



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, September 21, 2020
Go-To-Meeting with link provided by City – 5:30 PM

I. ROUTINE BUSINESS

- A. Roll Call.
- B. Consideration of July 20, 2020 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. Welcome new board members Daniel Preadable and Jeannine Economy.
- B. AARP Grant update for the Born Learning Trail installation at Westside Park. United Way and Yankton Area Arts are trying to identify sponsors for the signs that go along the trail. Will order signs at the beginning of October, along with three benches and two picnic tables (attachments). Project completion date is December 18, 2020. Westside Park Pond update for no water flow through the artesian well. City Water Department used a fire hydrant and hose to fill the pond. Normally, the artesian well starts to flow water again at the end of September or beginning of October. For more information on the Born Learning Trail, visit: <https://www.bornlearning.org/trails>
- C. LWCF Grant for Westside Park play equipment replacement was submitted September 15. Grant request is for \$94,000 with the City matching the \$94,000, for a total project cost of \$188,000 (attachments). There will be some additional trail extensions that will need to be completed with these projects and so those costs will come from the City's 2021 or 2022 budget.
- D. Operational changes at the Summit Activities Center as the City works with the School District for building access during the pandemic. Winter hours of operation have changed with swim team access to pool and high school athletics access to the fitness area on Monday, Wednesday, and Fridays. The school is utilizing the auxiliary gym for lunch room space and other needs during the week so there is only access to one court and that is on the weekends. Weekend hours have changed to match the summer hours of 8:00am to 4:00pm to try and help with expense reductions. Fee structure has changed due to limitation of facility. Currently, must be 14 years old or older. Every individual needs a membership. \$15/month for a membership. If a person buys an annual pass, it is \$120/year. As the first quarter of school ends in October, the school district and the City will have more discussions about facility access.
- E. The Huether Family Aquatics Center update. Construction is proceeding. The recreation staff is working with the Convention and Visitor's Bureau (CVB) for marketing in 2020 and 2021. Advertising for season pass sales will begin approximately November 1. Want to be able to sell annual passes prior to the Thanksgiving Holiday and through the Christmas season. Every individual age 4 and above will need a pass. A season pass will cost \$60. A daily pass will cost \$9. The recreation staff will also need to research and purchase deck furniture, concessions equipment,

and stereo/PA system equipment for the facility this winter. To see visuals of the construction progress, please use these links:

Construction Progress: <https://arcg.is/1PTrf>
Feature Overlay: <https://arcg.is/rvOni>
Story Map: <https://arcg.is/LfTCr0>

F. General Discussion.

IV. OTHER BUSINESS

A. Commission Information Memorandums. (4 CIM attachments for July and August)

- Other completed work projects for the department are noted in the CIMs.
- Next Meeting Monday, November 16, 2020.

V. ADJOURN

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, July 20, 2020
Go-To-Meeting with link provided by City – 5:30 PM

I. ROUTINE BUSINESS

Roll Call:

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

Absent: Bryan Schoenfelder.

Also present City Manager Amy Leon, Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry.

High School Appearances: None.

Public Appearances: None.

Minutes: January 20, 2020 minutes approved. Spencer motioned. Tellus second. Motion passes 5-0.

II. OLD BUSINESS

A. Local disc golf association proposed a new layout of holes for the 18-hole course at Fantle Memorial Park. The Parks Staff moved tee boxes and baskets on the holes that needed to be relocated. There has been positive feedback about the course layout in Fantle Memorial Park.

The local disc golf association is also proposing a 9-hole course at Riverside Park. The Parks maintenance staff is not in favor of a permanent disc golf course in Riverside Park. The community has said they like the serenity of Riverside Park and are encouraging different venues for disc golf. Discussed, if there is a demand for another course, placing more disc golf at the HSC property, Paddlewheel Point area, Mt. Marty campus as a partnership, the SAC property with the school district as a partner, and/or a designated youth course in Westside Park, as ideas.

III. NEW BUSINESS

A. 2021 Capital Improvement Budget presented by City Manager Amy Leon. Westside Park has a master plan and will look to grants to help fund these improvements. Marne Creek continues to be a long-term project for flood-repairs and new flood hazard mitigation trail areas. Working with FEMA and it is a slow process. Currently, working on getting a request for proposals from engineering firms to look at design aspects of trail repair and new trail areas. Best case scenario is design in 2021 and construction, maybe, in 2022. Fox Run Golf Course is in the second full summer of a full lease with GreatLIFE. There have been no issues with the lease to this point. The SAC will have a tough year budget wise with COVID shut-downs and changes to operations which has really impacted revenues. Obviously, the facility is a community asset and involves the high school, but what, long-term, does the SAC



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operations look like now that the Mount Marty University field-house is opening in the fall and GreatLIFE has multiple fitness facilities in town. The age of the SAC facilities, the expense of trying to keep all equipment up-to-date with trends and demands, and overall regular maintenance of the building are concerns in future years and budgets. The last highlight for the budget discussion is The Huether Family Aquatics Center. Construction is on schedule and so-far all reports are good. Once construction is complete and all change orders are taken into account, a discussion will take place on what to do with remaining project funds.

- B. Open Ice Skating and the City's future involvement discussion.
- With the current health concerns surrounding the Coronavirus-19 pandemic, the City of Yankton has had to adjust its operations in 2020. These adjustments are due to the health and safety of its employees and customers. There are also adjustments being made due to budget constraints caused by the current health situation.
 - In reviewing programming, the City of Yankton has discussed no longer participating in the public open skates held indoors at the 4H Kiwanis Ice Arena.
 - What would this mean- the Ice Association would need to staff, operate, and provide the appropriate liability insurance for the open skates when they determine that open skates can take place at the facility. Spencer believes that it would be in the community's best interest to keep collaborating with the Ice Association once the COVID pandemic has ended (currently this has been a collaboration for 15 years). As of right now, Spencer stated they are planning on a normal skating season.
- C. Discussion of ideas for The Huether Family Aquatics Center pool pass and daily fee schedule for 2021. City staff has discussed building in yearly increases right from the start to avoid that year when fees have to be adjusted dramatically (2% increase rounded up to the nearest dollar). The board thought this was a sound idea. The board also examined other community comparisons for aquatics fees. Fees at the local movie theater were also brought up. As of now, the discussion was for only individual passes and the fee set at \$60. The board felt this was a reasonable amount. The board also felt not having discounts in year one is a sound idea. Discussion on the price of a day pass for individuals was had also. It was mentioned to examine Norfolk's rates also to add to the comparisons. A lot of discussion was had on the age of a child that can enter the facility at no charge. The board discussed not giving away revenue and also at what age will a child enjoy the facility and want to spend a large amount of time at the facility. Norfolk's facility has a \$5 daily fee and has children under 3 allowed in at no charge. The daily fee was also thought of in regards to Yankton's visitor population. If the business model is to drive locals to the season pass, then maybe the daily fee should be higher to capture tourist dollars. Thinking about the daily fee and dividing that amount into the season pass fee to determine how many times a person needs to visit the aquatics center to make the value of a season pass worth it was also discussed (example: \$9/daily fee divided into the \$60/season pass would mean a person need to visit the facility seven times in a summer to be money ahead). If the facility is open for 2 ½ months, is seven visits easily achieved? It is a twelve-week season.
- D. Pierre Dorian monument area. Request by adjoining property owner to place a picnic table under the trees by the monument to compliment the bench that is there currently. The PAB was neutral to the idea. Todd needed to speak with City staff to determine their stance. He wanted the PAB thoughts before speaking with staff.
- E. KYB proposed plan for bench and landscaping at entrance to Marne Creek West Greenway was reviewed. No issues with the plans presented.



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- F. Rob Buechler, who is a Yankton Police Officer and the Staff Sergeant for Bravo Battery, has proposed a volunteer project for a local national guard group of 10 soldiers to clean some headstones at the City Cemetery in August. The Parks Department will work with Sergeant Buechler on this project. The board had no issues with this volunteer effort.
- G. A temporary crushed concrete path has been installed through Rotary Nature Area to allow trail users to stay on a trail and gain access to the sidewalk along Highway 50 at the south end of the park. The City Engineers will meet with the trail staff to determine if a temporary connector path can be created to allow trail users access to the trail underneath the Highway 50 bridge at the south end of Rotary Park.
- H. The COVID plan for Summit Activities Center as the City works with the School District for building access was reviewed. July 29 there will be a meeting between the City and School District to discuss building access moving forward from August to the end of the pandemic.
- I. General Discussion. Have heard good things about the Bocce Ball courts at Fantle Memorial Park.

IV. OTHER BUSINESS

- A. Commission information Memorandums (4 CIM attachments).
- B. Next Meeting: Monday, September 21, 2020.

V. ADJOURN

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

319

save slide?
yes
add spiral
slide

Use old
swings?

tot
swings

Big swing

275' grant

Bench

320

23'

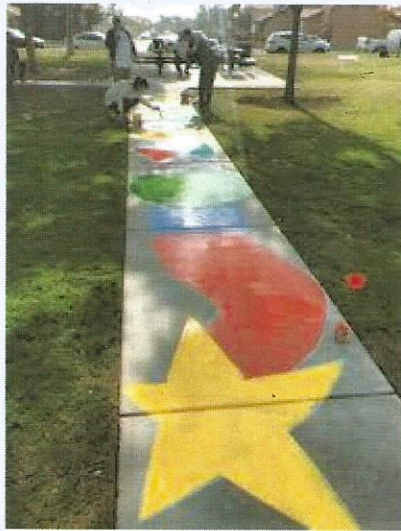
43'

Replace

321

322









Fire Truck Theme



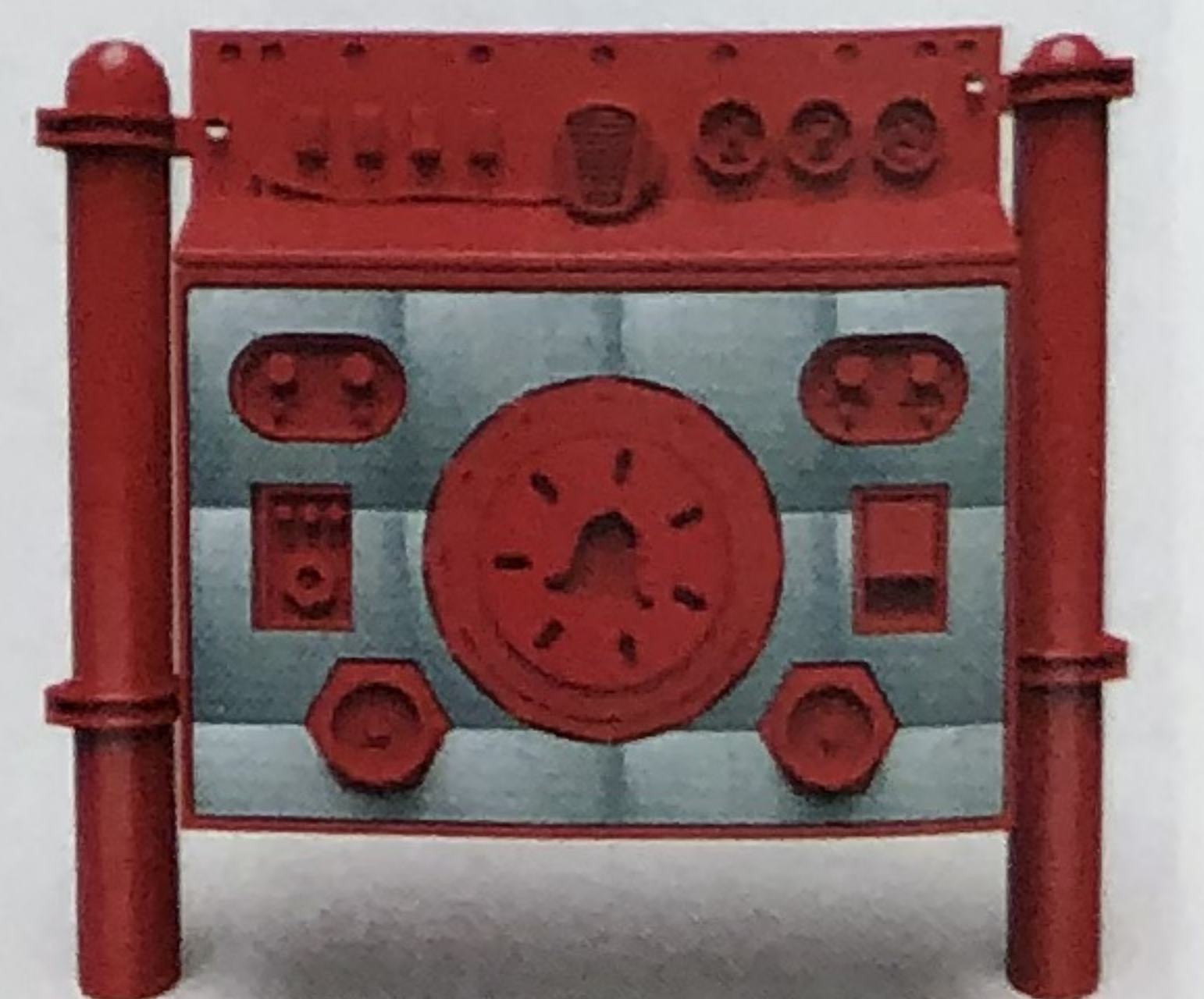
Fire Truck Cap Assembly



Pumper Panel Assembly



Tire Panel Assembly **K**



Pumper Panel with Bell **K**

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

The SAC moved in to Phase 3 of opening on Monday, June 8. We continue to monitor pandemic data in the county and will make plans accordingly. If active case numbers continue to drop through the end of July, the facility will examine moving into normal operations as the school district begins to open up its buildings to the public in August. Recreation staff are in communication with the School District on what is allowed in the gyms during the summer. The facility will not be able to go back to normal operations until August when, as of now, the high school building and gyms may go back to being open to the public.

- **SAC member attendance for June 16 – June 30 – 799** (2018- 2,248 visits, 2017- 2,457 visits, 2016- 2,533 visits)
- **New Members Joined Between 6/15/20 – 6/30/20 – 14** (2018- 36 people, 2017- 24 people, 2016- 19 people)
- **Great Life Check Ins 6/15 - 6/30/20 - 254**
 - June 16: 19
 - June 17: 18
 - June 18: 29
 - June 19: 19
 - June 20: 15
 - June 21: 8
 - June 22: 21
 - June 23: 26
 - June 24: 12
 - June 25: 16
 - June 26: 16
 - June 27: 7
 - June 28: 10
 - June 29: 15
 - June 30: 23

Capital Building Rentals

- Days Rented – 2 Dates
- Revenue - \$200.00

Park Shelter Rentals

- Riverside- 3 Rentals
- Memorial – 1 Rentals
- Westside – 0 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

Tuesday, June 16- Online registration for limited summer programming began at 11:00am. Demand has been low to this point.

Second session programming begins the week of July 6. Summer recreation programs that utilize inside facilities that are co-owned by the Yankton School District have been cancelled as the school district is

not allowing any outside activities to utilize the school facilities. We continue to monitor pandemic data in the county and will make plans accordingly.

The State of SD Park and Recreation Conference that was to be held in Yankton in October 2020 has been cancelled.

Music at the Meridian has been cancelled for 2020. The bands no longer had tours so just a concert in Yankton would not be fiscally possible.

Events for the fall that may be considered as we monitor pandemic data and recommendations: Touch-a-Truck, fireworks, Celebrate Yankton hot dog feed, and maybe some new idea depending on school and other events not happening.

July is National Parks and Recreation Month so we will work on a social media campaign encouraging the community to get out and enjoy Yankton Parks and Trails!

PARKS

A BIG THANK YOU to Nicholas Ambrosion, and his father Eric, who took it upon themselves to pick up trash around the detention pond at the entrance of Fox Run Golf Course as a volunteer opportunity as a Boy Scout. Eric's email to me:

We got nearly four thirty-gallon trash bags full of garbage out of the pond. There were a couple of spots that we couldn't get to because of the thick reeds on the pond. But, Nicholas went after that pond like it was his own backyard nature area!

It is official. Jim Snook is retiring on Friday, July 17, 2020, after 42+ years of service to the City of Yankton. He will be missed greatly. Thank you Jim for all your years of service to the community. As we move forward, Brian Frick has been promoted to Parks and Grounds Superintendent and will start his new position on Monday, July 6, 2020. Thank you Brian for your years of service to the community as he is in his 28th year of working for the City of Yankton.

The Senior Grounds Maintenance Worker position, which has been vacated by Brian's promotion, will be open for applications, both internally and externally, starting immediately and applications will be accepted until Friday, July 17, 2020.

The Parks Department was able to open up the new swings and a few new play elements at Fantle Memorial Park play area at the end of June. The entire play area has been expanded for the new equipment and is utilizing engineered wood fiber as the fall material under the entire area. The old sand fall material has been removed.

