss of income; loss of use of property, equipment, materials or services; loss of opportunity; loss of rent; loss of good will; loss of financing; loss of credit; diminution of value; loss of business and reputation; loss of management or employee productivity or the services of such persons; increased financing costs; cost of substitute facilities; cost of substitute goods/property/equipment; cost of substitute services; and/or cost of capital. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement in accordance with the provisions of the Agreement and related documents and shall survive any such termination.

SECTION 16 - LIMITATION OF LIABILITY

To the fullest extent permitted by applicable law, the total aggregate liability of AET and its officers, directors, partners, employees, subcontractors, agents, and sub-consultants, to Client and/or Client's employees, officers, directors, members, agents, assigns, successors, or partners, or anyone claiming through Client, for any and all injuries, damages, claims, losses, or expenses (including attorney's fees and costs) arising out of, resulting from or in any way related to Services provided by AET from any cause or causes, including, but not limited to, its negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty shall not exceed the total compensation in excess of costs received by AET for Services or \$50,000, whichever is less. The limitation of liability set forth herein does not apply to claims arising solely out of or related to the willful or intentional acts of AET.

SECTION 17 - POSTING OF NOTICES ON EMPLOYEE RIGHTS

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at [29 Code of Federal Regulations Part 471, Appendix A to Subpart A](#). The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

SECTION 18 - TERMINATION

After 7 days' written notice, either party may elect to terminate work for justifiable reasons. In this event, the Client shall pay AET for all Services performed, including demobilization and reporting costs to complete the Services.

SECTION 19 - SEVERABILITY

Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, Client and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

SECTION 20 - GOVERNING LAW

This Agreement shall be construed in accordance with the Laws of the State of Minnesota without regard to its conflicts of law provisions.

SECTION 21 - ENTIRE AGREEMENT

This Agreement, including these terms and conditions and attached proposal and appendices, is the entire agreement between AET and Client. Regardless of method of acceptance of this Agreement by the Client, this Agreement supersedes any written or oral agreements, including purchase/work orders or other Client agreements submitted to AET after the start of our Services. Any modifications to this Agreement must be mutually acceptable to both parties and accepted in writing. No considerations will be given to revisions to AET's terms and conditions or alternate contract format submitted by the Client as a condition for payment of AET's accrued Services.

SECTION 22 - SITE ACCESS, UNDERGROUND FACILITIES AND CONSTRUCTION STAKING (CONSTRUCTION)

22.1 - Client will furnish AET safe and legal site access.

22.2 - With the exception of public utilities which AET will contact state "call before you dig" notification centers (e.g. Gopher State One call in Minnesota), Client will mark or cause to be marked the location of all other underground utilities and structures (Facilities) that service or are located on the site. AET shall be entitled to rely upon the accuracy of all location information supplied by any source.

22.3 - Client shall hold harmless, indemnify and defend AET from all claims, damages, losses, fines, penalties and expenses (including attorney's fees) arising out of or related to the following: a) Facilities that are not shown or vary from the locations shown on any plans or drawings, b) Facilities that are not located by or vary from the locations marked by Client, governmental or quasi-governmental locator programs, or private utility locating services, or c) any other Facilities that are not disclosed or vary from locations provided by the Client. The obligation to defend AET shall be independent of the obligation to indemnify and hold harmless AET and shall be with independent counsel acceptable to AET.

22.4 - The location and elevation of a proposed structure or facility shall be staked (with offsets) and controlled by surveying or GPS equipment by others. AET's measurements are made in relation to that information. The reliability of any opinions, conclusions, and recommendations based on those measurements is strictly dependent on the accuracy of the staking or GPS information provided by others.

22.5 - During construction, observations and testing Services are based on the positioning of the formwork by the contractor or its subcontractor. AET will not be responsible for any errors or damages resulting from improper location or positioning of the formwork.

22.6 - Client acknowledges that in the normal course of its Services, AET may unavoidably alter existing site conditions or affect the environment in the area being studied. AET will take reasonable precautions to minimize alterations to the site or existing materials. Restoration of the site is the responsibility of the Client.

