

**INVEST IN WILLMAR BOARD
MEETING SUMMARY**

Approved: 5-20-20

The Invest in Willmar Board met at 4:00 p.m. Wednesday, April 8, 2020 via Microsoft Teams teleconference.

Members present were: Matt Dawson, Mary Sawatzky, Bob Poe, Audrey Nelsen, Tony Amon Denis Anderson, Jon Konold, Shawn Mueske, Mayor Marv Calvin and City Administrator Brian Gramentz.

Also present were: Recreation Director Baumgarn, Finance Director Okins, Jared Voge and Kelsey Waltz of Bolton and Menk, Rachel Skretvedt, Journalist Shelby Lindrud and Janell Sommers, Administrative Assistant.

The meeting was called to order at 4:00 p.m. A motion was made by Mary Sawatzky, seconded by Denis Anderson and passed to approve the minutes of the March 4, 2020 meeting.

Chair Dawson invited Rachel Skretvedt, Chair of the Robbins Island Subcommittee and Jared Voge of Bolton and Menk to present. Ms. Skretvedt stated the subcommittee has been working on the Robbins Island Project and used the Robbins Island Master Plan adopted by the City Council as the basis of their improvements refining the details of the parking lots, roads and watermain. The subcommittee would also like to include two shelter alternates as part of the overall project. Bolton and Menk has been hired to oversee the design of the total project.

Jared Voge of Bolton and Menk presented the proposed project in detail and answered questions of the Board. The voters of Willmar approved a \$3 million budget for the project. The estimated costs including two shelters is just under the budgeted amount. It was noted that both the Engineering and Public Works staff members have been involved in the design. Discussion was held on bidding the project with a base bid of parking lots, roadways and water main with the two shelters each as an alternate which would allow flexibility in the case of higher costs.

Denis Anderson made a motion to approve the plans and specifications and advertise for bids for the project as presented subject to being able to pay for the project with cash. Mary Sawatzky seconded the motion. Chair Dawson conferred with moving forward. Tony Amon asked that the motion be amended to accept the design and move forward to the Park and Recreation Board, Public Works/Safety Committee and to City Council to determine financing. Denis Anderson was unwilling to accept the amendment. The motion was voted on failed.

Tony Amon made a motion to approve the design of the Robbins Island Improvements with a base bid and alternates for shelters be moved forward to the various boards/committees with the financing to be determined by the City Council. Bob Poe seconded the motion. It was the consensus of the board their role is to approve the design with the financing being the Council's responsibility. The motion passed.

City Administrator Gramentz stated the Council will have many financial considerations to work through with all the projects, including street improvements, which will be driven by what the

City can afford to do under the current situation we are in due to COVID-19. The market is unstable and some of these projects may get to a certain point and that may be as far as they will be able to go.

Brief subcommittee reports were given. The Recreation Center is working through the design process. The Recreation Fields Subcommittee has met with the Architect and Marcus Construction to put together a design document and will work through the details and preliminary costs. Swansson Field Complex Subcommittee report was given by Mary Sawatzky. They have met several times to review the architect designs with "Plan A" being \$1.7 million and "Plan B" \$1.5 million and are now looking at determining project phases.

There being no further business to come before the board, the meeting adjourned at 5:42 p.m.

Respectfully submitted,

Janell Sommers
Administrative Assistant