

**CITY OF MILBANK
PARKS AND RECREATION BOARD
UNITY IMPROVEMENT COMMITTEE
MEETING MINUTES**

A meeting of the City of Milbank, Parks and Recreation Board – Unity Improvement Committee was held on the 18th day of January 2023 at 6:30 p.m. at Unity Health and Fitness located at 904 E Fourth Avenue. Milbank, South Dakota.

Present for the meeting were members, Matt Wilson, Brian Pauli arrived at 7:50 p.m.
Members Absent; None
Non-Members included: Dan Keyes, John Forman.

1. Call to Order

- The meeting was called to order at 6:35 p.m.

2. Approval and Adoption of Agenda

- The agenda was approved and adopted by consent.

3. Public Participation Non-Agenda Items

- No public in attendance

4. Information/Discussion

4.1 Lobby Remodel Project

- Dan Keyes confirmed delivery and receipt of an agenda item staff report to committee members. He went on to clarify the current shortfall as it relates to the proposal received from Hasslen Construction in the amount of \$272,800. From the original appropriation of \$230,000, there has also been expenditures related to design services and the bid process in the amount of \$28,018.09. as provided by Cynthia Schumacher.
- Matt Wilson talked about the exterior canopy system which was previously designated as an Add/Alt in the bid process. Hasslen was prepared to provide the city with the exterior canopy for the amount of \$199,300.
- John Forman discussed the design process and the reason the canopy was designated as an alternative and discussed options including rebidding the project.
- Matt Wilson did not support the idea of moving forward with the Hasslen Proposal.
- Dan Keyes discussed the primary reason the project was so important in the first place and that was because of problems associated with facility access by the public.
- Matt Wilson had questions about paring the project down to just improving public access. As a result of this discussion, staff was directed to obtain a cost on door renovation only and the associated design expense.
- John Forman informed the committee that certain projects under \$100,000 do not need to go through a formal bid process.
- Discussion as it relates to a reduced scope of work continued with information about the service desk renovation and flooring.
- Matt Wilson talked about having doubts as it relates moving forward with the Unity Expansion Project as it now stands and asked if the bond funds could be reallocated.
- John Forman provided insights as it relates to the ethics associated with a bond process but believes the funds could be reallocated.
- Matt Wilson discussed at length the possibility of paring down the Unity Expansion Project and had questions about putting new flooring in over the existing granite tiles.

- Brian Pauli said the Unity Expansion Project as it is today, is hard to justify with limited revenue opportunities that exist in this area.
- Staff was directed to contact Banner Engineering in regard to reducing the scope of work for both the Lobby Remodel and the Unity Expansion Projects. In addition, the committee wanted to add the Unity Expansion Project as a Discussion/Action Item on the agenda of the park and recreation board meeting scheduled for January 25, 2023. Depending on whether or not the city moves forward and formally rejects the proposal received by Hasslen Construction will hinge on the outcome of the January meeting.
- As part of the Unity Expansion Project, a general discussion was held in regard to building only a weight room with a footprint of 4,000 SF.

6. Next Scheduled Meeting

- TBD

7. Adjournment

7:02 p.m.

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

Brian Sandvig, Park & Recreation Board President: _____

Dan Keyes, Park & Recreation Manager: _____