

**WORTHINGTON CITY COUNCIL
SPECIAL MEETING, JANUARY 31, 2018**

The meeting was called to order at 4:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Larry Janssen, Alan Oberloh, Chad Cummings, Amy Ernst, Mike Harmon.

Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Janice Oberloh, City Clerk; Jason Brisson, Director of Community Development, Planning, Zoning and Building Services.

Others present: Karl Evers-Hillstrom, The Globe; Mark Brodine; LaDonna and Scott Carlson; Gail Holinka; Tom Johnson.

MEMORIAL AUDITORIUM SEAT REPLACEMENT PROJECT APPROVED

Staff was requesting allocation of funds and Council authorization to solicit quotes to replace the seats and perform additional improvements on the main level of Memorial Auditorium. Balcony improvements would be addressed in future years.

The new seats will be wider and row space will be increased for comfort, but the improvements will result in a loss of 75 seats. Steve Robinson, City Administrator, said the estimated costs for the project as presented are:

Seat Removal and Disposal	\$10,500
Removal and disposal of existing flooring materials, floor preparation:	\$15,500
Under seat floor patching and epoxy:	\$9,000
Carpet	\$10,100
New seats, furnish and installation	\$96,900
Contingency (10%)	<u>\$13,900</u>
Total	\$152,900

Funds would come from the extension of the local option sales tax, along with excess funds due to construction under runs for the Event Center and Memorial Auditorium projects. As the estimated cost of the seats is below \$100,000, the best value methodology with evaluation factors will be used to determine award of the quote, instead of the low bid. Council Member Oberloh clarified that the excess funds were not due to under runs on the projects but that the project costs lower than the estimated amount of sales tax necessary to be collected for them.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve Staff's request to allocate funds and to authorize solicitation of quotes as requested, with the funds to come from the remaining local option sales tax.

MEMORIAL AUDITORIUM EQUIPMENT FUNDING REQUEST APPROVED

Memorial Auditorium Staff was requesting Council authorization to purchase the following items to update the necessary equipment to enhance performances and events at the Auditorium:

Estimated Cost and Order of Priority

1.	Light Board	\$14,499
2.	Audio Board	\$29,980
3.	LED Digital Remote Control Lights	\$31,980
4.	Wireless Microphones	\$29,705
5.	Intercom Headsets	\$3,395
6.	Lobby Carpet Replacement	\$8,020
7.	Power Distro	\$4,019
8.	Stage Draperies	<u>\$35,000</u>
	Total	\$156,598

Mark Brodine, Technical Advisor for the Auditorium, was at the meeting and discussed the equipment needs with Council. Funds would come from a donation of \$86,997.54 from the Vance Family in 2008 and designated for capital projects and equipment for Memorial Auditorium, of which there is \$31,450.95 remaining in the account. In addition to the Vance funds, the Finance Department was recommending use of excess funds available due to construction under runs for the Event Center and Memorial Auditorium, which will be finalized when we close out 2018. Current estimate of the excess is \$516,000 and is expected to increase by the time the sales and excise tax is terminated later this year.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the equipment funding request for Memorial Auditorium, with funds to come from the remaining Vance Family donation and the excess sales tax funds.

BOY SCOUTS AT PRAIRIE VIEW CLUBHOUSE

Todd Wietzema, Public Works Director, was requesting Council approval for staff to draft an agreement allowing the Boy Scouts to use the clubhouse on the Prairie View grounds. The agreement would be structured around the following framework of in-kind compensation based on concerns expressed by the City Attorney:

- The Boy Scouts will install a new furnace in the clubhouse at a cost of \$17,500, which will become a permanent part of the building allowing year around use of the facilities.
- Representative of Scouts will mow and maintain the grounds around the building site - with labor estimated at approximately 5 hours per week throughout the 20 week growing season.
- Scouts representatives will mow the grass hiking trails throughout the Prairie View property. The estimated amount of labor to do this in-kind service is 6 hours per week throughout the 20 week growing season.

- The Scouts will provide an average of 6 hours per month of skilled labor including things like carpentry, plumbing, HVAC, or electrical services, to be used at the Prairie View site.