SECTION 23 UNDERGROUND UTILITIES AND STRUCTURES AND FACILITIES (GEOTECH)

23.1 - Public Utilities: AET's sole responsibility under this section will be to contact the state "call before you dig" notification center (e.g. Gopher State One Call in Minnesota), if such an entity exists, for location information of public utilities only. AET shall have no obligation to proceed with the work until Client has fully complied with all the requirements of this Section 23.

23.2 - Private Utilities and all other Equipment or Facilities: Client will mark or cause to be marked the location of all other Facilities, Equipment and/or Utilities that service or are located on the site including but not limited to private utilities. AET shall be entitled to rely upon the accuracy of all location information supplied by any source including the Client.

23.3 - Client acknowledges that location data may be incorrect or that some Facilities, Equipment or Utilities may not be capable of location and Client fully acknowledges and accepts this risk and waives any claims against AET for damages or claims arising out of or in any way related to incorrect locations of Utilities, Equipment or Facilities incapable of location.

23.4 - Client shall waive as against AET and further hold harmless, indemnify and defend AET from all claims, damages, losses, fines, penalties and expenses (including attorney's fees) by any third parties arising out of or related to the following: a) Facilities and utilities that are not shown or vary from the locations shown on any plans or drawings, b) Facilities and utilities that are not located by or vary from the locations marked by Client, governmental or quasi-governmental locator programs, or private utility locating services, or c) any other Facilities or utilities that are not disclosed or vary from locations provided by the Client. The obligation to defend AET shall be independent of the obligation to indemnify and hold harmless AET and shall be with independent counsel acceptable to AET.



CERTIFICATE OF LIABILITY INSURANCE

1/1/2027

DATE (MM/DD/YYYY)

12/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies, LLC DBA Lockton Insurance Brokers, LLC in CA CA license #0F15767 444 W. 47th St., Ste. 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME: PHONE (A/C No. Ext):	FAX (A/C, No):	
	E-MAIL ADDRESS:		
INSURED 1562985 AMERICAN ENGINEERING TESTING, INC. 550 CLEVELAND AVE. N ST. PAUL, MN 55114-1804	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: The Phoenix Insurance Company		25623
	INSURER B: Travelers Property Casualty Company of America		25674
	INSURER C: Continental Casualty Company		20443
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** 22217726 **REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/INSR	SUBR/INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONT. LIAB/XCU GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	P-630-0E963389-PHX-26	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	810-B8961693-26-43-G	1/1/2026	1/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	N	N	CUP-C0212610-26-43	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-B8969168-26-43-G	1/1/2026	1/1/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	<input checked="" type="checkbox"/> PROFESSIONAL LIABILITY INCL. POLLUTION INCIDENT	N	N	ECH254066939	1/1/2026	1/1/2027	EACH CLAIM/AGGREGATE \$5,000,000/\$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
22217726 EVIDENCE OF INSURANCE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 

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Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
requester. Do not
send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See <i>Specific Instructions</i> on page 3.	<p>1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)</p> <p>AMERICAN ENGINEERING TESTING, INC.</p> <p>2 Business name/disregarded entity name, if different from above.</p>
	<p>3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____ </p> <p>3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/></p>
	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____</p> <p style="text-align: right;"><i>(Applies to accounts maintained outside the United States.)</i></p>
	<p>5 Address (number, street, and apt. or suite no.). See instructions.</p> <p>550 CLEVELAND AVENUE</p> <p>6 City, state, and ZIP code</p> <p>ST. PAUL, MN 55114</p> <p>7 List account number(s) here (optional)</p>
	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
4	1	-	0	9	7	7	5	2	1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, **you are not required to sign the certification**, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person <i>Phil Chwialkowski</i>	Date <i>1/1/2026</i>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	11.E.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Jared Voge, City Engineer
Item:	T.H. 40 Turnlane Expansion Project Bid Award		

RECOMMENDED ACTION:

Adopt the resolution awarding the T.H. 40 Turnlane Expansion Project to Joe Riley Construction in the amount of \$1,308,812.34.

Adopt the resolution approving the as-bid budget for the T.H. 40 Turnlane Expansion Project in the amount of \$1,895,095.

OVERVIEW:

The T.H. 40 Turnlane expansion project includes the new City road connection to facilitate an anticipated railroad freight facility. The turnlane improvements will allow safe turning movement for heavy freight vehicles on and off TH 40. Bids for the project were opened on May 28th, with two bids received. The low bid was from Joe Riley Construction in the amount of \$1,308,812.34. The Engineer's Estimate of the project is \$1,419,899.00.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Resolution- Accept Bid T.H. 40 Turnlane Expansion Project
2. Resolution T.H. 40 Turnlane Expansion Project As-Bid Budget
3. T.H. 40 Turnlane Expansion Bid Abstract

Resolution No._____

A RESOLUTION AWARDING THE T.H. 40 TURNLANE EXPANSION PROJECT TO JOE RILEY CONSTRUCTION IN THE AMOUNT OF \$1,308,812.34.

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 bid for the T.H. 40 Turnlane Expansion Project is accepted, and be it further resolved that the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Joe Riley Construction for the terms and consideration of the contract in the amount of \$1,308,812.34.

Dated this 15th day of June, 2026

Mayor

Attest:

City Clerk

RESOLUTION NO. ____
T.H. 40 TURNLANE EXPANSION PROJECT AS-BID BUDGET
TOTAL COST \$1,895,095

*Budget Amounts are Essential

Motion By: _____

Second By: _____

Code

PERSONNEL SERVICES

10* Salaries Reg. Employees	
11* Overtime Reg. Employees	
12* Salaries Temp. Employees	
13* Employer Pension Contr.	
14* Employer Ins. Contr.	
TOTAL	\$0.00

RECEIVABLES

Assessments Prop Owners	\$0
Industrial Park Fund	\$586,195
Grant	\$900,000
MN DOT SRC	\$408,900
WTP	\$0
LOST	\$0

TOTAL \$1,895,095

SUPPLIES

20* Office Supplies	
21* Small Tools	
22* Motor Fuels & Lubricants	
23* Postage	
24 Mtce. of Equipment	
25 Mtce. of Structures	
26 Mtce. of Other Improvements	
27 Subsistence of Persons	
28 Cleaning & Waste Removal	
29* General Supplies	
TOTAL	\$0.00

FINANCING

Industrial Park Fund	\$586,195
Grant	\$900,000
MN DOT SRC	\$408,900
WTP	\$0
MUC	\$0

TOTAL \$1,895,095

GRAND TOTAL \$1,895,095

Dated this 16th day of June, 2026

OTHER SERVICES

33* Travel-Conf.-Schools	
34 Mtce. of Equipment	
35 Mtce. of Structures	
36* Mtce. of Other Impr.	\$1,308,900
37 Subsistence of Persons	
38 Cleaning & Waste Removal	
39* Other Services	\$65,500
TOTAL	\$1,374,400

Mayor

Attest:

City Clerk

OTHER CHARGES

46* Prof. Serv.	\$208,895
49 Other Charges	\$311,800
TOTAL	\$520,695
GRAND TOTAL	\$1,895,095

