

City of Milbank: Parks and Recreation Board
Regular Meeting: May 26, 2021

Members Present:

1. **Call to Order & Roll Call:** Meeting was called to order by Brian at 7:03
 - a. Brian Sandvig, Steve Wenzl, Matt Wilson, Keith Weber, Rondi Scoular, Brian Pauli, Heidi Wellnitz, Jody Bear, John Forman, Dan Keyes, Cody Pohlen, Luis Jimenez, Mike Hanson
2. **Approval of the agenda:** Motion made by Steve to approve agenda and seconded by Matt.
Motion passed unanimously
3. **Public Participation:** N/A
4. **Staff Reports:**
 - a. **Parks & Rec Manager:**
 - i. WSI certification, baseball planning, various projects, Bulldog power program, recreation programs going well, lease with Healthy Kneads for 1 year, chiller will be fixed within the next couple weeks, looking at HVAC system agreement, various duties in report
 - ii. Baseball up and running, tennis is way up in numbers, and golf is adding another session due to the increase in numbers
 - b. **Parks & Cemetery Manager**
 - i. Repaired equipment, new sign, planted new trees, baseball field work
5. **Other Reports:**
 - a. **Finance Committee:**
 - i. Still waiting on amended budget
 - ii. Membership drive coming up with hope to increase that number
 - iii. Discussion on new budget for 2022
 - b. **City Administrator**
 - i. Lake Farley campground walkthrough
 1. Camp pads need added length
 2. Punch list made and will be worked on
 3. Paving will wait until next year to let it settle
 - ii. Wednesday, June 2nd: Pool HVAC system will be set outside on the new pad.
 - c. **Parks & Rec Board**
6. **Discussion/Action**
 - a. **Risk Management – Unity Aquatics**
 - i. A motion was made by Steve to send participant agreement, waiver, and release form proposal to the City Council. Seconded by Heidi. Motion passed unanimously
 - b. **Proposed Recreation Program Registration Policy**
 - i. A motion was made by Matt to adopt the recreation program registration policy. Seconded by Steve. Motion Passed Unanimously.
 - c. **Proposed Outline: Special Event – Unity Membership Drive**

- i. Looking at August 21st
 - ii. 8am-2pm
 - iii. Variety of events for all ages
 - iv. Promotions (one month free for new memberships)
 - d. **Proposed Reader Sign at Unity**
 - i. A motion was made by Steve to approve the signage for Unity with digital option. Seconded by Luis. Motion passed unanimously
 - e. **Summer Operations Schedule**
 - i. Keith made a motion to move to continue to keep Unity closed on Sundays, but open Unity on Sunday under 24/7 protocols starting Sunday, June 6, 2021 through Sunday, September 5, 2021 (or when system is up and running).
Seconded by Matt. Motion passed unanimously
 - f. **School Sponsored sports**
 - i. Discussion on what Park and Rec role will be
- 7. **Consent Calendar**
 - a. Rondi moved to approve the 4-26-21 Finance Committee meeting minutes, 4-28-21 Regular Park and Recreation Board meeting minutes, the April 2021 Expense Report, and the April 2021 Revenue Report. Seconded by Steve. Motion Passed.
- 8. **Next meeting: June 23, 2021 at 6:00: Visitors' Center**
- 9. **Adjourn:**
 - a. Motion to adjourn was made by Keith, seconded by Jody
 - b. Meeting was adjourned at 7:15 pm

Respectfully Submitted by:

Heidi Wellnitz, Secretary

Brian Sandvig, Park & Recreation Board President:



Dan Keyes, Park & Recreation Manager:

