



CITY OF YANKTON

2022_01_24

**CITY COMMISSION
MEETING**



Mission Statement
To provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage and thrive.

YANKTON BOARD OF CITY COMMISSIONERS

Regular City Commission Meeting beginning at 7:00 P.M.

Monday, January 24, 2022

City of Yankton Community Meeting Room

Located at the Career Manufacturing Technical Education Academy formerly known as Technical Education Center • **1200 W. 21st Street • Room 114**

If you would like to watch the City Commission meeting you can do so by accessing the City of Yankton's YouTube Live Channel.

<https://www.youtube.com/channel/UCD1a1hf1dIkiLVSXnmdRQg/live>

Rebroadcast Schedule: Tuesday @ 7:30pm, on channels 3 & 45

I. ROUTINE BUSINESS

1. **Roll Call**

2. **Approve Minutes of regular meeting of January 10, 2022**

Attachment I-2

3. **Schedule of Bills**

Attachment I-3

4. **City Manager's Report**

Attachment I-4

5. **Public Appearances**

Public appearances is a time for persons to address the City Commission on items not listed on the agenda. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Each person has up to three minutes to speak. Comments made during the Public Appearance Comment period of the agenda may be on any subject. There shall be no personal attacks against the Mayor, members of the City Commission, City Staff, or any other individual.

II. CONSENT ITEMS

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the City Commission at one time, without discussion. Approval constitutes following the recommendation of the City Manager on each item.

1. **Establishing public hearing for sale of alcoholic beverages**

Establish February 14, 2022, as the date for the public hearing on the request for a Special Malt Beverage (on-sale) Retailers License for 3 days, August 19-21, 2022, from Yankton Area Riverboat Days, Inc. (Milissia Wuebben, Treasurer), Riverside Park, Yankton, S.D.

Attachment II-1

2. Establishing public hearing for sale of alcoholic beverages

Establish February 14, 2022, as the date for the public hearing on the request for a Special Malt Beverage (on-sale) Retailers License for 3 days, August 19-21, 2022, from Yankton Area Riverboat Days, Inc. (Milissia Wuebben, Treasurer), City Hall Auditorium, Yankton, S.D.

Attachment II-2

3. Special Events Dance License

Consideration of Memorandum #22-16 recommending approval of the application from Yankton County 4H for a Special Events Dance License for August 5, 2022

Attachment II-3

4. Transient Merchant License

Consideration of Memorandum #22-17 recommending approval of the application from Yankton County 4H:

A) Transient Merchant License from August 5-6, 2022

Attachment II-4

III. OLD BUSINESS

Old business includes items that have previously appeared on the City Commission's agenda and require further consideration or action by the board.

1. Public Hearing Assessment Roll; Noxious Vegetation & Tree Trimming

Consideration of Memorandum #22-04 and Resolution #21-97, public hearing on the special assessment roll for Noxious Vegetation and Tree Trimming

Attachment III-1

2. Public hearing for Transfer of Ownership Retail Malt Beverage License

Consideration of Memorandum #22-05 regarding the transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2021, to June 30, 2022, from Arrowhead Holdings, LLC (Rick Daugherty, Member) dba Gramps, to Yankton Convenience, Inc. d/b/a Total Stop Convenience Store #6112 (Jeff Nielsen, President), 700 East 4th Street, Yankton, S.D.

Attachment III-2

3. Public hearing for sale of alcoholic beverages

Consideration of Memorandum #22-06 regarding the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, February 5, 2022, from BPO Elks Lodge 994 (Cindy Frank, Secretary), 504 W 27th Street, NFAA, 800 Archery Lane, Yankton, South Dakota.

Attachment III-3

Adoption of an ordinance is typically a two-meeting process. At the first meeting, an ordinance is introduced, and the first reading is held. During the second meeting, the ordinance is discussed by the commission and the public and then considered for adoption.

IV. NEW BUSINESS

New business items are those that have not been discussed by the Commission previously.

1. **Salary Adjustment for City Attorney**
Consideration of Memorandum #22-08 and Resolution #22-04 regarding recommending an adjustment to the salary of the City Attorney
Attachment IV-1
2. **Salary Adjustment for Finance Officer**
Consideration of Memorandum #22-07 and Resolution #22-03 regarding recommending an adjustment to the salary of the Finance Officer
Attachment IV-2
3. **Salary Adjustment for City Manager**
Consideration of Memorandum #22-09 and Resolution #22-02 regarding recommending an adjustment to the salary of the City Manager
Attachment IV-3
4. **Sidewalk Café License**
Consideration of Memorandum #22-02 and Resolution #22-01 regarding Sidewalk Café License-102 & 104 East 3rd Street (Mojo's Third Street Pizza)
Attachment IV-4
5. **Sidewalk Café License**
Consideration of Memorandum #22-03 regarding Sidewalk Café License-100 East 3rd Street (Boomer's)
Attachment IV-5
6. **Introduction and First Reading – Budget Ordinance**
Introduction, first reading of Ordinance #1058, the first reading and establishing February 14, 2022, as the date for the second reading and public hearing regarding the first supplement to the 2022 annual appropriation Ordinance #1055.
Attachment IV-6
7. **Bid Award – Parks Department**
Consideration of Memorandum #22-11 regarding Bid Award for the Fox Run Golf Course Vertical Turbine Variable Speed Prefabricated Pump Station
Attachment IV-7
8. **Amendment to Westside Park Concept Plan – Professional Services Agreement**
Consideration of Memorandum #22-12 regarding Amendment to Professional Services Agreement for Westside Park Concept Plan with Stockwell Engineers
Attachment IV-8

9. **Final Payment Acceptance, Close-out Concrete Crushing Concrete**
Consideration of Memorandum #22-13 regarding Final Payment Acceptance & Payment for Concrete Crushing Contract
Attachment IV-9
10. **Final Payment Acceptance, Close-out Ridgeway Development Project**
Consideration of Memorandum #22-14 regarding Final Payment Acceptance & Close out of Ridgeway Development Project
Attachment IV-10
11. **Stop Sign Request**
Consideration of Memorandum #22-15 and Resolution #22-05 regarding stop sign request on Green Street
Attachment IV-11

V. **OTHER BUSINESS**

Other business is a time for City Commissioners to address the commission regarding matters not on the agenda. These items will be deliberated by the governing body and will not be acted upon at this time. Items mentioned may be added to a future City Commission meeting or work session for deliberation or action.

VI. **ADJOURN THE MEETING OF JANUARY 24, 2022**

The City of Yankton Community Meeting Room is accessible to everyone. If you have any additional accommodation requirements, please call 668-5221.

Should you have any reason to believe an open meetings law has been violated please contact the Open Meetings Commission at the South Dakota Office of the Attorney General at: 1302 E. Hwy 14, Suite 1, Pierre, SD 57501-8501 or by phone at 605-773-3215.

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS
YANKTON, SOUTH DAKOTA
JANUARY 10TH, 2022**

Board of City Commissioners of the City of Yankton was called to order by Mayor Moser.

Roll Call: Present: Commissioners Benson, Brunick, Johnson, Maibaum, Miner, Schramm, Webber and Villanueva. City Attorney Den Herder and City Manager Leon were also present.

Quorum present.

Action 22-001

Moved by Commissioner Webber, seconded by Commissioner Schramm, to approve Minutes of regular meeting of December 23, 2021.

Roll Call: All members present voting "Aye;" voting "Nay:" None.

Motion adopted.

Action 22-002

Moved by Commissioner Benson, seconded by Commissioner Villanueva, that the Schedule of Bills be approved and warrants be issued.

1 Office Solution - Chair - \$1,410.54; 3 Star - Police Tow - \$109.20; A Ox Welding Supply - Welding Helmet - \$346.48; Adobe Creative Cloud - Computer Program - \$85.18; Adobe Stock - Computer Program - \$31.94; AFSCME Council 65 - AFSCME Deductions - \$866.92; Airnav - Airnav Renewal - \$82.00; Amazon - Document Backup Storage - \$269.99; Amazon - Battery Backup - \$164.99; Amazon - Shower Curtains - \$179.52; Amazon - Tennis Reel - \$131.00; Amazon - Program Supplies - \$23.70; Amazon - Pins - \$48.99; Amazon - Janitorial Supplies - \$353.15; Amazon - AED Battery - \$120.00; Amazon - Dvd - \$16.03; Amazon - Books - \$107.10; Amazon - Program Supplies - \$80.83; Amazon - Office Supplies - \$177.75; Amazon - Shower Curtains - \$79.20; Amazon - Program Supplies - \$7.89; Amazon - Heating Supplies - \$57.98; Amazon - Books - \$185.97; Amazon - Program Supplies - \$5.84; Amazon - Office Supplies - \$59.75; Amazon - Dvd - \$19.96; Amazon - Dvd - \$17.96; American - Luggage For Training - \$30.00; American - Luggage For Training - \$30.00; American Family Life Corp - Cancer & ICU Premiums - \$5,894.66; American Red Cross - Redcross Recertification - \$950.00; A-Ox Welding Supply Co - Propane - \$104.95; ASCAP - License Fee 2022 - \$390.00; At&T - Mobile Data - \$1,353.44; Autozone - Door Handle - \$15.23; Avenu Insights & Analytics - Maint Program Support - \$22,271.78; Avera Sacred Heart - Testing - \$482.00; Awwa.Org - Awwa Membership - \$227.00; Axvoice Inc - Dialer Service - \$21.44; Baker-Taylor - Books - \$5,930.39; Banner Associates - Prof Services - \$21,369.39; Bergeson/Dawn - Lifeguard Recert - \$90.00; Big D Gas - Fuel - \$33.52; Binder/Tim - 2021 Stipend - \$300.00; Blackstrap Inc - Road Salt - \$1,549.92; Bomgaar's - Ag Supplies - \$1,230.15; Brightway Electric - City Hall Wiring - \$2,465.00; Buhl's Cleaners - Cleaning Towels - \$541.42; Buhl's Laundry Cleaners - Facade Reimburse - \$8,118.80; C & B Yankton - Mower Filter - \$21.99; Carda/Garrett - CDL Reimbursement - \$30.00; Cenex Chuck - Fuel - \$54.28; Center Point - Large Print Books - \$282.84; Centurylink - Phone - \$132.32; Christensen Radiator - Radiator - \$467.80; City Of Vermillion - Jt Power Cash Trans - \$63,006.42; City Of Yankton-Central Garage - Rubbish - \$13.00; City Of Yankton-Solid Waste - Compacted Garbage - \$17,275.61; City Utilities - Wtr-Ww Charges - \$22,414.89; Clean Sweep Industries - Garage Supplies - \$636.00; Coffee Cup - Fuel - \$34.32; Concrete Material - Road Materials - \$2,764.47; Cornwell D-P Tools - Wrenches - \$202.17; Crescent Electric - Electrical Supplies - \$418.09; Dept Of Ag Services -

Membership Dues - \$35.88; Dept Of Health % Julie Ramsey - Mosquito Grant Reimb - \$3,918.00; Dept Of Social Services - SD Child Support - \$2,184.58; Des Moines Reg Cir - Newspaper Subscription - \$670.02; Diamond Vogel - Paint - \$5,316.00; Dlt Solutions - Autodesk Subscription - \$4,037.00; Dollar Tree - Special Events - \$31.65; Doubletree By Hilton - Lodging - \$315.44; Earl Of Sandwich - Travel Expense - \$20.00; EBay - Toner - \$130.00; EBay - Toner - \$39.99; Echo Electric Supply - Shop Supplies - \$231.95; Excalibur - Training Hotel Room - \$207.47; Ez Duz It Laundry - Uniform Alterations - \$117.15; Fastenal Company - Electrical Connectors - \$225.81; FedEx - Shipping - \$15.23; Ferguson Enterprises - FH Water Meters - \$3,933.67; First Dakota National Bank - Wire Fee-Sj Louis - \$25.00; First Dakota Nat'l Bank HSA - HSA Contributions - \$9,747.62; First National Bank FSA - Cafeteria Plan - \$1,178.32; Flyt Steakhouse - Travel Expense - \$30.00; Frick/Adam - 2021 Stipend - \$300.00; Frick/Brian - Asst Chief Stipend - \$600.00; Gerstner Oil - Fuel - \$25,023.85; Greater Purpose - Employee Appreciation - \$91.00; Guardian Alliance - Background Investigation - \$152.00; H & K Oil - Balance Tires - \$150.00; Hach Company - Reagents - \$110.20; Hanson Briggs - Program Supplies - \$168.81; Hanson Briggs Advertising - Envelopes - \$417.86; Hawkins - Chemicals - \$24,759.84; Health Partners - Health Insurance - \$1,011.33; Heartland Honda - Shop Supplies - \$53.14; Historyiseverythi - Newspaper Digitization - \$4,910.00; Hy-Vee - Doc Work Program - \$36.44; ICMA Retirement Trust - 457 - ICMA Contributions - \$3,325.43; Intl Code Council - ICC Exams - \$462.95; IPY Midwest Alarm - Alarm Monitoring - \$70.50; Irans Boring - Xmas Light Boring - \$1,200.00; J.P. Cooke - Dog Tags - \$148.30; J2 Metrofax - Fax Service - \$9.95; Jacks Uniforms & Equi. - Badges - \$641.23; JJ Benjis - Appreciation-Child Shirt - \$43.47; JLC Piano Studio - B&G Concert Choir - \$225.00; Johnson/Jody - 2021 Stipend - \$250.00; Kaiser Heating & Cooling - Garage Parts - \$67.49; Kaiser Refrigeration - Chainsaw/Hedge Trimmer - \$864.43; Kellen & Streit - Boat Ramp Repair - \$335.68; KLJ Engineering - Design Services - \$9,000.00; Koletzky Implement - Exhaust Pipe - \$560.00; Kopetsky's Ace Hardware - Christmas Supplies - \$454.48; Language Line - Interp Service - \$91.55; Larry's Heating & Cooling - HVAC Repair - \$257.04; Larry's Heating And Cooling - HVAC Filters - \$150.00; Lewis And Clark Ford - Repair - \$2,889.78; Locators & Supplies - Concrete & Iron Blade - \$817.30; Macqueen Emergency - SCBA Flow Test - \$1,861.80; Marco's - Travel Expense - \$15.89; Mark's Machinery - Battery - \$1,151.54; Masonry Components - YMS Sidewalk C-9-21 - \$60,653.02; McGrath North - Prof Services - \$420.00; McMaster-Carr - UV Cooling Fans - \$252.23; Mead Lumber - Flashing - \$110.47; Menards - Cleaners & Paper Towels - \$2,040.23; MidAmerican Energy - Fuel - \$9,219.61; MidAmerican Energy - Fuel - \$31,926.79; Midwest Alarm Company - Fix Alarm Dialer - \$422.25; Midwest Laboratories - Nutrients Testing - \$500.68; Midwest Tire And Muffler - Tires - \$3,488.93; Midwest Turf & Irrigation - Equipment Repairs - \$778.03; Minerva's Grill And Bar - Employee Appreciation - \$253.00; Minnesota Life Insurance - Life Insurance Premium - \$586.08; Morrow/Joseph C. - Design Work - \$8,160.00; Moser/Brad - 2021 Stipend - \$300.00; Motor Vehicle Dept, SD - Confidential Plates - \$5.00; Myers Tire Supply - Tires - \$74.86; Napa Auto Parts - Lights - \$392.13; National Association Of SRO - SRO Training - \$495.00; Nebraska DOR - WH Income Tax - Ne Income Tax Withhold - \$601.28; Nickles/Mark - 2021 Stipend - \$250.00; Norfolk Daily News - Newspaper Subscription - \$272.00; Northern Truck Equipment Corp - Hydro Motor - \$434.67; Northtown Automotive - Door Link - \$31.26; Northwestern Energy - Electricity - \$78,762.36; Nowak/Steve - Boot Reimbursement - \$130.00; Olson's Pest Technician - Pest Control - \$90.00; Olson's Pest Technicians - Pest Control - \$210.00; One Office Solution - Desk - \$729.00; O'Reilly Auto Parts - Cart Repairs - \$125.06; Overdrive Dist - Ebooks - \$3,585.17; Overhead Door - Remotes - \$340.00; Pathways Shelter For Homeless - CDBG Grant - \$100,522.65; PayPal - Radios - \$2,610.00; PB Leasing - Postage Meter Lease - \$122.00; PFS Healthworks - CDL Random Testing - \$67.00; Pied Piper Flowers - Flowers For Funeral - \$41.51; Pitney Bowes PBP - Postage - \$200.00; Plan & Development Dist Iii - Cemetery

Maintenance - \$1,500.00; Police Chiefs' Assn - Online Testing - \$98.00; Portland Compressor - Paint Machine Rebuild - \$346.30; Powers Port A Pot - Porta Pots - \$325.00; PP EB - Class Registration - \$20.00; Principal Life Insurance - Dental Insurance - \$6,872.43; Pro Auto - Cart Repairs - \$168.75; Provantage - Network Switches - \$1,018.00; Ramkota Hotel & Confer - Safety Conference - \$98.00; Redlinger Bros Plumbing - Winterize Pool - \$387.76; Retirement, SD - SD Retirement - \$83,469.73; Retirement, SD System - 401 A Special Pay - \$10,298.07; Riverside Hydraulics - Hydraulic Hose - \$595.38; Royal Sport Shop - EOY Plate - \$10.60; SD Firefighters Association - Annual Membership Dues - \$1,400.00; SDSRP - Supplemental Retirement - \$12,449.00; Sf Regional Airport - Airport Parking - \$40.00; Sherwin Williams - Paint - \$11.09; Shur-Co Of Vermillion - Tarp Repair - \$1,086.92; Sign Solutions - Signs - \$91.84; SJ Louis Construction - Gravity Station - \$487,000.00; Smith Insurance/MT & RC - Airport Liability - \$12,960.00; Smith/Melisa - Driving & Test Reim - \$163.00; South Dakota State Historical - Microfilm Rental - \$20.00; Southeast Firefighters Assoc - Membership Dues - \$50.00; Stan Houston Equipment - MSA Calibration Gas - \$361.47; Standard Insurance Company - Vision Insurance - \$1,431.13; Stewart Carpet - Carpet - \$3,182.74; Sturdevants - Trash Can Lids - \$748.33; Subway - Training Expense - \$10.62; Swank Motion Pictures - Annual Movie License - \$482.00; Sweeney Controls Company - Control Programming - \$7,254.00; The Forum - Surplus Auction Legal Ad - \$27.26; The Rope Warrior - Performance Deposit - \$200.00; The Ups Store - Samples Shipping - \$32.54; Third Millennium Asso - Utility Billing - \$665.87; Traffic Control & Protection - Pole Base - \$920.00; Transportation Dept/S.D. - Cedar St Bridge - \$3,714.21; TRK Hosting - Web Hosting - \$7.95; Truck Trailer Sales - Surge Tank - \$1,278.18; Turfwerks Omaha - Cushman Repairs - \$100.56; U.S. Post Office-Util - UT Billing Postage - \$2,171.14; UKG Workforce Ready - Payroll/HR/TLM Software - \$2,026.00; Uline Ship Supplies - Tables, Chairs & Dolly - \$952.56; United States Postal Service - Postage Meter - \$590.58; United States Treasury - Federal Withholding Tax - \$157,809.71; United Way - United Way - \$122.00; Us Bank Equipment Finance - Copier Lease - \$369.29; USPS - Box Fee #176 - \$188.00; USPS - Mail Exidence - \$113.40; Varella/Ian - Christmas Entertainment - \$1,700.00; Vastbroadband-Vexus - Internet - \$3,994.77; Verizon Wireless - Internet Access - \$1,125.14; Viddler - Video Hosting - \$41.49; Vistaprint - Business Cards - \$139.44; VWR International - Lab Supplies - \$663.92; Walmart - Little Greene - \$438.33; Walmart - Office Supplies - \$188.10; Walmart - Festival Of Lights - \$424.75; Woehl/Toby - 2021 Stipend - \$300.00; WPY Dakotas Chapter - Membership Dues - \$235.00; Xerox Financial Services - Copies - \$1,518.00; Yankton County Office - Software - \$300.00; Yankton Janitor Supply - Supplies - \$277.20; Yankton Media - Advertisement - \$459.98; Yankton Medical Clinic - New Employee Physical - \$599.00; Yankton Redi Mix - Road Materials - \$402.00; Yankton Rod Ctr - Recording Fees - \$154.50; Yankton Thrive - Employee Appreciation - \$100.00; Yankton Vol Fire Department - Fire Calls/Drill 21 - \$1,170.00; Yankton Winnelson - Pool Repairs - \$306.62; Ykt Janitorial & Dt Sc - Janitorial Supplies - \$2,421.02; Ziegler/William P - 2021 Stipend - \$300.00

Roll Call: All members present voting “Aye;” voting “Nay:” None.

