



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 16, 2020
Go-To-Meeting with link provided by City – 5:30 PM

I. ROUTINE BUSINESS

- A. Roll Call. Kate Schramm will be absent.
- B. Consideration of September 21, 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. SAC Operations Plan update. (letter attached)
- B. AARP Grant update for the Born Learning Trail installation at Westside Park. Yankton Area Arts had some artists in the park in October and did some painting on the trail to go along with the signs that will be installed. Painting is not completed. There are a few other items artists are working on also that will be installed along the trail. We have the signs for the trail and the posts for the signs are in the ground at the park. We've ordered three benches and two picnic tables. The concrete pads for the two picnic tables and three benches to sit on were installed. Once we receive the tables and benches in the next few weeks, we will install them. SD AARP wants to be on-site and video the installation of the signs, tables, and benches for marketing purposes. Project completion date is December 18, 2020.
- C. Westside Park Pond artesian well update- no water flow. But, the water level in the pipe is rising. It was once down 18" but is now at 8". City Water Department has used a fire hydrant and hose to fill the pond twice. Normally, the artesian well starts to flow water again at the end of September or beginning of October so we are concerned about the long term future of the artesian well.
- D. The Huether Family Aquatics Center update. Construction is proceeding. Advertising for season pass sales began November 1. Every individual age 4 and above will need a pass. A season pass will cost \$60 (\$67 with tax). A daily pass will cost \$9 (\$10 with tax). We are working with the Yankton CVB for marketing. The CVB has placed print ads in:
 - Missouri Valley Shopper (P&D)
 - Sioux City Journal – Sunday Travel Section + added value website
 - The Sioux City Journal comes with a complimentary digital presence on their website for the length of the ad buy
 - Northeast Nebraska Rocket
 - Cedar County News
 - Northeast Nebraska News Web
 - digital ad on the Northeast Nebraska News Website also

- E. The Parks Department poured a concrete pad and connector to the West City Limits Road trail at the entrance to the Marne Creek West Greenway area. KYB is working with Naturescapes and Laura Westergaard to have landscaping placed around the pad. The pad will have a bench and a trash can holder. The landscaping will have a new park identification sign installed in it to match the signs in other Yankton parks. The landscaping will be completed in the spring of 2021.
- F. General Discussion.

IV. OTHER BUSINESS

- A. Commission Information Memorandums. (4 CIM attachments for previous two months)
- Other completed work projects for the department are noted in the CIMs.
 - Next Meeting Monday, January 18, 2021.

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

I. ROUTINE BUSINESS

Roll Call:

Present: Katelyn Schramm, Elizabeth Healy, Jason Tellus, Darcie Briggs, Jeannine Economy, and Daniel Prendable.

Absent: Commissioner Bridget Benson.

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

High School Appearances: None.

Public Appearances: None.

Minutes: July 20, 2020 minutes approved. Briggs motioned. Tellus second. Motion passes 6-0.

II. OLD BUSINESS

A. None.

III. NEW BUSINESS

A. Welcome new board members Daniel Prendable and Jeannine Economy.

B. Election of a Board President. Briggs nominated Schramm for position of board president. Economy seconds. Economy motions to close nominations and accept Schramm on a unanimous ballot. Schramm is new board president.

C. 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. Project completion date is December 18, 2020. Can AARP sponsored events happen with the pandemic? Todd will have to check on this with AARP. For more information on the Born Learning Trail, visit: <https://www.bornlearning.org/trails>

D. 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. 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. Todd needs to check to see if Westside Park Master Plan is on City's website.



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E. 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.

F. 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 without taxes and fees. A daily pass will cost \$9 without taxes and fees. The recreation staff will also need to research and purchase deck furniture, concessions equipment, and stereo/PA system equipment for 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>

G. General Discussion. Tellus suggested looking into getting some outdoor concrete ping pong table tennis tables. There are also concrete tables that have chess and checkers on them.

IV. OTHER BUSINESS

A. Commission information Memorandums (4 CIM attachments).

B. Next Meeting: Monday, November 16, 2020.

V. ADJOURN

Healy motioned, Briggs second. Motion carried 6-0.

November 13, 2020

Dear Summit Activities Center Patron,

First, we hope that this letter finds you and your family in good health. 2020 continues to be different and challenging.

Second, we want to thank you for being a valued patron of the Summit Activities Center (SAC)! Since the facility is a shared facility, the two entities have had meetings to determine an operations plan to get us to the end of 2020 and into 2021. The winter sports seasons will begin in November so there are a few more changes to inform you about.

