



INVEST IN WILLMAR BOARD MEETING
FIRE STATION TRAINING ROOM
WEDNESDAY, FEBRUARY 9, 2022 @ 4:00 PM

AGENDA

1. Call Meeting to Order
2. Approve Meeting Minutes of 8-11-21
3. Update - General Project Timelines
4. Project Updates (Including Photos):
Recreational Fields – Renderings for Review
Swansson Complex
Event/Recreation Center
Robbins Island
Community Center (BKV selected as architect).
Future action pending council direction
5. Local Option Sales Tax Revenue Update
6. Adjourn

INVEST IN WILLMAR BOARD MEETING SUMMARY

The Invest in Willmar Board met at 4:00 p.m. Wednesday, August 11, 2021 at the City Office Building.

Members present were: Matt Dawson, Mary Sawatzky, Jon Konold, Tony Amon, Audrey Nelsen, Mayor Marv Calvin and City Administrator Leslie Valiant.

Also present were: Recreation Director Rob Baumgarn, Finance Director Steve Okins, Council Member Julie Asmus, and Shelby Lindrud, Journalist.

The meeting was called to order at 4:00 p.m. by Chair Dawson. Following review of the agenda, a motion was made by Jon Konold, seconded by Tony Amon and passed to approve the agenda as presented.

A motion was made by Jon Konold, seconded by Mary Sawatzky and passed to approve the minutes of the March 10, 2021 meeting.

Chair Dawson introduced City Administrator Leslie Valiant to the board members. City Administrator Valiant briefed the members on her background to include her experience with Spicer's local option sales tax.

Jon Konold updated on the Recreational Fields Project. Construction is progressing. Currently there are two fields being prepared for turf. Footings are in for the concession stand and plumbing being roughed in.

Mary Sawatzky updated on the Swansson Field Project. Orange or Klemmetson Field is receiving the majority of the updates to include turf fields, concessions and dugout with Blue Field also being improved. Start date for dirt work is August 16th.

Robbins Island Improvements are waiting on building materials i.e. windows and trusses for the shelters. Framing will take place once the material arrives with mid-October remaining as the end date goal.

The Recreation/Event Center kickoff meeting is scheduled for August 18th. Subsequent to that meeting some transitions will take place with entrance doors. September 1st is slated to start dirt work.

Finance Director Okins overviewed the sales tax revenues. To date \$3.8 million has been collected and bond proceeds have progressed with the hearing on the Recreation Fields and Event Center before the Council on September 7th. Contingencies are listed as \$1.1 million plus the remaining available on the Event Center not under contract totaling \$1.6 million. June revenue was up 10% over last year. The last seven months have been 16% higher than the first few months. Collections are coming in higher than when the pandemic started.

The Board discussed the contingency funds with staff's recommendation to not designate these available funds until the projects are 90-95 percent complete. It was noted projects bid came in within budget including all their alternates.

The Board discussed desired future improvements that could be accomplished using contingency dollars and investigating grant opportunities. It was noted a public hearing is needed to transfer monies from one project to another.

A priority wish list for use of the contingency funds, if and when they are available, was suggested to be compiled from subcommittee input. Finance Director Okins suggested concentrating the list on items on the ballot question that were not able to be completed and prioritize for a starting point.

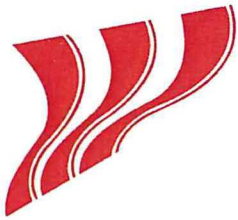
A Recreation Fields computer rendering design was discussed. Chair Dawson made a motion that \$2,500 be designed for the professional service to be paid from local option sales funds. It was suggested to include the entire area encompassing the Events and Civic Center as a Master Plan done in total. City Administrator Valiant suggested using local option sales funding to include a developed master plan of future projects. After further discussion the original motion died for lack of a second.

Tony Amon made a motion that local option sales tax dollars be used to have WSN create a computer rendering of the Master Plan for the Recreation Fields and Event Center not to exceed \$5,000. Jon Konold seconded the motion which carried unanimously.

There being no further business to come before the board, the meeting adjourned at 5:08 p.m.