Motion adopted

December 2021 Salaries By Department: Administration \$49,557.88; Finance \$32,431.45; Community Development \$25,610.95; Police/Dispatch \$189,336.34; Fire \$16,504.78; Engineering / Sr. Citizens \$44,906.43; Streets \$51,729.54; Traffic Control \$4,319.07; Library \$28,672.22; Parks / SAC \$84,238.71; Marne Creek \$4,179.96; Water \$39,841.05; Wastewater \$42,415.68; Cemetery \$4,632.04; Solid Waste \$29,619.79; Landfill / Recycle \$22,135.23; Central Garage \$8,020.83

December 2021 New Hires: Recreation Dept: Leila Schumacher, Receptionist, \$11.00/hr; Jordyn Fischer, Umpire/Referee, \$25/game.

December 2021 Wage Changes: Engineering Dept: Ashley Bouza from \$2,147.69 bi-weekly to \$2,202.15 bi-weekly.

December 2021 Position Changes: Police Dept: Monty Rothenberger from Police Sergeant at \$2,573.04 bi-weekly to Police Commander at \$2,624.96 biweekly. Brad Moser from Engineering at \$3,237.65 biweekly to Interim Fire Chief at \$3,856.27 biweekly.

2022 Monthly Salaries: Bridget Benson \$518.50; Ben Brunick \$518.50; Nathan Johnson \$518.50; Anthony Maibaum \$518.50; Amy Miner \$518.50; Stephanie Moser \$712.46; Mason Schramm \$518.50; Jerry Webber \$518.50; Michael Villanueva \$518.50

2022 Bi-Weekly Salaries: Colleen Bailey \$2,105.576; Brian Ballard \$1,724.424; Brad Bies \$2,898.304; Brad Binde \$2,695.112; Dillon Bollinger \$2,007.304; Chris Bornitz \$2,051.384; Ashley Bouza \$2,319.08; Todd Brandt \$3,320.112; Jeremiah Braxton \$1,542.272; Samantha Bruening \$2,650.232; Hunter Bryant \$1,640.728; Robert Buechler \$2,650.232; Shane Bush \$1,954.424; Victoria Caine \$1,879.768; Jessica Cameron \$1,747.344; Brian Carda \$2,054.08; Garrett Carda \$1,601.304; Sage Chytka \$3,047.152; Preston Crissey \$2,324.232; Roger Dather \$1,979.728; Darrik DeLozier \$2,029.96; Ross DenHerder \$2,427.76; Ryan Dietsch \$1,702.96; Linda Dobrovolny \$2,786.808; Robert Dooley \$2,060.696; Danita Eckert \$1,468.464; Rebecca Eskens \$1,768.728; Michael Feilmeier \$2,054.08; Jason Foote \$3,909.728; Brandon Frey \$2,229.536; Brian Frick \$3,088.768; Dan Frick \$2,267.304; Dylan Gobel \$1,835.192; Brooke Goeden \$1,746.728; Kyle Goodmanson \$3,945.576; Jordan Groves \$1,601.304; Devin Gullikson \$1,561.728; Dustin Gusso \$1,542.272; Gregory Gusso \$2,695.112; James Haas \$1,542.272; Adam Haberman \$4,200.504; Dustin Hagemann \$2,412.232; Hunter Hallock \$1,661.424; Douglas Hanson \$1,979.728; Tanner Hanson \$3,203.656; George Hite \$2,115.504; Sarah Hochstein \$1,329.888; Jeremy Hoeck \$1,468.464; Michael Hofer \$2,104.00; Matthew Hoilien \$2,234.504; Gregg Homstad \$2,934.808; Julia Hussein \$2,975.848; Eileen Ibach \$1,703.536; Maria Ishmael \$1,666.152; Brooke Jackson \$2,115.504; William Jensen \$1,930.768; Duane Johnson \$4,148.232; Angela Jorgensen \$1,620.304; Jennifer Keitel \$2,115.504; Leslie Kirchner \$2,132.112; Lisa Kortan \$2,352.576; Dave Kuehler \$2,051.384; Emily Kuenzli \$1,623.152; Kevin Kulhavy \$2,323.272; Thomas Kurtenbach \$3,856.272; Brittany LaCroix \$2,292.616; Jana Lane \$1,999.848; Todd Larson \$4,258.04; Dean Larson \$2,942.504; Cole Larson \$2,115.504; Michael Lee \$2,054.08; Larry Lee Jr \$2,349.272; Amy Leon \$4,914.776; Laurie Lockwood \$2,354.08; Ryan McClennen \$1,768.152; Chasity McHenry \$1,623.152; Jeremy McNinch \$2,288.848; Camille Mertens \$2,000.00; Connie Miles \$2,001.304; David Mingo \$4,363.00; Michele Moderegger \$1,545.04; Joshua Monson \$1,790.424; Bradley Moser \$3,856.272; Peter Mueller \$2,054.08; Larry Nickles \$3,121.384; Matthew Nighbert \$1,881.728; Patrick Nolz \$2,483.232; Patrick Nolz \$2,475.424; Steve Nowak \$1,833.272; Kelly O'Dea \$1,468.464; Sarah O'Farrell \$2,526.464; Susan O'Grady \$2,001.304; Jeremy Olson \$2,288.848; Brittany Orr \$2,501.04; Jericho Osborne \$2,158.272; Jennifer Palsma \$1,703.536; Brad Parker \$2,732.384; Taylor Peters \$3,493.424; Alan Peterson \$2,320.92; Jessica Pettit \$1,620.304; Corey Potts \$3,283.92; Royce Reisner \$1,542.272; Sasha Renteria \$1,377.08; Tahlia Reynolds \$1,450.192; Donnie Robinson \$2,756.728; Mike Roinstad \$2,596.768; Monty Rothenberger \$2,989.152; Jonah Rothermel \$2,262.656; Courtney Russenberger \$1,725.00; Skyler Russenberger \$2,115.504; Dylan Ruter \$1,702.344; Robert Ryken \$2,534.232; Dwayne Schantz \$2,001.192; Amanda Schieffer \$2,029.192; Caitlin Schindler \$2,171.768; Scott Schindler \$2,650.232; Dana

Schmidt \$2,934.808; Roger Schroeder \$2,054.08; Kole Simonsen \$1,542.272; Melisa Smith \$1,542.272; Robert Snyder \$1,816.232; Marietta Sprakel \$1,858.424; Gail Stocking \$1,771.808; Kimberly Storgaard \$2,106.152; Shawn Stuen \$1,723.808; Elizabeth Suing \$1,486.504; Tanner Termansen \$1,682.344; Jonathan Todd \$2,007.304; Jason Tramp \$2,320.04; Bruce Ulmer \$2,532.576; Marcus Urban \$2,007.304; Sara VanderTuig \$1,600.768; Richard Vellek \$2,003.304; Al Viereck \$4,100.032; Josh Voeltz \$1,542.272; Cameron Voigt \$2,060.696; Tamara Wadsworth \$2,001.304; David Walsh \$1,601.304; Sonya Wattier \$2,265.848; Dylan Wilson \$2,133.888; Dylan Wilson \$2,171.768; Lisa Yardley \$3,046.232; Kristin Yonke \$2,407.888

2022 Hourly Salaries: Christopher Allington \$18.0855; Samantha Aune \$13.25; Emma Bargstadt \$11.58; Calli Barnes \$13.00; Brianna Berger \$13.00; Dawn Bergeson \$12.00; Kory Bromley \$11.50; Dale Bromley \$11.00; Marissa Caballero \$11.25; Shanna Chytka \$12.50; Alysha Davis \$25.00; Johannah DeVries \$13.00; Allie Dilts \$13.25; Chayse Drotzmann \$13.00; Jordyn Fischer \$25.00; Savannah Frank \$13.00; Jana Greenfield \$13.50; Jordan Houdek \$12.00; Rachel Houdek \$14.75; Tyler Hudson \$25.00; Jeff Johnson \$25.00; Brooke Kenney \$9.95; Carole Kling \$11.00; Emilee LaBarge \$13.00; Grayson Lange \$14.75; Adam Lange \$12.00; Nancy Leonard \$11.00; LaVonne Lorenzen \$13.50; Claire Martinson \$13.00; Teresa McDermott \$25.00; Timothy Merchen \$13.25; Elizabeth Nedved \$13.2567; Sophia Paes \$25.00; Jill Paulson \$11.58; Sharolette Peterson \$14.00; Mikael Pietila \$11.25; Jaden Plooster \$13.00; Tracy Raab \$13.25; Susan Ray \$25.00; Zachary Rohde \$13.50; Aspen Ruth \$13.00; Elizabeth Schenkel \$14.50; Karley Schieffer \$11.25; Abbigail Schmidt \$13.25; Rori Schmidt \$13.00; Leila Schumacher \$11.00; Abigail Steffen \$13.00; Katelyn Sternhagen \$13.00; Morgan Stohlmann \$20.00; Grace Taggart \$13.50; Nicholas Taylor \$13.00; Marcus Teel \$11.58; Hannah Tramp \$13.00; Timothy Upton \$13.00; Bonnie Voagen \$15.9959; Jeremy Washburn \$20.00; William Ziegler \$26.8255

City Manager Leon submitted a written report giving an update on community projects and items of interest.

There were no public appearances at that time.

Action 22-003

Moved by Commissioner Benson, seconded by Commissioner Miner, to approve the following consent agenda items:

1. **Establishing public hearing for Transfer of Ownership Retail Malt Beverage License**
Establish January 24, 2022, as the date for the public hearing on a transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2021, to June 30, 2022, from Arrowhead Holdings, LLC (Rick Daugherty, Member) dba Gramps, to Yankton Convenience, Inc. d/b/a Total Stop Convenience Store #6112 (Jeff Nielsen, President), 700 East 4th Street, Yankton, S.D.
2. **Establish public hearing for sale of alcoholic beverages**
Establish January 24, 2022, as the date for the public hearing on the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, February 5, 2022, from BPO Elks Lodge 994 (Cindy Frank, Secretary), 504 W 27th Street, NFAA, 800 Archery Lane, Yankton, South Dakota.

3. Work Session

Setting date of January 24, 2022, at 6:00 pm in Room #114 of the Career Manufacturing Technical Education Academy for the next work session of the Yankton City Commission

Roll Call: All members present voting “Aye;” voting “Nay:” None.
Motion adopted.

Action 22-004

This was the time and place for the public hearing for a Special Events Retail (on-sale) Liquor License for 1 day, January 24, 2022, from Ben’s Brewing Co. (Ben Hanten, Owner), 222 West 3rd Street, NFAA, 800 Archery Lane, Yankton, S.D. (Memorandum 22-01) No one was present to speak for or against the application.

Moved by Commissioner Johnson, seconded by Commissioner Webber, to approve the license.

Roll Call: All members present voting “Aye;” voting “Nay:” None.
Motion adopted.

Action 22-005

Moved by Commissioner Schramm, seconded by Commissioner Miner, to adjourn into Executive Session at 7:09 p.m. to discuss **contractual, litigation and personnel matters** under SDCL 1-25-2.

Roll Call: All members present voting “Aye;” voting “Nay:” None.
Motion adopted.

Regular meeting of the Board of City Commissioners of the City of Yankton was reconvened by Mayor Moser.

Roll Call: Present: Commissioners Benson, Brunick, Johnson, Maibaum, Miner, Schramm, Webber and Villanueva. City Attorney Den Herder and City Manager Leon were also present.
Quorum present.

Action 22-006

Moved by Commissioner Villanueva, seconded by Commissioner Miner, to adjourn at 9:05 p.m.

Roll Call: All members present voting “Aye;” voting “Nay:” None.
Motion adopted.

Stephanie Moser
Mayor

ATTEST:

Al Viereck
Finance Officer

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
BLAZE PUBLICATIONS INC	@FY@ PUBLICATIONS	1,875.00	PROFESSIONAL SERV.-VOLUN	101.114.202		9811	212089	P	429	00001
BOUZA/ASHLEY	@FY@ TUITION REIMBURSE	1,893.96	PROFESSIONAL SERVICES	101.122.202		1.10.22	212090	P	429	00002
BRIGHTWAY ELECTRIC LLC	@FY@ LIBRARY DATA WIRING	4,365.98	COVID CAPITAL EXPENSE	101.142.355		A4705	210019	P	430	00003
	@FY@ LIBRARY DATA LABOR	2,054.02	BUILDINGS	101.142.320		A4705	210019	P	430	00004
		6,420.00	*VENDOR TOTAL							
CENGAGE LEARNING INC/GAL	@FY@ BOOKS	313.66	BOOKS	101.142.340		1.3.22	022492	P	430	00001
CITY OF YANKTON-PARKS	@FY@ LANDFILL CHARGES	113.22	LANDFILL	201.201.276		1.13.22	003889	P	429	00005
COLLIERS SECURITITES LLC	@FY@ ANNUAL SERVICE FEE	500.00	PROFESSIONAL SERVICES	611.611.202		1.13.22	005659	P	429	00006
CREDIT COLLECTION SERVIC	@FY@ UT COLLECTION	23.47	PROFESSIONAL SERVICES	601.601.202		1.13.22	001858	P	429	00007
	@FY@ UT COLLECTION	13.60	PROFESSIONAL SERVICES	611.611.202		1.13.22	001858	P	429	00008
	@FY@ UT COLLECTION	36.76	PROFESSIONAL SERVICES	631.631.202		1.13.22	001858	P	429	00009
		73.83	*VENDOR TOTAL							
CRESCENT ELECTRIC	@FY@ MOTOR SAVER	150.11	REP. & MAINT. - PLANT	611.611.221		S509784285.001	221002	P	429	00010
DEN HERDER LAW OFFICE, P	@FY@ CONTRACTED SERVICES	12,981.42	PROFESSIONAL SERVICES	101.103.202		7790-7669-7695	022305	P	429	00013
GERSTNER OIL CO	@FY@ GREASE	58.10	GARAGE GASOLINE & LUBRIC	801.801.238		64174	079998	P	429	00011
HDR ENGINEERING INC	@FY@ WWTP EDA IMPROVE	13,512.50	2019 WW IMPROVEMENTS PHA	611.611.332		1200391541&457	021019	P	429	00018
	@FY@ WWTP EDA IMPROVE	27,514.21	2019 WW IMPROVEMENTS PHA	611.611.332		1200391541&457	021019	P	429	00019
	@FY@ WWTP CONDITION EVAL	4,327.32	2019 WW IMPROVEMENTS PHA	611.611.332		1200391545	014688	P	429	00015
	@FY@ WATER ASSESSMENT	9,366.60	PROFESSIONAL SERVICES	601.601.202		1200398292	022802	P	429	00014
	@FY@ WATER/WW COLLECTION	58,375.69	GIS MODELING	602.602.318		1200398293	022801	P	429	00016
	@FY@ WATER/WW COLLECTION	58,375.68	COLLECTION MODEL/MASTER	611.611.318		1200398293	022801	P	429	00017
		171,472.00	*VENDOR TOTAL							
HOUSTON EQUIPMENT	@FY@ METAL LOCATOR	391.20	REP. & MAINT. - DISTRIBU	601.601.226		5216	220101	P	429	00020
KAISER REFRIGERATION INC	@FY@ PARTS	67.49	REP. & MAINT. - EQUIPMEN	101.123.221		81526	022450	P	429	00021

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
KLJ ENGINEERING LLC	@FY@ DESIGN SERVICES	10,000.00	DESIGN/CONST NORTH TAXIW	502.511.390		10164160	022727	P	429	00012
KUEHLER/DAVE	@FY@ SAFETY GLASSES	60.00	MEDICAL,SAFETY, & LAB. S	601.601.243		1.10.21	212091	P	429	00022
LIST ELECTRIC INC	@FY@ GYM LIGHTING PROJ	11,989.82	EQUIPMENT	101.125.350		5957	210028	P	429	00041
MAXIMUM PROMOTIONS	@FY@ SERTOMA SOFTBALL	872.40	REP. & MAINT. - BUILDING	201.201.223		40342	080177	P	429	00023
MAYER SIGNS	@FY@ PARK SIGN	127.80	REP. & MAINT. - BUILDING	201.201.223		1506	080183	P	429	00026
MCGRATH NORTH	@FY@ PROFESSIONAL SERV	105.00	PROFESSIONAL SERVICES	101.101.202		572096	212096	P	429	00024
MERCHANT/ERICA	@FY@ MURAL CONSULTATION	500.00	REP. & MAINT. - BUILDING	101.125.223		1.13.22	022266	P	429	00025
MIDWEST TAPE	@FY@ AV	79.98	AV - CAPITAL	101.142.342	000231	231-122	022665	P	430	00002
MISSOURI VALLEY SHOPPER	@FY@ AD	135.00	ADVERTISING	202.202.211		1.13.22	080178	P	429	00027
NORTHWESTERN ENERGY	@FY@ GLOBE REPLACEMENT	202.87	REP. & MAINT. - BUILDING	201.201.223		90264419	080182	P	429	00028
OBSERVER	@FY@ ADS	60.00	ADVERTISING	203.203.211		1.13.22	080180	P	429	00029
PRESS DAKOTA MSTAR SOLUT	@FY@ AD	810.00	ADVERTISING	202.202.211		1.13.21	080179	P	429	00037
	@FY@ AD	52.84	ADVERTISING	641.641.211		2504	021270	P	429	00030
	@FY@ NOTICE OF HEARING	11.93	PUBLISHING	101.101.211		2504	022483	P	429	00031
	@FY@ COMMISSION MINUTES	393.08	PUBLISHING	101.101.211		2504	022490	P	429	00032
	@FY@ CHRISTMAS AD	146.80	PUBLISHING	631.631.211		2504	022104	P	429	00033
	@FY@ ORDINANCE 1057	111.31	PUBLISHING	101.101.211		2504	022487	P	429	00034
	@FY@ NOTICE OF HEARING	11.21	PUBLISHING	101.101.211		2504	022456	P	429	00035
	@FY@ AD	315.00	ADVERTISING	203.203.211		2504	080630	P	429	00036
		1,852.17	*VENDOR TOTAL							
RDG PLANNING & DESIGN	@FY@ STRATEGIC PLANNING	6,595.85	PROFESSIONAL SERVICES	101.101.202		38984	212088	P	429	00038
SMITH INSURANCE INC/MT &	@FY@ NOTARY INSURANCE	80.00	INSURANCE	208.208.201		101507	220000	P	429	00039

Schedule of Bills

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
XTREME CAR WASH @FY@ PATROL CAR WASHES	94.80	REP. & MAINT. -VEHICLES	101.111.222		1.10.22	221500 P	429 00040

Schedule of Bills

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	229,065.68							

RECORDS PRINTED - 000043

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	43,444.51
201	PARKS AND RECREATION	1,316.29
202	HUETHER FAMILY AQUATICS CTR	945.00
203	SUMMIT ACTIVITY CENTER	375.00
208	911/DISPATCH	80.00
502	AIRPORT CAPITAL	10,000.00
601	WATER OPERATION	9,841.27
602	WATER RENEWAL/REPLACEMENT	58,375.69
611	WASTE WATER OPERATION	104,393.42
631	SOLID WASTE	183.56
641	GOLF COURSE	52.84
801	CENTRAL GARAGE	58.10
TOTAL ALL FUNDS		229,065.68

BANK RECAP:

BANK	NAME	DISBURSEMENTS
LDAK	FIRST DAKOTA NAT'L BANK CORP	229,065.68
TOTAL ALL BANKS		229,065.68

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY

.....

.....



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 57 NUMBER 2

Commission Information Memorandum

The Yankton City Commission meeting on Monday, January 24, 2022 will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Community & Economic Department Update

Staff periodically gets requests from the public and media about our knowledge of new businesses coming to town or new private project development. The Community Development Department Office, Finance Office or City Manager's Office will provide the information or name of the business only if we have documentation like a permit or license issuance on file. This is sometimes awkward because businesses have applied for permits prior to them making a public announcement. However, we provide the information because it is "public" at that point.

The issue becomes more sensitive when there is a request about something staff may have knowledge of, but there have not been any permits or licenses issued. In those instances, we do not disclose anything. This sometimes leads to situations where the general public may end up having knowledge of a new business coming to town and we ethically can't discuss it if asked. We will continue to be respectful of the confidentiality of new business prospects looking at the community even if it means word on the street may be ahead of the staff's ability to publicly discuss any details. It is important for the private sector to have confidence in our ability to play the appropriate guidance and support role.

2) Police Department Update

We continue to work through issues with staff out for COVID, seasonal illness, or work injuries.

