

**WILLMAR CITY COUNCIL PROCEEDINGS**  
**BY ELECTRONIC MEANS (GOTO MEETING)**

August 3, 2020  
7:00 p.m.

The regular meeting of the Willmar City Council was called to order by the Honorable Mayor Marv Calvin. Members present on a roll call were Mayor Marv Calvin, Council Members Shawn Mueske, Kathy Schwantes, Vicki Davis, Fernando Alvarado, Julie Asmus, Andrew Plowman, and Audrey Nelsen. Present 8, Absent 1. Council Member Rick Fagerlie was excused from the meeting.

Also present were City Administrator Brian Gramentz, Police Chief Jim Felt, Fire Chief Frank Hanson, Public Works Director Sean Christensen, Planning and Development Services Director Dave Ramstad, Park and Recreation Director Rob Baumgarn, City Clerk Judy Thompson, and City Attorney Robert Scott.

There were no additions or deletions to the agenda.

Council Member Asmus moved to approve the agenda, as presented. Council Member Alvarado seconded the motion which carried, on a roll call vote of Ayes 7, Noes 0.

City Clerk Judy Thompson reviewed the consent agenda.

- A. City Council Minutes of July 20, 2020
- B. Willmar Municipal Utilities Board Minutes of July 27, 2020
- C. Accounts Payable Report for July 16 – July 29, 2020
- D. Park and Recreation Board Minutes of July 15, 2020
- E. Willmar Convention and Visitors Bureau Minutes of June 16, 2020

Council Member Plowman offered a motion to approve the Consent Agenda. Council Member Nelsen seconded the motion which carried, on a roll call vote of Ayes 7, Noes 0.

The Public Works/Safety Committee Report for July 22, 2020 was presented to the Mayor and Council by Council Member Plowman. There were five items for consideration.

Item No. 1 It was the recommendation of the Committee to adopt the resolution awarding Project No. 1902-B Eastside Drainage Improvements to Riley Bros. Construction, Inc. in the amount of \$212,350.80 and authorize signatures on the contract.

**Resolution No. 2020-089 Awarding Project No. 1902-B to Riley Bros. Construction, Inc. in the Amount of \$212,350.80** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

It was the recommendation of the Committee to adopt the resolution approving the as-bid budget for Project No. 1902-B Eastside Drainage Improvements in the amount of \$343,646. Bolton and Menk was hired by the City to oversee the drainage project funded by the Local Option Sales Tax. Bids were opened on July 15th with twelve bids received; the low bid being from Riley Bros. Construction, Inc. in the amount of \$212,350.80. After review, Bolton and Menk is recommending award of the contract to Riley Bros. Construction, Inc.

**Resolution No. 2020-090 As-Bid Project No. 1902-B Budget Estimated Total Cost \$343,646** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 2 It was the recommendation of the Committee to adopt the resolution awarding Project No. 2001-C to G.F. Jedlicki, Inc. in the amount of \$330,552.50 and authorize signatures on the contract.

**Resolution No. 2020-091 Awarding Project No. 2001-C to G.F. Jedlicki, Inc. in the Amount of \$330,552.50** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

It was the recommendation of the Committee to adopt the resolution approving the as-bid budget for Project No. 2001-C in the amount of \$396,663. Bids were opened for the project, which includes the replacement of watermain from 800 feet west of 19th Street to 30th Street along Highway 12, on July 17th with nine bids received; the low bid being from G.F. Jedlicki, Inc. in the amount of \$330,552.50. After review by staff, the recommendation is to award the contract to G.F. Jedlicki, Inc.

**Resolution No. 2020-092 As-Bid Project No. 2001-C Budget Estimated Total Cost \$396,663** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 3 It was the recommendation of the Committee to adopt the resolution entering into an agreement with Chappell Central, Inc. for the WRAC 8 heating system in the amount of \$24,344 and Kings Electric, LLC in the amount of \$2,076.16 and reappropriate \$15,000 from the City Hall operating budget to fund the additional cost of a natural gas heating system.

**Resolution No. 2020-093 Awarding the WRAC 8 Heating System Project in the Amount of \$26,420.16 and Reappropriate Funds** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

It was the recommendation of the Committee to adopt the resolution entering into an agreement with Chappell Central, Inc. for the City Hall heating system in the amount of \$21,321 and Kings Electric, LLC for electrical work in the amount of \$417.18.

**Resolution No. 2020-094 Awarding the City Hall Heating System Upgrade in the Amount of \$21,738.18** was introduced by Council Member Plowman. Council Member Alvarado seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

It was the recommendation of the Committee to adopt the resolution entering into an agreement with Plumbing and Heating of Willmar, Inc. for the Auditorium heating system in the amount of \$42,989 and Kings Electric, LLC for electrical work in the amount of \$794.93.

**Resolution No. 2020-095 Awarding the Auditorium Heating System Upgrade in the Amount of \$43,783.93** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 4 It was the recommendation of the Committee to adopt the resolution awarding the Orange Field underground wiring and lighting electrical services to Willmar Electric Service in the amount of \$30,500. Requests for proposals were sent out for providing underground wiring and service equipment to six light poles at Orange Field in the North Swansson complex. The light poles, fixtures, and control equipment will be provided by Musco Sports Lighting. The 2020 CIP budget includes \$315,000 for the lighting project with a total of \$303,373 being spent; \$213,315 to purchase the lights, \$59,558 to install the lights, and \$30,500 for electrical work.

