

**CITY OF MILBANK
PARKS AND RECREATION BOARD
FINANCE COMMITTEE MEETING MINUTES
February 22, 2021**

A meeting of the City of Milbank, Parks and Recreation Board – Finance Committee was held on the 22nd day of January 2021 at 11:00 a.m. in the Conference Room located at 1001 E Fourth Avenue. Milbank, South Dakota. Present for the meeting were Finance Committee members; Rondi Scoular and Steve Wenzl. Non-Members included: Dan Keyes, Cynthia Schumacher, Cody Pohlen

1. Call to Order

- The meeting was called to order at 11:00 a.m.

2. Approval and Adoption of Agenda

- The agenda was approved and adopted by unanimous consent.

3. Public Participation Non-Agenda Items

- David Stengel showed up to the meeting at time past public participation. He was given an opportunity to ask questions. He had questions about paving projects planned for Lake Farley Park for this coming summer, as well as the trail loop system. He asked about an old sign that has the City's motto on it and wanted to know if the sign was going to be replaced and wondered if the Motto "You'll like Milbank" was still the official motto? He also asked about a past Eagle Scout Project that he said desperately needed some TLC. He went on to indicate that he is a member of the Friends of Lake Farley and talked in general about the use of the lake by the public and the benefits of the lake not having motorized boat access. He asked about the public rules sign at the park and volunteered to sit on a rules committee.

4. Information/Discussion

4.1. Expense Report, Accounting Period 2/21

- The expense report was reviewed.

4.1.1. Finance Officers Notes

- Steve Wenzl did have questions regarding the handwritten notes on the expense report.
- Cynthia Schumacher provided an explanation to the question about the handwritten notes.
- Steve Wenzl had questions about the change in salary expense.
- Cynthia Schumacher talked about the development and on-going evolution of the budget document and went into detail about the shifting salaries and budget allocations.

- A general discussion was held regarding the proposed lobby remodel and the proposed security camera system upgrade projects and how funding for these projects were authorized by City Council.
- A general discussion was held regarding sales tax expense.

4.2. Revenue Report, Accounting Period 2/21

- Steve Wenzl had questions regarding corporate fees.
- Cynthia Schumacher stated that she was under the impression that corporate fees were collected in either June or July.
- Dan Keyes said that he would investigate the details surrounding corporate fees and collection and get back to the committee with more information.

4.3. Unity Square Report Accounting Period FY15 thru FY19

- Cynthia Schumacher stated that she has placed this information from the Community Foundation by request from the Finance Committee for comparative purposes.
- A general discussion was held regarding Farley Park capitol projects.
- A general discussion was held regarding the development of the youth baseball program.
- Cody Pohlen summarized the current planning process for youth baseball.
- Cynthia Schumacher asked if the Park and Recreation Board was going to hold a Park Carnival this year.
- A general discussion ensued about a carnival and resulted in more questions about the City's stance towards open public events during COVID.

5. Next Scheduled Meeting

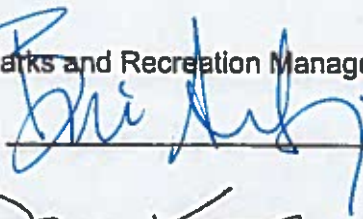
- Monday, March 22, 2021 @ 11:00 a.m. City Hall - Conference Room

6. Adjournment

- 11:55 p.m.

Minutes completed and submitted by Dan Keyes, Parks and Recreation Manager

Brian Sandvig, Park & Recreation Board President:



Dan Keyes, Park & Recreation Manager:

