

CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 3

Meeting Date: August 25, 2014

Attachments: Yes x No

CITY COUNCIL ACTION

Date: September 2, 2014

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

Originating Department: City Clerk-Treasurer

Agenda Item: Liquor License Violations

Recommended Action: Receive Testimony to Make Recommendation to Full Council.

Background/Summary:

Pursuant to the Municipal Code Sec. 3-10 [Minimum penalties for violations of state or city ordinances resulting from the sale of alcoholic beverages] the last alcohol compliance check resulted in three (3) violations, one (1) 3.2 Malt Liquor and two (2) On-Sale Liquor establishments.

- 1) A first violation for license holders **KRA Speedway and VFW Post 1639** and as such an appearance at a City Council Committee Meeting is required to explain measures being taken to eliminate future violations.
- 2) A second violation for license holder **El Tapatio Mexican Restaurant** and as such are fined one thousand dollars (\$1,000.00) has been levied.

Alternatives:

Financial Considerations: \$1,000 fine

Preparer: City Clerk-Treasurer

Signature:

Comments:



**WILLMAR**



**CITY CLERK - TREASURER**

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City Office Building  
Box 755  
Willmar, Minnesota 56201

320-235-4913  
FAX: 320-235-4917  
[www.willmarmn.gov](http://www.willmarmn.gov)

August 4, 2014

Kandi Racing Association / KRA Speedway  
PO Box 1723  
Willmar, MN 56201

RE: Alcohol Compliance Checks

July 24, 2014, a letter was sent requesting your appearance at the Finance Committee on Monday, August 11, 2014, per a failed compliance check. Due a Finance Committee Budget meeting, we have rescheduled your appearance date to Monday, August 25, 2014, starting at 4:45 p.m. The meeting will be held in conference room #1, main floor of the City Office Building, 333 SW Street, Willmar, MN.

If you have any questions regarding this matter, please contact my office at 235-4913.

Respectfully,

CITY OF WILLMAR

Kevin J. Halliday  
City Clerk-Treasurer

ds

cc: James Felt, Police Chief  
Steven Okins, Finance Director  
Flaherty & Hood



**CITY CLERK - TREASURER**

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Box 755  
Willmar, Minnesota 56201

320-235-4913  
FAX: 320-235-4917  
[www.willmarmn.gov](http://www.willmarmn.gov)

July 29, 2014

Kandi Racing Association / KRA Speedway  
PO Box 1723  
Willmar, MN 56201

RE: Alcohol Compliance Checks

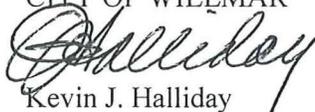
My office recently received a notification from the Willmar Police Department of a failed compliance check conducted on July 10, 2014, whereby an employee of your liquor establishment sold alcohol to an underage person. In accordance with City Ordinance 1320, which sets the minimum penalty for violations of Minnesota State law or city ordinances, you are hereby notified via this written notice of your first violation and that you are required to appear before a City Council Committee to explain measures to be taken by you and your employees to eliminate future violations of city ordinances and state statutes regulating the sale of alcoholic beverages. This matter will be heard before the Finance Committee on Monday, August 11, 2014, starting at 4:45 p.m. The meeting will be held in conference room #1, main floor of the City Office Building, 333 SW 6<sup>th</sup> Street, Willmar, MN.

This letter also serves as a reminder notice that City Ordinance 1320 sets monetary fines for further violations.

If you have any questions regarding this matter, please contact my office at 235-4913.

Respectfully,

CITY OF WILLMAR

  
Kevin J. Halliday  
City Clerk-Treasurer

ds

cc: James Felt, Police Chief  
Steven Okins, Finance Director  
Flaherty & Hood



**WILLMAR**

**CITY CLERK - TREASURER**

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[www.willmarmn.gov](http://www.willmarmn.gov)

August 4, 2014

Deb Zeiner  
VFW Post 1639  
1108 E Highway 12  
Willmar, MN 56201

RE: Alcohol Compliance Checks

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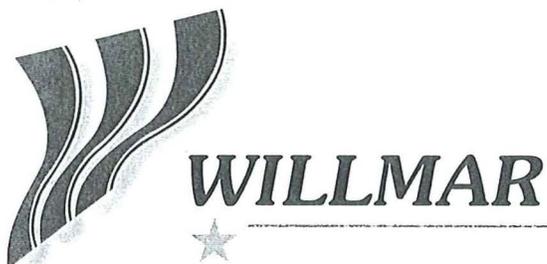
Respectfully,

CITY OF WILLMAR

Kevin J. Halliday  
City Clerk-Treasurer

ds

cc: James Felt, Police Chief  
Steven Okins, Finance Director  
Flaherty & Hood



**CITY CLERK - TREASURER**

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Box 755  
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July 29, 2014

Deb Zeiner  
VFW Post 1639  
1108 E Highway 12  
Willmar, MN 56201

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This letter also serves as a reminder notice that City Ordinance 1320 sets monetary fines for further violations.

If you have any questions regarding this matter, please contact my office at 235-4913.

Respectfully,

CITY OF WILLMAR

Kevin J. Halliday  
City Clerk-Treasurer

ds

cc: James Felt, Police Chief  
Steven Okins, Finance Director  
Flaherty & Hood



**WILLMAR**



**CITY CLERK - TREASURER**

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Box 755  
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320-235-4913  
FAX: 320-235-4917  
[www.willmarmn.gov](http://www.willmarmn.gov)

July 29, 2014

Sergio Aguirre / Jose R. Gomez  
El Tapatio Mexican Restaurant  
1111 South 1<sup>st</sup> Street  
Willmar, MN 56201

RE: Alcohol Compliance Check

My office recently received a notification from the Willmar Police Department of a failed compliance check conducted on July 10, 2014, whereby your liquor establishment sold alcohol to an underage person. In accordance with City Ordinance 1320 which sets the minimum penalty for violations of Minnesota State law or city ordinances, you are hereby notified that this violation is your second violation and as such you are hereby fined one thousand dollars (\$1000.00). The ordinance grants any license holder seven (7) calendar days from the date of receipt of this notice to request a hearing before the Finance Committee to appeal this penalty. If a hearing is not requested the \$1000.00 fine must be remitted, payable to the **City of Willmar**, on or before August 8, 2014.

This letter also serves as a reminder notice that City Ordinance 1320 sets monetary fines for further violation.

If you have any questions regarding this matter, please call 320-235-4913.

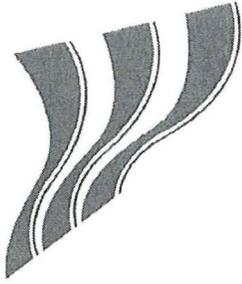
Respectfully,

CITY OF WILLMAR

  
Kevin J. Halliday  
City Clerk-Treasurer

ds

cc: James Felt, Police Chief  
Steven Okins, City Finance Director  
Robert Scott, City Attorney



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 4

Meeting Date: September 2, 2014

Attachments: Yes No

CITY COUNCIL ACTION

Date:

- Approved
- Amended
- Other
- Denied
- Tabled

Originating Department: City Clerk

Agenda Item: Reconsideration of Special Ag Land Bids

Recommended Action:

Continue the process of accepting sealed bids for City lands.

Background/Summary: Mr. Groothius has appeared before the Finance Committee on May 12, 2014 and the matter was reviewed again on July 14, 2014. In both cases, direction was to continue the current practice of accepting sealed bids for the lands.

Alternatives: Accept the proposal from Mr. Groothius.

Financial Considerations: Potential decrease in revenue.

Preparer: Kevin Halliday

Signature:

Comments:

## FINANCE COMMITTEE

### MINUTES

The Finance Committee of the Willmar City Council met on Monday, May 12, 2014, in Conference Room No. 1 at the City Office Building.