**Resolution No. 2020-096 Awarding the Orange Field Wiring and Lighting Electrical Services to Willmar Electric Service in the Amount of \$30,500** was introduced by Council Member Plowman. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 5 It was the recommendation of the Committee to adopt the resolution awarding Project No. 1904 to Crow River Construction in the amount of \$539,288 contingent on MnDOT concurrence and authorize signatures on the contract.

**Resolution No. 2020-097 Awarding Project No. 1904 to Crow River Construction in the Amount of \$539,288** was introduced by Council Member Plowman. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

It was the recommendation of the Committee to adopt the resolution approving the as-bid budget for Project No. 1904 in the amount of \$751,443. Bolton and Menk was hired by the City to oversee the path project funded by the Federal grant. Bids were opened for the path on July 15th with three bids received; Hoveland, Inc. in the amount of \$603,509.45, Duininck, Inc. in the amount of \$541,991.50 and Crow River Construction in the amount of \$539,288.00. After review, Bolton and Menk is recommending award of the contract to Crow River Construction contingent on MnDOT approval.

**Resolution No. 2020-098 As-Bid Project No. 1904 Budget Estimated Total Cost \$751,443** was introduced by Council Member Plowman. Council Member Nelsen seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Public Works/Safety Committee Report of July 22, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Plowman. Council Member Nelsen seconded the motion which carried, on a roll call vote of Ayes 7, Noes 0.

The Finance Committee Report for July 23, 2020 was presented to the Mayor and Council by Council Member Nelsen. There were six items for consideration.

Item No. 1 Staff reported that bids for the 2020 Street and Other Improvement Projects have been awarded with construction scheduled to begin. Budgets for each project are necessary to track funds available for pay estimates and change orders.

Staff presented the Project 2001-A Budget for 9th Street SE totaling \$1,583,762 noting the various funding sources and expenditure estimates including the bid awarded to Duininck, Inc., for \$1,319,801. It was the recommendation of the Committee to adopt the budget for Project No. 2001-A in the amount of \$1,583,762.

**Resolution No. 2020-099 As-Bid Project No. 2001-A Budget Estimated Total Cost \$1,583,762** was introduced by Council Member Nelsen. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Staff presented the Project 2001-B Budget for 6th Street and 23rd Avenue NE totaling \$517,538 noting the various funding sources and expenditure estimates including the bid awarded to Riley Brothers Construction, Inc., for \$431,282. It was the recommendation of the Committee to adopt the budget for Project No. 2001-B in the amount of \$517,538.

**Resolution No. 2020-100 As-Bid Project No. 2001-B Budget Estimated Total Cost \$517,538** was introduced by Council Member Nelsen. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Staff presented the Project 2001-E Budget for 7th Avenue NW Sanitary Sewer totaling \$293,493 noting that JH, LLC, will be funding the entire amount of this project relative to the apartment complex being constructed on County Road 5. Expenditure estimates were reviewed including the bid awarded to Land Pride Construction, Inc., for \$244,577. It was the recommendation of the Committee to adopt the budget for Project No. 2001-E in the amount of \$293,493.

**Resolution No. 2020-101 As-Bid Project No. 2001-E Budget Estimated Total Cost \$293,493** was introduced by Council Member Nelsen. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Staff presented the Project 2003-A Budget for 1st Street South totaling \$832,552 noting the various funding sources and expenditure estimates including the bid awarded to Duininck, Inc. for \$693,793. It was the recommendation of the Committee to adopt the budget for Project No. 2003-A in the amount of \$832,552.

**Resolution No. 2020-102 As-Bid Project No. 2003-A Budget Estimated Total Cost \$832,552** was introduced by Council Member Nelsen. Council Member Asmus seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 2 City Administrator Gramentz explained to the Committee the City has been working with the EDC, Kandiyohi County and other communities and townships in the County to put together a program to utilize the CARES Act Funding that the City and other entities are receiving to assist with the Covid-19 Pandemic issues. One of the allowable uses of these funds is to provide grants and loans to businesses and nonprofit organizations that assist entities, such as restaurants and bars, during this crisis.

EDC Director Aaron Backman explained the guidelines and requirements they are establishing to provide assistance to businesses and nonprofits in need. It has been determined funds would be disbursed as grants only. Since the federally mandated timeline to utilize these funds is November 15, 2020, the EDC is accelerating the process to implement these grants. The County has allocated twenty-five percent, or approximately \$1,308,000, of their CARES Funds to this program.

Eligible business applicants could qualify for a grant of up to \$15,000 based on need and is dependent on the number of employees impacted, gross revenue lost and available funding. The loss must have occurred between March 1, 2020, and May 30, 2020. Eligible nonprofits could qualify for a grant of up to \$50,000 based on need and is dependent on the number of employees, number of people served, urgency of needs addressed, Covid-19 organizational response, and available funding. Nonprofit organizations need to submit their application to the EDC by October 23, 2020, and businesses need to submit their application by October 29, 2020. The EDC Finance Committee will review the applications with final approval resting with the County Board of Commissioners.

Staff noted the City of Willmar is scheduled to receive \$1,514,083 in CARES Funds. The City is proposing to use a portion of these funds for sanitation supplies, additional computer equipment to enable employees to work remotely, and for the Emergency Paid Sick Leave which allows up to 80 hours per employee to be used as a result of self-quarantining due to the coronavirus.

Discussion will be held at the next Finance Committee meeting to decide how to implement the City's CARES Funds allocation.

