

**COMMUNITY DEVELOPMENT COMMITTEE  
MINUTES**

The Community Development Committee of the Willmar City Council met on Thursday, September 1, 2016, in Conference Room No. 1 at the City Office Building.

Present: Rick Fagerlie

were timely, documented, and carefully taken. He said the City was fortunate to have two proposals. The Committee briefly discussed the need for a full-time airport manager. It was acknowledged that the right FBO could serve as the site manager as well.

A motion was made by Council Member Fagerlie, seconded by Council Member Johnson and passed to select Oasis Aero as the new FBO and to pursue negotiation of an FBO Agreement.

Item No. 5      Civic Center Roof Bid (Motion)

Public Works Director Christensen provided background on the project. The roof has been bid twice; both times the bids far exceeded the estimates. The roof continues to deteriorate as it leaks in rain events and the wooden shakes are blowing off. The Committee discussed possible ways to re-bid the project, as well as reasons for the bids coming in so high. Mr Christensen said there were really three options: (A) reject all bids, (B) find a way to fund the difference in 2016, or (C) push it to a future capital improvement plan.

Following discussion, a motion was made by Council Member Nelson, seconded by Council Member Plowman, and passed that the Council reject the bid received.

Item No. 6      Curling Club (Motion)

Planning and Development Services Director Peterson presented a proposal generated by Staff to assist the Curling Club with their proposed project. At a previous meeting, the Council had agreed with the concept of providing a site and providing some site assistance, but had asked Staff to quantify the cost. Staff has done that and offered a proposal to assist the Curling Club by providing a site, sewer and water to the building, and a minimal amount of site work in a not to exceed amount of \$15,500.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman and passed that the Council make a formal proposal that subject to negotiating an acceptable lease with the Curling Club, the City of Willmar agrees to provide an accessible site at the Civic Center property, limited excavation and soil correction, and water and sanitary sewer connections to the building in a not to exceed amount of \$15,500.

Item No. 7      Permit Fees for Flood Damage (Motion)

Staff presented a proposal to waive plan review fees for rehabilitation permits necessitated by the recent flooding. The Committee discussed the extent of the flooding and the speed at which repairs can be made to the damaged properties. City Attorney Scott had provided an email to the Council outlining his review of the law regarding waiving permit fees. Staff told the Committee that there had been very little push-back from property owners or contractors regarding permits and fees for the flood damage rehab work.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman and passed that the City waive plan review fees for all permits issued due to flood damage, and that no permit fees be charged for replacement of furnaces, water heaters, and water softeners damaged by the flood. The forgiveness period is to be in effect through the end of October 2016.

Item No. 8      Willmar Fire Station Driveway Replacement (Resolution)

Public Works Director Christensen presented a request to remove and replace the concrete driveway at the Willmar Fire Station. The 2016 CIP included \$34,000 for the work. A low quote in the amount of \$30,223.40 was received. The work will be completed yet this season.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman, and passed that a resolution be adopted accepting the quote from Haats Masonry in the amount of \$30,223.40 and authorizing the Mayor and the Administrator to execute the contract.

There being no further business to come before the Committee, the meeting was adjourned at 6:05 p.m. by Chair Fagerlie.

Respectfully submitted,

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