Bob Dooley came to the Yankton Police Department in August as a Certified Officer out of North Dakota. Bob recently took his South Dakota Law Enforcement reciprocity test and passed. Because of this Bob does not have to attend the 14 weeks Police Academy but instead will attend a 1-week reciprocity class in May. This saves the department time and staff.

We will start our annual training next week. Half the department will work while the other half attends training. This is part of our annual and bi-annual certifications in Taser, CPR, less lethal, firearms, and other training that we keep up with on an annual or bi-annual basis.

Our new School Resource Officer Skyler Russenberger recently attended the National Associations of School Resource Officers Basic School Resource Officer Training.

We continue to work through the hiring process and will be doing interviews and physical agility in February.

Due to omicron and staffing constraints, we will not be holding Citizens Academy this year.

3) Parks and Recreation Department Update

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

4) Public Works Department Update

Street department staff continues to perform winter maintenance projects on equipment and the streets. Crews are also working on the annual street-tree removal list. Due to the mild temperatures, there are also days when the street sweeper is able to be out sweeping streets.

Engineering staff continues to prepare plan documents for the 2022 budgeted reconstruction projects. The first round of complete plans will be soon advertised to receive bids.

There has been recent interest by a private operator that would like to provide aircraft maintenance services at the Chan Gurney Municipal Airport. Currently, the airport has no agreements for aircraft maintenance services on location. Staff will be advertising to receive RFP's for Chan Gurney Municipal Airport Aircraft Maintenance Services. Upon the City's selection of an operator with the best proposal, the City, with consultation from legal counsel, will develop/negotiate a lease agreement that will allow the operation of an aviation maintenance business at the airport. It is hopeful that there will be maintenance service available at the airport once again in the near future. The local pilots, as well as pilots traveling through, can greatly benefit from having maintenance services on-site in Yankton.

5) Library Update

Library staff gathered on January 17 for a day of in-service. We heard a presentation from Gregg Homstad about the proper and safe way to clean up bodily fluids. We completed required safety training videos and heard a presentation from River City Domestic Violence Center about their services. In addition, we spent time brainstorming and planning summer events. We will be working with the theme "Oceans of Possibilities". One board member was able to join us for part of the day. As we have started the next cycle for accreditation, it was great to start off the year by meeting some training requirements. We have had our share of employees out due to sickness. Staff have been excellent in helping to cover open shifts. We are looking forward to having Dana return on January 31.

Upcoming projects and activities include completion of the annual report required by the State Library and continuation of our Adult 101 series. Gregg Homstad will be sharing home maintenance hacks for transitioning into spring.

6) Information Services Department Update

We have signed off on the design service for the refresh of the City's website, the new design will be built out over the next few months and we hope to have the site live by this summer. We are continuing to work on the Library and City Hall wiring projects and hope to wrap up the data wiring at the Library in the next few weeks.

7) Finance Department Update

The Finance Office continues to work on 2021 end of fiscal year activities. Employee W-2 Wage and Tax Statement forms were sent out on January 14th. There were 323 W-2s issued for 2021 compared to 283 for 2020. Work continues on the Affordable Care Act (ACA) 1095-C health insurance documents for fulltime, covered employees as well as vendor 1099 tax forms that will be issued on or before January 31st to the applicable vendors who have provided services over the past year.

Finance has begun preparations for the City's 2022 municipal election set for Tuesday, April 12, 2022. Notice of Vacancies for the election are being published on January 19 and 25. Friday, January 28th is the first day that interested parties may circulate nominating petitions. Commissioners whose terms expire in May are Mason Schramm, Amy Miner, and Jerry Webber. 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 be a registered voter within the city. Petitions may be picked up at the City Finance Office at 416 Walnut or obtained online at the Secretary of State's website. The deadline for filing nominating petitions is Friday, February 25 at 5:00 p.m.

On April 4, 2022, the federal government will stop using DUNS numbers and start using new Unique Entity Identifiers (UEI) as the primary means of identifying entities registered for federal awards government-wide in the System for Award Management (SAM). The City of Yankton is already registered so a UEI has already been assigned. SAM registration will continue to require annual renewal.

On January 6, 2022, the U.S. Department of the Treasury issue the Final Rule for the State and Local Fiscal Recovery Funds (SLFRF) program, enacted as part of the American Rescue Plan. This does not change our allocation amount; however, it does provide state and local governments with increased flexibility to pursue a wider range of uses. To view this final rule, please visit <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units>.

Please see the enclosed Monthly Finance Report for December and Revenues and Expenditures Report for Fourth Quarter 2021.

8) Environmental Services Department Update

The wastewater collection staff has been taking advantage of the periods of warm weather to flush and clean sewers. Staff have a list of troubled areas that we try and clean and maintain once a month. Long stretches of cold weather sometimes prevent staff from being able to maintain these areas monthly.

Distribution staff have been busy this fall and winter with 5 main breaks. The breaks have been consistent with ground movement and shifting. It is unusual to see this much ground movement with the limited amount of frost in the ground at this time. Staff believes the extreme dry conditions may be causing some of the issues.

Staff continue to work with South Dakota Department of Agriculture and Natural Resources on environmental funding. Based on the current information the American Rescue Plan funds will be capped at roughly \$50 million in total project cost for the city of Yankton. The city would receive 30% grant of projects cost for anything \$50 million and less. Project cost that exceed \$50 million would not be eligible for grant funds and would 100% SRF loan. Staff estimates that the final funding application will be roughly \$50 million.

9) Fire Department Update

Tom Kurtenbach's last day, as Fire Chief, was Friday, January 14th. We had a retirement party for him on that afternoon, to thank him for all of the years he has committed to keeping Yankton safe. His leadership will be hard to replace.

2022 has been an active year, so far, for the Yankton Fire Department. We already have had three structure fires. Only one of the three ended with significant damage. Thankfully, the occupants of the

one structure were notified by a fire detector and were able to safely exit the house. This is a good reminder to check your own detectors.

10) Monthly reports

Joint Powers Solid Waste 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

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

- After discussing the rentals and outside use of school facilities, rentals began again on September 7, 2021. This will be subject to change as the school monitors the COVID situation in our community and in the schools.

- SAC member attendance for January 1-15 – 1,668 visits
(2021- 1,020, 2020- 3,225 visits, 2019- 3,646 visits, 2018- 3,763 visits)
- New Members Joined– 59
(2021- 52 people, 2020- 42 people, 2019- 55 new members, 2018- 59 people)

- **Summit Activities Center Membership Information:**

- Active & Fit/Renew Active/Silver Sneakers – 41
- City of Yankton Single – 48
- Firefighter Single - 28
- 10 Use Punch card – 49
- Individual Annual – 234
- Individual Corporate – 23
- Individual EFT – 45
- Individual Monthly – 231
- Radio Single – 24

Total # of Active Members – 723

- The SAC resumed open swims on the weekends beginning October 2. Staffing of lifeguards is a challenge. Open swim hours are from Noon to 3:00pm
- There will be access to the auxiliary gym for all ages as long as there is not a school sponsored activity taking place in the auxiliary gym.
- Monday, January 3- SAC Member registration for winter swim lessons.
- Tuesday, January 4- Winter swim lesson registration online opened at 11:00am.

- Registration is currently taking place for winter swim lessons at the Summit Activities Center.

- Prime Time Senior Class- 34 participants
- Tabata- 41 participants
- Water Aerobics Class- 71 participants
- Work Out Express- 14 participants
- Zumba- 10 participants
- Birthday party rentals at the SAC- 4 rentals.
- Auxiliary Gym/Main Gym rentals- 0 rentals.
- Theater Rentals- 0 hours.
- Meeting Room Rentals- 3 hours.
- City Hall Rentals- 17 hours.

Capital Building Rentals

- Days Rented – 1 Dates

Park Shelter Rentals

- Riverside- 0 Rentals
- Memorial – 0 Rentals
- Westside – 0 Rentals
- Rotary – 0 Rentals
- Sertoma – 0 Rentals
- Tripp – 0 Rentals
- Meridian Bridge – 0 Rentals

Brittany LaCroix has begun evaluating musical acts for the 2022 season of Music at the Meridian. Brittany is planning Saturdays in the Park for the summer of 2022.

Brittany is working on the fireworks order for July 4. Brittany is planning on having the fireworks display from the upper deck of the Meridian Bridge.

Brittany LaCroix and the City's IT Department are working to create an on-line electronic application for special events.

Todd will coordinate the Dive-In Yankton pledge invoices for 2022 and also send the tax receipts letter for the 2021 donations over \$250.

PARKS

The Parks Department has been trying to make outdoor ice for ice skating. Ice was available at both Tripp Park and Sertoma Park. With the warm temperatures again in January, the ice at Tripp Park isn't fit for skating. The ice at Sertoma Park is holding up reasonably well. The Parks Staff will continue to flood the rink Sertoma Park.

The Parks Department is beginning to prepare for 2022 Capital purchases.

The Parks Department is working with the Street Department to take down dead, diseased, or hazardous trees on City property and in street ROW's. Parks staff are trimming trees in parks and green spaces maintained by the City. The Street Department helps in this effort with large limbs. Ash trees are being removed also as a part of the Emerald Ash Borer Mitigation Plan for ROW's, boulevards, and City owned property. The goal is to take approximately 100 Ash trees each year for six years to avoid having to take down an overwhelming number of Ash trees once the EAB is in our area.

The Parks, Trails, and Cemetery staff remove snow and ice as needed from City properties or public right-of-ways.

CITY OF YANKTON
Revenues and Expenditures

	01Oct2021 31Dec2021	01Oct2020 31Dec2020	YTD 2021	YTD 2020
101 General Fund				
Revenues	5,383,235.31	7,847,188.20	13,543,877.93	16,612,112.68
Expenditures	3,047,945.35	3,334,820.16	10,247,212.56	10,624,766.29
201 Parks				
Revenues	18,145.45	21,744.55	36,572.13	43,356.49
Expenditures	517,801.29	473,914.97	1,566,496.87	1,584,802.90
202 Memorial Pool				
Revenues	47,757.05	20,638.38	608,134.05	21,067.00
Expenditures	517,550.79	468,922.73	1,532,645.65	936,859.13
203 Summit Activity Center				
Revenues	42,495.19	(87,738.59)	212,698.78	149,030.11
Expenditures	154,610.03	215,633.84	625,078.56	661,462.91
204 Marne Creek				
Revenues				166,265.02
Expenditures	123,374.54	84,281.45	660,479.73	322,360.75
205 Casualty Reserve				
Revenues	55.28	57.09	167.54	391.09
Expenditures				1,993.00
207 Bridge and Street				
Revenues	10,926.02	10,937.63	22,100.05	22,896.73
Expenditures	8,718.96	15,439.32	16,230.19	15,439.32
208 911/Dispatch				
Revenues	54,995.94	480,347.58	119,379.67	562,009.04
Expenditures	176,537.66	286,610.36	619,143.38	730,739.97
209 Business Improvement District				
Revenues	38,965.17	36,396.66	128,835.39	111,387.48
Expenditures			100,231.52	15,912.46
211 Lodging Sales Tax				
Revenues	281,411.84	210,853.28	721,529.38	626,891.84
Expenditures	129,336.73	146,481.42	656,518.09	530,893.58
241 Infrastructure Improvement				
Revenue	309.85	14,677.96	4,297.04	69,877.84
Expenditures				
501-504 Improvements/Capital				
Revenues	164,769.52	3,891,738.46	649,023.11	3,961,370.22
Expenditures	144,947.10	596,738.86	298,972.84	4,685,726.87
505 Huether Family Aquatic Center				
Revenues	7,364.05	213,216.14	231,810.70	458,958.17
Expenditures		3,977,398.51	4,416,024.77	7,593,296.29
506 Special Capital Improvements				
Revenues	1,588,703.91	1,510,374.27	5,102,394.07	4,870,028.07
Expenditures	1,146,730.14	1,065,581.72	1,783,718.26	2,615,033.90
509 TID #2 Morgan Square				
Revenues		20,682.84		41,365.68
Expenditures				4,984.07
510 TID #5 Menards				
Revenues	82,218.53	73,002.31	173,432.87	147,360.29
Expenditures				
511 TID #6 Westbrook Estates				
Revenues	72,995.37	140,534.45	340,320.59	301,067.51
Expenditures		145,992.93	181,364.26	300,583.37
512 TID #7 West 10th Street				
Revenues	16,415.21	11,702.12	42,631.30	23,724.33
Expenditures		11,702.12	26,216.09	23,724.33
513 TID #8 Westbrook Phase 2				
Revenues	17,056.25	1,512.81	57,110.56	38,190.70
Expenditures		18,172.66	32,600.92	18,172.66

CITY OF YANKTON
Revenues and Expenditures

	01Oct2021 31Dec2021	01Oct2020 31Dec2020	YTD 2021	YTD 2020
601-608 Water				
Revenues	1,836,179.78	1,880,165.69	7,863,814.29	9,095,725.61
Expenditures	1,075,472.73	544,046.80	6,947,622.31	6,543,494.45
611 Wastewater				
Revenues	1,089,126.25	1,441,298.07	4,356,010.90	4,542,144.03
Expenditures	1,585,907.71	1,670,849.97	4,805,115.46	3,816,014.41
621 Cemetery				
Revenues	4,879.17	5,769.43	27,124.70	21,978.26
Expenditures	29,326.02	28,145.74	107,388.34	105,193.71
631 Solid Waste Collection				
Revenues	330,972.34	359,073.79	1,318,168.67	1,311,114.25
Expenditures	420,613.07	468,554.59	1,250,237.27	1,247,632.88
637 Joint Powers Landfill				
Revenues	411,138.18	407,813.66	1,672,043.49	1,521,689.26
Expenditures	499,438.26	453,608.92	1,669,899.89	1,602,195.18
641 Fox Run Golf Course				
Revenues	10,000.02	24,057.65	40,000.08	54,057.71
Expenditures	15,760.36	(46,658.16)	128,186.64	130,966.97

FINANCE MONTHLY REPORT

Activity	DECEMBER 2021	DECEMBER 2020	DEC 2021 YTD	DEC 2020 YTD
UTILITY BILLING:				
Water				
Water Sold (in gallons per 1,000)	42,216 M	39,725 M	755,160 M	710,124 M
Water Billed	\$487,211.97	\$470,012.82	\$7,584,716.03	\$7,141,773.17
Basic Water Fee/Rate per 1000 gal.	\$27.51/6.30	\$27.51/6.30		
Number of Accounts Billed	5,521	5,486	66,398	65,784
Number of Bills Mailed	5,521	5,486	66,398	65,784
Total Meters Read	5,901	5,837	70,422	69,989
Meter Changes/pulled	3	3	72	56
Total Days Meter Reading	1	1	12	12
Misreads found prior to billing	0	0	0	0
Customers requesting Rereads	0	0	1	0
Sewer				
Sewer Billed	\$345,765.91	\$343,545.50	\$4,333,466.51	\$4,150,347.98
Basic Sewer Fee/Rate per 1000 gal.	\$11.22/\$6.80	\$11.22/6.80		
Solid Waste				
Solid Waste Billed	\$108,868.04	\$107,993.00	\$1,303,043.80	\$1,260,067.47
Basic Solid Waste Fee	\$23.61	\$23.61		
Tax Billed	\$7,035.99	\$6,979.26	\$84,213.59	\$81,639.35
Misc. Billed	\$660.00	\$720.00	\$16,307.98	\$18,208.00
Total Utility Billing:	\$949,541.91	\$929,250.58	\$13,321,747.91	\$12,652,035.97
Adjustment Total:	(\$162.42)	(\$50.00)	(\$2,487.74)	(\$7,779.61)
Misread Adjustments	\$0.00	\$0.00	(\$739.60)	\$0.00
Other Adjustments	(\$172.42)	\$0.00	(\$923.14)	(\$4,209.61)
Penalty Adjustments OFF	(\$30.00)	(\$60.00)	(\$1,095.00)	(\$3,820.00)
Penalty Adjustments ON	\$40.00	\$10.00	\$270.00	\$250.00
New Accounts/Connects	68	66	957	1,014
Accounts Finaled/Disconnects	139	138	968	929
New Accounts Set up	3	2	67	56
Delinquent Notices	371	420	4,408	4,995
Doorknockers	156	164	1,565	1,874
Delinquent Call List	94	85	834	1,129
Notice of Termination Letters	10	42	165	225
Shut-off for Non-payment	7	7	88	93
Delinquent Notice Penalties	\$3,710.00	\$4,200.00	\$44,080.00	\$49,950.00
Doorknocker Penalties	\$0.00	\$0.00	\$14,090.00	\$17,100.00
Other Office Functions:				
Interest Income	\$17,574.91	\$17,694.85	\$198,739.58	\$450,067.24
Interest Rate-Checking Account	0.40%	0.40%		
Interest Rate-CDs	N/A	N/A		
# of Monthly Vendor Checks	156	160		
Payments Issued to Vendors	\$2,947,535.65	\$ 1,876,206.07	\$29,164,359.47	\$36,260,217.91
# of Employees on Payroll	186	168		
Monthly Payroll*	\$466,435.22	\$ 438,093.38	\$6,324,948.79	\$5,713,599.43

January 2022

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7 Send Notice of Vacancy to P&D	8
9	10 Commission Meeting	11	12	13	14	15
16	17 Setup Synergy Graphics	18	19 Publish 1st Notice of Vacancy 9-13-6	20	21	22
23	24 Commission Meeting	25 Publish 2nd Notice of Vacancy 9-13-6	26	27	28 1st day to circulate Nominating Petitions	29
30	31					

February 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Commission Meeting	15	16	17	18	19
20	21 Holiday—Closed	22 Call Election Workers this week.	23	24	25 Petitions & Candidate Financial Interest Statements Due 12-25-30 9-13-7	26
27	28 Commission Meeting Draw for Candidate ballot order at 12:00					

March 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1 Send Notice of Voter Registration to P&D	2	3	4 Mail Notice to Election Officials	5
6	7	8 1st Notice of Voter Registration 12-4-5.2	9	10	11	12
13	14 Commission Meeting	15	16 2nd Notice of Voter Registration 12-4-5.2	17	18	19
20	21	22 Send Notice of Election w/Facsimile of ballot & test tab. Equipment to P & D	23	24	25	26
27	28 Commission Meeting *Deadline for Voter Registration 12-4-5 *Absentee Voting	29 1st Notice of Election w/Facsimile of ballot & test tab. equipment 9-13-13 & 12-17 B-5	30	31		

April 2022

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5 2nd Notice of Election w/Facsimile of ballot & test tab. equipment. 9-13-13 & 12-17 B-5	6	7	8 Ballot equipment testing with County Auditor	9
10	11 Commission Meeting Last day of Absentee Voting.	12 Election Day: Polls Open 7am-7pm 3 PM deadline to 	13	14	15	16
17	18	19 Deadline for Canvass	20	21	22	23
24	25 Commission Meeting	26	27	28	29	30

Joint Powers Solid Waste Authority
Financial Report Thru December 31, 2021

Description	Yankton Transfer	Vermillion Landfill	Total Joint	12 Month Budget	Legal 2021 Budget
Joint Power Transfer/Landfill					
<i>Total Revenue</i>	\$1,606,423.03	\$1,120,873.42	\$2,727,296.45	\$2,428,980.00	\$2,428,980.00
<i>Expenses:</i>					
Personal Services	335,390.25	377,589.98	712,980.23	761,223.00	761,223.00
Operating Expenses	253,109.40	315,876.28	568,985.68	875,450.00	875,450.00
Depreciation (est)	161,730.48	254,657.58	416,388.06	433,196.00	433,196.00
Trench Depletion	0.00	168,813.70	168,813.70	226,000.00	226,000.00
Closure/Postclosure Resrv	0.00	9,143.06	9,143.06	25,000.00	25,000.00
Amortization of Permit	0.00	2,006.28	2,006.28	1,335.00	1,335.00
<i>Total Operating Expenses</i>	750,230.13	1,128,086.88	1,878,317.01	2,322,204.00	2,322,204.00
<i>Non Operating Expense-Interest</i>	9,362.05	38,751.28	48,113.33	65,614.00	65,614.00
<i>Landfill Operating Income</i>	846,830.85	(45,964.74)	800,866.11	41,162.00	41,162.00
Joint Recycling Center					
<i>Total Revenue</i>	0.00	174,287.32	174,287.32	95,500.00	95,500.00
<i>Expenses:</i>					
Personal Services	0.00	230,154.73	230,154.73	237,033.00	237,033.00
Operating Expenses	0.00	142,937.85	142,937.85	123,100.00	123,100.00
Depreciation (est)	0.00	28,622.28	28,622.28	37,500.00	37,500.00
<i>Total Operating Expenses</i>	0.00	401,714.86	401,714.86	397,633.00	397,633.00
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
<i>Recycling Operating Income</i>	0.00	(227,427.54)	(227,427.54)	(302,133.00)	(302,133.00)
<i>Total Operating Income</i>	\$846,830.85	(\$273,392.28)	\$573,438.57	(\$260,971.00)	(\$260,971.00)
Tonage in Trench:	12/31/2020	12/31/2021			
Asbestos	100.32	126.34	126.34	50.00	50.00
Centerville	222.93	347.70	347.70	1,100.00	1,100.00
Beresford	1,423.14	0.00	0.00	1,400.00	1,400.00
Clay County Garbage	14,572.01	15,336.86	15,336.86	14,500.00	14,500.00
Elk Point	1,137.11	1,112.98	1,112.98	260.00	260.00
Yankton County Garbage	24,522.12	24,635.44	24,635.44	23,900.00	23,900.00
<i>Total Tonage in Trench</i>	41,977.63	41,559.32	41,559.32	41,210.00	41,210.00
Operating Cost per ton			\$45.20	\$57.94	\$57.94