This item was for information only.

Item No. 3 Finance Director Okins provided the June 30, 2020, Financial Report for the General Fund and the Waste Treatment Fund as well as the Investment and Cash Information. This matter was for information only.

Item No. 4 Finance Director Steve Okins provided the Committee with an update on the status of the Local Option Sales Tax revenues received to-date. Through the first six months, which covers the period October 2019 through March 2020, average monthly revenue was approximately \$167,000 as compared to the original monthly estimate of \$250,000. This equates to approximately \$2 million per year or \$26 million over the 13-year period compared to the estimated \$30 million. It was noted during the past two local option sales tax programs, the City experienced increases in revenue in large part due to inflation, subsequently, it is hoped that we may still potentially receive between \$26 million to \$30 million over the life of the program. Discussion with the County and the State shows that factors benefiting this projection include buying local and internet sales. This item was for information only.

Item No. 5 Finance Director Steve Okins reported no formal information has been received from the State to-date; however, there is a preliminary indication state funding may not be affected until 2021. The next financial forecast by the State of Minnesota is not scheduled until November. This item was for information only.

Item No. 6 Future Finance Committee meetings will include discussion on filing fees, Federal Path Local Financing, Sales Tax Project Financing, and possible Carris Health Debt Refinancing. This item was for information only.

The Finance Committee Report of July 23, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Nelsen. Council Member Asmus seconded the motion which carried, on a roll call vote of Ayes 7, Noes 0.

The Community Development Committee Report for July 27, 2020 was presented to the Mayor and Council by Council Member Davis. There were three items for consideration.

Item No. 1 Garfield neighborhood group sought to have City Council approve an investigation and action leading to the eviction of residents/owners of the home located at 909/911 Trott Ave SW by declaring the house a public nuisance and, if necessary, pursuing civil action. It was the recommendation of the Committee that the City Council consider having City Attorney review and, as necessary, provide legal solutions related to the public nuisance.

Council Member Davis offered a motion to approve the recommendation of the Committee. Council Member Mueske seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Item No. 2 Staff informed the Committee the new 2020 Minnesota Building Code was adopted by the State of Minnesota on March 31, 2020. With these changes, the City Ordinance must also be revised and adopted. Staff requested the Committee recommend the Council adopt the Ordinance amending Willmar's Municipal Code, Chapter 4.5, Buildings, Article II, Building Code to adopt the most current State Building Code.

It was the recommendation of the Committee to approve introducing the ordinance adopting the new 2020 Minnesota State Building Code and set a public hearing for August 17, 2020.

Council Member Davis offered a motion to **introduce an Ordinance Amending Willmar Municipal Code, Chapter 4.5, Buildings, Article II, Building Code** and set a public hearing for August 17, 2020 at 7:01 p.m. Council Member Mueske seconded the motion which carried.

Item No. 3 Staff presented additional polices designed to build upon the initial incentives to the Renaissance Zone as follows: A tax abatement policy, a storefront façade improvement forgivable loan program, and revised policies for the conveyance of City-owned real property. Lengthy discussion regarding the three additional incentives with much of the conversation being directed towards tax abatement. Staff requested the Committee recommend the City Council adopt the resolution approving the new City Renaissance Zone policies for Tax Abatements, Storefront/Façade Improvement Forgivable Loan Program, and the Conveyance of City-owned Real Property. The Tax Abatement policy was tabled for further clarification on abatement availability city-wide versus the Renaissance Zone.

It was the recommendation of the Committee to approve the resolution to adopt the new city policies for (1) Storefront/Façade Improvement Forgivable Loan Program in the Renaissance Zone; and, (2) Sale of City-owned Real Property.

**Resolution No. 2020-103 Approving Policies to Promote Development** was introduced by Council Member Davis. Council Member Mueske seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

The Community Development Committee Report of July 27, 2020, was approved and ordered placed on file in the City Clerk's Office upon motion by Council Member Davis. Council Member Mueske seconded the motion which carried, on a roll call vote of Ayes 7, Noes 0.

City Clerk Thompson presented a request from Foxhole Brewhouse, Inc. dba Foxhole Brewhouse to sell alcohol during their fifth anniversary party on August 22, 2020. Staff recommended Council approve the State Application and Permit for a 1-Day to 4-Day Temporary On-Sale Liquor License.

Council Member Alvarado offered a motion to approve staff's recommendation. Council Member Mueske seconded the motion, which carried on a roll call vote of Ayes 7, Noes 0.

Council Member Davis offered the following comments: the large wasps present in the City parks are gentle and won't hurt anyone unless provoked.

Council Member Alvarado offered the following comments: take advantage of Robbins Island before construction starts; recycle bins are being placed around the City; "Shout Out" to Assembly of God Church for the financial donation to the Willmar Municipal Utilities in the amount of \$20,000 to be distributed to United Community Action Partnership (UCAP) accounts for payment of past-due utility bill charges; CARES money is available to small business and urged those interested to apply with the Economic Development Commission (EDC).

Council Member Plowman offered the following comments: "Kudos" to Aaron Backman with the EDC for handling the grant applications for CARES funds - urged everyone to get the word out around the community to apply.

Council Member Schwantes offered the following comments: "Shout Out" to Public Works employees for the improvements made to the shelter at Hedin Park.

Council Member Asmus offered the following comments: Invest in Willmar Swansson Field meeting will be held Wednesday, August 5th from 4:00 p.m. to 6:00 p.m. at the Civic Center. A presentation will be given.

