

CITY OF MILBANK

PARK & RECREATION BOARD MINUTES

June 22, 2020

The Milbank Park & Recreation Board met for the first regular meeting on Monday, June 22, 2020 at 7:00 P.M. in the Milbank Visitor's Center. Present for the meeting were Board members, Jody Bear, Eval Marroquin, Brian Sandvig, Rondi Scoular, Heidi Wellnitz, Steve Wenzl, Matt Wilson, Mayor Pat Raffety and City Administrator John Forman.

New binders for the Board members were handed out. Items included in the binders were: Board Members and contact information, Board By-Laws draft, Map of City Parks and Bike Paths(existing and proposed future), 2019 Recreation Task Force final summary Powerpoint, Recreational Task Force meeting minutes, 2015 Parks Long Range Plan, City Organization structure, 2020 Park Budget, past Unity Square Budget from 2017 thru 2019, Proposed Unity Square Budget for 2021, Quotes for Unity Square pool area painting, Pool air handler and slide supports, Proposed Pribyl Park Drainage map, and Lake Farley improvements.

Mayor Raffety talked to the Board about upcoming goals for the Board to focus on.

- 1) Hire a Recreation Facility Manager; timeframe – advertise and interview July/August, offer September, get someone on board in October.
- 2) Unity Square Long-Term Strategic Plan
 - a. Capital Fund Raising Drive – as part of this, there was discussion about a non-profit organization formation to handle donations.

City Administrator Forman and Mayor Raffety went through the binder briefly explaining what was included.

There was discussion about a set meeting date. It was decided to look to the short-term through the summer and then re-evaluate. The next two meetings will be on the third Monday of the month at 4:00 P.M.

Discussion about how direction of the new Rec. Facilities Manager will be handled, as the organizational chart shows this position under both the City Administrator and Park & Rec. Board.

Forman will be in attendance at meetings for the foreseeable future, imparting knowledge of items in progress and providing direction on what can be done or not.

Forman will put together an agenda for the next meeting. Would like to finalize the Board By-Laws. A revised copy will be sent to Board members ahead of the next meeting. Also, need to elect officers – Board president, vice-president, secretary and financial secretary.

The next regular meeting will be July 20, 2020 at 4:00 P.M. at the City Visitor's Center.

John Forman, City Administrator

Park & Recreation Board President

City Administrator