

WILLMAR CITY COUNCIL PROCEEDINGS
COUNCIL CHAMBERS
WILLMAR MUNICIPAL UTILITIES BUILDING
WILLMAR, MINNESOTA

October 18, 2004
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Lester Heitke. Members present on a roll call were Mayor Heitke, Council Members Doug Reese, Ron Christianson, Denis Anderson, Nancy Houlahan, Rick Fagerlie, Jim Dokken, and George Berg; Present 8, Absent 1 – Bruce DeBlieck was excused from the meeting.

Also present were City Administrator Michael Schmit, City Attorney Richard Ronning, Public Works Director Mel Odens, Finance Director Steven Okins, Planning and Development Services Director Bruce Peterson, Community Education and Recreation Director Steve Brisendine, and City Clerk Kevin Halliday.

The legislative update was deleted from the Agenda. Proposed additions to the agenda included a Resolution Amending Assessment Rolls, local option sales tax presentation, and Economic Development Policy Board appointment.

The Community Education and Recreation Board Minutes of September 24, 2004, were removed from the Consent Agenda.

Council Member Christianson offered a motion adopting the Consent Agenda which included the following: City Council Minutes of October 4, Rice Hospital Board Minutes of October 6, Planning Commission Minutes of October 13, Pioneerland Library Board Minutes of June 17 and July 22, and Zoning Appeals Board Minutes of October 12, 2004. Council Member Reese seconded the motion, which carried.

The Mayor and Council discussed the Community Education and Recreation Board Minutes, Item No. 2, Summer Recreation Program Report. Community Education and Recreation Director Brisendine reported on the first season of the Dorothy A. Olson Aquatic Center and noted improvements planned for 2005. The Community Education and Recreation Board Minutes of September 24, 2004, were accepted as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Fagerlie, and carried.

At 7:07 p.m. Mayor Heitke opened a hearing on an Ordinance Amending No. 1060 Known as the Willmar Zoning Ordinance by Amending Section 5.F.3.c. Relating to Portable Signs. Planning and Development Services Director Peterson presented details of the proposed Ordinance amending the existing portable sign ordinance to specify the number of times a year a temporary permit shall be issued. The amendment would limit one portable sign per 90 day period. There being no one present to speak for or against the proposed Ordinance, Mayor Heitke closed the hearing at 7:08 p.m.

Council Member Christianson offered a motion to adopt, assign a number, and order final publication of the an Ordinance Amending No. 1060 Known as the Willmar Zoning Ordinance by Amending Section 5.F.3.c. Relating to Portable Signs. Council Member Fagerlie seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Mayor Heitke recognized Salvation Army Captains Brenda and Mike Line who reported on

the spiritual and social services provided by the Salvation Army of Willmar. The report included the community services of food shelf, rent assistance, Heat Share, seasonal assistance to the homeless, Thanksgiving meal and youth programming. Also discussed were the after school programs and crisis counseling. A client, Cara Marble, presented her story of struggling though domestic violence, housing challenges, and the difficult task of raising kids as a single mother. Mayor Heitke complimented them for their benevolent efforts and thanked them for sharing their concerns.

Mayor Heitke acknowledged individuals who had signed up to address the City Council during its scheduled Open Forum. Betty Kroonquist, 1201 23rd Street SE, expressed support of option #3 for the Highway 23/Willmar Avenue interchange and strongly opposed option #1. Les Kaenel, representing the VFW, presented a sample proclamation for supporting the VFW efforts to foster true patriotism. The "Voice of Democracy" Proclamation would be addressed later in the meeting.

Mr. Al Erickson, representing Springsted Inc., reported on the recent fiscal and community review conducted by Moody's Rating Services and was pleased to announce a new rating of A1. This improved rating could save 25 to 50 basis points on each future debt issue. Mr. Erickson presented a plaque acknowledging the new rate.

Mr. Erickson reported that the results of the negotiated bond sale of Airport Improvement Bonds, Series 2004C, went to Wells Fargo Brokerage Services at a 3.7545 percent. It was noted that with this issue alone a savings of nearly \$50,000 would be realized over the life of the bonds due to the new, improved bond rating.