The upcoming Committee meetings will be as follows: Public Works/Safety Committee - Wednesday, August 5th at 5:00 p.m.; Finance Committee - Thursday, August 6th at 5:00 p.m.; Community Development Committee - Monday, August 10th at 5:15 p.m.; and Labor Relations Committee - no meeting scheduled at this time.

Council Member Schwantes offered a motion to adjourn the meeting with Council Member Asmus seconding the motion which carried. The meeting adjourned at 7:49 p.m.

s/s Marv Calvin  
MAYOR

Attest:

s/s Judy Thompson  
SECRETARY TO THE COUNCIL

**RESOLUTION NO. 2020-089**

**A RESOLUTION AWARDING PROJECT NO. 1902-B TO RILEY BROS. CONSTRUCTION, INC.  
IN THE AMOUNT OF \$212,350.80.**

Motion By: Plowman

Second By: Alvarado

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Riley Bros. Construction, Inc. of Morris, MN for Project No. 1902-B 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 \$212,350.80.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-090  
AS-BID PROJECT NO. 1902-B BUDGET  
ESTIMATED TOTAL COST \$343,646  
\*Budget Amounts are Essential**

Motion By: Plowman

Second By: Asmus

Code

| <b>PERSONNEL SERVICES</b>    |               |
|------------------------------|---------------|
| 10* Salaries Reg. Employees  | _____         |
| 11* Overtime Reg. Employees  | _____         |
| 12* Salaries Temp. Employees | _____         |
| 13* Employer Pension Contr.  | _____         |
| 14* Employer Ins. Contr.     | _____         |
| <b>TOTAL</b>                 | <b>\$0.00</b> |

| <b>RECEIVABLES</b>         |                  |
|----------------------------|------------------|
| Assessments Prop Owners    | _____ \$0        |
| Community Investment /Levy | _____            |
| MSA                        | _____ \$0        |
| MUC                        | _____ \$0        |
| WTP                        | _____ \$0        |
| LOST                       | _____ \$343,646  |
| <b>TOTAL</b>               | <b>\$343,646</b> |

| <b>SUPPLIES</b>              |       |
|------------------------------|-------|
| 20* Office Supplies          | _____ |
| 21* Small Tools              | _____ |
| 22* Motor Fuels & Lubricants | _____ |
| 23* Postage                  | _____ |
| 24 Mtce. of Equipment        | _____ |
| 25 Mtce. of Structures       | _____ |

| <b>FINANCING</b> |                  |
|------------------|------------------|
| Bonds            | _____ \$0        |
| MSA              | _____ \$0        |
| MUC              | _____ \$0        |
| WTP              | _____ \$0        |
| LOST             | _____ \$343,646  |
| <b>TOTAL</b>     | <b>\$343,646</b> |

|     |                             |                               |
|-----|-----------------------------|-------------------------------|
| 26  | Mtce. of Other Improvements | _____                         |
| 27  | Subsistence of Persons      | _____                         |
| 28  | Cleaning & Waste Removal    | _____                         |
| 29* | General Supplies            | _____                         |
|     | <b>TOTAL</b>                | <b>_____</b><br><b>\$0.00</b> |

**GRAND TOTAL** **\$343,646**

Dated: August 3, 2020

**OTHER SERVICES**

|     |                          |   |
|-----|--------------------------|---|
| 30  | Communications           | _____   |
| 31* | Printing & Publishing    | _____   |
| 32  | Utilities                | _____   |
| 33* | Travel-Conf.-Schools     | _____   |
| 34  | Mtce. of Equipment       | _____   |
| 35  | Mtce. of Structures      | _____   |
| 36* | Mtce. of Other Impr.     | _____   |
|     |                          | <b>\$212,351</b>                                    |
| 37  | Subsistence of Persons   | _____   |
| 38  | Cleaning & Waste Removal | _____   |
| 39* | Other Services           | _____   |
|     | <b>TOTAL</b>             | <b>_____</b><br><b>\$21,235</b><br><b>\$233,586</b> |

s/s Marv Calvin  
\_\_\_\_\_  
Mayor

Attest:

**OTHER CHARGES**

|     |                          |                                  |
|-----|--------------------------|----------------------------------|
| 40  | Rents                    | _____                            |
| 41* | Insurance & Bonds        | _____                            |
| 42  | Awards & Indemnities     | _____                            |
| 43  | Subscription/Memberships | _____                            |
| 44  | Interest                 | _____                            |
| 45  | Licenses & Taxes         | _____                            |
| 46* | Prof. Serv.              | _____                            |
|     |                          | <b>\$110,060</b>                 |
| 47* | Advertising              | _____                            |
| 48* | Adm. OH (Transfer)       | _____                            |
| 49  | Other Charges            | _____                            |
|     | <b>TOTAL</b>             | <b>_____</b><br><b>\$110,060</b> |

s/s Judy Thompson  
\_\_\_\_\_  
City Clerk

**GRAND TOTAL** **\$343,646**

**RESOLUTION NO. 2020-091**

**A RESOLUTION AWARDING PROJECT NO. 2001-C TO G.F. JEDLICKI, INC. IN THE AMOUNT OF \$330,552.50.**

Motion By: Plowman

Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of G.F. Jedlicki, Inc. of Chanhassen, MN for Project No. 2001-C 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 \$330,552.50.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
\_\_\_\_\_  
Mayor



Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-092  
AS-BID PROJECT NO. 2001-C BUDGET**

**ESTIMATED TOTAL COST \$396,663**

\*Budget Amounts are Essential

Motion By: Plowman

Second By: Asmus

**PERSONNEL SERVICES**

|                              |                     |
|------------------------------|---------------------|
| 10* Salaries Reg. Employees  | _____               |
| 11* Overtime Reg. Employees  | _____               |
| 12* Salaries Temp. Employees | _____               |
| 13* Employer Pension Contr.  | _____               |
| 14* Employer Ins. Contr.     | _____               |
| <b>TOTAL</b>                 | <b>_____ \$0.00</b> |

**RECEIVABLES**

|                            |                        |
|----------------------------|------------------------|
| Assessments Prop Owners    | _____ \$0              |
| Community Investment /Levy | _____ \$0              |
| MSA                        | _____ \$0              |
| MUC                        | _____ \$165,276        |
| WTP                        | _____ \$0              |
| City Obligation            | _____ \$231,387        |
| <b>TOTAL</b>               | <b>_____ \$396,663</b> |

**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           | _____               |
| <b>TOTAL</b>                   | <b>_____ \$0.00</b> |

**FINANCING**

|              |                        |
|--------------|------------------------|
| Bonds        | _____ \$66,111         |
| MSA          | _____ \$0              |
| MUC          | _____ \$165,276        |
| WTP          | _____ \$0              |
| City Cash    | _____ \$165,276        |
| <b>TOTAL</b> | <b>_____ \$396,663</b> |

**GRAND TOTAL** **\$396,663**

Dated: August 3, 2020

**OTHER SERVICES**

|                             |                        |
|-----------------------------|------------------------|
| 30 Communications           | _____                  |
| 31* Printing & Publishing   | _____                  |
| 32 Utilities                | _____                  |
| 33* Travel-Conf.-Schools    | _____                  |
| 34 Mtce. of Equipment       | _____                  |
| 35 Mtce. of Structures      | _____                  |
| 36* Mtce. of Other Impr.    | _____ \$330,553        |
| 37 Subsistence of Persons   | _____                  |
| 38 Cleaning & Waste Removal | _____                  |
| 39* Other Services          | _____ \$33,055         |
| <b>TOTAL</b>                | <b>_____ \$363,608</b> |

s/s Marv Calvin  
Mayor

**Attest:**

s/s Judy Thompson  
City Clerk

**OTHER CHARGES**

|                             |       |                  |
|-----------------------------|-------|------------------|
| 40 Rents                    | _____ |                  |
| 41* Insurance & Bonds       | _____ |                  |
| 42 Awards & Indemnities     | _____ |                  |
| 43 Subscription/Memberships | _____ |                  |
| 44 Interest                 | _____ |                  |
| 45 Licenses & Taxes         | _____ |                  |
| 46* Prof. Serv.             | _____ | \$33,055         |
| 47* Advertising             | _____ |                  |
| 48* Adm. OH (Transfer)      | _____ |                  |
| 49 Other Charges            | _____ |                  |
| <b>TOTAL</b>                | _____ | <b>\$33,055</b>  |
| <b>GRAND TOTAL</b>          |       | <b>\$396,663</b> |

**RESOLUTION NO. 2020-093**

**A RESOLUTION AWARDING THE WRAC 8 HEATING SYSTEM PROJECT IN THE AMOUNT OF \$26,420.16 AND REAPPROPRIATE FUNDS.**

Motion By: Plowman

Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, the bid of Chappell Central, Inc. and Kings Electric, LLC for the WRAC 8 heating system project is accepted, and the Mayor and City Administrator of the City of Willmar are hereby authorized to enter into an agreement with the bidders for the terms and consideration of the contract in the amount of \$26,420.16.

BE IT FURTHER RESOLVED by the City Council of the City of Willmar to authorize the Finance Director to amend the Operating Budgets as follows:

|           |                                 |          |
|-----------|---------------------------------|----------|
| Decrease: | 2020 City Hall Operating Budget | \$15,000 |
| Increase: | 2020 WRAC 8 Operating Budget    | \$15,000 |

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-094**

**A RESOLUTION AWARDING THE CITY HALL HEATING SYSTEM UPGRADE IN THE AMOUNT OF \$21,738.18.**

Motion By: Plowman Second By: Alvarado

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Chappell Central, Inc. and Kings Electric, LLC for the City Hall Heating System Upgrade 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 bidders for the terms and consideration of the contract in the amount of \$21,738.18.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-095**

**A RESOLUTION AWARDING THE AUDITORIUM HEATING SYSTEM UPGRADE IN THE AMOUNT OF \$43,783.93.**

Motion By: Plowman Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Plumbing and Heating of Willmar, Inc. and Kings Electric, LLC for the Auditorium Heating System Upgrade 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 bidders for the terms and consideration of the contract in the amount of \$43,783.93.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-096**

**A RESOLUTION AWARDING THE ORANGE FIELD WIRING AND LIGHTING ELECTRICAL SERVICES TO WILLMAR ELECTRIC SERVICE IN THE AMOUNT OF \$30,500.**

Motion By: Plowman

Second By: Asmus

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the proposal of Willmar Electric Service of Willmar, MN for the Orange Field Wiring and Lighting Electrical Services 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 \$30,500.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-097**

