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## OFFICE OF THE CITY MANAGER

[www.cityofyankton.org](http://www.cityofyankton.org)

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### Commission Information Memorandum

The Yankton City Commission meeting on Monday, February 11, 2008, will begin at 7:00 p.m.

#### Non-Agenda Items of Interest

##### 1) Legislative Activities

The annual Yankton Day at the Legislature spearheaded by the Yankton Chamber of Commerce will be held February 15, 2008, in Pierre and we will be leaving on a bus for the day. There is some information enclosed in the packet and please let either myself or Colleen know if you wish to participate.

##### 2) Bridge Cam Update

#### *Monthly Unique Visitors*

Month	Bridge Cam	City Website
October, 2007	580	3,480
November, 2007	1,161	3,093
December, 2007	1,844	3,204
January, 2008	3,472	4,414
February 5, 2008	452	531

The bridge cam has been popular with over 100 visitors per day. Based on January 2008 visitors, most surfers are on the bridge cam for 30 seconds or less (82.2%), but 11% stay 5 minutes or longer with a portion (just over 1%) parked on the page for more than 1 hour. In the near future, I hope to work on a time lapse video of construction to date.

##### 3) Budget Timeline

Enclosed in your packet is a copy of the Budget Timeline.

##### 4) 2008 Municipal Election Update

Six individuals have taken out nominating petitions as of February 5<sup>th</sup> for the three terms expiring in May. Incumbents Nancy Wenande, Judy VanDerhule and Duke Ellingson have each picked up petitions along with challengers Garry "Jr." Jons, Thomas Bixler and Laura Baumeister. Registered voters may sign as many petitions as there are vacancies to be filled (three for this election). The deadline for filing nominating petitions is Friday, February 29<sup>th</sup> at 5:00 p.m. The annual municipal election will be held Tuesday, April 8, 2008.

## **5) City Wide Clean-Up**

It is that time of year again. City wide clean-up is scheduled to begin April 7<sup>th</sup>. This is a great service provided by the City. It presents citizens of the City of Yankton the opportunity to discard tree limbs and other unwanted materials without having to haul the material or pay for disposal. Many people of the city take advantage of this event and the reward is a cleaner and more attractive community.

## **6) Parks and Recreation Department Update**

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

## **7) 2010 Census Project Update**

Staff continues to work on the Local Update of Census Addresses project (LUCA). This is the critical first step that allows local governments to review address and household information that the Census Bureau will use when they undertake the 2010 count. The process involves verification of all household locations in the city with an emphasis on updating the specific household location information that is new since the last decennial census (2000). While time consuming from a staff standpoint, this local component of the census count process is extremely important because it ensures that the City will be able to take full advantage of all population based state and federal funding allocation and opportunities. It is estimated that missing one person in the count can cost a city as much as \$500 per year during the 10 year life of the count. Missing one household could mean missing multiple individuals. Missing a number of households could make the potential loss of access to funds very significant over time.

## **8) Library Director Interviews**

Interviews were conducted this week with four candidates for the Library Director position. The Library Board will continue with this process and make their final decision in the next couple weeks. We hope to have the Library Director on board some time in March or early April.

## **9) 3<sup>rd</sup> Street Construction Update**

Design for the 3<sup>rd</sup> Street reconstruction is nearing completion. This will be the final phase of what has been a very well coordinated effort between the Street Department, Engineering Department and private contractors. For those that are not aware, for the past several years, sections of 3<sup>rd</sup> Street have been designed by City staff and, with the exception of the underground work, reconstructed by the personnel at the Street Shop. Planning for the process can be complex. Scheduling around city wide clean-up, street patching, crack filling, and other services that the Street Department provide is tricky, but then we must also plan for a private contractor to install storm sewer and water main. There have been no major conflicts experienced in the past and none are foreseen for this year's project. We are targeting late March or early April for bidding of the underground portion of the project. April 21<sup>st</sup> is the tentative date for the Street Department to start the paving and sidewalk removals.

## **10) Pearl Street Water Main**

The Pearl Street water main and street reconstruction, from 3<sup>rd</sup> Street to 6th Street, is currently in the design stage. It is anticipated that the review process will take place in late February, with the advertisement for bids to follow shortly after.

## **11) Walnut Street Update**

Public Works staff has been diligently working on several projects over the past months. The first of which is the Walnut Street watermain and street reconstruction, from 15<sup>th</sup> Street to 19<sup>th</sup> Street. At this time, the plans for this project are in final review and the specifications for construction are being prepared. It is expected that the bid process will be complete by late February and that staff will have a recommendation for the City Commission at the March 10<sup>th</sup> meeting.

**12) Monthly reports**

Enclosed for your review are the monthly reports regarding Police Department, Yankton Housing and Redevelopment and Salaries. Also enclosed are Minutes from Park Advisory Board, Skate Park Board and Planning Commission.

As always, 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,

Al Viereck  
Finance Officer