Resolution No. 1 was introduced by Council Member Anderson, seconded by Council Member Fagerlie, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 1

ACCEPTING OFFER ON SALE OF \$2,100,000 GENERAL OBLIGATION
AIRPORT IMPROVEMENT BONDS, SERIES 2004C, PROVIDING FOR
THEIR ISSUANCE AND LEVYING A TAX FOR THE PAYMENT THEREOF

(For Resolution in its entirety, see Council Proceedings file dated
October 18, 2004, located at the City Clerk's Office)

The Public Works/Safety Committee Report for October 12, 2004, was presented to the Mayor and Council by Council Member Reese. There were four items for Council consideration.

Item No. 1 Gary Danielson, Public Works Director for Kandiyohi County, was present to review with the Committee recent developments of the Willmar Avenue Interchange Project proposed for construction in 2005. The proposed improvement is a result of the business growth in the southeast portion of Willmar and the traffic volumes on First Street.

Jon Huseby of Bolton & Menk then summarized the input received at the September 28, 2004, Open House and overviewed the three design options. Mr. Huseby discussed options 2 and 3 in more detail and explained how they are consistent with the Transportation Plan developed for the Willmar area. Per public comment following the Open House, Option 3 was adjusted by moving the connection south on Lakeland Drive and referred to as Option 3A. Option No. 1 has been

eliminated due to park impacts as well as existing residential impacts.

Also discussed was the design of Willmar Avenue to handle the traffic flow and whether it should be a three-lane or five-lane roadway. It was noted the City's share of construction costs could be eligible for State Aid funding. Mr. Danielson explained the cost participation in more detail and a summary is being developed. The Committee was recommending the Council support Option 3A as the preferred option of the City.

Public Works Director Odens and County Engineer Danielson were present to review all proposals with the full Council and to answer questions about traffic flows and proposed costs. Following the presentations, Council Member Reese moved to approve the recommendation of the Public Works/Safety Committee with Council Member Christianson seconding the motion, which carried.

Item No. 2 The Committee discussed a request from the Church of Jesus Christ of Latter-Day Saints to extend water and sewer services to their proposed development site. Due to the timing of this request, a cash agreement with the organization is needed. The project consists of sanitary sewer and water main, along with service lines. The work would be added to the 2004 Improvement List and proposed to be completed yet this year.

The Committee was recommending the Council amend the Improvement Report by adding the request, attempt to complete the work yet this fall, and amend the budget accordingly. Resolution No. 2 was introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 2

Whereas the Church of Jesus Christ of Latter-Day Saints (Developer) has made a request of the City of Willmar for the installation of certain public improvements; and

Whereas an agreement has been prepared to install the improvements subject to certain conditions and requirements.

Now therefore be it resolved by the City Council of the City of Willmar that said agreement be approved and that the Mayor and City Administrator be authorized to execute the same.

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Resolution No. 3 was introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 3