This report is based on the following:

Revenue accrual thru December 31, 2021

Expenses cash thru December 31, 2021

Joint Powers Solid Waste Authority
Financial Report Thru December 31, 2021

Description	Yankton Transfer	Vermillion Landfill	Total Joint	12 Month Budget	Legal 2021 Budget
Source of Funds					
<i>Beginning Balance</i>	(\$552,370.00)	\$2,257,455.00	\$1,705,085.00	\$1,705,085.00	\$1,705,085.00
<i>Operating Revenue:</i>					
Net Income	846,830.85	(273,392.28)	573,438.57	(260,971.00)	(260,971.00)
Depreciation	161,730.48	283,279.86	445,010.34	470,696.00	470,696.00
Trench Depletion	0.00	168,813.70	168,813.70	226,000.00	226,000.00
Amortization of Permit	0.00	2,006.28	2,006.28	1,335.00	1,335.00
<i>Non Operating Revenue:</i>					
Grant	60,000.00	514,620.15	574,620.15	500,000.00	500,000.00
Loan Proceeds	0.00	1,181,232.00	1,181,232.00	1,500,000.00	1,500,000.00
Contributed Capital	0.00	3,770.00	3,770.00	10,000.00	10,000.00
Sale Proceeds	5,615.00	0.00	5,615.00	49,500.00	49,500.00
Comp. for Loss & Damage	0.00	0.00	0.00	0.00	0.00
Fire Related Expenses	0.00	0.00	0.00	0.00	0.00
Interest	5.46	6,492.23	6,497.69	21,200.00	21,200.00
<i>Cash Flow Transfer:</i>					
Joint Power Transfer/Landfill	(842,204.14)	842,204.14	0.00	1,734,000.00	1,734,000.00
Joint Recycling Center	0.00	0.00	0.00	0.00	0.00
<i>Total Funds Available</i>	<u>(320,392.35)</u>	<u>4,986,481.08</u>	<u>4,666,088.73</u>	<u>5,956,845.00</u>	<u>5,956,845.00</u>
Application of Funds Available					
<i>Joint Power Transfer/Landfill</i>					
Equipment	84,164.92	22,504.72	106,669.64	482,000.00	482,000.00
Trench	0.00	0.00	0.00	0.00	0.00
Closure/Postclosure Cash Res.	0.00	9,143.06	9,143.06	25,000.00	25,000.00
<i>Joint Recycling Center</i>					
Equipment	0.00	554,391.94	554,391.94	43,000.00	43,000.00
<i>Payment Principal</i>	63,613.57	93,595.92	157,209.49	157,210.00	157,210.00
<i>Appropriation to Reserve</i>	0.00	0.00	0.00	0.00	0.00
<i>Total Applied</i>	<u>147,778.49</u>	<u>679,635.64</u>	<u>827,414.13</u>	<u>707,210.00</u>	<u>707,210.00</u>
<i>Ending Balance</i>	<u>(\$468,170.84)</u>	<u>\$4,306,845.44</u>	<u>\$3,838,674.60</u>	<u>\$5,249,635.00</u>	<u>\$5,249,635.00</u>

Joint Powers Solid Waste Authority
Financial Report Thru December 31, 2021

Joint Power Transfer/Landfill Description	Yankton Transfer	Vermillion Landfill	Total Joint	12 Month Budget	Legal 2021 Budget
<i>Revenue: (accrual)</i>					
Asbestos	\$0.00	\$8,217.03	\$8,217.03	\$6,000.00	\$6,000.00
Elk Point	0.00	57,952.55	57,952.55	62,400.00	\$62,400.00
Centerville	0.00	18,076.10	18,076.10	13,780.00	13,780.00
Beresford	0.00	0.00	0.00	72,500.00	72,500.00
Clay County Garbage	0.00	849,671.02	849,671.02	821,600.00	821,600.00
Compost-Yd Waste-Wood	0.00	11,109.80	11,109.80	9,500.00	9,500.00
Contaminated Soil	0.00	66,452.84	66,452.84	5,000.00	5,000.00
White Goods	0.00	19,787.89	19,787.89	6,000.00	6,000.00
Tires	0.00	8,890.83	8,890.83	4,000.00	4,000.00
Electronics	0.00	1,878.70	1,878.70	6,000.00	6,000.00
Other Revenue	4.51	78,836.66	78,841.17	15,100.00	15,100.00
Cash long	(0.20)	0.00	(0.20)	0.00	0.00
Rubble	58,864.65	0.00	58,864.65	52,000.00	52,000.00
Transfer Fees	1,537,791.21	0.00	1,537,791.21	1,350,000.00	1,350,000.00
Metal	9,762.86	0.00	9,762.86	5,000.00	5,000.00
Other Operational - Solid Waste	0.00	0.00	0.00	100.00	100.00
Total Revenue	1,606,423.03	1,120,873.42	2,727,296.45	2,428,980.00	2,428,980.00
<i>Expenses: (cash)</i>					
Personal Services	335,390.25	377,589.98	712,980.23	761,223.00	761,223.00
Insurance	21,041.42	16,826.57	37,867.99	30,025.00	30,025.00
Professional Service/Fees	25,822.45	12,067.42	37,889.87	132,000.00	132,000.00
Non Professional Fees	0.00	0.00	0.00	0.00	0.00
Processing- Reduction	0.00	7,019.41	7,019.41	10,000.00	10,000.00
State Fees	0.00	41,559.32	41,559.32	46,500.00	46,500.00
Professional - Legal/Audit	1,696.20	0.00	1,696.20	2,750.00	2,750.00
Publishing & Advertising	0.00	1,606.57	1,606.57	3,300.00	3,300.00
Rental	0.00	0.00	0.00	500.00	500.00
Hauling fee	0.00	0.00	0.00	0.00	0.00
Equipment repair	2,469.84	53,444.14	55,913.98	61,000.00	61,000.00
Motor vehicle repair	0.00	780.56	780.56	24,000.00	24,000.00
Vehicle fuel & maintenance	118,319.51	59,622.59	177,942.10	207,000.00	207,000.00
Equip, Mat'l & Labor	46,136.85	0.00	46,136.85	65,000.00	65,000.00
Building repair	2,969.75	2,285.64	5,255.39	24,000.00	24,000.00
Facility repair & maintenance	0.00	14,157.27	14,157.27	35,000.00	35,000.00
Postage	528.26	7.20	535.46	850.00	850.00
Office supplies	538.99	1,415.11	1,954.10	3,500.00	3,500.00
Copy supplies	151.60	331.82	483.42	375.00	375.00
Uniforms	278.33	8,371.55	8,649.88	5,500.00	5,500.00
Small Tools & Hardware	110.18	0.00	110.18	250.00	250.00
Travel & Training	0.00	3,727.39	3,727.39	4,500.00	4,500.00
Operating supply	3,223.05	73,166.60	76,389.65	147,600.00	147,600.00
Electricity	7,775.54	16,328.84	24,104.38	31,000.00	31,000.00
Heating Fuel - Gas	17,614.02	0.00	17,614.02	32,500.00	32,500.00
Water	2,215.74	1,669.20	3,884.94	3,500.00	3,500.00
WW service	874.48	0.00	874.48	1,300.00	1,300.00
Landfill	283.32	0.00	283.32	300.00	300.00
Telephone	1,059.87	1,489.08	2,548.95	3,200.00	3,200.00
Depreciation (est)	161,730.48	254,657.58	416,388.06	433,196.00	433,196.00
Trench Depletion		168,813.70	168,813.70	226,000.00	226,000.00
Closure/Postclosure Resrv		9,143.06	9,143.06	25,000.00	25,000.00
Amortization of Permit		2,006.28	2,006.28	1,335.00	1,335.00
Total Op Expenses	750,230.13	1,128,086.88	1,878,317.01	2,322,204.00	2,322,204.00

Joint Powers Solid Waste Authority
Financial Report Thru December 31, 2021

Joint Power Transfer/Landfill Description	Yankton Transfer	Vermillion Landfill	Total Joint	12 Month Budget	Legal 2021 Budget
<i>Non Operating Expense-Interest</i>	9,362.05	38,751.28	48,113.33	65,614.00	65,614.00
<i>Bond Issuance Costs</i>	0.00	14,000.00	\$14,000.00	0.00	0.00
<i>Operating Income (Loss)</i>	\$846,830.85	(\$59,964.74)	\$786,866.11	\$41,162.00	\$41,162.00
<i>Capital:</i>					
Capital Outlay	\$84,164.92	\$22,504.72	\$106,669.64	\$482,000.00	\$482,000.00
Landfill Development	0.00	1,468,044.35	1,468,044.35	2,525,000.00	\$2,525,000.00
Capital Lease	0.00	0.00	0.00	0.00	\$0.00
<i>Total Capital Expenditures</i>	\$84,164.92	\$1,490,549.07	\$1,574,713.99	\$3,007,000.00	\$3,007,000.00
<i>Grant Reimbursement</i>	\$60,000.00	\$0.00	\$60,000.00	\$500,000.00	\$500,000.00
<i>Federal Grant thru State</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Sale Proceeds	\$5,615.00	\$0.00	\$5,615.00	\$49,500.00	\$49,500.00
<i>Cash Flow Transfer</i>	(\$842,204.14)	\$842,204.14	\$0.00	\$0.00	\$0.00
<i>Tonage in Trench:</i>					
Asbestos		126.34	126.34	50.00	50.00
Beresford		0.00	0.00	1,400.00	1,400.00
Centerville Garbage		347.70	347.70	1,100.00	1,100.00
Clay County Garbage		15,336.86	15,336.86	14,500.00	14,500.00
Elk Point		1,112.98	1,112.98	260.00	260.00
Yankton County Garbage		24,635.44	24,635.44	23,900.00	23,900.00
<i>Total Tonage in Trench</i>		41,559.32	41,559.32	41,210.00	41,210.00
Operating Cost per ton			\$45.20	\$57.94	\$57.94

Joint Recycling Center Description	Yankton Transfer	Vermillion Center	Total Joint	12 Month Budget	Legal 2021 Budget
<i>Revenue:</i>					
Tipping Fees	\$0.00	0.00	\$0.00	0.00	0.00
Metal/Tin	0.00	3,757.25	3,757.25	2,500.00	2,500.00
Plastic	0.00	17,790.83	17,790.83	15,000.00	15,000.00
Aluminum	0.00	33,605.10	33,605.10	16,000.00	16,000.00
Newsprint	0.00	6,669.53	6,669.53	9,000.00	9,000.00
Cardboard	0.00	101,009.40	101,009.40	40,000.00	40,000.00
High Grade Paper	0.00	6,113.68	6,113.68	5,000.00	5,000.00
Other Material	0.00	5,341.53	5,341.53	8,000.00	8,000.00
Contributions/Operating Grants	0.00	0.00	0.00	0.00	0.00
Total Revenue	0.00	174,287.32	174,287.32	95,500.00	95,500.00
<i>Expenses:</i>					
Personal Services	0.00	230,154.73	230,154.73	237,033.00	237,033.00
Insurance	0.00	1,793.44	1,793.44	2,400.00	2,400.00
Professional Service/Fees	0.00	1,529.35	1,529.35	3,000.00	3,000.00
Hazardous Waste Collection	0.00	54,380.43	54,380.43	40,000.00	40,000.00
Professional-Legal	0.00	0.00	0.00	0.00	0.00
Publishing & Advertising	0.00	508.45	508.45	1,500.00	1,500.00
Rental	0.00	0.00	0.00	0.00	0.00
Equipment repair	0.00	12,643.69	12,643.69	9,500.00	9,500.00
Vehicle repair & maintenance	0.00	156.79	156.79	1,000.00	1,000.00
Vehicle fuel	0.00	5,527.62	5,527.62	5,000.00	5,000.00
Building repair & maintenance	0.00	7,219.25	7,219.25	2,500.00	2,500.00
Postage	0.00	1.79	1.79	100.00	100.00
Freight	0.00	13,140.00	13,140.00	17,500.00	17,500.00
Office supplies	0.00	976.85	976.85	1,000.00	1,000.00
Uniforms	0.00	367.14	367.14	750.00	750.00
Materials Purchases	0.00	7,440.16	7,440.16	4,500.00	4,500.00
Travel & Training	0.00	1,587.72	1,587.72	1,500.00	1,500.00
Operating Supplies	0.00	7,748.54	7,748.54	10,000.00	10,000.00
Copy Supply	0.00	193.12	193.12	200.00	200.00
Electricity	0.00	9,551.85	9,551.85	6,500.00	6,500.00
Heating Fuel-Gas	0.00	4,733.07	4,733.07	4,750.00	4,750.00
Water	0.00	343.55	343.55	650.00	650.00
WW service	0.00	882.32	882.32	1,200.00	1,200.00
Telephone	0.00	755.76	755.76	850.00	850.00
Revenue Sharing	0.00	11,456.96	11,456.96	8,700.00	8,700.00
Depreciation (est)	0.00	28,622.28	28,622.28	37,500.00	37,500.00
Total Op Expenses	0.00	401,714.86	401,714.86	397,633.00	397,633.00
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
Operating Income (Loss)	\$0.00	(\$227,427.54)	(\$227,427.54)	(\$302,133.00)	(\$302,133.00)
Capital Outlay	\$0.00	\$554,391.94	\$554,391.94	\$43,000.00	\$43,000.00
Grant Reimbursement/Donations	\$0.00	\$514,620.15	\$514,620.15	\$0.00	\$0.00
Cash Flow Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

This report is based on the following:

Revenue accrual thru December 31, 2021

Expenses cash thru December 31, 2021

2021 Joint Powers Total Operations Recap

Month	Yankton Transfer	Vermillion Landfill	Total	Total Tons	\$ per ton	Recycling			Yankton Operations	Vermillion Operations	Total Operations
						Yankton	Vermillion	Total			
January	56,709.25	(9,505.22)	47,204.03	2,930.57	42.77	0.00	(20,006.67)	(20,006.67)	56,709.25	(29,511.89)	27,197.36
February	39,107.65	(24,992.21)	14,115.44	2,597.99	56.15	0.00	(9,001.94)	(9,001.94)	39,107.65	(33,994.15)	5,113.50
Subtotal	95,816.90	(34,497.43)	61,319.47	5,528.56	49.06	0.00	(29,008.61)	(29,008.61)	95,816.90	(63,506.04)	32,310.86
March	29,967.13	(12,358.01)	17,609.12	3,422.39	54.25	0.00	(21,855.15)	(21,855.15)	29,967.13	(34,213.16)	(4,246.03)
Subtotal	125,784.03	(46,855.44)	78,928.59	8,950.95	51.04	0.00	(50,863.76)	(50,863.76)	125,784.03	(97,719.20)	28,064.83
April	70,092.48	(14,572.71)	55,519.77	3,945.20	49.62	0.00	(28,938.30)	(28,938.30)	70,092.48	(43,511.01)	26,581.47
Subtotal	195,876.51	(61,428.15)	134,448.36	12,896.15	50.62	0.00	(79,802.06)	(79,802.06)	195,876.51	(141,230.21)	54,646.30
May	94,234.06	6,375.45	100,609.51	3,531.49	34.63	0.00	(58,638.32)	(58,638.32)	94,234.06	(52,262.87)	41,971.19
Subtotal	290,110.57	(55,052.70)	235,057.87	16,427.64	46.89	0.00	(138,440.38)	(138,440.38)	290,110.57	(193,493.08)	96,617.49
June	83,519.55	21,955.17	105,474.72	3,988.93	37.98	0.00	(17,485.33)	(17,485.33)	83,519.55	4,469.84	87,989.39
Subtotal	373,630.12	(33,097.53)	340,532.59	20,416.57	45.15	0.00	(155,925.71)	(155,925.71)	373,630.12	(189,023.24)	184,606.88
July	105,144.62	24,190.95	129,335.57	3,690.02	35.91	0.00	(10,780.02)	(10,780.02)	105,144.62	13,410.93	118,555.55
Subtotal	478,774.74	(8,906.58)	469,868.16	24,106.59	43.74	0.00	(166,705.73)	(166,705.73)	478,774.74	(175,612.31)	303,162.43
August	93,359.50	35,142.83	128,502.33	3,709.89	39.40	0.00	5,702.46	5,702.46	93,359.50	40,845.29	134,204.79
Subtotal	572,134.24	26,236.25	598,370.49	27,816.48	43.20	0.00	(161,003.27)	(161,003.27)	572,134.24	(134,767.02)	437,367.22
September	85,630.71	10,001.62	95,632.33	3,711.76	43.21	0.00	(17,297.97)	(17,297.97)	85,630.71	(7,296.35)	78,334.36
Subtotal	657,764.95	36,237.87	694,002.82	31,528.24	43.20	0.00	(178,301.24)	(178,301.24)	657,764.95	(142,063.37)	515,701.58
October	58,122.07	(18,421.89)	39,700.18	3,322.57	57.14	0.00	(16,654.56)	(16,654.56)	58,122.07	(35,076.45)	23,045.62
Subtotal	715,887.02	17,815.98	733,703.00	34,850.81	44.53	0.00	(194,955.80)	(194,955.80)	715,887.02	(177,139.82)	538,747.20
November	64,900.80	11,874.82	76,775.62	3,623.27	46.79	0.00	(6,477.72)	(6,477.72)	64,900.80	5,397.10	70,297.90
Subtotal	780,787.82	29,690.80	810,478.62	38,474.08	44.74	0.00	(201,433.52)	(201,433.52)	780,787.82	(171,742.72)	609,045.10
December	75,405.08	(36,904.26)	38,500.82	3,085.24	50.84	0.00	(25,994.02)	(25,994.02)	75,405.08	(62,898.28)	12,506.80
Subtotal	856,192.90	(7,213.46)	848,979.44	41,559.32	45.20	0.00	(227,427.54)	(227,427.54)	856,192.90	(234,641.00)	621,551.90

1/19/2022

City of Yankton Transfer Station
Landfill Tons

Date	City	Licensed Haulers				Sub-Total	All Other	Total Transfer
	Compactors (577)	Janssen (547)	Arts (586)	Loren Fischer (648)	Kortan (673)			
January 2020	253.65	560.86	456.43	103.53	25.07	1,145.89	383.30	1,782.84
February 2020	204.40	478.16	362.72	75.64	20.00	936.52	417.36	1,558.28
March 2020	242.27	557.03	457.14	70.29	22.42	1,106.88	483.69	1,832.84
April 2020	281.79	531.81	488.59	70.67	24.67	1,115.74	599.76	1,997.29
May 2020	281.34	635.55	490.00	54.95	28.55	1,209.05	541.69	2,032.08
June 2020	282.67	612.60	440.23	78.61	25.93	1,157.37	895.50	2,335.54
July 2020	300.31	645.12	461.73	90.00	34.49	1,231.34	854.57	2,386.22
August 2020	284.33	592.83	438.87	81.42	27.50	1,140.62	818.92	2,243.87
September 2020	279.82	633.87	521.98	73.01	24.87	1,253.73	570.60	2,104.15
October 2020	268.16	599.32	497.65	85.75	31.21	1,213.93	571.74	2,053.83
November 2020	262.62	589.64	455.91	68.49	24.26	1,138.30	493.33	1,894.25
December 2020	284.79	574.48	477.91	65.28	27.70	1,145.37	470.55	1,900.71
2020 Total	3,226.15	7,011.27	5,549.16	917.64	316.67	13,794.74	7,101.01	24,121.90
January 2021	236.20	525.19	420.65	82.07	23.66	1,051.57	507.40	1,795.17
February 2021	209.71	469.53	428.60	52.03	28.90	979.06	375.91	1,564.68
March 2021	268.59	625.10	504.42	75.16	27.90	1,232.58	537.56	2,038.73
April 2021	278.20	645.30	524.53	64.28	35.94	1,270.05	884.36	2,432.61
May 2021	253.20	652.38	457.22	76.67	28.49	1,214.76	614.82	2,082.78
June 2021	291.90	749.78	530.93	85.89	33.61	1,400.21	562.06	2,254.17
July 2021	284.89	724.18	561.10	74.00	38.61	1,397.89	578.80	2,261.58
August 2021	292.03	674.93	536.59	77.66	34.27	1,323.45	592.98	2,208.46
September 2021	282.22	689.94	507.29	76.85	32.65	1,306.73	588.08	2,177.03
October 2021	257.29	665.67	491.96	63.53	38.04	1,259.20	555.98	2,072.47
November 2021	279.00	668.48	485.90	68.71	31.24	1,254.33	496.57	2,029.90
December 2021	283.07	570.11	445.12	84.57	38.20	1,138.00	432.06	1,853.13
2021 Total	3,216.30	7,660.59	5,894.31	881.42	391.51	14,827.83	6,726.58	24,770.71

