



OFFICE OF THE CITY MANAGER

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Commission Information Memorandum

The Yankton City Commission meeting on Monday, June 14, 2021, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

After a dry early spring, Mid-May rains mean lawns are greening up and growing faster around the community. Lawns, boulevards, and ditches must be maintained at 8 inches or lower and free of noxious weeds by ordinance. Weeds must be cut or chemically treated. Staff has published public notice of the 8 inch community standard as required by ordinance. On the whole, property owners are doing a good job of mowing, and staff has responded to a typical number of complaints for this time in the season. Each year for a two to three week period at the beginning of the growing season we experience a higher than average volume of overgrown properties, but with outreach, education, and enforcement that number steadily decreased. We've already seen the volume of proactive enforcement and citizen complaints begin to drop off for this year. As with all of our code enforcement efforts we focus first on outreach and education before moving into an enforcement phase.

2) Police Department Update

The Police department, Yankton dispatch, Yankton County Jail, and Yankton Sheriff's office received gift cards to DQ from The Military order of the Cooties Auxiliary. Thank you to the Military order of the Cooties Auxiliary for their support of public safety in Yankton.

Justin Paddack was sworn in as Yankton's newest police officer. Justin's father who is a Deputy in El Paso County Colorado attended the Oath of Office with his wife. Deputy Paddack pinned Officer Paddack's badge on for the first time. Officer Paddack has begun his Police Officer training.

Officer Cameron Voigt graduated from the State of South Dakota's Law Enforcement Academy.

School Resource Officer Preston Crissey participated in the firsts at the Huether Family Aquatics Center helping to raise money for the Guppy Grant. Officer Preston competed against Dr. Withrow in the spirit of the event Dr. Withrow was the first off the high dive jumping in his scrubs and SRO Crissey was the 2nd off the high dive jumping in his police uniform doing a cannon ball.

3) Finance Department Update

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law to establish Fiscal Recovery Funds in order to provide support to State, local, and Tribal governments in responding to the impact of COVID-19. The State of South Dakota will receive \$65.2 million to be allocated to "non-entitlement units (NEUs)" otherwise defined as cities below 50,000 in population. Based on our population, the City of Yankton is projected to receive \$2,497,475.79 in ARPA funding.

For NEUs, the funding will be channeled through the State, who is currently in the process of setting up a portal. We are waiting for further guidance on when funds will be available. Once the state receives the funds, they are required to distribute it within 30 days (with a possible 30 day extension).

The funding may be used to cover eligible costs incurred after March 3, 2021 and before December 31, 2024. Having the funds obligated by December 31, 2024 counts, with projects to be completed by December 31, 2026. Reporting will be required, and funds not spent properly will have to be returned.

Allowed uses for the funding are:

- Support public health and economic impacts
 - COVID-19 mitigation; medical expenses, behavioral healthcare, and public health resources, including vaccination programs; public health and safety personnel; testing; PPE; investments in public facilities to meet pandemic operational needs; enhancement of healthcare capacity, including alternative care facilities; public communication efforts; support for vulnerable populations to access medical or public health services.
 - Economic impacts – you will need to identify whether and to what extent there has been economic harm, and the extent to which the use of funds would respond or address the harm. The use would need to be related and reasonably proportional to the extent and type of harm. Examples are assistance to unemployed workers; assistance to households; assistance to small business and non-profits; rehiring state, local, and tribal government staff; aid to impacted industries; services to address homelessness; affordable housing development.
- Provide premium pay for essential workers
 - Essential work is defined as work involving regular in-person interactions or regular physical handling of items that were also handled by others. Essential workers are those needed to maintain continuity of operations of essential critical infrastructure sectors. Must address the heightened risk to workers who must be physically present at the worksite. Amounts up to \$13 per hour in addition to wages; and an aggregate of \$25,000 per eligible worker. Cannot be used to reduce or substitute any current wages.
- Replace lost public sector revenue
 - May be used to the extent of the reduction of revenue experienced due to the COVID-19 public health emergency.
 - You will need to use their formula to compute the extent of the reduction in revenue by comparing actual revenue to an amount resulting from a trend of what could have been expected to occur in the absence of the epidemic. Recipients may use a growth adjustment factor of either 4.1 percent per year or the recipient’s average annual revenue growth over the three full fiscal years prior to the COVID-19 emergency, whichever is higher.
- Invest in water, sewer, and broadband infrastructure
 - Allows a broad range of necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems; and provide access to high-quality broadband service.
 - Water and sewer provisions are generally aligned to the Clean Water State Revolving Fund and Drinking Water State Revolving Fund types of projects. Includes installation and replacement of failing treatment and distribution systems; and construction, improvement, and repair of wastewater treatment plants, control non-point sources of pollution, improve resilience of infrastructure due to severe weather events; create green infrastructure; and protect water bodies from pollution. May improve drinking water infrastructure, such as

building or upgrading facilities and transmission, distribution and storage systems, including replacement of lead service lines. May be used to support the consolidation or establishment of drinking water systems; may be used for cybersecurity needs to protect water or sewer infrastructure.

