

FINANCE COMMITTEE

MINUTES

The Finance Committee of the City of Willmar met at 5:15 on Thursday August 22, 2019 in Conference Room No. 1 at the City Office Building.

Present:	Audrey Nelsen	Chair
	Fernando Alvarado	Councilmember
	Julie Asmus	Member
	Rick Fagerlie	Member

Others present: Finance Director Okins, Airport Manager Eric Rudningen and Park and Recreation Coordinator Eric Banks.

Item No. 1 Call to Order

The meeting was called to order at 5:15 p.m.

Item No. 2 Public Comments

There were no Public comments.

Item No. 3 Recommended Action Items for the Council

Authorize Federal Grant Approval and set Final Budget –Resolutions (2)

Airport Manager, Eric Rudningen was present to inform the committee that the city has received notification of a grant award from the US Department of Transportation Federal Aviation Administration. The Grant would fund 90% of the Airport Runway 13/31, Taxiway A, and West Taxilanes Pavement Maintenance project.

Bids were opened on June 12, 2019. The City received one bid for \$868,266.50. The Grant application was then submitted to MnDOT and the FAA by June 28, 2019. The total estimated cost of the project is \$1,008,254.50, which is split 90% Federal, 5% State Aid and 5% local. The estimated City of Willmar cost for the project would be \$50,412.73 or \$4,412.73 over the \$46,000 presently in the Capital Improvement Program.

Staff indicated that in light of the Public Works Pot Patch Equipment coming in appropriately \$48,000 less than budget, it would be staff's recommendation to re-appropriate \$4,500 of the excess to cover the shortfall for the airport project.

After some discussion, the two actions recommended to the committee was to recommend two resolutions;

It was moved by Councilmember Fagerlie, seconded by Councilmember Asmus to Accept the Federal and State Grants in the amount of \$907,429.05 and \$50,412.73 and authorize the Mayor and Administrator to sign the documents. The motion carried.

It was the moved by Councilmember Fagerlie, seconded by Councilmember Asmus to adopt the Final Project Budget for the Airport Pavement Maintenance Project and re-allocate \$4,500 as recommended. The motion carried.

Authorize Warhawks Rental Lease and Advertising Agreement – Resolutions (2)

Eric Banks from the Recreation Department was present at the committee to present and explain the request to approve the Lease and Advertising Agreements for the Willmar Warhawks for the 2019-2020 hockey season.

This will be the 4th year the Willmar Warhawks have been in Willmar, with all leases being annual leases to this point. The lease will generate \$44,500 for ice rental, office and locker room space. This is an increase of \$1,000 from the previous year. The City would receive an additional \$8,000 from the advertising rights. These would be two separate agreements, which require two separate resolutions to approve.

It was moved by Councilmember Asmus, seconded by Councilmember Fagerlie to recommend a resolution to approve the Lease for Ice, Office and locker rooms. The motion passed.

It was also moved by Councilmember Asmus, seconded by Councilmember Fagerlie to recommend a resolution to approve the lease for Advertising. The motion passed.

Item No. 4 Discussion Items by the Committee

The committee reviewed and discussed the July Monthly Financial Report, the upcoming Meeting Schedule for a possible future special meeting to receive the Mayor's Proposed 2020 Budget and was given sections from the 2018 financial report for review at a future meeting.

There being no further business to come before the Committee, the meeting was adjourned at 6:30 PM by Chair Nelsen.

Respectfully submitted,

Steven B. Okins
Finance Director