



# BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2040 Highway 12 East • Willmar, MN 56201-5818

Phone (320) 231-3956 • Fax (320) 231-9710

www.bolton-menk.com

## MEMORANDUM

**Date:** December 12, 2012  
**To:** Colleen Thompson, Superintendent  
**From:** Barry Glienke, PE  
Project Manager *BG*  
**Subject:** Sump Pump Inspection Project  
Willmar, MN  
BMI Proj No: W14.103612

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The Sump Pump Inspection Program consisted of two different areas of town, Ortenblad and Country Club Drive areas. During the summer and fall of 2011, 92% of the 580 units (532) in the study area have been. The following is a breakdown of the actual results of each area inspected.

Ortenblad (25 units remain to be inspected)

- 295 units inspected/passed
- 17 units – no response
- 7 units – need permit
- 1 units – structural fail

Country Club Drive – North Phase (19 units remain to be inspected)

- 157 units inspected/passed
- 11 units – no response
- 5 units – need permit
- 3 units – structural fail

Country Club Drive – South Phase (4 units remain to be inspected)

- 81 units inspected/passed
- 3 units – no response
- 1 units – need permit
- 0 units – structural fail



Colleen Thompson  
12/17/12  
Page 2

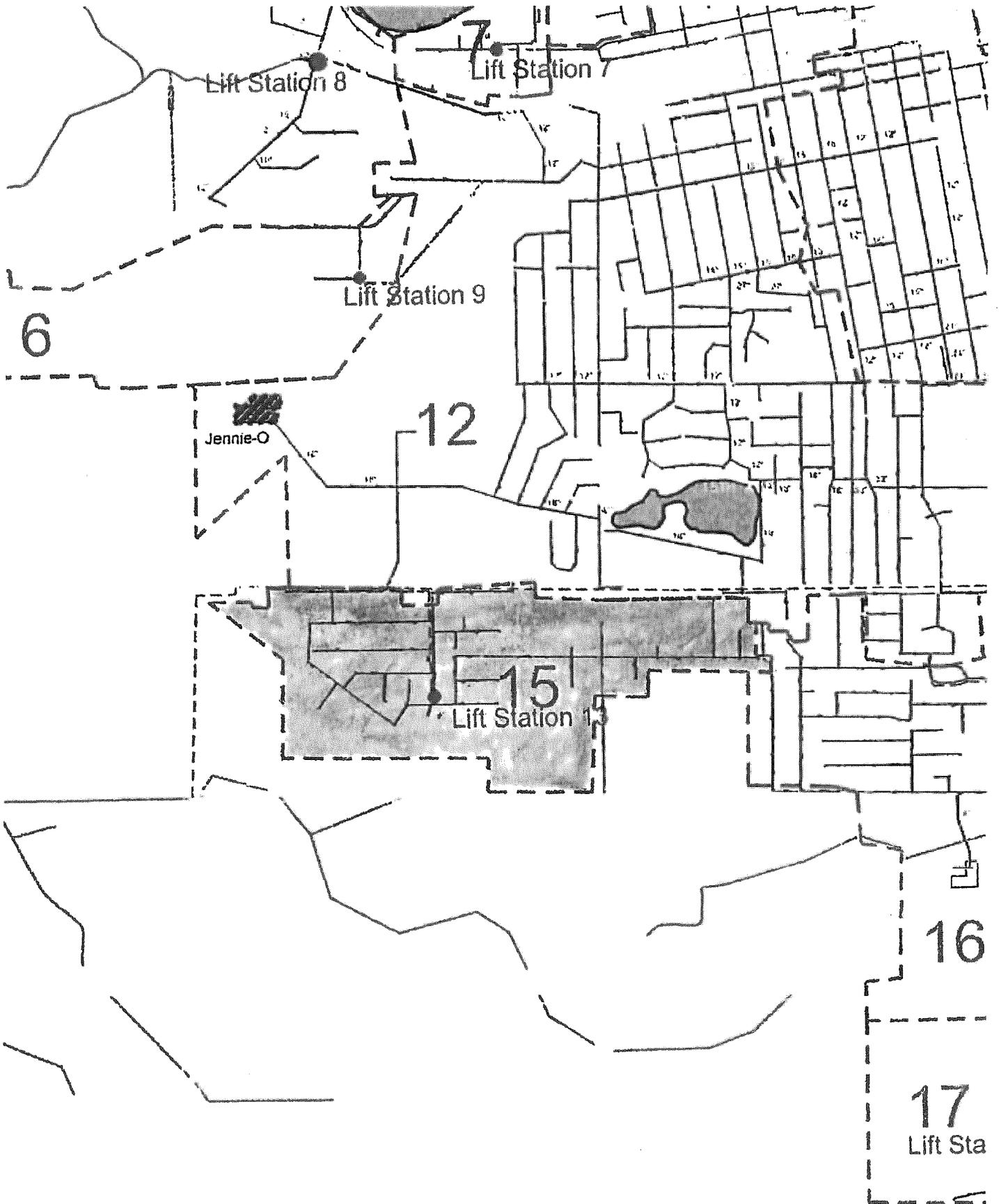
The City of Willmar allows by ordinance the discharge of sump pumps into the sanitary sewer during the months of November, December, January, February and March. This is allowed through a permit obtained from City Hall and this permit requires a \$50 yearly fee (\$10/month). This fee is imposed to cover the cost of treating the excess clear water discharged into the sanitary sewer system during those months. Outside discharge of the sump pump during those months may not be feasible and may cause safety concerns with freezing.