The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park will be dragged and prepared each weekday according to game schedules submitted to the Parks Department. Youth baseball and youth softball have scheduled tournaments on the weekends in July and August. Field reservations as of 6/30:

Youth Softball:

July 18 and July 19- Sertoma complex, Summit, and Riverside.

July 30, 31, August 1, and August 2- Sertoma complex, Riverside, and the SAC fields. YGSA will work with men's softball for Friday night (July 31) games at Sertoma.

August 8 and 9 – youth softball may be a host to some state softball tournament games.

Men's Softball:

Men's softball is planning an end of season tournament on August 29 and 30.

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

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There is a meeting scheduled for Wednesday, July 29, with the School District to discuss public access to the school buildings moving forward in August and beyond. The discussion will be about outside group rentals, as more people are needed for cleaning/sanitizing, and also increased exposure/risk throughout the buildings. This includes all city/community activities such as leagues, concerts, meetings, etc. As it stands, we have said no rentals through Labor Day, but will need to consider what to do going forward.

- **SAC member attendance for July 1 – July 15 – 848**
(2019- 2,084 visits, 2018- 2044 visits, 2017- 1,939 visits, 2016- 2,023 visits)
- **New Members Joined– 10**
(2019- 38 people, 2018- 34 new members, 2017- 4 people, 2016- 19 people)
- **Great Life Check-Ins- 219**
 - July 1: 16
 - July 2: 11
 - July 3: 19
 - July 4: Closed
 - July 5: 12
 - July 6: 10
 - July 7: 24
 - July 8: 19
 - July 9: 14
 - July 10: 25
 - July 11: 4
 - July 12: 8
 - July 13: 17
 - July 14: 22
 - July 15: 18

Capital Building Rentals

- **Days Rented – 3 Dates**

Park Shelter Rentals

- Riverside- 1 Rentals
- Memorial – 1 Rentals
- Westside – 0 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

Monday, July 6- Second session programming began with 114 participants. Summer recreation programs that utilize inside facilities that are co-owned by the Yankton School District were cancelled as the school district is not allowing any outside activities to utilize the school facilities. We continue to monitor pandemic data in the county and will make plans accordingly.

Events for the fall that may be considered as we monitor pandemic data and recommendations: Touch-a-Truck, fireworks, Celebrate Yankton hot dog feed, and maybe some new idea depending on school and other events not happening.

PARKS

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The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park will be dragged and prepared each weekday according to game schedules submitted to the Parks Department. Youth baseball and youth softball have scheduled tournaments on the weekends in July and August. Field reservations as of 7/16:

Youth Softball:

July 30, 31, August 1, and August 2- Sertoma complex, Riverside, and the SAC fields. YGSA will work with men's softball for Friday night (July 31) games at Sertoma.

August 8 and 9 – youth softball may be a host to some state softball tournament games.

Men's Softball:

Men's softball is planning an end of season tournament on August 29 and 30.

Adult Co-Ed Softball:

League starting August 9 and concluding in October. Plays games on Sunday afternoon at Sertoma Park.

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

The SAC has created an operations plan to coincide with Yankton School District operations. The SAC operation, which is located in a shared facility with the Yankton School District, is working under two goals:

1) safety of everyone- staff and patrons.

2) Help in the effort to have in-school classes during the entire 2020-2021 school year.

We continue to monitor pandemic data in the county, monitor YSD in-school operations, and will adjust plans accordingly. The facility will not be able to go back to what everyone knew as “normal” operations until the Yankton School District is able to sustain in-school classes for the foreseeable future. We hope this can be in the current school year of 2020-2021, but realize this may not happen until future school years.

This operation plan will not only include memberships to the recreation facility, but will also include all city/community activities such as leagues, concerts, meetings, other rentals, etc.

After meetings with the school district at the end of July, there will be no rentals through December 31, 2020.

A letter detailing the SAC operations plan and new fee structure will be sent to all SAC patrons in the coming weeks.

