

# MINUTES

## Robbins Island Local Option Sales Tax Subcommittee Meeting

Monday, March 25, 2019

12:00 pm @ Middle Fork Café Willmar

- I. Welcome & Introductions – Members present: Council Representative – Fernando Alvarado, Staff Representative – Rob Baumgarn, Rachel Skretvedt, James Miller, Mary LaRue, Jason Grabinger.
- II. Reviewed Invest in Willmar Projects & Robbins Island Task  
Prioritizing that our focus for Robbins Island would be to complete the roads and parking lots first with the Local Option Sales Tax Funds. If our budget allows for more, our next goal would be to complete the two, 3-Season shelters.
- III. Reviewed Robbins Island Master Park Plan  
James Miller and Rachel Skretvedt reviewed the work that was completed last year on the Robbins Island Task Force and why the council picked Concept A for Robbins Island.
- IV. Reviewed Invest in Willmar Flow Chart
- V. Select Chair and Vice Chair/Secretary  
Rachel Skretvedt was selected to serve as the Chair of the committee. She will create monthly agendas, run the meetings, attend monthly meetings of the Executive Invest in Willmar Board and give updates.  
  
James Miller was selected to serve as the Vice Chair/Secretary of the committee. He will take the minutes for each meeting and email them to our committee, City Administrator Ike Holland and his assistant Janell Sommers. If chair is absent, Vice Chair will run the meeting.
- VI. Future monthly meeting schedule: Our group decided that during the lunch break is the best time to meet. We selected to meet the 3<sup>rd</sup> Monday of each month at 11:30 am, location TBD. Maybe rotate locations; could be Rosita's, The Goodness, The Oaks starting this summer or Robbins Island. Our next meeting will be Monday, April 15<sup>th</sup> @ 11:30 am at Rosita's.
- VII. Misc -  
Councilman Alvarado mentioned that if any trees need to be taken down due to the construction of the new road, parking lots and new Shelter through the Legacy funds that we try to work with a nursery to replace any lost trees with new ones.  
  
Rachel will invite Sean Christensen, City Engineer and Public Works Director to the next meeting. He will be able to give our committee direction on next steps on working out a bid for our project once the Minnesota Tax Bill is signed by the Governor and our Local Option Sales Tax would be approved.
- VIII. Meeting adjourned @ 1:00 pm.