Mr. Wietzema pointed out that any contractors hired by the Scouts will be licensed. LaDonna Carlson, representing the Scouts, discussed plans for regional Scouting events, and their need for storage for their trailers.

Following discussion, it was Council consensus to allow staff to move ahead with drafting an agreement for the Boy Scout use of Prairie View Clubhouse, to be brought before Council for approval when completed.

PUBLIC WORKS FACILITY NEEDS DISCUSSION

Staff was requesting a discussion regarding the Public Works facility needs, noting that they lost the storage space on Rowe Avenue a couple of years ago. Council Member Oberloh requested that this conversation be deferred until after the School Referendum vote as additional properties may become available. Council and staff agreed.

REGIONAL PARK DESIGNATION FOR PRAIRIE VIEW

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, said the Greater Minnesota Regional Park and Trails Commission had DNR legacy money that was used to fund State parks through the Commission, and they've now created a new layer of parks called Regional Parks. Only parks that have received that regional designation from the Commission are eligible to receive the funds. The Coordinator for the Commission was in town last week and toured the Prairie View site with he and Todd Wietzema, Public Works Director, who took the opportunity to tell him what our vision was for Prairie View. He liked the variation of the elevation and suggested that we start looking at how it would fit in with the region and look at recreation opportunities in southwest Minnesota. They also want a public engagement process to know if there will be an audience to use it as soon as it is built. They are currently working with Jackson County but Mr. Brisson said he got the feeling they haven't seen anything come forward yet. There are only 47 Parks and Trails that have achieved the designation within the state. The program started in 2013, and they have funded 13 of 19 applications received at an average of \$700,000. Mr. Brisson said he has some background with this from when he was with the SRDC in Appleton, his predecessor had worked with the Commission to get Granite Falls Memorial Park designated, and they were the first park to be designated. They received \$732,000, and Mr. Brisson actually wrote that request.

The Park and Trails Commission Rep is aware of the intent to have the Boy Scouts move to the Club House at Prairie View, and the easement the City has with the Watershed Board. He didn't seem to think it was a problem, and having the Boy Scouts out there may be even more of a plus. The only concern would be if they wanted to have camping space there and the Boy Scouts have private camping space, it would take that space out of availability for public use. That area may be removed

from the total park area. Todd Wietzema, Public Works Director, said the Rep was excited about the education opportunities regarding water quality at the site. Mr. Brisson said he thought it was worth the investment of time to put in an application and come up with a plan - they'll score it, and if it receives a compelling score we would need to develop a master plan. Steve Robinson, City Administrator, said we need to investigate what commitment the City is making on this ground if it were designated as a regional park. Council responded that they thought it was clear from this body and previous Councils that they wanted to keep it a permanent commitment. Council consensus was to move forward with the application.

ARTMOBILE

Steve Robinson, City Administrator, said the Public Arts Commission applied for a grant from Arts Place through the Southwest Minnesota Housing Partnership to purchase and equip a vehicle to bring art instruction and activities throughout the city. If the Commission is awarded the grant, the role of the City would be to accept the donation of the vehicle and pay for the insurance, which under current policy would be about \$130 per year. The bus is a smaller transportation vehicle recently taken out of commission by the Transit Authority. Two vehicles are available for purchase for about \$1200 for the newer and less for the older bus. Prior to proceeding with the grant application, the City must agree to take ownership of the vehicle. The grant is intended to be a two-year grant to cover maintenance and operations - after the grant ends there is no plan for where the maintenance and the cost of the vehicle would go.

Gail Holinka, Public Arts Commission, said Phil Smith has agreed to allowing the bus to be stored at their site. The plan is to bring workshops to people that can't get to where art is. Bus stops will be identified, and there will be at least six scheduled work shops and some pop-ups. Band concerts, Boy Scout events and the soccer field will be included. No CDL will be required to drive it as it will be under the City's fleet. After the grant expires they will have a price point to work with businesses who wish them to come on site, and they will also apply to SMOC for additional grants.

Jason Brisson, Director of Community Development, Planning, Zoning and Building Services, asked if the City would have an opportunity to use it since we would own it. Ms. Holinka replied they would.

ADJOURNMENT

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to adjourn the meeting at 5:00 p.m.

Janice Oberloh, MCMC
City Clerk