ABSTRACT

T.H. 40 Turn Lane Expansion Project

City of Willmar, MN

BMI Project No. OW1.131141

BID: 05/28/2026 02:00 PM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		1 Joe Riley Construction		2 Duininck, Inc.	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	1	2011.601	AS BUILT	LUMP SUM	1	\$5,000.00	\$5,000.00	\$3,000.00	\$3,000.00	\$2,600.00	\$2,600.00
	2	2021.501	MOBILIZATION	LUMP SUM	1	\$45,000.00	\$45,000.00	\$92,000.00	\$92,000.00	\$47,000.00	\$47,000.00
	3	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LUMP SUM	1	\$5,000.00	\$5,000.00	\$1.00	\$1.00	\$1.00	\$1.00
	4	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00	\$11,000.00	\$11,000.00
	5	2104.502	REMOVE PIPE APRON	EACH	8	\$185.00	\$1,480.00	\$75.00	\$600.00	\$130.00	\$1,040.00
	6	2104.502	REMOVE SIGN	EACH	4	\$56.00	\$224.00	\$25.00	\$100.00	\$25.00	\$100.00
	7	2104.502	SALVAGE SIGN	EACH	2	\$55.00	\$110.00	\$25.00	\$50.00	\$25.00	\$50.00
	8	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	3988	\$1.85	\$7,377.80	\$2.00	\$7,976.00	\$1.80	\$7,178.40
	9	2104.503	REMOVE PIPE CULVERTS	LIN FT	202	\$18.00	\$3,636.00	\$10.00	\$2,020.00	\$15.00	\$3,030.00
	10	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	1956	\$5.10	\$9,975.60	\$6.00	\$11,736.00	\$16.10	\$31,491.60
	11	2104.602	SALVAGE SIGN SPECIAL	EACH	3.1	\$75.00	\$232.50	\$25.00	\$77.50	\$75.00	\$232.50
	12	2106.507	EXCAVATION - COMMON (P)	CU YD	8646	\$18.00	\$155,628.00	\$7.50	\$64,845.00	\$8.00	\$69,168.00
	13	2106.507	EXCAVATION - MUCK	CU YD	7451	\$22.00	\$163,922.00	\$7.50	\$55,882.50	\$14.00	\$104,314.00
	14	2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	4970	\$28.00	\$139,160.00	\$37.00	\$183,890.00	\$26.00	\$129,220.00
	15	2106.507	SELECT GRANULAR EMBANKMENT SUPER SAND (CV)	CU YD	5079	\$29.00	\$147,291.00	\$37.00	\$187,923.00	\$36.00	\$182,844.00
	16	2106.507	COMMON EMBANKMENT (CV) (P)	CU YD	10631	\$8.50	\$90,363.50	\$6.50	\$69,101.50	\$13.00	\$138,203.00
	17	2118.507	AGGREGATE SURFACING (CV) CLASS 2	CU YD	142	\$42.00	\$5,964.00	\$87.00	\$12,354.00	\$94.00	\$13,348.00
