



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

## **AGENDA**

### **YANKTON PARK ADVISORY BOARD**

**Monday, November 5, 2018 – Community Room  
CMTEA Building, 1200 W. 21<sup>st</sup> Street – 5:30 PM**

#### **I. ROUTINE BUSINESS**

- A. Roll Call.
- B. Consideration of October 1, 2018 Minutes. (attachment)
- C. Public Appearances. Public appearance is a time for persons to address the Board on items not listed on the agenda.

#### **II. OLD BUSINESS**

- A. None

#### **III. NEW BUSINESS**

- A. Parks improvements update for 2018.
  - Project will be finished by November 16- new Heat, Ventilation, Air-Conditioning (HVAC) unit will be installed for the pool. The pool floor tile will be replaced and grouted. The main entrance doors and windows into the pool area will also be replaced.
  - New swing set, two-bay, for Morgen Park. Fund raised by Larry Nickels. Swings will be delivered by Monday, November 19. Will reduce three sand diggers down to one. Sand fall material has been removed and wood chips installed. Sand digger will have its own sand pit.
  - Sand digger has been added to Ridgeway Park.
  - Open-air shelter at Sertoma Park.
    - Working with Mead Lumber to build shelter on-site.
    - Dave Stevens has poured the concrete pad for shelter.
- B. Update for Dive-in-Yankton effort.
  - 1. The Special Election has been set for Tuesday, December 11.
- C. General Discussion.

#### **IV. OTHER BUSINESS**

- A. Commission Information Memorandums. (2 CIM attachments)
  - Other completed work projects for the department are noted in the CIMs.
- B. Next Meeting Monday, November 5, 2018.

#### **V. ADJOURN**

The City of Yankton Community Meeting Room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5221.

Should you have any reason to believe an open meetings law has been violated please contact the Open Meetings Commission at the South Dakota Office of the Attorney General at: 1302 E. Hwy 14, Suite 1, Pierre, SD 57501-8501 or by phone at 605-773-3215.



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**MINUTES**  
**YANKTON PARK ADVISORY BOARD**  
**Monday, October 1, 2018**  
**CMTEA Building, Community Room, 1200 W. 21<sup>st</sup> Street – 5:30 PM**

**I. ROUTINE BUSINESS**

Roll Call:

Present: Darcie Briggs, Catherine Crandall, and Katelyn Schramm.

Absent: Dave Withrow, Dave Spencer, Bryan Schoenfelder, and Commissioner Stephanie Moser.

Also present Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry.

High School Appearances: None.

Public Appearances: None.

Minutes: September 4, 2018 minutes approved. Briggs motion, Crandall second. Motion carried 3-0.

**II. OLD BUSINESS**

A. None.

**III. NEW BUSINESS**

A. Parks improvements update for 2018.

1. Fall 2018- Reshape the north infield at SAC in 2019.
  - o 30' feet of agri-lime would need to be removed from the entire outfield/infield transition line from fence line to fence line (approximately 260' in length, total area of 7,800 square feet). Black dirt would need to be hauled in and prepare that 7,800 square feet area for grass seed. That area would need to be seeded with grass. Irrigation lines would need to be added to the irrigation system to water the new outfield grass strip that was created. The school district is having issues with the irrigation system on those fields since it is 25 years old. Due to this irrigation issue, the parks staff decided to delay the project to another year.
2. October 22 through November 9- new Heat, Ventilation, Air-Conditioning (HVAC) unit will be installed for the pool. The pool floor tile will be replaced and grouted. The main entrance doors and windows into the pool area will also be replaced.
3. New swing set, two-bay, for Morgen Park. Fund raised by Larry Nickels. Will reduce three sand diggers down to one. Sand fall material will be removed and wood chips will be installed. Sand digger will have its own sand pit.
4. Sand digger will be added to Ridgeway Park. Funded by an adjacent property owner. Sand digger will have its own pit of sand.
5. Matt and Tracey Dovorak want to donate funds for a shelter at Sertoma Park.



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- Working with Mead Lumber to build shelter on-site. \$6,500 initial quote but need to make some additions. City needs to do concrete pad for shelter.
- The shelter will be located to the east of the four-plex concession stand. Just off the asphalt to the east.

B. Update for Dive-in-Yankton.

1. Dive-In-Yankton information for the proposed aquatics facility in Fantle Memorial Park has been placed on the City website: <http://www.cityofyankton.org/departments-services/parks-recreation/yankton-parks/historic-memorial-park-pool-information>
2. The group will be bringing the project forward to the City Commission on October 8 for action. The Parks Advisory Board recommended that the City Commission support the Dive-In-Yankton project and approve the funding proposed without placing the project on a special election. Crandall motion. Briggs second. Motion passes 3-0.

C. General Discussion.

**IV. OTHER BUSINESS**

- A. Commission information Memorandums (2 CIM attachments).
- B. Next Meeting Monday, November 5, 2018.

**V. ADJOURN**

Briggs motioned, Schramm second. Motion carried 3-0.

Commission Information Memorandum

PARKS, RECREATION, AND CITY EVENTS DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

2nd - half of September information:

Fitness Classes-	
Early Bird Boot Camp class	39 participants
Power Abs	64 participants
Prime Time Senior class	56 participants
Tabata class	67 participants
Water aerobics	184 participants
Work-Out Express class	67 participants
Yoga classes	76 participants
Zumba class	39 participants
Booty Blaster class	Class will resume in the fall/winter

Rentals-

○ Birthday rentals-	6 parties
○ SAC courts-	0 hours
○ Theater-	28 hours
○ Meeting rooms-	15 hours
○ City Hall courts-	6 hours
○ Capital Building-	2 dates
○ Riverside shelters-	2 rentals
○ Memorial shelters-	1 rentals
○ Westside shelter-	0 rentals
○ Rotary outdoor classroom-	0 rentals
○ Sertoma shelter-	0 rentals
○ Tripp shelter-	0 rentals
○ Meridian Bridge	1 rental

SAC members-	2,105 people
SAC memberships-	1017
SAC attendance-	2,297 visits
New members-	23 people

Tuesday, September 18- SAC Fall Swim Lessons began- 53 participants.

Reminder- SAC HVAC replacement, pool tile replacement, and main entrance steel doors to the pool area, are scheduled to occur between October 22 and November 9.

Brittany LaCroix has been meeting with Jessica Scott, part-time downtown coordinator, in regards to Downtown Events for the fall and to start planning for Holiday Festival of Lights. Brittany LaCroix has been working with Harvest Halloween for event logistics.

Brittany LaCroix is working with the local Humane Society for an event at the dog park.

Todd met with Eric Ambrosion, from the District III office, to begin master planning for Westside Park and also The Lawn at the Plaza. Public meetings will be needed to gather input from the public.

**PARKS**

All but one of the Parks summer staff have left our employment so the regular crew is working to keep up with the demands of the system in the fall.

A tree in memory of Amber Ing was planted in September in Westside Park. The tree has a granite memorial located next to it.

At the SAC property- concrete work to make the entrance for vehicles to access the arboretum trail at 19<sup>th</sup> and Kellen Gross Drive wider and less damaging to the surrounding turf and irrigation systems was completed by Dave Stevens Construction.

A new swing set, two-bay with two swings in each bay, has been donated to the City for Morgen Park. The funds were raised by Larry Nickels. The play area will see a reduction from three sand diggers down to one sand digger. The sand fall material will be removed and wood chips will be installed under the entire play area. The one remaining sand digger will have its own sand pit. Work is proceeding at Morgen Park on this project.

A sand digger will be added to the Ridgeway Park play area. The sand digger and costs associated with installation will be funded by an adjacent property owner. The sand digger will have its own pit of sand.

Jim Snook has started the process of turning off water to certain parks facilities. The goal is to have all the water shut off in the parks system by October 30. That date can be earlier as the department monitors nighttime temperatures to avoid damage caused by freezing.

The ball fields at Memorial Park, Sertoma Park, Summit Activities Center, and Riverside Park are being dragged and prepared each weekday according to game and practice schedules submitted to the Parks Department.

The parks staff has been moving picnic tables, trash cans, and other items for special events that are taking place in the community.

Commission Information Memorandum

PARKS, RECREATION, AND CITY EVENTS DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

1st - half of October information:

Fitness Classes-	
Early Bird Boot Camp class	37 participants
Power Abs	66 participants
Prime Time Senior class	67 participants
Tabata class	73 participants
Water aerobics	182 participants
Work-Out Express class	92 participants
Yoga classes	66 participants
Zumba class	26 participants
Booty Blaster class	Class will resume in the winter

Rentals-

○ Birthday rentals-	4 parties
○ SAC courts-	3 hours
○ Theater-	0 hours
○ Meeting rooms-	20 hours
○ City Hall courts-	24 hours
○ Capital Building-	3 dates
○ Riverside shelters-	0 rentals
○ Memorial shelters-	0 rentals
○ Westside shelter-	0 rentals
○ Rotary outdoor classroom-	0 rentals
○ Sertoma shelter-	0 rentals
○ Tripp shelter-	0 rentals
○ Meridian Bridge	0 rental

SAC members-	2,138 people
SAC memberships-	1039
SAC attendance-	2,903 visits
New members-	52 people

Reminder- SAC HVAC replacement, pool tile replacement, and main entrance steel doors to the pool area, are scheduled to occur between October 22 and November 16.

Brittany LaCroix has been meeting with Jessica Scott, part-time downtown coordinator, in regards to Downtown Events for the fall and to start planning for Holiday Festival of Lights. Brittany LaCroix has been working with Harvest Halloween for event logistics.

Brittany LaCroix is working with the local Humane Society for an event at the dog park on October 25.

Todd met with Eric Ambrosion, from the District III office, to begin master planning for Westside Park and also The Lawn at the Plaza. Public meetings will be needed to gather input from the public.

**PARKS**

The Parks Staff are working in conjunction with the concrete crews that are installing driveways along the south side of Highway 50 on the east side of town. The Parks Staff are installing PVC piping under all driveways to help with the installation of irrigation lines as the ROW from the Chamber all the way out to Archery Lane will now be irrigated.

A new swing set, two-bay with two swings in each bay, has been donated to the City for Morgen Park. The funds were raised by Larry Nickels. The play area will see a reduction from three sand diggers down to one sand digger. The sand fall material will be removed and wood chips will be installed under the entire play area. The one remaining sand digger will have its own sand pit. Work is proceeding at Morgen Park on this project.

A sand digger will be added to the Ridgeway Park play area. The sand digger and costs associated with installation will be funded by an adjacent property owner. The sand digger will have its own pit of sand.

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The parks staff has been moving picnic tables, trash cans, and other items for special events that are taking place in the community.

### **TRAILS**

Bob Wubben retired from the Parks Department on October 1, 2018. Darrik DeLozier, who is Bob's replacement and has been working alongside Bob since August 6, takes over as the Senior Grounds Maintenance employee in charge of the Auld-Brokaw Trail.