

WILLMAR CITY COUNCIL WORK SESSION
MEETING ROOM
WILLMAR CIVIC CENTER
WILLMAR MINNESOTA

May 8, 2023
6:30 p.m.

The Work Session 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, Vicki Davis, Carl Shuldes, Michael O'Brien, Julie Asmus, and Rick Fagerlie. Present 8, Absent 1. Council Member Thomas Butterfield was excused from the meeting.

Also present were City Administrator Leslie Valiant, City Operations Director Kyle Box, Police Chief Jim Felt, Interim Finance Director Bill Fenske, Public Works Director Gary Manzer, Planning and Development Services Director Justice Walker, Community Growth Director Pablo Obregon, City Clerk Judy Thompson, and City Attorney Robert Scott.

Suite Liv'n Update Suite Liv'n Chief Operations Officer Dean Zuleger presented an update of the various changes that have been and will be made to the overall operations of the Suite Liv'n organization affecting the various rental properties they own in the City of Willmar.

23rd Street SE Sidewalk & Sunrise Parking Lot Contracted City Engineer Jared Voge presented various concept plans for the sidewalk addition along 23rd Street SE, and the options for Sunrise parking lot. Discussion items included no parking on East side of 23rd Street SE; eliminate all parking on 23rd Street SE; are the improvements worth \$250,000; should the money be better spent on a different field, such as Lincoln; repair existing parking lot is estimated at \$50,000.

Consensus of Council was to get current estimates from contractor and bring back to Council for consideration.

Planning Department Review MD Rail Development Planning and Development Director Walker presented a review of the Industrial Park MB Rail development process and a development timeline for proposed project.

Rebranding Committee Selection City Operations Director Box informed the Council the request for proposals (RFP's) for the rebranding project were due by 3:00 p.m. today. The City received 20 proposals, some of which were received from Minnesota and some from various other states. The timeline for the said project is as follows: weeks of May 8 and 15 – review and score all received proposals; weeks of May 22 and 29 – collect additional information, ask clarifying questions, and/or request a brief presentation for selected consultants, and; week of June 5 – present findings to the Council with a recommendation.

City Operations Director Box asked for consensus to appoint two members from Council to serve on the ad hoc committee to score and review said proposals. Council Members Asmus and Davis volunteered to serve on the committee.

Civic Clerk Training City Operations Director Box conducted training for the new Civic Clerk system to be used for future Council meetings. The plan is to begin using the new system at the May 15th Council meeting.

The work session adjourned at 7:57 p.m.

Respectfully submitted,

Judy R. Thompson
City Clerk