Present: Denis Anderson ..... Chair  
Tim Johnson ..... Vice-Chair  
Rick Fagerlie ..... Member  
Audrey Nelsen ..... Member

Others present: City Administrator Charlene Stevens, Finance Director Steve Okins, City Clerk Kevin Halliday, Rice Memorial Hospital Representatives Mike Schramm and Bill Fenske, Dan Groothuis, Mayor Frank Yanish, Council Member Bruce DeBlicek, "West Central Tribune" Journalist David Little, and Accounting Supervisor Carol Cunningham.

Item No. 1      Call to Order

The meeting was called to order by Chair Anderson at 4:45 p.m.

Item No. 2      Public Comments

There were no comments from the public.

Item No. 3      Rice Memorial Hospital 03/31/14 Financial Report (Information)

Bill Fenske, CFO of Rice Hospital, presented the committee with the 03/31/14 Financial Report, which reflects a year-to-date net operating loss of \$2,485,994. The month of March generated a loss of \$99,638, which is an improvement from February's net loss of \$1,153,480 and January's net loss of 1,232,876. The primary contributing factors of increased outpatient activity helped improve the Hospital's financial performance. Discussion included accounts receivable issues, the shift in Payer Mix to more governmental sources and less commercial sources, and efforts to recruit more specialized physicians for the hospital, particularly orthopedists. This matter was received for information.

Item No. 4      Groothuis Land Lease Request (Information)

Staff explained that Dan Groothuis, prior owner of land northwest of the new airport runway, has inquired of various Council Members whether special bidding criteria could be given to land owners who lost acreage from the eminent domain taking of land. Mr. Groothuis was present to express his desire to have negotiated rental rates or rights of first refusal after bids are solicited. After considerable discussion, it was the consensus of the Committee that there should be no change in how staff conducts the land rental procedure.

Item No. 5      Increase Lakeland Drive Bike Path Budget (Resolution)

Staff explained that Bill Latham of WM Latham Appraisals, under contract with the City for \$29,500, has concluded the appraisal of the Lakeland Drive SE Bike Trail project. Initial Permanent and Temporary Easement Values were estimated at \$40,500 but the total appraised value returned by Mr. Latham totals \$85,450. Consequently, an additional \$45,000 needs to be allocated from the Industrial Development Fund in order to complete the project of purchasing the necessary easements. It was noted that the Temporary Easement deadline is two years from the purchase; subsequently, it was determined that the Temporary Easements should be purchased in September to allow for two construction seasons to complete the project.

Following discussion Council Member Fagerlie moved to introduce a resolution increasing the Lakeland Drive Bike Path Budget by \$45,000 allocated from the Industrial Development Fund to enable completion of the required easement purchase for the Lakeland Drive SE Bike Trail project. Council Member Nelsen seconded the motion which carried.

Item No. 6      2015 Proposed Budget Calendar (Motion)

Staff reviewed with the Committee the proposed 2015 Budget Calendar. Mayor Yanish stated he had no questions or concerns regarding this 2015 calendar.

Following discussion Council Member Fagerlie moved to approve the 2015 Budget Calendar as presented. Council Member Johnson seconded the motion which carried.

Item No. 7      2014 Street Improvement Financing (Information)

Staff provided to the Committee a tentative budget calendar for the 2014 Street Improvement Project and reported that there are ongoing discussions with local lending institutions for possible alternatives to normal bonding procedures for street improvement financing. Preliminary information reflects little additional costs using local financing which would provide the benefit of utilizing local dollars. It was the consensus of the Committee that staff should continue to pursue these local financing alternatives.

Item No. 8      Ditch Maintenance Funding – Public Works (Information)

Staff explained to the Committee that the City has received invoices for ditch repairs within the City limits in the amount of \$156,270.29, however, the 2014 Budget includes only \$20,000 for these repairs. It is being proposed that the remaining \$136,271 be funded through the Surface Water Management Budget. These invoiced costs being levied are based on the prior year's expenses and are previous to the Redetermination of Benefits of County Ditches dated April 1, 2014. It was noted that future expenses for routine maintenance and repairs will be considerably less. Council Member Johnson asked if there is a procedure for objecting to the cost of the ditch maintenance. Chair Anderson also questioned whether or not the City could contest the cost and asked staff to research other funding sources.