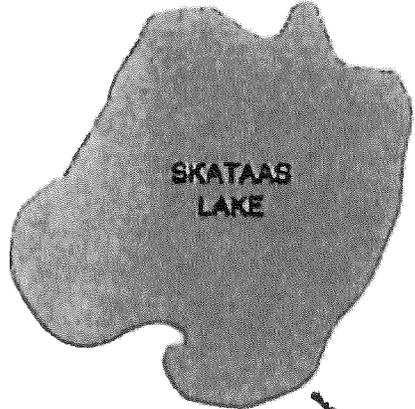
During the course of the inspections 55 new winter discharge permits were issued by the City in these project areas. The units noted above as 'need permit' are the units that currently have their sump pump discharge valved to either discharge outside or into the sanitary sewer system, which is allowed under the ordinance but they must get the permit and pay the fee. Currently there are 13 of these occurrences in the study area that have not applied to get the required permit.

The failures noted above as 'structural failure' are the units that have their sump pump discharge plumbed directly into the sanitary sewer system. These could be plumbed several ways such as with hard piped plumbing into the sanitary piping, or discharging the sump pump into utility sinks or into a floor drain. These instances along with the unpermitted winter discharge connections are what the project was targeting.

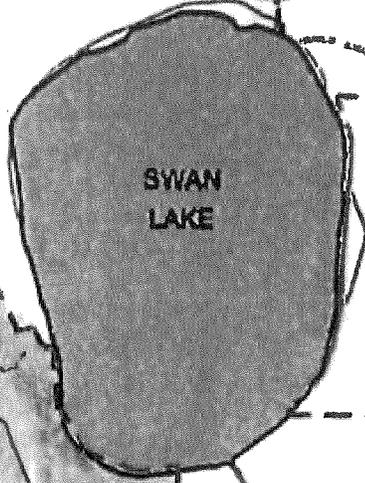
The others units listed above as 'no response' are the units that have not respond to our repeated attempts to inspect their sump pumps. These units have received at least three letters, a door hanger and personal visit in an attempt to schedule an appointment. The ordinance requires that within 14 of the request to inspect the unit, either the unit must be allowed to be inspected or the owner must submit a completed inspection report signed by a licensed plumber.

Please do not hesitate to let me know if you have any questions or comments.

