

CITY OF YANKTON

PARK ADVISORY BOARD

PURPOSE:

The purpose of the Park Advisory Board (PAB) is to serve as the community's representation in park and recreation planning. The PAB should provide input regarding the City's park system, recreation facilities, and recreation programming (excluding Fox Run Golf Course). The board should provide support and ideas for the park and recreation staff (brainstorming and implementation). Approved recommendations by the PAB will be forwarded to the Board of City Commissioners for their consideration and action. The PAB makes recommendations only and is not empowered to stop any action the Commission may take on the recommendations. In Yankton, where the form of government stresses the Board of Commissioners as the policy and decision making body, the PAB serves as a useful link with the citizenry and as an influential element in the process.

RESPONSIBILITIES:

The PAB is an advisory board appointed by the Mayor and confirmed by the Board of Commissioners to:

- Educate fellow citizens on the value of recreation and park services.
- Solicit and represent community members' recreation and leisure needs and wants. (feedback)
- Provide 5 – 10 year development direction.
- Assist in generating ideas on special events, promotions, planning issues, etc.
- Assist in determining the location, design, development, and operation of parks and recreation facilities.
- Assist in determining future park and recreation needs for inclusion in the capital improvements and land use programs (input to Planning and Zoning).
- Assist in public forums, assist neighborhoods, and advise consultants on the development of neighborhood, community, and regional parks for Commission approval.
- Recommend any rules or regulations necessary for the regulation of parks, facilities, and trails.
- Assist in coordinating, development, and building recreation programs and parks, facilities, and trails with other public and private agencies or corporations.
- Promote public/private investment and involvement with the park and recreation department.
- Assist in promoting good will in the community, regional area, amongst the citizens, and amongst the governing body.
- In addition to the possibility of serving on other committees related to park system and recreation facilities issues, members may assist in other tasks as may be appropriate.

PARK ADVISORY BOARD

Page 2

NUMBER OF MEMBERS

The PAB shall be composed of up to seven (7) members appointed by the Mayor and confirmed by the Board of City Commissioners, one (1) of whom shall be a member of the Board of City Commissioners, other than the mayor.

TERMS

The PAB terms of appointment, other than the member of the Board of City Commissioners, shall be three (3) years. The term of the City Commissioner shall be one (1) year. Each term shall begin on the first commission meeting in June.

QUALIFICATIONS

Members shall be residents of the City and shall be selected at-large. Members should believe in the purposes/values/benefits of parks and recreation. Be committed to ALL citizens. Realize that compromise is essential. Remember the entire community, not just his/her special interest.

MEETING TIMES and AGENDAS

Meetings shall be as required to fulfill duties. The regularly scheduled meeting date, time, and location will be every other month (January, March, May, July, September, November), the 3rd Monday, beginning at 5:30pm at the Career Manufacturing Technical Education Center(CMTEA), 1200 West 21st 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 Parks, Recreation, & City Events 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.

ATTENDANCE

Members are expected to attend all scheduled meetings. If a member fails to attend four (4) meetings of the six (6) meetings in any consecutive twelve (12) month period, such member shall be considered removed from the board and may only be reinstated by action of the Mayor with approval of the Board of Commissioners. A replacement for the removed member will be sought. If a member fails to attend three (3) consecutive meetings, such member shall be considered removed from the board and may only be reinstated by action of the Mayor with approval of the Board of Commissioners. A replacement for the removed member will be sought.

COMPENSATION

The members of the PAB shall serve without compensation except for actual expenses, which are subject to the approval of the Board of City Commissioners.

(Note: This document provides a guideline for PAB members and may not include all tasks.)

Amended 11/2019