

Members Present: Tom Gilbertson, Abdirahim Hussein, Rand Middleton, Andy Ogdahl, Rachel Skretvedt, Val Swanson
Rick Fagerlie and Julie Asmus, City Council Representatives

Staff Present: Rob Baumgarn, Eric Banks, Britta Diem, Curt Hein, Gary Manzer, Ryan Scheffler, Becky Sorenson

Guest Present: Tom Amberg

The meeting was called to order by Rob Baumgarn. He asked if anyone had any questions or concerns regarding the January Board minutes. As there were no questions, Val Swanson made a motion to approve the minutes, Rachel Skretvedt seconded. Motion carried.

Rob introduced new Board Member, Rand Middleton who spoke about his time living and working in Willmar, after moving here from Michigan in 1974. He retired after almost 40 years with the West Central Tribune and is now working part-time at Lakeland Elementary as a crossing guard and playground supervisor.

Rob next introduced Tom Amberg who presented his request for permission to apply for grants towards the new Curling facility. He handed out an information packet to Board Members. He talked about the plans for the curling facility. The location for the new facility has been discussed and it was decided that the best spot is on the west side of the Civic Center Arena which will make it easier to connect the buildings with a corridor or hall way.

Mr. Amberg stated that he learned from Senator Lange that a grant is available which should be applied for. Generally, any money requested requires a 50 percent match of the project capital costs. He also said that Jackie from Colin Peterson's office is looking into any federal grant money being available.

The cost of the new facility is projected at \$2.242 million. After including the City Attorney fees and being bonded at \$80,000, the total project is projected at \$2.4 million. Mr. Amberg is hoping to fund with 1/3 donations, 1/3 state and federal money and 1/3 grants. The Curling Club started their capital campaign in January.

A question from Rick Fagerlie asked if the Glacial Ridge Curling Club was paying for someone to write other grants for them. Mr. Amberg answered that the person doing grant writing for the Club is volunteering his time. He also stated that the Club needs to have so much in the bank and/or pledged before work can be started on the project.

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Mr. Amberg is looking for a recommendation from this Board for the City to apply for any grants. After some discussion regarding this and the necessity to connect the new facility to the Civic Center, a motion was made by Rachel Skretvedt to have Ike Holland pursue any federal and state grants. After some discussion, an amended motion changed the wording to have City staff and the Curling Club work in conjunction in filing for any federal and state grants. As there was no further discussion, Val Swanson seconded the amended motion. Motion carried.

The next item on the agenda was election of officers. Rob stated that Jim Anderson said he would be willing to be vice chair. Val Swanson nominated Rand Middleton for chair, seconded by Rachel Skretvedt. Rand declined the nomination. Rachel said she would be willing to serve as chair for this year. A question arose if that would constitute a conflict of interest as she is a chair on the Robbins Island sub-committee. While several thought that would not pose a conflict, Abdirahim Hussein asked what being the chair would entail. Rob explained the duties of a chair and Abdi volunteered to serve. All in attendance approved so Abdirahim Hussein is the new chair. Rachel Skretvedt nominated Jim Anderson to vice chair. Val Swanson seconded and motion carried.

The current by-laws were handed out. Rob has made some changes to the by-laws changing Community Ed & Recreation to Parks & Recreation. He asked that all look over the by-laws, especially the mission statement and be prepared to discuss at our next meeting in two weeks. There was a suggestion that mission statements from other communities be located and sent to Board Members to review and get ideas for our new mission statement.

Tom Gilbertson asked if there have been standing committees in the past. Rob stated that the Community Ed & Rec Joint Powers Board did have standing committees: a finance committee, program committee and facility/park committee. Rob stated that the meetings took a while to pinpoint exactly what we wanted. Rachel Skretvedt stated that one month the meeting would be the committee meetings and the next month the meeting would be the full Board who would then updated on what the committee meetings had discussed.

There was a discussion on Board Member's terms. The stated term in the By-laws is a maximum of (2) three year terms with no more than three members going off at a time. Since this Board is new, some members will have a two year term and others a three year term. This will be talked about at a later time. Rob will take care of sending out the mission statements prior to the March 20th meeting.

The Facility Fees document was discussed. The current and proposed rates were listed for Board Members' information. The updated document needs to be sent to Janell at City Hall to be included in the official Facility Fee Schedule. It was mentioned that there were a few additions to the fee schedule, ie rental fees for Baker and Orange Baseball fields and the picnic area behind Taunton Stadium and the Community Center room rental fees along with gym rental at the City Auditorium and Rangemaster fees.