2004 IMPROVEMENTS BUDGET
ESTIMATED TOTAL COST \$3,636,000

PERSONNEL SERVICES		RECEIVABLES		
10*	Salaries Reg. Employees		Property Owners	\$483,400.00
11*	Overtime Reg. Employees	\$500.00	City (MUC)	\$62,000.00
12*	Salaries Temp. Employees	\$6,000.00	State (State Aid)	\$1,109,766.00
13*	Employer Pension Contr.	\$1,500.00	City (WTP)	\$122,357.00
14*	Employer Ins. Contr.		City (Engineering)	\$10,000.00
	TOTAL	\$8,000.00	School District	\$15,000.00
			City (2003 Transfer)	\$70,000.00
			Developer	\$1,468,017.00
			City (Utility Fee)	\$173,583.00
			State (Grant)	\$17,500.00
			Developer Cash	\$94,377.00
			TOTAL	\$3,626,000.00
SUPPLIES		FINANCING		
20*	Office Supplies	\$1,500.00	Bonds	\$2,125,000.00
21*	Small Tools	\$2,000.00	State	\$1,109,766.00
22*	Motor Fuels & Lubricants	\$1,000.00	State (Grant)	\$17,500.00
23*	Postage	\$2,000.00	City (MUC/WTP/ENG.)	\$194,357.00
24	Mtce. of Equipment		School District	\$15,000.00
25	Mtce. of Structures		City (2003)	\$70,000.00
26	Mtce. of Other Improvements	\$2,000.00	Other (Developer Cash)	\$94,377.00
27	Subsistence of Persons		TOTAL	\$3,626,000.00
28	Cleaning & Waste Removal		GRAND TOTAL	\$3,626,000.00
29*	General Supplies	\$3,500.00		
	TOTAL	\$12,000.00		
OTHER SERVICES				
30	Communications			
31*	Printing & Publishing	\$2,000.00		
32	Utilities			
33*	Travel-Conf.-Schools			
34	Mtce. of Equipment			
35	Mtce. of Structures			
36*	Mtce. of Other Impr.	\$2,777,020.00		
37	Subsistence of Persons			
38	Cleaning & Waste Removal			
39*	Other Services (County)	\$475,000.00		
	TOTAL	\$3,254,020.00		
OTHER CHARGES				
40	Rents			
41*	Insurance & Bonds	\$1,500.00		
42	Awards & Indemnities			
43	Subscription/Memberships			
44	Interest			
45	Licenses & Taxes			
46*	Prof. Serv. (Mn/DOT, Consult.)	\$122,480.00	Project Desc.	Cost
47*	Advertising		Street	\$1,697,009
48*	Adm. OH (Transfer)	\$108,000.00	Sewer and Water	\$580,011
49	Other Charges (County & DBI)	\$120,000.00	Bus. 71 Mill/Overlay	\$500,000
	TOTAL	\$351,980.00	Street Lighting	\$65,000
			Miscellaneous	\$261,000
			County Road 5	\$95,000
			LDS Services	\$60,000
	GRAND TOTAL	\$3,626,000.00		

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 3 The Committee reviewed a final pay request for Central Specialties, Inc. for Project No. 0303 - 2003 First Street Mill and Overlay. The project was completed in the fall of 2003 with penalties applied allowing for liquidated damages of a 24-day construction delay and disincentive. The final amount due is \$12,702.80 and the project came in under contract.

The Committee was recommending the Council accept the project and authorize final payment. Resolution No. 4 was introduced by Council Member Reese, seconded by Council Member Houlahan, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 4

ACCEPTING PROJECT AND AUTHORIZING FINAL PAYMENT

PROJECT NUMBER: 0303
IMPROVEMENT: 2003 First Street Mill & Overlay Improvements

CONTRACTOR: Central Specialties, Inc., Alexandria
DATE OF CONTRACT: 6-9-03
BEGIN WORK: 8-20-03
COMPLETE WORK: 9-24-03
APPROVE, CITY ENGINEER: 8-9-04

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

1. The said Project No. 0303 be herewith approved and accepted by the City of Willmar.
2. The following summary and final payment be approved:

ORIGINAL CONTRACT AMOUNT:	\$276,674.25
Change Orders (none)	0.00
FINAL NET CONTRACT AMOUNT, PROPOSED:	\$276,674.25
ACTUAL FINAL CONTRACT AMOUNT AS CONSTRUCTED:	\$254,055.90
Less Previous Payments (1 & 2)	\$226,936.82
Less Liquidated Damages and Disincentive	\$14,416.28
FINAL PAYMENT DUE CONTRACTOR:	\$12,702.80

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Item No. 4 The Committee reviewed a resolution of support to participate with Kandiyohi County in a hazard mitigation plan for all cities and townships in Kandiyohi County. By participating in the planning process, the City may be able to apply for FEMA funding to correct deficits identified

in the process. There will be no cost to participate in this program as Mid-Minnesota Development Commission received a \$3,000 grant to complete the plan. The Committee was recommending the Council approve the Resolution.

Resolution No. 5 was introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 5

RESOLUTION TO PARTICIPATE IN A HAZARD MITIGATION PLANNING PROCESS

(For Resolution in its entirety, see Council proceedings file dated
October 18, 2004, located in the City Clerk's Office)

The Public Works/Safety Committee Report for October 12, 2004, was approved as presented and ordered placed on file in the City Clerk's Office upon motion by Council Member Reese, seconded by Council Member Christianson, and carried.