Respectfully submitted,

Janell Sommers
Administrative Assistant



City Council Action Request

Council Meeting Date:	02/07/2022	Agenda Item Number:	
Agenda Section:	Consent Agenda	Originating Department:	Finance
Resolution	No	Prepared by:	Finance Director
Ordinance	No	Reviewed By:	City Administrator
No. of Attachments	2	Presented By:	Consent Agenda
Item:	Local Option Sales Tax Progress Report		

RECOMMENDED ACTION: For Information Only

COMMITTEE/BOARD/COMMISSION RECOMMENDATION: None

OVERVIEW:

1) **Local Option Sales Tax Revenues Received** - Total revenues received from the State of Minnesota from inception of the Program through January 10, 2022, is \$ 4,789,835.75 (see attached). Also attached is the chart reflecting monthly receipts through October, 2021, as well as the to-date monthly average of \$ 191,593.43.

A. \$ 204,961.52 is a 12% increase over the \$ 183,092.40 amount received for the same month last year, and a 26% increase over the \$ 163,786.55 of two years ago (the very first month of collections).

2) **On the Project side:**

The Robbins Island Project \$ 3,000,000

Phase I (Watermain and Parking Lot Improvements) Minor punch list items remain to be completed in Spring. After the punch list has been completed, the Final Pay Estimate will be processed – est. May/June 2022.

Phase II The contractor is currently completing interior finishes in Open No. 1, Guri, and Hilltop. In addition, building exterior lighting is being completed. Roofing will be completed in the following weeks and turf restoration will be completed in the Spring. Currently, the buildings are expected to be complete in February/March.

Athletic Fields \$ 6,000,000

Guaranteed Maximum Price contract of \$ 5,223,244.28 has had 9 Change orders totally \$ 100,778.19 for amended GMP of \$ 5,324,022.47. Which is 83.21% completed as of 12/31/21.

New Recreation/Event Center \$ 10,000,000

Guaranteed Maximum Price contract of \$ 8,459,122.74 has had 11 Change orders totally \$99,603.47 for an amended GMP of \$ 8,558,726.21. Which is 21.89% completed as of 12/31/21.

Swansson Field Improvements \$ 2,000,000

Guaranteed Maximum Price contract of \$ 1,771,876.48 has had 8 Change orders totally \$ 32,151.02 for an amended GMP of \$ 1,804,027.50. Which is 83.79% completed as of 12/31/21

Community Center \$ 2,000,000

Has not started at this point and is totally funded with \$ 2,000,000 reserved in the Bank.

Storm Water Management & Infrastructure Imp. \$ 7,000,000

There has been \$ 332,365.17 costs incurred thru 12/31/2021 with an estimated \$ 656,691 of additional improvements being planned at this point for 2022.

PRIMARY ISSUES/ALTERNATIVES TO CONSIDER:

BUDGETARY/FISCAL ISSUES:

ATTACHMENTS:

List of LOST Taxes Received through 1/10/22

Chart of LOST Taxes Received for completed months through October, 2021

**Local Option Sales/Use Taxes and Excise Taxes
Allocation By Month and Year From Inception To Date
Actuals Received As Of 01/10/2022**

	<u>Month</u>	<u>Sales Tax</u>	<u>Ave To Date</u>
2019	Oct	163,786.55	163,786.55
	Nov	179,479.60	171,633.08
	Dec	196,014.28	179,760.14
2020	Jan	152,605.42	172,971.46
	Feb	153,622.88	169,101.75
	Mar	163,546.71	168,175.91
	Apr	161,521.49	167,225.28
	May	188,759.98	169,917.11
	Jun	164,111.85	169,272.08
	Jul	240,899.62	176,434.84
	Aug	187,216.07	177,414.95
	Sep	196,222.50	178,982.25
	Oct	183,092.40	179,298.41
	Nov	188,870.57	179,982.14
	Dec	214,265.84	182,267.72
2021	Jan	179,075.85	182,068.23
	Feb	164,872.15	181,056.69
	Mar	223,724.41	183,427.12
	Apr	199,850.45	184,291.51
	May	207,435.12	185,448.69
	Jun	219,168.42	187,054.39
	Jul	229,231.42	188,971.53
	Aug	199,172.12	189,415.03
	Sep	228,328.53	191,036.43
	Oct	204,961.52	191,593.43
Total <u>Complete</u> Mos		\$ 4,789,835.75	\$4,470,586.69

Actual total above includes \$7,340 in excise taxes received directly for Oct/Nov/Dec 2019
Includes \$245.94 in residual revenues occurring after the
previous Willmar Tax ended and before the new one started.