**A RESOLUTION AWARDING PROJECT NO. 1904 TO CROW RIVER CONSTRUCTION IN THE AMOUNT OF \$539,288.**

Motion By: Plowman

Second By: Nelsen

BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the bid of Crow River Construction of New London, MN for Project No. 1904 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 \$539,288.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk

**RESOLUTION NO. 2020-098  
AS-BID PROJECT NO. 1904 BUDGET**

**ESTIMATED TOTAL COST \$751,443**

\*Budget Amounts are Essential

Motion By: Plowman

Second By: Nelsen

Code

|                              |               |
|------------------------------|---------------|
| <b>PERSONNEL SERVICES</b>    |               |
| 10* Salaries Reg. Employees  | _____         |
| 11* Overtime Reg. Employees  | _____         |
| 12* Salaries Temp. Employees | _____         |
| 13* Employer Pension Contr.  | _____         |
| 14* Employer Ins. Contr.     | _____         |
| <b>TOTAL</b>                 | <b>\$0.00</b> |

|                                |               |
|--------------------------------|---------------|
| <b>SUPPLIES</b>                |               |
| 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           | _____         |
| <b>TOTAL</b>                   | <b>\$0.00</b> |

|                             |                  |
|-----------------------------|------------------|
| <b>OTHER SERVICES</b>       |                  |
| 30 Communications           | _____            |
| 31* Printing & Publishing   | _____            |
| 32 Utilities                | _____            |
| 33* Travel-Conf.-Schools    | _____            |
| 34 Mtce. of Equipment       | _____            |
| 35 Mtce. of Structures      | _____            |
| 36* Mtce. of Other Impr.    | <u>\$539,288</u> |
| 37 Subsistence of Persons   | _____            |
| 38 Cleaning & Waste Removal | _____            |
| 39* Other Services          | <u>\$53,929</u>  |
| <b>TOTAL</b>                | <b>\$593,217</b> |

|                             |       |
|-----------------------------|-------|
| <b>OTHER CHARGES</b>        |       |
| 40 Rents                    | _____ |
| 41* Insurance & Bonds       | _____ |
| 42 Awards & Indemnities     | _____ |
| 43 Subscription/Memberships | _____ |
| 44 Interest                 | _____ |

|                            |                  |
|----------------------------|------------------|
| <b>RECEIVABLES</b>         |                  |
| Assessments Prop Owners    | <u>\$0</u>       |
| Community Investment /Levy | <u>\$541,443</u> |
| MSA                        | <u>\$0</u>       |
| MUC                        | <u>\$0</u>       |
| WTP                        | <u>\$0</u>       |
| Fed Aid                    | <u>\$210,000</u> |
| <b>TOTAL</b>               | <b>\$751,443</b> |

|                  |                  |
|------------------|------------------|
| <b>FINANCING</b> |                  |
| Bonds            | <u>\$541,443</u> |
| MSA              | <u>\$0</u>       |
| MUC              | <u>\$0</u>       |
| WTP              | <u>\$0</u>       |
| Fed Aid          | <u>\$210,000</u> |
| <b>TOTAL</b>     | <b>\$751,443</b> |

**GRAND TOTAL \$751,443**

Dated: August 3, 2020

s/s Marv Calvin  
\_\_\_\_\_  
Mayor

Attest:

s/s Judy Thompson  
\_\_\_\_\_  
City Clerk

|                        |                  |
|------------------------|------------------|
| 45 Licenses & Taxes    |                  |
| 46* Prof. Serv.        | \$158,226        |
| 47* Advertising        |                  |
| 48* Adm. OH (Transfer) |                  |
| 49 Other Charges       |                  |
| <b>TOTAL</b>           | <b>\$158,226</b> |
| <b>GRAND TOTAL</b>     | <b>\$751,443</b> |

**RESOLUTION NO. 2020-099**

**2001-A AS-BID BUDGET  
ESTIMATED TOTAL COST \$1,583,762**

\*Budget Amounts are Essential

Motion By: Nelsen

Second By: Asmus

Code

**PERSONNEL SERVICES**

|                              |               |
|------------------------------|---------------|
| 10* Salaries Reg. Employees  |               |
| 11* Overtime Reg. Employees  |               |
| 12* Salaries Temp. Employees |               |
| 13* Employer Pension Contr.  |               |
| 14* Employer Ins. Contr.     |               |
| <b>TOTAL</b>                 | <b>\$0.00</b> |

**RECEIVABLES**

|                           |           |
|---------------------------|-----------|
| Assessments Prop Owners   | \$333,220 |
| Community Investment/Levy | \$964,994 |
| MSA                       | \$0.00    |
| MUC                       | \$54,455  |
| WTP                       | \$231,093 |

**TOTAL \$1,583,762**

**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           |               |
| <b>TOTAL</b>                   | <b>\$0.00</b> |

**FINANCING**

|       |             |
|-------|-------------|
| Bonds | \$1,298,214 |
| MSA   | \$0         |
| MUC   | \$54,455    |
| WTP   | \$231,093   |
| MnDOT | \$0         |