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Rob mentioned that some fees will increase. Shelter fees will be going up by \$10. Public Works has new bleachers mounted on a trailer and asked if that should be included in the fee schedule. Gary Manzer stated that he felt it could be included but he would want City staff delivering and setting up the bleachers. So in addition to rental fees, there would be a delivery/setup fee. Setup is not as intensive as for the Showmobile. Generally the majority of usage will be for Willmar events and school events.

Rob asked if we should not rent the new bleachers out. Gary said that it depends upon the event. He has no problem with renting out the bleachers but costs will be incurred, especially if they are set up in an area where they need to be removed immediately following the event.

There was a lengthy discussion regarding the rental of our bleachers and Showmobile. Gary Manzer stated that there was a lot of damage to the Showmobile after renting out to a rock and roll band for an event at the KEC a few years ago. Gary mentioned that we get requests from other communities to rent bleachers, the Showmobile, picnic tables, etc. and he feels the need to have a fee schedule to refer to when those requests come in.

Rob told the Board that the family season passes at the DOAC have been the same amount for many years and he recommended that they be increased by \$5. No one had any disagreement with the fee raise. Rachel asked who would be in charge of the Aquatic Center this year. Rob responded that Britta would be taking that over.

One other thing regarding the Range usage, was the requirement that any group renting the Range needs to have a certified Rangemaster on duty. Rob mentioned that he feels the certified Rangemasters should be City employees. He feels that we should contact a Rangemaster and pay him instead of the group paying him directly. Being a City employee also means they are covered under City insurance in case of any problems. The only exception is if the group has their own Rangemaster. In that case, they need to provide their certification.

Questions arose regarding Rangemasters. Rob stated that there were at least ten or so. All the volunteers who staff the Range during Tuesday and Thursday Open Shooting are certified. They all have a key fob that is programmed for Tuesdays and Thursdays while Jim Anderson, Dave Stuhr and one other member of the Rifle & Pistol Club have key fobs that worked 24/7. Someone asked for clarification, whether anyone can walk into the Range. Rob answered that the Range is not open unless a Rangemaster is on duty. Another item that was mentioned was security cameras in the building and the alley.

The other fee change is ice rental going up by \$5 per hour. Julie Asmus asked who rents out the Arena lobby only. Rob stated the hockey parents will rent out for graduation parties.

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There was a question of who rents Baker and Orange. Clarification is that most groups using Baker and Orange would not be charged. This proposed fee schedule now goes as a resolution to the City Council for approval. We will send to Janell to be included in the City Council agenda.

Due to the length of the meeting so far and the needed discussion on the four season shelter at the Island, the program updates were by-passed. Rob stated that it is imperative that a decision be made regarding which proposed shelter will be built. Due to the DNR grant that is funding the four season shelter, the completion date is June of 2020. This lends urgency to making a decision. Rob stated that someone from Engan was scheduled to be at the meeting but was unable to attend. They will be at the March 20th meeting. Rob handed out drawings of the two proposals.

The new location will be a little south of Guri, closer to the hill because the soil borings were better in that area versus closer to the beach. The main concern is that the shelter needs to be completed by June 2020 which is before the roads and parking lot. It is usually the case that the infrastructure is put in first. Rob stated that we need to come up with more money if we want the Taj Mahal version of the two proposed shelters. We have \$500,000 to put towards the shelter but Proposal A is closer to \$1 million in cost. Rachel asked if this is thru SRF. Rob replied that it is thru Engan, using some of Stewart's plans.

Proposal A includes a community room, restrooms, office space, rental space for kayaks, paddle boards, etc. build for the future.

Proposal B – is a lot smaller, just the community room and restrooms.

Do we start with Proposal B and go ala carte in choosing items? We need to look at the future.

When we look at the budget piece, we have \$781,000 to do the shelter, trails, plaza and to cover the design and engineering costs. The legacy grant is \$606,000 with \$175,000 from the City.

Proposal A – The cost is \$952,650 which covers construction cost, engineering, fill allowance, and contingency.

Proposal B – The cost is \$503,000 which also covers construction cost, engineering, fill allowance, and contingency.

Rob asked Richard Engan why we are looking at shelters with a cost much higher than what we have available. Richard said these are rough costs and depends upon what the bids are when they come in.