There are still two goals that these operations will take into consideration. **The number one goal is safety of everyone- the facility staff and all patrons. The second goal is to help YSD in their efforts to have in-school classes during the entire 2020-2021 school year.**

The SAC operation changes include shutting down the weight and fitness area upstairs from 2:30pm to 7:00pm Monday through Friday as the high school wrestling season begins. To accommodate our members, the SAC will be moving some dumbbells, benches, and other small weight equipment into Meeting Rooms B and C. The SAC will also move some cardio equipment down into the lobby area so those wanting to exercise during those times still can. The aquatics area will still close to the public from 3:30pm to 7:00pm on Monday, Wednesday, and Friday to allow swim team access only during this closed time.

With the start of the high school basketball seasons, the auxiliary gym will only have one court available on Sundays.

Other operational changes that took effect in September are still in place.

- New fee schedule based on changing operations.
- There will be no rentals (theaters, gyms, meeting rooms) through Memorial Day 2021.
- There will be no fitness classes through Memorial Day 2021.
- There will be no City organized sports leagues or programs through Memorial Day 2021.
- The operations plan will be evaluated in March again as planning for summer is finalized.
- Open swims may return in 2021.
- Swim lessons may return in 2021.

We know it is important for individuals to choose to be active and healthy. The City of Yankton and our facility staff appreciate your patience and understanding as we work with the Yankton School District on

operational changes during 2020 and beyond. We hope you continue to choose the SAC facility for your fitness and leisure needs.

If you have questions regarding SAC operations or memberships, please contact Brittany Orr, Recreation Manager, borr@cityofyankton.org, 605-668-5234. If you have questions in regards to the City's COVID plans and guidelines, you may also contact Amy Leon, Yankton City Manager, at aleon@cityofyankton.org, 605-668-5221.

Sincerely,

A handwritten signature in black ink that reads "Todd R. Larson". The signature is written in a cursive, flowing style.

Todd R. Larson

Director of Parks, Recreation, & City Events

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.

There will be no rentals through December 31, 2020. In October, as the first quarter of school is coming to a close, all plans will be re-evaluated based on case history and other significant health incidents.

- **SAC member attendance for August 15 – 31– 690 visits**
(2019- 1,804 visits, 2018- 2,457 visits, 2017- 2,466 visits, 2016- 2,325 visits)
- **New Members Joined– 4**
(2019- 42 people, 2018- 73 new members, 2017- 21 people, 2016- 21 people)
- **Great Life Check-Ins- 273**
 - August 16: 10
 - August 17: 27
 - August 18: 22
 - August 19: 8
 - August 20: 25
 - August 21: 18
 - August 22: 14
 - August 23: 9
 - August 24: 26
 - August 25: 23
 - August 26: 8
 - August 27: 14
 - August 28: 23
 - August 29: 9
 - August 30: 10
 - August 31: 27

Capital Building Rentals

- **Days Rented – 1 Date**

Park Shelter Rentals

- Riverside- 7 Rentals
- Memorial – 0 Rentals
- Westside – 0 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

PARKS

Les Kirchner, from the Water Department, was hired to be the Senior Grounds Maintenance Worker-Parks. Les started on August 31.

The fountain was removed from Westside Park as the water level in the pond dropped to a very low level. The artesian well is flowing no water at this time due to the dry conditions and the amount of irrigating being done by farmers to the north and west of Yankton. The Parks Department will work with the Water Department to use a fire hydrant and hose to fill the pond back up now that cooler weather has arrived. In past years, the artesian well begins to flow again in the middle of September or towards the beginning of October. We will keep the situation monitored.

Concrete trail work was done on the south side of Fantle Memorial Park. A trail was installed leading from the southeast parking lot curb cut to the comfort station on the south side. This was formerly a half dirt – half gravel trail that the park's garbage truck used to drive into the park. Also, the sidewalk around the comfort station was replaced and sloped away from the building to help with drainage around the building. The sidewalk patio on the south side of the comfort station was replaced and the dirt levels around the sidewalks and patio were raised to try to eliminate low spots where water stood and created mud holes in the past. Also, the area where the trails meet to the west of the comfort station was expanded to allow for the park's trash truck to drive and turn on the trails without falling off of the trail and creating low spots that turn into mud holes. The asphalt trail from the monument area to the comfort station and from the comfort station to the south concrete sidewalk will be the next area of trail replacement that will take place in 2021.

The Parks Department is working with a contractor to have 415 feet of concrete trail added to Westside Park as a part of the AARP grant that the City received. This trail will be home to the Born Learning Trail so it will have signs in both English and Spanish (10 total signs in each language) that teach children and their adult parent, grandparent, or guardian to do activities for learning right at the spot along the trail. This is funded by a grant of \$15,000 from AARP and the City is budgeting the remaining funds to complete this project. This trail fits into the master plan for the park that was adopted in 2019. The department is also working on a Land, Water, and Conservation Fund Grant to help with installation of new play equipment and more trails through the park that connect amenities. All of this is also a part of the master plan.

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 by the Yankton High School Softball team. Field reservations:

Youth Softball:

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

Adult Co-Ed Softball:

A non-city organized league started August 9 and will conclude in October. This league plays games on Sunday afternoons at Sertoma Park. May use up to three fields depending on number of teams.

PARKS AND RECREATION DEPARTMENT

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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.

There will be no rentals through December 31, 2020. In October, as the first quarter of school is coming to a close, all plans will be re-evaluated based on case history and other significant health incidents.

- New Fee Structure as of September 1, 2020
 - Every individual patron needs a pass. Only individual passes are available. No couple passes. No family passes.
 - The daily pass fee will be \$6/person.
 - An individual annual pass may be purchased for \$120 + tax.
 - An individual monthly pass or an electronic funds transfers (EFT) pass may be purchased for \$15/month + tax.
 - An individual corporate quarterly pass may be purchased through the local workplace for those that are currently involved in a corporate pass structure. The individual corporate pass may be purchased for \$45/quarterly + tax.
 - The different discounts that were available in the past are discontinued.

SAC staff have started to propose a plan for starting open swims again and swim lessons in the end of October. More details to come once the plan is finalized.

- SAC member attendance for September 1 – 15– 604 visits
(2019- 1,763 visits, 2018- 1,939 visits, 2017- 2,466 visits, 2016- 1,983 visits)
- New Members Joined– 63
(2019- 38 people, 2018- 34 new members, 2017- 21 people, 2016- 21 people)
 - Annual passes sold: 34
 - Monthly passes sold: 27
 - EFT passes sold: 2
- Great Life Check-Ins- 193
 - September 1: 20
 - September 2: 7
 - September 3: 24
 - September 4: 10
 - September 5: 10
 - September 6: 11
 - September 7: 0
 - September 8: 20
 - September 9: 7
 - September 10: 16
 - September 11: 14
 - September 12: 11
 - September 13: 9
 - September 14: 22
 - September 15: 12

Capital Building Rentals

- Days Rented – 1 Date

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

Concrete trail work has been done in Westside Park as a part of the AARP grant that the City received. This trail will be home to the Born Learning Trail so it will have signs in both English and Spanish (10 total signs in each language) that teach children and their adult parent, grandparent, or guardian to do activities for learning right at the spot along the trail. This is funded by a grant of \$15,000 from AARP and the City is budgeting the remaining funds to complete this project. This trail fits into the master plan for the park that was adopted in 2019. The department submitted a Land, Water,

and Conservation Fund Grant to help with installation of new play equipment and more trails through the park that connect amenities. All of this is also a part of the master plan.

The Parks Department is working with a couple who will donate five or six trees to be planted at the SAC property. The trees are to provide shade for the north softball field spectators. The Department will work with the high school FFA to have the trees planted in the desired location.

The Parks Department worked with the Yankton Youth Soccer Association to have all the items they needed from the City delivered to the complex prior to their tournament on September 19 & 20.

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 by the Yankton High School Softball team. Field reservations:

Adult Co-Ed Softball:

A non-city organized league started August 9 and will conclude in October. This league plays games on Sunday afternoons at Sertoma Park. May use up to three fields depending on number of teams.

A one-pitch slow-pitch softball tournament has been scheduled for Saturday, October 24, at Sertoma Park.

PARKS AND RECREATION DEPARTMENT

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- SAC member attendance for September 16 – 30– 923 visits
(2019- 1,881 visits, 2018- 2,903 visits, 2017- 2,173 visits, 2016- 2,331 visits)
- New Members Joined– 23
(2019- 31 people, 2018- 52 new members, 2017- 37 people, 2016- 16 people)
 - Annual passes sold: 6
 - Monthly passes sold: 15
 - EFT passes sold: 2
- Great Life Check-Ins- 234
 - September 16: 10
 - September 17: 24
 - September 18: 16
 - September 19: 11
 - September 20: 12
 - September 21: 21
 - September 22: 18
 - September 23: 7
 - September 24: 15
 - September 25: 19
 - September 26: 8
 - September 27: 14
 - September 28: 21
 - September 29: 20
 - September 30: 18

- **Great Life Reimbursement Payment:**
 - **August 2020:** \$796.50

Capital Building Rentals

- Days Rented – 3 Date

Park Shelter Rentals

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

PARKS

Brittany LaCroix is working on Holiday Festival of Lights.

Brian Frick 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. In 2020, the new restrooms at the water treatment plant, which are along the trail, will stay open all winter.

The City will work with the Yankton Optimist Club to have a Santa House for children's activities located at the Capitol Building in Riverside Park this December on a few weekends. Details are being worked out and the local health situation will be monitored prior to hosting any events at the Capitol. Decorating the outside of the Capitol Building is also being discussed.

The Born Learning Trail will have signs in both English and Spanish (10 total signs in each language) that teach children and their adult parent, grandparent, or guardian to do activities for learning right at the spot along the trail. This was funded by a grant of \$15,000 from AARP. The City has submitted an Avera Community Partnership Grant in the amount of \$15,000 to help cover the additional costs for completing the project. This trail fits into the master plan for the park that was adopted in 2019. The department submitted a Land, Water, and Conservation Fund Grant to help with installation of new play equipment and more trails through the park that connect amenities. All of this is also a part of the master plan.

The Parks Department is working with a couple who will donate five or six trees to be planted at the SAC property. The trees are to provide shade for the north softball field spectators. The Department will work with the high school FFA to have the trees planted in the desired location.

The Parks Department worked with the Yankton Youth Soccer Association to have all the items they needed from the City delivered to the complex prior to their tournament on September 19 & 20. The Department helped remove the storage building that was damaged by arson on the night of September 20.

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:

Adult Co-Ed Softball:

A non-city organized league started August 9 and will conclude in October. This league plays games on Sunday afternoons at Sertoma Park. May use up to three fields depending on number of teams.

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There will be no rentals through December 31, 2020. In October, as the first quarter of school is coming to a close, all plans will be re-evaluated based on case history and other significant health incidents.

- SAC member attendance for October 1 – 15 – 885 visits
(2019- 2,321 visits, 2018- 2,903 visits, 2017- 2,397 visits, 2016- 2,518 visits)
- New Members Joined– 42
(2019- 38 people, 2018- 52 new members, 2017- 44 people, 2016- 25 people)
 - Annual passes sold: 14
 - Monthly passes sold: 28
 - EFT passes sold: 0
- Great Life Check-Ins- 249
 - October 1: 22
 - October 2: 20
 - October 3: 4
 - October 4: 8
 - October 5: 18
 - October 6: 22
 - October 7: 20
 - October 8: 19
 - October 9: 17
 - October 10: 14
 - October 11: 15
 - October 12: 19
 - October 13: 19
 - October 14: 13
 - October 15: 19

Capital Building Rentals

- Days Rented – 1 Date

Park Shelter Rentals

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

PARKS

The department has sent out a 2020 second notice to those who have made financial pledges to The Huether Family Aquatics Center.

Luken Memorial was able to get the 2 bronze plaques installed at the Lewis and Clark Statue at the water treatment plant. Bob Luken reported, “People walking at the park commented how the lower “Spirit of Discovery” plaque was very readable and really enhanced the statue and gave it meaning.” Bob thought it was nice to have feedback from random people like that!

Brittany LaCroix is working on the Halloween Spooktacular fireworks and light show.

Brittany LaCroix is working with the BE Yankton campaign. The description of the campaign which will be done on the City’s website and a Facebook page:
“While we learn to coexist with the COVID-19 virus and adapt to a new normal, the City of Yankton challenges all community members and visitors alike to BE, whatever that may mean to you. BE Yankton is an initiative encouraging you to continue to BE engaged, BE kind, BE safe and BE healthy in our community. Continue to check back to our page for updates on local events, campaigns, and reminders.”

Brittany LaCroix is working on Holiday Festival of Lights.

The Parks Department is working with KYB to do a beautification project at the entry to the Marne Creek West Greenway. It will consist of a concrete pad with a bench and trash can holder. The pad will be connected to the trail that runs along West City Limits Road. The pad will be surrounded on three sides by landscaped areas with plantings. A new sign for the Greenway will be installed in the landscape area also. It will be green with white lettering to match the City’s park identification signs that are found in other parks.

Brian Frick 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. In 2020, the new restrooms at the water treatment plant, which are along the trail, will stay open all winter.

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Yankton Area Arts had local artists in Westside Park to create some artwork displays on the new trail as part of The Born Learning Trail project. The Born Learning Trail will have signs in both English and Spanish (10 total signs in each language) that teach children and their adult parent, grandparent, or guardian to do activities for learning right at the spot along the trail. Some of those spots are the artwork that was created this past weekend. This was funded by a grant of \$15,000 from AARP. The City has submitted an Avera Community Partnership Grant in the amount of \$15,000 to help cover the additional costs for completing the project. This trail fits into the master plan for the park that was adopted in 2019. The department submitted a Land, Water, and Conservation Fund Grant to help with installation of new play equipment and more trails through the park that connect amenities. All of this is also a part of the master plan.

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Adult Co-Ed Softball:

A non-city organized league started August 9 and will conclude in October. This league plays games on Sunday afternoons at Sertoma Park. May use up to three fields depending on number of teams.

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