Following discussion Council Member Nelsen moved to table this matter until the next Finance Committee meeting to allow staff an opportunity to determine the process, if any, for contesting the charges and to look into other possible funding sources for these costs. Council Member Fagerlie seconded the motion which carried.

Item No. 9      Sign Reflectivity Reallocation (Resolution)

Staff explained that the 2014 Capital Improvement Program includes \$25,000 designated for Sign Retro-Reflectivity by federal mandate; however, this is considered annual maintenance and not a capital project that requires fixed asset tracking. Subsequently, it is being requested that these funds be reallocated into the 2014 Public Works Maintenance of Other Improvements Operating Budget.

Following discussion Council Member Nelsen moved to introduce a resolution reallocating \$25,000 from the 2014 Capital Improvements Budget to the 2014 Public Works Maintenance of Other Improvements Operating Budget for Sign Retro-Reflectivity maintenance. Council Member Johnson seconded the motion which carried.

Item No. 10      Old Business (Information)

There was no old business.

Item No. 11      New Business (Information)

There was no new business.

There being no further business to come before the Committee, the meeting was adjourned at 6:06 p.m. by Chair Anderson.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol Cunningham".

Carol Cunningham  
Accounting Supervisor

**FINANCE COMMITTEE**

**MINUTES**

The Finance Committee of the Willmar City Council met on Monday, July 14, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Tim Johnson	.....	Vice-Chair
	Rick Fagerlie	.....	Member
	Audrey Nelsen	.....	Member
	Bruce Deblieck	.....	Member

Others present: Finance Director Steve Okins, City Clerk Kevin Halliday, Fire Chief Gary Hendrickson, Police Chief Jim Felt, MUC General Manager Wes Hompe, MUC Finance Director Tim Hunstad, KAT Transit Director Tiffany Collins, Mayor Frank Yanish, Council Member Jim Dokken, "West Central Tribune" Journalist David Little, and Accounting Supervisor Carol Cunningham.

Item No. 1      Call to Order

The meeting was called to order by Vice-Chair Johnson at 4:45 p.m.

Item No. 2      Public Comments

There were no comments from the public.

Item No. 3      Willmar Municipal Utilities Financial Report (Information)

MUC General Manager Wes Hompe and Finance Director Tim Hunstad presented information on the MUC 2013 Financial Report as well as a summary of the MUC financial status as of May 31, 2014. The Statements of Revenues and Expenses as of December 31, 2013, reflect a net change in position of a negative \$37,610 which is attributable to expenses booked for market value decreases during 2013. It was noted that market values have rebounded to date in 2014 reflecting a positive balance in investment income. Other discussion included an update on the wind turbines. This matter was for information only.

Item No. 4      Transit Joint Powers Agreement (Resolution and Motion)

City Clerk Kevin Halliday explained that pursuant to the directive from the MNDOT Office of Transit, elected officials from KAT and Renville County have been meeting to draft a new joint powers agreement, by-laws, and governing policies. The timeline for this new agency is set for an operational start of January 1, 2015. Most agreements, by-laws and operational policies should be finalized by the August, 2014, submission deadlines for the 2015 grant funding applications. Assets, bus titles, and cash reserves will be combined and existing employees will be hired by this new transit agency. The KAT Transit Director will take the lead role with the Renville County Transit Director as the assistant. Attrition will be the only planned reduction in staff, if any. The estimated cost sharing arrangement for the new transit entity will be one-third each for the City of Willmar, Kandiyohi County, and Renville County. This final draft of the new Joint Powers Agreement presented to the Committee has been approved by the attorneys for Renville County, Kandiyohi County, the City of Willmar, and KAT and needs to be ratified by both the County Board and the Willmar City Council. Additionally, two council members need to be appointed to represent the City on the new Transit Board as well.

Following discussion, Council Member Nelsen moved to introduce a resolution authorizing the Mayor and City Administrator to execute the new Transit Joint Powers Agreement. Council Member Fagerlie seconded the motion which carried.