- **SAC member attendance for July 16 – July 31** – 609
(2019- 2,513 visits, 2018- 2,033 visits, 2017- 1,995 visits, 2016- 2,040 visits)
- **New Members Joined**– 13
(2019- 23 people, 2018- 31 new members, 2017- 21 people, 2016- 8 people)
- **Great Life Check-Ins**- 267
 - July 16: 17
 - July 17: 16
 - July 18: 13
 - July 19: 12
 - July 20: 27
 - July 21: 22
 - July 22: 15
 - July 23: 20
 - July 24: 14
 - July 25: 10
 - July 26: 9
 - July 27: 23
 - July 28: 17
 - July 29: 20
 - July 30: 14
 - July 31: 18

Capital Building Rentals

- Days Rented – 6 Dates

Park Shelter Rentals

- Riverside- 5 Rentals
- Memorial – 1 Rentals
- Westside – 1 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

Thursday, July 30- Second session youth summer recreation programs ended.

Events for the fall that may be considered as we monitor pandemic data and recommendations: Touch-a-Truck, fireworks, Celebrate Yankton hot dog feed, and maybe some new idea depending on school activities and other events not happening.

PARKS

The Parks Department received these words of appreciation from Yankton Youth Softball in regards to the help the parks staff provided during the National Softball Tournament July 30 through August 2:
Good Morning Todd,

I want to let you know that I along with the other board members present this weekend were very impressed with your staff. They did a fantastic job and I greatly appreciated their help. They were extremely kind and courteous. Please let them know how appreciative we were for their help.

Yankton Girls Softball Association

The Senior Grounds Maintenance Worker position, which has been vacated by Brian's promotion, has closed for applications, both internally and externally. There are five internal candidates and ten external candidates. An interview panel is reviewing the applications and narrowing down the list of candidates that will be interviewed in the coming weeks.

The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park will be dragged and prepared each weekday according to game schedules submitted to the Parks Department. Youth baseball and youth softball have scheduled tournaments on the weekends in July and August. Field reservations as of 8/3:

Youth Softball:

Saturday, September 5- Mt. Marty alumni weekend games on the Sertoma north two turf fields.

Saturday, September 19- high school softball tournament at Sertoma Park fields.

Men's Softball:

Men's softball is planning an end of season tournament on August 29 and 30.

Adult Co-Ed Softball:

A non-city organized league starting August 9 and concluding in October. Plays games on Sunday afternoon at Sertoma Park. May use up to three fields depending on number of teams.

PARKS AND RECREATION DEPARTMENT

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2) Help in the effort to have in-school classes during the entire 2020-2021 school year.

We continue to monitor pandemic data in the county, monitor YSD in-school operations, and will adjust plans accordingly. The facility will not be able to go back to what everyone knew as “normal” operations until the Yankton School District is able to sustain in-school classes for the foreseeable future. We hope this can be in the current school year of 2020-2021, but realize this may not happen until future school years.

This operation plan will not only include memberships to the recreation facility, but will also include all city/community activities such as leagues, concerts, meetings, other rentals, etc.

After meetings with the school district at the end of July, there will be no rentals through December 31, 2020.

A letter detailing the SAC operations plan and new fee structure has been sent to all SAC patrons.

- **SAC member attendance for August 1 – 15– 721 visits**
(2019- 2,265 visits, 2018- 2,465 visits, 2017- 2,315 visits, 2016- 2,501 visits)
- **New Members Joined– 6**
(2019- 38 people, 2018- 44 new members, 2017- 37 people, 2016- 14 people)
- **Great Life Check-Ins- 265**
 - August 1: 7
 - August 2: 14
 - August 3: 26
 - August 4: 16
 - August 5: 29
 - August 6: 17
 - August 7: 15
 - August 8: 13
 - August 9: 8
 - August 10: 27
 - August 11: 19
 - August 12: 26
 - August 13: 20
 - August 14: 16
 - August 15: 12

Capital Building Rentals

- Days Rented – 3 Dates

Park Shelter Rentals

- Riverside- 6 Rentals
- Memorial – 0 Rentals
- Westside – 0 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

PARKS

The Senior Grounds Maintenance Worker position interviews are taking place. The interviewing committee hopes to make a decision and have someone hired by Friday, August 28. There are five internal candidate interviews and three external candidate interviews.

All 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.

The ball fields at Sertoma Park, Summit Activities Center, and Riverside Park will be dragged and prepared each weekday according to practice and game schedules submitted to the Parks Department. Field reservations as of 8/18:

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Saturday, September 5- Mt. Marty alumni weekend games on the Sertoma north two turf fields.

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