

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

A meeting of the City of Milbank, Parks and Recreation Board – Future of Unity Health on Fitness Committee was held on the 12th day of June 2023 at 1:00 p.m. at Unity Health and Fitness located at 905 East 4th Avenue, Milbank, South Dakota.

Members Present; Brian Sandvig, Rondi Scoular, Eric Pulling,

Members absent: Brian Pauli

Non-Members included: John Forman, Dan Keyes

1. Call to Order

- The meeting was called to order at 1:03 a.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 Review of Work Completed by Banner Engineering

- Brian Sandvig provided a brief history of the unity expansion project and explained the current difference between funds available and the cost of the proposed project. Brian went on to ask John Forman his perception as to what the city council's current position on the project is.
- John Forman responded by informing the committee that the council didn't see the project as being financially sustainable.
- Brian Sandvig asked Eric Pulling if he had had an opportunity to review the proposed unity expansion plans and when Eric said he had not, Brian provided him with a paper copy. Corey. Hello. Please see police officer candidate application for employment. Dan

4.2 Identification of Items at Unity Requiring Repair and Updates

- Brian Sandvig talked about the development of a list of facility improvements and the need to scale back the expansion project to an affordable level.
- John Forman discussed speaking with city council members about moving forward with a scaled back plan that fits the current budget.
- Brian Sandvig agreed that a plan needs to be developed that makes sense and perhaps uses a phased approach.
- John Forman emphasized the importance of the budget development process to achieve desired goals.
- Brian Sandvig recited instances of Banner Engineering reps at planning meetings and how they always seemed to be professional, flexible and prepared.
- The committee came to the consensus that a 1–3-year capital plan for Unity would need to be developed and reviewed by the park board and for staff to reopen channels with Banner Engineering to initiate a revised design focus with an emphasis on increasing daily participation.
- Eric Pulling asked how the existing plan came to be and how the design features were prioritized.
- Brian Sandvig provided an explanation starting with crowded facility space to the need for delivery and storage areas. Brian went onto discuss the perceptions associated with the request for an outdoor sign versus the expansion project.
- John Forman discussed funding opportunities when comparing operational to capital funds.
- Brian Sandvig asked about the circumstances related to the post bond period and new city council members.
- Dan Keyes interjected by saying, it was due to financial concerns by city council that a decision was made to cease planning operations.
- John Forman explained that a budget rewind took place and as a result, the FY23 budget includes a \$100,000 placeholder for design services for the Unity Expansion Project.
- Brian Sandvig discussed the necessary next moves in the process by reaching out to Banner with a revised scope of work and developing a capital improvement plan. The focus of the revised scope of work is the indoor playground, storage and delivery areas.

- John Forman discussed the funds remaining in the lobby remodel project.
- Dan Keyes provided a budget update for the lobby remodel process.

5. Next Scheduled Meeting

- TBD

7. Adjournment

1:37 p.m.

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

Brian Sandvig, Park & Recreation Board President: _____

Dan Keyes, Park & Recreation Manager: _____

DRAFT