Council Member Nelsen then moved to appoint the two council members currently representing the City on the existing KAT Board to the new Transit Board, which are Bruce Deblieck and Rick Fagerlie. Council Member Johnson seconded the motion which carried.

Item No. 5      Sale of Fire Engine 8 (Resolution)

Fire Chief Gary Hendrickson explained that the Fire Department recently took delivery of the new Ladder Truck which replaces the 1991 E-One Hush Truck (Engine 8). The Town of Clara City has offered \$25,000 to purchase Engine 8. Another option would be to retain Engine 8 as a backup engine or for use in another department; however, the costs of regular maintenance need to be taken into consideration for a fire truck that is not used regularly. Consequently, staff's recommendation is to sell Engine 8 to Clara City for \$25,000.

Following discussion, Council Member Nelsen moved to introduce a resolution approving the sale of the 1991 E-One Hush Fire Truck (Engine 8) to the Town of Clara City for \$25,000. Council Member Deblieck seconded the motion which carried.

Item No. 6      School Resource Officer Agreement 2014 - 2017 (Resolution)

Police Chief Jim Felt explained that Willmar Schools have contracted with the Willmar Police Department for school resource officers for over 15 years. The most recent three-year contract concluded in June which was for three officers assigned during the school year to the Willmar High School, Middle School, and Alternative Learning Center/Elementary Schools. Staff is proposing a new agreement for 2014 - 2017 incorporating an increase of \$33,000 over the three-year period.

Following discussion, Council Member Fagerlie moved to introduce a resolution authorizing the City Administrator to execute the 2014-2017 School Resource Officers Agreement as presented. Council Member Nelsen seconded the motion which carried.

Item No. 7      General Obligation Improvement Bonds 2014B (Resolution)

Finance Director Steve Okins explained that staff was directed to work with the local lending institutions to develop a negotiated sale of \$1,000,000 for funding the 2014 Street Improvements. Results show that by utilizing local options, the interest rate will be 2.17% which is slightly higher than the metro rate; however, there are less underwriting costs involved so overall expenditures will be similar to traditional bonding. Staff is recommending that the Council proceed with the local funding option.

Following discussion, Council Member Deblieck moved to introduce a resolution authorizing the Mayor and City Administrator to execute the agreements for the negotiated sale of \$1,000,000 of General Obligation Improvement Bonds 2014B through local lending institutions as presented for financing the 2014 Street Improvements. Council Member Nelsen seconded the motion which carried.

Item No. 8      Reports (Information)

2013 General Fund Staff presented the preliminary December 31, 2013, General Fund Revenues and Expenditures noting that more detail will be brought to the Committee in the near future to authorize budget overages. This matter was for information only.

Item No. 9      Old Business (Information)

There was no old business.

Item No. 10      New Business (Information)

Council Member Deblieck indicated that Dan Groothuis had sent an e-mail to council members last weekend regarding agriculture land owned by the City. Vice-Chair Johnson will forward this e-mail to the City Administrator to issue a response and/or forward to appropriate staff to address.

There being no further business to come before the Committee, the meeting was adjourned at 5:33 p.m.

Respectfully submitted,



Carol Cunningham  
Accounting Supervisor

## Kevin Halliday

---

**From:** dgroot tds.net <dgroot@tds.net>  
**Sent:** Tuesday, August 19, 2014 7:08 AM  
**To:** Kevin Halliday  
**Subject:** please forward to Finance Committee

Hello Finance Committee Members:

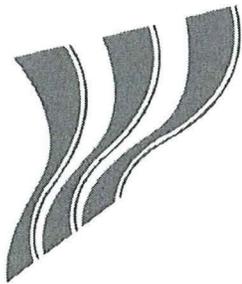
As regards to the market value of R.O.W. 2, property taken from us by emanate domain. Do to the fact of the odd shape of this parcel, it would not bring the highest rent. But on the other hand, from its size of 68 acres(minus + - 1 acre for road and lights) It may bring more then the average rent collected on land rented from the city of Willmar.

