

**COMMUNITY DEVELOPMENT COMMITTEE  
CITY OF WILLMAR, MINNESOTA  
THURSDAY, MARCH 1, 2012**

**MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, March 1, 2012, in Conference Room No.1 at the City Office Building. Chair Dokken called the meeting to order at 4:45pm.

**Present:**

Jim Dokken	Chair
Ron Christianson	Council Member
Bruce DeBlieck	Council Member
Steve Ahmann	Council Member
Bruce Peterson	Director of Planning and Development Services
Charlene Stevens	City Administrator

**Others present:** Randy Kardell – Building Official, David Little – West Central Tribune

**1. PUBLIC COMMENTS (FOR INFORMATION ONLY)**

There were no public comments offered at this meeting.

**2. GREEN STEP CITIES (RESOLUTION)**

The Committee reviewed a proposed resolution for participation in the GreenStep Cities program (See Attachment A). Questions were raised regarding the necessity of City participation. Concern was expressed that it could be a waste of staff time. Another opinion offered by the Committee was that it could be an opportunity to save money on energy and development projects over a longer period of time.

A motion was made by Council member DeBlieck, seconded by Council member Ahmann and passed for the following:

**RECOMMENDATION:** That the Council adopt the resolution for participation in the GreenStep Cities program.

**3. MOBILE HOME PARK CONDITIONS (FOR INFORMATION ONLY)**

Building Official Randy Kardell reported on conditions in Regency East and West mobile home parks. He explained what is being done by staff and management to improve conditions in the parks. There has been an ongoing effort to remove homes that are not habitable. It typically takes 7-10 days to remove a home once orders are written. Several homes are currently placarded and awaiting removal.

The parks manager is compiling a list of abandoned cars that need to be removed. She has worked to stay ahead of the garbage accumulation problem by providing regular pick-up. Recently, a local electrician corrected electrical code violations with numerous meters and services being removed.

**4. ORDER FOR REMOVAL - 201 HAVANA ST NE (MOTION)**

Staff presented a proposed order for removal of the home at 201 Havana ST NE as prepared by City Attorney Richard Ronning (See Attachment B). The Council discussed this matter previously and had directed the City Attorney to pursue the removal. The formal order is the next step in the process.

A motion was made by Council member Ahmann, seconded by Council member DeBlieck and passed for the following:

**RECOMMENDATION:** That the Council adopt the order for removal and that the City Attorney proceed with the removal process.

**5. EPA GRANT PROGRAM (RESOLUTION)**

Staff presented a revised resolution for the EDA grant program to provide additional funding for industrial park development (See Attachment C). The new resolution amends the resolution dated February 6, 2012 by changing the dollar figure for local participation and the corresponding percentage.

A motion was made by Council member Ahmann, seconded by Council member DeBlieck and passed for the following:

**RECOMMENDATION:** To adopt the resolution amending the figures in the previous grant resolution.

**6. JOHN'S SUPPER CLUB REPORT (FOR INFORMATION ONLY)**

Staff presented an update on the John's Supper Club rehabilitation project (See Attachment D).

**7. LAND RELEASE (FOR INFORMATION ONLY)**

City Administrator Stevens provided a progress report on City efforts to secure the Phase 1 and Phase 2 land releases.

- 8.** There being no further business to come before the Committee, the meeting adjourned at 5:45pm.

Respectfully submitted,

Bruce D. Peterson, AICP  
Director of Planning and Development Services