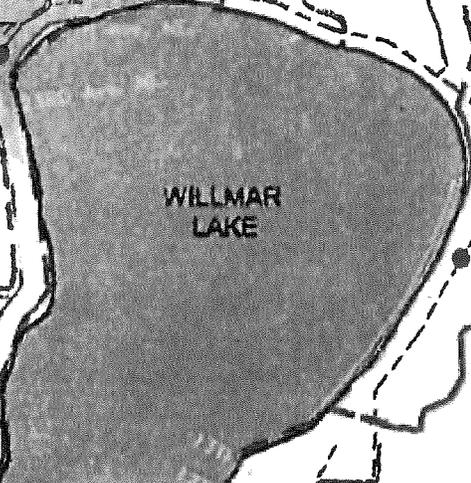




SKATAAS  
LAKE



SWAN  
LAKE

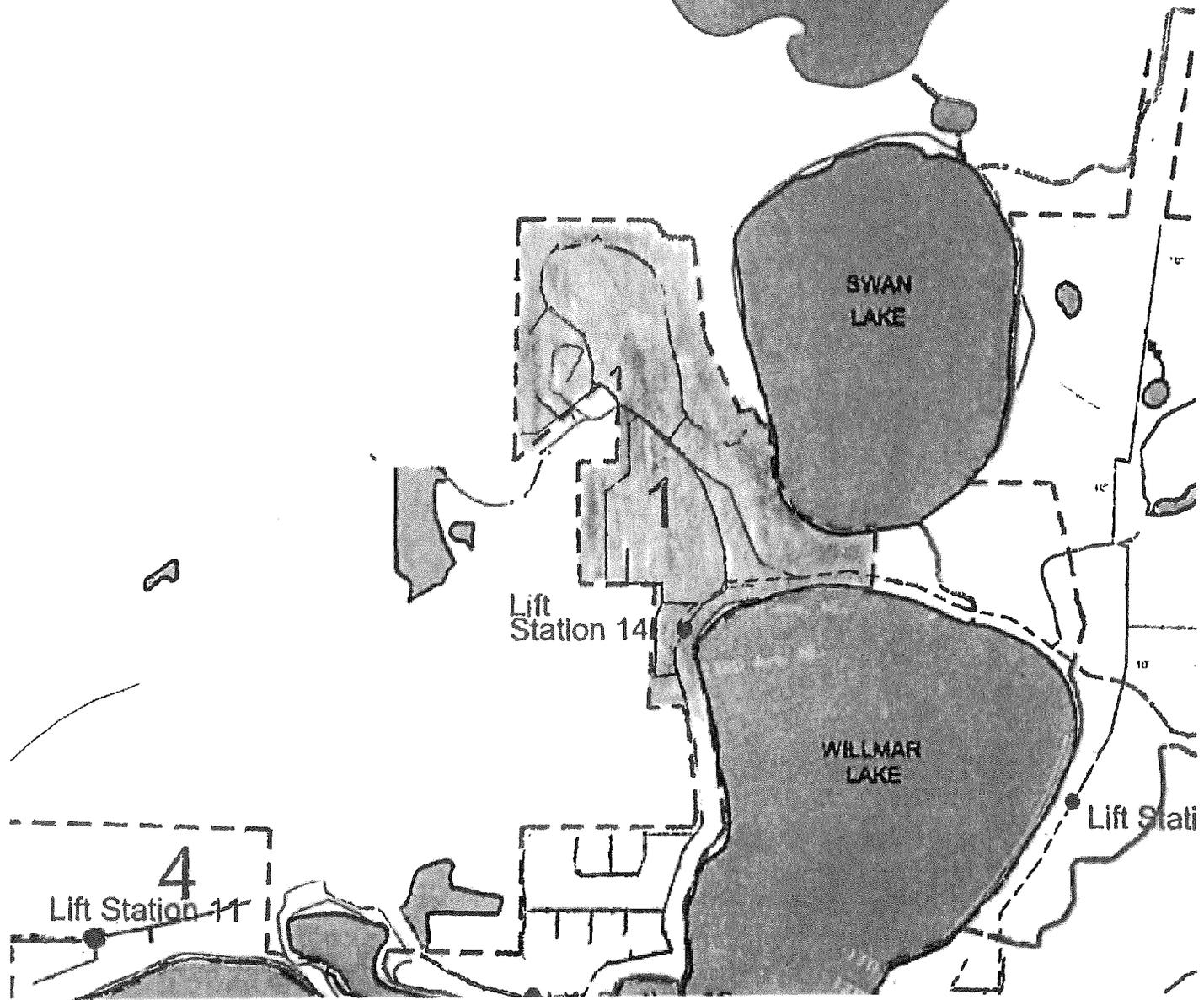


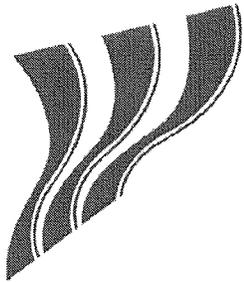
WILLMAR  
LAKE

Lift  
Station 14

Lift Stati

4  
Lift Station 11





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

**Agenda Item Number:** \_\_\_\_\_ **Meeting**  
**Date:** December 18, 2012  
**Attachments:** \_\_\_ Yes \_\_\_ No

**CITY COUNCIL ACTION**

**Date:** January 7, 2013

- Approved
- Amended
- Other
- Denied
- Tabled

**Originating Department:** City Clerk-Treasurer

**Action Requested:** Motion to Approve

**Guiding Principle:** Municipal Code Section 3-114

**Agenda Item:** Consideration of Persons Eligible for Liquor License

**Background/Justification:**

Willmar Municipal Code Section 3-114, Persons eligible for license. Subdivision 6 states "no license shall be granted to or held by any person who is directly or indirectly interested in any other establishment in the city to which either an On-Sale or Off-Sale license has been issued.

This is a City regulation only and the Minnesota Statute 340A.412 Subd. 3 states

**Limitations on issuance of licenses to one person or place.**

- a) A municipality may not issue more than one off-sale intoxicating liquor license to any one person or for any one place.
- b) A municipality may not allow the same business name to be used by more than one of its off-sale intoxicating liquor licensees.

TPI Core Inc. dba Holiday Inn Green Mill is planning a \$10 million expansion of the Green Mill Restaurant and Bar and adding a Hurricane Grill & Wings Restaurant. In a phone conversation with Joe Kohout, Vice President of Restaurant Operations of TPI Core Inc., they clearly intend to have two separate restaurants, two separate doors, two separate bars, two separate cash registers. That, in conversation with the State of Minnesota Alcohol Enforcement Division, calls for two (2) liquor licenses (and two Café Restaurant licenses).

It is staff's recommendation that we remove the single license barrier of the City regulation and redraft Section 3-114 with an amending ordinance that limits off-sale liquor licenses to one person.

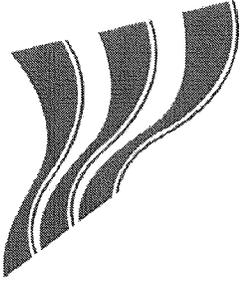
**Fiscal Impact:** None

**Alternatives:** Stay With Current Policy

**Staff Recommendation:** Remove the One License Restriction

**Preparer:** City Clerk-Treasurer

**Signature:**



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

**Agenda Item Number:** \_\_\_\_\_ **Meeting**

**Date:** December 18, 2012

**Attachments:** \_\_\_ Yes \_\_\_ No

**CITY COUNCIL ACTION**

**Date:** January 7, 2013

- Approved       Denied  
 Amended       Tabled  
 Other

**Originating Department:** City Clerk-Treasurer

**Action Requested:** Motion to Approve

**Guiding Principle:** Municipal Code Section 3-1 through 3-200

**Agenda Item:** Consideration of Liquor License Fee Payment in Full at Renewal Time

**Background/Justification:**

A long established City policy is to offer On-Sale and Off-Sale Liquor License holders the option of paying 50% of their license fee at the time of renewal (April 25) and pay the remaining 50% in late October. Not many establishments pay in two installments (4 On-Sale license holders and 2 Off-Sale license holders). City staff draft and mail reminder letters each October, sometimes two mailings, in efforts to collect the second half of the fee.

As we embark on efforts to combine departments and downsize employees, staff could spend that time on other, more productive work. More pointedly, a \$950.00 Off-Sale liquor fee is not a high impact business cost when annual liquor sales are in the millions.

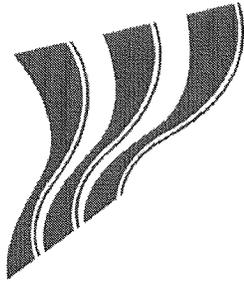
**Fiscal Impact:** None

**Alternatives:** Stay With Current Policy

**Staff Recommendation:** Discontinue that practice and collect the full annual liquor license fee at each April renewal time period.

**Preparer:** City Clerk-Treasurer

**Signature:**



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

**Agenda Item Number:** \_\_\_\_\_ **Meeting**

**Date:** December 18, 2012

**Attachments:** \_\_\_ Yes \_\_\_ No

**CITY COUNCIL ACTION**

**Date:** January 7, 2013

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| <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

**Action Requested:** Motion to Approve

**Guiding Principle:** Minnesota Statute 340A.412 Subd 2

**Agenda Item:** Consideration of an Increase in Liquor License Investigation Fees

**Background/Justification:**

An investigation fee not to exceed \$500 shall be charged an applicant by the city or county if the investigation is conducted within the state, or the actual cost not to exceed \$10,000 if the investigation is required outside the state. (MS 340A.412 Subd 2)

The City of Willmar adopted liquor license investigation fees decades ago and a review would be prudent. The current rates charged are:  
\$75.00-Individuals  
\$150.00-Partnership & LLC  
\$300.00-Corporations

This individual rate is low as the checklist includes not only the owners names, but the Willmar Municipal Utilities, (for delinquent utility payments) and property tax records (for delinquent property tax or special assessments) which nearly equals the investigative work of multiple owners of partnership or LLC's.

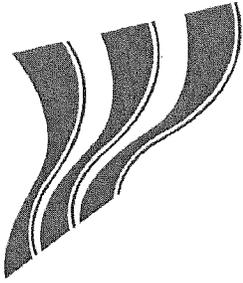
**Fiscal Impact:**

**Alternatives:** Stay With Current Policy

**Staff Recommendation:** Increase "Individual" investigative fees to \$125.00 effective January 1, 2013

**Preparer:** City Clerk-Treasurer

**Signature:**



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

**Agenda Item Number:** \_\_\_\_\_

**Meeting Date:** December 18, 2012

**Attachments:**  Yes  No

**CITY COUNCIL ACTION**

**Date:** January 7, 2013

Approved     Denied  
 Amended     Tabled  
 Other

**Originating Department:** Engineering

**Action Requested:** Order Preparation of Improvement Report for 2013 Improvements

**Guiding Principle:** M.S. 429.031 subd. 1(b)

**Introduction:** As required by State Statute, a report is required to be presented by the City Engineer for the 2013 Street and Other Improvements.

**Background/Justification:** The Engineering Department has prepared the list of streets and other proposed projects for 2013. The City Council is required to order the preparation of the Improvement Report explaining the proposed improvements and estimated costs.

**Fiscal Impact:** Sources of funding for the 2013 Improvement Projects include monies from the Willmar Municipal Utilities, assessments, federal and state aid funds, and bond proceeds. The estimated total cost for the 2013 Improvements will be presented in the report.

**Alternatives:** 1. Amend the street improvement list 2. Approve the list as presented 3. Consider no improvements for 2013

**Staff Recommendation:** Order Preparation of Improvement Report for the 2013 Projects.

**Reviewed by:** Bruce Peterson, Planning and Development Services Director

**Preparer:** Janell Sommers, Public Works Secretary

**Signature:**

**Comments:**

# Project List for 2013

12-13-12

## Reconstruction

2<sup>nd</sup> Street SE – Willmar Avenue SE to Olena Avenue SE  
Kandiyohi Avenue SW – 1<sup>st</sup> Street S to 7<sup>th</sup> Street SW  
Kandiyohi Avenue SW – 11<sup>th</sup> Street SW to 15<sup>th</sup> Street SW  
6<sup>th</sup> Street SW – Robbins Avenue SW to Trott Avenue SW  
Havana Street NE – High Avenue NE to North end  
City Parking Lot (Block 42)

## Overlay

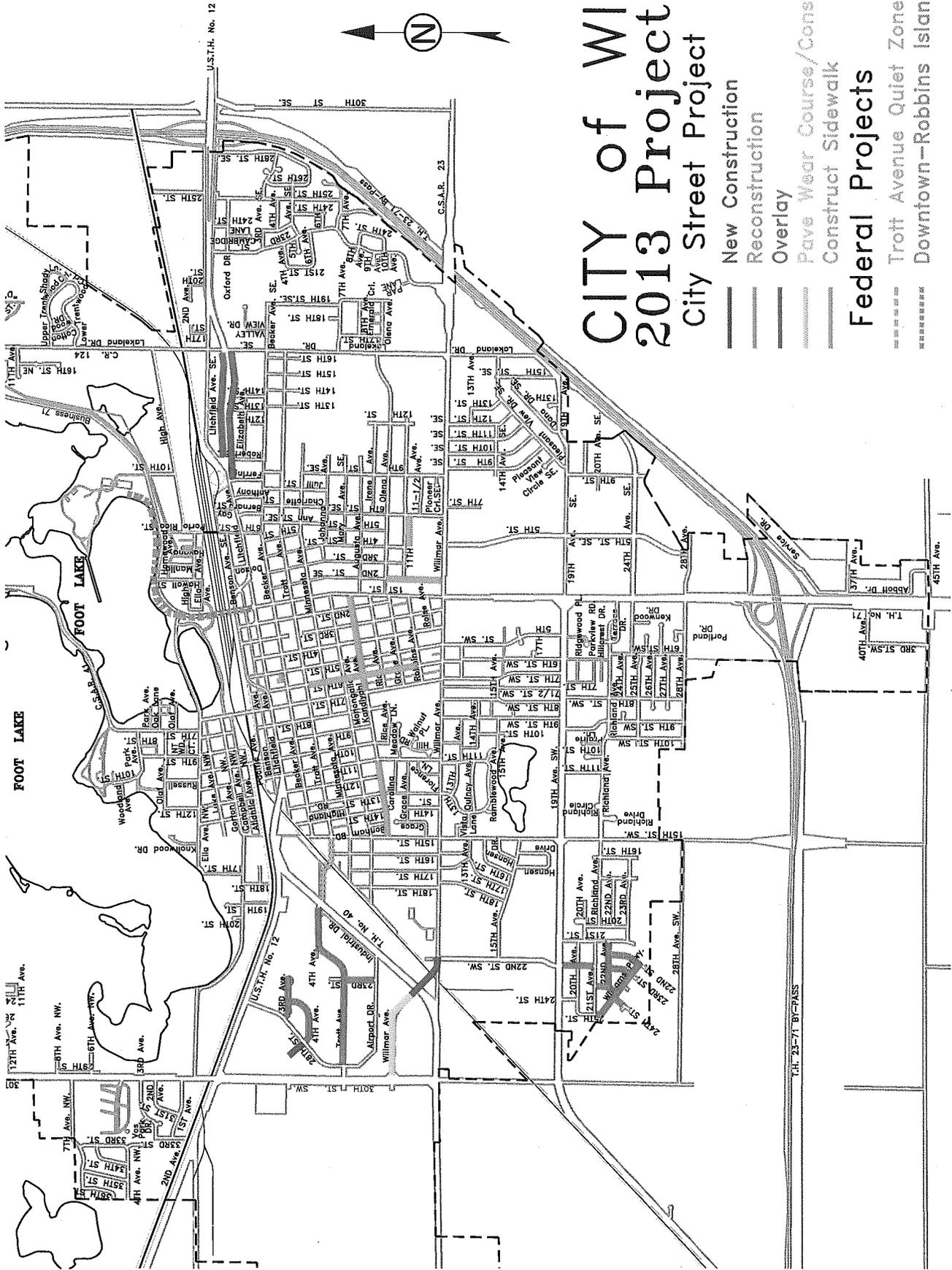
Trott Avenue SW – 28<sup>th</sup> Street SW to Industrial Drive SW  
23<sup>rd</sup> Street SW – Airport Drive SW to Trott Avenue SW  
3<sup>rd</sup> Avenue SW – 28<sup>th</sup> Street SW to east end  
4<sup>th</sup> Avenue SW – 28<sup>th</sup> Street SW to 3<sup>rd</sup> Avenue SW  
TH 12 E Service Rd N Side – Litchfield Ave SE to Lakeland Drive SE  
TH 12 E Service Rd S Side – Ferring Street SE to Lakeland Drive SE  
22<sup>nd</sup> Street SW – 19<sup>th</sup> Avenue SW to 21<sup>st</sup> Avenue SW  
22<sup>nd</sup> Street SW – 22<sup>nd</sup> Avenue SW to Williams Parkway SW  
23<sup>rd</sup> Street SW – 22<sup>nd</sup> Avenue SW to Williams Parkway SW  
24<sup>th</sup> Street SW – 21<sup>st</sup> Avenue SW to Williams Parkway SW  
22<sup>nd</sup> Avenue SW – 21<sup>st</sup> Street SW to 24<sup>th</sup> Street SW  
Williams Parkway SW – 25<sup>th</sup> Street SW to 22<sup>nd</sup> Street SW

## New Construction

Willmar Avenue SW – Industrial Drive SW to 22<sup>nd</sup> Street SW  
4<sup>th</sup> Avenue SW – 28<sup>th</sup> Street SW to Cul-De-Sac

## Miscellaneous

Downtown-Robbins Island Connection Trail  
Trott Avenue SW – Quiet Zone and Overlay  
Willmar Avenue SW Pave Wear Course and Construct Path – CR5 to Industrial Drive  
11<sup>th</sup> Avenue SE Sidewalk  
Storm Water Improvements  
Crack sealing  
Seal coating



# CITY OF WILLMAR 2013 Project Areas

## City Street Project

- New Construction
- Reconstruction
- Overlay

- Pavement Course/Construct Path
- Construct Sidewalk

## Federal Projects

- Trott Avenue Quiet Zone and Overlay
- Downtown—Robbins Island Connection Trail

**RESOLUTION NO. \_\_\_\_\_**  
**ORDER OF IMPROVEMENT REPORT**

WHEREAS, it is proposed to construct the following improvements under the 2013 Improvement Project:

grading, gravel base, curb and gutter, sump pump tile, milling, bituminous pavement, sidewalk, path, service lines, sanitary sewer, storm sewer, water main, and railroad quiet zone

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Section 429.011 to 429.111 (Laws 1953, Chapter 398, as amended).

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF WILLMAR, MINNESOTA:

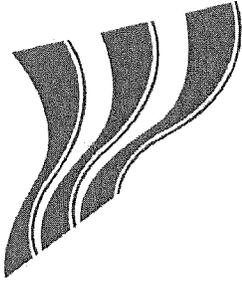
That the proposed improvement be referred to the Interim City Engineer for study, and that he is instructed to report to the Council advising the Council in a preliminary way as to whether the proposed improvement is feasible, and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Dated this 7th day of January, 2013.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



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

**Agenda Item Number: 3**

**Meeting Date: December 18, 2012**

**Attachments:  Yes  No**

**CITY COUNCIL ACTION**

**Date: January 7, 2013**

- Approved     Denied  
 Amended     Tabled  
 Other

**Originating Department: Engineering**

**Action Requested:** Introduction and passage of resolutions approving recommended budgets for the 2013 Improvement Projects

**Guiding Principle:** City Charter and Council Policy

**Introduction:** Preliminary budget presentations for the 2013 Improvement Projects.

**Background/Justification:** Staff has prepared the preliminary budgets for the 2013 Improvement Projects. Council action is required to approve the budgets outlining the estimated cost and funding sources for the project.

**Fiscal Impact:** Usage of \$1.8 million in Bond Funds, \$1.3 million State Aid Funds and various other sources as noted on the attached budget resolutions.

**Alternatives:** Further review and discussion of Project Costs and Financing.

**Staff Recommendation:** Adopt five (5) resolutions as presented.

**Reviewed by:** Bruce Peterson, Planning and Development Services Director

**Preparer:** Janell Sommers, Public Works Secretary

**Signature:**

**Comments:**

RESOLUTION NO. \_\_\_\_\_  
 PRELIMINARY PROJECT NO. 1301 BUDGET

ESTIMATED TOTAL COST \$2,340,774

\*Budget Amounts are Essential

Dated: December 14, 2012

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>

**SUPPLIES**

20*	Office Supplies	
21*	Small Tools	
22*	Motor Fuels & Lubricants	
23*	Postage	\$1,000.00
24	Mtce. of Equipment	
25	Mtce. of Structures	
26	Mtce. of Other Improvements	
27	Subsistence of Persons	
28	Cleaning & Waste Removal	
29*	General Supplies	\$500.00
	<b>TOTAL</b>	<b>\$1,500.00</b>

**OTHER SERVICES**

30	Communications	
31*	Printing & Publishing	\$1,000.00
32	Utilities	
33*	Travel-Conf.-Schools	
34	Mtce. of Equipment	
35	Mtce. of Structures	
36*	Mtce. of Other Impr.	\$1,878,516.00
37	Subsistence of Persons	
38	Cleaning & Waste Removal	
39*	Other Services	\$98,869.00
	<b>TOTAL</b>	<b>\$1,978,385.00</b>

**OTHER CHARGES**

40	Rents	
41*	Insurance & Bonds	
42	Awards & Indemnities	
43	Subscription/Memberships	
44	Interest	
45	Licenses & Taxes	\$59,889.00
46*	Prof. Serv.	\$1,000.00
47*	Advertising	\$300,000.00
48*	Adm. OH (Transfer)	
49	Other Charges	
	<b>TOTAL</b>	<b>\$360,889.00</b>

**GRAND TOTAL** **\$2,340,774.00**

**RECEIVABLES**

Property Owners	\$822,412.00
City (Com. Inv.)	\$325,372.00
State (MSA)	\$688,860.00
City (MUC)	\$84,324.00
City (WTP)	\$81,960.00
Other (Transfer 1303)	\$337,846.00
<b>TOTAL</b>	<b>\$2,340,774.00</b>

**FINANCING**

Bonds	\$1,147,784.00
State (MSA)	\$688,860.00
City (MUC)	\$84,324.00
City (WTP)	\$81,960.00
Other (Transfer 1303)	\$337,846.00
<b>TOTAL</b>	<b>\$2,340,774.00</b>

**GRAND TOTAL** **\$2,340,774.00**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk/Treasurer

1. Kandiyohi Ave. SW	\$1,032,805.00
2. 2nd St. SE	\$374,650.00
3. Havanna	\$77,880.00
4. 6th St. SW	\$756,000.00
5. Block 43 Parking Lo	\$85,000.00

RESOLUTION NO. \_\_\_\_\_  
 PRELIMINARY PROJECT NO. 1302 BUDGET

ESTIMATED TOTAL COST \$1,346,285

\*Budget Amounts are Essential

Dated: December 14, 2012

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>

**SUPPLIES**

20*	Office Supplies	
21*	Small Tools	
22*	Motor Fuels & Lubricants	
23*	Postage	\$1,000.00
24	Mtce. of Equipment	
25	Mtce. of Structures	
26	Mtce. of Other Improvements	
27	Subsistence of Persons	
28	Cleaning & Waste Removal	
29*	General Supplies	\$500.00
	<b>TOTAL</b>	<b>\$1,500.00</b>

**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.	\$1,087,125.00
37	Subsistence of Persons	
38	Cleaning & Waste Removal	
39*	Other Services	\$57,217.00
	<b>TOTAL</b>	<b>\$1,146,342.00</b>

**OTHER CHARGES**

40	Rents	
41*	Insurance & Bonds	
42	Awards & Indemnities	
43	Subscription/Memberships	
44	Interest	
45	Licenses & Taxes	
46*	Prot. Serv.	\$60,000.00
47*	Advertising	\$2,000.00
48*	Adm. OH (Transfer)	\$136,000.00
49	Other Charges	\$443.00
	<b>TOTAL</b>	<b>\$198,443.00</b>

**GRAND TOTAL** **\$1,346,285.00**

**RECEIVABLES**

Property Owners	
County (CSA)	\$379,005.00
State	
City (MUC)	\$10,086.00
City (WTP)	\$4,936.00
Other (City LOST)	\$952,258.00
<b>TOTAL</b>	<b>\$1,346,285.00</b>

**FINANCING**

Bonds	
County (CSA)	\$379,005.00
City (MUC)	\$10,086.00
City (WTP)	\$4,936.00
Other (City LOST)	\$952,258.00
<b>TOTAL</b>	<b>\$1,346,285.00</b>

**GRAND TOTAL** **\$1,346,285.00**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk/Treasurer

1.	Willmar Ave. SW	\$842,284.28
	(Ind. Blvd./22nd St.)	
2.	4th Ave. SW	\$272,199.25
	(28th St./Cul-de-sac	
3.	Willmar Ave. SW	\$237,803.21
	(CR 5/Ind. Blvd.)	

RESOLUTION NO. \_\_\_\_\_  
PRELIMINARY PROJECT NO. 1303 BUDGET

ESTIMATED TOTAL COST \$1,138,945

\*Budget Amounts are Essential

Dated: December 14, 2012

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>

**SUPPLIES**

20*	Office Supplies	
21*	Small Tools	
22*	Motor Fuels & Lubricants	
23*	Postage	\$1,000.00
24	Mtce. of Equipment	
25	Mtce. of Structures	
26	Mtce. of Other Improvements	
27	Subsistence of Persons	
28	Cleaning & Waste Removal	
29*	General Supplies	\$500.00
	<b>TOTAL</b>	<b>\$1,500.00</b>

**OTHER SERVICES**

30	Communications	
31*	Printing & Publishing	\$1,000.00
32	Utilities	
33*	Travel-Conf.-Schools	
34	Mtce. of Equipment	
35	Mtce. of Structures	
36*	Mtce. of Other Impr.	\$919,698.00
37	Subsistence of Persons	
38	Cleaning & Waste Removal	
39*	Other Services	\$48,405.00
	<b>TOTAL</b>	<b>\$969,103.00</b>

**OTHER CHARGES**

40	Rents	
41*	Insurance & Bonds	
42	Awards & Indemnities	
43	Subscription/Memberships	
44	Interest	
45	Licenses & Taxes	
46*	Prof. Serv.	\$18,342.00
47*	Advertising	
48*	Adm. OH (Transfer)	\$150,000.00
49	Other Charges	
	<b>TOTAL</b>	<b>\$168,342.00</b>

**GRAND TOTAL** **\$1,138,945.00**

**RECEIVABLES**

Property Owners	\$652,216.00
County	
State (MSA)	\$584,575.00
City (Gen./Cap. Imp.)	\$240,000.00
City	
Other (Transfer 1301)	-\$337,846.00
<b>TOTAL</b>	<b>\$1,138,945.00</b>

**FINANCING**

Bonds	
State (MSA)	\$314,370.00
City	\$584,575.00
City (Gen./Cap. Imp.)	
Other (City LOST)	\$240,000.00
<b>TOTAL</b>	<b>\$1,138,945.00</b>

**GRAND TOTAL** **\$1,138,945.00**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk/Treasurer

1. Overlay **\$1,138,945.00**  
(see list)

RESOLUTION NO. \_\_\_\_\_  
 PRELIMINARY PROJECT NO. 1304 BUDGET

ESTIMATED TOTAL COST \$177,017  
 \*Budget Amounts are Essential

Dated: December 14, 2012

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>

**SUPPLIES**

20*	Office Supplies	
21*	Small Tools	
22*	Motor Fuels & Lubricants	
23*	Postage	\$500.00
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>\$500.00</b>

**OTHER SERVICES**

30	Communications	
31*	Printing & Publishing	\$500.00
32	Utilities	
33*	Travel-Conf.-Schools	
34	Mtce. of Equipment	
35	Mtce. of Structures	
36*	Mtce. of Other Impr.	\$142,941.00
37	Subsistence of Persons	
38	Cleaning & Waste Removal	
39*	Other Services	\$7,524.00
	<b>TOTAL</b>	<b>\$150,965.00</b>

**OTHER CHARGES**

40	Rents	
41*	Insurance & Bonds	
42	Awards & Indemnities	
43	Subscription/Memberships	
44	Interest	
45	Licenses & Taxes	
46*	Prof. Serv.	\$20,052.00
47*	Advertising	\$500.00
48*	Adm. OH (Transfer)	\$5,000.00
49	Other Charges	
	<b>TOTAL</b>	<b>\$25,552.00</b>

**GRAND TOTAL** **\$177,017.00**

**RECEIVABLES**

Property Owners	
County	
State (MSA)	
City (LOST)	\$41,953.00
City	
Other (Fed. Grant)	\$135,064.00
<b>TOTAL</b>	<b>\$177,017.00</b>

**FINANCING**

Bonds	
State (MSA)	
City (LOST)	\$41,953.00
City	
Other (Fed. Grant)	\$135,064.00
<b>TOTAL</b>	<b>\$177,017.00</b>

**GRAND TOTAL** **\$177,017.00**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk/Treasurer

1. Bike Path	\$177,017.00
(Downtown/Robbins Island)	

RESOLUTION NO. \_\_\_\_\_  
 PRELIMINARY PROJECT NO. 1305 BUDGET

ESTIMATED TOTAL COST \$285,000  
 \*Budget Amounts are Essential

Dated: December 14, 2012

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>

**SUPPLIES**

20*	Office Supplies	
21*	Small Tools	
22*	Motor Fuels & Lubricants	
23*	Postage	\$500.00
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>\$500.00</b>

**OTHER SERVICES**

30	Communications	
31*	Printing & Publishing	\$500.00
32	Utilities	
33*	Travel-Conf.-Schools	
34	Mtce. of Equipment	
35	Mtce. of Structures	
36*	Mtce. of Other Impr.	\$230,138.00
37	Subsistence of Persons	
38	Cleaning & Waste Removal	
39*	Other Services	\$12,112.00
	<b>TOTAL</b>	<b>\$242,750.00</b>

**OTHER CHARGES**

40	Rents	
41*	Insurance & Bonds	
42	Awards & Indemnities	
43	Subscription/Memberships	
44	Interest	
45	Licenses & Taxes	
46*	Prof. Serv.	\$19,375.00
47*	Advertising	\$1,000.00
48*	Adm. OH (Transfer)	\$21,375.00
49	Other Charges	
	<b>TOTAL</b>	<b>\$41,750.00</b>

**GRAND TOTAL** **\$285,000.00**

**RECEIVABLES**

Property Owners	
County	
State (MSA)	\$28,500.00
City	
City	
Other (Fed. RR)	\$256,500.00
<b>TOTAL</b>	<b>\$285,000.00</b>

**FINANCING**

Bonds	
State (MSA)	\$28,500.00
City	
City	
Other (Fed. RR)	\$256,500.00
<b>TOTAL</b>	<b>\$285,000.00</b>

**GRAND TOTAL** **\$285,000.00**

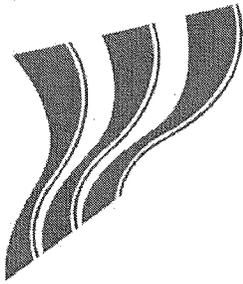
Dated: \_\_\_\_\_

\_\_\_\_\_  
 Mayor

Attest:

\_\_\_\_\_  
 City Clerk/Treasurer

1.	Trott Ave. SW	\$285,000.00
	(Ind. Blvd./16th St. SW)	



CITY OF WILLMAR, MINNESOTA  
REQUEST FOR COMMITTEE ACTION

Agenda Item Number: \_\_\_\_\_

Meeting Date: December 18, 2012

Attachments: Yes  No

CITY COUNCIL ACTION

Date: \_\_\_\_\_

- Approved     Denied
- Amended     Tabled
- Other

Originating Department: Planning and Development Services

Action Requested: Motion to direct staff to pursue the offer of a gift of land.

Guiding Principle:

Introduction: Staff has received an offer to gift the former Rule Tire property to the City.

Background/Justification: Heirs of Jim and Betty Rule are offering to give the City three parcels of land. The site contains several building in disrepair. Staff has begun to gather demolition cost info etc. A definite use for the site has not been determined.

Fiscal Impact: It will cost a minimum of \$60,000 for environmental mitigation and demolition. Back taxes exceed \$9,000.

Alternatives:

1. Reject the offer
2. Continue due diligence on actual cost to City before making a decision to accept or reject offer.

Staff Recommendation: Pursue the acquisition by continuing due diligence to identify cost.

Reviewed by:

Preparer: Bruce D. Peterson

Signature:

Comments:

Cindy Rule Gardner  
12426 Ravine Circle  
Stillwater, MN 55082

Bruce Peterson  
Director of Community Planning and Development  
City of Willmar  
333 6<sup>th</sup> Street SW #1  
Willmar, MN 56201-3458

December 8, 2012

Bruce,

I would like to formally communicate as the personal representative of the Rule Family Estate and Trusts and on behalf of the beneficiaries of the Rule Family Estate and Trusts, Cindy Rule Gardner and Renee Rule Greer, our intention to donate several pieces of property to the City of Willmar.

The specific the property to be donated is made up of parcels 95-0030-2180, 95-003-2170, 95-003-2160 relating to the Rule Tire Shop and several proximate buildings on West Benson Avenue. We would like to give these properties "as is" to the city for the intended but non-binding use of creating a green space for the community and in exchange for tax forgiveness of outstanding tax balances related to the properties.

Best regards,

Cindy Rule Gardner