CITY OF VERMILLION
LANDFILL TONS

	2021	Art's Garbage	City of Elk Point	Fischer Disposal	Loren Fischer	Herm's Sanitation	Turner County	Vermillion Garbage	Waste Mgmt of Sioux City	Other	2021 Tons
\$51.00 PER TON	Jan	26.78	80.53	177.08	491.69	23.71	20.96	58.58	125.47	110.82	1115.62
	Feb	27.53	75.95	163.93	401.90	21.21	22.79	53.88	167.56	78.31	1013.06
	Mar	12.87	102.80	228.01	605.13	30.59	28.11	64.98	170.23	116.10	1358.82
	April	38.29	95.35	208.06	592.76	48.35	26.63	62.06	211.00	259.65	1542.15
	May	29.03	92.80	240.31	664.31	42.35	35.57	60.34	188.88	190.19	1543.78
	June	10.99	92.29	214.10	770.61	54.73	41.94	51.76	186.03	339.63	1762.08
\$53.00 PER TON	July	22.00	96.64	213.24	528.51	46.06	39.74	46.21	177.70	73.47	1243.57
	Aug	32.62	103.66	247.46	570.97	52.15	32.74	71.74	172.08	205.96	1489.38
	Sept	46.10	99.21	229.47	621.38	36.07	14.75	85.56	180.12	176.37	1489.03
	Oct	-	83.70	220.79	533.32	35.35	35.15	61.13	227.63	111.91	1308.98
	Nov	9.16	96.44	277.77	536.71	45.65	34.48	65.84	224.22	315.73	1606.00
	Dec	9.40	93.61	228.93	519.25	31.98	14.84	72.70	208.72	91.87	1271.30
		264.77	1112.98	2649.15	6836.54	468.20	347.70	754.78	2239.64	2070.01	16743.77

	2020	Art's Garbage	City of Beresford	City of Elk Point	Fischer Disposal	Loren Fischer	Turner County	Vermillion Garbage	Waste Mgmt of Sioux City	Other	2020 Tons
\$49.00 PER TON	Jan	10.20	109.82	89.82	188.77	479.63	20.89	42.05	132.71	179.52	1253.41
	Feb	27.67	86.89	74.09	164.48	363.19	18.85	35.80	166.79	115.88	1053.64
	Mar	36.06	117.09	87.63	200.26	442.49	18.29	39.74	120.55	312.30	1374.41
	April	21.04	118.69	101.50	209.59	597.24	15.73	37.34	91.47	511.54	1704.14
	May	20.92	112.24	87.29	228.45	607.99	15.83	36.03	82.73	224.84	1416.32
	June	63.59	131.92	96.00	251.81	636.94	18.20	34.82	120.15	483.54	1836.97
	July	73.05	133.48	103.55	232.84	637.95	18.08	40.96	127.16	316.98	1684.05
	Aug	22.18	130.83	89.52	239.99	563.87	13.35	47.89	166.30	229.07	1503.00
	Sept	5.10	114.94	101.96	215.96	547.94	23.22	37.96	140.07	351.97	1539.12
	Oct	15.13	125.51	90.86	207.74	535.07	18.23	43.75	220.27	210.17	1466.73
	Nov	17.08	126.87	95.34	210.56	529.42	20.56	42.02	166.62	123.31	1331.78
	Dec	81.40	114.86	119.47	192.03	500.93	21.70	36.67	129.75	95.13	1291.94
		393.42	1423.14	1137.03	2542.48	6442.66	222.93	475.03	1664.57	3154.25	17455.51

December 2021	
YPD	
Calls For Service	
911 HANG UP	2
911 OPEN	3
ALARM	20
ALCOHOL	1
AMBULANCE	28
ANIMAL	42
ASSAULT	4
ASSIST	4
ATTEMPT TO LOCATE	1
BANK ALARM	1
BOND VIOLATION	1
BURGLARY BUSINESS	1
BURGLARY RESIDENTIAL	2
CHILD ABUSE	4
CHILD CUSTODY	1
CIVIL DISPUTE	19
CRIMINAL ENTRY OF MV	1
DEATH	3
DISORDERLY CONDUCT	23
DOMESTIC VIOLENCE	11
DRIVING COMPLAINT	15
DRIVING COMPLAINT 911	4
DRUG	8
ESCORT	11
EVENT STANDBY	1
EX PATRL	3
FAMILY OFFENSE	3
FIGHT	3
FIRE	4
FOREIGN AID	9
FORGERY	2
FRAUD	14
HARASS	16
HAZMAT	2
HIT&RUN	6
INFORMATION	14
INSPECT	3
JUV	19
K9 DEMO	1
LOCK DOWN DRILL	1
LOST & FOUND	4
MENTAL ILLNESS	15
MISC	1
MISSING PERSON	1
MOTOR ASSIST	8
NOISE COMPLAINT	14
OPN DOOR	1
PARKING	25
PAROLE/PROBATION	8
PROPERTY	7
PROTECTION ORDER	1
REQUEST	1
RUNAWAY	4
SAFETY TALK	6
SEX CRIME	8
SIG 2	25
SIGNAL 1 INJURY	3
SUICIDE	5
SUSP ACTIVITY	12
SUSPICIOUS PERSON/VEHICLE	43
THEFT	32
THREAT	6
TRAFFIC STOP	201
TRESPASS	10
TRUANCY	6
VANDALISM	13
VEHICLE/ROAD COMPLAINT	19
WALKAWAY	1
WARRANT	4
WEAPONS	2
WELFARE CHECK	45
Total	842

Adult Arrest
Individuals Arrested: 53
Of Charges: 80

Juvenile Arrest
Individuals Arrested: 6
Of Charges: 7

Total Citations: 99

December 2021

YPD

Activity Report

	GENERAL SUMMARY			
	THIS MONTH		Year To Date	
	This Year	Last Year	This Year	Last Year
POLICE INCIDENTS	842	967	11999	12343
SHERIFF INCIDENTS	139	149	1930	2118
AMBULANCE CALLS (YPD)	28	18	326	284
FIRE / HAZMAT CALLS	6	5	64	71
FOREIGN AID CALLS	9	16	197	205
ALARMS	20	15	145	183
ANIMAL CALLS / COMPLAINTS	42	38	527	465
ANIMALS CLAIMED OR IMPOUNDED (HHS)	9	7	152	100
ANIMALS DISPOSED	9	0	9	0

	ACCIDENT SUMMARY			
	THIS MONTH		Year To Date	
	This Year	Last Year	This Year	Last Year
STATE REPORTABLE	12	24	170	159
NON REPORTABLE AND HIT & RUN	18	32	305	289
SIGNAL 1 INJURY	3	5	38	45
# PERSONS INJURED	3	8	33	46
FATALITIES	0	0	0	0
PEDESTRIAN ACCIDENT	1	0	6	7

December 2021

YPD

Citations

	This Month		THIS MONTH		YEAR TO DATE	
	Juv	Adult	Total This Year	Total Last Year	Total This Year	Total Last Year
SUSPENDED, EXPIRED OR UNLICENSED DRIVER	1	23	24	15	239	164
CARELESS DRIVING			0	2	10	19
EXHIBITION DRIVING			0	1	12	29
SPEEDING		13	13	15	330	154
STOP SIGN, RED LIGHT VIOLATION		5	5	4	70	48
ANIMALS AT LARGE			0	0	1	1
MAINTENANCE OF FINANCIAL RESPONSIBILITY		6	6	2	96	73
OPEN CONTAINER		3	3	1	25	22
CONSUMPTION UNDERAGE (18-20 yoa)			0	0	24	25
LIQUOR VIOLATIONS / FURNISHING ALCOHOL TO A MINOR			0	0	6	0
MISDEAMEANOR DRUG VIOLATIONS (POSS. OF DRUG PARAPH)		9	9	15	179	158
TOBACCO VIOLATIONS	4	2	6	1	89	46
PETTY THEFT UNDER \$400	1	5	6	4	38	74
INTENTIONAL DAMAGE TO PROPERTY			0	0	3	5
OTHER VIOLATIONS	5	22	27	0	237	157
TOTAL TRAFFIC CITATIONS	11	88	99	60	1359	975

December 2021

YPD

Adult Arrest

	THIS MONTH		YEAR TO DATE	
	This Year	Last Year	This Year	Last Year
MURDER	0	0	0	0
RAPE	1	0	1	2
ROBBERY	0	0	0	3
DUI	5	7	133	76
DRIVING UNDER REVOCATION	5	6	48	50
BURGLARY	0	2	2	13
ASSAULT AGGRAVATED	1	2	12	19
ASSAULT SIMPLE	2	1	35	27
CRIMES AGAINST FAMILY / DOMESTIC VIOLENCE	4	6	70	88
DISORDERLY CONDUCT	0	0	8	2
SEXUAL CONTACT/SEX OFFENSES	1	0	2	1
THEFT PETTY	0	6	18	26
THEFT GRAND	0	2	4	7
THEFT AUTO	0	2	5	3
FORGERY & COUNTERFEITING	0	3	0	7
FRAUD	0	0	0	0
EMBEZZLEMENT	0	0	0	0
INTENTIONAL DAMAGE	0	1	12	6
NARCOTIC DRUG CHARGES	16	17	147	249
LIQUOR ARRESTS	0	0	8	2
WEAPONS VIOLATION	0	1	8	6
WARRANTS	20	25	265	227
PROTECTIVE CUSTODY	0	0	0	0
ALL OTHER OFFENSES	24	28	373	302
TOTAL ARRESTS	79	109	1151	1116

December 2021
YPD
Juvenile Arrests

	THIS MONTH		YEAR TO DATE	
	This Year	Last Year	This Year	Last Year
CURFEW	0	0	6	29
RUNAWAY	1	2	18	23
MIC	0	0	17	14
MURDER	0	0	0	0
RAPE	0	0	0	0
ROBBERY	0	0	0	0
BURGLARY	0	0	1	1
ASSAULT AGGRAVATED	1	0	2	0
ASSAULT SIMPLE	1	0	2	6
CRIMES AGAINST FAMILY/ DOMESTIC VIOLENCE	1	0	1	0
DISORDERLY CONDUCT DISTURBANCE OF SCHOOL	0	2	4	10
SEXUAL CONTACT / SEX OFFENSES	0	0	0	0
THEFT PETTY	0	0	0	1
THEFT GRAND	0	0	0	1
THEFT AUTO	0	0	2	0
FORGERY & COUNTERFEITING	0	0	0	0
FRAUD	0	0	0	0
EMBEZZLEMENT	0	0	0	0
INTENTIONAL DAMAGE	1	0	2	2
NARCOTIC DRUG CHARGES	0	0	0	13
LIQUOR ARRESTS	1	0	3	1
DUI	0	0	0	1
WEAPONS VIOLATIONS	0	0	2	2
ALL OTHER OFFENSES	1	0	5	9
TOTAL ARRESTS	7	4	65	113

Publishing Dates: February 3rd and February 10th, 2022

**REQUEST FOR PROPOSAL
CITY OF YANKTON**

Chan Gurney Municipal Airport Aircraft Maintenance Services

The City of Yankton, South Dakota, as owner and operator of Chan Gurney Municipal Airport, is soliciting proposals from interested persons or businesses to provide Airframe and/or Power Plant Repair services through a Specialized Aircraft Service Operators (SASO) agreement. To maintain flexibility, the City will consider proposals for any one, or a combination of, proposals that will meet the goal of increasing aviation mechanical related services to the flying public.

Information packets containing the Request for Proposal may be obtained at Chan Gurney Municipal Airport located at 700 E. 31st Street, Yankton, SD, 57078. Packets may also be obtained by calling 605-668-5211 or by email at mroinstad@cityofyankton.org. Specific questions regarding this request may be directed to Mike Roinstad at 605-661-9223.

All responses to this request shall be delivered to Mike Roinstad, Airport Supervisor, City of Yankton, 700 E. 31st Street, Yankton, SD, 57078 on or before February 24th, 2022. All submittals must be clearly marked "Airframe Repair Service" on the outside of the package. The City of Yankton reserves the right to cancel this request or reject any and all submitted proposals.

The full Request for Proposal and Qualifications is located at: <http://www.cityofyankton.org/how-do-i/bid-rfp-posts-list>

Mike Roinstad
Airport Supervisor
City of Yankton, South Dakota

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Malt Beverage (on-sale) Retailers License for 3 days, August 19-21, 2022, from Yankton Area Riverboat Days, Inc. (Milissia Wuebben, Treasurer), Riverside Park, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, February 14th, 2022 at 7:00 p.m. in the City of Yankton Community Meeting Room at the Career Manufacturing Technical Education Academy, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota
this 24th day of January, 2022.



Al Viereck
FINANCE OFFICER

____ Voice vote

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Dated at Yankton, South Dakota
this 24th day of January, 2022.



Al Viereck
FINANCE OFFICER

____ Voice vote

Memorandum #22-16

To: City Manager
From: Finance Officer
Date: January 18, 2022
Subject: Special Events Dance for Yankton County 4-H

We have received the following application for a Special Event Dance License:

Yankton County 4-H

The Yankton County 4-H has applied for a license to hold a Special Events Dance outside the Pine Acres 4-H Building in the big grassy area on Friday, August 5, 2022.

A license fee of \$5.00 has been paid.

Proof of insurance has been provided.



Al Viereck
Finance Officer

Memorandum #22-17

To: City Manager
From: Finance Department
Date: January 18, 2022
Subject: Transient Merchant License Application

We have received the following application for a Transient Merchant License:

Yankton County 4-H
905 Whiting Drive
Yankton, SD 57078

The applicant is requesting to hold a vendor fair at Yankton County 4-H Grounds, 905 Whiting Drive, Yankton, SD on August 5 & 6, 2022.

City Code also requires the applicant to pay a fee of \$50.00 per month and file proof of insurance with the Finance Officer. We have received the fee and insurance.

The applicant is in compliance with all police codes as checked by the Police Department.



Al Viereck
Finance Officer

**Summary of Assessment Roll and Hearing
Memorandum # 22-04**

To: Amy Leon, City Manager
From: Brad Bies, Community Development Manager
Subject: 2021 Assessment Roll—Nuisance Abatement
Date: January 10, 2022

January 24, 2022 is the date established for a public hearing at which time the costs will be assigned to properties that required abatement services arranged by the City. The attached 2021 Nuisance Abatement Roll documents the assessable costs. Letters have been sent notifying the affected property owners of costs associated with abatement. The roll has been updated to reflect those properties that have made payment.

The below schedule has been undertaken to complete the special assessment process:

December 2021	Department of Community Development files special assessment roll with Finance Officer.
December 13, 2021	City Commission sets public hearing for January 24, 2022
January 10, 2022	Department of Community Development sends notice of hearing to affected property owners.
January 10, 2022	Department of Community Development publishes notice of hearing in Press & Dakotan.
January 24, 2022	City Commission holds public hearing on assessment roll and approves resolution.
January 25, 2022	Finance Department sends notice to property owners giving amount of assessment, installments, etc.
January 2022	Finance Department publishes resolution with January 25th Commission Minutes.
February 23, 2022	Final date property owners can pay entire assessment without interest.

Recommendation: It is recommended that the Board of Commissioners approve Resolution #21-97 approving the 2021 Nuisance Abatement Roll.

Respectfully submitted,



Brad Bies
Community Development Manager

Attachments

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon, City Manager

____ Roll Call

RESOLUTION #21-97

A RESOLUTION APPROVING THE 2021 SPECIAL ASSESSMENT ROLL FOR
NUISANCE ABATEMENT

BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota:

SECTION 1. That the special assessment roll for the assessment of the property assessable for nuisance abatement in the City of Yankton, South Dakota, is hereby approved and the assessments as set out in said special assessment roll approved this date are hereby levied against such property upon filing of said special assessment roll in the office of the City Finance Officer.

SECTION 2. The assessments set forth in the assessment role will become due and payable in one (1) annual installment together with interest at a rate prescribed by the Board of City Commissioners, by resolution, per annum, in accordance with SDCL 9-43.

The above assessments may be paid without interest to the City Finance Officer on or before February 24, 2022, thereafter, the entire assessment may be paid with interest from the date of filing with the City Finance Officer at the rate established by resolution of the Board of City Commissioners.

Adopted:

Stephanie Moser
Mayor

ATTEST:

Al Viereck
Finance Officer

**2021 Special Assesment Roll
for
Nuisance Abatement
City of Yankton, South Dakota**

TO THE CITY FINANCE OFFICER OF THE CITY OF YANKTON

I, Brad Bies, Community Development Manager, herewith file with you, as provided by law, the Special Assessment Roll within the City of Yankton.

The description of the property so assessed, with the names of the owners, and the amount assessed to each lot, piece or parcel is shown as follows, to wit:

PROPERTY OWNER (Deed Holder)	PROPERTY OWNER MAILING ADDRESS	PROPERTY DESCRIPTION Legal Description	PROPERTY ADDRESS	ASSESSMENT AMOUNT	ABATEMENT CATEGORY
Rodney Sherman	1206 Whiting Street, YANKTON, SD 57078	LT 27 DAKOTA NATL S/D	1206 Whiting Street	\$ 330.15	Nuisance Vegetation
Darlene Johnson c/o Stephani Johnson	1215 Whiting Street, YANKTON, SD 57078	LT 34 & W4 LT 35 DAKOTA NATL S/D	1215 Whiting Street	\$ 915.90	Nuisance Vegetation
Estate of Lazaro Alexis Rosales Ibanez	329 Broadway Avenue, Yankton, SD 57078	LT C OUTLOT 141 AUDITOR'S OUTLOTS	1520 Summit Street	\$ 1,263.22	Nuisance Vegetation
ANDREW AND ASHLEIGH MENDOZA	1001 East 13th Street, YANKTON, SD 57078	LT 12 NE BLK EAST YANKTON	1001 East 13th Street	\$ 181.05	Nuisance Vegetation
CASEY SCHOENBERGER	107 EAST 9 ST, YANKTON, SD 57078	LT 18 BLK 8 LOWER YANKTON	107 EAST 9 ST	\$ 111.83	Street Tree
MATTHEW CRANNY	122 WEST 12 ST, YANKTON, SD 57078	W3 S2 LT 11 & W3 LT 12 BLK 7 TRIPP & HARRIS ADDN	122 WEST 12 ST	\$ 111.83	Street Tree
JOAN ZWEIFEL c/o GREG ZWEIFEL	1130 Curry St, Scotland, SD 57059	S2 W40' LT 5 BLK 16 WITHERSPOON'S ADDN	202 GREEN ST	\$ 111.83	Street Tree
ASHLEIGH ISRAEL	405 PINE ST, YANKTON, SD 57078	N34' LT 11 & S2 LT 12 BLK 21 LOWER YANKTON	405 PINE ST	\$ 111.83	Street Tree
CASEY SOMMER-BUECHLER	503 LINN ST, YANKTON, SD 57078	LT 11 BLK 46 CENTRAL YANKTON	503 LINN ST	\$ 111.83	Street Tree
JAVIER RENTERIA	PO BOX 7060, YANKTON, SD 57078	LT 7 BLK 45 CENTRAL YANKTON	504 GREEN ST	\$ 111.83	Street Tree
STACIE BRANDT	512 WALNUT ST, YANKTON, SD 57078	LT 3 EXC S4' BLK 50 TODD'S ADDN	512 WALNUT ST	\$ 111.83	Street Tree
NICOLE BOYD	518 SPRUCE ST, YANKTON, SD 57078	N51.2' OUTLOT 27 AUDITOR'S OUTLOTS	518 SPRUCE ST	\$ 111.83	Street Tree
RYAN & KATRINA SOMMER	608 EAST 15 ST, YANKTON, SD 57078	LT 19 & E40' LT 20 BLK 7 OAK PARK ADDN	608 EAST 15 ST	\$ 111.83	Street Tree
SHANE SEILER	611 LOCUST STREET, YANKTON, SD 57078	LT 15 BLK 62 CENTRAL YANKTON	611 Locust Street	\$ 181.05	Nuisance Vegetation
MATTHEW JOHNSON	700 LINN ST, YANKTON, SD 57078	LT 9 BLK 71 CENTRAL YANKTON	700 LINN ST	\$ 111.83	Street Tree
ANDREW WESELY	812 MULBERRY ST, YANKTON, SD 57078	W100' LT 2 REPLAT BLK 41 LOWER YANKTON	812 MULBERRY ST	\$ 111.83	Street Tree
TROY BROWN	817 Walnut Street, YANKTON, SD 57078	LT 1A & E2 LT 1 & E8' N7.5' VAC ALLEY ADJ TO LT 1A BLK 8 WETMORE & STEWARTS ADDN	817 Walnut Street	\$ 181.05	Nuisance Vegetation
TOTAL ASSEMENTS				\$ 4,282.49	

The assessments set forth in the assessment role will become due and payable in one (1) annual installment together with interest at a rate prescribed by the Board of City Commissioners, by resolution, per annum, in accordance with SDCL 9-43.
The above assessments may be paid without interest to the City Finance Officer on or before February 23, 2022, thereafter, the entire assessment may be paid with interest from the date of filing with the City Finance Officer at the rate established by resolution of the Board of City Commissioners.

