

FINANCE COMMITTEE

MINUTES

The Finance Committee of the Willmar City Council met on Monday, June 23, 2014, in the Council Chambers at the Willmar Municipal Utilities.

Present:	Denis Anderson	Chair
	Tim Johnson	Vice-Chair
	Rick Fagerlie	Member
	Audrey Nelsen	Member

Others present: City Administrator Charlene Stevens, Finance Director Steve Okins, Public Works Director Sean Christensen, Mayor Frank Yanish, Council Member Jim Dokken, Council Member Ron Christianson, and Accounting Supervisor Carol Cunningham.

Item No. 1 Call to Order

The meeting was called to order by Chair Anderson at 4:45 p.m.

Item No. 2 Public Comments

There were no comments from the public.

Item No. 3 Capital Improvement Program (CIP) Council Work Session

Staff presented information on the Capital Improvement Program. The various funding sources were reviewed which include Bonding/Debt, Cash from prior years' excess revenues as well as unspent previous years' capital allocations, and special revenues from the wastewater treatment fund and Local Option Sales Tax. The CIP Committee is currently working on the new five-year Capital Improvement Plan. The areas of focus for 2015 include Transportation/Pavement Management, Facilities Review and Maintenance, Vehicle Replacement Program, Storm/Surface Water Management, and the Community Park Plan. It was noted that the Public Improvement Revolving (PIR) Fund has \$1,000,000 which can be used temporarily and is to be repaid to the PIR fund within five years. Chair Anderson asked council members for their input.

Chair Anderson suggested place markers for Vision 2040 Projects of \$250,000/year for four years. He also said facilities maintenance is needed as well as park improvements. He also raised the issue of economic development and the downtown redevelopment.

Council Member Christianson felt the funds allocated for Becker Avenue Improvements and Downtown Gateways should be removed and applied instead toward the Auditorium improvements. He felt the City should not be involved with Downtown Redevelopment. He also said that 2nd Street Southwest is in poor shape and strongly urged that it be redone using the geofoam base and concrete street. Storm water improvements should also be considered, possibly purchasing another house in the 10th Street and Kandiyohi Avenue area.

Council Member Nelsen supported allocating funds for storm water improvements needed throughout the City, Vision 2040 improvements and park improvements. She suggested researching other communities that have installed the geofoam base/concrete street to see how it wears. She also requested new chairs for the Council Chambers as well as the Conference Rooms at City Hall.

Council Member Fagerlie said funds could be allocated to only purchase property that is for sale in problem areas in an effort to avoid relocation costs.

Council Member Dokken supported the storm water improvements and pothole repairs. He also felt that the Olena Avenue street improvement was done too early before school was done for the year which disrupted traffic.

Council Member Johnson felt we should set aside funds to either raze or improve vacant buildings in the downtown area.

Item No. 4 Wheel Chair Lift Blue Line Center (Resolution)

Staff explained that the 2013 Capital Improvement Plan budgeted \$30,000 for the installation of a Vertical Wheel Chair Lift in the Blue Line Center Viewing Area. Civic Center staff has been working with vendors to create a plan to install this equipment to provide access for all users and spectators to the viewing area of the Blue Line Arena. It is being recommended the project be awarded to the lower of the two bids received in the amount of \$28,850 from Access Lifts. Council members inquired if there were any existing equipment of this type at the Civic Center/Blue Line Center. Staff will research this question.

Following discussion, Council Member Nelsen moved to introduce a resolution to approve the purchase of the vertical wheel chair lift from Access Lifts in the amount of \$28,850 and to authorize the Mayor and City Administrator to execute the agreement. Council Member Fagerlie seconded the motion which carried.

Item No. 5 NU-Telecom License Agreement (Resolution)

Staff explained that NU-Telecom has contracted with State and County Officials to install underground fiber connections which needs to be done in the City Right-of-Way. Pursuant to Article VII, Section 8.01 of the City Code, it is required that NU-Telecom obtain a license from the City to perform this task. Pursuant to Minnesota Statutes Sections 237.162 and 237.163, it is required that Nu-Telecom enter into a License Agreement with the City of Willmar to use the City Right-Of-Way. The fee to be charged to NU-Telecom for this License Agreement is \$2,000.

Following discussion, Council Member Fagerlie moved to introduce a resolution to authorize the Mayor and City Administrator to execute the License Agreement with NU-Telecom as presented. Council Member Nelsen seconded the motion which carried.

Item No. 6 2014 Street Improvement 1401, 1404, 1405 & 1407 Final Budgets (Resolutions)

Staff presented the proposed final budgets for the 2014 Street Improvement Projects No. 1401, 1404, 1405, and 1407. It was noted that Project 1403, which was for the street overlay projects previously denied by the Council, has been eliminated.

Following discussion, Council Member Fagerlie moved to introduce a resolution approving the final budget for the 2014 Street Improvement Project 1401, Street Reconstruction, in the amount of \$1,160,160 as presented. Council Member Nelsen seconded the motion which carried.

Council Member Nelsen moved to introduce a resolution approving the final budget for the 2014 Street Improvement Project 1404, Street New Construction, in the amount of \$361,383 as presented. Council Member Fagerlie seconded the motion which carried.

Council Member Johnson moved to introduce a resolution approving the final budget for the 2014 Street Improvement Project 1405, Industrial Park Streets, in the amount of \$3,500,000 as presented. Council Member Nelsen seconded the motion which carried.

Council Member Nelsen moved to introduce a resolution approving the final budget for the 2014 Street Improvement Project 1407, Willmar Avenue Street Lighting Realignment, in the amount of \$76,200 as presented. Council Member Johnson seconded the motion which carried.

Item No. 7 Old Business (Information)

There was no old business.

Item No. 8 New Business (Information)

There was no new business.

There being no further business to come before the Committee, the meeting was adjourned at 6:10 p.m. by Chair Anderson.

Respectfully submitted,



Carol Cunningham
Accounting Supervisor