

FINANCE COMMITTEE

MINUTES

The Finance Committee Meeting of the City of Willmar met at 5:15 p.m. on Thursday January 9, 2020, in Conference Room No. 1 at the City Office Building.

Present: Audrey Nelsen Chair
Fernando Alvarado Member
Andrew Plowman Member
Julie Asmus Member

Others present: Finance Director Steve Okins and Public Works Superintendent Gary Manzer.

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

Local Option Sales Tax Ordinance Collection Amendment - (Motion)

Staff explained that in the past, the City collected the excise taxes portion of the Local Option Sales Tax. Since the City adopted Ordinance 1436, which established the Local Option Sales Tax, the State of Minnesota has changed the rules which would allow the Minnesota Commissioner of Revenue to collect Motor Vehicle Excise Taxes at the same time as the collection of the Local Option Sales Tax. This process would make the collection more efficient and require less administrative time per City staff. The City Attorney has also noted that Internet Sales are to be charged sales tax and that wording should be put in place to automatically incorporate future State Statute changes to local option sales taxes. The City Attorney has drafted an amended Ordinance incorporating all three of these changes.

It was moved to recommend by Council Member Asmus and seconded by Council Member Plowman, to introduce an ordinance to amend Ordinance 1436 for the Collection of the Motor Vehicle Excise Tax, for the addition of Internet Sales, and for added wording incorporating future State Statute changes to local option sales taxes and to set a public hearing.

Destination Playground Donations - (4 Resolutions)

Shade Structures

Staff noted that the Willmar Area Community Foundation (WACF) had received excess donations of \$75,000 for the Destination Playground. The Destination Playground Committee has been working with City staff to make several enhancements to the playground area. One of the major enhancements would be to provide a shade structure to the area of the playground/equipment that is exposed to the sun. The Willmar Area Community Foundation (WACF) will donate to the City a sum not to exceed \$75,000 for the purpose of reimbursing the City for the costs incurred by the City to purchase and install at the playground up to four permanent shade structures for the playground’s southern and western elevations, in such specific quantity as recommended by the Playground Executive Team. The cost of four shade structures with shipping is \$47,108 and labor to install the four shade structures is \$18,677 for a total cost of \$65,785. The excess funds would be used to relocate the wiring to the Four Season Shelter for the cameras and electrical.

It was moved to recommend by Council Member Asmus and seconded by Council Member Plowman to introduce a resolution to accept the donation of \$75,000 from the Willmar Area Community Foundation for the shade structure project at the Destination Playground.

It was also moved to recommend by Council Member Plowman and seconded by Council Member Alvarado to introduce a resolution to adopt a budget of \$75,000 for installing the shade structures at the Destination Playground.

Signage, Trash Management, and Water Filtration/Shed

The Destination Playground Committee has been working with City staff to make several enhancements to the playground area. WACF will donate to the City a sum not to exceed \$15,000 for the purpose of reimbursing the City for the costs incurred by the City to purchase and install at the Destination Playground permanent signage, garbage management and beautification facilities, selfie swing enhancements, a water filtration system or shed for the playground misters and drinking fountains, and to restore and install custom art pieces. It was noted that the filtration system main unit will be housed in the four season shelter with the RO system located in the shed. The cost of the filtration system is \$5,750 and the cost of the shed will be \$2,000. The remaining \$7,250 will be used for signage, trash management and other improvements to the playground.

It was moved to recommend by Council Member Asmus and seconded by Council Member Plowman to introduce a resolution to accept the donation of \$15,000 from the Willmar Area Community Foundation for the signage, trash management, and water filtration/shed project at the Destination Playground.

It was also moved to recommend by Council Member Plowman and seconded by Council Member Alvarado to introduce a resolution to adopt a budget of \$15,000 for the signage, trash management, and water filtration/shed project at the Destination Playground.

Item No. 4 Discussion Items for the Council

Fund Balance Policy Review

The current Fund Balance Policy was provided to the Committee for their annual review. Finance Director Okins presented a brief overview of the various fund balance information. This policy will be discussed at the next Finance Committee meeting.

Investment Policy Review

The current Investment Policy was provided to the Committee for their annual review. This policy will be discussed at the next Finance Committee meeting.

There being no further business to come before the Committee, the meeting was adjourned at 6:15 PM by Chair Nelsen.

Respectfully submitted,



Carol Cunningham
Accounting Coordinator