- Broadband infrastructure must be built to certain standards and encourages non-profit, government, and cooperative ownership. Projects are expected to focus on locations that are unserved or underserved.

Regarding restrictions, funds may not be used to pay off existing debt; pay for tax cuts; pay for judgements; or pay for pension funds.

4) Information Services Update

The 911 / Dispatch center had a second resignation. We will be working to fill both openings from our recently completed hiring list. If we are unable to field two qualified candidates, we will open up advertising again and conduct a second round of interviews. 911 calls for May were up, total year to date is down slightly over 2020.

The City of Yankton and specifically, GIS Analyst Kristin Yonke, were recognized again by ESRI for continued work in the GIS field. Every year, ESRI (Environmental Systems Research Institute) globally recognizes organizations' exemplary use of GIS technology by awarding Special Achievement in GIS Awards. Our City has been selected to receive this prestigious award, standing out from more than 100,000 users around the world. The City's innovative work with UAVs specifically caught the eye of our regional ESRI representative who nominated our City for the award with the following submission.

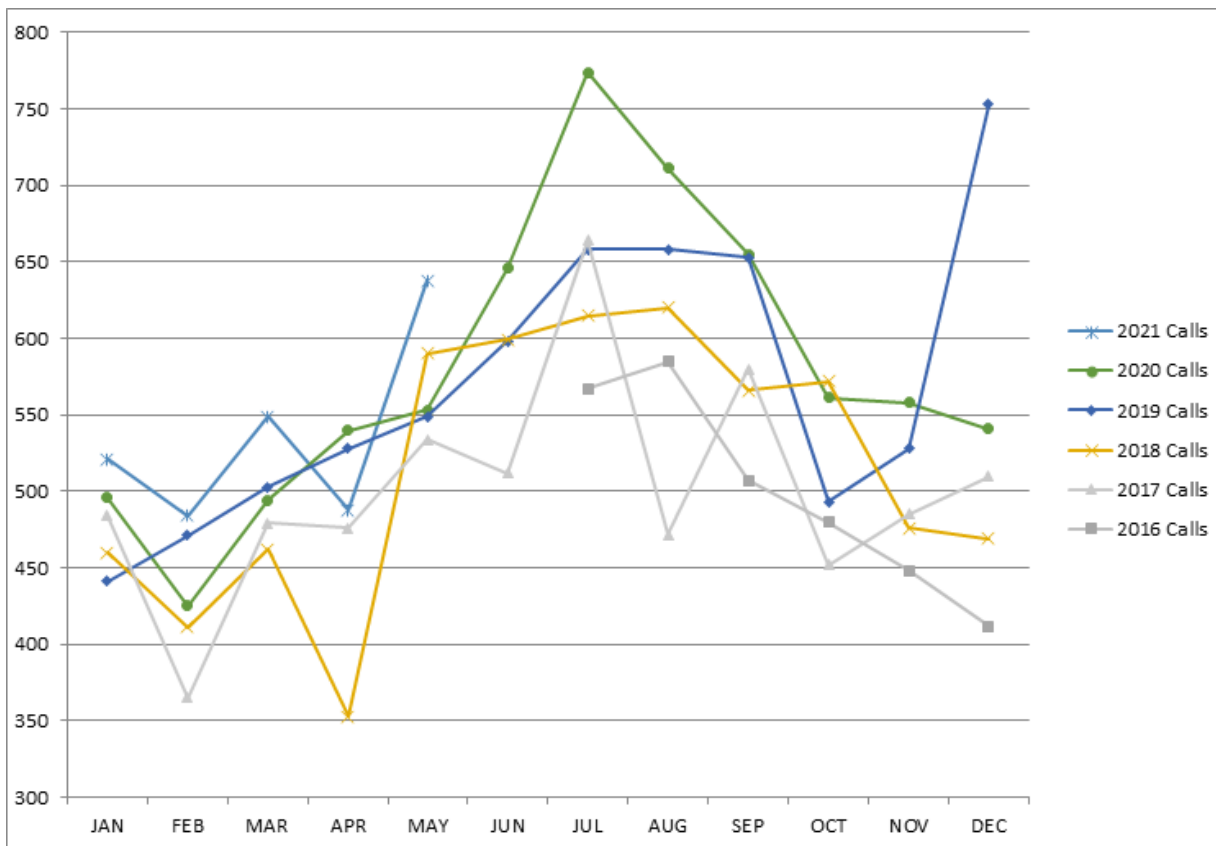
Imagery and Remote Sensing for Showcasing Development

The City of Yankton, SD has been leveraging UAVs to collect imagery and elevation data to monitor progress on construction projects around the city. Their main project was documenting the City's new, multimillion dollar aquatics facility. The 70+ year old pool had a divided & tumultuous past, and finally gaining enough support to replace it was a huge win for the City. They wanted a way to provide the community updates, so they deployed a StoryMap showing biweekly aerial imagery and video updates of the facility. With the stress of the past year and people being cooped up, watching the project come to life has been an interesting, shining, and hopeful spot in all the dreariness. The City also encountered a flood in 2019 that widened a stream channel and destroyed a very popular trail running through town. The City created 'after flood' imagery from data captured by a UAV and released a web app to display before and after imagery of the area. The end product proved essential to relaying to FEMA the devastating effects and securing FEMA funds. They plan to show progress of the reconstruction of the trail, which is set to begin in 2021. Their future plans include doing more promotional items, such as disc and golf course flyovers, economic site promotional images/videos, park, recreation & event promotion, and more to show their town is a great place to work, live, and visit.

