



WILLMAR CITY COUNCIL MEETING

MONDAY, JULY 20, 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 July 6, 2026
- B. Willmar Municipal Utilities Commission Minutes of July 13, 2026, Draft
- C. Planning Commission Minutes of June 17, 2026
- D. Accounts Payable Report, 7/2/2026 - 7/15/2026

Information:

- E. Director Reports
- F. Finance Report through 6/30/2026
- G. WMU Financial Report, May 2026

6. Approve Consent Agenda Items
7. Items Removed from Consent Agenda
8. Open Forum (Individuals Limited to Three (3) Minutes)
9. Regular Business
 - A. Presentation by Kandiyohi County Economic Development - Uptown Mall
 - B. Consideration of Awarding Sale of General Obligation, Tax Abatement, and Utility Bonds, Series 2026B
 - C. Call for 2026 Assessment Hearing
 - D. 2027 Preliminary Engineering Report
 - E. Public Works Salt Shed Roof
 - F. Accepting an In-Kind Donation of Exterior Painting Work on a City-Owned Building (PID 95-003-5090)
 - G. City Administrator Hiring Process
 - H. Review of applicants for City Administrator position

10. Announcements

11. Adjourn

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

July 6, 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, Tom Butterfield, and Carl Shuldes, Excused: Vicki Davis, Present 8, Absent 1.

Also present were City Operations Director Kyle Box, Police Chief Michael Holme, Fire Chief Frank Hanson, Finance Director Tom Odens, Human Resource Director Alissa Gambrel, Public Works Director Shane Stefanick, City Engineer Jared Voge, and City Attorney Robert Scott.

There were no additions or deletions to the agenda. Council Member Ask moved to **Approve the Agenda as Presented**. Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

CONSENT AGENDA

Operations Director Kyle Box reviewed the consent agenda.

Approve:

- A. City Council Minutes of June 15, 2026
- B. Willmar Charter Commission Minutes of June 23, 2026 - Draft
- C. Willmar Municipal Utilities Commission Minutes of June 22, 2026, Draft
- D. March 2026 Parks & Recreation Board Meeting Minutes
- E. Police Civil Service Commission Minutes of June 16, 2026_Draft
- F. Consideration of a State 1 Day to 4 Day Temporary On-Sale Liquor License Permit – Kandiyohi County Fair Association
- G. Willmar Hockey Boosters Blueline Club Lawful Gambling Application
- H. **Resolution 2026-085** Appointing Election Judges for the 2026, Primary and General Elections
- I. Willmar Municipal Utilities Commission Application
- J. Approve a Contract With Garage Technology Services, Inc.
- K. Accounts Payable Report, 6/11/2026 - 7/1/2026

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

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

REGULAR BUSINESS

A. Donation of a Construction Project

Operations Director Kyle Box introduced Chris Duininck from Duininck, Inc. who presented a donation project proposal to the Council. Duininck, Inc. would like to donate parking lot paving and sidewalk construction at the Willmar Civic Center Trail Head that would include a ribbon cutting ceremony upon completion. Council Member Ask moved to **Adopt Resolution No. 2026-086 Accepting the Project Donation from Duininck, Inc. for a parking lot paving and sidewalk construction project at the Willmar Civic Center Trail Head**. Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

B. Approve the hiring of Christopher Frank as the City of Willmar Planning and Development Director

Operations Director Kyle Box recommended hiring Christopher Frank as Planning and Development Director. Council Member Gilbertson moved to **Approve the hiring of Christopher Frank as the City of Willmar Planning and Development Director**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

C. Police Department Command Center & SWAT Bus

Police Chef Michael Holm requested approval to purchase a used bus to be used by the Police Department as a Mobile Command Center and SWAT Bus, replacing the current bus that has reached its end of life. Council Member Shuldes moved to **Adopt Resolution No. 2026-087 Approving the purchase price of \$54,636 from 2026 CIP for the purchase of a used 2022 Model 1 StarCraft Starlite 24-foot bus on a Freightliner Sprinter Chassis to be used by the Police Department**. Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

D. **Eagle Lake Sewer Lift Stations 1,3, & 4 Control Panel Replacements**

City Engineer Jared Voge presented the Preliminary Budget for the Eagle Lake Sewer Lift Stations 1,3, & 4 Control Panel Replacements. A motion was made by Council Member Fagerlie to **Adopt Resolution No. 2026-088 Approving the preliminary budget for the Eagle Lake Lift Stations 1, 3, & 4 Control Panel Replacements Project in the amount of \$400,000.** Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

E. **Lakeland Drive Path Improvement Project Active Transportation Funding Grant Agreement**

City Engineer Jared Voge presented the Lakeland Drive Path Improvement Project Funding Grant Agreement and recommended approval. Council Member Fagerlie moved to **Adopt Resolution No. 2026-089 Accepting the Active Transportation Program Grant for the Lakeland Drive Path Improvements Project in the amount of \$203,953.21 and authorize execution of the grant agreement and any amendments thereto with the Commissioner of Transportation.** Council Member Shuldes seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

F. **Sanitary Sewer Lining Project Award**

Public Works Director Shane Stefanick informed the Council of two sanitary sewer lines that are in need of repair and presented the bids for consideration. Council Member Fagerlie made a motion to **Adopt Resolution No. 2026-090 Awarding the Sanitary Sewer Lining Project of Becker Ave SE and Old Highway 12 areas to Subsurface, Inc. in the amount of \$67,498.05.** Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

G. **Consideration of Mariscos Y Tacos El Viejon On-Sale Wine and 3.2 % Intoxicating Liquor Licenses**

Operation Director Kyle Box presented a liquor license for approval. Council Member Fagerlie moved to **Approve the Mariscos Y Tacos El Viejon On-Sale Wine and 3.2 % Intoxicating Liquor Licenses**. Council Member Gilbertson seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

H. **Resolution to Acknowledge Donations for the Second Quarter of 2026**

Operation Director Kyle Box presented the 2026 Second Quarter Donations. A motion was made by Council Member Gardner to **Adopt Resolution No. 2026-091 Acknowledging Donations for the Second Quarter of 2026**. Council Member Butterfield seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

CLOSED SESSION

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

A motion was made by Council Member Gilbertson to enter into **Closed Session pursuant to Minn. Stat. § 13D.05, subd. 3(c) to discuss Parcels 95-003-4820, 95-003-4830 and 95-003-4940**. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

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

The Council entered into closed session at 7:05 PM. City Staff present were Operations Director Kyle Box, Finance Director Tom Odens, Public Works Director Shane Stafanick, and City Attorney Robert Scott. **Closed Session concluded at 7:33 PM.**

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

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

Noes None

MAYOR

Attest:

CITY CLERK

RESOLUTION NO. 2026-085
APPOINTMENT OF ELECTION JUDGES

Motion By: Gardner

Second By: Butterfield

WHEREAS, Minnesota Statutes, Section 204B.21, requires that the election judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

BE IT RESOLVED by the City Council of the City of Willmar Minnesota, authorize the City Clerk of the City of Willmar to appoint election judges for known elections in 2026.

Dated this 6th day of July, 2026

/S/ Douglas E. Reese
MAYOR

Attest:

/S/Vernae Larsen
CITY CLERK

CITY OF WILLMAR
RESOLUTION NO. 2026-086

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILLMAR,
MINNESOTA ACCEPTING A DONATION FROM DUININCK, INC. OF A PARKING LOT
PAVING AND SIDEWALK CONSTRUCTION PROJECT AT THE WILLMAR CIVIC
CENTER

Motion By: Ask Second By: Gilbertson

WHEREAS, the City of Willmar (“City”) owns real property located at 2707 Arena Drive Northeast in the City of Willmar, Minnesota (Kandiyohi County Parcel I.D. No. 95-901-0200), on which the City operates the Willmar Civic Center (the “Property”); and

WHEREAS, a trailhead for the Glacial Lakes State Trail, owned and operated by the State of Minnesota through its Department of Natural Resources (“DNR”) is located on the eastern edge of the Property, and is currently served by a gravel parking area accessible from the eastern edge of an existing paved public parking lot serving the Willmar Civic Center; and

WHEREAS, Duininck, Inc., a Minnesota corporation (“Duininck”), in commemoration of 100 years in business in the Willmar community, has proposed to donate a project to pave the existing gravel parking lot and construct a sidewalk around the Glacial Lakes Trailhead at the Willmar Civic Center pursuant to plans and specifications approved by CITY and contained within Exhibit A, attached hereto and incorporated herein by reference (the “Project”); and

WHEREAS, the minimum estimated value of the Project is \$160,000.00; 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 Duininck’s proposal to donate 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 Duininck, Inc. of the Project pursuant to the proposal and plans and specifications contained within Exhibit A hereto, subject to the following terms and conditions:
 - a. Following the completion of the Project, the City shall cause the improvements to the Property detailed in Exhibit A hereto to be operated and maintained as a public amenity primarily serving users of the Glacial Lakes State Trail and/or the Willmar Civic Center until at least the earlier of (i) the date on which the State of Minnesota ceases to maintain a trailhead for public access to the Glacial Lakes State Trail abutting the eastern edge of the Property; (ii) the date that the City ceases to operate the Willmar Civic Center as a public recreational facility on the Property; or (ii) the date that is 20 years after the date on which Duininck substantially completes the Project.

- b. The City and Duininck shall execute a contract substantially in the form attached hereto as Exhibit B, setting forth the terms and conditions upon which the City will grant Duininck access to the Property to construct the Project and upon which Duininck will complete its construction of the Project.
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 Duininck as necessary or convenient to Duininck's successful completion of the Project, 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 Duininck for its generous donation.

Adopted by the City Council of the City of Willmar on July 6, 2026.

Approved:

/S/ Douglas E. Reese

Mayor

Attested:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2026-087

RESOLUTION AUTHORIZING THE ALLOCATION OF
CAPITAL IMPROVEMENT PROGRAM (CIP) FUNDS.

Motion By: Shuldes Second By: Gilbertson

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the purchase of a 2022 Model 1 Starcraft Starlite 24-foot bus in the amount of \$53,574.00 with an additional \$1,062.00 for shipping for a total cost of \$54,636.00. Be it further resolved the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with Model 1 Commercial Vehicles for a total amount of \$54,636.00.

Dated this 6th day of July, 2026

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2026-088
PRELIMINARY 2026 WTF CAPITAL IMPROVEMENT BUDGET
EAGLE LAKE LIFT STATION 1, 3, & 4 PANEL REPLACEMENT PROJECT
ESTIMATED COST \$400,000

*Budget Amounts are Essential

Motion By: Fagerlie

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.

TOTAL **\$0.00**

RECEIVABLES

Assessments Prop Owners \$0
Community Investment/Levy \$0
MSA \$0
MUC \$0
WTP \$400,000
LOST \$0

TOTAL **\$400,000**

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

GENERAL \$0
LOST \$0
MSA \$0
WTP \$400,000
MUC \$0

TOTAL **\$400,000**

GRAND TOTAL **\$400,000**

Dated this 6th day of July, 2026

OTHER SERVICES

33* Travel-Conf.-Schools
34 Mtce. of Equipment
35 Mtce. of Structures
36* Mtce. of Other Impr. \$345,000
37 Subsistence of Persons
38 Cleaning & Waste Removal
39* Other Services \$33,700
TOTAL **\$378,700**

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

OTHER CHARGES

46* Prof. Serv. \$21,300
49 Other Charges
TOTAL **\$21,300**
GRAND TOTAL **\$400,000**

Resolution No. 2026-089

A RESOLUTION APPROVING THE ACTIVE TRANSPORTATION PROGRAM GRANT AGREEMENT, GRANT TERMS AND CONDITIONS FOR SP 175-090-007 LAKELAND DRIVE PATH IMPROVEMENTS.

Motion By: Fagerlie Second By: Shuldes

WHEREAS, the City of Willmar has applied to the Commissioner of Transportation for a grant from the Active Transportation Account; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$203,953.21 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that the City of Willmar does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.38, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Active Transportation Account any amount appropriated for the project but not required. The proper city officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Dated this 6th day of July, 2026

/S/ Douglas E. Reese
Mayor

Attest:

/S/Vernae Larsen
City Clerk

Resolution No. 2026-090

A RESOLUTION AWARDING THE SANITARY SEWER LINING PROJECT OF BECKER AVE SE AND OLD HIGHWAY 12 TO SUBSURFACE, INC. IN THE AMOUNT OF \$67,498.05.

Motion By: Fagerlie 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 quote for the Sanitary Sewer Lining Project of Becker Ave SE and Old Highway 12 areas 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 \$67,498.05.

Dated this 6th day of July, 2026

/S/ Douglas E. Reese

Mayor

Attest:

/S/Vernae Larsen

City Clerk

RESOLUTION NO. 2026-091

ACKNOWLEDGEMENT OF DONATIONS

Motion By: G a r d n e r

Second By: Butterfield

WHEREAS, the City of Willmar has received donations which have been acknowledged by the City Administration, expressing the community's appreciation for the period of April 1, 2026, through June 30, 2026.

Amount	From	For/Purpose
\$250.00	Heglund Catering	Kids Kitchen Program
\$25,000.00	Viking Coca-Cola	Scoreboards at Swansson Field
\$1,000.00	Willmar Rotary Club	2026 International Heritage Festival
\$1,000.00	Donna Middleton with AccuWealth	Woodshop Program Sander at the Community Center

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

Dated this 6th day of July, 2026

/S/ Douglas E. Reese

MAYOR

Attest:

/S/Vernae Larsen

CITY CLERK



WILLMAR MUNICIPAL UTILITIES COMMISSION

Meeting Minutes – July 13, 2026

11:45 a.m. – WMU Auditorium

The Willmar Municipal Utilities Commission met on Monday, July 13, 2026, at 11:45 am in the WMU Auditorium. Commissioners present were Patricia Elizondo, Steve Ammermann, Brad Michelson, Doug Muzik, and Dan Tollefson. Absent were Commissioners Carol Laumer and Jeffrey Schultz.

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

Commissioner Ammermann called the meeting to order, and the Pledge of Allegiance was recited. He then asked if there were any changes or additions to the agenda as presented.

General Manager Smith stated that an agenda item must be added to appoint an Acting President in the absence of Vice President Laumer. Commissioner Michelson moved that the agenda be changed to add the appointment of an Acting President for the meeting. Commissioner Elizondo seconded the motion; motion carried.

Commissioner Michelson moved that Commissioner Ammerman be appointed as the Acting President for the July 13, 2026, MUC Board Meeting. Commissioner Muzik seconded the motion; motion carried.

Commissioner Tollefson moved to appoint Commissioner Ammermann to serve as Acting President for the July 27, 2026, MUC meeting. Commissioner Muzik seconded the motion; motion carried.

Acting President Ammermann then presented the Consent Agenda, which included the minutes of the June 22, 2026, MUC meeting and payment of the bills, and requested a resolution approving the Consent Agenda. Commissioner Elizondo moved to adopt the resolution approving the Consent Agenda as presented. Commissioner Muzik seconded the motion. A roll call vote was taken, and **Resolution No. 23** carried with five ayes and zero nays.

General Manager Smith recognized outgoing Commissioners Shawn Mueske and Dave Baumgart for their dedicated service to Willmar Municipal Utilities, the Commission, and the community. Each was presented with a plaque in appreciation of their years of commitment and service.

Following discussion regarding the Emergency Election of Officers, Commissioner Muzik moved to defer Agenda Item No. 5, *Emergency Election of Officers*, to the July 27, 2026, MUC meeting. Commissioner Michelson seconded the motion; motion carried.

Finance & Office Services Supervisor Prekker presented the May 2026 Financial Report, including a recap of the May Investment Portfolio, and the May Cost of Power Report. The financial information

reflected operating revenues, expenses, retained earnings, and fund comparisons for both the Electric and Water Divisions.

Finance & Office Services Supervisor Prekker presented a timeline for the 2027 WMU Budget Schedule. The budget process has already begun with a tentative target date of September 21st to seek City Council approval of the 2027 Budget.

Facilities & Maintenance Supervisor Marti presented Change Order No.1 to the Wind Turbine Decommissioning Project. Marti discussed the increase in labor and supplies (including additional topsoil) that the contractor incurred, resulting in a \$151,627.00 increase. Commissioner Muzik motioned to approve Change Order No.1, motion was seconded by Commissioner Tollefson. A roll call vote was taken, and **Resolution No. 24** carried with five ayes and zero nays.

Acting President Ammermann introduced the WAPA Power Supply Contract: Firm Electric Service Amendment No. 1 and Renewable Energy Certificates (RECs) Agreement. General Manager Smith provided a background of the contracts along with the proposed changes. The FES Amendment updates the General Power Contract Provisions (GPCPs) to the most recent version dated July 17, 2025, which allows for the resale of RECs. The RECs Contract provides the terms and conditions MRES shall follow in providing REC Management Services to Willmar, consistent with WAPA's REC Program Principles dated August 7, 2025 (REC Principles), and the GPCPs. Additionally, this REC Contract terminates previous REC Contract No. 23-UGPR-12 dated March 14, 2023.

Commissioner Michelson moved to approve the Firm and Electric Service Amendment No.1, seconded by Commissioner Muzik. A roll call vote was taken, and **Resolution No. 25** carried with five ayes and zero nays.

Commissioner Muzik then moved to approve the Renewable Energy Certificates Agreement, seconded by Commissioner Michelson. A roll call vote was taken, and **Resolution No. 26** carried with five ayes and zero nays.

General Manager Smith presented an overview of the MRES Emission-Free Energy Certificate (EFEC) Agreement which provides the terms and conditions MRES shall follow in providing EFEC services to Willmar. Central Municipal Power Agency/Services will transfer WMU's EFECs to MRES's M-RETS account on an annual basis for MRES to manage on WMU's behalf. Commissioner Muzik moved to approve the MRES Agreement, seconded by Commissioner Elizondo. A roll call vote was taken, and **Resolution No. 27** carried with five ayes and zero nays.

General Manager Smith presented a proposal from Bolton-Menk to provide engineering services to conduct a water system CIP Cost Update and Modeling Study for the not-to-exceed estimated amount of \$31,000. The work is necessary to determine urgency and priority of capital improvement projects and gather cost information for the water rate study currently in progress. The study will update a hydraulic water system model created by Bolton-Menk in 2023 to assess water infrastructure improvements including the Lakeland Drive and Willmar Avenue trunk water main upgrade. General Manager Smith explained the benefit of working with Bolton-Menk to the Commission, referring to their work done in the recent past to develop a water system model which provides tremendous time savings. Commissioner Michelson moved to approve the Bolton-Menk Water Proposal as presented, seconded by Commissioner Tollefson. A roll call vote was taken, and **Resolution No. 28** carried with five ayes and zero nays.

General Manager Smith introduced and welcomed the new Executive Assistant, Shawn Krouth, previously a Customer Service Representative who started this role on July 6, 2026. Smith thanked

the commissioners and staff who participated in Willmar Fests' Block Party and Parade. Smith then announced the City Councils' approval of Commissioner Jeffrey Shultz and asked the commission to note upcoming tasks for the Labor and Planning committees. The Labor Committee will participate in the upcoming Union discussions, and the Planning Committee will take part in the Budget Review. Smith asked commission members to think about which committee they would like to serve on.

Upcoming Events:

- ❖ Red Rock Hydro Tours – Tuesday, July 28, 2026 | Pella, IA
- ❖ MMUA Summer Conference – August 17–19, 2026 | St. Cloud, MN
- ❖ MRES Municipal Power Leadership Academy – September 16–17, 2026 | Sioux Falls, SD

Acting President Ammerman asked for any additional discussion. Hearing none, Commissioner Tollefson moved to adjourn the meeting. Commissioner Elizondo seconded the motion; motion carried. The meeting adjourned at 12:15 pm.

Respectfully submitted,
WILLMAR MUNICIPAL UTILITIES

Shawn Krouth, Executive Assistant

ATTEST:

Patricia Elizondo, Secretary

RESOLUTION NO. 23

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

- ❖ Minutes from June 22, 2026, MUC Meeting; and,
- ❖ Bills represented by vouchers No. 20260858 through No. 20260946, including associated wire transfers, totaling \$3,312,171.01.

Dated this 13th day of July, 2026.

Attest:


Acting President


Secretary

RESOLUTION NO. 24

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Change Order No. 1 with DGR Engineering, in the amount of \$151,627.00, for the DeWind Wind Turbine Decommissioning, Recycling, and Site Restoration Services project, is hereby approved as presented.

Dated this 13th day of July 2026.

Acting President

Attest:

Secretary

RESOLUTION NO. 25

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Amendment No. 1 to Electric Service Contract No. 12-UGPR-1078 (the FES Amendment) between the City of Willmar, Minnesota ("Willmar") and the Western Area Power Administration ("WAPA") hereby approved as presented.

Dated this 13th day of July 2026.

Acting President

Attest:

Secretary

RESOLUTION NO. 26

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that Renewable Energy Certificate (REC) Designated Entity Contract No. 23-UGPR-12 is hereby terminated.

BE IT FURTHER RESOLVED that Renewable Energy Certificate Designated Entity Contract No. 25-UGPR-104 is hereby approved and authorized for execution. This agreement allows for the resale of Renewable Energy Certificates (RECs) and establishes the terms and conditions under which the Missouri River Energy Services (MRES) provide REC Management Services to the City of Willmar. The agreement is consistent with the Western Area Power Administration (WAPA) Upper Great Plains Region (UGPR) REC Program Principles and the applicable General Power Contract Provisions dated July 17, 2025.

Dated this 13th day of July 2026

Acting President

Attest:

Secretary

RESOLUTION NO. 27

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the agreement under which Willmar Municipal Utilities is a member of Missouri River Energy Services (MRES) and has entered into a Power Sale Agreement with MRES, under which WMU purchase its supplemental power and energy requirements from MRES, WMU receives Emission-Free Energy Certificates under a WPPI Purchase Power Sales Agreement and WMU desires to have MRES provide EFEC Management Services for WMU, is hereby approved and accepted.

Dated this 13th day of July 2026.

Acting President

Attest:

Secretary

RESOLUTION NO. 28

BE IT RESOLVED by the Municipal Utilities Commission of the City of Willmar, Minnesota, that the proposal from Bolton & Menk, amount not to exceed \$31,000, for the installation of a trunk watermain along Lakeland Drive and Willmar Avenue, as well as the replacement of the existing water tower located along Willmar Avenue, is hereby approved as presented.

Dated this 13th day of July 2026.

Acting President

Attest:

Secretary

WILLMAR PLANNING COMMISSION
WEDNESDAY, JUNE 17, 2026
333 6TH STREET SW, CONFERENCE ROOM 1

MINUTES

The Willmar Planning Commission met on Wednesday, June 17, 2026, at 6:00PM at City Hall.

Members Present: Gary Newberg; Christopher Buzzeo; and Justin Pierce. (QUORUM NOT PRESENT)

Members Absent: Stacy Holwerda; Bob Poe; Jason Kowalczyk; and Yvon Fils-Aime.

Others Present: Christopher Frank (Interim Director); Jennifer Kotila (WCT); David Truwe (Applicant).

1. Chairperson Buzzeo called for order at 6:00PM.
2. Roll Call.
3. Additions/Deletions: None.
4. Minutes:
 - 4.1. **Planning Commission Minutes for May 6, 2026**: Commissioner Newberg motioned to approve the Minutes for May 6, 2026, seconded by Commissioner Pierce, and approved unanimously.
5. General Public Testimony: None.
6. **REGULAR BUSINESS**

6.1 HEARING AND ACTION

None.

6.2 PLATS

None.

6.3 BRIEFINGS

6.3.1 **PLAN REVIEW: TRUWE PRECISION MACHINING, INC.**

Location: ABBOTT DR. SE; Parcel #: 95-178-0140; Zone: GB-3; Ward 4.

