



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, August 13, 2018, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Parks and Recreation Department Update

Enclosed in your packet is an update on the various activities in the Parks and Recreation Department.

2) Police Department Update

Sergeant Exams and interviews conducted (only internal scoring remains).

Recruit training is in week 4.

Working with local schools on Alice training.

Officer Wilson is in last phase of Patrol Officer Training.

Rock ‘n Rumble event (department incurred 7hours overtime)

High Speed pursuit that went into county, no injuries and two arrests

Chief Harris and Lieutenant Burgeson participated in Celebrity Pool Plunge during Lucky Lucky Rubber Ducky held at Memorial Pool.

Chief Harris participated in 4-H Achievement Days Celebrity Round Robin.

Chief Harris participated in Bridging Yankton Suicide Prevention Walk.

Yankton Police Department officers held speaking engagement with the Boy Scouts.

Yankton Police Department Officers and Chief Harris attended Safety City Graduations last week.

3) Community Development Update

Blackwing Builders Inc. has been issued a building permit for the Yankton Heights Phase II Apartment Complex. Construction will begin August 6th with an anticipated May 2019 completion date. This phase will complete the build-out of the parcel east of the Fox Stop in the Northwest Fox Run Subdivision. The 40-unit income-based apartment will have 22 one-bedroom and 18 two-bedroom units. Although the City did not participate financially in this project, the Commission adopted a resolution of support that helped make the project eligible for South Dakota Housing Authority

assistance. Governing body resolutions are an essential part of the application process that helps these projects move forward.

The Center and the Library had rooftop air-conditioning units unexpectedly fail. After considerable evaluation of the options and life expectancy of remaining functional parts, it was decided that replacement was a better option than making repairs to these units. Staff placed temporary fans to circulate conditioned air from other parts of the building to keep the areas comfortable until the new units were installed. The costs of replacing these units was \$4,892.00 for the library and \$11,903 for the Center.

4) Finance Department Update

Monthly water consumption billed to utility customers on July 19 ran 34% less than the same month a year ago due to the higher than average rains experienced this summer. The year to date consumption however is approximately 10% behind last year. Total billed water consumption through July is at 345,586,000 gallons compared to 385,897,000 gallons in 2017.

The Finance Office is working with city departments to compile the annual surplus property listing of vehicles, equipment and other miscellaneous items that have been determined to be no longer necessary, useful or suitable for the purpose for which they were acquired. The surplus resolution will be presented for commission action in September. Surplus property may be sold, traded, loaned, destroyed or otherwise disposed of pursuant to SDCL 6-13-1.

5) Human Resources Department Update

Interviews for Sr. Library Assistant were conducted the week of July 30. This position is vacant because of the promotion of Dana Schmidt to Library Director. A recommendation for hire will be forthcoming.

With the promotion of Darrik Delozier to Sr. Grounds Maintenance Worker-Marne Creek, this left a vacancy in the Street Department. We did an internal job posting for Equipment Operator. Those applications are being reviewed and interviews will be scheduled.

Cody Papesh, Transfer Station Attendant, has resigned from employment effective August. 8. We are now advertising for this position with an application deadline of August 17.

6) Environmental Services Department Update

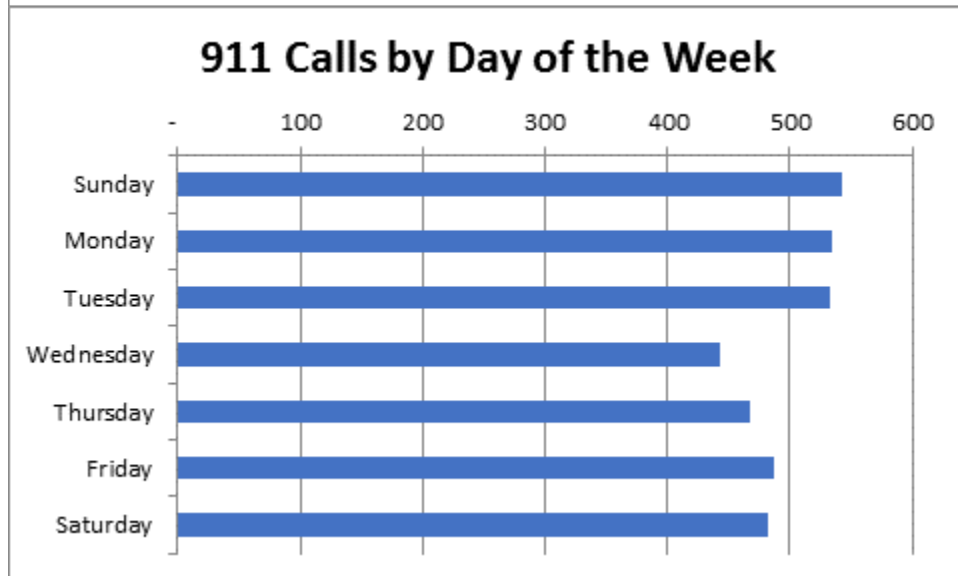
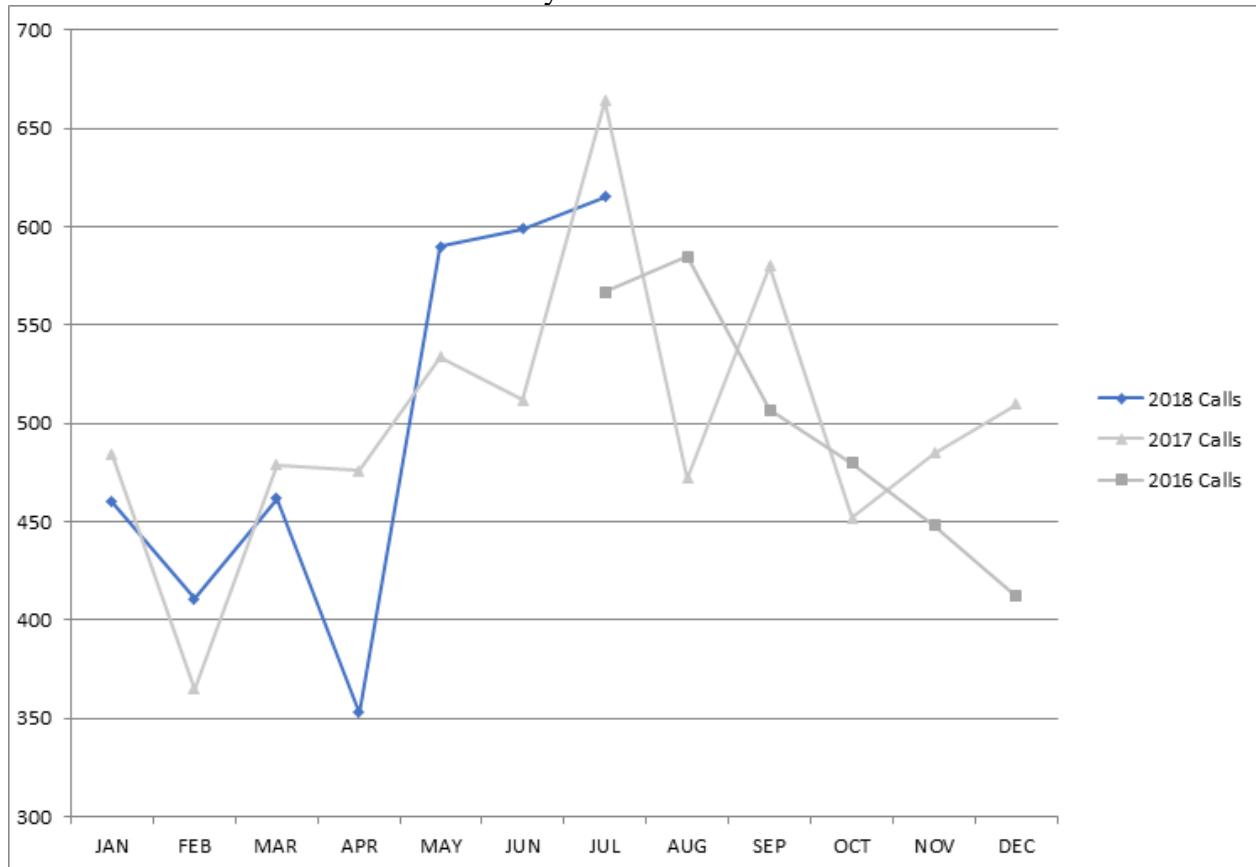
The water plant project continues to move forward. John T Jones has completed one of the four upper deck sections. The contractor is also working on the footings for the garage/office section. Once the footings and the upper deck are complete the contractor will be able to begin setting the precast concrete for the upper level and garage/office area. The subcontractor has also completed a large portion of the back filling and will continue to work on the underground piping. The heavy amount of rain continues to cause minor delays putting the project a few weeks behind schedule. The contractor is still hoping to be able to complete the project on schedule.

The contractor for the gravity sewer project is scheduled to be onsite this week. The dewatering subcontractor will begin dewatering the area to determine if the higher than normal water levels will be an issue. City staff, consulting engineers, and the contractor will be meeting to determine the best course of action for the project. The project may have to be delayed until ground water levels are lower.

The wastewater plant is still seeing higher than normal flows due to the high ground water. The plant is still running about 3 million gallons per day (MGD). Normal flows for this time of year are around 1.8 – 2.0 MGD. Staff reminds everyone that sump pumps should not be discharged to the sanitary sewer system.