My proposal is take the average rent per acre of the 11 parcels the city rents out for agriculture farming and then add \$20.

For example: if the average rent was \$150 per acre, the rent of this parcel would be \$170.

Thank you

Daniel Groothuis  
320-894-5636



**CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE  
ACTION**

**Agenda Item Number:** 5

**Meeting Date:** August 25, 2014

**Attachments:** X Yes    No

**CITY COUNCIL ACTION**

**Date:** September 2, 2014

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

**Originating Department:** City Clerk-Treasurer

**Agenda Item:** Consideration of Change Order to the Willmar City Auditorium Remediation Contract with ECCO Midwest, Inc.

**Recommended Action:** Introduce a Resolution Authorizing Change Order No. 1 in the Amount of \$11,000

**Background/Summary:**

In the action of the Council accepting bids on the City Auditorium Remediation Project, Alternate #4 was accepted which planned for the capping and lead containment of the basement ductwork in the lower floor at the base of the stairs. It saved \$11,000. This item will now need to be reversed due to the final mechanical plan submitted a week after the initial award indicating a conflict with the space. The \$11,000 amount will need to be added back into the contract. The attached mechanical drawing indicates use of that space for the gun range training room and lower level bathroom ductwork.

**Alternatives:**

**Financial Considerations:** \$11,000

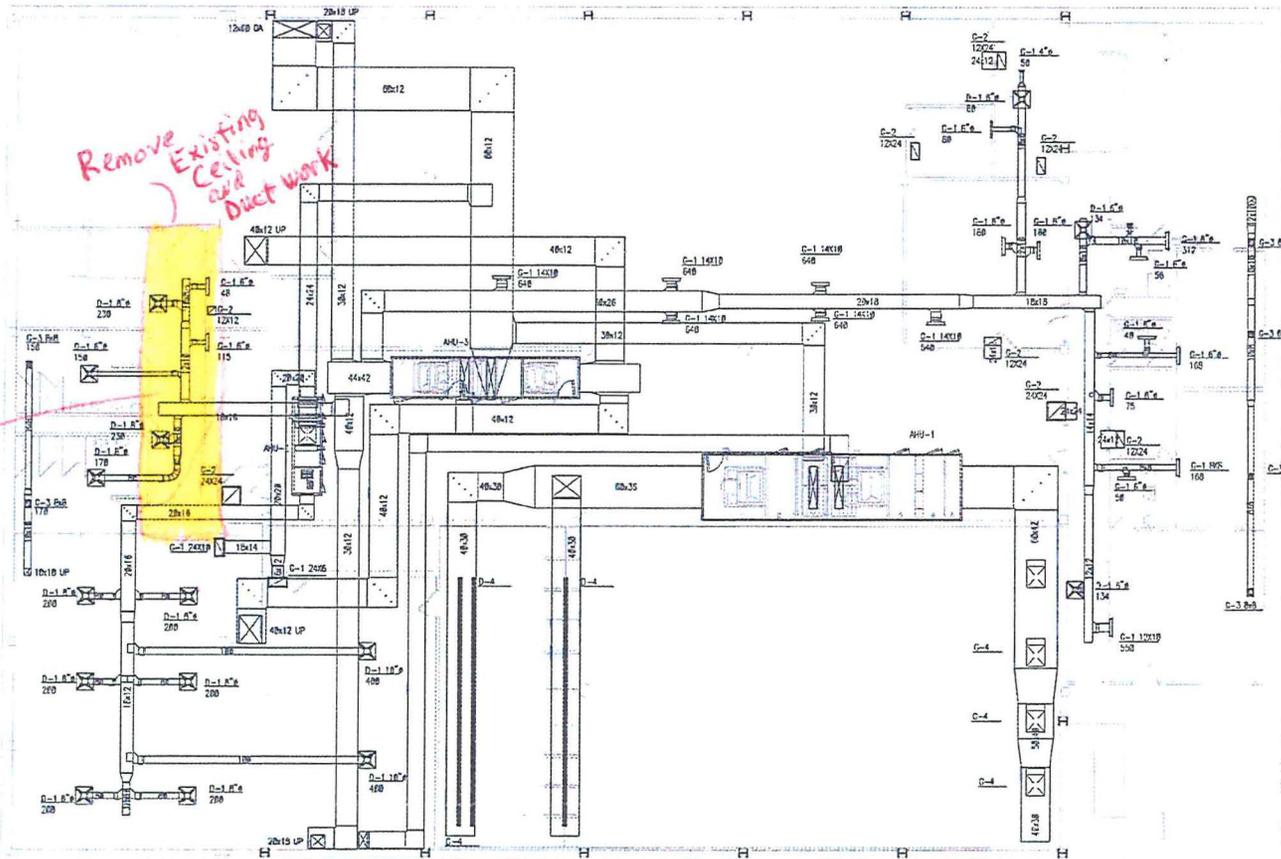
**Preparer:** City Clerk-Treasurer

**Signature:**

**Comments:**

**HVAC NOTES**

- MECHANICAL CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, UTILITIES, ETC. PRIOR TO BIDDING AND CONSTRUCTION.
