

CITY OF MILBANK  
BICYCLE PEDESTIAN TRAILS COMMITTEE  
MEETING MINUTES

A meeting of the City of Milbank, Parks and Recreation Board – Bicycle Pedestrian Trails Committee via Zoom was held on the 14th day of June 2022 at 11:00 a.m. Present for the meeting were Bicycle Pedestrian Committee Members: Eric Pulling, Erek Holmquist, Mindy Rogers, Rhonda Preller, Heidi Wellnitz. Members Absent: Boyd VanVooren, Susan Karels, Erek Holmquist, Ryan Waterfall. Non-Members included: Dan Keyes, John Forman, Todd Kaye

1. Call to Order

- The meeting was called to order at 11:03 a.m.

2. Approval and Adoption of Agenda

- The agenda was approved and adopted with no changes.

3. Public Participation Non-Agenda Items

- None

4. Information/Discussion

4.1 Community Master Trail Planning Process w/ Todd Kaye Executive Director of the First District Development Company, Watertown, SD.

- Dan Keyes introduced the subject and reaffirmed the goals of the meeting.
- Todd Kaye introduced himself and briefly discussed the services provided by First District Development Company and about the existing relationship between First District and the City of Milbank on other projects. Todd went on to discuss his firm's experience associated with the development of community-based master trail planning and talked at length about the various planning level options and cost estimates with associated funding sources for community trail planning projects. He provided an outline of the work as it relates to the SDSU Accessibility Program and explained the Trails Planning Grant Program as managed by the SDDOT. Todd talked about the possible scope of work included in such a plan which included such items as trail assessments, trail friendly policies, and the public interaction process just to name a few.
- Eric Pulling provided a brief history of the Bike Ped Trails Committee (Committee) and the work it has accomplish so far. Eric went onto say how important it was to have a solid plan and there are other components of planning process that have not yet been explored by the committee but should be considered.
- Todd Kaye responded by providing an idea what it would cost the City to enter into a planning agreement with First Dist. For the development of such a plan and threw out a budget number of \$10k – \$15K to complete the study, whereas the SDDOT process if the city were a successful applicant for planning funds would require a match of 20% for a study costing approximately \$100K.
- Eric Pulling spoke to the issue related to the public involvement process and informed Todd that this component was under discussion by the Committee.
- Todd Kaye spoke to additional components in the proposed scope of work to include location of trails and the importance of the public review and feedback process.
- Dan Keyes asked Todd what the availability of his firm for FY23 if the city should support the necessary funding.
- Todd Kaye's response was favorable for First District being able to conduct the necessary trail planning work and informed the committee that he would develop a proposed scope of work and cost estimate for the committee to consider.
- John Forman indicated the city would more than likely support such a project.

5. Next Scheduled Meeting

- Monday, June 20, 2022 @ 6:00 pm

6. Adjournment

- 11:39 a.m.

Minutes completed and submitted by: Dan Keyes, Park and Recreation Manager

Brian Sandvig, Park & Recreation Board President: \_\_\_\_\_

Dan Keyes, Park & Recreation Manager: \_\_\_\_\_