Planning and Development Services Director Peterson presented to the Mayor and Council an Ordinance to rezone certain lands from Ag to R-2. Pillar Properties Development Group proposed rezoning of property north of Oslo Heights from Ag to R-2 for single family and twin home development. Council Member Fagerlie offered a motion to introduce the Ordinance Amending Municipal Ordinance No. 1060, the Willmar Zoning Ordinance, and schedule a public hearing for 7:02 p.m. on November 1, 2004. Council Member Anderson seconded the motion, which carried.

Planning and Development Services Director Peterson presented to the Mayor and Council a preliminary plat for Oslo Meadows, a 50-lot plat for single family and twin home development. The land was previously platted Oslo Heights and vacated in the late 1980's. Following discussion, Council Member Fagerlie moved to approve the preliminary plat for Oslo Meadows with Council Member Reese seconding the motion, which carried.

Planning and Development Services Director Peterson presented to the Mayor and Council a final plat for Third Addition to Boulder Point, a three-lot plat intended to divide the land from the seller to the buyer. Another plat will be submitted in the future depicting a PUD residential plan, and the only condition of preliminary plat approval is that the Ag deferrals be paid prior to plat recording. Council Member Reese moved to approve the final plat for Third Addition to Boulder Point with Council Member Christianson seconding the motion, which carried.

Planning and Development Services Director Peterson presented to the Mayor and Council a final plat for Clements Addition, a two-lot plat for a twin home. The lots were rezoned to R-2 in 2003, and all conditions of the preliminary plat approval have been met. Council Member Reese moved to approve the final plat for Clements Addition with Council Member Christianson seconding the motion, which carried.

Planning and Development Services Director Peterson presented to the Mayor and Council for consideration street vacations for 17th Street NW, 18th Avenue NW, 19th Avenue NW and 16th Street NW. The Planning Commission has approved the petition for street vacations. These streets were not vacated along with lots for Oslo Heights. Oslo Meadows, a new PUD and plat planned for the property, cannot be recorded with a different street layout until the previous streets

are vacated. Following discussion, Resolution No. 6 was introduced by Council Member Fagerlie, seconded by Council Member Reese, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 6

RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER
THE VACATION OF A PORTION OF PUBLIC STREET

BE IT RESOLVED by the City Council of the City of Willmar that the Council conduct a public hearing at 7:04 p.m. on Monday, November 1, 2004, in the Council Chambers at the Municipal Utilities Commission Building, 700 West Litchfield Avenue, Willmar, Minnesota.

BE IT FURTHER RESOLVED that the purpose of the hearing will be to consider a petition for the vacation of that portion of the dedicated street as described below:

That portion of 17th St NW, 18th Ave NW, 19th Ave NW all located in the vacated portion of Oslo Heights. Also to vacate 16th St. NW north of the westerly extension of the North line of Lot 19 of the vacated portion of Oslo Heights.

BE IT FURTHER RESOLVED that any person having an interest in said matter is invited to appear in person or be represented by counsel to be heard on this matter.

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

City Clerk Halliday presented to the Mayor and Council for consideration a resolution listing property owners who have made application for agricultural land exemptions and have met the criteria contained in the City's Assessment Policy. The Assessment Policy allows the City to temporarily exempt from assessment certain lands currently used for agricultural purposes. Following discussion, Resolution No. 7 was introduced by Council Member Christianson, seconded by Council Member Anderson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 7

WHEREAS, the City Council of the City of Willmar, Minnesota, did order the installation of certain street and other improvements made under Projects No. 9801, 9301 and 9101, and certain sewer and water main improvements made under Projects No. 9801, 9701, 9303, 9202, 9002, 7402, and 6905.

WHEREAS, Section W of the City of Willmar Comprehensive Assessment Policy allows the City to temporarily exempt from assessments certain lands currently used for agriculture purposes; and

WHEREAS, certain property owners have made application to the City for delayed payment of taxes on special assessments and have met the criteria contained in the Comprehensive Assessment Policy for said deferment;

NOW, THEREFORE, BE IT RESOLVED by the Willmar City Council that special assessments as hereinafter designated be certified to the County and deferred until such property is developed or upon approval of the final plat, and that no interest be charged until such time.