Brad Bies
Community Development Manager

Filed in the office of the City Finance Officer on November 23, 2021. Amended January 18, 2022.

Al Viereck
Finance Officer

Memorandum #22-05

To: City Manager
From: Finance Department
Date: January 11, 2022
Subject: Transfer Retail (on-off sale) Malt Bev. – Total Stop Convenience Store

We have received an application for a transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2021, to June 30, 2022, from Arrowhead Holdings, LLC (Rick Daugherty, Member) dba Gramps, to Yankton Convenience, Inc. d/b/a Total Stop Convenience Store #6112 (Jeff Nielsen, President), 700 East 4th Street, Yankton, S.D.

The above applicant is in compliance with the City Code of Ordinances, as checked by the Department of Finance. A police check on the applicant revealed no felony convictions or wants. The applicant is in compliance with all building and fire codes.



Al Viereck
Finance Officer

Memorandum #22-06

To: City Manager
From: Finance Department
Date: January 11, 2022
Subject: Special Events (on-sale) Liquor License for Elk's Lodge

We have received an application for a Special Events RETAIL (on-sale) Liquor License for 1 day, February 5, 2022, from BPO Elks Lodge 994 d/b/a Elks Lodge 994 (Cindy Frank, Secretary), 504 W. 27th Street, NFAA, 800 Archery Lane, Yankton, S.D.

The above applicant is in compliance with the City Code of Ordinances, as checked by the Department of Finance. A Police check on the Applicant revealed no felony convictions or wants. An inspection by the Building Inspector and Fire Marshal has been done and the premises are in compliance with building and fire codes.



Al Viereck
Finance Officer

Memorandum #22-08

TO: Mayor and City Commissioners
FROM: Amy Leon, City Manager
RE: Salary Adjustment City Manager, Finance Officer, and City Attorney
DATE: January 12, 2022

The position of the City Manager, City Finance Officer, and City Attorney are not included in the salary resolution adopted for members of the City of Yankton's Collective Bargaining Unit or the City of Yankton employees that are not represented by the labor union. Rather, salaries for these positions are set annually by the City Commission.

The following salary recommendations have been made for these positions for 2022.

City Manager	\$ 134,569.98
City Finance Officer	\$ 117,260.90
City Attorney	\$ 66,473.83

Recommendation: It is recommended that the City Commission approve the salary adjustments for the City Manager, Finance Officer, and City Attorney effective January 1, 2022.

RESOLUTION # 22-04

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2022, that the salary of the City Attorney shall be at an annual rate of \$66,473.83.

Adopted:

Stephanie Moser, Mayor

Attest:

Al Viereck, Finance Officer

Memorandum #22-07

TO: Mayor and City Commissioners
FROM: Amy Leon, City Manager
RE: Salary Adjustment City Manager, Finance Officer, and City Attorney
DATE: January 12, 2022

The position of the City Manager, City Finance Officer, and City Attorney are not included in the salary resolution adopted for members of the City of Yankton's Collective Bargaining Unit or the City of Yankton employees that are not represented by the labor union. Rather, salaries for these positions are set annually by the City Commission.

The following salary recommendations have been made for these positions for 2022.

City Manager	\$ 134,569.98
City Finance Officer	\$ 117,260.90
City Attorney	\$ 66,473.83

Recommendation: It is recommended that the City Commission approve the salary adjustments for the City Manager, Finance Officer, and City Attorney effective January 1, 2022.

RESOLUTION # 22-03

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2022, that the salary of the Finance Officer shall be at an annual rate of \$117,260.90.

Adopted:

Stephanie Moser, Mayor

Attest:

Al Viereck, Finance Officer

Memorandum #22-09

TO: Mayor and City Commissioners
FROM: Amy Leon, City Manager
RE: Salary Adjustment City Manager, Finance Officer, and City Attorney
DATE: January 12, 2022

The position of the City Manager, City Finance Officer, and City Attorney are not included in the salary resolution adopted for members of the City of Yankton's Collective Bargaining Unit or the City of Yankton employees that are not represented by the labor union. Rather, salaries for these positions are set annually by the City Commission.

The following salary recommendations have been made for these positions for 2022.

City Manager	\$ 134,569.98
City Finance Officer	\$ 117,260.90
City Attorney	\$ 66,473.83

Recommendation: It is recommended that the City Commission approve the salary adjustments for the City Manager, Finance Officer, and City Attorney effective January 1, 2022.

RESOLUTION # 22-02

WHEREAS, SDCL 9-14-28 requires that the salaries of municipal officers be fixed and determined by City resolution,

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, effective January 1, 2022, that the salary of the City Manager shall be at an annual rate of \$134,569.98.

Adopted:

Stephanie Moser, Mayor

Attest:

Al Viereck, Finance Officer

Memorandum #22-02

To: Amy Leon, City Manager
From: Brad Bies, Community Development Manager
Subject: 2022 Sidewalk Cafe Permit Application-102 & 104 East 3rd Street dba Mojo's Third Street Pizza
Date: January 12, 2022

Attached is a Sidewalk Cafe Permit Application for 102 & 104 East 3rd Street doing business as Mojo's Third Street Pizza. The applicant is requesting a sidewalk cafe to be located in an adjacent boardwalk extension to the existing sidewalk. As you will recall this represented a new approach to sidewalk cafe design last year. A major benefit of this approach is that the entire existing sidewalk remains open for pedestrian travel with all seating and service areas located in the boardwalk extension.

City Attorney Ross Den Herder recommends that if the Commission approves the Sidewalk Cafe application that Resolution 22-01 also be adopted clearly identifying the boardwalk extension as a portion of the public sidewalk during the period of time it is in use. The boardwalk extension will be installed seasonally and removed by the applicant on or before October 31st

If approved the sidewalk cafe would again occupy five on street parking spots. The boardwalk extension approach was logistically successful last year from a staff perspective and staff did not receive negative feedback about the functionality of the design from neighboring property owners. Public Works staff and the Building Official have previously reviewed and approved the plans and installation.

Sidewalk Cafes are permitted in specifically identified areas of a B-3 Central Business District. Several considerations included in the approval of permits are:

- Outdoor food or beverage sales and dining may only occur on the sidewalks that are adjacent to the building or structure in which the business is located.
- A five-foot wide pedestrian zone must be maintained, not including the curb zone, the two-foot area nearest the curb. The pedestrian zone shall be kept easily navigable. Once approved, the location of the pedestrian zone cannot change without City Commission action in the form of an amendment to the existing permit, or as part of the annual renewal process.
- The City Commission may adjust the location of the requested pedestrian zone as a part of their action on the application.
- No food or beverage service devices can be attached to the sidewalk or other public areas without approval.
- All equipment must be moved indoors during non-business hours, unless the tables and chairs are secured in an approved manner or constructed of such material and placed so that they cannot be inadvertently moved or blown by the wind. Residential style plastic chairs and tables are not permitted.

- All garbage and cigarette refuse containers must be specifically manufactured for their intended use. The outdoor cafe area must be monitored and cleared of empty cans, bottles and other refuse during business hours and at closing time. Sidewalk areas shall be swept and cleaned as needed.

Respectfully Submitted,

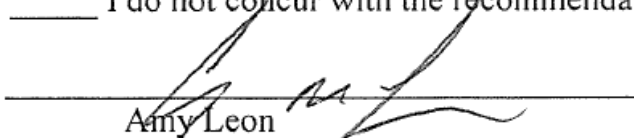


Brad Bies
Community Development Manager

Recommendation: It is recommended that the City Commission approve Memorandum #22-02 granting a Sidewalk Cafe Permit to 102 & 104 East 3rd Street doing business as Mojo's Third Street Pizza, and adopt Resolution 22-01 declaring the proposed boardwalk extension a portion of public sidewalk.

Attachments

I concur with the recommendation.
 I do not concur with the recommendation.



Amy Leon
City Manager

____ Roll Call

RESOLUTION 22-01

RESOLUTION OF SIDEWALK EXTENSION

WHEREAS, the City of Yankton, permits sidewalk cafes to operate on public sidewalks in the B-3 Central Business District, and

WHEREAS, the owner/operator of 102 & 104 East 3rd Street has requested a sidewalk cafe permit in a boardwalk extension to the existing public sidewalk, and

WHEREAS, the applicant has provided a detailed set of plans for a boardwalk extension to the public sidewalk, and

WHEREAS, the City of Yankton, South Dakota, after due review and consideration, has determined that applicant has met the minimum sidewalk cafe requirements, and

WHEREAS, the design:SD planning process and other redevelopment efforts in the Meridian District emphasize the creative use of public spaces, and

WHEREAS, the applicant has requested the boardwalk extension be formally recognized by the City Commission as a portion of the public sidewalk.

NOW THEREFORE BE IT RESOLVED, that boardwalk extension as shown in the 2022 sidewalk cafe application of 102 & 104 East 3rd Street be recognized as a portion of the public sidewalk during the time period during which it is installed.

Adopted:

Stephanie Moser, Mayor

ATTEST:

Al Viereck, Finance Officer

CITY OF YANKTON

Sidewalk Cafe Permit Application

Annual permit for calendar year: 2022

Permit No. _____

Permit Fee: \$25.00

Please note: the application must be reviewed and approved by the City Commission before sidewalk cafe activities may begin.

Legal Description	<u>E2, W3 LTS' 8 & 9 BLK 3 Lower Yankton</u>	
Address	<u>102-104 E 3rd Street Yankton SD 57078</u>	
Owner	Mailing Address	Phone Number
<u>Jeff Dayhoff</u>	<u>113 E 3rd Street Yankton</u>	<u>605-260-2134</u>
Operator/Contact Person	Mailing Address	Phone Number
<u>Tara Leonard</u>	<u>113 E 3rd Street Yankton</u>	<u>605-660-3144</u>

Sidewalk cafe activities are only allowed in the **sidewalk cafe zone** as described in the City of Yankton's Sidewalk Cafe Ordinance.

Public Sidewalk Use Zones shall be defined as:

1. Curb zone: Two feet from the face of the curb toward the private property line.
2. Pedestrian zone: A five foot wide corridor on the sidewalk not including the curb zone.
3. Sidewalk cafe permit zone: Remaining area of the public sidewalk not included in the curb zone or pedestrian zone. Sidewalk cafes may be located in this zone.

Site Plan Requirement

Please note this permit application must be accompanied by a site plan to scale showing the above described use zones and proposed sidewalk cafe request. The plan should also indicate all items to be placed on the sidewalk: tables, chairs, decorations, serving equipment, etc...

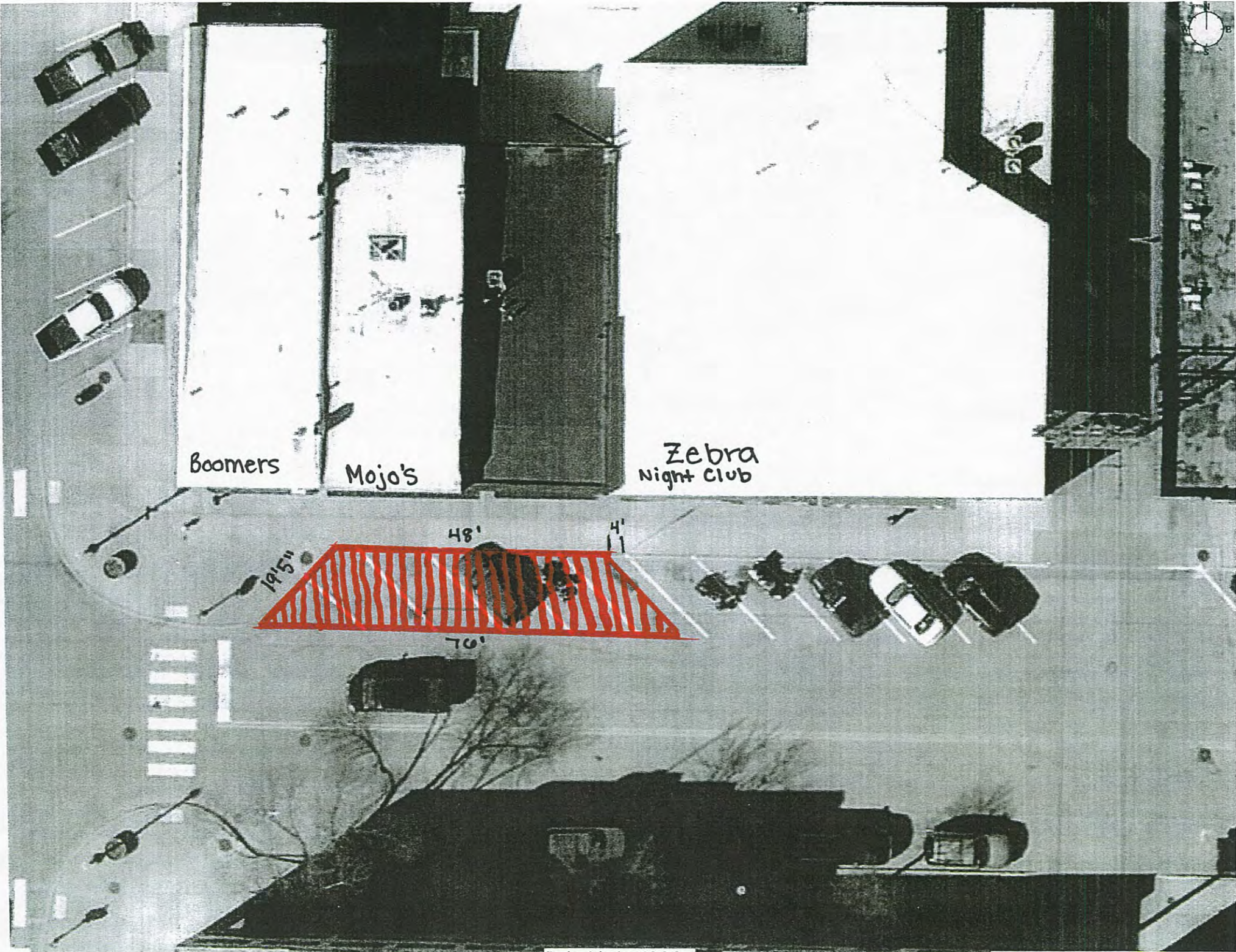
Additional comments (Please describe the items to be placed on the sidewalk and the how they will be stored/secured)

Mojos deck is 76ft by 14ft across 5 parking spaces in front of Mojos 3rd Street Pizza. The deck will be level with sidewalk and held together by joices to be removed in the winter months.

Tara Leonard 12-14-21
 Signature of Owner or Authorized Agent (Date)

 City of Yankton Authorized Agent (Date)

I certify that I am aware of the terms and conditions of the Sidewalk Cafe Permit and I agree to comply with all requirements of the associated City of Yankton Sidewalk Cafe Ordinance. Any person who violates any of the provisions of this ordinance may have their permit revoked and is further subject to the penalties described in Section 1-8 in the Code of Ordinances for the City of Yankton, South Dakota.



Boomers

Mojo's

Zebra
Night Club

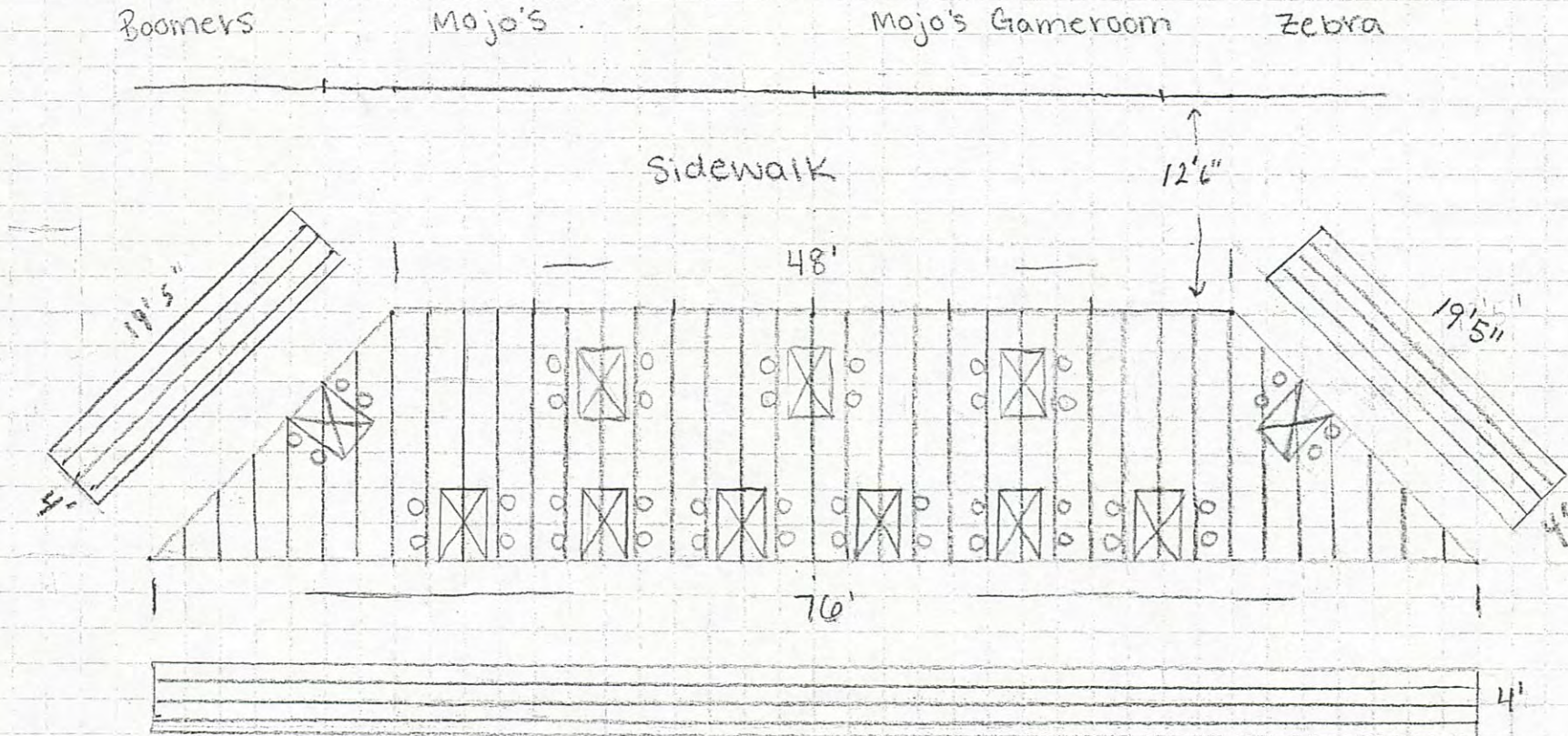


X = Bar Height Tables - 48" x 30"

O = Barstools

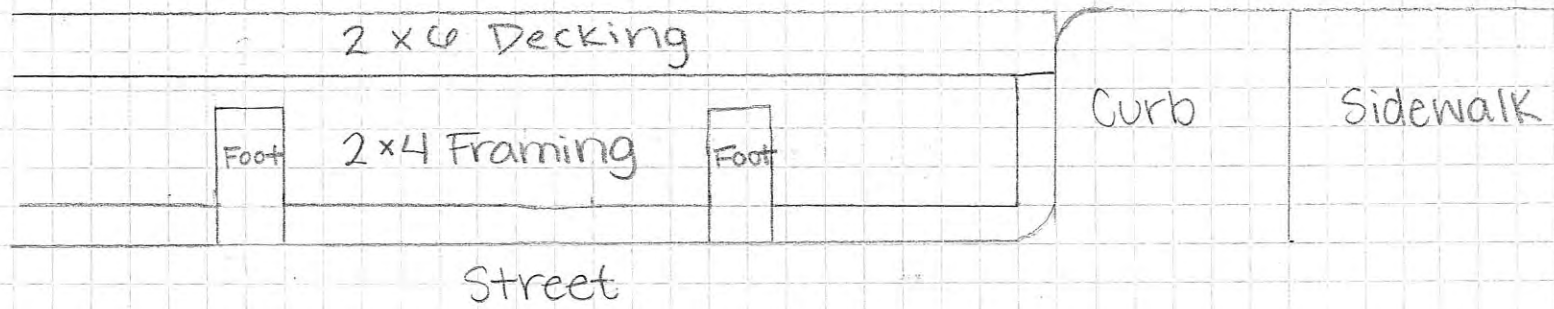
Tables along the walls will be built in.