**TOTAL \$1,583,762**

**GRAND TOTAL \$1,583,762**

Dated this 3rd day of August, 2020

**OTHER SERVICES**

|                             |             |
|-----------------------------|-------------|
| 33* Travel-Conf.-Schools    |             |
| 34 Mtce. of Equipment       |             |
| 35 Mtce. of Structures      |             |
| 36* Mtce. of Other Impr.    | \$1,319,802 |
| 37 Subsistence of Persons   |             |
| 38 Cleaning & Waste Removal |             |
| 39* Other Services          | \$131,980   |

s/s Marv Calvin  
Mayor

**Attest:**

|                      |                    |  |
|----------------------|--------------------|--|
| <b>TOTAL</b>         | <b>\$1,451,782</b> | <u>s/s Judy Thompson</u><br>City Clerk |
| <b>OTHER CHARGES</b> |                    |  |
| 46* Prof. Serv.      | \$131,980          |  |
| 47 Advertising       | \$0                |  |
| <b>TOTAL</b>         | <b>\$131,980</b>   |  |
| <b>GRAND TOTAL</b>   | <b>\$1,583,762</b> |  |

**RESOLUTION NO. 2020-0100**

**2001-B AS-BID BUDGET  
ESTIMATED TOTAL COST \$517,538**

\*Budget Amounts are Essential

Motion By: Nelsen                      Second By: Asmus

Code

**PERSONNEL SERVICES**

|                              |               |
|------------------------------|---------------|
| 10* Salaries Reg. Employees  |               |
| 11* Overtime Reg. Employees  |               |
| 12* Salaries Temp. Employees |               |
| 13* Employer Pension Contr.  |               |
| 14* Employer Ins. Contr.     |               |
| <b>TOTAL</b>                 | <b>\$0.00</b> |

**RECEIVABLES**

|                           |           |
|---------------------------|-----------|
| Assessments Prop Owners   | \$109,715 |
| Community Investment/Levy | \$399,852 |
| MSA                       | \$0       |
| MUC                       | \$3,401   |
| WTP                       | \$4,570   |

**TOTAL** **\$517,538**

**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           |               |
| <b>TOTAL</b>                   | <b>\$0.00</b> |

**FINANCING**

|       |           |
|-------|-----------|
| Bonds | \$509,567 |
| MSA   | \$0       |
| MUC   | \$3,401   |
| WTP   | \$4,570   |
| MnDOT | \$0       |

**TOTAL** **\$517,538**

**GRAND TOTAL** **\$517,538**

Dated this 3rd day of August, 2020

**OTHER SERVICES**

|                             |           |
|-----------------------------|-----------|
| 33* Travel-Conf.-Schools    |           |
| 34 Mtce. of Equipment       |           |
| 35 Mtce. of Structures      |           |
| 36* Mtce. of Other Impr.    | \$431,282 |
| 37 Subsistence of Persons   |           |
| 38 Cleaning & Waste Removal |           |
| 39* Other Services          | \$43,128  |

s/s Mary Calvin  
Mayor

**Attest:**

|                      |                  |  |
|----------------------|------------------|--|
| <b>TOTAL</b>         | <b>\$474,410</b> | <u>s/s Judy Thompson</u><br>City Clerk |
| <b>OTHER CHARGES</b> |                  |  |
| 46* Prof. Serv.      | \$43,128         |  |
| 47 Advertising       | \$0              |  |
| <b>TOTAL</b>         | <b>\$43,128</b>  |  |
| <b>GRAND TOTAL</b>   | <b>\$517,538</b> |  |

**RESOLUTION NO. 2020-101**

**2001-E AS-BID BUDGET  
ESTIMATED TOTAL COST \$293,493**

\*Budget Amounts are Essential

Motion By: Nelsen                      Second By: Asmus

|                                |               |                           |                  |
|--------------------------------|---------------|---------------------------|------------------|
| Code                           |               |                           |                  |
| <b>PERSONNEL SERVICES</b>      |               | <b>RECEIVABLES</b>        |                  |
| 10* Salaries Reg. Employees    |               | Assessments Prop Owners   | \$0              |
| 11* Overtime Reg. Employees    |               | Community Investment/Levy | \$0              |
| 12* Salaries Temp. Employees   |               | MSA                       | \$0              |
| 13* Employer Pension Contr.    |               | MUC                       | \$0              |
| 14* Employer Ins. Contr.       |               | CONTRACTOR                | \$293,493        |
| <b>TOTAL</b>                   | <b>\$0.00</b> | <b>TOTAL</b>              | <b>\$293,493</b> |
| <b>SUPPLIES</b>                |               | <b>FINANCING</b>          |                  |
| 20* Office Supplies            |               | Bonds                     | \$0              |
| 21* Small Tools                |               | MSA                       | \$0              |
| 22* Motor Fuels & Lubricants   |               | MUC                       | \$0              |
| 23* Postage                    |               | WTP                       | \$0              |
| 24 Mtce. of Equipment          |               | CONTRACTOR                | \$293,493        |
| 25 Mtce. of Structures         |               | <b>TOTAL</b>              | <b>\$293,493</b> |
| 26 Mtce. of Other Improvements |               | <b>GRAND TOTAL</b>        | <b>\$293,493</b> |
| 27 Subsistence of Persons      |               |                           |                  |
| 28 Cleaning & Waste Removal    |               |                           |                  |
| 29* General Supplies           |               |                           |                  |
| <b>TOTAL</b>                   | <b>\$0.00</b> |                           |                  |
| <b>OTHER SERVICES</b>          |               |                           |                  |
| 33* Travel-Conf.-Schools       |               |                           |                  |
| 34 Mtce. of Equipment          |               | <u>s/s Marv Calvin</u>    |                  |
| 35 Mtce. of Structures         |               | Mayor                     |                  |
| 36* Mtce. of Other Impr.       | \$244,577     | <b>Attest:</b>            |                  |
| 37 Subsistence of Persons      |               |                           |                  |
| 38 Cleaning & Waste Removal    |               |                           |                  |
| 39* Other Services             | \$24,458      |                           |                  |

Dated this 3rd day of August, 2020



|                      |                  |  |
|----------------------|------------------|--|
| <b>TOTAL</b>         | <b>\$269,035</b> | <u>s/s Judy Thompson</u><br>City Clerk |
| <b>OTHER CHARGES</b> |                  |  |
| 46* Prof. Serv.      | \$24,458         |  |
| 47 Advertising       | \$0              |  |
| <b>TOTAL</b>         | <b>\$24,458</b>  |  |
| <b>GRAND TOTAL</b>   | <b>\$293,493</b> |  |

**RESOLUTION NO. 2020-102**

**2003-A AS-BID BUDGET  
ESTIMATED TOTAL COST \$832,552**

\*Budget Amounts are Essential

Motion By: Nelsen                      Second By: Asmus

|                                |               |                           |                  |
|--------------------------------|---------------|---------------------------|------------------|
| Code                           |               |                           |                  |
| <b>PERSONNEL SERVICES</b>      |               | <b>RECEIVABLES</b>        |                  |
| 10* Salaries Reg. Employees    |               | Assessments Prop Owners   | \$275,086        |
| 11* Overtime Reg. Employees    |               | Community Investment/Levy | -\$172,880       |
| 12* Salaries Temp. Employees   |               | MSA                       | \$719,116        |
| 13* Employer Pension Contr.    |               | MUC                       | \$7,655          |
| 14* Employer Ins. Contr.       |               | WTP                       | \$3,575          |
| <b>TOTAL</b>                   | <b>\$0.00</b> |                           |                  |
|                                |               | <b>TOTAL</b>              | <b>\$832,552</b> |
| <b>SUPPLIES</b>                |               | <b>FINANCING</b>          |                  |
| 20* Office Supplies            |               | Bonds                     | \$102,206        |
| 21* Small Tools                |               | MSA                       | \$719,116        |
| 22* Motor Fuels & Lubricants   |               | MUC                       | \$7,655          |
| 23* Postage                    |               | WTP                       | \$3,575          |
| 24 Mtce. of Equipment          |               | MnDOT                     | \$0              |
| 25 Mtce. of Structures         |               |                           |                  |
| 26 Mtce. of Other Improvements |               | <b>TOTAL</b>              | <b>\$832,552</b> |
| 27 Subsistence of Persons      |               |                           |                  |
| 28 Cleaning & Waste Removal    |               | <b>GRAND TOTAL</b>        | <b>\$832,552</b> |
| 29* General Supplies           |               |                           |                  |
| <b>TOTAL</b>                   | <b>\$0.00</b> |                           |                  |

Dated this 3rd day of August, 2020

|                             |           |                                 |
|-----------------------------|-----------|---------------------------------|
| <b>OTHER SERVICES</b>       |           | <u>s/s Mary Calvin</u><br>Mayor |
| 33* Travel-Conf.-Schools    |           |                                 |
| 34 Mtce. of Equipment       |           |                                 |
| 35 Mtce. of Structures      |           |                                 |
| 36* Mtce. of Other Impr.    | \$693,793 |                                 |
| 37 Subsistence of Persons   |           | <b>Attest:</b>                  |
| 38 Cleaning & Waste Removal |           |                                 |
| 39* Other Services          | \$69,379  |                                 |

|                      |                  |  |
|----------------------|------------------|--|
| <b>TOTAL</b>         | <b>\$763,172</b> | <u>s/s Judy Thompson</u><br>City Clerk |
| <b>OTHER CHARGES</b> |                  |  |
| 46* Prof. Serv.      | \$69,380         |  |
| 47 Advertising       | \$0              |  |
| <b>TOTAL</b>         | <b>\$69,379</b>  |  |
| <b>GRAND TOTAL</b>   | <b>\$832,552</b> |  |

**RESOLUTION NO. 2020-103**

**A RESOLUTION APPROVING POLICIES TO PROMOTE DEVELOPMENT**

Motion By: Davis Second By: Mueske

WHEREAS, On May 4<sup>th</sup>, 2020, the Willmar City Council (“Council”) established the Renaissance Zone, which is a new zoning overlay district encompassing the Central Business (CB) district and adjacent areas; and

WHEREAS, the new Renaissance Zone overlay district is a five-year pilot program intended to encourage economic development; and

WHEREAS, when the council adopted the ordinance establishing the Renaissance Zone overlay district, it also modified parking restrictions on Saturdays in the Central Business District and provided building permit fee waivers as the first phase of development incentives targeted to the Renaissance Zone; and

WHEREAS, the Council now desires to build upon the first phase of development incentives targeted to the Renaissance Zone by adopting policies on tax abatement and sales of City-owned real property that will apply City-wide but are expected to have particular positive effect within the Renaissance Zone; and establishing a Storefront/Façade Improvement Forgivable Loan Program to assist with projects located within the Renaissance Zone.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Willmar, a Municipal Corporation of the State of Minnesota, that the Council hereby approves and adopts:\

1. The Renaissance Storefront/Façade Improvement Forgivable Loan Program attached hereto as Exhibit-1; and
2. The Sale of City-owned Real Property policy attached hereto as Exhibit-2.

Dated this 3rd day of August, 2020

s/s Marv Calvin  
Mayor

Attest:

s/s Judy Thompson  
City Clerk