



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, July 26, 2010, will begin at 7:00 p.m.

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) Finance Department Update

The South Dakota Department of Legislative Audit (DLA) has accepted the City of Yankton's 2009 Comprehensive Annual Financial Report. Copies will be distributed to the Commission in the near future.

Enclosed in your packet is the Monthly Finance Report for June activity and the second quarter 2010 Revenues and Expenditures Report comparing quarterly and year-to-date totals with 2009 figures.

3) Community Development Update

During their July meeting, the Planning Commission spent some time discussing issues related to the age and condition of mobile homes that are being brought into Yankton's licensed mobile home parks. Some of our mobile home parks, or areas within the parks, are not in as good of condition as they should be. One of the contributing factors to this situation may be the age of the units being placed on sites. Units newer than 1976 were assembled under the current HUD Code. This provides for a certain level of construction quality that if maintained, establishes a benchmark for the condition of a mobile home. Units assembled prior to the HUD Code typically do not meet the benchmark for many basic code requirements. Some communities have implemented regulations excluding non-HUD certified homes from being placed in their mobile home parks. The Planning Commission has requested staff to provide them with some examples of other ordinances and explain how they are administered. Part of the process will include inviting interested parties to future meetings to discuss the topic. We may consider the open house format that has been successful for us in the past. The goal of the pending discussion is to allow all interested parties to present their opinions on the issue and determine if there are some actions that the City of Yankton should consider. City staff is also currently dealing with some nuisance abatement concerns in mobile home parks and will continue to follow through with those actions regardless of the outcome of the referenced upcoming discussions.

4) Fire Department Update

The Fire Department is currently involved in public education projects such as safety town and a recently completed fire extinguisher training for 40 employees at Vishay. A fire safety seminar was held for 250 employees at Yankton Medical Clinic and a fire drill and evaluation using our smoke

machine was held for staff and clients at Ability Building Services. We are fielding many requests for these types of public fire education opportunities from businesses and organizations throughout the community.

The Fire Department also responded to a grass fire in the ditch north of the School Administration Building. Even with all the rain, fire was present in both the east and west ditches of the road. This is a reminder that people need to be careful in discarding burning objects and keep friendly fires in check. A dry rest of the summer and our late fall could be troublesome. We will keep an eye on fire conditions and put out advisories as needed.

5) Public Services Update

Street construction activities are well underway for the season. The annual seal coat (chip seal) program has been completed. Notices are out for asphalt milling to be accomplished the week of July 26th. Asphalt paving by the city crew will follow.

Pine Street was paved beginning July 21, 2010 when a window of opportunity occurred due to a delay on other street work and as asphalt became available after production was postponed by the supplier due to an equipment failure.

Extra sub-base stabilization work was required for phase I of the Cedar Street Project. Phase I waterline is complete and in service. Work on the underground of Phase II is underway.

The engineering department completed the design and construction plans for the composting site which have been submitted to the DENR for review and approval. The bid opening for the equipment has been set for July 29, 2010.

Traffic signals on the state highway routes have required extra efforts the past two weeks.

The Locust Street waterline and concrete replacement work has been completed near Lincoln School. Landscaping work is underway.

All parties associated with the Chan Gurney Airport have provided extra effort to prepare for the annual Oshkosh fly-in event held in Wisconsin. The location of Chan Gurney Airport provides a last stop opportunity for air traffic flying to Oshkosh, WI. Carlson Aviation and volunteers associated with the airport put out the welcome mat by providing tee shirts, food, fuel and hospitality to those that land in Yankton. Yankton now has a piece of the Oshkosh air show since the Chan Gurney-Oshkosh promotion began three years ago.

Numerous drainage issues are being addressed by the Public Services Staff as this year's rainfall continues to accumulate to above normal amounts.

Construction plans and contract bid documents are being finalized for the airport wildlife fencing project in order to be in a position to receive FAA funding yet this year. Enclosed with this packet is the bid advertisement.

6) Information Services Update

Setup has begun for the mobile virtual private network (VPN) server supporting the in-car computers. A VPN is a computer network layered on top of another existing network. The private nature of the VPN encapsulates data transmitted over the virtual network to prevent devices on one or more intervening networks from intercepting the data. The VPN uses a myriad of protocols and technologies to tunnel the

traffic from one VPN device to another. The significance of a mobile VPN network is to deal with network coverage issues and drop-offs. Normally applications require a “constant” network connection. A drop in the network coverage can cause applications to crash and computers to disconnect from the network. The police department will be using cellular data service from Alltel. Cellular dead zones or drops would cause users to lose connection. In the case of police response, the inability to access network information could have negative consequences.

A mobile VPN is able to maintain the virtual connection to the application even though the actual connection may temporarily be lost. The solution also preserves the state of the application, by holding unsent information in a pending data queue until the connection is available again. The department will be using the mobile VPN solution by NetMotion Wireless. The product keeps sessions alive to prevent crashes, allows applications that were not specifically written for mobile deployment to operate successfully and encrypts all data using the Advanced Encryption Standard (AES) to protect it against compromise. The software runs on a server housed in the Police Department and a remote software client is installed on each mobile computer.

7) Personnel News

Our summer seasonal staff will be leaving our employment as we get closer to the starting dates for school. Because of that, we have started advertising for additional seasonal positions at Fox Run Golf course. Applications will continue to be accepted through the end of the season.

8) Environmental Services Update

Construction continues on the Nebraska Well project. The directional boring pilot hole was completed this past week. The fusing of the pipe is expected to start July 26th and last a week. The pipe will then be laid out on Cedar Street and pulled from the South Dakota side under the river. The project is currently scheduled to have Cedar Street closed the week of August 2nd for this activity. The bike trail below water plant number 1 and the Discovery Bridge will remain closed during this time. South Dakota DENR was also onsite for an inspection and found everything to be in order.

The Cedar Street water main continues to move forward. Residents on the 10th and 11th blocks have been connected to the new main.

Staff have been trying to complete some annual maintenance items between summer projects. Collection/ distribution staff have been exercising valves and flushing sewers. Water department staff have been doing annual water sampling and flushing dead end hydrants to improve water quality in the distribution system.

9) Library Update

Enclosed in your packet is an update on the various activities in the Library.

10) Police Department Update

The police department completed the annual State Firearms course, conducted over six hours on Tuesday July 20th. Chief Paulsen will be officially meeting with Cedar County Sheriff Kocanda on Thursday, as part of continued networking efforts. Chief Paulsen also had a third ‘Coffee on Me’ at The Center. Having met with a few of the members and with a representative of the RSVP (Retired Senior Volunteer Program), the police department is looking into increasing the use of retired volunteers. Additionally, Chief Paulsen has agreed to assist at an upcoming fundraiser at The Center as one of the goals of the department is to increase individual involvement with community programs.

11) Monthly reports

Police Department, Fox Run Golf Course and Joint Powers Solid Waste monthly reports are included for your review. Minutes from the Airport Advisory Board and Planning Commission 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,

Doug Russell
City Manager