The deck will be level with the sidewalk.



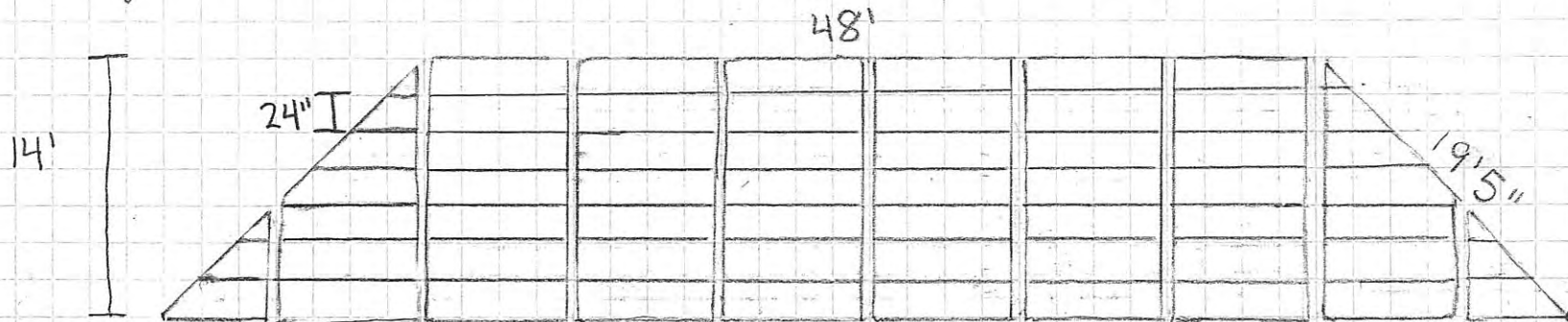
Under View of Deck Base

1 Square = 1 in



Feet will be attached to framing to support $\frac{1}{4}$ level deck.

1 Square = 24 in



Base structure Under Decking

24 in on center crossboards

All 2 x 4 construction

Memorandum #22-03

To: Amy Leon, City Manager
From: Brad Bies, Community Development Manager
Subject: 2022 Sidewalk Cafe Permit Application-100 East 3rd Street dba Boomer's
Date: January 12, 2022

Attached is a Sidewalk Cafe Permit Application for 100 East 3rd Street doing business as Boomers Lounge. The application as submitted meets the minimum ordinance requirements.

Sidewalk Cafes are permitted in specifically identified areas of a B-3 Central Business District. Several considerations included in the approval of permits are:

- Outdoor food or beverage sales and dining may only occur on the sidewalks that are adjacent to the building or structure in which the business is located.
- A five-foot wide pedestrian zone must be maintained, not including the curb zone, the two-foot area nearest the curb. The pedestrian zone shall be kept easily navigable. Once approved, the location of the pedestrian zone cannot change without City Commission action in the form of an amendment to the existing permit, or as part of the annual renewal process.
- The City Commission may adjust the location of the requested pedestrian zone as a part of their action on the application.
- No food or beverage service devices can be attached to the sidewalk or other public areas without approval.
- All equipment must be moved indoors during non-business hours, unless the tables and chairs are secured in an approved manner or constructed of such material and placed so that they cannot be inadvertently moved or blown by the wind. Residential style plastic chairs and tables are not permitted.
- All garbage and cigarette refuse containers must be specifically manufactured for their intended use. The outdoor cafe area must be monitored and cleared of empty cans, bottles and other refuse during business hours and at closing time. Sidewalk areas shall be swept and cleaned as needed.

Respectfully Submitted,



Brad Bies
Community Development Manager

Recommendation: It is recommended that the City Commission approve Memorandum #22-03 granting a Sidewalk Cafe Permit to 100 East 3rd Street doing business as Boomers Lounge.

Attachments

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon, City Manager

____ Roll Call

CITY OF YANKTON

Sidewalk Cafe Permit Application

Annual permit for calendar year: 2022

Permit No. _____

Permit Fee: \$25.00

Please note: the application must be reviewed and approved by the City Commission before sidewalk cafe activities may begin.

Legal Description	<u>Lower 3 8+ Lots 8 & 9 Blk 3 Lower Yankton</u>		
Address	<u>100 East Third Street, Yankton SD 57078</u>		
Owner	Mailing Address	Phone Number	
<u>Gary Boomer</u>	<u>408 Murphy Lane, Yankton SD</u>	<u>605-661-5806</u>	
Operator/Contact Person	Mailing Address	Phone Number	
<u>Kim Brannesreither c/o</u>	<u>100 E. 3rd Yankton, SD 57078</u>	<u>605-661-1521</u>	

Sidewalk cafe activities are only allowed in the **sidewalk cafe zone** as described in the City of Yankton's Sidewalk Cafe Ordinance.

Public Sidewalk Use Zones shall be defined as:

1. Curb zone: Two feet from the face of the curb toward the private property line.
2. Pedestrian zone: A five foot wide corridor on the sidewalk not including the curb zone.
3. Sidewalk cafe permit zone: Remaining area of the public sidewalk not included in the curb zone or pedestrian zone. Sidewalk cafes may be located in this zone.

Site Plan Requirement

Please note this permit application must be accompanied by a site plan to scale showing the above described use zones and proposed sidewalk cafe request. The plan should also indicate all items to be placed on the sidewalk: tables, chairs, decorations, serving equipment, etc...

Additional comments (Please describe the items to be placed on the sidewalk and the how they will be stored/secured)

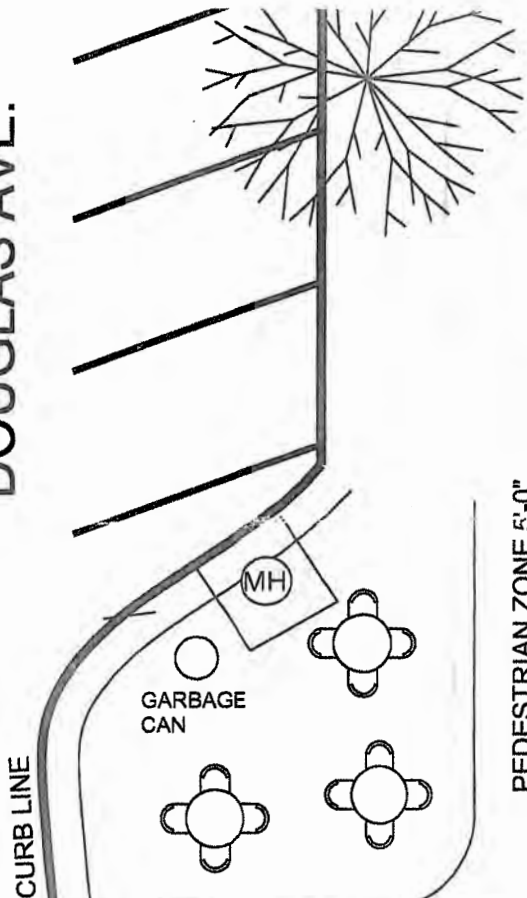
Boomer's Lounge would once again like to place 3-4 tables and chairs in a sidewalk cafe zone located in front of our building. Each table will have 2-4 chairs. Tables will have an attachable umbrella, weather permitting. Tables and chairs and fence will be placed and removed as South Dakota "seasons" permit. We will be adding 2-4 black planters inside the fenced area that will be filled with flowers and plants. We intend to make and keep the outside area appealing and to follow the guidelines that are required.

 12/29/21
 Signature of Owner or Authorized Agent (Date)

 City of Yankton Authorized Agent (Date)

I certify that I am aware of the terms and conditions of the Sidewalk Cafe Permit and I agree to comply with all requirements of the associated City of Yankton Sidewalk Cafe Ordinance. Any person who violates any of the provisions of this ordinance may have their permit revoked and is further subject to the penalties described in Section 1-8 in the Code of Ordinances for the City of Yankton, South Dakota.

DOUGLAS AVE.



CURB LINE

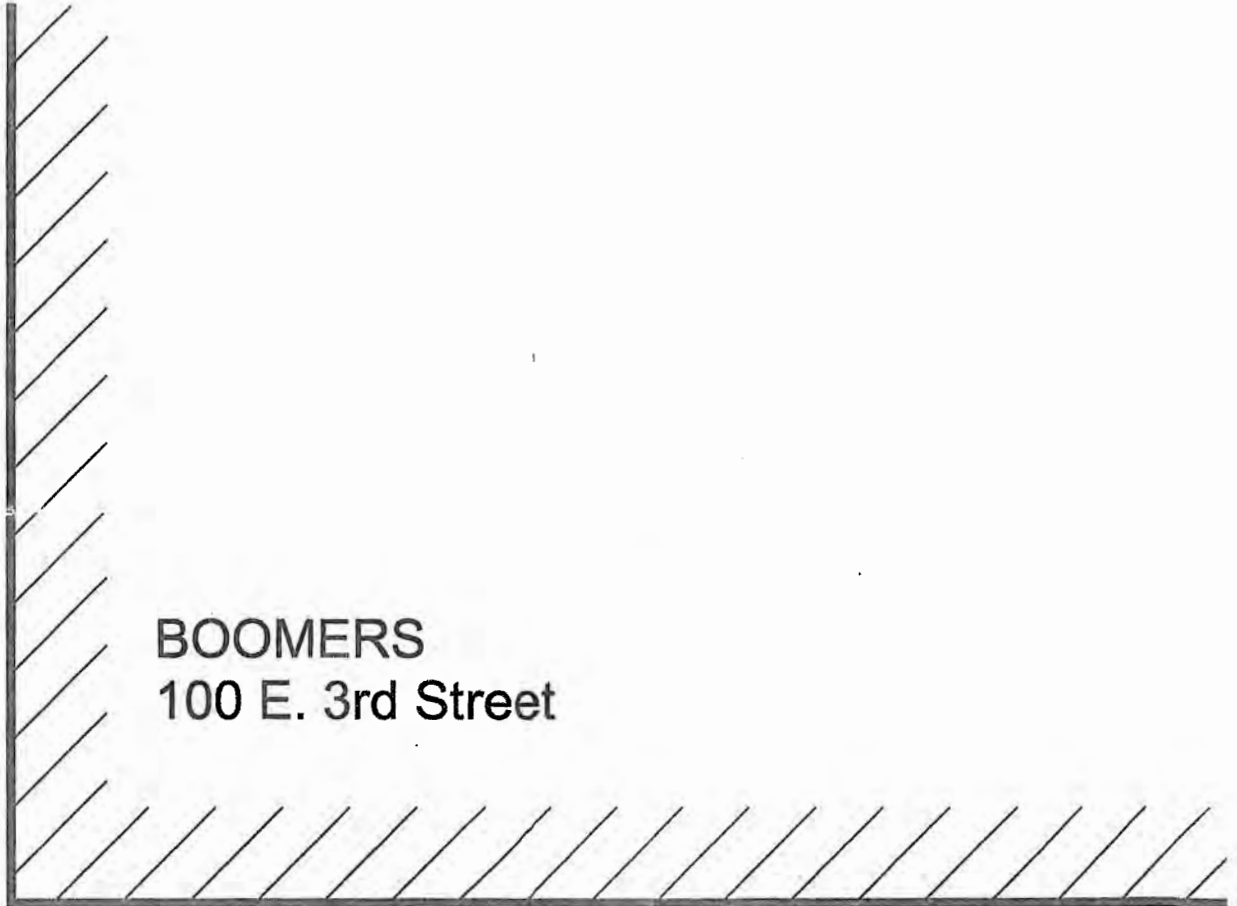
GARBAGE CAN

MH

SIDEWALK RAMP

PEDESTRIAN ZONE 5'-0"

BOOMERS
100 E. 3rd Street



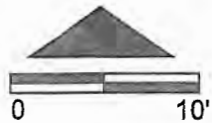
2 CURB ZONE
TYP.

LIGHT
POLE

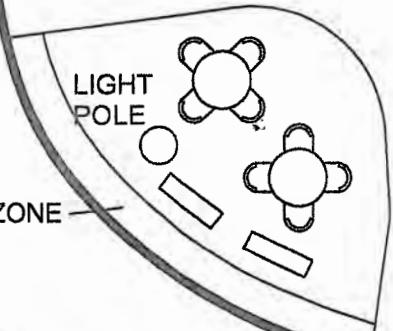
FIRE
HYDRANT

PEDESTRIAN ZONE 5'-0"

3' DIAM. TABLES TYP.



0 10'



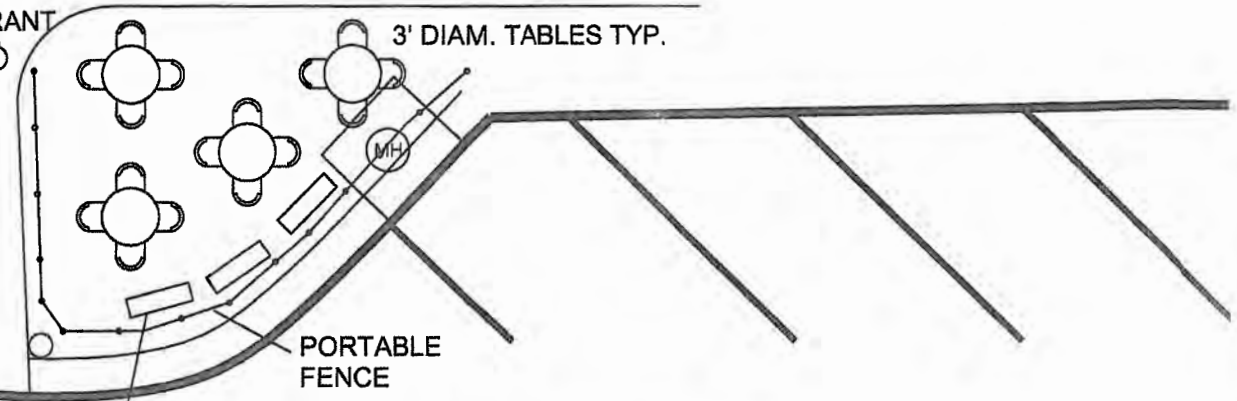
CURB LINE

SIDEWALK RAMP

PLANTERS
45" X 30" TYP.

PORTABLE
FENCE

3RD STREET



Memorandum #22-10

To: City Commission
From: Finance Officer
Date: January 13, 2021
Subject: Introduction and First Reading, and Setting February 14, 2022 as the Second Reading and Public Hearing of Ordinance No.1058, Supplement #1 to Ordinance No.1055, the 2022 Annual Appropriation Ordinance

Attached is “Ordinance No.1058” amending “Ordinance No.1055” the 2022 annual appropriations ordinance. This supplemental appropriations ordinance is prepared to re-appropriate for those projects which were budgeted or contracted in 2021, but not completed. I have *italicized and underlined* the actual expenditure estimates that were originally budgeted in 2021. The other numbers are just the sub-totals, totals, and how the transfers and funding flow through the actual budget ordinance.

SECTION I – GENERAL FUND

1. *Information Services from \$37,000.00 to \$229,798.00, an increase of \$192,798.00 for the technology related equipment in account 101.105.350 budgeted in 2021 but not completed.* This increases Information Services total appropriations from \$506,789.00 to \$699,587.00, an increase of \$192,798.00. Financing for this increase will be from monies carried over into 2022.
2. **Total General Government** from \$3,007,588.00 to \$3,200,386.00, an increase of \$192,798.00 for the projects listed in #1 above.
3. *Police Department from \$282,900.00 to \$322,754.00, an increase of \$39,854.00 in account 101.111.350 (\$35,000.00 for a vehicle ordered but not yet received, \$2,440.00 for SRT equipment, and \$2,414.00 for office furniture ordered but not yet received).* This increases Police Department total appropriations from \$4,016,505.00 to \$4,056,359.00, an increase of \$39,854.00. Financing for this increase will be from monies carried over into 2022.
4. *Fire Department from \$190,500.00 to \$265,550.00, an increase of \$75,000.00 in account 101.114.350 (\$25,000.00 for Generator Cabinet/Shelter Repair, \$10,000.00 for Installation of outdoor shelter at Station #2, \$8,000.00 for painting inside Station #1, and \$32,000.00 for Personal Protective Equipment).* This increases Fire Department total appropriations from \$854,307.00 to \$929,307.00, an increase of \$75,000.00. Financing for this increase will be from monies carried over into 2022.
5. **Total Public Safety** from \$4,875,772.00 to \$4,990,626.00, an increase of \$114,854.00 for the projects listed in #3-4 above.
6. *Street and Highway from \$285,000.00 to \$490,000.00, an increase of \$205,000.00 in account 101.123.320 for Active Transportation Plan Improvements budgeted in 2021,*

- but not completed; and from \$265,000.00 to \$280,000.00, an increase of \$15,000.00 in account 101.123.350 for upgrades to the former “Hardscapes Building” budgeted in 2021 but not completed.* This increases Street and Highway total appropriations from \$2,285,666.00 to \$2,505,666.00, an increase of \$220,000.00. Financing for this increase will be from monies carried over into 2022.
7. ***City Hall*** from \$65,000.00 to \$130,233.00, an increase of \$65,233.00 in account 101.125.350 for City Hall wiring improvements budgeted in 2021 but not accomplished. This increases City Hall total appropriations from \$349,014.00 to \$414,247.00, an increase of \$65,233.00. Financing for this increase will be from monies carried over into 2022.
 8. ***Chan Gurney Airport*** from \$44,000.00 to \$94,000.00, an increase of \$50,000.00 in account 101.127.301 airport pavement repair budgeted in 2021 but not completed. This increases Chan Gurney Airport total appropriations from \$789,238.00 to \$839,238.00, an increase of \$50,000.00. Financing for this increase will be from monies carried over into 2022.
 9. **Total Public Works** from \$5,026,896.00 to \$5,362,129.00, an increase of \$335,233.00 for the projects listed in #6-8 above.
 10. ***Senior Citizens Center*** from \$4,300.00 to \$39,300.00, an increase of \$35,000.00 in account 101.141.301 (\$5,000.00 for garage siding and gutter repair and \$30,000.00 for a Fire Alarm System budgeted in 2021 but not completed. This increases Senior Citizens Center total appropriations from \$63,723.00 to \$98,723.00, an increase of \$35,000.00. Financing for this increase will be from monies carried over into 2022.
 11. **Total Culture – Recreation** from \$925,122.00 to \$960,122.00 an increase of \$35,000.00 for the project listed in #10 above.
 12. ***Other Financing Uses / Transfers Out*** from \$1,879,633.00 to \$1,955,507.00, an increase of \$75,874.00 in account 101.182.620
 13. ***Transfer to Parks & Rec.;*** from \$773,959.00 to \$1,424,690.00, an increase of \$650,731.00 in account 101.182.627 ***Transfer to Dispatch for the projects explained in #17 below;*** and from \$1,287,000.00 to \$1,308,000.00, an increase of \$21,000.00 in account 101.182.653 ***Transfer to Park Capital for the projects explained in #16 below.*** This increases Other Financing Uses / Transfers Out total appropriations from \$6,555,165.00 to \$7,302,770.00, an increase of \$747,605.00. Financing for this increase will be from monies carried over into 2022.
 14. **Total General Fund Appropriations** from \$20,528,749.00 to \$21,954,239.00, an increase of \$1,425,490.00 for the projects listed in #'s 1-12 above.
 15. **Total General Fund Unappropriated Balance** from \$6,111,997.00 to \$7,537,487.00, an increase of \$1,425,490.00.
 16. **Total General Fund Means of Finance** from \$20,528,749.00 to \$21,954,239.00, an increase of \$1,425,490.00 for the projects listed in #'s 1-12 above.

