



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 28, 2008, will begin at 7:00 p.m.

Non-Agenda Items of Interest

1) Skate Park Installation

The new skateboard park equipment was installed on July 18 and July 19 with the help of skate board taskforce members and other volunteers. The installation was a success. The park was reopened to the public on July 19, and the users are enthusiastic about the new equipment. If you venture by the park, you will find a new 5' tall, 8' wide bank in the northeast corner. On the north side, you will find a steel picnic table with a gray, steel wedge off to one side and a gray, steel launchramp off to the other. In the middle of the park is the largest feature, which consists of a bauerbox with stairs and handrail and a second bauerbox with a fly box and kinked grindrail. The two bauerboxes sit side-by-side to create the appearance of one large piece. The skateboard taskforce will continue to meet and plan for next year's \$10,000 additions in the 2009 capital budget.

2) Fire Hall Design Meeting

The next meeting regarding the new Fire Hall will take place on Tuesday, July 29th, at 6:00 p.m. in the Firefighter's meeting room. The discussion will include the revisions that the architect had made from the previous meeting.

3) Asphalt Milling Project

The City of Yankton asphalt milling will begin on Monday, July 28, 2008. The following streets will be affected:

- Pine Street – 3rd to 4th
- 5th Street – Mulberry to Burleigh
- 6th Street – Broadway to Locust
- Douglas Ave. – 19th to 21st
- 21st Street – RR Tracks to West City Limits Road
- 21st Street – Douglas to Elm
- Kellen Gross Drive – 21st to 23rd

4) National Night Out

On Tuesday, August 5th from 10:00 a.m. to 8:00 p.m. the Yankton Police Department will be hosting a National Night Out Program at Memorial Park. This is a national program held throughout the country on an annual basis. This year's theme is Child Identification. As part of the festivities, they will be identifying and fingerprinting children at the park. In an effort to increase participation by the community, the Parks and Recreation Department have agreed to partner with the Police Department

and distribute free Memorial Park pool passes for that day. This is the first year that the Yankton Police Department has participated in National Night Out and I anticipate it being a successful program that will be continued in the upcoming years.

5) Economic Development Meeting

The Economic Development Committee held their monthly meeting this week. An item of interest that emerged from those discussions was renewed talk about trying to do a community visioning effort. The committee talked about getting some potential preliminary quotes from consultants or facilitators and a potential scope of work. As discussions around that project further I will keep the Commission notified.

6) Siren Installations

Current sirens are located throughout the City at the following locations:

5th and Dakota (near St Johns Lutheran)

City Hall

Middle School

Crockett Park (near 11th and Whiting)

Fox Run Golf Course

This week we hope to add Ridgeway Park (near 29th and Ruth) to this list.

7) Department Orientations

I have completed my scheduled orientation with each Department Head, who has provided a general overview of their respective department and a brief tour of their facilities. With that behind me, I can now focus on trying to remember the 270 names that I have just met in the last few weeks. I would also like to say thank you to the Employee Committee for the Meet & Greet held this week. This was a wonderful opportunity for me to spend some time with the employees and allow them to stop in and say hello if they were not able to during my recent stop in their department over the past couple of weeks.

8) Update on Safety Policies in the Parks

A memo has been distributed for all department staff to review and implement safety procedures as it relates to driving department vehicles in the parks. Currently, back-up sirens have been installed on most vehicles. The department will keep implementing this policy until all vehicles have the sirens. If there are vehicles in the fleet that do not have back-up sirens or the sirens are not working properly, they will be identified and plans will be made so the vehicles can be modified. Anytime children are encountered in a park, the staff will have one employee exit the vehicle and walk in front of the vehicle in the direction it is moving. The back-up siren is not to take the place of an employee walking behind the rear of the vehicle as it is backing up. Having an adult watch for children is the best policy when a vehicle is moving. If a vehicle is on a trail/sidewalk, and a pedestrian is encountered, the vehicle is to pull off the trail/sidewalk and give the pedestrian the right-of-way. In the next few weeks, the department will examine the shelter rental policy and add an item that can be checked if the renters will be driving a vehicle into the park during their shelter rental. If the renters check yes for vehicle use, then they will receive a written statement of the department's vehicle-in-the-parks policy, asked to read it, and follow the guidelines while in the park.

9) South Dakota Municipal League Conference Scheduled

The South Dakota Municipal League's (SDML) Annual Conference will be held October 7-10 in Pierre. A copy of the preliminary agenda is included in your packet. If you are interested in attending this year's conference, please let Colleen know and she will coordinate the registration process.

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,

Doug Russell
City Manager