	18	2123.610	TRACTOR MOUNTED BACKHOE	hour	40	\$275.00	\$11,000.00	\$200.00	\$8,000.00	\$180.00	\$7,200.00
	19	2211.507	AGGREGATE BASE (CV) CLASS 6 (P)	CU YD	1426	\$38.00	\$54,188.00	\$55.00	\$78,430.00	\$50.00	\$71,300.00
	20	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	7730	\$2.20	\$17,006.00	\$3.00	\$23,190.00	\$3.00	\$23,190.00
	21	2232.603	MILLED RUMBLE STRIPS-INTERMITTENT	LIN FT	4127	\$0.55	\$2,269.85	\$0.65	\$2,682.55	\$0.75	\$3,095.25
	22	2232.603	MILLED RUMBLE STRIPS-CL	LIN FT	4158	\$0.45	\$1,871.10	\$0.65	\$2,702.70	\$1.10	\$4,573.80
	23	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	2465	\$92.00	\$226,780.00	\$105.90	\$261,043.50	\$92.00	\$226,780.00
	24	2451.507	FINE AGGREGATE BEDDING (CV)	CU YD	301	\$65.00	\$19,565.00	\$25.00	\$7,525.00	\$26.00	\$7,826.00
	25	2501.502	18" CAS SAFETY APRON	EACH	4	\$1,100.00	\$4,400.00	\$452.00	\$1,808.00	\$570.00	\$2,280.00
	26	2501.502	24" RC SAFETY APRON	EACH	4	\$2,000.00	\$8,000.00	\$1,050.00	\$4,200.00	\$1,950.00	\$7,800.00
	27	2501.503	18" CAS PIPE CULVERT	LIN FT	112	\$80.00	\$8,960.00	\$65.00	\$7,280.00	\$65.00	\$7,280.00
	28	2501.503	24" RC PIPE CULVERT DESIGN 3006 CLASS III	LIN FT	202	\$130.00	\$26,260.00	\$85.00	\$17,170.00	\$140.00	\$28,280.00
	29	2502.602	6" PE INSPECTION TEES	EACH	7	\$425.00	\$2,975.00	\$346.00	\$2,422.00	\$455.00	\$3,185.00
	30	2502.602	12" PE INSPECTION TEES	EACH	7	\$815.00	\$5,705.00	\$704.00	\$4,928.00	\$1,000.00	\$7,000.00
	31	2503.603	6" HDPE PIPE SEWER	LIN FT	280	\$42.00	\$11,760.00	\$29.00	\$8,120.00	\$25.00	\$7,000.00
	32	2503.603	12" HDPE PIPE SEWER	LIN FT	280	\$58.00	\$16,240.00	\$35.50	\$9,940.00	\$36.00	\$10,080.00
	33	2540.602	MAIL BOX SUPPORT	EACH	3	\$600.00	\$1,800.00	\$500.00	\$1,500.00	\$500.00	\$1,500.00
	34	2545.501	LIGHTING SYSTEM	LUMP SUM	1	\$32,500.00	\$32,500.00	\$34,463.00	\$34,463.00	\$35,000.00	\$35,000.00
	35	2563.601	TRAFFIC CONTROL SUPERVISOR	LUMP SUM	1	\$4,500.00	\$4,500.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00
	36	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$12,000.00	\$12,000.00	\$10,500.00	\$10,500.00	\$11,500.00	\$11,500.00