Curt Hein told the Board that Guri is a 40' x 40' building, (1,600 square feet) and is all rentable space, except for a small storage room. The new building, Proposal B, with bathrooms, custodial storage space and rental is 1,800 square feet, only half of which is rentable space. Julie Asmus stated that if we looked

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at removing the kitchen facilities of Guri, it would bring Guri to a size comparison of Shelter Proposal B. Rachel Skretvedt said we need a mix of both. We were hoping for a larger building because of the new playground, Rockin Robbins, the ability to add kayak rental, using the shelter in the winter, whether for shelter rental or using as a warming house.

Val Swanson asked what the ala carte additions on Proposal B would be. Rob said that after adding the ala carte to Proposal B, we would pretty much be looking at Proposal A shelter. Curt Hein stated there is talk about putting a loft in the shelter where the furnace and water heater could be placed, which would free up some floor space.

Rob brought up the first wrench that needs to be taken care of: There is a bad water line at Robbins Island that needs to be replaced but there is no funding source to replace it. We can use the same sewer but the water line needs to be replaced. Gary mentioned that the other side of this is that MUC considers this to be a private water line so the City would bear the cost of replacing. There is a brand new water line on the northeast side that we could tap into but cost estimates are \$80,000 to \$100,000. This, according to Curt, would also cover the cost of hooking up the bathrooms on top of the hill to the sewer. Those restrooms are currently on a septic system. Gary stated this septic system has not been opened in his 35 years of employment with the City. Approximately 800 feet of water line and 900 feet of sewer line is the amount that needs to be installed.

The last wrench to be considered is the following: The playground committee has some funds that they would like to spend on a restroom by the playground, on the north side by the first tee. There would need to be water and sewer installed. The group will pay for the building but not the infrastructure. There is also no funding source for this.

Rob stated that we could tap into local option sales tax money for this. Rob contacted the DNR who said yes, we could use additional funds for this. But then we would need to talk to the LOST subcommittee, asking them if we want to put money towards it, knowing that there is \$3 million cost and we know what the shelter cost could be.

The \$3 million that was requested for Robbins Island from the Local Option Sales Tax money for the road, parking lots and shelters did not include any money for infrastructure. We need to take at least 25% for engineering, contingency, etc. (approximately \$750,000) which will leave \$1.5 to \$1.75 million for roads and trails. Rachel corrected this to roads and parking lot and said she thought we would need at least \$2 million for this.

Rob said there's a lot of irons in the fire now with the local option sales tax being included. This could have been done last year. Since it wasn't, we need to make some decisions on what we want the shelter to look like and how we want to go forward. This is not something that can be answered today. Rob stated that Engan will be at the next meeting. This is more a "planting a seed" towards understanding the four season shelter and everything that needs to be accomplished, how we want the shelter to look,

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infrastructure, sewer, bathrooms and how we're going to find funding. Richard Engan presented to the City Council December 17 and his feeling is that the Council wants the better shelter.

The area for paddleboards, kayaks, would be used as a warming house in the winter and used during celebrate the lights during Christmas and have the capability of company holiday parties. The question was asked what the rental charge would be. Rob said that would need to be decided as the building would be heated. At one time, we rented out Guri for the winter and charged an additional \$50 to cover heat expenses.

Julie Asmus asked when we would have dollar figure costs for the infrastructure. Rob responded that he thought that would have to come from the LOST sub-committee. Someone has to come up with these figures. Rachel said that when \$3 million was requested, it included some contingencies but if infrastructure is added, the money will be getting tight. There are a lot of things to get figured out. Julie stated that there can always be changes made to the road and parking lot but the shelter has to be right.

On March 20 we will spend most of the meeting on the shelter so it can go to City Council and out for bids.

Rob stated that, on a good note, Mayor Calvin, Audrey Nelson, Matt Dawson, Mary Sawatzky, Steve Okins and Rob went to the State Capital to present our case for the Local Option Sales Tax. Dave Baker did a great job of introducing it, Mayor Calvin talked a bit about it and Matt Dawson sold it. There were no questions and it will be moved on to the House and then the Senate. Everything looks positive.

Rob asked if anyone had any questions. We have a lot of work ahead of us for the next few meetings.

Julie Asmus asked if there is a timeline for the shelter. Rob said he had asked Richard Engan to create a 30 day, 60 day, and 90 day timeline. Typically, park projects start after Labor Day to avoid interrupting any summer activities.

Our next meeting will be March 20 at the Earl B Olson Room at the CVB. An agenda will be sent out.

Rachel Skretvedt made a motion to adjourn, motion was seconded and carried.