Interim Director Frank introduced a plan review for Truwe Precision Machining, Inc. The applicant, David Truwe, purchased the parcel and is considering expanding and relocating his precision machining business from Maynard, Minnesota, to Willmar. The property is located within the GB-3 zone, which permits light manufacturing subject to a plan review.

Mr. Truwe addressed the Commission and provided details on the operation:

- The business primarily manufactures small-component dental equipment and services other industries using CNC lasers, machining centers, and plastic injection molding.
- The proposed development involves constructing a 6,000-square-foot building. All machining operations and materials will be contained entirely indoors.
- The facility will have a minimal impact on wastewater but carries relatively high electrical demands, which have been discussed preliminarily with city utilities.
- The company currently operates with 4 full-time employees in Maynard but faces a limited local labor pool. Relocating to Willmar is intended to tap into the local labor market to fill 2 to 3 immediate openings to operate its 18 machines.
- Ingress and egress will utilize three existing curb-cut driveways on the property (one on the south side and two on the west side).

City staff noted that this light industrial project aligns perfectly with the development goals for the southern GB-3 area, which is surrounded by similar industrial-themed businesses. A final departmental review and formal decision will be targeted for the next Planning Commission meeting.

7. MISCELLANEOUS

7.1 DIRECTOR'S REPORT:

Staff provided an overview of the upcoming federal Opportunity Zone 2.0 program. Governor Walz's office has 289 eligible tracts identified by the federal government and will select 73 tracts (25% of which must be in rural areas with populations under 50,000). Willmar has three identified eligible tracts: the downtown zone, an area just south of downtown on the west side of First Street, and nearly the entire southeast quadrant of the city (from Highway 12 down and First Street East to the bypass). The program locks in selected zones for a 10-year window (until 2036) and offers developers significant federal income tax incentives for long-term investments (held 10+ years), including a 5-year capital gains deferral, a 30% step-up in basis after 5 years, and tax-free appreciation after 10-years. Staff are actively marketing the program to large developers, financial institutions, and accounting firms.

7.2 NEW COMMISSIONER INTRODUCTION:

Newly appointed Commissioner Justin Pierce introduced himself to the Commission. Commissioner Pierce grew up in Willmar, returned to the community seven years ago, and possesses extensive experience in the building industry, having worked for Menards and currently at Perkins Lumber. He also manages several rental properties in the area.

8. ADJOURN

Commissioner Newberg moved to adjourn the meeting, seconded by Commissioner Pierce, and passed unanimously. The meeting was adjourned at 6:27 PM.



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	5.D.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Accounts Payable Report, 7/2/2026 - 7/15/2026		

RECOMMENDED ACTION:

Review and Approve Accounts Payable Listing

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

Reduction of Departmental Budgets by amounts approved.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 07.02.26 thru 07.15.26
2. EFT CK 669-670



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	5.E.
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. HR Report 7-20-26
2. Parks and Rec Directors Report July 2026
3. PD June Updates
4. PD Monthly Council Stat Sheet June 2026
5. Information Technology Departmental Update (07-2026)
6. Community Growth Report July 2026
7. Public Works Director Report - July 2026



HR Report

As we enter the second half of the year, we are already looking ahead to 2027 planning. That includes reviewing utilization and claims for insurance plans and the PFML benefit. We've seen a significant improvement in processing times for PFML claims since the beginning of the year and will be continuing or provide feedback on that system. Medical claims data will be used to negotiate quotes for 2027 insurance plans ahead of the fall open enrollment period. Plans are also underway for our annual Employee Appreciation Event, which gives us the opportunity to recognize the City employees who work hard every day to keep our streets clean and safe, our parks and fields prepped for use, our housing safe for residents, our utilities fully functioning, and countless other jobs that maintain a high quality of life for Willmar residents.

Hiring

IT Technician – Jared Conklin was hired as our new IT Technician and started work on July 6th.

Planning and Development Director – After two rounds of interviews, Chris Frank was chosen as the new Planning and Development Director, a promotion from his City Planner role. This appointment was approved by the City Council at the July 6th meeting.

Police Officers – Jonathan Reid began work as a Police Officer on July 13th. Additional background investigations are being completed to fill the remaining open positions.

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

City Administrator – Applicants for this position are currently being reviewed and next steps in the interview process will be determined by the City Council.

Sincerely,

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

Alissa Gambrel – HR Director



July 2026

Youth and Adult Programming

Youth Programs:

- We started the 2nd half of our summer programs on July 6th
- Session 2 of gymnastics
 - ☐ Tiny tykes- 25 registered
 - ☐ Pre-k – 60 registered
 - ☐ Advanced- 10 registered
 - ☐ Intermediate- 24 registered
 - ☐ Beginner- 22 registered
- **Youth Baseball & Softball:**
 - ☐ The youth baseball and softball seasons will wrap up this week.
- **Youth Football Registration**
 - **Flag Football**
 - 1st & 2nd Grade: **19** participants
 - 3rd & 4th Grade: **23** participants
- **Tackle Football:**
 - 5th & 6th Grade: **28** participants
 - 7th & 8th Grade (7v7): **47** participants
- **Adult Softball:**
- **Church League:** Four weeks remain in the regular season after two weeks were lost to rainouts. The season will conclude with a seven-team double-elimination tournament. First Covenant Church and Vinje Heretics are currently tied for first place.
- **Men's League:** One week remains in the regular season before the 11-team double-elimination tournament begins. WIG currently leads the standings, with Earl's Signs, (OTP), and Joe's Auto tied for second place.

DOAC:

- Adaptive swimming started on July 11th
 - 11 registered
- 7 birthday parties have been held
- The total attendance in June was 3,801 people

Bikes:

- 22 rentals in June, bringing in \$24.25

Community Center

- Crafts this month include Stained Glass Workshop, Peace Pole Series, & Two Flower Bouquet classes.

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



- Upcoming Trips include: Trip to the Jason Show, Boat ride trip on Green Lake, State Fair, Redhead Creamery, Trip to Alexandria, & MN Vikings.
- Youth summer art camp and cooking classes are both up and running well, A great mix of kids and ages.
- Gearing up for the August National Senior Day with Elvis impersonator coming, getting silent auction prizes, and arrangements made for the Banana Split social.
- Our Mahjong group is now up to 5 tables, with growth still happening as people come weekly to watch and learn!
- We held a Stir Up Some Seoul Cooking Class and hopes to offer it again for how successful it went!
- We launched our first try at an adaptive Band program called “Everyone has a Rhythm” and it went very well, We let ages 6-12 with adaptive needs come and learn and try out guitar, drums, keyboard, and karaoke with local musicians. We will be holding this once a month.

Facilities & Events

- Ice out in the Blue Line August 9
- Arnolds Tillage Event August 17-21
- Rifle and Pistol Gun Show Sept 11-13

Other Projects & Updates

- Blue Line Roof Repair –Completed
- Amphitheater Project-Working on Agreements, Mass grading plan, and start date
- Scoreboards for Swansson- poles will go in this week. Goal is to have the panels up ASAP.
- Budget and Capital Improvement Meetings.
- Presented an Eagle Scout project for a path/bench plan for Swansson Fields. A few pads are poured already
- Updates on the skatepark.

Willmar Police Department Council Update,

– Hiring and Staffing Update

The Willmar Police Department continues to make positive progress with our hiring and staffing efforts.

Our newest police officer, Jonathan Reid, began employment with the department on July 13, 2026. Officer Reid is a graduate of Willmar Community Christian High School.

Officer Taylor Leonard has successfully completed the first four phases of the department's field training program and began solo patrol duties on July 7, 2026.

We also have another candidate who has accepted a conditional offer of employment and is currently completing the final stages of the hiring process. The candidate is scheduled to take the Minnesota POST licensing examination within the next week.

In addition, we are continuing background investigations into several other candidates as we work to fill remaining vacancies.

Respectfully submitted,

Chief Mike Holme
Willmar Police Department

Willmar Police Department

Monthly Calls for Service Statistics

Title	June 2025	June 2026
911 Hang Up	3	7
Abandoned Vehicles	47	29
Agency Assist	36	25
Alarm	22	35
Alcohol Offense	5	4
Animal	52	54
Assault	9	5
Burglary	5	4
Child Custody Dispute	9	9
Crash	63	53
Criminal Damage To Property	15	23
Disorderly	11	24
Domestic	33	32
Drugs	8	11
Family Service	41	57
Fight	8	6
Fraud	13	16
Gun Permits	11	14
Harassment	30	38
Information	11	7
Weapons complaint	7	4
Lost And Found	37	29
Mental Health	36	11
Missing Person	12	20
Motorists Assist	14	15
Neighborhood Disturbance	24	24
Public Assist	173	165
School Related Incidents	0	0
Sex Crimes	7	10
Sudden Death/Bodies Found	2	0
Suicidal Person	9	4
Suspicious	85	91
Theft	31	36
Traffic Complaint	75	47
Traffic Stop	149	209
Trespass	11	14
Warrant Service	21	17

Current Month CFS:

1217

YTD Calls for Service:

6,969

2025 Current month

1177

(Some minimal CFS
categories not shown)



Departmental Update

July 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 June 8th through July 12th.

Incidents	Service Requests
Incidents are when something is not working; i.e. "My computer does not turn on."	Service Request are when something is requested; i.e. "Can I get a new mousepad?"
• 48 tickets were received. • 43 of the 48 tickets are resolved.	• 58 tickets were received. • 50 of the 58 tickets are resolved.

New Technician

As you may already know, we had a new Technician start in my department on July 6th.

We are very excited to have Jared on board, and he has already been an immense help for our daily operations. Jared has been eager to tackle any ticket coming his way and has been doing a great job getting issues or questions figured out. Now that my department is fully staffed, it will give us a chance to get caught up on outstanding items that have had to wait. I also will be able to move forward on new projects and initiatives myself.

Willmar Connect

Construction has been going well. Crews are making progress and will also be adding another crew to the City soon. Everything seems to be on track for a timely completion later this year.

We are still working on finalizing plans on the Network Operations Center to be released for bids. I am hopeful they will be completed very soon.

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



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

Pablo's July Report

Thank you all for your support, and a special thanks to our residents who volunteer in our many efforts — both at events and on community committees. We are seeing the results of the position the city strategically created a few years ago, the Office of Community Growth. As a reminder, this work is anchored in enhancing access, promoting equity and inclusion, and broadening the participation of all Willmar residents from all backgrounds. We have experienced many events that have brought thousands of our neighbors together to celebrate the diversity of our community, and we are actively providing opportunities, so our city continues to be a welcoming and inclusive community for all.

Events in June:

- o Juneteenth – June 19th at Miller Park
- o Willmar Fests Block Party – Our Juneteenth Committee hosted a table with educational materials about this federal holiday.
- o We Are Willmar – Parade of Flags: We marched in the parade with 56 volunteers carrying flags representing the many countries our neighbors come from.

Looking Ahead:

Willmar Pride 2026 – Saturday, August 1st, 11:00am-4:00pm at Rice Park in Willmar!

This year's celebration brings our community together for an afternoon of color, music, love, and belonging. Enjoy live performances, family-friendly activities, local vendors, and community resource booths in the park, with additional Pride activities happening at businesses and organizations throughout the community all weekend long. [[CLICK HERE](#) for more information.] All are welcome — come celebrate, connect, and show your small-town pride.

Welcoming Week – Saturday, September 12, 2026, from 2-5 p.m. in Downtown Willmar!

The Welcoming Week Committee is already working to put together an exciting and fun event. This year we will be celebrating our 7th anniversary of Willmar Welcoming Week! Building on last year's theme, *Stories We Share – The Courage to Connect*, we're going deeper this year. When we stay curious and open to one another, we find stories that remind us that we're not navigating this moment alone.

Welcoming Week is where those stories become action — where what communities say about themselves starts to shape what they do. Working through our own vulnerability to welcome others, to be seen, and to make our communities stronger: that is a courageous act.

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



Wastewater Updates from Superintendent Jason Lindahl

- Daily duties for plant operations.
- Daily sampling and testing for BOD's, TSS, Ammonia, Phosphorus, and pH as required by our NPDES permit.
- Lab conducted our annual WET test with Environmental Consulting and Testing.
- Submitted the monthly EDMR to the MPCA.
- JOTS billing and Hauled-in waste billings.
- Submitted the 2027 WW budget requests.
- Provided multiple plant tour's
- Cleaned and inspected Industrial Oxidation Ditch #1.
- Donohue is close to finalizing the BNR layout and soon out for bid.
- Hoffman repaired the SS @ 5th St. SW.
- NXTLVL repaired the SS @ 11th St NW.
- Iverson Park LS project soon to start. Electrical panels ordered for EL 1,3 and 4.
- Monthly generator runs at multiple lift stations and the plant.
- Sara reviewed quarterly monitoring reports for Special Discharge permittees.
- Completed draft 2025 annual report for MS4 general permit.
- Attended SW Regional Sustainable Development Partnership meeting.
- Completed lateral reviews and issued Notices.
- Attended MESERB annual conference and presented on PFAS-removal from landfill leachate pilot project.
- Participated in MPCA's Leachate Disposal at WWTPs Workgroup meeting.
- Submitted annual WET test results to MPCA.
- Completed social media public education on stormwater and wastewater topics.



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 and stormwater pipes throughout the city.
- **Street Sweeping:** Conducted street sweeping operations on 6 days during the month.
- **Storm Clean up:** Cleared trees and branches from roadways and boulevards from two separate storms. One on the 10th and the other on the 28th. Each storm required multiple days to complete the cleanup.
- **Pavement Markings:** Repainted crosswalks, directional arrows, yellow curbs, and other pavement markings over 18 workdays.
- **Traffic Signals:** A pedestrian pedestal at the intersection of 1st Street and Willmar Avenue was damaged. The repair was completed.

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 vegetation in 39 park areas, performed routine litter collection, and maintained grounds equipment.
- **Graffiti Removal:** Removed graffiti from playground equipment at Destination Playground.
- **Beach Improvements:** Brush was removed and sand was added.
- **Splash Pad:** The new canopies were installed on the 24th.
- **Destination Playground:** Cleaned and maintained the floor surface and park equipment.
- **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.
- **Safety Training:** All summer staff attended annual safety training
- **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:

- Prairie Winds Band (10th, 17th, and 24th)
- Rescue Squad Car Show
- Willmar Youth Baseball Tournament
- Juneteenth Event at Miller Park
- Willmar Fest activities (23rd-27th)

Additional Projects & Services

- **Score Boards for North Swansson:** I-beams sand blasted, primed and painted.
- **125year Banners:** Installed banners along North 71 and on the 1st ST bridge.
- **Trainfo:** Assembled equipment, continue to test before installation.

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

Respectfully,

A handwritten signature in black ink, appearing to read 'Shane Stefanick', written in a cursive style.

Shane Stefanick – Public Works Director



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	5.F.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Vernae Larsen, City Clerk
Item:	Finance Report through 6/30/2026		

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.

Notable variances within the General Fund include:

- Tax Settlements are received in June, December, and January (for the 12/31 final settlement).
- Local Government Aid (LGA) is distributed in July and December annually (Intergovernmental Revenue).
- Franchise Fees are distributed to the City after the end of each quarter.
- City Hall Expenditures include the debt service payment for 2026 (\$195,743).
- Information Technology purchased equipment for 2026 in January for the year

Investments

- A conservative, laddered investment approach remains appropriate to maintain liquidity while managing interest rate risk.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. General Fund 6.30.26
2. WWTP 6.30.26
3. Investment Portfolio through 6-30-26
4. Activity through 6-30-26
5. Historical Interest per quarter through 6-30-26
6. Interest Breakdown by Institution through 6-30-26



**City of Willmar
General Fund
Budgetary Comparison Report
For the Period Ended June 30, 2026**

	<u>2025 Actual</u>	<u>2026 Annual Budget</u>	<u>2026 Year-To-Date</u>	<u>% of 2026 Budget</u>
<u>Revenues</u>				
General Property Taxes	\$ 10,225,462.76	\$ 11,236,657.00	\$ 5,827,217.57	51.86%
Licenses and Permits	516,690.49	415,000.00	244,919.15	59.02%
Intergovernmental	7,542,135.52	7,279,439.00	250,140.15	3.44%
Service Charges	1,200,663.82	988,100.00	532,618.70	53.90%
Fines and Forfeits	86,379.43	100,000.00	41,732.23	41.73%
Special Assessments	3,932.25	-	1,778.54	
Miscellaneous Revenue	1,640,820.08	153,000.00	160,971.13	105.21%
Other Financing Sources	2,908,223.41	2,898,308.00	751,526.00	25.93%
Total Revenues	\$ 24,124,307.76	* \$ 23,070,504.00	\$ 7,810,903.47	33.86%
<u>Expenditures</u>				
City Administrator	\$ 775,610.15	\$ 811,487.00	\$ 356,892.44	43.98%
Mayor and Council	421,421.28	402,100.00	299,498.76	74.48%
City Hall	1,570,586.21	516,991.00	317,774.68	61.47%
City Clerk	231,897.79	244,372.00	124,047.36	50.76%
Elections	10,457.91	79,565.00	192.08	0.24%
Finance Department	558,028.02	621,293.00	282,838.81	45.52%
Planning/Development Services	955,708.21	1,077,759.00	489,962.18	45.46%
Legal	-	-	-	-
Information Technology	991,207.51	957,565.00	626,284.47	65.40%
Human Resources	189,419.13	220,706.00	87,628.47	39.70%
Cultural Diversity	201,598.00	229,030.00	110,652.15	48.31%
Sub-Total General Gov't.	5,905,934.21	5,160,868.00	2,695,771.40	52.23%
Police Department	6,541,362.68	7,258,819.00	3,261,585.44	44.93%
Fire Protection	1,407,017.59	1,588,854.00	726,639.01	45.73%
Sub-Total Public Safety	7,948,380.27	8,847,673.00	3,988,224.45	45.08%
Public Works	4,330,388.40	4,793,543.00	2,046,223.51	42.69%
Engineering	248,614.82	353,000.00	76,541.59	21.68%
Transit System	20,500.00	21,000.00	-	0.00%
Storm Water	88,908.75	99,000.00	31,308.38	31.62%
Airport	-	12,500.00	-	0.00%
Sub-Total Streets/Highways	4,688,411.97	5,279,043.00	2,154,073.48	40.80%
WRAC	144,323.27	152,120.00	73,340.16	48.21%
Library	644,541.52	646,669.00	375,155.70	58.01%
Auditorium	42,350.74	64,518.00	19,565.69	30.33%
Parks & Recreation	1,159,373.51	1,164,712.00	497,455.73	42.71%
Civic Center	1,051,582.48	1,182,780.00	486,388.48	41.12%
Recreation/Event Center	7,013.17	-	7,587.31	
Community Center	295,347.95	307,633.00	172,298.85	56.01%
Aquatic Center	218,541.17	264,488.00	64,716.40	24.47%
Sub-Total Culture/Recreation	3,563,073.81	3,782,920.00	1,696,508.32	44.85%
Total Expenditures	\$ 22,105,800.26	\$ 23,070,504.00	\$ 10,534,577.65	45.66%

* Indicates Over Budget



City of Willmar
Waste Treatment Plant
Budgetary Comparison Report
For the Period Ended June 30, 2026

	<u>2025 Actual</u>	<u>2026 Annual Budget</u>	<u>2026 Actual Year-To-Date</u>	<u>% of 2025 Budget</u>
<u>Revenues</u>				
Intergovernmental	\$ 114,167.33	\$ 10,000.00	\$ 27,252.66	272.53%
Service Charges	10,830,417.24	11,981,950.00	3,999,004.60	33.38%
Miscellaneous Revenue	835,077.01	625,000.00	152,416.85	24.39%
Total Revenues	\$ 11,779,661.58	\$ 12,616,950.00	\$ 4,178,674.11	33.12%
<u>Expenditures</u>				
Waste Treatment - Treatment	6,697,111.13	13,425,707.00	2,315,819.45	17.25%
Waste Treatment - Collections	262,585.20	814,326.00	237,168.70	29.12%
Waste Treatment - Biosolids	232,514.45	355,000.00	64,654.18	18.21%
Waste Treatment - Eagle Lake	23,470.24	27,750.00	11,157.95	40.21%
Total Expenditures	\$ 7,215,681.02	\$ 14,622,783.00	\$ 2,628,800.28	17.98%

* Indicates Over Budget



CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2026

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
Investments:							
1	Old National Bank	MM 437680198	09/28/2018	N/A	0.950%	\$ 172,686.54	\$ 172,686.54
2	4M	MM 35205-101	01/31/2020	N/A	3.621%	1,653.81	1,653.81
3	4M	MM 35205-101-P	01/31/2020	N/A	3.641%	5,294,823.69	5,294,823.69
4	4M	MM 35205-205	08/14/2025	N/A	3.621%	2,584,328.35	2,584,328.35
5	4M	MM 35205-206	04/23/2026	N/A	3.621%	7,801,570.61	7,801,570.61
6	Moreton Capital	MM	01/16/2026	N/A	3.594%	6,123,992.18	6,123,992.18
7	UBS	MM	12/06/2023	N/A	3.510%	12,203,911.38	12,203,911.38
8	Wells Fargo Adv	CD 795451AF0	07/28/2021	07/28/2026	1.000%	245,000.00	244,424.25
9	Bremer Wealth	FHLB 3130AMQ5	04/22/2021	07/29/2026	1.000%	150,000.00	149,673.00
10	Wells Fargo Adv	FHLB 3130ANBG4	07/29/2021	07/29/2026	0.550-3.000%	1,000,000.00	999,320.00
11	Wells Fargo Adv	FHLB 3130ANE22	08/19/2021	08/19/2026	0.500-2.000%	250,000.00	249,360.00
12	Wells Fargo Adv	FHLB 3130APHT5	10/26/2021	10/26/2026	1.200%	1,000,000.00	991,010.00
13	Wells Fargo Adv	FHLB 3130APJC0	10/28/2021	10/28/2026	0.600-0.400%	1,000,000.00	998,880.00
14	Multi-Bank Sec	CD 61765Q6M6	11/19/2021	11/19/2026	1.000-1.500%	245,000.00	242,581.85
15	Wells Fargo Adv	FHLB 3130AQ2W2	12/15/2021	12/15/2026	1.000-3.000%	1,000,000.00	994,990.00
16	Moreton Capital	CD 33847GMY5	01/21/2026	01/21/2027	3.650%	240,000.00	239,433.60
17	Wells Fargo Adv	FHLB 3130AN4J6	07/12/2021	07/12/2027	0.500-2.000%	2,000,000.00	1,957,800.00
18	Multi-Bank Sec	FHLB 3130ANX47	09/20/2021	09/20/2027	0.500-1.125%	500,000.00	483,050.00
19	Moreton Capital	CD 237412CA7	01/30/2026	02/01/2028	3.650%	245,000.00	243,052.25
20	Multi-Bank Sec	CD 89235MRC7	04/11/2025	04/03/2028	4.050%	245,000.00	244,260.10
21	Moreton Capital	CD 06051YAP5	05/20/2026	05/22/2028	4.000%	245,000.00	243,961.20
22	Moreton Capital	CD 88990AAU8	05/20/2026	05/22/2028	4.000%	245,000.00	243,961.20
23	Wells Fargo Adv	USTN 91282CHK0	06/30/2026	06/30/2028	4.000%	1,000,000.00	996,910.00
24	Wells Fargo Adv	FHLB 3130ANPP9	08/25/2021	08/25/2028	0.500-3.000%	1,000,000.00	965,740.00
25	Moreton Capital	CD 05612LJF0	01/23/2026	01/23/2029	3.600%	245,000.00	241,089.80
26	Wells Fargo Adv	FFCB 3133EWCZ1	02/09/2026	02/12/2029	3.720%	1,000,000.00	984,590.00
27	Wells Fargo Adv	USTN 91282CQA2	04/28/2026	02/15/2029	3.500%	1,000,000.00	983,430.00
28	Multi-Bank Sec	CD 61776NRV7	05/07/2025	05/07/2029	4.150%	244,000.00	243,077.68
29	Wells Fargo Adv	USTN 91282CKX8	06/30/2026	06/30/2028	4.250%	1,000,000.00	1,002,260.00
30	Wells Fargo Adv	USTN 91282CLC3	06/12/2026	07/31/2029	4.000%	500,000.00	497,615.00
31	UBS	FHLMC 3132XFUA4	12/13/2024	10/01/2029	4.400%	500,000.00	495,730.00
32	UBS	FHLMC 3132XFUM8	05/28/2025	11/01/2029	4.421%	500,000.00	501,615.00
33	Moreton Capital	MUNI 365892NH7	05/19/2026	12/15/2029	4.170%	440,000.00	436,506.40
34	Wells Fargo Adv	USTN 91282CGJ4	04/28/2026	01/31/2030	3.500%	1,000,000.00	977,530.00
35	Wells Fargo Adv	FFCB 3133EWCC2	02/02/2026	02/01/2030	3.625%	1,000,000.00	981,910.00
36	Multi-Bank Sec	CD 02589AHE5	04/30/2025	04/30/2030	4.100%	244,000.00	241,867.44
37	Wells Fargo Adv	USTN 91282CNK3	06/30/2026	06/30/2030	3.875%	1,000,000.00	988,430.00
38	Wells Fargo Adv	FHLMC 3134HBF3	07/10/2025	07/10/2030	4.000%	1,000,000.00	987,110.00
39	Multi-Bank Sec	FHLB 3130B72H6	07/25/2025	07/15/2030	4.300%	1,500,000.00	1,500,255.00
40	Moreton Capital	CD 38151PGM7	01/27/2026	01/27/2031	3.800%	245,000.00	239,431.15
41	Wells Fargo Adv	FHLMC 3134HCPX1	01/29/2026	01/29/2031	3.800%	1,000,000.00	981,130.00
42	Wells Fargo Adv	FNMA 3136GCU5	03/24/2026	03/24/2031	4.000%	755,000.00	747,291.45
43	Wells Fargo Adv	FHLMC 3134HCM30	04/30/2026	04/30/2031	4.000%	1,000,000.00	988,400.00
44	Wells Fargo Adv	FHLMC 3134HCX38	05/27/2026	05/27/2031	4.375%	1,500,000.00	1,494,810.00
45	Moreton Capital	MUNI 135591JZ9	06/26/2026	06/01/2031	4.240%	500,000.00	491,415.00
46	Wells Fargo Adv	FHLB 3130BAWP8	06/17/2026	06/17/2031	4.550%	1,500,000.00	1,494,660.00
TOTAL INVESTMENT						\$ 62,465,966.56	\$ 62,171,527.93

