



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 45, NUMBER 14

Commission Information Memorandum

The Yankton City Commission meeting on Monday, August 9, 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

Safety Benefits, Inc. completed their three-day review of city properties on July 29th for the South Dakota Public Assurance Alliance (SDPAA) insurance pool. Results from the survey will be submitted to the city within the next several weeks.

As a point of interest, expenses for this spring's joint municipal/school district election have been tallied resulting in a total cost of \$5,472.99. The cost per voter came to \$3.80 (\$5,472.99/1439 voters). However, these costs exclude in-house hours worked by city and school district employees.

3) Community Development Update

The City of Yankton has received notification that the Federal Emergency Management Agency (FEMA) and the South Dakota Office of Emergency Management has approved the City of Yankton's Flood Plain Ordinance. This approval allows the City of Yankton to continue to participate in the National Flood Insurance Program. As part of this approval, FEMA has also re-validated 22 Letters of Map Amendment (LOMA's). Letters of Map Amendment are issued for structures that are located within the 100 year flood plain that have their lowest habitable floor or lowest adjacent grade above the base flood elevation. A Letter of Map Amendment allows a property owner to forgo flood insurance or purchase flood insurance at a reduced rate through the National Flood Insurance Program. Copies of the adopted Flood Insurance Rate Map and Flood Insurance Study are kept on file with the Department of Community Development and are also posted on the City's Web Site.

4) Public Services Update

Asphalt street milling operations were completed the week ending July 30, 2010. Thirty-seven thousand square yards of pavement surface were milled this year. Asphalt overlaying of the street by the City crews is planned for the first two weeks of August.

Permanent pavement marking are scheduled to be installed. Routine school zone pavement painting is in progress for the mid August school start.

Sign inventory is complete. The inventory provides a comprehensive evaluation of the regulatory signs that are posted in the city of Yankton. This effort was necessary to meet part of the new reflectivity standards that are being implemented by the Federal Highway Administration over the next two years.

The water main installation on Cedar Street is nearly complete. The main line, including the bore across 15th Street, has been installed. Once the notification that the water samples have passed, service lines will be reconnected. This is anticipated to happen the week of August 9th. Miscellaneous concrete replacement, along the project, is underway. Concrete crews will continue with the project behind the water main installation. Aggregate base course has been installed up to 15th Street.

The SD DENR authorization to proceed with the construction of a composting site has been received. The city street crews anticipate completing the construction of the site yet this fall after paving efforts are complete. The award of equipment bids for this State solid waste grant supported project is a part of this city commission agenda.

Chan Gurney Airport bids for the wildlife fence are due August 24th. A fall construction start for the fence is planned. The repair of the asphalt runway is being accomplished with a state wide contract thought the SD DOT and is anticipated to occur in late August and September. The preconstruction meeting for the airport waterline has been held and construction is to start in August.

Field work for the bridge inspections is complete. A report will follow that details maintenance items that are to be addressed.

Arrangements are being scheduled for a final round of new street construction project starts including an alley paving assessment project, 6th Street from Locust to Maple and some general downtown alley repair and reconstruction.

5) Information Services Update

Month	Unique visitors	Number of visits	Pages	Hits	Bandwidth
Jan 2010	5121	10470	47129	575764	10.60 GB
Feb 2010	4706	9377	36705	439094	8.15 GB
Mar 2010	5520	10893	45945	479676	7.70 GB
Apr 2010	5468	11512	43625	483183	8.25 GB
May 2010	5380	11600	114942	483360	7.68 GB
Jun 2010	5632	12133	46416	418436	6.82 GB
Jul 2010	5925	12964	52239	406694	7.01 GB

We continue to see a gradual increase in traffic to the City’s website. With summer programs and activities going on those pages are very popular. For example since the 2010 Pro-Am results have been posted on Monday, 143 people have viewed the results online! Golf league standings, special events, online tee times, and adult summer sports leagues information are all popular pages and rank near the top of viewership. Both the Discovery Bridge cam and new Meridian Bridge cam pages continue to draw large numbers of daily viewers. We continue to add additional information such as the Water Consumer Confidence report and other features to the web to make the pages fresh.

6) Personnel News

Fifteen applications were received for the Urban Forestry Specialist position. The applications have been given to the Parks & Recreation department for their review and interviews will be scheduled.

The Health Insurance Committee continues its work regarding group coverage for 2011. Health insurance proposals have been received and the committee began their review process this week.

7) Environmental Services Update

The well project continues to move forward. The contractor has begun fusing the pipe together along riverside drive. The project is looking at a Cedar Street closure to begin on Wednesday and last approximately a week.

The sanitary sewer system has also been experiencing very heavy flows. We would like to remind all home owners that sump pumps need to be pumped outside or directly to the storm sewer system. Sump pumps cannot be discharged to the sanitary system according to City ordinances. The sanitary sewer system is designed specifically to carrying domestic and industrial wastewater, and is operated separately and independently of storm drains, which carry the runoff of rain and other water which washes into city streets. The storm sewer system is better designed to handle shock loadings with detention ponds and gravity flowing directly to its receiving waters. The sanitary sewer system (toilets, sinks and floor drains in your homes) is gravity flowed and pumped to a common wastewater treatment facility. The City has several location where the system gravity flows to a lift station or pump station where it is pumped to a higher elevation then allowed to gravity flow to the treatment facility. All sanitary sewer is treated at the Wastewater Treatment Plant before being discharged to the receiving water. In recent events both lift stations and the treatment facility have seen increased hydraulic loadings. A hydraulic overload to either the pump stations or the treatment facility could cause sanitary sewer backups or untreated sanitary sewer to be discharged to the receiving waters.

8) Library Update

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

9) Community Survey

The City Manager’s office has begun preparations for the 2nd annual citizen survey. It was administered at the end of August last year and we are looking for the same time frame with this year’s instrument as well. As we are looking at monitoring the trends in satisfaction for the various categories, the questions and format will likely remain as they were last year. We will again be taking a random sample of the community and sending survey instruments to about 1200 households.

10) Monthly reports

Building and Salary monthly reports are included for your review. Minutes from the Park Advisory Board and Golf 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,

Doug Russell
City Manager