



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 50, NUMBER 10

Commission Information Memorandum

The Yankton City Commission meeting on Tuesday, May 26, 2015, 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) Finance Update

A team of six auditors from Williams & Company was on site the week of May 11 to meet with Finance, other departmental staff, and a city commissioner to complete the field work portion of the 2014 financial audit. Auditors are now preparing a draft document for our review before submission to the South Dakota Department of Legislative Audit for state approval.

Please see the enclosed Monthly Finance Report for April.

3) Human Resources Update

Along with our summer seasonal staff starting, we also had two new Police Officers begin their employment. Joseph Erickson and Samantha Rus started their duties on May 14, 2015, and have been in classroom training.

4) Library Update

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

5) Public Services Department Update

Enclosed with this packet is a public service announcement being published to announce that glass can now be accepted at the Yankton Recycling Center located at the transfer station - 1220 West 23rd Street.

6) Community Development Update

A Community Assistance Visit was conducted by FEMA for the City of Yankton on April 28, 2015 that evaluated the City's eligibility for continued participation in the National Flood Insurance Program. As part of the visit, FEMA evaluated the City's floodplain development permits, floodplain management procedures and the City's adoption of floodplain ordinances. As noted in the attached letter, FEMA has recognized the City as a member in good standing with the NFIP. The NFIP is the insurance program that offers insurance to properties that are located in floodplains.

The Senior Citizens Center assembly hall floor replacement project is moving forward. The project

includes replacing approximately 4,700 square of vinyl tile flooring in the main assembly area and hall ways of the Senior Citizens Center. The Community Development Staff will be taking sealed quotes from local flooring vendors and awarding the contract on July 8, 2015.

7) Environmental Services Department Update

The collector well project continues to move forward. The contractor completed the bottom plug of the collector well. The collector well is now pumped dry and the contractor is setting up the equipment to begin installing the 13 laterals.

The outfall project also continues to move forward. The concrete wetwell is complete and the new outfall pipe is in place. The contractor will be completing the plumbing for the emergency pump connections and will be working on the finish grading for the site.

Summer help started this week and they will begin painting hydrants. A little over 50% of the hydrants have been painted in the last three years. Staff is hoping to complete the hydrant painting this summer.

8) Information Services Update

City staff has received a proposal in response to the RFP for the proposed radio system upgrades. Staff will be reviewing the proposal and scope of work for the radio system analysis. The proposal includes an option for review of City services only and an optional review of County-wide needs.

9) Fire Department Update

The burn ban has been lifted for Yankton County.

Chief Kurtenbach attended the Federal Highway Administration's National Traffic Incident Management Responder Training Train-the-Trainer course in Mitchell. This course is intended to provide training to first responders, highway maintenance workers and tow truck operators on traffic management and safety during emergency highway incidents.

Chief Kurtenbach attended the Advanced Planning Concepts: Developing Incident Action Plans course in Yankton.

Ground has been broken for the Fire Museum which will be located on the southeast side of the east parking lot at Fire Station #2. Fundraising continues for the project. We have received enough cash and in-kind donations to begin the building project. We will keep you informed as the project progresses.

11) Monthly minutes

Joint Powers Solid Waste and Fox Run Golf Course monthly reports are included for your review. Minutes from the Golf Advisory Board are also included for your review.

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 Tuesday, please inform my office.

Sincerely,

Amy Nelson
City Manager