CASH/INVESTMENT PORTFOLIO AS OF JUNE 30, 2026

	<u>BANK</u>	<u>SECURITY TYPE</u>	<u>ACQUIRED DATE</u>	<u>MATURITY DATE</u>	<u>INTEREST RATE</u>	<u>PAR VALUE</u>	<u>MARKET VALUE</u>
Cash:							
47	Heritage Bank	Jumbo Deposit Account		None	2.870%	725,111.75	725,111.75
48	Heritage Bank	Commercial Ckg		None	0.040%	4,678,874.71	4,678,874.71
49	Heritage Bank	Payroll Ckg		None	0.000%	31,218.30	31,218.30
50	Heritage Bank	Employee FSA Ckg		None	0.000%	6,193.56	6,193.56
51	Heritage Bank	Police Forfeiture Ckg		None	0.040%	34,385.59	34,385.59
52	Heritage Bank	Police Explorer Ckg		None	0.000%	7,300.66	7,300.66
53	Heritage Bank	Fire Dpt Explorer Ckg		None	0.000%	7,652.23	7,652.23
54	Bremer Wealth	Money Market		None	3.307%	464,221.40	464,221.40
TOTAL PORTFOLIO FOR June 30, 2026						\$ 68,420,924.76	\$ 68,126,486.13



INVESTMENT ACTIVITY REPORT FOR QUARTER ENDED JUNE 30, 2026

BALANCE AT PRIOR QUARTER END MARCH 31, 2026 \$ 51,061,484.25

SUMMARY OF APRIL THROUGH JUNE, 2026, TRANSACTIONS:

(04/21/26) Transferred from UBS Money Market	(2,000,000.00)
(04/23/26) Purchased: 4M, Money Market 35205-206	8,187,784.01
(04/28/26) Matured: Wells Fargo Advisors, FHLB-3130ALYA6, 04/28/26, 0.550-2.000%	(1,000,000.00)
(04/28/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130ALYA6	1,340.00
(04/28/26) Called: Wells Fargo Advisors, FHLB-3130APMS6, 10/28/26, 0.750-4.000%	(1,000,000.00)
(04/28/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130APMS6	1,320.00
(04/28/26) Purchased: Wells Fargo Advisors, USTN-91282CQA2, 02/15/29, 3.500%	995,343.75
(04/28/26) Purchased: Wells Fargo Advisors, USTN-91282CGJ4, 01/31/30, 3.500%	991,695.31
(04/29/26) Matured: Wells Fargo Advisors, FHLB-3130ALX66, 0.600-3.000%	(1,000,000.00)
(04/29/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130ALX66	670.00
(04/29/26) Matured: Wells Fargo Advisors, FHLB-3130ALZ80, 0.600-3.000%	(1,000,000.00)
(04/29/26) Market Value Adjustment: Wells Fargo Advisors, FHLC-3134HCM30, 04/30/31, 4.000%	620.00
(04/29/26) Purchased: Wells Fargo Advisors, FHLMC-3134HCM30, 04/30/31, 4.000%	997,250.00
(04/30/26) Bremer Bank, Money Market Interest Accrued	134.52
(04/30/26) 4M, 101 Money Market Interest Accrued	4.80
(04/30/26) 4M, 101P Money Market Interest Accrued	15,653.15
(04/30/26) 4M, 205 Money Market Interest Accrued	7,592.63
(04/30/26) 4M, 206 Money Market Interest Accrued	5,683.45
(04/30/26) UBS, Money Market Interest Accrued	38,886.85
(04/30/26) Moreton Capital Markets, Money Market Interest Accrued	4,665.08
(05/19/26) Transfer from: Moreton Capital Markets, Money Market	(445,056.09)
(05/19/26) Purchase: Moreton Capital Markets, MUNI-365892NH7, 12/15/29, 4.170%	437,527.20
(05/20/26) Transfer from: Moreton Capital Markets, Money Market	(490,000.00)
(05/20/26) Purchase: Moreton Capital Markets, CD-06051YAP5, 05/22/28, 4.000%	245,000.00
(05/20/26) Purchase: Moreton Capital Markets, CD-88990AAU8, 05/22/28, 4.000%	245,000.00
(05/19/26) Matured: Wells Fargo Advisors, CD-856285VS7, 05/19/26, 4.000%	(245,000.00)
(05/19/26) Market Value Adjustment: Wells Fargo Advisors, CD-856285VS7	955.50
(05/23/26) Called: Wells Fargo Advisors, FHLB-3130APPP4, 11/23/26, 0.750 - 5.000%	(935,000.00)
(05/23/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130APPP4	1,776.50
(05/27/26) Matured: Wells Fargo Advisors, FHLB-3130AMKN1, 05/27/26, 0.500-2.250%	(505,000.00)
(05/27/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130AMKN1	1,545.30
(05/27/26) Purchased: Wells Fargo Advisors, FHLMC-3134HCX38, 05/27/2031, 4.375%	1,495,500.00
(05/27/26) Withdrawal: 4M, 206	(132,537.39)
(05/31/26) Interest Accrued: Old National Bank	139.11
(05/31/26) Interest Accrued: 4M, 101	4.96
(05/31/26) Interest Accrued: 4M, 101-P	16,179.68
(05/31/26) Interest Accrued: 4M, 205	7,837.54
(05/31/26) Interest Accrued: 4M, 206	24,932.61
(05/31/26) Interest Accrued: Moreton Capital Markets, Money Market	4,515.55
(05/31/26) Interest Accrued: UBS, Money Market	35,958.34
(06/02/26) Withdrawal: 4M, 206	(307,309.86)
(06/12/26) Purchased: Wells Fargo Advisors, USTN-91282CLC3, 07/31/2029, 4.000%	499,356.25
(06/15/26) Matured: Wells Fargo Advisors, FHLB-3130AMLA8, 06/15/26, 0.500-3.000%	(1,860,000.00)
(06/15/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130AMLA8	3,255.00
(06/15/26) Interest Accrued: Moreton Capital Markets, Money Market	3,501.85
(06/15/26) Interest Accrued and added to Money Market: Moreton Capital Markets, MUNI-365892	8,800.00
(06/17/26) Purchased: Wells Fargo Advisors, FHLB-3130BAWP8, 06/17/31, 4.550%	1,496,625.00
(06/17/26) Purchased: Moreton Capital Markets, Money Market	5,000,000.00
(06/17/26) Purchased: Moreton Capital Markets, Money Market	1,000,000.00
(06/30/26) Matured: Wells Fargo Advisors, FHLB-3130AMZD7, 06/30/26, 0.500-2.500%	(2,000,000.00)
(06/30/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130AMZD7	7,400.00
(06/30/26) Matured: Wells Fargo Advisors, FHLB-3130AMW57, 06/30/26, 0.650-2.000%	(750,000.00)
(06/30/26) Market Value Adjustment: Wells Fargo Advisors, FHLB-3130AMW57	3,075.00
(06/30/26) Purchased: Wells Fargo Advisors, USTN-91282CNK3, 06/30/30, 3.875%	995,445.31
(06/30/26) Purchased: Wells Fargo Advisors, USTN-91282CKX8, 06/30/29, 4.250%	1,007,570.31
(06/30/26) Purchased: Wells Fargo Advisors, USTN-91282CHK0, 06/30/28, 4.000%	1,000,515.63
(06/30/26) Withdrawal 6/26/26 from Moreton Capital Markets, Money Market	(493,028.89)
(06/30/26) Purchased 6/26/26: Moreton Capital Markets, MUNI-135591JZ9, 06/01/2031, 4.240%	491,640.00
(06/30/26) Interest Accrued: Old National Bank, Money Market	134.73
(06/30/26) Interest Accrued: 4M, 101	4.80
(06/30/26) Interest Accrued: 4M, 101P	15,725.97
(06/30/26) Interest Accrued: 4M 205	7,614.84
(06/30/26) Interest Accrued: 4M 206	23,017.79
(06/30/26) Interest Accrued: UBS Treasury Fund	35,121.30
(06/30/26) Quarter-End Market Value Adjustment	(91,343.71)

JUNE 30, 2026 BALANCE \$ 62,171,527.93



Historical Interest/Dividends Received Per Quarter 2016 through 6/30/2026

<u>Year</u>	<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Annual Totals</u>
2026	\$ 382,557.60	\$ 451,458.81	\$ -	\$ -	\$ 834,016.41
2025	\$ 326,613.34	\$ 388,071.99	\$ 388,958.74	\$ 407,307.15	\$ 1,510,951.22
2024	\$ 405,535.00	\$ 285,378.28	\$ 552,283.12	\$ 406,179.63	\$ 1,649,376.03
2023	\$ 208,735.23	\$ 184,247.62	\$ 262,034.89	\$ 272,701.63	\$ 927,719.37
2022	\$ 51,425.47	\$ 92,025.80	\$ 115,301.08	\$ 158,956.69	\$ 417,709.04
2021	\$ 45,770.36	\$ 70,546.38	\$ 44,546.22	\$ 69,630.17	\$ 230,493.13
2020	\$ 251,403.43	\$ 211,548.65	\$ 101,244.27	\$ 63,649.97	\$ 627,846.32
2019	\$ 169,343.56	\$ 253,437.22	\$ 281,584.07	\$ 296,234.54	\$ 1,000,599.39
2018	\$ 174,572.53	\$ 258,322.75	\$ 180,554.87	\$ 304,728.14	\$ 918,178.29
2017	\$ 209,941.65	\$ 207,001.33	\$ 159,519.58	\$ 254,797.06	\$ 831,259.62
2016	\$ 203,419.67	\$ 243,624.43	\$ 128,705.25	\$ 203,709.56	\$ 779,458.91



2026 Interest/Dividends Received By Institution

<u>Institution</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>2026 Year-To-Date</u>	<u>2025 Year-To-Date</u>
4M	\$ 28,934.03	\$ 48,954.79	\$ 46,363.40	\$ 204,525.67	\$ 46,483.57
Old National/Bremer Bank	\$ 134.52	\$ 139.11	\$ 134.73	\$ 827.28	\$ 419.90
Bremer Wealth Management	\$ 2,146.98	\$ 1,352.13	\$ 1,386.91	\$ 14,832.36	\$ 15,862.98
Heritage Bank	\$ 1,708.58	\$ 1,724.79	\$ 1,912.85	\$ 10,590.13	\$ 4,845.64
Morton Capital Markets	\$ 4,665.08	\$ 4,515.55	\$ 12,301.85	\$ 27,077.16	\$ -
Multi-Bank Securities	\$ 9,935.96	\$ 6,843.79	\$ -	\$ 57,510.18	\$ 39,750.00
UBS	\$ 42,654.21	\$ 39,604.17	\$ 38,888.66	\$ 262,781.37	\$ 152,585.89
Wells Fargo Advisors	\$ 67,250.57	\$ 14,336.95	\$ 75,569.20	\$ 255,872.26	\$ 66,665.36
Totals	\$ 157,429.93	\$ 117,471.28	\$ 176,557.60	\$ 834,016.41	\$ 326,613.34



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	5.G.
Agenda Section:	Consent Items	Originating Department:	Finance
Resolution:	No	Prepared By:	
Ordinance:	No	Presented By:	
Item:	WMU Financial Report, May 2026		

RECOMMENDED ACTION:

OVERVIEW:

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. WMU 5.31.26

Income Statement

Group Summary

For Fiscal: 2026 Period Ending: 05/31/2026

SubCategory;DepartmentGroups	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 100 - Electric					
Revenue					
401 - Residential	3,857,325.60	3,857,325.60	754,628.14	3,659,447.96	197,877.64
402 - Commercial/Industrial	8,601,585.40	8,601,585.40	1,986,823.20	8,322,044.30	279,541.10
404 - City Franchise Fee	1,025,248.05	1,025,248.05	191,504.11	942,013.22	83,234.83
405 - Transmission	916,300.00	916,300.00	230,824.06	1,257,018.42	-340,718.42
419 - Interest	374,850.00	374,850.00	115,956.95	551,092.01	-176,242.01
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-863.66	33,344.62	-33,344.62
498 - MRES Capacity Revenue	295,298.50	295,298.50	35,636.08	279,596.08	15,702.42
499 - Miscellaneous Revenues	116,398.80	116,398.80	31,081.04	263,402.89	-147,004.09
Revenue Total:	15,187,006.35	15,187,006.35	3,345,589.92	15,307,959.50	-120,953.15
Expense					
500 - Production	59,351.25	59,351.25	15,837.00	88,327.55	-28,976.30
555 - Purchased Power	7,361,561.65	7,361,561.65	1,246,579.09	5,401,328.63	1,960,233.02
560 - Transmission	1,975,480.30	1,975,480.30	546,878.09	2,317,299.00	-341,818.70
580 - Distribution	806,352.25	806,352.25	154,382.68	777,760.20	28,592.05
900 - Customer Service	125,108.20	125,108.20	22,760.67	144,892.27	-19,784.07
906 - Energy Services/Marketing	58,747.30	58,747.30	4,897.39	29,874.41	28,872.89
920 - General & Administrative	1,133,582.45	1,133,582.45	192,921.60	1,118,928.16	14,654.29
997 - Cash Payment to City	889,994.65	889,994.65	179,383.33	896,916.65	-6,922.00
998 - Depreciation	977,109.00	977,109.00	204,417.16	1,022,386.13	-45,277.13
999 - Miscellaneous	22,113.20	22,113.20	0.00	-552.97	22,666.17
Expense Total:	13,409,400.25	13,409,400.25	2,568,057.01	11,797,160.03	1,612,240.22
Fund: 100 - Electric Surplus (Deficit):	1,777,606.10	1,777,606.10	777,532.91	3,510,799.47	-1,733,193.37
Fund: 200 - Water					
Revenue					
401 - Residential	1,218,466.15	1,218,466.15	286,743.52	1,152,847.98	65,618.17
402 - Commercial/Industrial	1,370,097.55	1,370,097.55	333,205.54	1,320,980.15	49,117.40
419 - Interest	41,650.00	41,650.00	11,937.81	65,214.26	-23,564.26
420 - Unrealized Gain (Loss) on Investments	0.00	0.00	-95.96	3,704.96	-3,704.96
499 - Miscellaneous Revenues	60,392.50	60,392.50	6,431.38	46,631.05	13,761.45
Revenue Total:	2,690,606.20	2,690,606.20	638,222.29	2,589,378.40	101,227.80
Expense					
500 - Production	169,307.25	169,307.25	8,396.49	121,733.47	47,573.78
580 - Distribution	546,041.90	546,041.90	68,944.20	441,690.79	104,351.11
900 - Customer Service	79,732.60	79,732.60	15,092.86	75,624.37	4,108.23
906 - Energy Services/Marketing	2,582.30	2,582.30	0.00	112.95	2,469.35
920 - General & Administrative	455,907.10	455,907.10	68,779.42	417,257.99	38,649.11
998 - Depreciation	535,042.10	535,042.10	39,310.74	197,869.78	337,172.32
999 - Miscellaneous	14,742.40	14,742.40	0.00	0.00	14,742.40
Expense Total:	1,803,355.65	1,803,355.65	200,523.71	1,254,289.35	549,066.30
Fund: 200 - Water Surplus (Deficit):	887,250.55	887,250.55	437,698.58	1,335,089.05	-447,838.50
Total Surplus (Deficit):	2,664,856.65	2,664,856.65	1,215,231.49	4,845,888.52	

Fund Summary

Fund	Original YTD Budget	Current YTD Budget	MTD Activity	YTD Activity	Budget Remaining
100 - Electric	1,777,606.10	1,777,606.10	777,532.91	3,510,799.47	-1,733,193.37
200 - Water	887,250.55	887,250.55	437,698.58	1,335,089.05	-447,838.50
Total Surplus (Deficit):	2,664,856.65	2,664,856.65	1,215,231.49	4,845,888.52	



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.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:	
Item:	Presentation by Kandiyohi County Economic Development - Uptown Mall		

RECOMMENDED ACTION:

OVERVIEW:

Kandiyohi County Economic Development (KCED) is before Council to provide an update on the their efforts for redevelopment of the Uptown Mall property. This is an informational presentation only and no action is requested at this time.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.B.
Agenda Section:	Regular Business	Originating Department:	Finance
Resolution:	Yes	Prepared By:	Tom Odens, Finance Director
Ordinance:	No	Presented By:	Chris Hogan, Baker Tilly
Item:	Consideration of Awarding Sale of General Obligation, Tax Abatement, and Utility Bonds, Series 2026B		

RECOMMENDED ACTION:

Motion by: _____ Second By: _____, to introduce a resolution awarding the sale of \$7,775,000 General Obligation, Tax Abatement, and Utility Bonds Series 2026B, fixing their form and specifications; directing their execution and delivery; and providing for their payment.

OVERVIEW:

The City is planning to take competitive bids on the issuance of \$7,775,000 General Obligation, Tax Abatement, and Utility Bonds to finance the 2026 improvement projects. Competitive bids will be received on Monday July 20, 2026 and presented to the City Council for its consideration that evening. Bond proceeds are expected to be wired to the City on August 13, 2026.

BUDGETARY/FISCAL ISSUES:

Incurring additional debt for the City of Willmar of an additional \$7,775,000.

ALTERNATIVES TO CONSIDER:

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

ATTACHMENTS:

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

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Willmar, Minnesota, was held at City Hall in the City on Monday, July 20, 2026, commencing at 6:30 P.M.

The following members were present:

and the following were absent:

* * *

* * *

* * *

The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's \$7,775,000 General Obligation Improvement, Abatement and Utility Bonds, Series 2026B.

The City Finance Director presented a tabulation of the proposals which had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals are summarized on **Exhibit A** attached.

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

RESOLUTION NO. _____

A RESOLUTION AWARDDING THE SALE OF
\$7,775,000 GENERAL OBLIGATION
IMPROVEMENT, ABATEMENT AND UTILITY BONDS, SERIES 2026B
FIXING THEIR FORM AND SPECIFICATIONS;
DIRECTING THEIR EXECUTION AND DELIVERY;
AND PROVIDING FOR THEIR PAYMENT

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

Section 1. Background.

1.01 The City is authorized by Minnesota Statutes, Chapters 429 and Minnesota Statutes, Chapter 475, as amended (collectively, the “Improvement Act”) to provide financing for various public street improvements in the City; including without limitation a project referred to as 2026 Street and Other Improvements (including 2601-A, 4th St SW) (the “Assessable Improvements”).

1.02 The City is authorized by Minnesota Statutes, Section 444.075 and Minnesota Statutes, Chapter 475, as amended (the “Utility Act”), to finance all or a portion of the cost of the construction of various wastewater utility improvement projects of the City (the “Utility Improvements”) by the issuance of general obligation bonds of the City payable from the net revenues of the wastewater system of the City.

1.04 The City is authorized by Minnesota Statutes, Chapter 475 and Sections 469.1812 through 469.1815, as amended (collectively, the “Abatement Act”) to utilize property tax abatements on specified parcels in order to accomplish certain public purposes, including certain public improvements including without limitation the Lakeland bike path in the City (the “Abatement Improvements”).

1.04. On June 15, 2026, the City held a public hearing regarding, and adopted a resolution (the “Abatement Resolution”) approving, property tax abatements pursuant to the Abatement Act.

1.05 The City is authorized by Minnesota Statutes, Section 475.60, subdivision 2(9) to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The City has retained Baker Tilly Municipal Advisors, LLC as its municipal advisor (the “Municipal Advisor”). The actions of the City staff and the City’s Municipal Advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

1.06 On May 18, 2026, the City Council adopted a resolution calling a public hearing on an Ordinance entitled “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 the Payment Therefor” (the “Ordinance”).

1.07 A public hearing on the adoption of the Ordinance was held on June 15, 2026, and, following the public hearing the City Council adopted the Ordinance which was duly published in accordance with the City Charter. On June 15, 2026 the City Council also adopted its Resolution Providing for the Competitive Negotiated Sale of \$7,775,000 General Obligation Improvement, Abatement and Utility Bonds, Series 2026B (the “Initiating Resolution”).

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

Section 2. Sale of Bonds.

2.01 Authorization. It is hereby determined that it is necessary to provide financing for the Assessable Improvements, the Utility Improvements and the Abatement Improvements and to finance those improvements through the issuance of the City’s \$7,775,000 General Obligation Improvement, Abatement and Utility Bonds, Series 2026B (the “Bonds”).

2.02. Award to the Purchaser and Interest Rates. The proposal of _____, _____ (the “Purchaser”) to purchase the Bonds of the City described in the Terms of Proposal thereof is hereby found and determined to be the most favorable offer received and is hereby accepted, and such proposal is to purchase the Bonds at a price of, \$ _____ (par amount of \$7,775,000, plus a [net] premium of \$ _____ less underwriter’s discount of \$ _____), for Bonds bearing interest as follows:

<u>Year of</u> <u>Maturity</u>	<u>Interest</u> <u>Rate</u>	<u>Year of</u> <u>Maturity</u>	<u>Interest</u> <u>Rate</u>
2028	%	2036	%
2029		2037	
2030		2038	
2031		2039	
2032		2040	
2033		2041	
2034		2042	
2035			

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

2.04. Terms and Principal Amounts of Bonds. The City will forthwith issue and sell the Bonds pursuant to the Improvement Act, Abatement Act and Utility Act (together, the “Act”), in the total principal amount of \$7,775,000, originally dated as of the date of delivery, in fully registered form and in the denominations of \$5,000 each or any integral multiple thereof, numbered No. R-1 and upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

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

As may be requested by the Purchaser, one or more term Bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Bond(s).

