

INVEST IN WILLMAR BOARD MEETING SUMMARY

The Invest in Willmar Board met at 3:00 p.m. Wednesday, July 31, 2019 in Conference Room No. 1 at the Willmar City Office Building.

Members present were: Matt Dawson, Mary Sawatzky, Jon Konold, Tony Amon, Bob Poe, Denis Anderson and Audrey Nelsen.

Also present were: Mayor Marv Calvin, City Administrator Brian Gramentz, Finance Director Steve Okins, Shelby Lindrud, Rachel Skretvedt and Administrative Assistant Janell Sommers.

Chair Dawson opened the meeting at 3:00 p.m. There were no additions or deletions to the agenda. Tony Amon presented the first committee report for Athletic Fields. A proposal has been received from Musco Lighting Company with lighting for the football/soccer fields. The quote is \$275,000 for the first field, \$200,000 for the second field and one softball field is \$135-145,000. If there are any remaining funds they would propose adding additional fields. They hesitate to commit to lighting all four fields until soil borings are taken and the conditions of the soils known to allow for proper drainage of the athletic fields. They also have a quote for fencing to restrict vehicular traffic at \$34-42,000 for a four-five foot fence with an open gate. They have communicated with a dome company and toured what St. Johns University has done with concrete around benching inside of the dome. They are working with the civic center to tie the dome in with their expansion. The timeline was discussed knowing that in order for the project to move forward the softball field should be built first realizing more details would be provided for the preparation of the Request for Proposal (RFP).

Rachel Skretvedt, Robbins Island Chair, briefed the board on the updated layout for Robbins Island which includes relocating the roads and walking/biking paths within the park. They are expecting an August through November of 2020 construction period realizing soil borings and wetland delineation need to take place. The project consists of the roads, parking lots, infrastructure and if money is available, the two smaller shelters. Audrey Nelsen brought forward the concern of handicapped accessibility and parking which was discussed at length. The alignment of the entrance road and the concept of a walk bridge was discussed. Once the council approves the next step, this project can move forward with an extension of professional services with Bolton and Menk. A construction manager is not planned.

Mary Sawatzky updated the board on the Swansson Field project. They had a representative from Dant Clayton, the company that constructed Baker Stadium, do a site visit and answer some questions of the committee so as to provide a cost estimate. She explained that the bathroom area is housed in the same facility as the irrigation and lighting systems so the idea is to do a rebuild with a face lift and add on. The soil conditions need to be taken into consideration before they can plan an expansion. They are looking at a 400-500 seat beveled stadium with two berm areas off to the side. They will provide an estimate combining all these items. The playing field is large so they are proposing to move in the foul lines, outfield and backstop to create a smaller area for turf. Estimating \$400,000 for an infield turf that includes the backstop area in front of the dugouts. For the softball areas around Swansson, consideration is being given for better drainage and some dugout upgrades. The sequence in relation to any lighting installation is important to schedule around any

improvements. Musco lighting has been invited to meet with them for some clarity and also the determination by the Council if there is money available for lighting improvements is a factor.

Matt Dawson gave a brief update for the Community Center. The group has toured several facilities in other communities for ideas and looking for direction as to whether it would be conjoined with City Hall. He also touched on the Event Center and the committee has not met for some time as they are awaiting the professional services of a construction manager and/or architect to move things forward.

City Administrator Gramentz recapped the next steps being preparation of the request for proposals brought to Council for approval before they are distributed. The interested parties would be allowed as short as two weeks to submit, they would go through a scoring mechanism and then be back to the Council. Once the recommendation is made, the construction manager and architect for each particular project will meet with the committees to create plans and specifications which will go before the Council to authorize advertisement for bids. The construction aspect would fall into place keeping in mind that 2020-2024 is what staff is looking at for a timeline for the projects due to not bonding for the entire amount. An estimated timeline and project costs was distributed to the board.

Chair Dawson called for approval of the minutes from the previous meeting. A motion was made by Tony Amon, seconded by Denis Anderson and passed to approve the July 17, 2019 minutes of the board.

The meeting adjourned at 4:27p.m.

Respectfully submitted,

Janell Sommers
Administrative Assistant