ABSTRACT

T.H. 40 Turn Lane Expansion Project
 City of Willmar, MN
 BMI Project No. OW1.131141
 BID: 05/28/2026 02:00 PM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		1 Joe Riley Construction		2 Duininck, Inc.	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
	37	2564.602	INSTALL SIGN	EACH	2	\$285.00	\$570.00	\$600.00	\$1,200.00	\$600.00	\$1,200.00
	38	2564.602	INSTALL SIGN SPECIAL	EACH	3	\$250.00	\$750.00	\$300.00	\$900.00	\$300.00	\$900.00
	39	2564.618	SIGN	SQ FT	53	\$60.00	\$3,180.00	\$55.00	\$2,915.00	\$55.00	\$2,915.00
	40	2572.503	TEMPORARY FENCE	LIN FT	394	\$6.40	\$2,521.60	\$5.00	\$1,970.00	\$4.00	\$1,576.00
	41	2572.503	CLEAN ROOT CUTTING	LIN FT	382	\$12.00	\$4,584.00	\$11.00	\$4,202.00	\$15.00	\$5,730.00
	42	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$15,000.00	\$15,000.00	\$1,000.00	\$1,000.00	\$2,200.00	\$2,200.00
	43	2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	1	\$15,000.00	\$15,000.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00
	44	2573.502	CULVERT END CONTROLS	EACH	4	\$200.00	\$800.00	\$75.00	\$300.00	\$150.00	\$600.00
	45	2573.503	SILT FENCE, TYPE HI	LIN FT	3973	\$4.00	\$15,892.00	\$3.90	\$15,494.70	\$2.15	\$8,541.95
	46	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	229	\$3.50	\$801.50	\$3.90	\$893.10	\$5.00	\$1,145.00
	47	2574.505	SUBSOILING (P)	ACRE	3.7	\$700.00	\$2,590.00	\$1.00	\$3.70	\$250.00	\$925.00
	48	2574.505	SOIL BED PREPARATION (P)	ACRE	5.5	\$550.00	\$3,025.00	\$150.00	\$825.00	\$500.00	\$2,750.00
	49	2574.508	FERTILIZER TYPE 3	POUND	733	\$2.00	\$1,466.00	\$1.00	\$733.00	\$2.00	\$1,466.00
	50	2574.508	FERTILIZER TYPE 4	POUND	13	\$3.00	\$39.00	\$2.00	\$26.00	\$10.00	\$130.00
	51	2575.504	RAPID STABILIZATION METHOD 4	SQ YD	5241	\$2.00	\$10,482.00	\$2.25	\$11,792.25	\$1.00	\$5,241.00
	52	2575.504	ROLLED EROSION PREVENTION CATEGORY 25	SQ YD	5241	\$3.00	\$15,723.00	\$2.00	\$10,482.00	\$2.50	\$13,102.50
	53	2575.505	SEEDING (P)	ACRE	3.7	\$2,500.00	\$9,250.00	\$900.00	\$3,330.00	\$1,000.00	\$3,700.00
	54	2575.505	MOWING	ACRE	11	\$300.00	\$3,300.00	\$75.00	\$825.00	\$100.00	\$1,100.00
	55	2575.505	WEED SPRAYING	ACRE	1.8	\$400.00	\$720.00	\$9.00	\$16.20	\$200.00	\$360.00
	56	2575.506	WEED SPRAY MIXTURE	GALLON	1	\$200.00	\$200.00	\$9.00	\$9.00	\$100.00	\$100.00
	57	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	POUND	10066	\$2.00	\$20,132.00	\$1.39	\$13,991.74	\$1.35	\$13,589.10
	58	2575.523	RAPID STABILIZATION METHOD 3	M GALLON	15.5	\$700.00	\$10,850.00	\$585.00	\$9,067.50	\$300.00	\$4,650.00
	59	2575.608	SEED MESIC INSLOPE	POUND	95	\$6.00	\$570.00	\$8.00	\$760.00	\$7.00	\$665.00
	60	2575.608	SEED SOUTHERN TALLGRASS ROADSIDE	POUND	14	\$10.00	\$140.00	\$30.00	\$420.00	\$20.00	\$280.00
	61	2575.608	SEED WET DITCH	POUND	22	\$30.00	\$660.00	\$40.00	\$880.00	\$50.00	\$1,100.00
	62	2582.503	MOBILE RETROREFLECTOMETER MEASUREMENTS	LIN FT	11460	\$0.10	\$1,146.00	\$0.14	\$1,604.40	\$0.15	\$1,719.00
	63	2582.503	6" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	5529	\$1.20	\$6,634.80	\$1.38	\$7,630.02	\$1.40	\$7,740.60
	64	2582.503	24" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	503	\$16.25	\$8,173.75	\$16.00	\$8,048.00	\$19.50	\$9,808.50
	65	2582.503	6" DOTTED LINE MULTI-COMPONENT GROUND IN (WR)	LIN FT	460	\$1.10	\$506.00	\$1.38	\$634.80	\$1.40	\$644.00
	66	2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN (W LIN FT	LIN FT	5374	\$2.10	\$11,285.40	\$2.32	\$12,467.68	\$2.00	\$10,748.00
	67	2582.518	PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN (WFSQ FT	SQ FT	62	\$12.30	\$762.60	\$15.00	\$930.00	\$21.00	\$1,302.00
Base Bid Total:							\$1,419,899.00		\$1,308,812.34		\$1,314,619.20



City Council Action Request

Council Meeting Date:	June 15, 2026	Agenda Item Number:	13.A.
Agenda Section:	Closed Session	Originating Department:	Administration
Resolution:	No	Prepared By:	Kyle Box, City Operations Director
Ordinance:	No	Presented By:	Kyle Box, City Operations Director
Item:	Minn. Stat. § 13D.05, subd. 3(c) - Parcels 95-003-4820, 95-003-4830 and 95-003-4940		

RECOMMENDED ACTION:

Information Only

OVERVIEW:

The City Council will move to closed session pursuant to Minn. Stat. § 13D.05, subd. 3(c) to develop or consider offers or counteroffers for the purchase or sale of real or personal property. The parcels being discussed are 95-003-4820, 95-003-4830 and 95-003-4940

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None