7) Information Services Department Update

Dispatch will transition to the statewide ESINET on August 9th. This step will transition the 911 center from traditional analog lines to the new IP based statewide 911 network. The change will also include the switch over to the new system for caller location information as well. Staff has already completed the upgrade for the call recording system and has been using the new technology for the past couple of weeks. Call volumes for the month of July are included below.



Kristin Yonke, GIS Analyst for the City, was recently honored at the ESRI international users conference for her accomplishments in creating the [Fox Run Golf Course story map](#). In addition to winning 2nd place in the [Travel, Destinations, and Recreation](#) category, Kristin's map was chosen to be the [featured map for the month](#) of August on the company's website. The map will also be featured in the company's ArcNews publication. Kristin's story maps are just one of the many talents she brings to the organization. She is pictured below receiving her award from Jack Dangermond, President and founder of ESRI software.



8) Public Works Department Update

On July 30th and 31st, the Street Department and Dustrol Inc. cold milled the asphalt surfaces on Mulberry Street from 8th to 15th and Payton Lane from 19th Street to West Street. The week of August 6, the Street Department anticipates paving a new asphalt mat over the milled streets.

On August 6, the speed limit was reduced from 45 mph to 35 mph on West City Limits Road from 15th to 31st and on 21st Street from Kellen Gross Drive to West City Limits Road.

The Street Department continues to patch asphalt in areas where curb and gutter was replaced as well as streets scheduled for seal coating later this summer.

Pine Street Bridge

Swingen Construction is concentrating on the form and steel work for the bridge deck construction.

West City Limits Road

The west two lanes of pavement, from 9th Street to Golf View Lane, are completed. During the week of August 6, the contractor will be concentrating on replacing the approach pavement on the west side of West City Limits Road. The contractor will also take the week to adjust the paving machine to prepare

for paving the east lane. They intend on paving the first section, from Golf View Lane to between the two approaches to the Yankton School District Administration Building/Bus Barn the week of August 13. That should allow enough cure time so that the approach can be open prior to the start of school.

8th Street

The installation of all the underground utilities (water, sewer and storm sewer) mainlines are completed to Spruce Street. Slowey Construction will be working on swapping service lines prior to preparing the area for the concrete contractor to install more curb & gutter, sidewalk and pavement. The subcontractor for pavement striping will be in town on August 8 to start installing phase I markings. It is hopeful to have the section from the alley between Green Street and Locust to Broadway Avenue open to traffic by August 15.

Walnut Street

All of the underground work including electrical conduit installation has been installed from 2nd Street to 3rd Street. The intersection of 2nd Street & Walnut Street has been paved and should be opened by Riverboat Days. Feimer Construction has begun the process of welding together pieces of the corten steel edging for each of the flower planters. Masonry Components is installing the rest of the curb and gutter from 2nd Street to 3rd Street the week of August 6. Once in place they can start concentrating on some main sidewalk installation. Colored concrete around the flower planters cannot be completed until the corten steel edging is in place.

Highway 50 Sidewalk and Curbing

The City has received the contract documents back from the contractor, D&G Concrete. It is anticipated D&G will start work on this project in late August or early September.

Broadway Avenue/Highway 81 Sidewalk

Included in the packet is a sample advertisement for sidewalk installation on the west side of Broadway Avenue from 23rd Street to 29th Street.

9) Library Update

Summer programs have officially ended. We plan to continue with Stay and Play on Wednesday mornings through August and then will jump into a full slate of youth programs in September.

We are thankful for all the local businesses and our Friends of the Library group that helped us provide prizes and entertainers that were a great fit for the Libraries Rock theme.

We hope to welcome a new full-time staff member for the Senior Librarian position shortly. We also plan to add an additional part time staff person to help with the transition of several of our part time staff returning to school.

10) Fire Department Update

The Yankton Fire Department held their Employer Appreciation Night (Bosses Night) on Monday, August 6. This is a chance for the Fire Department to thank their employers and co-workers for their support in allowing them to be volunteer firefighters. Support of local employers is critical in keeping the Department volunteer based. Employers were treated to a meal and refreshments.

The Yankton Fire Department participated in an exercise in conjunction with TransCanada on August 8 at the James River Bridge on Highway 81. The FD supplied air for TransCanada's line guns which they use to get containment boom deployed on bodies of water. This is just one of the ways the FD partners with both public and private entities for emergency response.

11) Monthly reports

Yankton Police Department, Salary, Building and Fox Run Golf Course monthly reports are included for your review. Minutes from Park Advisory Board are also included.

Have an enjoyable weekend and do not hesitate to contact us if you have any questions about these or other issues. If you will not be able to attend the Commission meeting on Monday, please inform my office.

Sincerely,

Amy Nelson
City Manager