SECTION II – SPECIAL REVENUE

17. **Parks & Recreation** from \$197,000.00 to \$272,874.00, an increase of \$75,874.00 in account 201.201.350 Equipment (\$4,000.00 for Landscaping budgeted in 2021, but not yet completed, \$40,000.00 for Play Equipment budgeted in 2021, but not yet completed, and \$31,874.00 for a truck ordered in 2021 but not yet delivered. This increases Parks & Recreation total appropriations from \$1,896,393.00 to \$1,972,267.00, an increase of \$75,874.00. Financing for this increase will be an increased transfer from the General Fund as stated in #12 above.
18. **Dispatch** from \$4,000.00 to \$654,731.00, an increase of \$650,731.00 in account 208.208.350 for the dispatch update project budgeted in 2021 but not yet completed. This increases Dispatch total appropriations from \$926,735.00 to \$1,577,466.00, an increase of \$650,731.00. Financing for this increase will be from an increased transfer from the General Fund as listed in #12 above.
19. **Lodging Sales Tax (BBB)** from \$60,000.00 to \$116,249.00, an increase of \$56,249.00 in account 211.231.549 Historic Downtown Yankton Façade Program for façade improvements budgeted in 2021 but not yet completed. This increases BBB total appropriations from \$719,423.00 to \$775,672.00, an increase of \$56,249.00. Financing for this increase will be from monies carried over into 2022.
20. **Total Special Revenue Appropriations** from \$12,085,695.00 to \$12,868,549.00, an increase of \$782,854.00 for the projects listed in #'s 16-18 above.
21. **Special Revenue Unappropriated Fund Balance** from \$938,759.00 to \$995,008.00, an increase of \$56,249.00 as explained in #18 above.
22. **Total Transfer from General Fund** from \$4,460,929.00 to \$5,187,534.00, an increase of \$726,605.00 as explained in #16 and #17 above.
23. **Total Special Revenue Means of Finance** from \$12,980,061.00 to \$13,762,954.00, an increase of \$782,854.00 as listed in #'s 20 and 21 above.

SECTION III – CAPITAL PROJECT FUNDS

24. **Park Capital** from \$5,000.00 to \$10,000.00, an increase of \$5,000.00 in account 503.549.321 Park Signs for signs budgeted in 2021 but not yet completed; from \$0.00 to \$10,000.00, an increase of \$10,000.00 in account 503.549.361 for Banners and Decorations budgeted in 2020 but not completed; and from \$6,000.00 to \$12,000.00, an increase of \$6,000.00 in account 503.549.362 for storage building doors and frames budgeted in 2021 but not yet completed. This increases Park Capital total appropriations from \$1,587,000.00 to \$1,608,000.00, an increase of \$21,000.00. Financing for this increase will be from an increased transfer from the General Fund as listed in #12 above.

- 25. **Huether Family Aquatics Center Construction Account** from \$0.00 to \$2,850,771.00, an increase of \$2,850,771.00 in account 505.505.320 Buildings and Structures for the pool project budgeted in 2021 but not yet completed. This increases HFAC Construction total appropriations from \$50,088.00 to \$2,900,859.00, an increase of \$2,850,771.00. Financing for this increase will be from monies carried over into 2022.
- 26. **Total Capital Projects Funds Appropriations** from \$9,193,891.00 to \$12,065,662.00, an increase of \$2,871,771.00 for those projects listed in #'s **23-24** above.
- 27. **Capital Project Funds Unappropriated Balance** from \$5,108,512.00 to \$7,959,283.00, an increase of \$2,850,771.00 as explained in #**24** above.
- 28. **Transfer from General Fund** from \$1,287,000.00 to \$1,308,000.00, an increase of \$21,000.00 as explained in #'s **12 and 23** above.
- 29. **Total Other Financing Sources** from \$1,456,720.00 to \$1,477,720.00, an increase of \$21,000.00 as explained in #'s **23 and 27** above.
- 30. **Total Capital Projects Means of Finance** from \$13,853,214.00 to \$16,724,985.00, an increase of \$2,871,771.00 as listed in #'s **26-28** above.
- 31. **Central Garage** from \$39,000.00 to \$59,000.00, an increase of \$20,000.00 in account 801.801.350 for HVAC replacement budgeted in 2021 but not yet purchased. This increases Central Garage total appropriations from \$880,058.00 to \$900,058.00, an increase of \$20,000.00. Financing for this increase will be from monies carried over into 2022.

It is recommended that the City Commission introduce and hold the first reading of Ordinance #1058 amending and supplementing Ordinance No.1055, the 2022 annual appropriations ordinance and set February 14, 2022, as the second reading and public hearing of said Ordinance.

Thank You



Al Viereck
Finance Officer

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon, City Manager

ORDINANCE NO . 1058

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE #1055,
THE 2022 ANNUAL APPROPRIATION ORDINANCE OF THE
CITY OF YANKTON, SOUTH DAKOTA.

Be it ordained by the City of Yankton, South Dakota, that Ordinance #1055 is amended to wit:

Ord. #1055

Ord. #1058

SECTION I - GENERAL FUND

A. Appropriations

General Government:

Board of City Commissioners	\$ 158,084			
City Manager	277,926			
City Attorney	130,984			
Finance Office	744,747			
Information Services	506,789	1.	192,798	699,587
Community Development	643,565			
Human Resources	245,493			
Contingency	<u>300,000</u>			
TOTAL GENERAL GOVERNMENT	<u>3,007,588</u>	2.	192,798	<u>3,200,386</u>

Public Safety:

Police Department	4,016,505	3.	39,854	4,056,359
Fire Department	854,307	4.	75,000	929,307
Civil Defense	<u>4,960</u>			
TOTAL PUBLIC SAFETY	<u>4,875,772</u>	5.	114,854	<u>4,990,626</u>

Public Works:

Engineering & Inspection	814,131			
Street & Highways	2,285,666	6.	220,000	2,505,666
Snow & Ice Removal	234,353			
City Hall	349,014	7.	65,233	414,247
Traffic Control	554,494			
Chan Gurney Airport	<u>789,238</u>	8.	50,000	<u>839,238</u>
TOTAL PUBLIC WORKS	<u>5,026,896</u>	9.	335,233	<u>5,362,129</u>

Ord. #1055

Ord. #1058

Special Appropriations	<u>138,206</u>			
TOTAL SPECIAL APPROPRIATIONS	<u>138,206</u>			
Culture - Recreation:				
Senior Citizens Center	63,723	10.	35,000	98,723
Community Library	<u>861,399</u>			
TOTAL CULTURE - RECREATION	<u>925,122</u>	11.	35,000	<u>960,122</u>
Other Financing Uses / Transfers Out	<u>6,555,165</u>	12.	747,605	<u>7,302,770</u>
TOTAL OTHER FINANCING USES	<u>6,555,165</u>	12.	747,605	<u>7,302,770</u>
TOTAL APPROPRIATIONS	<u>\$ 20,528,749</u>	13.	1,425,490	<u>\$ 21,954,239</u>
B. Means of finance				
Unappropriated Fund Balances	<u>\$ 6,111,997</u>	14.	1,425,490	<u>\$ 7,537,487</u>
Current Property Taxes	2,999,551			
Sales & Other Taxes	7,727,831			
Licenses & Permits	333,507			
Intergovernmental Revenue	741,228			
Charges for Goods & Services	2,286,850			
Fines & Forfeits	4,250			
Miscellaneous Revenues	<u>59,000</u>			
TOTAL REVENUE	<u>14,152,217</u>			
Other Financing Sources / Transfers In	<u>264,535</u>			
TOTAL MEANS OF FINANCE	<u>\$ 20,528,749</u>	15.	1,425,490	<u>\$ 21,954,239</u>

SECTION II - SPECIAL REVENUE

	Ord. #1055		Ord. #1058
A. Appropriations			
Parks & Recreation	\$ 1,896,393	16.	75,874 \$ 1,972,267
Memorial Park Pool	1,696,011		
Summit Activies Center	930,984		
Marne Creek	5,636,509		
Casualty Reserve Fund	5,000		
Bridge & Street Fund	160,000		
911/Dispatch	926,735	17.	650,731 1,577,466
Business Improvement District	69,920		
Lodging Sales Tax	719,423	18.	56,249 775,672
Infrastructure Improvement Revolving - Transfer to Infr. Imp. Constr.	<u>44,720</u>		
TOTAL APPROPRIATIONS	<u>\$ 12,085,695</u>	19.	782,854 <u>\$ 12,868,549</u>
 B. Means Of Finance			
Unappropriated Fund Balance	<u>\$ 938,759</u>	20.	56,249 <u>\$ 995,008</u>
 Parks & Recreation Revenue	16,760		
Memorial Pool Revenue	583,300		
Summit Activies Center Revenue	\$265,270		
Marne Creek Revenue	4,590,000		
Casualty Reserve - Interest	250		
Bridge & Street Revenue	41,497		
911/Dispatch	152,776		
Business Improvement District	116,000		
Lodging Tax	714,110		
Infrastructure Improvement Revolving	<u>44,720</u>		
TOTAL REVENUE	<u>6,524,683</u>		
 Transfer From General Fund	<u>4,460,929</u>	21.	726,605 <u>5,187,534</u>
Transfer From HFAC Capital Fund	<u>50,088</u>		
Transfer From Special Capital Fund	<u>1,005,602</u>		
TOTAL MEANS OF FINANCE	<u>\$ 12,980,061</u>	22.	782,854 <u>\$ 13,762,915</u>

SECTION III - CAPITAL PROJECT FUNDS

A. Appropriations	Ord. #1055		Ord. #1058	
Public Improvement	\$ -			
Airport Capital Projects	1,100,000			
Park Capital Projects	1,587,000	23.	21,000	1,608,000
Infrastructure Improvement Construction	100,000			
Huether Aquatics Center Construction	50,088	24.	2,850,771	2,900,859
Special Capital Improvement	5,819,713			
Tax Incr. District #5 Menards	194,610			
Tax Incr. District #6 Westbrook Estates	297,391			
Tax Incr. District #7 West 10th Street	23,724			
Tax Incr. District #8 Westbrook Phase 2	21,365			
Tax Incr. District #9 Yankton Mall	-			
TOTAL APPROPRIATIONS	<u>\$ 9,193,891</u>	25.	2,871,771	<u>\$ 12,065,662</u>
B. Means of Finance				
Unappropriated Fund Balance	<u>\$ 5,108,512</u>	26.	2,850,771	<u>\$ 7,959,283</u>
Public Improvement Revenue	\$ -			
Airport Capital Projects	1,028,500			
Park Capital Revenue	300,000			
Infrastructure Improvement Construction	-			
Huether Aquatics Center Construction	187,890			
Special Capital Improvement	5,270,809			
TID #5 Menards	143,675			
TID #6 Westbrook Estates	297,391			
TID #7 West 10th Street	26,216			
TID #8 Westbrook Phase 2	32,601			
TID #9 Yankton Mall	900			
TOTAL REVENUE	<u>\$ 7,287,982</u>			

	Ord. #1055		Ord. #1058	
Transfer from General Fund	1,287,000	27.	21,000	1,308,000
Transfer from Summit Activity Center	55,000			
Transfer from Park Improvement Fund	-			
Transfer from BBB Fund	70,000			
Transfer from Infrastructure Impr. Fund	44,720			
Transfer from Special Capital Fund	-			
Loan from General Fund	-			
Loan from Special Capital Fund	-			
TOTAL OTHER FINANCING SOURCES	<u>1,456,720</u>	28.	21,000	<u>1,477,720</u>
 TOTAL MEANS OF FINANCE	 <u>\$ 13,853,214</u>	 29.	 2,871,771	 <u>\$ 16,724,985</u>

SECTION V - INTERNAL SERVICE FUNDS CENTRAL GARAGE

Unappropriated Fund Balance	\$ 166,504			
Estimated Revenue - Billings	<u>902,102</u>			
TOTAL ESTIMATED BALANCE & REVENUES	\$ 1,068,606			
 Less Appropriations	 <u>880,058</u>	 30.	 20,000	 <u>900,058</u>
Estimated Surplus	<u>\$ 188,548</u>			<u>\$ 168,548</u>

SECTION VII - EFFECTIVE DATE

This Ordinance being necessary for the support of the government of the City of Yankton and its existing institutions shall take effect upon its passage and publication.

Adopted: February 14, 2022

Stephanie Moser, Mayor

ATTEST :

Al Viereck, Finance Officer

Introduction and first reading: January 24, 2022 Second reading : February 14, 2022

Published in the Yankton Daily Press and Dakotan, Official Newspaper: Feb. ??, 2022

I so certify

Al Viereck, Finance Officer

Memorandum #22-11

To: Amy Leon, City Manager
From: Todd Larson, Director of Parks, Recreation, & City Events
Subject: Bid award for Fox Run Golf Course Vertical Turbine Variable Speed Prefabricated Pump Station
Date: January 17, 2022

At the bid opening held on Tuesday, January 11, 2022, only one bid was received for the Fox Run Golf Course Pump Station Project.

The City worked with Watertronics, Inc. to have a specification written for the Vertical Turbine Variable Speed Prefabricated Pump.

The bid from GreatLIFE Golf and Fitness, Inc., was in the amount of \$183,588.01.

The bid specifications were sent to a local contractor, who has done projects for the water department, and Great Plains Structures in Mitchell. Both of these entities requested the specifications but did not put in a bid.

The City had budgeted \$125,000 in capital in the 2022 Fox Run Golf Course Budget and had also carried over \$50,000 in unspent capital from 2021. This is a project that the City was planning for over the past couple of years and now there were starting to be failures with the pump that is original to the course.

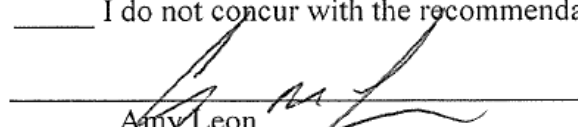
Recommendation: It is recommended the bid from GreatLIFE Golf and Fitness, Inc., in the amount of \$183,588.01 awarded the construction project, which includes removal of the old pump and installation of the new system.

Respectfully submitted,



Todd R Larson
Director of Parks, Recreation, & City Events

I concur with the recommendation.
 I do not concur with the recommendation.



Amy Leon
City Manager

____ Roll call

Memorandum #22-12

To: Amy Leon, City Manager
From: Adam Haberman, Public Works Director
Subject: Amended Professional Services Agreement – Stockwell Engineers
Date: January 18, 2022

On September 27, 2021 the City Commission approved a Proposal for Professional Services from Stockwell Engineers to develop a Westside Park Concept Plan for improvements to be made in 2022. Compensation for services included in the proposal was \$32,250.00. The concept design aligned with what was developed in the Westside Park Master Plan. The 2022 planned improvements include pond and island improvements, which entails pond dredging, bank stabilization, pedestrian bridge replacement, and a pond-viewing plaza. Many of the planned improvements will greatly enhance and strengthen the aquatic environment as well as aesthetics of Westside Pond. Estimated construction and project costs for the improvements total \$1.4 million. There is \$1.5 million budgeted in the 2022 budget for the Westside Park Master Plan Project.

Now that project cost estimates have been determined, engineering for final design can begin. Attached is an Amendment to the Agreement for Professional Services from Stockwell Engineers, for \$164,750.00. The Amendment includes services for final design, plan documents, bidding, and construction administration for the Westside Park improvements. Compensation for the concept plan and the amendment would total \$197,000.00.

Recommendation: It is recommended that the City Commission approve the Amendment to the Agreement for Professional Services for Westside Park with Stockwell Engineers, Inc. and authorize the City Manager to sign and administer the contract as explained in Memorandum #22-12.

Respectfully submitted,



Adam Haberman, PE
 Public Works Director

I concur with this recommendation.
 I do not concur with this recommendation.



 Amy Leon, City Manager

____ Roll call

AMENDMENT TO AGREEMENT

Project: Westside Park

Stockwell Project No.: 21289

This is an Amendment to the Agreement for Professional Services (hereinafter "Agreement") dated September 14, 2021, by and between STOCKWELL ENGINEERS, INC., 201 Walnut Street, Yankton, SD 57078, (hereinafter "Engineer") and CITY OF YANKTON, (hereinafter "Client"), for the above-mentioned project. Revisions to the Agreement are as described below.

Client City of Yankton
P.O. Box 176
Yankton, SD 57078

Amendment No. 1
Attachments: Agreement Amendment

Scope of Services: Client hereby agrees to retain Engineer to perform the Services as outlined in the attached correspondence dated January 5, 2022.

Compensation: In consideration of the change in Work, compensation shall be amended as follows:

Original Agreement Amount:	\$32,250.00
Net Previous Amendments (None):	\$0.00
Current Agreement Amount:	\$32,250.00
Change this Amendment:	\$164,750.00
New Agreement Amount:	\$197,000.00

Client and Stockwell hereby amend the Agreement as set forth within. In all other respects, the original Agreement is to remain unchanged and in full force between the undersigned.

IN WITNESS WHEREOF, this Agreement is accepted on the date last written below, subject to the terms and conditions above stated and the provisions set forth herein.

CLIENT

STOCKWELL ENGINEERS, INC.

Signed: _____

Signed: _____

Name (printed): _____

Name (printed): Jon Brown, P.E.

Title: _____

Title: President

Date: _____

Date: _____

Agreement Amendment

City of Yankton
Westside Park

21289 | SEI No.
Westside Park | Encl

January 5, 2022

Mr. Todd Larson
City of Yankton
P.o. Box 176
Yankton, SD 57078
TLarson@cityofyankton.org

Re: Proposal for Professional Services
Westside Park

Dear Todd,

It is our pleasure to provide the City of Yankton an amended scope of service proposal for the referenced project. This letter reflects the scope of services and fee proposal associated with this amendment. The amended scope of services is based on Stockwell's approved concept plan dated December 20, 2021, a copy of which is attached.

To further the City's insight into our proposed services, we provide the following outline of services included:

Phase 1 | Design Development

- 1.1 Layout and design the project improvements based on Client approved concept plan.
 - 1.1.1 Pedestrian bridge and abutments by subconsultant.
 - 1.1.2 Accent bridge lighting by subconsultant.
 - 1.1.3 Pond dredging and lining.
 - 1.1.4 Pond edge improvements.
 - 1.1.5 Pond overflow structure.
 - 1.1.6 Island edge improvements.
 - 1.1.7 Pond viewing plaza.
- 1.2 **Design improvements in coordination with Client's staff.**
- 1.3 Design improvements to local industry accepted standards. Where available, Stockwell shall implement **Client's published standards.**
- 1.4 Assist Client in procuring geotechnical or other exploratory service contracts. Client to contract services separately and **provide report to be included in Stockwell's construction documents. Stockwell is not responsible for any impact on Client's Project caused by subsurface conditions. Stockwell is entitled to rely on the accuracy of information and services provided by Client's agents.**
- 1.5 Design project to comply with the Americans with Disabilities Act (ADA). Notify Client of conditions which prevent or limit compliance with the ADA. Client to provide Stockwell guidance for proceeding or variances from the ADA.
- 1.6 Determine removal limits for the Project site.
- 1.7 If applicable, prepare Notice of Intent (NOI) and deliver to Client to execute. Client to submit NOI to permit authority.

Deliverables: Notice of Intent.

Phase 2 | Construction Documents

- 2.1 Finalize design.
- 2.2 Prepare construction documents. **Where applicable, Stockwell shall utilize Client's drafting standards.**
Construction documents to contain information suitable for contractors to provide construction pricing or

ENGINEERING / LANDSCAPE ARCHITECTURE / SURVEYING

Agreement Amendment

City of Yankton
Westside Park

bidding. Final construction documents provided by Stockwell will contain the Professional Seal of an Engineer licensed in the State of the project site, and will be suitable for review by permitting agencies with jurisdiction over the project.

- 2.3 Perform Internal Quality Assurance Procedures.
- 2.4 Submit three copies of construction documents and Stockwell's opinion of probable construction cost to Client for review.
- 2.5 Submit construction documents to the following entities for comment.
 - 2.5.1 Private Utility Companies.
- 2.6 Address comments to review documents and incorporate into final deliverables.
- 2.7 Deliver copies of final construction documents to review entities.
- 2.8 **Deliver to Client an electronic pdf copy of Stockwell's opinion of probable construction cost and three paper copies of final construction documents for bidding purposes.**

Deliverables: Opinion of probable construction cost: and construction documents for bidding purposes.

Phase 3 | Bidding

- 3.1 Answer any questions arising throughout the bidding process and prepare addendums as required.
- 3.2 Attend the bid opening and administer letting.
- 3.3 Deliver to Client tabulation of bids received and letter of recommendation for awarding the construction contract.
- 3.4 Attend council meeting to present recommendation to Client.

Deliverables: Addendums: tabulation of bids received: and recommendation of award.

Phase 4 | Construction Administration

- 4.1 Prepare construction agreement and submit to Contractor for signature.
- 4.2 **Review construction agreement and accompaniments provided by the Contractor. