



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 4, 2019 – Community Room  
CMTEA Building, 1200 W. 21<sup>st</sup> Street – 5:30 PM**

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

- A. Roll Call.
- B. Consideration of October 7, 2019 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. Parks improvement update for 2019.
  - 1. Renovation to restroom and concession stand building at Riverside Baseball Stadium so it can be heated for fall and spring use prior to when other facilities have water turned on. Wiring is the last item to be completed to finish the project.
  - 2. Bocce Ball Court- donation for two courts. Located south of horse shoe pits in Fantle Memorial Park. Two scoreboards ordered. Need to install the artificial turf and glue down, install ball holders on all four ends, and install the scoreboards to complete the project.
- B. Revise BY-LAWS section for 2020 to change meetings to every other month.

Proposed meetings every other month. January, March, May, July, September, November. Move meeting to third Monday of the month?

Current section of by-law to amend:

#### **MEETING TIMES and AGENDAS**

Meetings shall be as required to fulfill duties. Current regularly scheduled meeting date, time, and location is the 1<sup>st</sup> Monday of each month beginning at 5:30pm at the Technical Education Center, 1200 West 21<sup>st</sup> St. Notice may be given to cancel, change, or add additional meetings. Current members of the PAB and staff shall establish dates and times.

Agendas are prepared in advance of each meeting by the Park and Recreation Director. Board members or community members should provide items for the agenda to the office of Parks and Recreation at least one week prior to any meeting.

Need to amend location name, need to amend day of month that the board meets, and months of the year the board will meet. For reference below is the current City Ordinance which establishes the Park Advisory Board.

## Current City Ordinance:

- **DIVISION 2. - THE **PARK** ADVISORY BOARD**

- **Sec. 2-76. - Created.**

There is hereby created a **park** advisory board.

(Rev. Ords. 1949, § 1.0501; Ord. No. 278, 12-14-64)

- **Sec. 2-77. - Composition; appointment and qualifications of members.**

The **park** advisory board shall be composed of seven (7) members appointed by the mayor and confirmed by the board of commissioners. The members of the **park** advisory board shall be residents of the city, one (1) of whom shall be a member of the board of commissioners, other than the mayor.

(Rev. Ords. 1949, § 1.0502A; Ord. No. 278, 12-14-64; Ord. No. 615, § 1, 7-10-89)

- **Sec. 2-78. - Terms of members.**

The terms of office of the six (6) members of the **park** advisory board, other than the member of the board of commissioners, shall be three (3) years; the term of the board of commissioners member shall be one (1) year. Each term shall begin on the first commission meeting in June. When the **park** advisory board is enlarged, one (1) additional member shall be appointed for one (1) year and one (1) additional member for two (2) years. All new appointments shall be for three (3) years.

(Rev. Ords. 1949, § 1.0502B; Ord. No. 278, 12-14-64; Ord. No. 615, § 2, 7-10-89)

- **Sec. 2-79. - Compensation of members.**

The members of the **park** advisory board shall serve as such without compensation except for actual expenses, which expenses shall be subject to the approval of the board of commissioners.

(Rev. Ords. 1949, § 1.0502 D; Ord. No. 278, 12-14-64)

- **Sec. 2-80. - **Park** advisory board to act in an advisory capacity.**

The chief administrator of the **park** system of the city shall be the city manager, who shall administer its affairs in the same manner as all other departments under his jurisdiction; the **park** advisory board shall be an advisory board to advise the city manager and the board of commissioners of the **park** needs of the city.

(Rev. Ords. 1949, § 1.0502 C; Ord. No. 278, 12-14-64)

- **Secs. 2-81—2-85. - Reserved.**



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### **III. NEW BUSINESS**

- A. The Huether Family Aquatics Center project update.
- B. Sertoma Park field use and priority use agreements discussion update. Met with youth softball, youth baseball, and men's softball.
- 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.
  - Next Meeting Monday, December 2, 2019.

### **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**  
**Tuesday, October 7, 2019**  
**CMTEA Building, Community Room, 1200 W. 21<sup>st</sup> Street – 5:30 PM**

**I. ROUTINE BUSINESS**

Roll Call:

Present: Bryan Schoenfelder, Katelyn Schramm, Darcie Briggs, Dave Spencer, Jason Tellus, and Commissioner Stephanie Moser.

Absent: Elizabeth Healy.

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

High School Appearances: None.

Public Appearances: None.

Minutes: September 3, 2019 minutes approved. Briggs motioned. Schramm second. Motion passes 5-0.

**II. OLD BUSINESS**

- A. Riverside Park Christmas Lighting and Decorating program. Update on “Light Up Yankton” committee plan for 2019. 12 of 20 white flower planters sponsored for holiday decorations at \$250/pot. They are going to have a day where they display the Christmas yard art and have the public rent the items to decorate areas around town. What day that will be is not known.
- B. Parks improvement update for 2019.
  - a. Renovation to restroom and concession stand building at Riverside Baseball Stadium so it can be heated for fall and spring use prior to when other facilities have water turned on. Work is under way.
  - b. Bocce Ball Court – donation for two courts. Located south of horse shoe pits in Fantle Memorial Park. Work has begun. The NFAA is going to be putting in two indoor courts also.
- C. The Meridian District and some private funding sources will propose the use of surveillance cameras for the Meridian Bridge and the Meridian Bridge Plaza. Idea will be brought to the City Commission at the October 14 meeting for discussion.
- D. Future of Parks Advisory Board discussion.

The Board should review the by-laws and suggest updates/changes.

- It was suggested that the meetings be every other month. Or have the meeting by email. Time of day should stay the same so the public has the opportunity to attend. The board can contact the Parks and Recreation Department between meetings and



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information can be sent out through email and action taken based on email responses from the board.

How does the Parks Board engage the public to get more input on specific park topics that we will discuss at meetings or when we are planning projects for the future?

### **III. NEW BUSINESS**

- A. Special Events Application process. Setting a schedule for applications fees. Goal is to get the applications turned in for planning purposes.
- B. General Discussion.
  - There was a complaint about a crabapple tree dropping crabapples on the tennis courts at Fantle Memorial Park. The Parks Department will trim the trees at the tennis courts.

### **IV. OTHER BUSINESS**

- A. Commission information Memorandums (2 CIM attachments).
- B. Next Meeting: Monday, November 4, 2019.

### **V. ADJOURN**

Briggs motioned, Schramm second. Motion carried 5-0.

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

2nd half of September information:

Fitness Classes-	
Early Bird Boot Camp class	43 participants
Power Abs	58 participants
Prime Time Senior class	99 participants
Tabata class	62 participants
Water aerobics	108 participants
Work-Out Express class	59 participants
Yoga classes	62 participants
Zumba class	26 participants
Rentals-	
o Birthday rentals-	10 parties
o SAC courts-	0 hours
o Theater-	0 hours
o Meeting rooms-	2.5 hours
o City Hall courts-	4.5 hours
o Capital Building-	2 dates
o Riverside shelters-	3 rentals
o Memorial shelters-	2 rentals
o Westside shelter-	0 rentals
o Sertoma shelter-	0 rentals
o Tripp shelter-	0 rentals
o Meridian Bridge-	0 rental
SAC members-	1,953 people
SAC memberships-	1041
SAC attendance-	1,881 visits (does not include GreatLIFE attendees)
New members-	31 people

Tuesday, September 24. SAC Fall Swim Lessons started. 64 participants.

Brittany LaCroix is working on Holiday Festival of Lights. The theme for 2019 will be "Christmas Carols."

Todd and Brittany LaCroix will be working with Connecting Cultures on a Bush Connect grant for future programming in Yankton.

Todd is working with Lois Welnick on a bench sponsorship at Westside Park. The bench will be located in the area where the tree sponsorship is located for Lois' daughter, Amber Heimes Ing.

Todd will be working with District III on a Land Water Conservation Fund Grant for funding of the splash pad at The Huether Family Aquatics Center.

***From Brittany LaCroix- mark your calendars...***

***October 12th - March to the Meridian***

***October 22nd - Bark at the Park***

***October 22nd - Monarch City, Yankton, USA celebration***

***October 22nd - Grand Opening of West City Limits Road and Highway 50 Trail***

***October 26th - Harvest Halloween***

***December 5th - Holiday Festival of Lights***

P&R Department CIM

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Mary Dell Cody sponsored a bench in Riverside Park. The bench is a memorial for Mike Cody. An older wood plank bench, directly to the west of Shelter #5, was replaced with the new bench.



## **PARKS**

Work began to insulate above the ceiling in the concession stand and restroom at the Riverside Baseball Stadium. After the insulation is complete, an HVAC unit will be installed. The electric will be upgraded to the building and the water piping into the building will be changed also.

Brian Frick and Chris Bornitz are working in Fantle Memorial Park to install two artificial turf bocce ball courts. The City is receiving funds from a private citizen to add this amenity to the park.

John Ball, state forester, and others from around the state were in Yankton on Thursday, September 19, to work with Lisa Kortan and the local Master Gardeners, to help train the Master Gardeners to help complete the street tree inventory in the city.

Lisa Kortan is working with Matt Drake at Fox Run Golf Course to determine which ash trees will be removed this winter. There are approximately 100 ash trees on the course. About 20 trees per year will be removed over the next five years. Planting of new trees will accompany these efforts so some of the trees that are removed will be replaced.

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.

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

1st half of October information:

Fitness Classes-	
Early Bird Boot Camp class	39 participants
Power Abs	58 participants
Prime Time Senior class	96 participants
Tabata class	64 participants
Water aerobics	174 participants
Work-Out Express class	71 participants
Yoga classes	63 participants
Zumba class	31 participants
Rentals-	
o Birthday rentals-	9 parties
o SAC courts-	2.5 hours
o Theater-	8 hours
o Meeting rooms-	4 hours
o City Hall courts-	12.5 hours
o Capital Building-	2 dates
o Riverside shelters-	0 rentals
o Memorial shelters-	0 rentals
o Westside shelter-	0 rentals
o Sertoma shelter-	0 rentals
o Tripp shelter-	0 rentals
o Meridian Bridge-	0 rental
SAC members-	1,962 people
SAC memberships-	1046
SAC attendance-	2,321 visits (does not include GreatLIFE attendees)
New members-	38 people

Tuesday, October 1. Yankton Youth Volleyball Program Started. 72 participants.

Friday, October 4. Adult Volleyball League Registrations Due. 43 teams registered.

Brittany LaCroix is working on Holiday Festival of Lights for Thursday night, December 5. The theme for 2019 will be "Christmas Carols."

Todd and Brittany LaCroix will be working with Connecting Cultures on a Bush Connect grant for future programming in Yankton.

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