



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, February 8, 2021, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

There was a question about the timing of the release of Census 2020 data at January 25th City Commission meeting. While uncertainty remains around exactly when Census 2020 information will be released, we did get some recent indications about what to expect. State population counts, also called apportionment counts because they are used to determine each state's number of representatives in Congress, is the first information to be released. Just this week, the Census Bureau set a schedule of releasing those state counts by April 30th. They could come earlier, but this date is meant to be a hard deadline rather than an estimate as they've given in the past. Additionally, the Census Bureau estimated that detailed demographic information would likely not be available until July 30th.

It is important to note that the timing of the pandemic in the spring was exactly the time when the door to door component of the Census operations were slated to ramp up. For obvious reasons they were postponed for several months and then restarted very slowly. There wasn't as much outreach as is normally possible, but in the end the online participation option meant that response numbers in our community were very good. All of these variables meant that the Census was several months behind before they could even really get started tallying. We've become used to instant data and instant information. Historically data from the decennial Census hard count was rolled out over several months, and some of the most detailed data wasn't available for a year or two.

While most residents probably think of the Census as just something that happens every ten years, our staff has regular annual or periodic interaction with the Census Bureau as it updates information about boundaries, new construction information, address updates, and more. The annual efforts increase the accuracy of our decennial counts. However, the Census Bureau also issues statistics in the off years often as a part of the American Community Survey. These numbers can be very helpful but often have a much larger margin of error in less populated areas like ours because they are based on estimates rather than manual counting. That margin of error in the interim estimated counts means that the only real hard data a community our size can depend on is created once every 10 years.

2) Police Department Update

The Police Department and Fire Department held a "Battle of the Badges" wing eating contest at Pizza Ranch on Feb. 1. The Police Department was victorious this year.

We will be advertising for an SRO position as Officer Wilson will go back to patrol at the end of the school year.

We will be postponing the citizen police academy until spring of 2022 due to COVID-19. A large part of the citizen police academy is “show and tell” and hands on training.

We continue to participate in the following meetings through zoom: Connecting Cultures, South Dakota Chiefs of Police, Emergency Management meeting, COVID Task Force, and Optimists.

3) Human Resources Department Update

Final interviews were held January 29th for the Police Department candidates. The recommendation for hire(s) will be coming soon with the offer letters/calls and onboarding process to follow.

Fleet Mechanic interviews have been completed and the recommendation made. Once the recommendation has been accepted, we will begin the offer/onboarding process.

We are currently advertising for a Library Assistant at the Yankton Community Library. We have received several applications, mostly from out of town and out of state. The position closes February 8th.

Our Kronos project is coming along nicely. The Implementation Team has many large excel templates to prepopulate for Kronos to upload into our new system.

4) Public Works Department Update

Street department crews have been working on the annual tree removal list as the weather allows. In addition, street department staff continues to perform winter maintenance projects on both equipment and the streets. Crews are also restocking the gravel piles for the asphalt plant.

The Huether Family Aquatics Center

Installation of the HVAC, in both the mechanical and concession/bathhouse buildings, is ongoing. The electrical sub-contractor, Power Source, has been installing lighting fixtures in the concession/bathhouse. Northwestern Energy has been working on making the connection to supply permanent power.

Marne Creek Bank Stabilization and Maintenance Trail Reconstruction

Banner Engineering continues to develop the scope of work/construction plans for this project. Once the design documents have been completed, they will be submitted to the State and FEMA for review.

In-house Projects

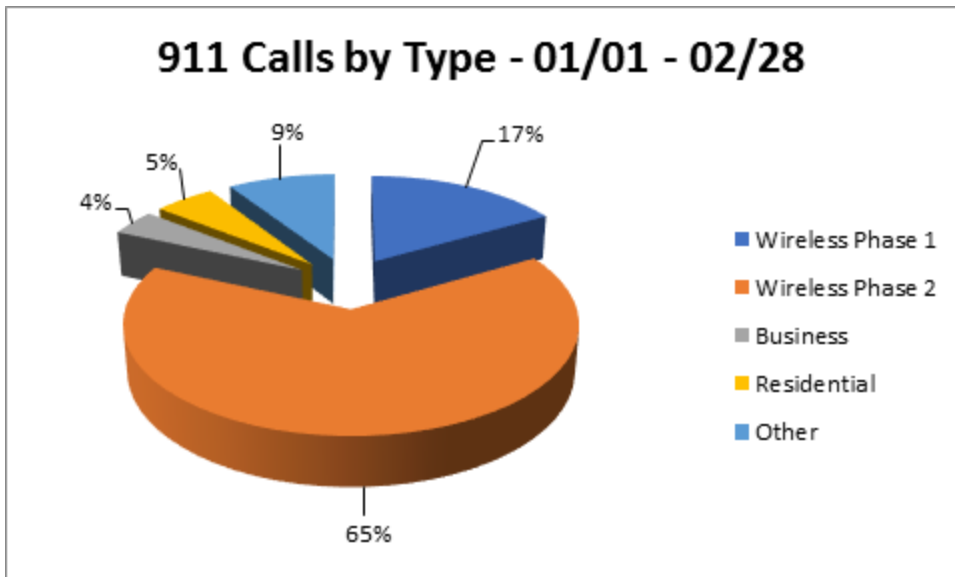
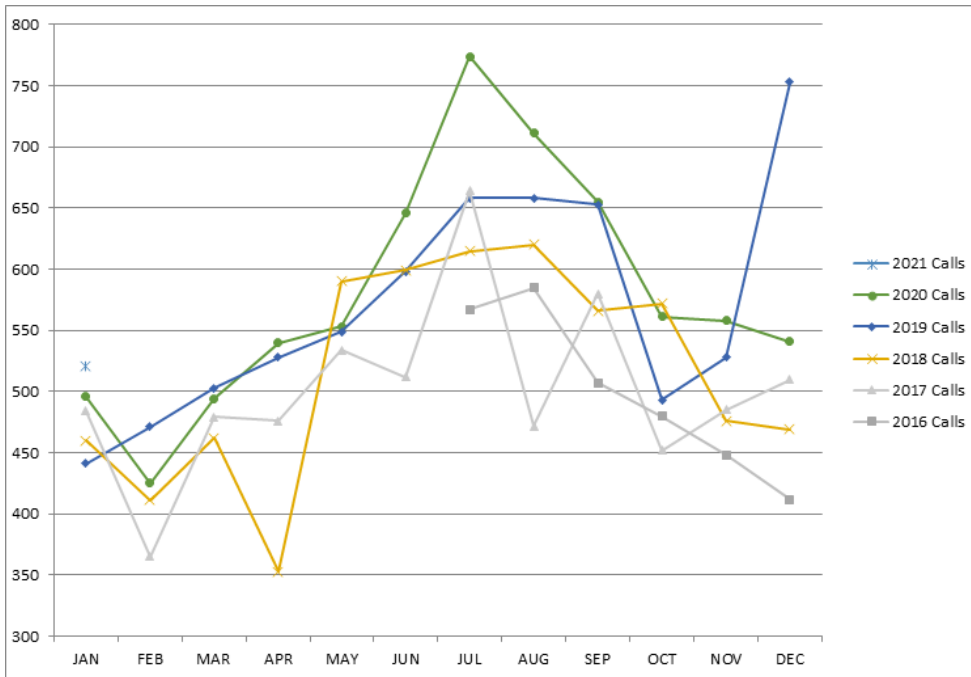
We are targeting the middle of February to have construction plans and specifications ready for bid, for both the 23rd Street project and the Spruce Street project.

5) Environmental Services Department Update

Staff continues to work on the EDA project. HDR is working on the final design for the construction projects. EDA has voiced concerns with the current construction environment. Supply issues are causing inflated construction cost. EDA is concerned that the construction cost may go over budget. The original budget was included in the 2019 application. EDA has advised the City of several options to address the potential budget issues. Staff is working through those options and requesting clarification on those potential options. Staff is continuing to work on an EDA bid proposal for the completion of a water distribution and wastewater collection model and master plans. EDA has determined that the modeling and master planning projects are not “Professional Services” and must be procured through a fee-based bid proposal. The fee in the proposal is the final contract fee and cannot be negotiated and no interviews are allowed.

6) Information Services Department Update

911 calls for January (521) are shown below. Year to date 911 calls are up just over 5% compared to 2020.



7) Finance Department Update

The City of Yankton has been reimbursed \$3,115,057 from the South Dakota Local Government COVID Recovery Fund (CRF) as part of its \$3,320,375 Coronavirus Aid, Relief, and Economic Security (CARES) allocation. The reimbursement claim period has ended with the South Dakota Bureau of Finance and Management. Currently, future Local Government CRF funding is unknown at this time. Please view the attached report.

Finance has begun preparations for the City's 2021 municipal election set for Tuesday, April 13, 2021. Petitions may be picked up at the City Finance Office at 416 Walnut or obtained online at the Secretary of State's website. Interested parties may circulate nominating petitions between January 29th and February 26th. Commissioners whose terms expire in May are Bridget Benson, Nathan Johnson, and David Carda. Any individual who is interested in running for a seat on the commission must be a resident of the City of Yankton as well as being a registered voter within the city.

8) Monthly reports / Minutes

Building monthly report is 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 Monday, please inform my office.

Sincerely,

Amy Leon
City Manager