

**City of Milbank: Parks and Recreation Board
Regular Meeting: February 24, 2021**

Members Present:

1. **Call to Order & Roll Call:** Meeting was called to order by Brian S. at 6:04 pm
 - a. Brian Sandvig, Steve Wenzl, Matt Wilson, Rondi Scoular, Brian Pauli, Heidi Wellnitz, Jodi Bear, Luis Jimenez De La Torre, John Forman, Dan Keyes, Laura Brochman
2. **Approval of the agenda:** Motion made by Matt to approve agenda and seconded by Jodi. Motion passed
3. **Public Participation:** There were not any members of the public in attendance
4. **Staff Reports:**
 - a. **Parks & Rec Manager:** Dan gave overview of monthly doings (see Agenda); Fire extinguishers have been updated and now are on schedule to keep them up to date, lifeguard certifications were held, and reports of Unity usage are now available. A new fee structure will be rolled out prior to budget work for 2022 (finance committee will continue to work on this). Treadmills are being requested by the public, Dan will have someone come to do maintenance on them to allow them to work to the best of their ability and the finance committee will keep this in mind when budgeting. Cody is hoping to roll out the variety of youth opportunities by the end of March with an online registration process. Dan also addressed the need for more janitorial coverage. He will have a report for the board that will show the number of hours that a facility as Unity should have. Discussion about current COVID restrictions and the communities desire to see restrictions lessened.
 - i. Steve made a motion to open Unity Health & Fitness with no COVID restrictions. Seconded by Matt. Motion passed
 - b. **Parks & Cemetery:** Work on benches, continuous work on ice rink, maintenance on equipment (report attached in agenda)
5. **Other Reports:**
 - a. **Finance Committee:**
 - i. With all the unknowns when creating the original budget, the finance committee made a few changes, so a supplemental budget was created to reflect those changes.
 - b. **Bylaws Review Committee**
 - c. **City Administrator**
 - i. Overview of upcoming projects
 - ii. Bidding will begin soon on various projects
 - iii. Authorization to advertise for lifeguards, summer rec, summer park help.
 - d. **Parks & Rec Board**
6. **Discussion/Action**
 - a. **Proposed Unity Lobby Remodeling Project**

- i. Motion made by Heidi to support the conceptual lobby remodeling project and to solicit professional design services. Seconded by Luis. Motion passed
 - b. **Proposed 24/7 Unity Operations**
 - i. Steve made a motion to support the implementation of a 24/7 operation at Unity Health and Fitness. Seconded by Matt. Motion passed
 - c. **Verbiage: Unity Health and Fitness Sign**
 - 1. The board would like to see a message board with the new sign with the ability to put messages on *not scrolling messages
- 7. **Consent Calendar**
 - a. Matt made a motion to approve the board and committee meeting from 2-3-21 Parks and Recreation Regular Meeting Minutes Seconded by Rondi. Motion Passed
- 8. **Next meeting: March 24th at 6:00: Visitors' Center**
- 9. **Adjourn: Meeting was adjourned at 7:20 pm**

Minutes respectfully submitted by Heidi Wellnitz, Secretary

Brian Sandvig, Park & Recreation Board President: _____

Dan Keyes, Park & Recreation Manager: _____