

## **INVEST IN WILLMAR BOARD MEETING SUMMARY**

The Invest in Willmar Board met at 4:00 p.m. Wednesday, January 13, 2021 via GoTo teleconference.

Members present were: Matt Dawson, Mary Sawatzky, Bob Poe, Jon Konold, Tony Amon, Audrey Nelsen, Mayor Calvin and City Administrator Brian Gramentz.

Also present were: Recreation Director Rob Baumgarn, Finance Director Steve Okins, Julie Asmus, Gretchen Otness, Rachel Skretvedt, Jared Voge of Bolton and Menk, Administrative Assistant Janell Sommers and Shelby Lindrud, Journalist.

The meeting was called to order at 4:00 p.m. by Chair Dawson. Following review of the agenda, a motion was made by Tony Amon, seconded by Mary Sawatzky and passed to approve the agenda as presented.

A motion was made by Tony Amon, seconded by Jon Konold and passed to approve the minutes of the December 9, 2020 meeting.

Jon Konold gave the update for Recreation Fields which appears to be in the design/development phase with the architect and project manager compiling the project. The land exchange with the School District is in the logistics phase to later be presented to this board, and subsequently the City Council and School Board for consideration possibly in February.

City Administrator Gramentz gave a brief update on bonding limits. There are no statutory limits, there are practical limits. As the City bonds, given the revenue stream, the stream needs to be there to support the debt. It appears the City can support \$21 million with a reserve of ten percent surplus but that would be determined as revenues come in.

Park and Recreation Director Baumgarn briefed the board on the Recreation Center. The design has been completed and a preliminary cost estimate is available. The subcommittee intends to meet to finalize the project design.

Mary Sawatzky presented the information for Swansson Fields highlighting the subcommittees' discussion of prioritizing amenities to stay within budget. Realizing the number one priority is playing fields and thinking forward, the issue of turf or no turf along with considering what portions to rebid and still having the project as closely resemble the question as possible. There is the potential of summer construction.

Rachel Skretvedt overviewed the Robbins Island Project which includes the completion of Phase I - roadways and parking lots with striping delayed because of weather. Due to the bids coming in lower than projected, the project has funds remaining to use toward shelters, lighting and landscaping. A proposal has been received from Bolton and Menk with Jared Voge present to overview the items and designs. Indications are the items are within the remaining \$3 million in the budget allocated for the project. The shelter portion includes two open shelters, Hilltop Shelter

improvements and a remodel of Guri. Adding lighting particularly to the access road for safety and aesthetics. The proposed schedule indicates bidding in March or April. Discussion was held pertaining to use of any remaining balance from the project. Rachel requested consideration by the board to proceed with the professional services proposal with Bolton and Menk.

A motion was made by Audrey Nelsen and seconded by Tony Amon to recommend directly to the City Council to enter into an amendment to the professional services agreement with Bolton and Menk for the next phase of the Robbins Island Improvements.

Julie Asmus stated there has been no forward progress on the Community Center and asked staff for further updates. City Administrator Gramentz reported financing needs to be determined by the City Council before the remainder of the project can move forward.

Finance Director Okins presented the financial update with an average of \$179,000 per month. He has discussed online purchases with the state and requested an update. The project costs to date were also reported.

Next meeting date was announced as February 10th at 4:00 p.m.

There being no further business to come before the board, the meeting adjourned at 5:15 p.m.

Respectfully submitted,

Janell Sommers  
Administrative Assistant