BE IT FURTHER RESOLVED that upon development or plat approval that tapping fee shall be based on the project year bid price per front foot or unit, or on the current year costs at the time of connection/platting, whichever is greater:

- | | | | |
|--|---|---|---------------------------------------|
| 1. | Virgil Hawkinson ETAL
c/o Virginia Hanson
708 24 th Ave SW | 95-924-0020
Project 9202
Project 9101
Project 9002 | \$13,005.00
51,455.70
35,340.00 |
| Section 24, Township 119, Range 35
That part of the Northwest Quarter of Northwest Quarter lying Northwesterly of Highway right-of way, except the South 125 feet of North 175 feet of West 133 feet. (31.40 acres) | | | |
| 2. | Virgil Hawkinson ETAL
c/o Virginia Hanson
708 24 th Ave SW | 95-913-0040
Project 9202
Project 9002 | \$12,095.00
8,255.00 |
| Section 13, Township 119, Range 35
Southwest Quarter of Southwest Quarter, except the South 685 feet of West 468.8 feet of Southwest Quarter of Southwest Quarter, and except part for plat of Pheasant Run. (32 acres) | | | |
| 3. | LeAnn Isaacson ETAL
10785 46 th Place N
Plymouth | 95-914-2610
Project 9002
Project 9303 | \$39,731.66
22,360.66 |
| Section 14, Township 119, Range 35
South 610 feet of Northeast Quarter except West 393.61 feet; Southeast Quarter except South 914.88 feet of West 1085 feet and except part platted as Bergquists Estates, Perkins 5 th Addition and Gesch Park except that part of the South Half of Northeast Quarter described as follows: Commencing 715 feet South and 393.61 feet East of Northwest Corner of Southwest Quarter Northeast Quarter, Thence East to Southwest Corner of Lot 7, Block 7 Erickson's Third Addition, Thence South 70 feet, Thence West to East Line of Welch's Addition, Thence North 70 feet to part of beginning and except part platted into Gesch YMCA Addition. (99.10 Acres) | | | |
| 4. | Maurice & Evelyn Bomstad
1015 Willmar Ave. SE, Apt 134 | 95-913-0035
Project 9002 | \$ 3,731.00 |
| Section 13, Township 119, Range 35
South 15 acres of Northwest Quarter of Southwest Quarter except plat of Valley View Addition. | | | |
| 5. | Mildred Thorpe
1301 SW 8th Street | 95-908-0130
Project 6905
Project 7402 | \$ 2,460.00
3,517.00 |
| Section 8, Township 119, Range 35
West 309.7 feet of East 929.2 feet of North 400 feet of South 470 feet and West 854.2 feet of East 929.2 feet of North 300 feet of South 770 feet of Southeast Quarter of Northeast Quarter. (6 acres) | | | |

- | | | | |
|----|--|-----------------------------|-------------|
| 6. | Marlan and Kay McLane
613 Lakeland Drive SE
Section 13, Township 119, Range 35
That part of Southwest Quarter of the Northwest Quarter Described as follows: Beginning at the Southwest Corner of said Southwest Quarter Northwest Quarter, thence North 110 feet, thence East 163 feet, thence North 110 feet, thence East 827 feet, thence South 220 feet, thence West 990 feet to point of beginning. (4.58 acres) | 95-913-1200
Project 9801 | \$13,901.47 |
| 7. | Triumphant Life Church
3010 7 th Ave NW
Section 8, Township 119, Range 35
West 423 feet of East 929.2 feet of North 400 feet of South 470 feet of East half of Northeast quarter - <u>Ag property</u> . *Split Property
(West 431.2 feet of East 506.2 feet of North 400 feet of South 470 feet of East Half of Northeast Quarter - <u>Church property</u> .) | 95-908-0140
Project 9301 | \$27,495.00 |
| 8. | William N. Bernard, ETAL
520 Litchfield Ave W
Section 12, Township 119, Range 35
North 1,655 feet of Northwest Quarter excluding West 40 acres thereof. | 95-912-0970
Project 9701 | \$12,119.04 |

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

City Clerk Halliday informed the Mayor and Council the City is in receipt of applications for the renewal of Currency Exchange License from Bennett Ventures, Inc. d.b.a. Ace Cash Express, and Wal-Mart Stores, Inc. Minnesota Statutes 43A-04 requires the governing body to give published notice of its intention to consider the issue and solicit testimony from interested persons. Following discussion, Council Member Anderson moved to schedule hearings for November 1, 2004, with Council Member Houlahan seconding the motion, which carried.