- INSTALL ALL WORK IN ACCORDANCE WITH STATE, LOCAL, AND NATIONAL CODES.
- THE USE OF FLEXIBLE DUCT IS LIMITED TO 2'-0", NO ELBOWS.
- ALL DUCTS SHALL BE SEALED WITH DUCT SEALER SIMILAR TO UNITED SHEET METAL DUCT SEALER.
- INSULATE ALL NEW SUPPLY AIR RECTANGULAR DUCTS (IN CEILING SPACE) WITH MINIMUM 2-INCH EXTERIOR DUCT INSULATION, INSTALLED. RETURN DUCTS SHALL HAVE 1 1/2" EXTERIOR WRAP.
- PERFORM TESTING AND BALANCING FOR ALL AIR SYSTEMS. SUBMIT REPORTS TO ARCHITECT.
- SUBMIT SHOP DRAWINGS TO ENGINEER FOR APPROVAL OF MAJOR MECHANICAL EQUIPMENT PRIOR TO ORDERING.
- SEE ALL OTHER DRAWINGS AND SPECIFICATIONS FOR ADDITIONAL WORK AND CLARIFICATIONS OR WORK TO BE PERFORMED.
- ALL OUTDOOR AIR INTAKES SHALL BE LOCATED A MINIMUM OF 10'-0" FROM EXHAUST VENTS, PLUMBING VENTS, ETC.
- CONDENSATE FROM ROOFTOP EQUIPMENT SHALL DISCHARGE ONTO ROOF VERIFY WITH LOCAL CODE OFFICIALS. IF OBSERVABLE, EXTEND CONDENSATE PIPE TO APPROVED FLOOR RECEPTOR OR DRAIN TO APPROVED EXTERIOR LOCATION.
- ALL DUCTWORK SHALL BE GALVANIZED SHEET METAL CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH SMCA LOW-PRESSURE DUCT CONSTRUCTION STANDARDS. SIZES SHOWN ARE INSIDE CLEAR DIMENSIONS. MAKE ALLOWANCE FOR INTERNALLY LINED DUCTWORK. ALL DUCTWORK TO BE RUN AS HIGH AS POSSIBLE TO AVOID ANY OBSTACLES.
- SEE ARCHITECTURAL DRAWINGS FOR LOCATIONS OF DIFFUSERS, REGISTERS, GRILLES LOCATED IN THE CEILING GRID.
- INSULATE LAST 5 FEET OF DUCT FROM TOILET ROOM EXHAUST DUCT WITH 1 1/2" THICK FIBERGLASS DUCT WRAP.
- DUCTWORK LAYOUT SHOWN IS RECOMMENDED. ADJUST TO COMPLY WITH LOCAL CODE REQUIREMENTS AND AS BUILT CONDITIONS.
- PROVIDE 7 DAY PROGRAMMABLE THERMOSTATS WITH AUTO CHANGE OVER SUB-BASES.