[The Huether Family Aquatics Center Construction Progress StoryMap](#)

[2019 Flood Comparison Map](#)

[2021 Fantle Memorial Park Disc Golf Map](#)



5) Public Works Department Update

Street Department crews have been working on curb and gutter replacement at various locations throughout the city. Crews have also been patching asphalt at the locations where curbs have been replaced. Crews have also been busy painting pavement markings in the streets and parking lots and mowing various right-of-way locations in the city. The transfer station remains busy with a lot of contractor construction debris and residential household debris coming into the facility for disposal.

The Huether Family Aquatics Center

Although the Huether Family Aquatics Center is now open for business, there are still things that need to be addressed. Stockwell Engineers has sent Welfl Construction a letter with punch-list of construction items that need corrected and a timeline for that work to be accomplished.

23rd Street Construction and Utility Installation

The Notice of Award has been sent to Hulstein Excavating and the City is waiting for them to return the executed documents.

From phone conversations with the contractor, it looks like it will be July before they begin construction activities.

Spruce Street Reconstruction

Sanitary sewer installation is complete. Approximately 10% of the new water main has been installed. The contractor will concentrate on water main installation/tie-ins, at the 5th Street intersection. Removals will not take place on the south block until most of the water main, north of 5th Street, is installed.

Active Transportation

Advertisement for the sidewalk installation, behind the Yankton Middle School, was June 10th. This project will complete the sidewalk that is missing along the north side of 20th Street, the west side of Burleigh Street and the south side 21st Street.

6) Human Resources Update

Elizabeth Suing started with us on May 22 in the Parks Department as a Grounds Maintenance Worker. Elizabeth previously worked for us on a part-time basis.

Dylan Gobel and Shawn Stuen have been promoted to Senior Equipment Operators.

Ashley Bouza stated on May 31 in the Engineering Department as the Engineering Technician/Project Manager.

Interviewing has been completed for the Wastewater Sr. Lab Technician. We are reviewing the candidates with information to follow soon on the outcome.

Matt Hoilien has been promoted to Senior Wastewater Plant Operation Specialist.

A Housing Manager offer has been extended with an intended start date of June 14. Her name is Sasha Renteria.

We are completing our 2nd live payroll with UKG. The excel spreadsheets have proved valuable when comparing dual timesheets. As we move forward, expect that some departments will move away from the spreadsheets while some will continue for a little longer. Some departments are more complex and will take more time to educate all involved on the outcome of UKG's pay statements.

7) Parks and Recreation Department Update

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

8) Library Update

As of June 8, we have 310 individuals signed up for the Summer Reading Program at the library. This includes 46 adults, 60 teens and 204 children. The children have already recorded 9,513 minutes read! We are excited for a wide variety of fun and engaging activities at the library as well as the opportunity to keep kids and families reading all summer long!

Our Cemetery Walk was held on Wednesday, June 2 and was another successful event. We sold out with 123 tickets! We partner with the Mead Cultural Education Center who select the graves and do research to pass along to the reenactors. The library also hosted a table at the Yankton Area Arts event, the Kids Art Fest on June 1. We had over 150 kids visit our table to do some crafts and share information about our summer reading program. We have 65 library activities scheduled throughout June and July. We'd love to see the Commissioners and their families join us for the fun and see what the library is up to this summer!

9) Fire Department Update

Eight Yankton firefighters attended this year's South Dakota State Fire School in Fort Pierre. Students attended classes involving hands on live fire training and firefighter rescue and had instruction from some of the top instructors in our region and in the nation. One firefighter completed a course to qualify him to instruct other firefighters in Yankton and around the state. Additionally, there firefighters were

able to network with other firefighters from all parts of South Dakota and competed in friendly competitions.

10) Environmental Services Department Update

Staff at the water plant are seeing increased water usage. The water plant has been producing over 4.5 million gallons per day and usage continues to increase with the hot dry weather. In winter months we typically treat 1.8 million gallons per day. Water plant staff are also working on completing a risk and resiliency assessment of the water system. The risk and resiliency assessment are required to be completed by July 1st and submitted to the EPA.

Staff continue to work with District III and EDA to address potential cost overages related to the EDA project. Project cost estimates are roughly \$300,000.00 higher than original cost estimates developed in the preliminary engineering report. However, due to the current market fluctuations it is difficult to estimate project cost. Staff continue to monitor similar projects and are seeing increased prices and a limited number of bidders.

11) Monthly reports / Minutes

Building, Salary and Yankton Police Department monthly reports are 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