\$4,020,000 of the Bonds (the “Assessable Improvement Bonds”) maturing in the amounts and on the dates set forth below are being issued to finance the cost of the Assessable Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2028	\$110,000	2036	\$285,000
2029	200,000	2037	300,000
2030	210,000	2038	310,000
2031	225,000	2039	320,000
2032	235,000	2040	335,000
2033	245,000	2041	350,000
2034	260,000	2042	365,000
2035	270,000		

\$3,300,000 of the Bonds (the “Utility Bonds”) maturing in the amounts and on the dates set forth below are being issued to finance the cost of the Utility Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2028	\$ 90,000	2036	\$235,000
2029	165,000	2037	245,000
2030	175,000	2038	255,000
2031	185,000	2039	265,000
2032	190,000	2040	275,000
2033	200,000	2041	290,000
2034	210,000	2042	300,000
2035	220,000		

\$455,000 of the Bonds (the “Abatement Bonds”) maturing in the amounts and on the dates set forth below are being issued to finance the cost of the Abatement Improvements:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2028	\$25,000	2033	\$45,000
2029	40,000	2034	50,000
2030	40,000	2035	50,000
2031	45,000	2036	55,000
2032	45,000	2037	60,000

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

Section 3. Registration and Payment.

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

3.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment

date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing August 1, 2027, to the registered owners thereof of record as of the close of business on the 15th day of the immediately preceding month, whether or not that day is a business day.

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

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

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

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

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

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

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

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

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

(i) Redemption. In the event any of the Bonds are called for redemption, written notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) at least 30 days prior to the redemption date to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

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

3.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Finance Director and executed on behalf of the City by the signatures of the Mayor and the City Clerk, provided that all signatures may be printed, engraved or lithographed

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

3.06. Form of Bonds. The Bonds will be printed or typewritten in substantially the form set for in **EXHIBIT B**.

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

Section 4. Payment; Security; Pledges; and Covenants.

4.01. Debt Service Fund and Accounts Maintained Therein. For the convenience and proper administration of the moneys to be borrowed and repaid on the Bonds, and to provide adequate and specific security for the Purchaser and holders from time to time of the Bonds, there is hereby created a special fund to be designated the “General Obligation Improvement, Abatement and Utility Bonds, Series 2026B Debt Service Fund (the “Debt Service Fund”). The Debt Service Fund shall be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Debt Service Fund will be maintained in the manner herein specified until all of the Bonds and the interest thereon have been fully paid. The City will maintain the following accounts in the Debt Service Fund: the “Assessable Improvements Account,” the “Utility Improvements Account,” and the “Abatement Account.” Amounts in the Assessable Improvements Account are irrevocably pledged to the Assessable Improvement Bonds, amounts in the Utility Improvements Account are irrevocably pledged to the Utility Bonds, and amounts in the Abatement Account are irrevocably pledged to the Abatement Bonds.

(a) Assessable Improvements Account. To the Assessable Improvements Account in the Debt Service Fund there is hereby pledged and irrevocably appropriated and there will be credited: (i) proceeds of the ad valorem taxes levied under Section 4.03(a) or hereafter levied (the “Taxes”) and special assessments levied or to be levied against the property specially benefited by the Improvements (the “Assessments”), which ad valorem taxes and Assessments are pledged to the Assessable Improvements Account; (ii) capitalized interest financed from the proceeds of the Assessable Improvement Bonds, if any; (iii) a pro

rata portion of the amount over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 2.03 hereof; (iv) all investment earnings on amounts in the Assessable Improvements Account of the Debt Service Fund; and (v) any other funds appropriated for the payment of principal or interest on the Assessable Improvement Bonds. The Finance Director must report to the City Council any current or anticipated deficiency in the Assessable Improvements Account in the amount necessary to pay principal of and interest on all of the Assessable Improvement Bonds when due. If a payment of principal or interest on the Assessable Improvement Bonds becomes due when there is not sufficient money in the Assessable Improvements Account in the Debt Service Fund to pay the same, the City Finance Director is directed to pay such principal or interest from the general fund of the City, and the general fund will be reimbursed for the advances out of the proceeds of Taxes and Assessments when collected.

(b) Utility Improvements Account. The City will continue to maintain and operate its wastewater treatment plant fund, to which will be credited all gross revenues of the wastewater treatment utility system (the “Wastewater System”), and out of which will be paid all normal and reasonable expenses of current operations of such system. Any balances therein are deemed net revenues (the “Wastewater Net Revenues”) and will be transferred, from time to time, to the Utility Improvements Account of the Debt Service Fund in an amount sufficient to pay the principal of and interest on the Utility Bonds, which Utility Improvements Account will be used only to pay principal of and interest on the Utility Bonds, and any other bonds similarly authorized. There is also appropriated to the Utility Improvements Account (i) a pro rata portion of any amount over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 2.03 hereof; (ii) all investment earnings on funds in the Utility Improvements Account; and (iii) any and all other moneys which are properly available and are appropriated by the City Council to the Utility Improvements Account. The Finance Director must report to the City Council any current or anticipated deficiency in the Utility Improvements Account in the amount necessary to pay principal of and interest on all of the Utility Bonds when due. If a payment of principal or interest on the Utility Bonds becomes due when there is not sufficient money in the Utility Improvements Account in the Debt Service Fund to pay the same, the City Finance Director is directed to pay such principal or interest from the general fund of the City, and the general fund will be reimbursed for the advances out of the proceeds of Wastewater Net Revenues of the Wastewater System and taxes when collected.

(c) Abatement Account. The Finance Director shall timely deposit in, and there are pledged and appropriated to, the Abatement Account of the Debt Service Fund hereby created, (i) proceeds of general taxes herein or hereafter levied and tax abatements in accordance with the Abatement Resolution (the “Abatements”), (ii) a pro rata portion of any amount over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 2.03 hereof, (iii) all investment earnings on funds in the Abatement Account of the Debt Service Fund; and (iv) any and all other moneys which are properly available and are appropriated by the City Council to the Abatement Account of the Debt Service Fund. The Finance Director must report to the City Council any current or anticipated deficiency in the Abatement Account in the amount

necessary to pay principal of and interest on all of the Abatement Bonds when due. If a payment of principal or interest on the Abatement Bonds becomes due when there is not sufficient money in the Abatement Account in the Debt Service Fund to pay the same, the City Finance Director is directed to pay such principal or interest from the general fund of the City, and the general fund will be reimbursed for the advances out of the proceeds of Taxes when collected.

4.02. Construction Fund. The City hereby creates the General Obligation Improvement, Abatement and Utility Bonds, Series 2026B Construction Fund (the “Construction Fund”) to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The City will maintain the following accounts in the Construction Fund: the “Assessable Improvements Account,” the “Utility Improvements Account,” and the “Abatement Account.” Amounts in the Assessable Improvements Account will be used to construct the Assessable Improvements, amounts in the Utility Improvements Account will be used to construct the Utility Improvements, and amounts in the Abatement Account will be used to construction the Abatement Improvements.

(a) Assessable Improvements Account. Proceeds of the Assessable Improvement Bonds, less the appropriations made in Section 4.01(a) hereof, together with any other funds appropriated for the Assessable Improvements and the Assessments and Taxes collected during the construction of the Assessable Improvements, will be deposited in the Assessable Improvements Account of the Construction Fund to be used solely to defray expenses of the Assessable Improvements and the payment of principal of and interest on the Assessable Improvement Bonds prior to the completion and payment of all costs of the Assessable Improvements. Any balance remaining in the Assessable Improvements Account after the Assessable Improvements are completed and the cost thereof have been paid may be used as provided in Minnesota Statutes, section 475.65, under the direction of the City Council. Thereafter, the Assessable Improvements Account of the Construction Fund is to be closed and any balance remaining therein and any subsequent collections of the Assessments and Taxes for the Assessable Improvements are to be deposited in the Assessable Improvements Account of the Debt Service Fund.

(b) Utility Improvements Account. Proceeds of the Utility Bonds, less the appropriations made in Section 4.01(b) hereof, will be deposited in the Utility Improvements Account of the Construction Fund to be used solely to defray expenses of the Utility Improvements. Any balance remaining in the Utility Improvements Account after the Utility Improvements are completed and the cost thereof have been paid may be used as provided in Minnesota Statutes, section 475.65, under the direction of the City Council. Thereafter, the Utility Improvements Account of the Construction Fund is to be closed and any balance remaining therein is to be deposited in the Utility Improvements Account of the Debt Service Fund.

(c) Abatement Account. Proceeds of the Abatement Bonds, less the appropriations made in Section 4.01(c) hereof, together with any other funds appropriated for the Abatement Improvements, will be deposited in the Abatement Account of the Construction Fund to be used solely to defray expenses of the Abatement Improvements

and the payment of principal of and interest on the Abatement Bonds prior to the completion and payment of all costs of the Abatement Improvements. Any balance remaining in the Abatement Account after the Abatement Improvements are completed and the costs thereof have been paid may be used as provided in Minnesota Statutes, section 475.65, under the direction of the City Council. Thereafter, the Abatement Account of the Construction Fund is to be closed and any balance remaining therein is to be deposited in the Abatement Account of the Debt Service Fund.

4.03. Tax Levy.

(a) For the purpose of paying the principal of and interest on the Assessable Improvement Bonds, there is hereby levied a direct annual irrepealable ad valorem tax upon all of the taxable property in the City, which Taxes will be spread upon the tax rolls and collected with and as part of other general taxes of the City. Such Taxes will be credited to the Assessable Improvements Account of the Debt Service Fund above provided and will be in the years and amounts as set forth in **Exhibit C**. The tax levy herein provided will be irrepealable until all of the Assessable Improvement Bonds are paid, provided that the Administrator may annually, at the time the City makes its tax levies, certify to the County Auditor of the County the amount available in the Assessable Improvements Account of the Debt Service Fund to pay principal and interest due during the ensuing year on the Assessable Improvement Bonds, and the County Auditor of the County will thereupon reduce the levy collectible during such year by the amount so certified.

(b) For the purpose of paying the principal of and interest on the Abatement Bonds, there is hereby levied a direct annual irrepealable ad valorem tax upon all of the taxable property in the City, which Taxes will be spread upon the tax rolls and collected with and as part of other general taxes of the City. Such Taxes will be credited to the Abatement Account of the Debt Service Fund above provided and will be in the years and amounts as set forth in **Exhibit D**. The tax levy herein provided will be irrepealable until all of the Abatement Bonds are paid, provided that the Administrator may annually, at the time the City makes its tax levies, certify to the County Auditor of the County the amount available in the Abatement Account of the Debt Service Fund to pay principal and interest due during the ensuing year on the Abatement Bonds, and the County Auditor of the County will thereupon reduce the levy collectible during such year by the amount so certified.

4.04. City Covenants with Respect to the Assessable Improvement Bonds. It is hereby determined that the Assessable Improvements will directly and indirectly benefit abutting and other benefited property, and the City hereby covenants with the holders from time to time of the Assessable Improvement Bonds as follows:

(a) The City has caused or will cause the Assessments for the Assessable Improvements to be promptly levied so that the first installment will be collectible not later than 2027 and will take all steps necessary to assure prompt collection, and the levy of the Assessments is hereby authorized. The City Council will cause to be taken with due diligence all further actions that are required for the construction of each Improvement financed wholly or partly from the proceeds of the Assessable Improvement Bonds, and will take all further

actions necessary for the final and valid levy of the Assessments and the appropriation of any other funds needed to pay the Assessable Improvement Bonds and interest thereon when due.

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

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

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

(e) At least 20% of the cost to the City of the Assessable Improvements described herein has been or will be specially assessed against benefited properties.

4.05 City Covenants with Respect to the Utility Bonds. The City Council covenants and agrees with the holders of the Bonds that so long as any of the Utility Bonds, remain outstanding and unpaid, it will keep and enforce the following covenants and agreements:

(a) The City will continue to maintain and efficiently operate the Wastewater System as a public utility and conveniences free from competition of other like municipal utilities and will cause all revenues therefrom to be deposited in bank accounts and credited to the accounts of the Wastewater System as hereinabove provided, and will make no expenditures from those accounts except for a duly authorized purpose and in accordance with this resolution.

(b) The City will also maintain the Utility Improvements Account of Debt Service Fund as a separate account in the wastewater treatment plant fund and will cause money to be credited thereto from time to time, out of Wastewater Net Revenues from the Wastewater System in sums sufficient to pay principal of and interest on the Utility Bonds, when due.

(c) The City will keep and maintain proper and adequate books of records and accounts separate from all other records of the City in which will be complete and correct entries as to all transactions relating to the Wastewater System and which will be open to inspection and copying by any bondholder, or the bondholder's agent or attorney, at any reasonable time, and it will furnish certified transcripts therefrom upon request and upon payment of a reasonable fee therefor, and said account will be audited at least annually by a qualified public accountant and statements of such audit and report will be furnished to all bondholders upon request.

(e) The City Council will cause persons handling revenues of the Wastewater System to be bonded in reasonable amounts for the protection of the City and the bondholders and will cause the funds collected on account of the operations of the

Wastewater System to be deposited in a bank whose deposits are guaranteed under the Federal Deposit Insurance Law.

(f) The City Council will keep the Wastewater System insured at all times against loss by fire, tornado and other risks customarily insured against with an insurer or insurers in good standing, in such amounts as are customary for like plants, to protect the holders, from time to time, of the Utility Bonds and the City from any loss due to any such casualty and will apply the proceeds of such insurance to make good any such loss.

(g) The City and each and all of its officers will punctually perform all duties with reference to the Wastewater System as required by law.

(h) The City will impose and collect charges of the nature authorized by Minnesota Statutes, Section 444.075 at the times and in the amounts required to produce Wastewater Net Revenues adequate to pay all principal and interest when due on the Utility Bonds and to create and maintain such reserves securing said payments as may be provided in this resolution.

(i) The City Council will levy general ad valorem taxes on all taxable property in the City, when required to meet any deficiency in pledged Wastewater Net Revenues.

(j) The City hereby determines that the estimated collection of Wastewater Net Revenues herein pledged for the payment of principal and interest on the Utility Bonds will produce at least 5% in excess of the amount needed to meet, when due, the principal and interest payments on the Utility Bonds.

4.06 Registration of Resolution. The City Finance Director is authorized and directed to file a certified copy of this resolution with the County Auditor of Kandiyohi County and to obtain the certificate required by Section 475.63 of the Act.

4.07. Abatement Pledge. It is determined that the principal amount of the Abatement Bonds does not exceed the estimated sum of the Abatements for the years authorized under the Abatement Resolution.

4.08 Debt Service Coverage. It is hereby determined that the estimated collection of the foregoing Taxes levied under Section 4.03(a) and the Assessments herein pledged will produce at least 5% in excess of the amount needed to pay when due, the principal and interest payments on the Assessable Improvement Bonds, the Wastewater Revenues herein pledged will produce at least 5% in excess of the amount needed to pay when due the principal and interest payments on the Utility Bonds and the Abatements herein pledged and foregoing Taxes levied under Section 4.03(b) will produce at least 5% in excess of the amount needed to pay when due, the principal and interest payments on the Abatement Bonds.

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

therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

Section 5. Authentication of Transcript.

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

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

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

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

Section 6. Tax Covenants.

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

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

6.02. Rebate. The shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation (1) requirements relating to temporary periods for investments, (2) limitations on amounts invested at a yield greater than the yield on the Bonds, and (3) the rebate of excess investment earnings to the United States unless the Bonds qualify for an exception to the rebate requirement under the Code and related Treasury Regulations.

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

6.04. No Designation of Qualified Tax-Exempt Obligations. The Bonds have not been designated as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code.

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

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

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

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of

Bonds, as shown by the registration books kept by the Registrar,) of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Finance Director of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words "Cede & Co.," will refer to such new nominee of DTC; and upon receipt of such a notice, the City Finance Director will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the "Representation Letter") which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

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

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

Section 8. Continuing Disclosure.

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

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

Section 9. Defeasance. When all Bonds (or all of any of the Assessable Improvement Bonds, Utility Bonds or Abatement Bonds portion thereof) and all accrued interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution (with respect to the Assessable Improvement Bonds, Utility Bonds or Abatement Bonds portion of the Bonds, as the case may be) to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge the Bonds (or all of any of the Assessable Improvement Bonds, Utility Bonds or Abatement Bonds portion thereof) which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full or by depositing irrevocably in escrow, with a suitable institution qualified by law as an escrow agent for this purpose, cash or securities which are backed by the full faith and credit of the United States of America, or any other security authorized under Minnesota law for such purpose, bearing interest payable at such times and at such rates and maturing on such dates and in such amounts as shall be required and sufficient, subject to sale and/or reinvestment in like securities, to pay said obligation(s), which may include any interest payment on such Bond and/or principal amount due thereon at a stated maturity (or if irrevocable provision shall have been made for permitted prior redemption of such principal amount, at such earlier redemption date). If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

Passed and adopted this 20th day of July, 2026.

Mayor

Attest:

City Clerk

**EXHIBIT A
PROPOSALS**

**EXHIBIT B
FORM OF BOND**

No. R-_____ UNITED STATES OF AMERICA \$_____

STATE OF MINNESOTA
COUNTY OF KANDIYOHI
CITY OF WILLMAR

GENERAL OBLIGATION IMPROVEMENT, ABATEMENT
AND UTILITY REVENUE BOND SERIES 2026B

Rate	Maturity	Date of Original Issue	CUSIP
	February 1, 20____	August 13, 2026	

Registered Owner: Cede & Co.

The City of Willmar, Minnesota, a duly organized and existing municipal corporation in Kandiyohi County, Minnesota (the “City”), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum set forth above on the Maturity Date specified above, unless called for earlier redemption, with interest thereon from the date hereof at the annual Rate specified above (calculated on the basis of a 360-day year of twelve 30 day months), payable February 1 and August 1 in each year, commencing August 1, 2027, to the person in whose name this Bond is registered at the close of business on the 15th day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank Trust Company, National Association, St. Paul, Minnesota, as Registrar, Authenticating Agent, Transfer Agent and Paying Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

This Bond is one of an issue in the aggregate principal amount of \$7,775,000, all of like original issue date and tenor, except as to number, maturity date, denomination, redemption privilege and interest rate, all issued pursuant to a resolution adopted by the City Council on July 20, 2026 (the “Resolution”), for the purpose of providing monies in part for various street improvements, improvements to the wastewater utility and certain public improvements pursuant to and in full conformity with the Constitution, laws of the State of Minnesota, including Minnesota Statutes, Chapters 429, 444, 469 and 475. The principal hereof and interest hereon are payable from certain special assessments against property specially benefited by local improvements, net revenues of the wastewater treatment plant system, tax abatements and from ad valorem taxes, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the

City in the event of any deficiency in special assessments, net revenues, property tax abatements and ad valorem taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

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

The Bonds are not “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”).

IT IS HEREBY CERTIFIED AND RECITED that in and by the Resolution, the City has covenanted and agreed that it will continue to own and operate the wastewater system free from competition by other like municipal utilities; that adequate insurance on said system and suitable fidelity bonds on employees will be carried; that proper and adequate books of account will be kept showing all receipts and disbursements relating to the Wastewater System fund, into which it will pay all of the gross revenues from the wastewater system; that it will also create and maintain a Utility Improvements Account within the General Obligation Improvement, Abatement and Utility Bonds, Series 2026B Debt Service Fund, into which it will pay, out of the net revenues from the wastewater treatment system, a sum sufficient to pay principal of and interest on the Utility Bonds when due; and that it will provide, by ad valorem tax levies, for any deficiency in required net revenues of the wastewater system.

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

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

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

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

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

Dated: _____, 2026

CITY OF WILLMAR, MINNESOTA

City Clerk

Mayor

CERTIFICATE OF AUTHENTICATION

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

U.S. BANK TRUST COMPANY, NATIONAL
ASSOCIATION

By _____
Its Authorized Representative

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

TEN COM – as tenants
in common

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

TEN ENT – as tenants
by entireties

under Uniform Gifts or Transfers to
Minors

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

Act.....
(State)

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

ASSIGNMENT

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

Dated: _____

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

Signature Guaranteed:

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

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

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

Name and Address: _____

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

Please insert social security or
other identifying number of assignee

PROVISIONS AS TO REGISTRATION

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

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Registrar</u>
_____, 2026	Cede & Co. Federal ID #13-2555119	_____

EXHIBIT C

ASSESSABLE IMPROVEMENT BONDS TAX LEVY

EXHIBIT D

ABATEMENT BONDS TAX LEVY

STATE OF MINNESOTA
COUNTY OF KANDIYOHI

COUNTY AUDITOR'S
CERTIFICATE AS TO TAX
LEVY AND REGISTRATION

I, the undersigned County Auditor of Kandiyohi County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of Willmar, Minnesota, on July 20, 2026, levying taxes for the payment of \$7,775,000 General Obligation Improvement, Abatement and Utility Bonds, Series 2026B, in the amount of \$7,775,000 dated August 13, 2026 has been filed in my office and said bonds have been registered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this _____ day of _____, 2026.

County Auditor
Kandiyohi County, Minnesota

Deputy



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.C.
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:	Call for 2026 Assessment Hearing		

RECOMMENDED ACTION:

Adopt the resolution declaring costs to be assessed, ordering preparation of the assessment roll and calling for the hearing on assessments August 17, 2026 at 6:30 p.m. for Project No. 2601-A for the 2026 Street and Other Improvements.

OVERVIEW:

The City Council ordered the 2026 Street Improvement projects at the Improvement Hearing held on October 6th, 2025. Bids were opened in April for the reconstruction project, and the amount needed to perform the necessary improvements is known. Staff has prepared the assessable footage and the amount for each affected lot. Costs for the improvements must be declared and the preparation of an assessment roll ordered in accordance with the requirements of Chapter 429, State of Minnesota Statutes. Affected property owners must be notified of their assessment amount and the August 17, 2026 date of the hearing. The project includes:

Project No. 2601-A Reconstruction
4th Street SW

BUDGETARY/FISCAL ISSUES:

Funding sources for the project includes assessments, bond proceeds, MUC, Wastewater, and Local Option Sales Tax.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. RESOLUTION - CALL FOR ASSMT HRG 2026 PROJECTS
2. 4th St SW Final Assessment Roll

RESOLUTION NO. _____

**DECLARING COSTS TO BE ASSESSED, ORDERING PREPARATION OF THE ASSESSMENT ROLL AND CALLING
HEARING ON ASSESSMENTS FOR THE 2026 STREET AND OTHER IMPROVEMENTS.**

Motion By:_____ Second By:_____

WHEREAS, contracts have been let for the construction of Street and Other Improvements of 2026 in the City,
to-wit: City Project No. 2601-A, and;

WHEREAS, the total cost of said Street and Other Improvements of 2026 is \$5,894,100.

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

1. The City Council hereby determines that the City shall pay \$5,112,100.00 of said cost, exclusive of the amount it may pay as a property owner, and the sum of \$782,000.00 shall be assessed against benefited property owners based upon benefits received without regard to cash valuation.
2. The Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land without regard to cash valuation as provided by law, and she shall file a copy of such assessment in her office for public inspection.
3. The Clerk shall, upon the completion of such assessment, notify the City Council thereof.
4. The Clerk shall publish notice that this City Council will meet to consider the proposed assessments on August 17, 2026, at 6:30 p.m. in the Chambers of the Board Room, Kandiyohi County Health & Human Services Building, 2200 23rd Street NE, Willmar, Minnesota.
5. Said notice shall also be mailed to the owners of each parcel of property described in the assessment roll.
6. Such notice shall be in substantially the following form:
(on file in Engineer's office)
7. Said notice shall be published by the City Clerk in the official newspaper at least two weeks prior to the hearing and mailed by said Clerk to the owners of each parcel described in the assessment roll.