Remove Existing Ceiling and Duct work

Engineer to add New lay in light to new Ceiling Grid



**CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION**

**Agenda Item Number:** 6

**Meeting Date:** August 25, 2014

**Attachments:** Yes  No

**CITY COUNCIL ACTION**

**Date:** September 2, 2014

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

**Originating Department:** Civic Center Arena

**Agenda Item:** Request to purchase/replace Zamboni Ice Resurfacer Machine

**Recommended Action:** Approve the purchase of a Zamboni Resurfacer Machine and authorize the Mayor and City Administrator to execute the appropriate documents on behalf of the City.

**Background/Summary:** The replacement of the Zamboni Ice Resurfacer Machine is included in the 2015 Vehicle Replacement Program. Only one company in the United States manufactures this type of Zamboni. A quote was received in the amount of \$131,210.00 less a trade in value of approximately \$30,000-\$40,000. Staff is requesting to order the Zamboni now in 2014, but the City wouldn't take delivery until 2015 as it takes up to 9 months for an order to be completed and delivered.

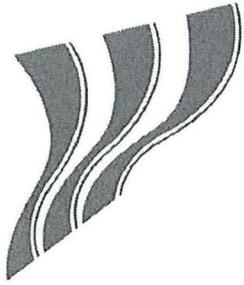
**Alternatives:** NA

**Financial Considerations:** The 2015 Capital Vehicle Replacement Program includes \$130,000.00 for the purchase and replacement of a new Zamboni Ice Resurfacer Machine.

**Preparer:** Troy Ciernia, Arena Manager

**Signature:**

**Comments:** If approved the City would enter into the contract for purchase in 2014, but wouldn't need to have the funds until after delivery in 2015.



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: 7  
Meeting Date: August 25, 2014  
Attachments: X Yes    No

CITY COUNCIL ACTION

Date: September 2, 2014

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Approved | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Amended  | <input type="checkbox"/> Tabled |
| <input type="checkbox"/> Other    |                                 |

Originating Department: City Clerk-Treasurer

Agenda Item: Removal of Agricultural Land Exemption of Special Assessments

Recommended Action: Motion to Adopt the Resolution Removing Agricultural Land Owners of Special Assessment Payments

Background/Summary:

It is the policy of the City to temporarily exempt from assessments certain lands currently used for agricultural purposes. If the agricultural exemption is granted it remains on the City deferral program until its useful life is attained. The useful life of a watermain is forty (40) years and street is twenty (20) years from the date of initial construction.

Attached is a resolution listing the property owners who will be removed from the Agricultural Land Exemptions and have met the criteria contained in the City's Comprehensive Assessment Policy.

Alternatives: Deny removal and leave all recorded deferrals against parcels as listed

Financial Considerations: \$31,012.00

Preparer: City Clerk-Treasurer

Signature: *[Handwritten Signature]*

Comments:

RESOLUTION NO. \_\_\_\_\_

WHEREAS, the following properties located with the City of Willmar were exempted from payment of special assessments pursuant to the agricultural exemption policy:

Word of Faith Family Church	95-908-0140	
3010 7 <sup>th</sup> Ave NW	Project 9301	Streets \$27,495.00
Willmar		

*Section 8, Township 119, Range 35  
West 854.2 feet of East 929.2 feet of North 400 feet of South 470 feet of  
East Half of Northeast Quarter excluding part platted into West Pump Station Addition.  
(3.88 acres)*

Mildred Thorpe	95-908-0130	
501 28 <sup>th</sup> Avenue SW	Project 7402	Watermain \$ 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. (5.88 acres)*

WHEREAS, the City of Willmar Comprehensive Assessment Policy sets life expectancy for each improvement, and

WHEREAS, the useful life of a watermain is forty (40) years and street is twenty (20) years from the date of initial construction.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Willmar, Minnesota, that the records of the deferred and pending assessments of the above parcels be hereby removed.

Dated this 2<sup>nd</sup> day of September, 2014.

\_\_\_\_\_  
MAYOR

Attest:

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CITY CLERK-TREASURER