City Clerk Halliday informed the Mayor and Council that it is necessary to schedule a Board of Canvass meeting to canvass the ballots from the November 2, 2004, General Election. Following discussion, Council Member Reese moved to schedule the Board of Canvass for Thursday, November 4, 2004, at 4:45 p.m. at the City Office Building. Council Member Christianson seconded the motion, which carried.

The Mayor and Council considered an agreement with the Willmar Baseball Boosters for financing of the Stadium Project. Council Member Reese moved to authorize the Mayor and City Administrator to enter into the agreement with the Willmar Baseball Boosters on behalf of the City of Willmar. Council Member Christianson seconded the motion, which carried.

City Clerk Halliday informed the Mayor and Council it was necessary to amend the assessment roll for the 2004 Street Improvement Project due to a parcel owned by the State of Minnesota acquired by condemnation for easement for Highway 12. Resolution No. 8 was

introduced by Council Member Reese, seconded by Council Member Christianson, read by Mayor Heitke, and approved on a roll call vote of Ayes 7, Noes 0.

RESOLUTION NO. 8

AMENDING ASSESSMENT ROLL

WHEREAS, the City Council of the City of Willmar, Minnesota, duly adopted the assessment roll for the 2004 Street Improvement Project on June 7, 2004, and

WHEREAS, the assessment recorded against parcel 95-006-6100 owned by the State of Minnesota should be removed pursuant to the property being acquired through condemnation for easement and not title therefore reducing the total assessment by \$2,955.28.

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

1. Such assessment roll be amended to the sum of \$1,926,851.47, a copy of which is attached hereto and made a part hereof, is hereby accepted.
2. Such assessments shall be as follows:
 - A. The assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of said installments to be payable with general taxes for the year 2005, collectible with such taxes during the year 2005.
 - B. To the first installment shall be added interest at the rate of five and seventy-six hundredths (5.76%) percent per annum on the entire principal amount of the assessment from the date of the bond sale of June 21, 2004, until December 31, 2005. To each subsequent installment, when due there shall be added interest for one year at said rate on the unpaid principal amount of the assessment.
 - C. The owner of any property so assessed may at any time prior to the certification of the assessment or the first installment thereof to the County Auditor (Treasurer), pay the whole of the principal amount of the assessment on such property with interest accrued to the date of payment to the City Clerk-Treasurer, except that no interest shall be charged if the entire assessment is paid by October 31, 2004, and such property owner may at any time prior to November 15 of any year pay to the City Clerk-Treasurer the entire principal amount.
3. The City Clerk-Treasurer shall forthwith transmit a certified duplicate copy of the assessment to the County Auditor to be extended on the tax list of the County.

Dated this 18th day of October, 2004.

/s/ Lester Heitke
MAYOR

/s/ Kevin Halliday
Attest: CITY CLERK

Mayor Heitke presented to the Council a VFW "Voice of Democracy" proclamation. Following proclamation reading, Council Member Dokken moved to approve the proclamation as presented with Council Member Anderson seconding the motion, which carried.

City Administrator Schmit presented to the Mayor and Council details of the local option sales tax projects to be placed on the November 2, 2004, General Election ballot as a referendum question. The projects include the following: Industrial Park Expansion/Airport Redevelopment; acquisition of Willmar Regional Treatment Center 60 acres; extension of hiking and biking trails; and Civic Center/Blue Line Center connection. Mr. Schmit reviewed various details on each drawing of the project and answered questions. This matter was for information only.

Mayor Heitke was recommending to the Council that Council Member Christianson be appointed to the Economic Development Commission Policy Committee. Council Member Dokken moved to approve the recommendation with Council Member Anderson seconding the motion, which carried.

Announcements for Council Committee meeting dates were as follows: Labor Relations, October 20; Finance, October 25; Public Works/Safety, October 26; and Community Development, October 28, 2004.

There being no further business to come before the Council, the meeting adjourned at 9:20 p.m. upon motion by Council Member Christianson, seconded by Council Member Fagerlie, and carried.

Attest:

MAYOR

SECRETARY TO THE COUNCIL