Dated this 20th day of July, 2026

MAYOR

ATTEST:

CITY CLERK

FINAL ASSESSMENT ROLL
4TH ST SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 25X.139942000
JULY 2026

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

JULY 2025				Frontage Calculations				Street - Reconstruction		Sanitary Main - Reconstruction		Sewer Service		Watermain - Reconstruction		Water Service ≤ 1"		Water Service > 1"		Storm Sewer - Reconstruction		Final Assessment Amount	Parcel Classification
				Short Side Lot Length (LF)	Long Side Total Lot Length (LF)	Corner Lot Adjust?	Assessable Front Footage (LF)	Rate / LF \$69.00		Rate / LF \$17.75		Rate / Each \$950.00		Rate / LF \$22.50		Rate / Each \$1,150.00		Rate / Each \$3,200.00		Rate / LF \$15.25			
								Length (LF)	Assessment	Front Footage	Assessment	Each	Assessment	Front Footage	Assessment	Each	Assessment	Each	Assessment	Front Footage	Assessment		
Line	Taxpayer Name	Parcel #	Physical Address																				
4th Street SW																							
West Side																							
1	DUERING/LINDA & ROY	95-915-2650	1212 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
2	SEILER/HEIDI	95-915-2640	1210 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
3	DIVINE HOUSE INC	95-915-2620	1206 4TH ST SW	60.00		NO	60.00	60.00	\$ 4,140.00	60.00	\$ 1,065.00	1	\$ 950.00	60.00	\$ 1,350.00	1	\$ 1,150.00		\$ -	60.00	\$ 915.00	\$ 9,570.00	
4	JENKINS II/DANIEL&T BAUMANN	95-915-2770	1128 4TH ST SW	60.00		NO	60.00	60.00	\$ 4,140.00	60.00	\$ 1,065.00	1	\$ 950.00	60.00	\$ 1,350.00	1	\$ 1,150.00		\$ -	60.00	\$ 915.00	\$ 9,570.00	
5	JAGUSH/JEFFREY J	95-280-0670	1126 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
6	JONES/PAMELA J	95-280-0660	1120 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
7	PONCE/CARLOS A/& MARLA LILIANA PONCE DE MARTINEZ	95-280-0650	1116 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
8	JOHNSON/GALE O	95-280-0640	1112 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
9	SCHNELL/JOSEPH	95-280-0630	1108 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
10	HOWARD/DOYLE L	95-280-0620	1104 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
11	ACOSTA/ENRIQUE R & CAROL C	95-280-0610	405 ROBBINS AVE SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
12	HOLIEN/LONNIE/& K GOLDSCHMIDT	95-280-0470	1024 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	Corner Lot
13	MENDOZA/JENNIFER	95-280-0460	1020 4TH ST SW	65.00		NO	65.00	65.00	\$ 4,485.00	65.00	\$ 1,153.75	1	\$ 950.00	65.00	\$ 1,462.50	1	\$ 1,150.00		\$ -	65.00	\$ 991.25	\$ 10,192.50	
14	PETERSON/JAMES A	95-280-0440	1012 4TH ST SW	76.50		NO	76.50	76.50	\$ 5,278.50	76.50	\$ 1,357.88	1	\$ 950.00	76.50	\$ 1,721.25	1	\$ 1,150.00		\$ -	76.50	\$ 1,166.63	\$ 11,624.25	
15	PFAU/BRADY	95-280-0420	1006 4TH ST SW	66.50		NO	66.50	66.50	\$ 4,588.50	66.50	\$ 1,180.38	1	\$ 950.00	66.50	\$ 1,496.25	1	\$ 1,150.00		\$ -	66.50	\$ 1,014.13	\$ 10,379.25	
16	SORIANO/EDUARDO DOMINGUEZ/& SONDRA M VILLARREAL-DOMINGUEZ	95-280-0410	1002 4TH ST SW	66.50		NO	66.50	66.50	\$ 4,588.50	66.50	\$ 1,180.38	1	\$ 950.00	66.50	\$ 1,496.25	1	\$ 1,150.00		\$ -	66.50	\$ 1,014.13	\$ 10,379.25	Corner Lot
17	DOKKEBAKKEN/MARY L	95-280-0270	924 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
18	ARELLANO/LAURENTINA	95-280-0260	922 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
19	MUELLNER/MARY JO	95-280-0250	920 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
20	CLANCY/RONALD & KAY	95-280-0240	912 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
21	CAFFIN/BRYAN/& HALEE SLETTA	95-280-0230	906 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
22	KNIGHT/DAVID P	95-280-0210	401 RICE AVE SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	Corner Lot
23	JP PROPERTIES OF WILLMAR, LLC C/O JUSTIN PEARCE	95-280-0340	415 RICE AVE SW	60.00		NO	60.00		\$ -	60.00	\$ 1,065.00	1	\$ 950.00	60.00	\$ 1,350.00	1	\$ 1,150.00		\$ -		\$ -	\$ 4,515.00	NON ADJACENT
24	WASKUL/DENNIS & PEGGY	95-280-0100	420 RICE AVE SW	55.00		NO	55.00		\$ -	55.00	\$ 976.25	1	\$ 950.00	55.00	\$ 1,237.50	1	\$ 1,150.00		\$ -		\$ -	\$ 4,313.75	NON ADJACENT
25	KOTZY BROTHERS LLC	95-280-0080	410 RICE AVE SW	65.00		NO	65.00		\$ -	65.00	\$ 1,153.75	1	\$ 950.00	65.00	\$ 1,462.50	1	\$ 1,150.00		\$ -		\$ -	\$ 4,716.25	NON ADJACENT
26	VOGEN/FAYE A & MICHAEL T	95-280-0070	824 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
27	OKAY HOME SOLUTIONS LLC	95-280-0060	820 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
28	KOHL'S LIVING TRUST/ROGER K	95-280-0050	816 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
29	MUTSCH/SPENCER/& EMILY KOSTIC	95-280-0040	810 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
30	KROGFUS/DONALD P	95-280-0030	806 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
31	NELSON/BRIAN T & SHARIN M	95-280-0010	405 KANDIYOHI AVE SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
32	MASTER KEY INVESTMENTS LLC	95-280-0020	415 KANDIYOHI AVE SW	65.00		NO	65.00		\$ -	65.00	\$ 1,153.75	1	\$ 950.00	65.00	\$ 1,462.50	1	\$ 1,150.00		\$ -		\$ -		

FINAL ASSESSMENT ROLL
4TH ST SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MINNESOTA
BMI PROJECT 25X.139942000
JULY 2026

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

JULY 2026

				Frontage Calculations				Street - Reconstruction		Sanitary Main - Reconstruction		Sewer Service		Watermain - Reconstruction		Water Service ≤ 1"		Water Service > 1"		Storm Sewer - Reconstruction		Final Assessment Amount	Parcel Classification
				Short Side	Long Side	Corner	Assessable	Rate / LF \$69.00		Rate / LF \$17.75		Rate / Each \$950.00		Rate / LF \$22.50		Rate / Each \$1,150.00		Rate / Each \$3,200.00		Rate / LF \$15.25			
				Lot Length (LF)	Total Lot Length (LF)	Lot Adjust?	Front Footage (LF)	Length (LF)	Assessment	Front Footage	Assessment	Each	Assessment	Front Footage	Assessment	Each	Assessment	Each	Assessment	Front Footage	Assessment		
Line	Taxpayer Name	Parcel #	Physical Address																				
49	VANNIE/JENHUIS/DEADRE	95-280-1530	1103 4TH ST SW	60.00		NO	60.00	60.00	\$ 4,140.00	60.00	\$ 1,065.00	1	\$ 950.00	60.00	\$ 1,350.00	1	\$ 1,150.00		\$ -	60.00	\$ 915.00	\$ 9,570.00	
50	TCS PROPERTIES, LLC	95-280-1540	321 ROBBINS AVE SW	60.00		NO	60.00	60.00	\$ 4,140.00	60.00	\$ 1,065.00	1	\$ 950.00	60.00	\$ 1,350.00	1	\$ 1,150.00		\$ -	60.00	\$ 915.00	\$ 9,570.00	Corner Lot
51	NIBBE/CRYSTAL L	95-280-1280	1025 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	Corner Lot
52	MARTINEK/ANDREW M/& DENISE A CLINTON	95-280-1300	1017 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
53	KNAPP/KARLA	95-280-1310	1015 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
54	320 PROPERTIES LLC	95-280-1320	1009 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
55	INVESTMENTS LP/DCW	95-280-1330	1005 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
56	WOODMAN/JOHN T & CINDY J	95-280-1340	1001 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
57	THORPE/LEAH N	95-280-1080	316 GRACE AVE SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
58	SWANSON/BAILEY M	95-280-1090	921 4TH ST SW	92.00		NO	92.00	92.00	\$ 6,348.00	92.00	\$ 1,633.00	1	\$ 950.00	92.00	\$ 2,070.00	1	\$ 1,150.00		\$ -	92.00	\$ 1,403.00	\$ 13,554.00	
59	RODEN/KRISTINA	95-280-1110	917 4TH ST SW	54.00		NO	54.00	54.00	\$ 3,726.00	54.00	\$ 958.50	1	\$ 950.00	54.00	\$ 1,215.00	1	\$ 1,150.00		\$ -	54.00	\$ 823.50	\$ 8,823.00	
60	BARNEY/STEVEN	95-280-1120	909 4TH ST SW	54.00		NO	54.00	54.00	\$ 3,726.00	54.00	\$ 958.50	1	\$ 950.00	54.00	\$ 1,215.00	1	\$ 1,150.00		\$ -	54.00	\$ 823.50	\$ 8,823.00	
61	BARNEY/STEVEN	95-280-1130	905 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
62	AUGUSTSON/JOHN V/& J ENNENGA TO: JACKIE AUGUSTSON	95-280-1140	901 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
63	DITMARSON/DEBRA C	95-280-0880	825 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
64	SCHUENKE/JANEL D & BRENT D	95-280-0890	821 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
65	MICKELSON/RICHARD/& C SOLORZ	95-280-0900	817 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
66	MUNOZ/SAMUEL & ANGELICA	95-280-0910	811 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
67	MAHBOUB/ABDIRIZAK	95-280-0920	809 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
68	SCHMIDT/BO M& MARY B ARENDS & GEORGE M ARENDS-SCHMIDT	95-280-0930	805 4TH ST SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	
69	ERICKSON/HENRY NICHOLAS	95-280-0940	321 KANDIYOHI AVE SW	50.00		NO	50.00	50.00	\$ 3,450.00	50.00	\$ 887.50	1	\$ 950.00	50.00	\$ 1,125.00	1	\$ 1,150.00		\$ -	50.00	\$ 762.50	\$ 8,325.00	Corner Lot
70	CARBERT/PATRICK C & ANGELA M	95-006-3910	725 4TH ST SW	66.50		NO	66.50	66.50	\$ 4,588.50	66.50	\$ 1,180.38	1	\$ 950.00	66.50	\$ 1,496.25	1	\$ 1,150.00		\$ -	66.50	\$ 1,014.13	\$ 10,379.25	Corner Lot
71	HATZINGER/MATTHEW J & REGINA V	95-006-3920	719 4TH ST SW	66.50		NO	66.50	66.50	\$ 4,588.50	66.50	\$ 1,180.38	1	\$ 950.00	66.50	\$ 1,496.25	1	\$ 1,150.00		\$ -	66.50	\$ 1,014.13	\$ 10,379.25	
72	MACKEL PROPERTIES, LLC	95-006-3930	709 4TH ST SW	66.50		NO	66.50	66.50	\$ 4,588.50	66.50	\$ 1,180.38	1	\$ 950.00	66.50	\$ 1,496.25	1	\$ 1,150.00		\$ -	66.50	\$ 1,014.13	\$ 10,379.25	
73	ELSETH/BRANDON JAMES	95-006-3940	707 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
74	PAHL/AMY L & JUSTIN R	95-006-3950	701 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	Corner Lot
75	FUCHS/CHRISTOPHER V	95-006-1800	316 MONONGALIA AVE SW	62.50		NO	62.50	62.50	\$ 4,312.50	62.50	\$ 1,109.38	1	\$ 950.00	62.50	\$ 1,406.25	1	\$ 1,150.00		\$ -	62.50	\$ 953.13	\$ 9,881.25	Corner Lot
76	WOLTJER/JULIE K	95-006-1810	615 4TH ST SW	62.50		NO	62.50	62.50	\$ 4,312.50	62.50	\$ 1,109.38	1	\$ 950.00	62.50	\$ 1,406.25	1	\$ 1,150.00		\$ -	62.50	\$ 953.13	\$ 9,881.25	
77	G A PROPERTIES LLC	95-006-1820	611 4TH ST SW	75.00		NO	75.00	75.00	\$ 5,175.00	75.00	\$ 1,331.25	1	\$ 950.00	75.00	\$ 1,687.50	1	\$ 1,150.00		\$ -	75.00	\$ 1,143.75	\$ 11,437.50	
78	WARD/JOSHUA A	95-006-1830	607 4TH ST SW	70.00		NO	70.00	70.00	\$ 4,830.00	70.00	\$ 1,242.50	1	\$ 950.00	70.00	\$ 1,575.00	1	\$ 1,150.00		\$ -	70.00	\$ 1,067.50	\$ 10,815.00	
79	HANKEL PHOTOGRAPHY, LLC/SCOTT	95-006-1840	601 4TH ST SW	80.00		NO	80.00	80.00	\$ 5,520.00	80.00	\$ 1,420.00	1	\$ 950.00	80.00	\$ 1,800.00	1	\$ 1,150.00		\$ -	80.00	\$ 1,220.00	\$ 12,060.00	Corner Lot
80	SALVATION ARMY	95-006-1080	521 4TH ST SW	150.00		NO	150.00	150.00	\$ 10,350.00	150.00	\$ 2,662.50	1	\$ 950.00	150.00	\$ 3,375.00	1	\$ 1,150.00		\$ -	150.00	\$ 2,287.50	\$ 20,775.00	Corner Lot
81	CITY OF WILLMAR %CENTRACARE HEALTH SYSTEM	95-006-1000	300 MINNESOTA AVE SW		200.00	YES	60.00	60.00	\$ 4,140.00	0.00	\$ -		\$ -	0.00	\$ -		\$ -		\$ -	60.00	\$ 915.00	\$ 5,055.00	Double Frontage
			TOTALS	5,066.00	650.00		5,261.00	4,845.00	334,300.00	5,166.00	91,700.00	79.00	75,100.00	5,166.00	116,200.00	79.00	90,900.00	-	-	4,845.00	73,900.00	\$ 782,000.00	



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.D.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Shane Stefanick, Public Works Director
Ordinance:	No	Presented By:	Jared Voge, City Engineer
Item:	2027 Preliminary Engineering Report		

RECOMMENDED ACTION:

Adopt the resolution receiving the 2027 Preliminary Engineering Report and calling for the 2027 Improvement Hearing on September 7th, 2026.

OVERVIEW:

In accordance with Chapter 429 of Minnesota State Statute, an Improvement Report is required to be formally received for the 2027 improvement projects and an Improvement Hearing required to be ordered by the City Council for the 2027 improvement projects. The hearing explains the proposed improvements and allows public comments to be received on projects to be assessed. The list of streets and other proposed projects to be assessed for 2027 has been prepared, and the report explains the proposed improvements and estimated costs.

BUDGETARY/FISCAL ISSUES:

Sources of funding for the Improvement Projects includes monies from the Willmar Municipal Utilities, assessments, Local Option Sales Tax, Wastewater, and state aid funds.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. 2026-07-15 Willmar 2027 Projects Preliminary Engineering Report - Reduced
2. RESOLUTION REC. PREL. RPT. CALL FOR IMP. HRG. 2027
3. NOTICE OF PUBLIC HEARING ON IMPROVEMENT - 2026



2027 Construction Projects

Preliminary Engineering Report

City of Willmar

Submitted by:

Bolton & Menk, Inc.
2040 Highway 12 East
Willmar, MN 56201
P: 320-231-3956



Real People. Real Solutions.

Certification

Preliminary Engineering Report

For

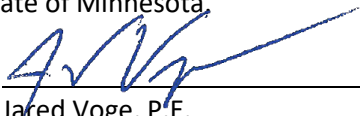
2027 Construction Projects

City of Willmar, Minnesota

July 15, 2026

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

By:


Jared Voge, P.E.

License No. 45063

Date: July 15, 2026

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Appendix

Appendix A: Preliminary Cost Estimates
Appendix B: Figures

I. PROJECT INTRODUCTION

A. PURPOSE

The City of Willmar has completed a number of projects in the past to improve deteriorated infrastructure throughout the City. The City has a continued need to improve other areas with deficient infrastructure, which have been identified and prioritized as part of the Capital Improvement Plan (CIP). This report has been prepared to discuss proposed infrastructure improvement projects planned for construction in 2027.

B. SCOPE

The location of the proposed 2027 construction projects are shown on several figures included with this report, located in **Appendix B**. The locations of the proposed improvements are shown on **Figure 1**. The project includes improvements to the sanitary sewer, watermain, storm sewer, and streets. The proposed improvements are along the following streets/areas:

2027 Reconstruction Areas:

<u>City Project No.</u>	<u>Location</u>
A	Street & Utility Improvement Project
	- 16 th Street SW

2027 Overlay Areas:

<u>City Project No.</u>	<u>Location</u>
B	Mill & Overlay Improvement Project
	- Industrial Drive SW
	- Trott Avenue SE
	- 22 nd Street SW
	- 15 th Avenue SW

2027 Storm Sewer CIP:

<u>City Project No.</u>	<u>Location</u>
C	2027 Stormwater Capital Improvement Project
	- Vos Park Stormwater Pond
	- Hydrodynamic Separator Structure (HDS) Improvements: Business 71 & Ella Avenue

II. EXISTING CONDITIONS

Specific information regarding utility age based on City records is not available for all project areas. Based on available records and field investigations, utilities range in age from approximately 40 years to 80 years.

A. SANITARY SEWER

The existing sanitary sewer within the 16th Street SW project area is shown on **Figure 3**. The sanitary sewer in the south five blocks of 16th Street SW from Willmar Avenue to Minnesota Avenue consists of 8-inch Vitrified Clay Pipe (VCP) with block and mortar manholes constructed in the 1950's. The sanitary sewer in the north block from Minnesota Avenue to

Trott Avenue consists of 8-inch Polyvinyl Chloride Pipe (PVC) with precast concrete manholes constructed in the 1990's.

Sewage from the north 2 blocks is conveyed north to Trott Avenue where it is then conveyed east through 8-inch PVC out of the project area. Sewage flow within the south four blocks is split at a highpoint manhole that is located approximately one block south of Monongalia Avenue. Sewage from this manhole is conveyed north and south to Monongalia Avenue and Willmar Avenue respectively, where it is then conveyed east through 8-inch VCP out of the project area at each intersection.

Aged Vitrified Clay Pipe (VCP) is prone to groundwater infiltration, sags, root intrusion, pipe deterioration, and sewer backups. Sanitary sewer manholes constructed of block/brick and mortar are also prone to infiltration and structural failure. Due to its age and condition, the sewer collection system should be replaced.

B. WATERMAIN

The existing watermain within the 16th Street SW project area is shown on **Figure 4**. The watermain on 16th Street SW consists of 4-inch and 6-inch CIP constructed in the 1950's.

Cast Iron Pipe (CIP) watermains corrode and deteriorate over time, leading to diminished water quality and an increased risk of breaks. The majority of the watermains throughout the project areas are undersized compared to today's standards, have experienced numerous pipe breaks, and are generally in poor condition. Due to its age and condition, the water distribution system should be replaced.

C. STORM SEWER

The existing storm sewer within the 16th Street SW project area is shown on **Figure 5**. The current drainage system consists of concrete curb and gutter for storm water conveyance to catch basins, manholes, and storm pipe throughout the project areas. The existing drainage systems throughout the 16th Street SW project area is inadequate and currently relies on extended lengths of overland drainage with non-functioning curb and gutter.

The storm sewer on 16th Street SW consists of 8-inch to 12-inch VCP and Reinforced Concrete Pipe (RCP) and block and mortar manholes and catch basins constructed in the 1950's. The stormwater is collected into catch basins at intersecting streets where it is conveyed east out of the project area at Trott Avenue, Monongalia Avenue, and Willmar Avenue.

A backyard storm sewer exists on the south end of 16th Street SW. Drainage for this backyard storm sewer will be maintained with the project.

Staff have expressed concerns regarding stormwater ponding in the street and yards at the north end of 16th Street SW.

Aged concrete pipe and VCP are prone to pipe deterioration. Storm sewer manholes constructed of block/brick and mortar are also prone to structural failure. Due to its age and condition, the storm sewer collection system should be replaced.

D. STREETS

The proposed 16th Street SW reconstruction area is shown on **Figure 1** and consists of a bituminous surfaced roadway with concrete curb and gutter. The existing bituminous surfacing is deteriorated and exhibits significant cracking, potholes, and settlements. The street width varies from approximately 32 feet to 40 feet and are shown on **Figure 2**. The pavement within the 16th Street SW reconstruction area is in poor condition.

E. OVERLAY AREAS

The streets proposed for mill and overlay include Industrial Drive SW, Trott Avenue SE, 22nd Street SW, and 15th Avenue SW (**Figure 1**).

The streets within the proposed mill and overlay are bituminous surfaced roadways with concrete curb and gutter. The streets exhibit cracks within the bituminous wearing surface; however, the concrete curb and gutter is generally in adequate condition with minor settlements present.

F. STORMWATER CAPITAL IMPROVEMENTS

Storm sewer improvements have been identified for construction in 2027 as part of the City's Storm Sewer Capital Improvement Plan. The existing conditions are described as follows:

1. Vos Park Stormwater Pond (**Figure 6**)

Vos Park currently receives stormwater runoff during rain events from a portion of County Road 5 and the entirety of the Vos Park development. City records indicate that an existing stormwater inlet within the park collects runoff and conveys it through an 8- to 10-inch diameter tile line extending southeast through Fairview Cemetery, beneath Gorton Avenue, under West Central Steel's west facility, and through Calvary Lutheran Church Cemetery before ultimately discharging into Hawk Creek near the railroad box culvert.

The existing tile was constructed in 1977, is undersized for current drainage demands, and does not meet minimum pipe slope design standards. These deficiencies result in reduced drainage performance and require frequent maintenance by City Public Works staff. During periods of sustained rainfall, significant portions of the park become highly saturated, limiting recreational use and reducing overall accessibility.

As part of the 2023 Gorton Avenue Improvement Project, a new 30-inch RCP storm sewer was constructed from Hawk Creek to the location where the existing Vos Park drain tile intersects Gorton Avenue. The new storm sewer was designed with sufficient capacity to accommodate stormwater runoff from the Vos Park development and provides an opportunity to improve drainage within the park by redirecting flows from the existing undersized tile system.

2. Business 71 & Ella Avenue HDS Improvements (**Figure 7**)

The intersection of Business Highway and Ella Avenue conveys a significant amount of debris and sediment into the storm sewer system and downstream outfalls. These outfalls have limited access, making maintenance challenging.

III. PROPOSED IMPROVEMENTS

A. SANITARY SEWER IMPROVEMENTS

The proposed sanitary sewer improvements are shown on **Figure 3**. The sanitary sewer mains are proposed to be removed and replaced with new 8-inch and 10-inch PVC piping. Sanitary sewer services are planned to be removed and replaced with 4-inch PVC service pipe from the new main to the right of way line. The improvements will also include new precast concrete manholes. The new sanitary sewer system is planned to be constructed in the same general location where it currently exists.

B. WATERMAIN IMPROVEMENTS

The proposed watermain improvements are shown on **Figure 4**. The proposed watermain improvements include replacing the deteriorating watermain with new 8-inch, 10-inch, and 12-inch PVC pipe, along with new valves and hydrants. Water services will be removed and replaced from the new main to the right-of-way, where new curb stops will be installed. The watermain will be replaced in the same general locations where it currently exists.

C. STORM SEWER IMPROVEMENTS

The proposed storm sewer improvements are shown on **Figure 5**. New RCP storm sewer is planned to extend throughout the project areas. Catch basins are planned at most intersections to improve the drainage. The storm sewer will be replaced in the same general locations where it currently exists, and additional storm sewer has been proposed to reduce the amount of overland drainage.

As part of the *Central Willmar Drainage Improvement Feasibility Study* (April 2025), surcharge basins were recommended to reduce flooding and improve storm sewer flow control. One proposed basin is on the Minnegasco property adjacent to the park at the north end of 16th Street and would help reduce flooding at the 16th Street and Trott Avenue intersection. The project will incorporate this proposed stormwater pond into the improvements. City staff and representatives of Minnegasco are discussing the pond improvements and necessary easements.

D. STREET IMPROVEMENTS

The proposed street improvements are shown on **Figure 1**. The existing street surface and base material will be removed and excavated in order to install new utilities. The street is planned to be reconstructed to a similar alignment and grade as the existing street. The proposed street reconstruction improvements consist of constructing a new urban section that includes a bituminous surface and concrete curb and gutter. A map of the proposed street width is identified on **Figure 2** and the proposed typical sections are shown on **Figure 8**. Aggregate base, granular sub-base, and edge drain will be constructed under the street reconstruction area. Sidewalk is planned to be replaced in the same locations where it currently exist. Concrete aprons are planned at all driveways. Driveway replacement beyond the concrete apron will be concrete, bituminous, or gravel to match the existing driveway material. Private sidewalks encountered will be replaced as necessary to construct the improvements. Boulevard trees will be removed as necessary to construct the new streets. Boulevards will be graded as necessary to facilitate drainage and restored with topsoil and seed.

E. OVERLAY IMPROVEMENTS

The streets identified for mill and overlay are shown on **Figure 1**. The construction will include grinding and removing the top 2 to 3 inches of bituminous pavement from the existing street surface and paving new bituminous pavement in its place. Where curb and gutter exists, it will remain in-place except in isolated locations it may be replaced if the existing curb and gutter is structurally compromised. Similarly, existing sidewalk will remain in-place except it may be replaced in areas that show signs of deterioration, damage, or non-compliance with the Americans with Disabilities Act (ADA) requirements.

Since the scope of the mill and overlay improvements is intended to be a street rehabilitation project, it is not intended to correct all drainage and surface deficiencies, but rather to improve the driving surface and extend the life of the roadway. Standing water

within the existing bituminous surfacing will likely be corrected with the improvements; however, water in the curb line may not be corrected. Each case will be reviewed separately.

The typical overlay street sections are shown on **Figure 8**.

F. **STORMWATER CAPITAL IMPROVEMENTS**

The improvements identified for construction in 2027 as part of the City's Storm Sewer Capital Improvement Plan are described as follows:

1. Vos Park Stormwater Pond Improvement Project (**Figure 6**)

A stormwater treatment pond is proposed to be constructed within Vos Park to adequately control the stormwater during rain events. The improvements will include excavation and grading of the pond, the construction of an outlet control structure and 30-inch RCP from Vos Park, under County Road 5, through Fairview Cemetery, and ultimately connect to the existing 30-inch RCP storm sewer on the north side of Gorton Avenue. The alignment of the proposed storm sewer will be investigated during the design and will be constructed along the west and south sides of the Fairview Cemetery if determined to be feasible. Easement negotiations for the piping proposed to be located within the Fairview Cemetery will also be conducted as part of the design process.

2. Business 71 & Ella Avenue HDS Improvements (**Figure 7**)

To address debris and sediment buildup in the storm sewers at the intersection of Business Highway 71 and Ella Avenue, Hydrodynamic Separator (HDS) structures are proposed upstream of the flared end sections. These units effectively capture sand and debris and will require semi-annual to annual cleaning. Located within street rights-of-way, the HDS structures will be easily accessible for routine maintenance by Public Works Staff.

G. **LOW SALT**

In the interest of reducing the use of chloride based deicing salts during winter maintenance, low salt design considerations and techniques will be evaluated and implemented into the design where feasible.

IV. PERMITS

The following permits will need to be acquired during final design prior to construction:

1. Minnesota Department of Health (MDH) – Watermain Replacement
2. National Pollutant Discharge Elimination System (NPDES) – Construction Stormwater
3. Kandiyohi County – Work within a County Highway Right-Of-Way
4. MnDOT – Utility Accommodation on Trunk Highway Right-of-Way

V. ESTIMATED COSTS

A preliminary quantity and cost estimates for the project areas are included in **Appendix A**. The costs identified are based on the present value of projects similar in nature and are subject to change. A contingency factor has been included to account for construction items not included and variances in unit prices. Also included are estimated engineering, administration, and legal costs. The following tables summarize the estimated project costs.

Table 1: Estimated Project Costs - 2027	
Project	Estimated Costs
A: 16 th Street SW Improvement Project	\$3,189,100
B: Mill & Overlay Improvement Project	\$2,353,600
C: 2027 Stormwater Capital Improvements	\$987,300
Total	\$6,530,000

Table 2: Cost Summary - 2027	
Item	Total
Street Reconstruction	\$1,666,600
Storm Sewer	\$215,300
Sanitary Sewer	\$458,100
Watermain	\$691,500
Overlay	\$2,353,600
Stormwater Improvements	\$1,144,900
Total	\$6,530,000

Table 3: Cost Summary By Project - 2027				
Project	A	B	C	Total
Street Recon	\$1,666,600			\$1,666,600
Storm Sewer	\$215,300			\$215,300
Sanitary Sewer	\$458,100			\$458,100
Watermain	\$691,500			\$691,500
Overlay		\$2,353,600		\$2,353,600
Stormwater Improvements	\$157,600		\$987,300	\$1,144,900
Total	\$3,189,100	\$2,353,600	\$987,300	\$6,530,000

VI. FUNDING

The project costs will be assessed to the benefiting properties and will follow the Minnesota State Statute Chapter 429 process. The tables below summarize the potential funding sources:

Table 4: Funding Sources - 2027						
Project	Assessments	State Aid	MUC	Waste Water	LOST	City
A	\$697,200		\$503,600	\$458,100	\$157,600	\$1,372,600
B	\$959,100	\$2,353,600				\$(959,100)
C					\$987,300	
Subtotal	\$1,656,300	\$2,353,600	\$503,600	\$458,100	\$1,144,900	\$413,500
2027 Total	\$6,530,000					

VII. CONCLUSION & IMPLEMENTATION SCHEDULE

A. CONCLUSION

The proposed improvements are necessary, cost-effective, and feasible from an engineering perspective. Bolton & Menk, Inc. recommends that, if these improvements are determined to be financially feasible, they be constructed as proposed and the City Council call for a Public Improvement Hearing. Of the improvement project areas, City Staff recommends that the projects be prioritized as shown in the table below:

Table 5: Prioritization of 2027 Projects		
Priority	Project	Estimated Costs
1	A: 16th Street SW Improvement Project	\$3,189,100
2	B: Mill & Overlay Improvement Project	\$2,353,600
3	C: 2027 Stormwater Capital Improvements	\$987,300
Total		\$6,530,000

B. IMPLEMENTATION SCHEDULE

A summary of the proposed schedule is identified below:

Table 6: Proposed Implementation Schedule – 2027 Projects	
Item	Completion Date
Present Preliminary Engineering Report	July 20, 2026
Open House	September 3, 2026
Conduct Public Improvement Hearing & Order Plans and Specifications	September 8, 2026
Approve Plans and Specifications & Authorize Advertisement for Bid	February 2027
Bid Opening	March 2027
Accept Bids & Award Contract	April 2027
Assessment Hearing / Adopt Final Assessment Roll	August 2027
Construction	May 2027 – October 2027

Appendix A: Preliminary Cost Estimates

ENGINEER'S ESTIMATE

16TH STREET SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



Real People. Real Solutions.

Date: 7/7/2026

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
STREET & RESTORATION					
1	MOBILIZATION	0.56	LUMP SUM	\$100,000.00	\$56,129.40
2	CLEARING	63	EACH	\$550.00	\$34,650.00
3	GRUBBING	63	EACH	\$300.00	\$18,900.00
4	CLEAR & GRUB	25	SQ YD	\$100.00	\$2,500.00
5	SALVAGE MAILBOX	40	EACH	\$80.00	\$3,200.00
6	SALVAGE SIGN	10	EACH	\$100.00	\$1,000.00
7	REMOVE CURB AND GUTTER	4865	LIN FT	\$4.00	\$19,460.00
8	REMOVE BITUMINOUS STREET PAVEMENT	9527	SQ YD	\$4.00	\$38,108.00
9	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	183	SQ YD	\$8.00	\$1,464.00
10	REMOVE CONCRETE DRIVEWAY PAVEMENT	675	SQ YD	\$8.00	\$5,400.00
11	REMOVE CONCRETE WALK	23	SQ YD	\$7.00	\$161.00
12	COMMON LABORER	40	HR	\$100.00	\$4,000.00
13	DOZER	15	HR	\$200.00	\$3,000.00
14	12 CU YD TRUCK	15	HR	\$175.00	\$2,625.00
15	3 CU YD FRONT END LOADER	15	HR	\$175.00	\$2,625.00
16	3 CU YD BACKHOE	15	HR	\$300.00	\$4,500.00
17	SKID LOADER	20	HR	\$175.00	\$3,500.00
18	1.5 CU YD BACKHOE	15	HR	\$200.00	\$3,000.00
19	STREET SWEEPER	25	HR	\$175.00	\$4,375.00
20	COMMON EXCAVATION (P) (STREET)	4123	CU YD	\$22.00	\$90,706.00
21	EXCAVATION (POND)	2730	CU YD	\$22.00	\$60,060.00
22	SUBGRADE EXCAVATION (P)	4123	CU YD	\$18.00	\$74,214.00
23	MUCK EXCAVATION (LV)	745	CU YD	\$18.00	\$13,410.00
24	SELECT GRANULAR BORROW (CV)	4463	CU YD	\$30.00	\$133,890.00
25	GEOTEXTILE FABRIC TYPE V	11160	SQ YD	\$2.75	\$30,690.00
26	AGGREGATE BASE (CV) CLASS 5 (P)	2479	CU YD	\$42.00	\$104,118.00
27	TYPE SP 9.5 WEARING COURSE MIX (2,B)	881	TON	\$95.00	\$83,695.00
28	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	1468	TON	\$90.00	\$132,120.00
29	AGGREGATE SURFACING - DRIVEWAY RESTORATION	8	CU YD	\$100.00	\$800.00
30	6" CONCRETE WALK (PEDESTRIAN RAMPS)	153	SQ FT	\$15.00	\$2,295.00
31	TRUNCATED DOMES	18	SQ FT	\$120.00	\$2,160.00
32	CONCRETE CURB & GUTTER DESIGN B618	4840	LIN FT	\$22.00	\$106,480.00
33	BITUMINOUS DRIVEWAY PAVEMENT	104	SQ YD	\$100.00	\$10,400.00
34	TEMPORARY BITUMINOUS RAMPING	288	LIN FT	\$10.00	\$2,880.00
35	6" CONCRETE DRIVEWAY PAVEMENT	857	SQ YD	\$80.00	\$68,560.00
36	6" EDGE DRAIN	4673	LIN FT	\$18.00	\$84,114.00
37	6" DRAIN CLEANOUT	16	EACH	\$450.00	\$7,200.00

ENGINEER'S ESTIMATE

16TH STREET SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



Date: 7/7/2026

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
38	SUMP PUMP DRAINLINE SERVICE	49	EACH	\$500.00	\$24,500.00
39	REINSTALL MAILBOX	40	EACH	\$250.00	\$10,000.00
40	FURNISH AND INSTALL SIGN, (STREET SIGN)	3	EACH	\$600.00	\$1,800.00
41	FURNISH AND INSTALL SIGN, TYPE C	36	SQ FT	\$90.00	\$3,240.00
42	TRAFFIC CONTROL	1	LUMP SUM	\$14,000.00	\$14,000.00
43	TEMPORARY MAILBOXES	1	LUMP SUM	\$7,500.00	\$7,500.00
44	STORM DRAIN INLET PROTECTION	30	EACH	\$250.00	\$7,500.00
45	SCREENED COMMON TOPSOIL BORROW (LV)	2400	CU YD	\$40.00	\$96,000.00
46	STABILIZED CONSTRUCTION ENTRANCE	2	EACH	\$2,000.00	\$4,000.00
47	SEDIMENT CONTROL LOG - WOOD FIBER	150	LIN FT	\$4.00	\$600.00
48	SILT FENCE, MACHINE SLICED	200	LIN FT	\$5.00	\$1,000.00
49	TURF ESTABLISHMENT, HYDROMULCH	4810	SQ YD	\$2.50	\$12,025.00
50	TURF ESTABLISHMENT, BLANKET	2540	SQ YD	\$3.50	\$8,890.00
SUBTOTAL STREET & RESTORATION:					\$1,407,500.00
5% CONTINGENCY:					\$70,400.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$1,477,900.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$295,600.00
TOTAL ESTIMATED STREET & RESTORATION COST:					\$1,773,500.00

STORM SEWER

51	MOBILIZATION	0.07	LUMP SUM	\$100,000.00	\$7,497.45
52	REMOVE STORM SEWER PIPE (12" & LARGER)	1075	LIN FT	\$12.00	\$12,900.00
53	REMOVE STORM MANHOLE OR CATCH BASIN	15	EACH	\$700.00	\$10,500.00
54	CONNECT TO EXISTING STORM PIPE	5	EACH	\$2,200.00	\$11,000.00
55	CONNECT TO EXISTING STORM SEWER STRUCTURE	1	EACH	\$3,000.00	\$3,000.00
56	15" RC PIPE APRON	1	EACH	\$2,500.00	\$2,500.00
57	12" RC PIPE SEWER CLASS V	321	LIN FT	\$70.00	\$22,470.00
58	15" RC PIPE SEWER CLASS V	492	LIN FT	\$80.00	\$39,360.00
59	CONSTRUCT DRAINAGE STRUCTURE, DES R-1	18.8	LIN FT	\$600.00	\$11,286.00
60	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	13.2	LIN FT	\$550.00	\$7,282.00
61	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	28.4	LIN FT	\$600.00	\$17,052.00
62	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4020	3.7	LIN FT	\$750.00	\$2,775.00
63	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4022	8.2	LIN FT	\$800.00	\$6,576.00
64	CASTING ASSEMBLY (STORM MANHOLE)	4	EACH	\$800.00	\$3,200.00
65	CASTING ASSEMBLY (STORM CATCH BASIN)	15	EACH	\$1,000.00	\$15,000.00
66	INTERIOR LINING OF CATCH BASIN RINGS	15	EACH	\$800.00	\$12,000.00
67	ADJUST FRAME AND RING CASTING (STORM)	4	EACH	\$900.00	\$3,600.00
SUBTOTAL STORM SEWER:					\$188,000.00
5% CONTINGENCY:					\$9,400.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$197,400.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$39,500.00
TOTAL ESTIMATED STORM SEWER COST:					\$236,900.00

ENGINEER'S ESTIMATE

16TH STREET SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



Real People. Real Solutions.

Date: 7/7/2026

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
SANITARY SEWER					
68	MOBILIZATION	0.14	LUMP SUM	\$100,000.00	\$14,493.63
69	REMOVE SANITARY MANHOLE	6	EACH	\$1,000.00	\$6,000.00
70	CONNECT TO EXISTING SANITARY SEWER MAIN	6	EACH	\$3,000.00	\$18,000.00
71	8"x4" PVC WYE, SDR 26	42	EACH	\$850.00	\$35,700.00
72	10" 11.25 BEND, SDR 26	4	EACH	\$500.00	\$2,000.00
73	4" PVC SANITARY SERVICE PIPE, SDR 26	1275	LIN FT	\$50.00	\$63,750.00
74	8" PVC PIPE SEWER, SDR 35	2308	LIN FT	\$72.00	\$166,176.00
75	10" PVC PIPE SEWER, SDR 35	93	LIN FT	\$100.00	\$9,300.00
76	10" SANITARY SEWER CLEANOUT	1	EACH	\$2,500.00	\$2,500.00
77	CONSTRUCT SANITARY SEWER MANHOLE, 48" DES 4007	58.6	LIN FT	\$550.00	\$32,208.00
78	CASTING ASSEMBLY (SANITARY)	7	EACH	\$1,100.00	\$7,700.00
79	ADJUST FRAME AND RING CASTING (SANITARY)	7	EACH	\$800.00	\$5,600.00
SUBTOTAL SANITARY SEWER					\$363,500.00
5% CONTINGENCY:					\$18,200.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$381,700.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$76,400.00
TOTAL ESTIMATED SANITARY SEWER COST:					\$458,100.00
WATERMAIN					
80	MOBILIZATION	0.22	LUMP SUM	\$100,000.00	\$21,879.53
81	REMOVE WATERMAIN	2685	LIN FT	\$5.50	\$14,767.50
82	SALVAGE HYDRANT	6	EACH	\$750.00	\$4,500.00
83	TEMPORARY WATER SERVICE	1	LUMP SUM	\$50,000.00	\$50,000.00
84	CONNECT TO EXISTING WATERMAIN	7	EACH	\$3,750.00	\$26,250.00
85	HYDRANT 8' BURY	2	EACH	\$8,000.00	\$16,000.00
86	HYDRANT 9' BURY	2	EACH	\$8,500.00	\$17,000.00
87	HYDRANT 9.5' BURY	1	EACH	\$9,000.00	\$9,000.00

ENGINEER'S ESTIMATE

16TH STREET SW IMPROVEMENT PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



Date: 7/7/2026

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
88	6" GATE VALVE AND BOX	5	EACH	\$3,200.00	\$16,000.00
89	8" GATE VALVE AND BOX	5	EACH	\$4,000.00	\$20,000.00
90	10" GATE VALVE AND BOX	2	EACH	\$5,500.00	\$11,000.00
91	12" GATE VALVE AND BOX	2	EACH	\$6,500.00	\$13,000.00
92	1" CORPORATION STOP & SADDLE	42	EACH	\$650.00	\$27,300.00
93	1" CURB STOP & BOX	42	EACH	\$850.00	\$35,700.00
94	1" PE WATER SERVICE PIPE	1245	LIN FT	\$37.00	\$46,065.00
95	6" C900 PVC WATERMAIN	64	LIN FT	\$60.00	\$3,840.00
96	8" C900 PVC WATERMAIN	2475	LIN FT	\$65.00	\$160,875.00
97	10" C900 PVC WATERMAIN	110	LIN FT	\$70.00	\$7,700.00
98	12" C900 PVC WATERMAIN	110	LIN FT	\$90.00	\$9,900.00
99	4" POLYSTYRENE INSULATION	20	SQ YD	\$75.00	\$1,500.00
100	WATERMAIN FITTINGS	1822	POUND	\$16.00	\$29,152.00
101	ADJUST VALVE BOX	9	EACH	\$550.00	\$4,950.00
102	CASTING ASSEMBLY SPECIAL	3	EACH	\$750.00	\$2,250.00
				SUBTOTAL WATERMAIN:	\$548,700.00
				5% CONTINGENCY:	\$27,500.00
				TOTAL ESTIMATED CONSTRUCTION COST:	\$576,200.00
				DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:	\$115,300.00
				TOTAL ESTIMATED WATERMAIN:	\$691,500.00
ALLOWANCES					
103	LANDSCAPE ALLOWANCE	1	LUMP SUM	\$20,000.00	\$20,000.00
104	SALVAGE AND REINSTALL MINNEGASCO PARK SIGN	1	LUMP SUM	\$2,500.00	\$3,000.00
				SUBTOTAL LANDSCAPE:	\$23,000.00
				5% CONTINGENCY:	\$1,200.00
				TOTAL ESTIMATED CONSTRUCTION COST:	\$24,200.00
				DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:	\$4,900.00
				TOTAL ESTIMATED ALLOWANCE COST:	\$29,100.00
				SUBTOTAL:	\$2,530,700.00
				5% CONTINGENCY:	\$126,700.00
				TOTAL ESTIMATED CONSTRUCTION COST:	\$2,657,400.00
				DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:	\$531,700.00
				TOTAL ESTIMATED PROJECT COST:	\$3,189,100.00

ENGINEER'S ESTIMATE

2027 MILL & OVERLAY IMPROVEMENT PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



Date: 7/7/2026

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
Street & Restoration					
1	MOBILIZATION	1.0	LUMP SUM	\$95,000.00	\$95,000.00
2	REMOVE CURB AND GUTTER	2487	LIN FT	\$9.00	\$22,383.00
3	REMOVE CONCRETE DRIVEWAY PAVEMENT	741	SQ YD	\$28.00	\$20,748.00
4	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	271	SQ YD	\$12.00	\$3,252.00
5	REMOVE BITUMINOUS STREET PAVEMENT	4401	SQ YD	\$12.00	\$52,814.00
6	MILL BITUMINOUS SURFACE (2.0")	11298	SQ YD	\$2.50	\$28,245.00
7	MILL BITUMINOUS SURFACE (3.0")	45044	SQ YD	\$3.00	\$135,133.33
8	TYPE SP 9.5 WEARING COURSE MIX (2,B)	9803	TON	\$90.00	\$882,259.03
9	BITUMINOUS STREET PATCH	4401	SQ YD	\$60.00	\$264,070.00
10	CONCRETE DRIVEWAY PATCH	741	SQ YD	\$115.00	\$85,215.00
11	BITUMINOUS DRIVEWAY PATCH	271	SQ YD	\$52.00	\$14,092.00
12	CONCRETE CURB & GUTTER DESIGN B618	455	LIN FT	\$27.00	\$12,285.00
13	CONCRETE CURB & GUTTER DESIGN B624	1113	LIN FT	\$26.00	\$28,938.00
14	CONCRETE CURB & GUTTER DESIGN D412	464	LIN FT	\$26.00	\$12,064.00
15	CONCRETE SURMOUNTABLE CURB	455	LIN FT	\$26.00	\$11,830.00
16	6" CONCRETE WALK (PEDESTRIAN RAMPS)	2410	SQ FT	\$13.00	\$31,330.00
17	TRUNCATED DOMES	290	SQ FT	\$110.00	\$31,900.00
18	ADJUST FRAME & RING CASTING	66	EACH	\$525.00	\$34,650.00
19	REPLACE FRAME & RING CASTING	15	EACH	\$1,950.00	\$29,250.00
20	INTERIOR LINING OF CATCH BASIN RINGS	53	EACH	\$530.00	\$28,090.00
21	ADJUST VALVE BOX	26	EACH	\$270.00	\$7,020.00
22	REPLACE VALVE BOX	2	EACH	\$540.00	\$1,080.00
23	4" SOLID LINE MULTI COMP (WHITE)	8075	LIN FT	\$1.25	\$10,093.75
24	4" DOUBLE SOLID LINE MULTI COMP (YELLOW)	400	LIN FT	\$1.25	\$500.00
25	4" SOLID LINE MULTI COMP (YELLOW)	2390	LIN FT	\$1.25	\$2,987.50
26	4" BROKEN LINE MULTI COMP (YELLOW)	2260	LIN FT	\$1.25	\$2,825.00
27	24" SOLID LINE MULTI COMP (WHITE)	45	LIN FT	\$20.00	\$900.00
28	PAVEMENT MESSAGE MULTI COMP (WHITE)	16	SQ FT	\$16.00	\$256.00
29	CROSSWALK MULTI COMP (WHITE)	880	SQ FT	\$11.00	\$9,680.00
30	TRAFFIC CONTROL	1.0	LUMP SUM	\$20,000.00	\$20,000.00
31	STORM DRAIN INLET PROTECTION	64	EACH	\$200.00	\$12,800.00
32	COMMON TOPSOIL BORROW (LV)	143	CU YD	\$40.00	\$5,720.00
33	TURF ESTABLISHMENT	820	SQ YD	\$2.50	\$2,050.00

SUBTOTAL STREET & RESTORATION: **\$1,899,500.00**

5% CONTINGENCY: **\$95,000.00**

TOTAL ESTIMATED CONSTRUCTION COST: **\$1,994,500.00**

DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING: **\$359,100.00**

TOTAL ESTIMATED PROJECT COST: **\$2,353,600.00**

ENGINEER'S ESTIMATE

2027 STORMWATER CIP PROJECT
CITY OF WILLMAR, MN
BMI PROJECT NO. 26X.143121



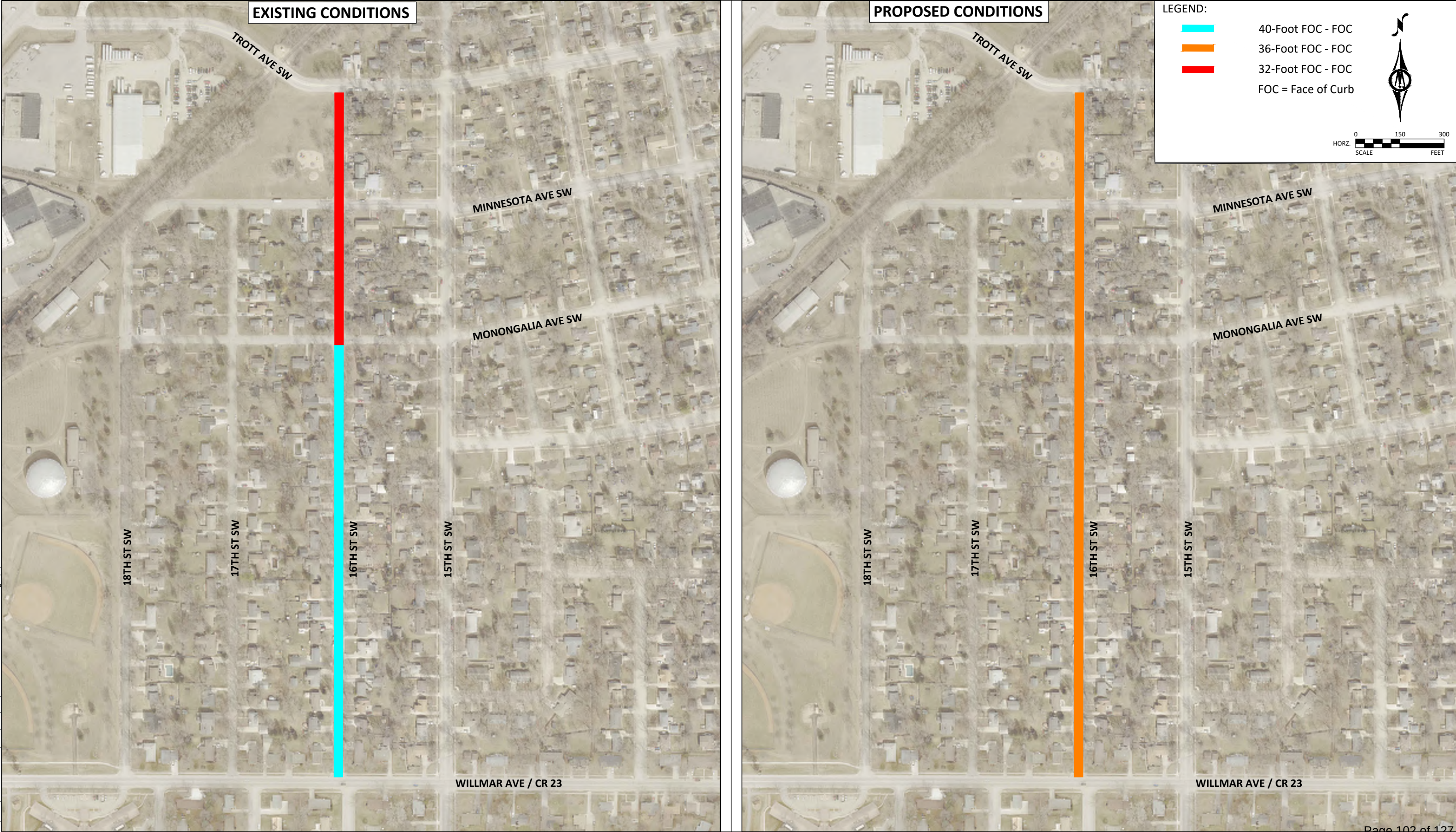
Real People. Real Solutions.

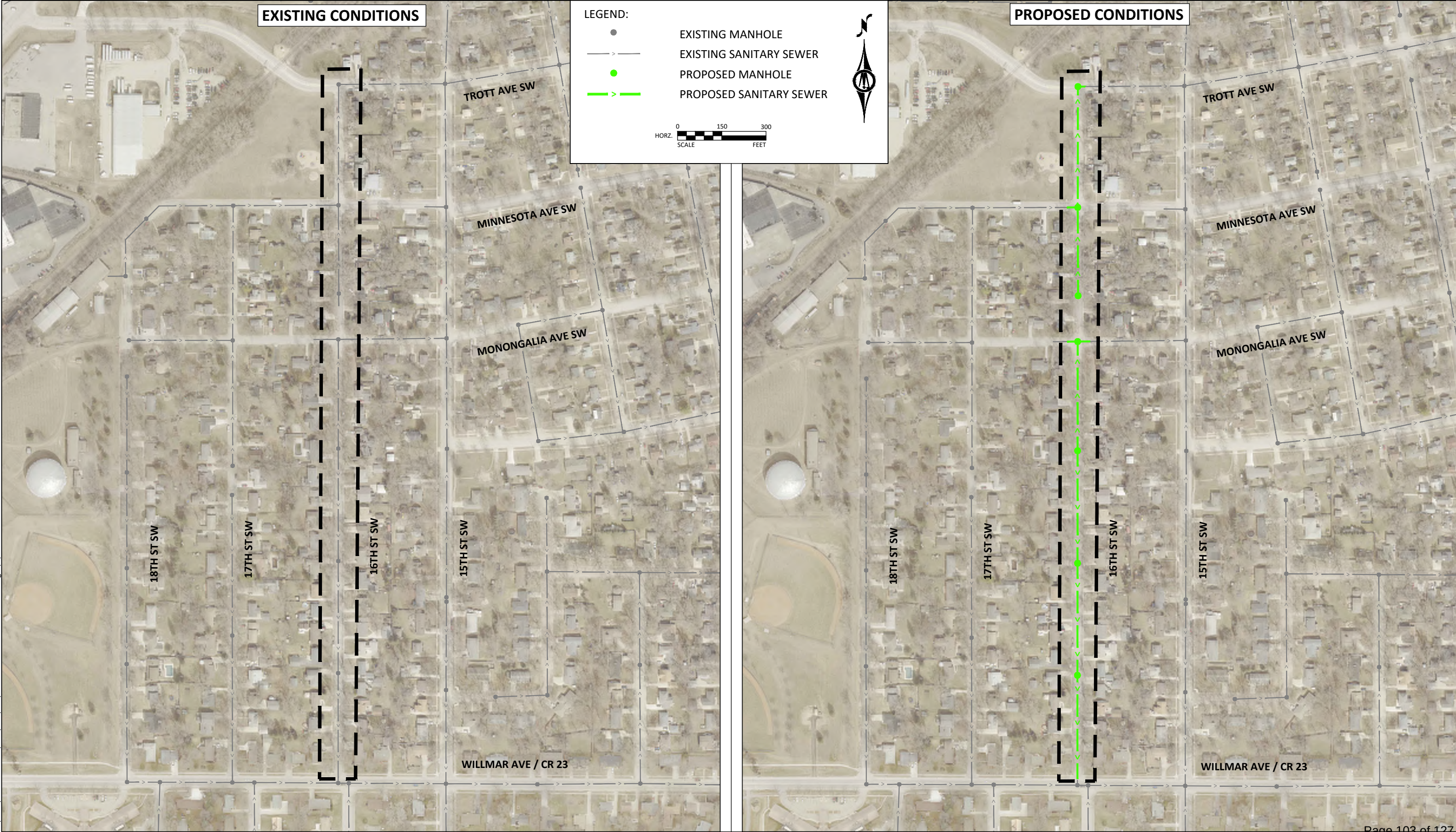
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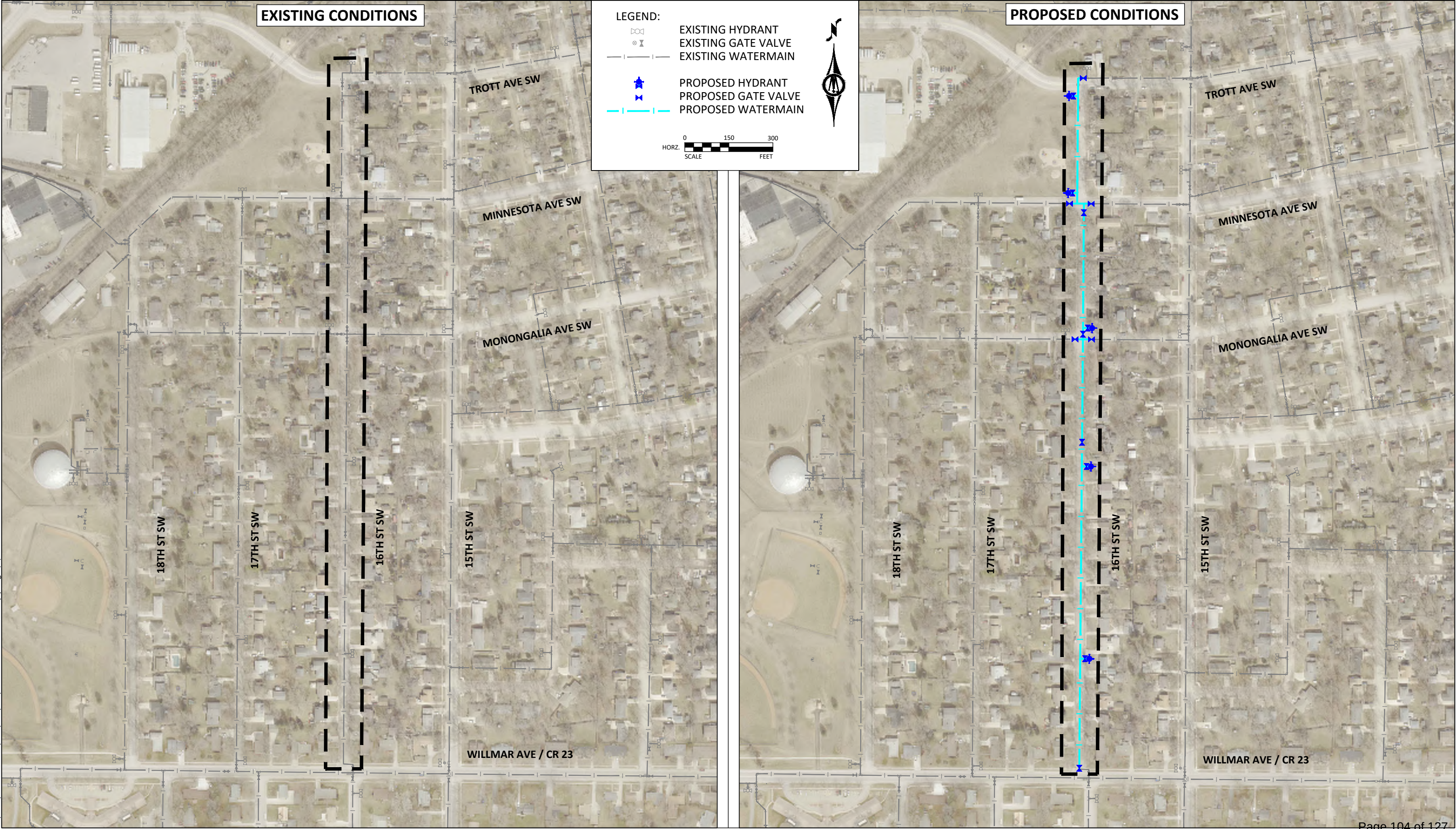
Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
VOS PARK POND IMPROVEMENTS					
1	MOBILIZATION	1	LUMP SUM	\$35,000.00	\$35,000.00
2	REMOVE BITUMINOUS PATH	542	SQ YD	\$4.25	\$2,303.50
3	REMOVE CONCRETE DRIVEWAY PAVEMENT	30	SQ YD	\$15.50	\$465.00
4	REMOVE CONCRETE WALK	290	SQ FT	\$8.50	\$2,465.00
5	BITUMINOUS PATH	542	SQ YD	\$50.00	\$27,100.00
6	STREET PATCH - COUNTY ROAD 5	170	SQ YD	\$75.00	\$12,750.00
7	6" CONCRETE DRIVEWAY	30	SQ YD	\$78.00	\$2,340.00
8	6" CONCRETE WALK	290	SQ FT	\$15.50	\$4,495.00
9	REMOVE STORM SEWER PIPE (12" & LARGER)	735	LIN FT	\$12.00	\$8,820.00
10	POND EXCAVATION	11100	CU YD	\$21.00	\$233,100.00
11	30" RC PIPE SEWER CLASS III	892	LIN FT	\$150.00	\$133,800.00
12	30" RC PIPE APRON WITH TRASH GUARD	1	EACH	\$5,000.00	\$5,000.00
13	OUTLET CONTROL STRUCTURE	1	EACH	\$8,850.00	\$8,850.00
14	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	37	LIN FT	\$700.00	\$25,900.00
15	CONNECT TO EXISTING STORM SEWER	1	EACH	\$2,100.00	\$2,100.00
16	TRAFFIC CONTROL	1	LUMP SUM	\$20,000.00	\$20,000.00
17	SCREENED COMMON TOPSOIL BORROW (LV)	1571	CU YD	\$40.00	\$62,840.00
18	SEED & FERTILIZER HYDRAULIC MATRIX	9680	SQ YD	\$2.00	\$19,360.00
SUBTOTAL:					\$606,700.00
15% CONTINGENCY:					\$91,100.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$697,800.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$174,500.00
TOTAL ESTIMATED VOS PARK POND IMPROVEMENTS PROJECT COST:					\$872,300.00
BUSINESS 71 & ELLA AVENUE HDS IMPROVEMENTS					
1	MOBILIZATION	1	LUMP SUM	\$5,000.00	\$5,000.00
2	HYDRODYNAMIC SEPARATOR STRUCTURE	2	EACH	\$25,000.00	\$50,000.00
3	SITE RESTORATION	1	LUMP SUM	\$10,000.00	\$10,000.00
4	TRAFFIC CONTROL	1	LUMP SUM	\$15,000.00	\$15,000.00
SUBTOTAL:					\$80,000.00
15% CONTINGENCY:					\$12,000.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$92,000.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$23,000.00
TOTAL ESTIMATED BUSINESS 71 & ELL AVE HDS IMPROVEMENTS PROJECT COST:					\$115,000.00
SUBTOTAL:					\$686,700.00
15% CONTINGENCY:					\$103,100.00
TOTAL ESTIMATED CONSTRUCTION COST:					\$789,800.00
DESIGN, ADMINISTRATION AND CONSTRUCTION ENGINEERING:					\$197,500.00
TOTAL ESTIMATED 2027 STORMWATER CIP PROJECT COST:					\$987,300.00

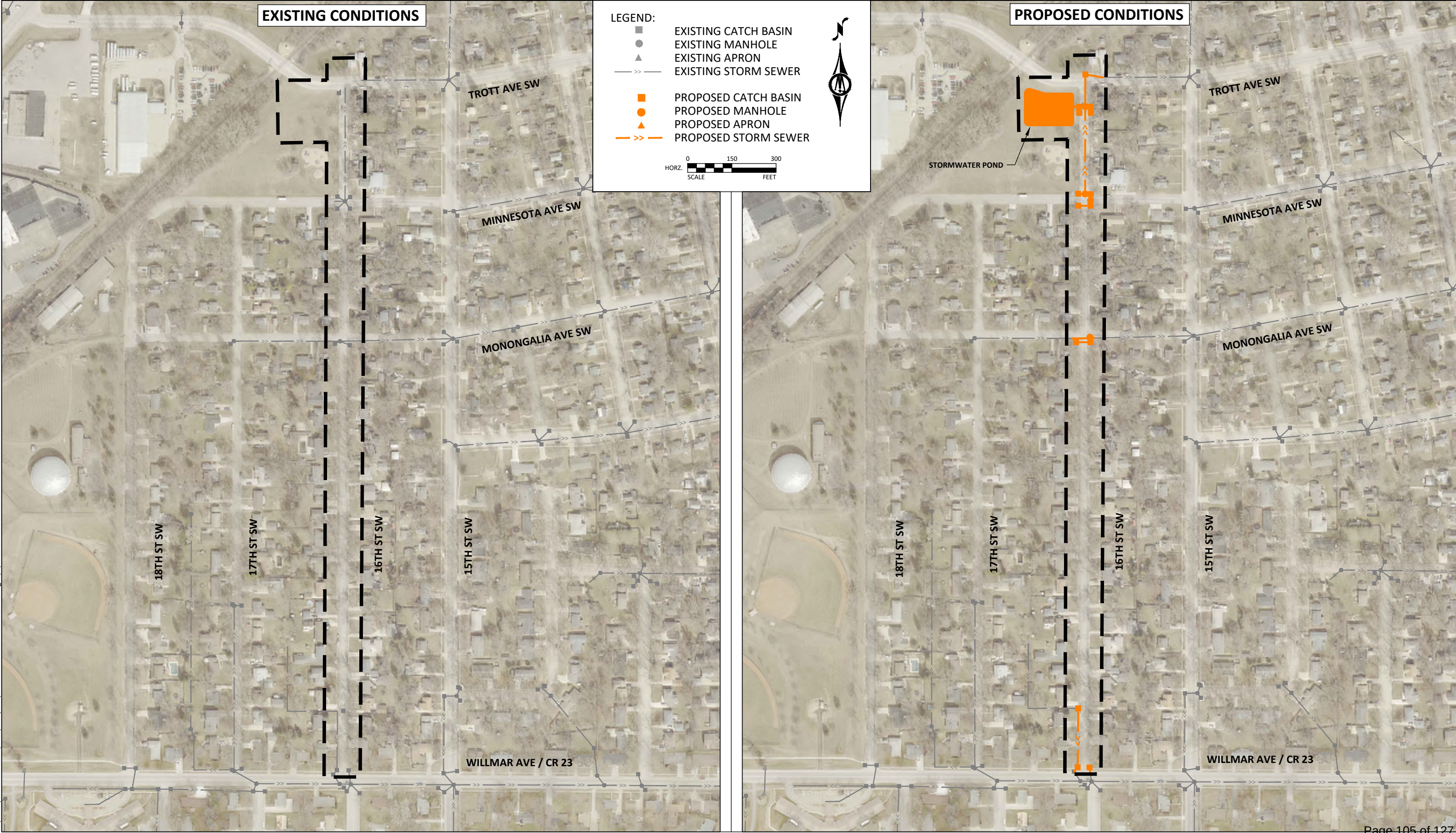
Appendix B: Figures

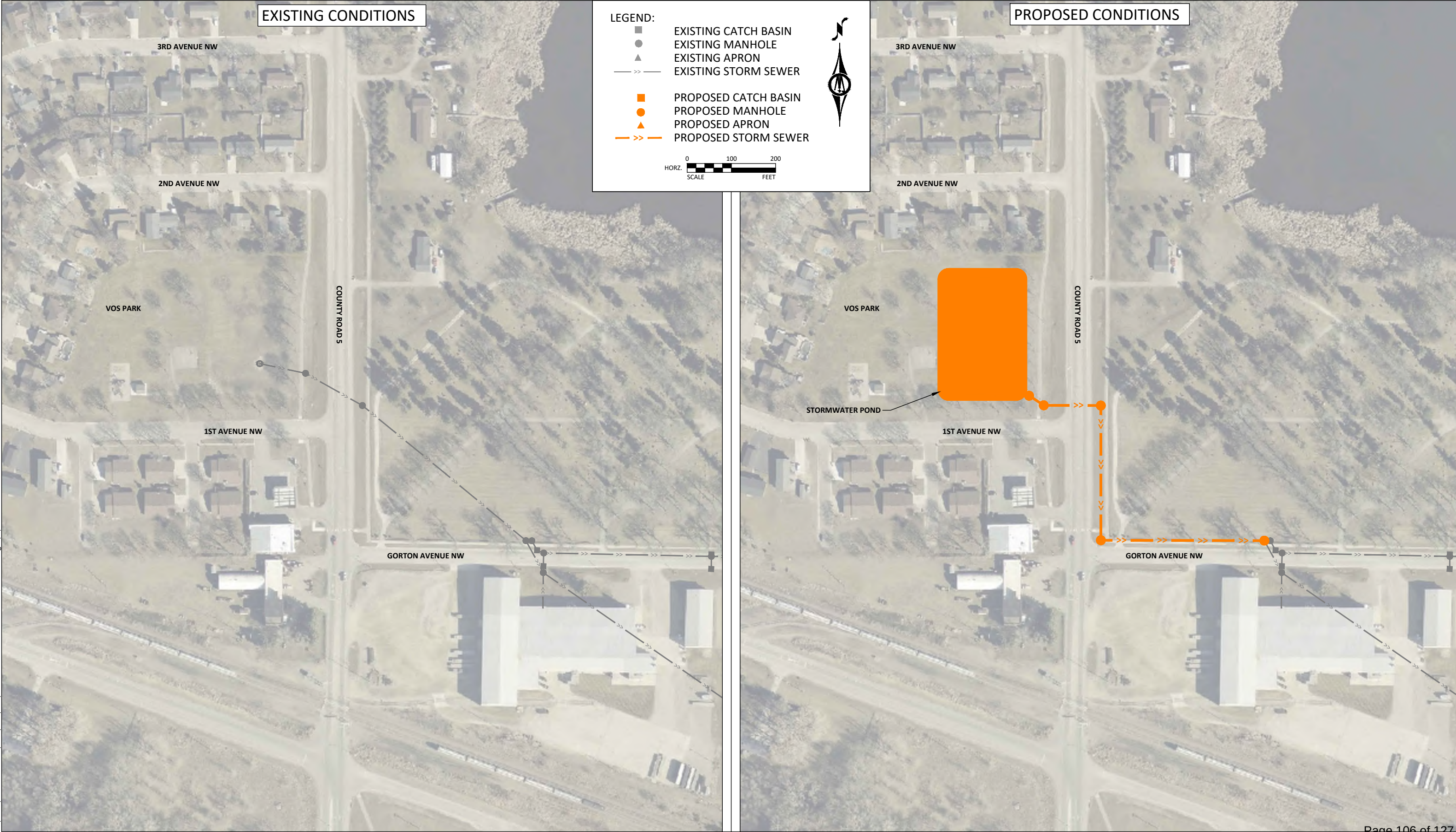








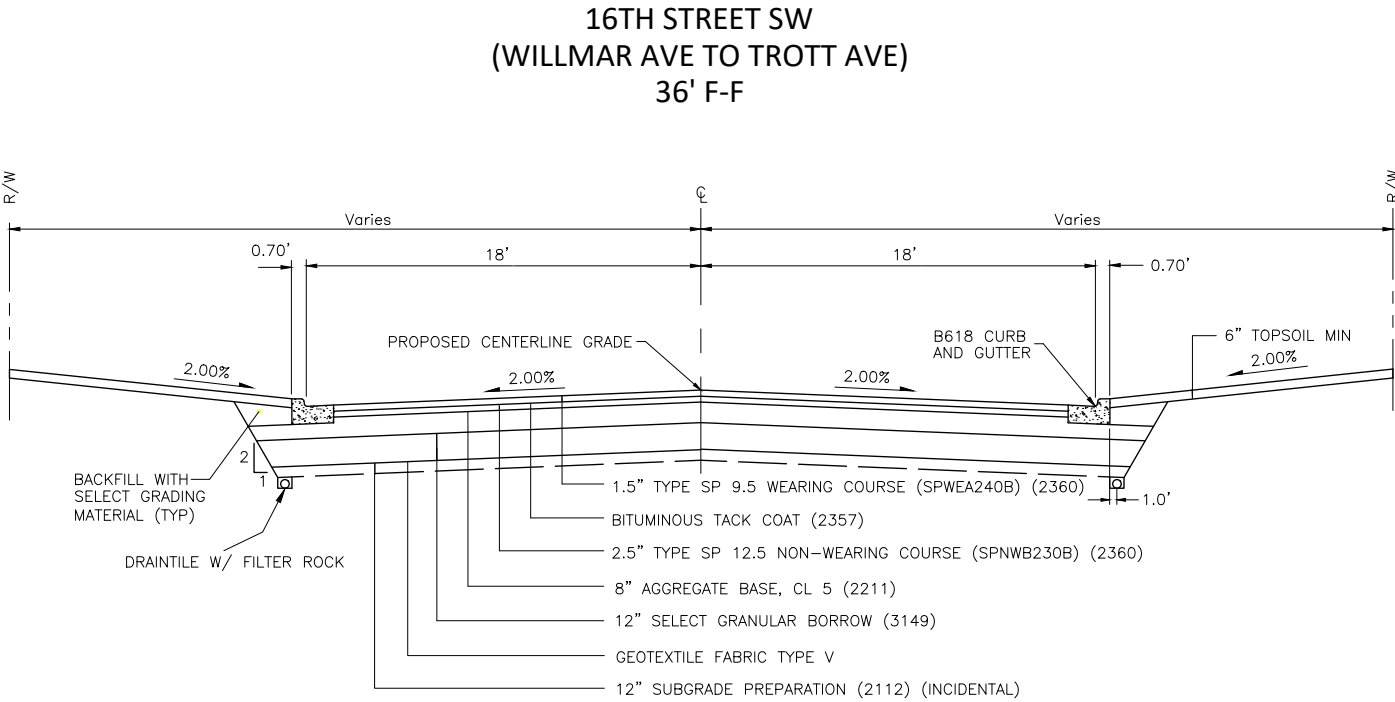




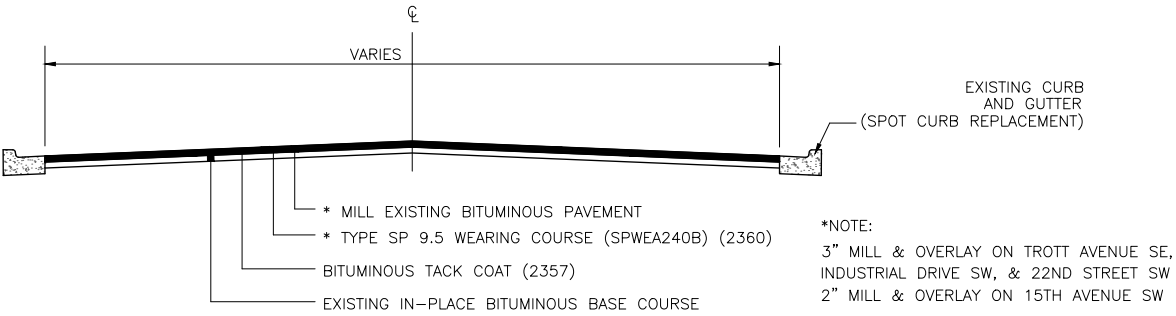
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MILL & OVERLAY



RESOLUTION NO. _____

**RECEIVING 2027 PRELIMINARY REPORT AND
CALLING PUBLIC HEARING ON
YEAR 2027 IMPROVEMENT PROJECTS**

Motion By: _____ Second By: _____

WHEREAS:

1. The City Council deems it necessary and expedient that the City of Willmar, Minnesota, construct certain improvements to-wit: grading, gravel base, bituminous paving, curb and gutter, sidewalk, sanitary sewer, and water main in the City as described in and in accordance with the preliminary plans and report prepared by the City Engineer.

2. The Council has been advised by the City Engineer that said Year 2027 Improvement Projects contained in the Preliminary Report are feasible and should best be made as proposed, and the City Engineer's report to this effect has heretofore been received by the Council, and filed with the Clerk; and

3. The statute provides that no such improvements shall be made until the Council shall have held a public hearing on such 2027 improvements following mailed notice and two publications thereof in the official newspaper stating time and place of the hearing, the general nature of the improvement, the estimated costs thereof and the area proposed to be assessed, in accordance with the law;

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

1. A public hearing will be held at the time and place set forth in the Notice of Hearing hereto attached to consider said proposed improvements.

2. The nature of the improvements, the estimated cost of each major portion thereof, and the areas proposed to be assessed therefore are described in the form of Notice of Hearing hereto attached.

3. The notice of said public hearing shall be in substantially the form contained in the notice hereto attached.

4. The Clerk is hereby authorized and directed to cause notice of said hearing to be given two publications in the official newspaper. Said publications shall be one week apart, and at least three days shall elapse between the last publication and the hearing. Not less than ten days before the hearing the Clerk shall mail notice of the hearing to the owner of each parcel of land within the area proposed to be assessed as described in the notice. For the purpose of giving such mailed notice, owners shall be those shown to be such on the records of the County Auditor or, if the tax statements in the County are mailed by the County Treasurer, on the records of the County Treasurer. As to properties not listed on the records of the County Auditor or the County Treasurer, the Clerk shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Dated this 20th day of July, 2026

Mayor

Attest:

City Clerk

**NOTICE OF PUBLIC HEARING ON IMPROVEMENT
CITY OF WILLMAR, MINNESOTA**

Notice is hereby given that the City Council of Willmar will meet in the Board Room of the Health & Human Services Building, 2200 23rd Street NE, at 6:30 p.m. on Monday, July 20th, 2027, to consider the construction of the following improvements, to wit:

The construction of one or more of the following items: grading, aggregate base, bituminous paving, concrete curb & gutter, sidewalk, edge drain, storm sewer, sanitary sewer, watermain, and service lines.

Reconstruction:

- 16th Street SW

Overlay:

- Industrial Drive SW
- Trott Avenue SE
- 22nd Street SW
- 15th Avenue SW

Miscellaneous Non-Assessable Projects:

- Vos Park Stormwater Pond
- Hydrodynamic Separator Structure (HDS) Improvements: Business 71 & Ella Ave

The total estimated cost of the improvements is \$6,530,000.

Project costs will be assessed pursuant to Minnesota Statutes, sections 429.011 to 429.111. The area proposed to be assessed for such improvements is every lot, piece or parcel of land within the City of Willmar benefited by said improvements whether abutting thereon or not, based on benefits received and without regard to cash valuation.

A reasonable estimate of the impact of assessments is provided in this notice and will also be available at the hearing. The Council proposes to proceed under the authority granted by Chapter 429 M.S.A.

Such persons desiring to be heard with reference to the proposed improvements will be heard at this meeting. Written or oral objections will be considered.

If you have any questions regarding these improvements, please contact the City Engineer's Office at (320) 235-4202.

Dated this 20th day of July, 2027

BY ORDER OF THE CITY COUNCIL

By: _____
City Clerk



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.E.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Kelsi Delbosque, Administrative Assistant
Ordinance:	No	Presented By:	Shane Stefanick, Public Works Director
Item:	Public Works Salt Shed Roof		

RECOMMENDED ACTION:

Adopt the resolution accepting Sourcewell Contract No. 071223-BRT with Greystone Construction for the fabric roof recover project of the Public Works Salt Shed in the amount of \$42,450.

OVERVIEW:

On June 28th a storm passed through with wind gusts over 60 mph, which caused a complete tear in the Public Works Salt Shed fabric roof. Staff received a Sourcewell state contract quote from Greystone Construction in the amount of \$42,450. Greystone Construction is also the contractor who built the facility back in 2013. Their proposal includes the replacement of the 72' x 96' 12 ounce, 23 mil polyethylene fabric roof cover with 8 mesh vents. The existing steel, cables, purlins, tension tubes and lashing winches will be reused as they are still in good condition.

BUDGETARY/FISCAL ISSUES:

Fund:

101801.5280, Insurance Deductible

ALTERNATIVES TO CONSIDER:**ATTACHMENTS:**

1. Resolution- Accept Sourcewell Contract PW Salt Shed Roof
2. Greystone Construction Quote
3. Salt Shed Roof Tear Photo

Resolution No._____

A RESOLUTION AWARDING THE PUBLIC WORKS SALT SHED ROOF PROJECT IN THE AMOUNT OF \$42,450.

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 Sourcewell Contract No. 071223-BRT quote from Greystone Construction for the Public Works Salt Shed Roof 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 the bidder for the terms and consideration of the contract in the amount of \$42,450.

Dated this 20th day of July, 2026

Mayor

Attest:

City Clerk



July 2, 2026

Kyle Radunz
City of Willmar
801 Industrial Drive SW
Willmar, MN

Re: Budget – Fabric Building Recover

Mr. Radunz,

Thank you for the opportunity to provide a budget to furnish and install a replacement cover on your building in Willmar, MN. A few of the advantages the Greystone team brings to the project include:

- **Design-Build Experience** – Greystone has offered design-build and general construction services for over 35 years.
- **Fabric Building Expertise** – Greystone has sold and installed fabric buildings for over 25 years. We've successfully completed thousands of fabric building projects.
- **Self-Performed Work** – Greystone has the capability to self-perform the building installation with our own crews. Often times this allows us to provide the most competitive pricing, maintain quality and hold schedule.

Let us know if you have any questions. We look forward to discussing our next steps.

Sincerely,

A handwritten signature in black ink, appearing to read "Nate Lamusga".

Nate Lamusga
Business Development Manager

Scope of Work & Pricing

to be performed by Greystone Construction

Furnish & Install Budget Price:

- Replacement Cover for 72'x96' Fabric Building
- 12 ounce, 23 mil polyethylene Non-FR fabric
 - Single piece cover design
- One Endwall Fabric with (8) mesh vents
- Furnish and Install new 1" ratchets, PVC, and 2" winch straps
- Reuse all original tension tubes and lashing winches
- Existing steel to remain
- Existing Cables and purlins to remain
- Pull covers and tension the fabric to industry specification
- Freight allowance of \$750 included
 - Contract will be updated to reflect actual freight amount at time of shipment
- Provide all necessary labor and equipment to complete items noted above
- Budget valid for 15 days

Furnish & Install Budget Price: \$42,450



Market Provisions:

- Greystone is committed to being your trusted team partner on your project. We are asking all of our clients recognize the volatility of our markets and understand we are providing current pricing for budgeting purposes with the need to adjust final project pricing based on the markets at the actual time of the order. It's important to provide you with the best value for your project, and we do not want to speculate where the actual market rates will be at the time of procurement and/or delivery.
- Pricing is based on current market conditions and does not include changes to tariffs, surcharges, price escalation, or fees (Tariffs). Cost of Tariffs will be applied at the actual time of border crossing into the United States. (i.e., many wholesalers and manufacturers are not committing to pre-determined pricing for pre-ordered materials. These materials are priced at the time of the delivery.) Due to extremely volatile markets, pricing shall be re-evaluated at time of procurement and/or delivery. Any savings or additional cost would be communicated with Owner prior to procurement and/or delivery.
- Price increases will be assigned as contingency. Unless Greystone specifically outlines a contingency value in our proposal or scope of work, it is recommended that the Owner carry a contingency.
- Construction schedule may be affected by material shortages or lead times beyond our control. Any shortages or lead time issues will be communicated with the owner. Evaluation of alternatives will be reviewed, and the contract schedule or costs may be adjusted accordingly.
- Unless noted otherwise budget pricing is valid for 15 days

Exclusions – Items not included, but may apply to overall project:

- Architectural, Structural, and Civil Engineering
- Foundation structural engineering, including but not limited to anchor bolt design and embedment details.
- Permits & Fees
- Payment and performance bonds
- Emergency Responder Communication Enhancement System
- Prevailing wage rates
- Testing & special inspections by owner – Soil borings, soils testing, concrete testing, bolt inspection, etc
- Site work including, but not limited to: site prep, import or export of materials, etc
- Assumed building interior is clear along with 20' clear on all four sides for staging/erection and building engineering requirements
- Site specific safety requirements
- All electrical & mechanical systems
- All winter conditions
- Dumpster/Disposal of removed cover
- Greystone is not responsible or liable for any landscaping or ground surface damage due to normal equipment usage on site
- Greystone Construction is not liable and will not accept any responsibility for the structural design and structural performance of this existing building to be recovered.





City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.F.
Agenda Section:	Regular Business	Originating Department:	Public Works
Resolution:	Yes	Prepared By:	Shane Stefanick, Public Works Director
Ordinance:	No	Presented By:	Shane Stefanick, Public Works Director
Item:	Accepting an In-Kind Donation of Exterior Painting Work on a City-Owned Building (PID 95-003-5090)		

RECOMMENDED ACTION:

Accept the resolution to accept the donation of in-kind exterior painting work on the affected portion of Willmar Regional Access Channels (WRAC), 417 Litchfield Ave SW, Willmar, MN 56201 (PID 95-003-5090).

OVERVIEW:

On Monday, July 6, City staff became aware that a private contractor had accidentally applied primer to the rear exterior of the WRAC Studio, a City-owned facility. Staff promptly communicated with the contractor regarding the unauthorized work. The contractor acknowledged that the work had been performed in error and without prior authorization from the City.

Upon recognizing the mistake, the contractor voluntarily offered to complete the exterior painting of the building at no cost to the City. Given that the exterior had already been primed, City staff determined that allowing the contractor to complete the painting was in the City's best interest. The contractor subsequently completed the exterior painting of the WRAC Studio at no expense to the City.

BUDGETARY/FISCAL ISSUES:

None.

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

1. Divine House Letter of Acknowledgement
2. RESOLUTION NO. WRAC Painting Donation

Shane Stefanick

From: Doyle Savoie <Doyle.Savoie@divinehouse.org>
Sent: Wednesday, July 15, 2026 12:08 PM
To: Shane Stefanick
Subject: Written Explanations of Exterior Painting Work



Divine House Inc.
328 5th Street SW
Willmar, MN 56201

Good Morning,

To address the painting work of the alley area parking lot wall. What occurred in the process was as follows: Pressure wash with detergent, spray primed with Zinsser masonry primer and spray top coat with Loxon XP masonry top coat waterproofing paint. I was asked to perform the tasks as mentioned, I was informed that an oversight had occurred about what building belonged to who and by accidental circumstances the painting process had begun. The decision and goal of why the work was asked to be done is for the restoration and beautification of downtown Willmar to benefit the businesses and community in kind. Thank you.

Best~

Jonas Bakken
New London Painting
Owner/Operator

RESOLUTION NO.

**A RESOLUTION ACCEPTING AN IN-KIND DONATION OF EXTERIOR PAINTING WORK ON A
CITY-OWNED BUILDING**

Motion By:_____ Second By:_____

WHEREAS, the City of Willmar owns and maintains certain public buildings and facilities for municipal purposes; and

WHEREAS, New London Painting LLC, a Minnesota limited liability company, performing work on behalf of Divine House Properties, LLP, a Minnesota limited liability partnership (collectively, the “private party”), mistakenly applied primer to a portion of the exterior of a City-owned building located at Willmar Regional Access Channels (WRAC), 417 Litchfield Ave SW, Willmar, MN 56201 (the “City-owned building”); and

WHEREAS, the private party has acknowledged that the primer was applied to the City Property by mistake and without prior authorization from the City; and

WHEREAS, the City has determined that requiring removal of the primer from the City-owned building could create additional risk of damage to its stucco exterior and may be less desirable than allowing the painting work to be completed; and

WHEREAS, the private party has completed the exterior painting work at no charge to the City; and

WHEREAS, the City Council finds that accepting the exterior painting work as an in-kind donation serves a public purpose by preserving and maintaining a City-owned building, avoiding unnecessary damage to the stucco exterior, and resolving the matter in a practical and cost-effective manner; and

WHEREAS, Minnesota Statutes, section 465.03 authorizes a city to accept gifts and donations by resolution adopted by a two-thirds majority of the governing body, with any terms of the donation stated in the resolution; and

WHEREAS, the City Council desires to accept the offered exterior painting work as an in-kind donation, subject to the terms and conditions stated herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLMAR, MINNESOTA, AS FOLLOWS:

1. Acceptance of Donation; Authorization.

The City authorized the private party to access the City Property for the limited purpose of

completing the exterior painting work on the affected portion of the City-owned building located at Willmar Regional Access Channels (WRAC), 417 Litchfield Ave SW, Willmar, MN 56201, and accepts such work as an in-kind donation to the City pursuant to the terms and conditions contained herein.

2. No Cost to City.

The painting work shall be at no cost to the City. The City shall not provide payment, reimbursement, credit, discount, or other compensation to the private party for the work.

3. City Ownership and Control.

The City retains full ownership, control, maintenance authority, and future discretion over the building exterior. Acceptance of the donation does not grant the private party any ownership interest, advertising rights, signage rights, artistic rights, approval rights, or other continuing rights related to the building or the painted exterior surface.

4. No Authorization for Future Work.

The City Council's acceptance of this donation is limited to the specific exterior painting work described in this resolution. This action does not authorize the private party, or any other private party, to perform future work on City property without prior written approval from the City.

5. Future Maintenance Reserved.

The City reserves the right to maintain, repaint, alter, cover, remove, or otherwise modify the painted exterior surface at any time in the future, in the City's sole discretion.

6. No Waiver of Rights.

Acceptance of the donation does not waive any City rights or remedies related to defective work, damage to City property, or failure to complete the work in a manner acceptable to the City.

7. Effective Date.

This resolution shall be effective upon approval by a two-thirds majority of the City Council.

Adopted by the City Council of the City of Willmar, Minnesota, this 20th day of July, 2026.

MAYOR

Attest:

CITY CLERK



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.G.
Agenda Section:	Regular Business	Originating Department:	Human Resources
Resolution:	No	Prepared By:	Alissa Gambrel, Human Resources Director
Ordinance:	No	Presented By:	Alissa Gambrel, Human Resources Director
Item:	City Administrator Hiring Process		

RECOMMENDED ACTION:

Motion to approve the amended hiring process as presented for the City Administrator position

OVERVIEW:

The Ad Hoc City Administrator Hiring Team met to review the proposed timeline in the City Administrator Hiring Process. It is recommended that the proposed timeline be amended to allow for adequate time for the City Council to complete each step in the hiring process and to comply with public notice and open meeting law requirements. The amended version of the Hiring Process allows for specific timelines to be set by the Ad Hoc Team and City Council as decisions are made during each step in the process. The amended version also clarifies how the City Council will make determinations regarding interviewing candidates and final hiring decisions.

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

1. CA Hiring Process - 7.20.26

City of Willmar

City Administrator Hiring Process (amended July 20, 2026)

The City Administrator Ad Hoc Hiring Team (The Team) recommends conducting the recruitment through the City's established internal hiring procedures. This approach is consistent with standard practice for leadership transitions unless otherwise directed by the City Council.

Position Posting

The job posting will include the following components:

Position Title

City Administrator

Position Summary

Lead and manage all City departments through department directors; implement City Council directives; oversee daily municipal operations; direct budget development and financial management; ensure compliance with applicable laws, policies, and regulations; and represent the City in interactions with community, governmental, and regional partners.

Minimum Qualifications

- Bachelor's degree in public administration, business, finance, or a related field
- Minimum of 10 years of progressively responsible management experience

Preferred Qualifications

- Master's degree in a related field

Compensation Range

\$137,820 – \$182,104

Benefits Summary

Current benefits include health insurance, health savings account (HSA), long-term disability, life insurance, PERA, comprehensive voluntary benefits, employee assistance program, paid family and medical leave, vacation, earned safe and sick leave, holidays, and personal floating holiday.

Application Process

Applications will be submitted through the City's K-Pay system. The Human Resources Director will serve as the primary point of contact throughout the recruitment process.

Equal Opportunity Statement

The City of Willmar is an Equal Opportunity Employer.

Recruitment Channels

The position will be posted through:

- League of Minnesota Cities (LMC)
- Minnesota City/County Management Association (MCMA)
- Minnesota Government Finance Officers Association (MNGFOA)
- Economic Development Association of Minnesota (EDAM)
- Indeed
- LinkedIn
- City of Willmar website
- Social media platforms

Recruitment Timeline

Recruitment will begin following City Council approval of the hiring process. The job posting will remain open for approximately three weeks, with the final application deadline set by the City Council. The timeline for each step below will be developed by the Ad Hoc Hiring Team and approved by the City Council.

Proposed Timeline:

- **Step 1:** City Council approval of hiring process
- **Step 2:** Job posting open
- **Step 3:** Application review and scoring
- **Step 4:** Candidate interviews
- **Step 5:** Final recommendation brought forward by City Council

Roles and Responsibilities

Human Resources Director

Responsible for:

- Managing job posting and advertising
- Overseeing application intake through K-Pay
- Coordinating candidate communications
- Scheduling and facilitating interviews

Council

Responsible for:

- The Council members will independently review and score applications using criteria aligned with the job description.
 - Applications will be redacted prior to review to support an equitable evaluation process.
- The Council will determine the candidate or candidates to advance to interviews based on scoring results and/or other factors.
- The Council will interview candidate or candidates.
- The Council will determine final candidate(s) and recommendation on hire.

Final Recommendation

The Council will determine whether to advance a finalist or finalists for an open house community “meet and greet” process, consistent with past practice for key leadership positions (e.g., City Administrator, Operations Director, Police Chief).

The Council will determine the candidate to recommend for hire and make an offer for hire to.

Compliance and Process Integrity

The hiring process will adhere to:

- City personnel policies
- Standard internal hiring procedures

The Human Resources Department will maintain documentation supporting:

- Application evaluations
- Interview scoring
- Rationale for final recommendations



City Council Action Request

Council Meeting Date:	July 20, 2026	Agenda Item Number:	9.H.
Agenda Section:	Regular Business	Originating Department:	Human Resources
Resolution:	No	Prepared By:	Alissa Gambrel, Human Resources Director
Ordinance:	No	Presented By:	Alissa Gambrel, Human Resources Director
Item:	Review of applicants for City Administrator position		

RECOMMENDED ACTION:

Motion to select candidates # _____ to be interviewed by the City Council for the City Administrator position, with the Human Resources Director to make any appropriate communication with the finalist(s) related to the interview and determining the interview schedule.

OVERVIEW:

The Council has received applications to review from 12 candidates for the City Administrator position. Applicants scored with scoring and applications included in separate nonpublic cover as they include nonpublic data under Minn. Stat. secs. 13.34 and/or 13.43, subd. 3. The City Council will discuss candidate or candidates to select to be interviewed, referring to them by candidate number. Any candidate selected to be interviewed would be a finalist and their name would become public under Minn. Stat. sec. 13.43, subd. 3.

BUDGETARY/FISCAL ISSUES:

ALTERNATIVES TO CONSIDER:

ATTACHMENTS:

None