

**INVEST IN WILLMAR BOARD
MEETING SUMMARY**

Approved: 7-8-20

The Invest in Willmar Board met at 4:00 p.m. Wednesday, June 10, 2020 via GoTo teleconference.

Members present were: Matt Dawson, Mary Sawatzky, Audrey Nelsen, Tony Amon, Denis Anderson, Jon Konold, Shawn Mueske, and City Administrator Brian Gramentz.

Also present were: Council Member Julie Asmus, Recreation Director Rob Baumgarn, Finance Director Steve Okins, Journalist Shelby Lindrud, Gretchen Otness Rec Center Chair, Andrew Lundquist and Janell Sommers, Administrative Assistant.

The meeting was called to order at 4:00 p.m. by Chair Dawson. A motion was made by Matt Dawson, seconded by Jon Konold and passed to approve the minutes of the May 20, 2020 meeting.

Chair Dawson reviewed the agenda. An update on the Local Option Sales Revenue was requested to be added. A motion was made by Shawn Mueske, seconded by Jon Konold and passed to add as No. 4.

Council Member Julie Asmus updated the Board on the status of the Community Center Project. She noted the subcommittee toured eight facilities in June of 2019. She joined the City Hall tours in the fall of which some had community centers attached. In September the committee formulated a list of needs and wants in a new facility. This was followed up with selection of the architect for the City Hall/Community Center. It was left at this point awaiting meetings with the architect to discuss how the shared space may work and how the community center would fit. The architect selected is BKV Architects.

Gretchen Otness, Event Center Chair, presented an update on their project. Their plan is to have the building be as multi-use and large as possible encompassing all that was voted on and have chosen not to combine with the Recreation Fields project. With having \$2 million allocated at this time, their priorities are the locker room expansion and meeting room/office addition. The remainder of the projects would be on hold until funding is available. She clarified they would be incorporating a catering kitchen, not a commercial kitchen. The last piece of the project would be the outdoor covered skating rink. A facility master plan drawing has been developed by LSE Architects and was made available to the Board (see attached).

Ms. Otness addressed the curling facility with the understanding they are moving forward. The subcommittee has discussed it being in conjunction with the Event Center and outdoor skating rink. If all moves forward as discussed, their facility would be connect to the Event Center and utilize a hallway-type connection. The cost breakdown provided was: Rec/Event Center itself \$5.6 million including contingency, site work and general conditions and the lobby remodel, the meeting room/office addition at \$201,000, the covered outdoor rink just under \$1 million without the site work etc. Eventually part of the project would include linking to the dome for \$85,000. They discussed a two-station event center versus three and decided on two with potential for a third as well as visitor locker rooms for \$201,000 and a locker mezzanine in the future.

City Administrator Gramentz updated the board on curling facility discussions. In conversation with them they are waiting for the Invest in Willmar Board to decide what project are going to be occurring so they can tie in with future plans at the Event Center. They are currently looking at buildings and are at the point in funding where they can begin design.

Jon Konold presented a Recreation Fields update. They have identified mandatory pieces of the total project with prices to include: 1. Softball Complex: \$750,000 (4 fields w/ irrigation and fencing, dugouts to be fenced in, and a shed for concessions/storage. 2. Two Turf Fields: \$2.5 million, 3. Grade Beam for the bubble to attach to and alternates to include: lights for turf fields, bathrooms at softball fields, championship field dugouts, scoreboards, netting, batting cages and bullpens and bleachers. For future 2020 and beyond a membrane and parking lot for the bubble. Questions relating to amenities were addressed.

City staff was asked on to present a quick update on the local option sales tax revenue. Finance Director Okins stated the report from the Department of Revenue for the month of March, which would have included a half month of shutdown due to COVID, totaling \$163,000. The average for the first six months from October through March was about \$161,000 a month. The timing process from the Department of Revenue takes ten weeks from the end of the month to reconcile and give actual numbers with the shutdown, the City will not know the actual numbers for April and May until the second week of August. June will be September as there is a ten week lag.

Chair Dawson ran through a concept of priorities for the Invest in Willmar Projects to formally adopt and present to the City Council. He overviewed the list noting it is contingent on funding:

Priority List to Fund \$13 Million of the \$30 million:

- 1. Robbins Island \$3 Million (Approved)
- 2. Swansson \$2 Million (Approved)
- 3. Recreation Fields \$6 Million
- 4. Event Center - Eligible to access \$2 Million of the \$10 Million in this first funding phase. (See flyer attached)

Total: \$13 Million

***\$7 Million Stormwater fund when staff projects call for funding.

***The order to fund above is our direction.

***All projects moving forward are contingent on financing recommendation by staff and funding has to be approved by the City Council

Total: \$20 Million

\$10 Million of the \$30 Million funding below (direct the two committees) to a holding position until further notice.

- Community Center 2 Million funding.
- Event Center \$8 Million funding

These projects move to a holding pattern for the following reasons:

***They are expensive to build.

***They add operational costs to the city.

***They add staffing costs to the city.

***They are indoor spaces during a pandemic era we feel would not be prudent.

The Board discussed the priority list at length noting operational costs will be considered by the Council prior to projects moving forward. City Administrator Gramentz suggested having the next one or two projects designed and ready to go should money become available. He stated having a plan setting forth the board's intentions as ultimately they will be requesting the council to allow the architects to move forward with all of the projects. It was noted that by August or September the City should know the revenue numbers and able to authorize the architects to move forward.

Tony Amon offered a motion to adopt the priority list to be sent to the City Council. Jon Konold seconded the motion for discussion. Following discussion, a request was made to take a vote to stop the debate. That motion passed.

Audrey Nelsen requested the motion be read for clarification. Chair Dawson stated the motion is to adopt the priority list as presented to be brought to the Council. The motion passed by a roll call vote of 6 Ayes and 0 Nays.

The next meeting day was set at July 8th at 4:00 p.m.

There being no further business to come before the board, the meeting adjourned at 5:17 p.m.

Respectfully submitted,

Janell Sommers
Administrative Assistant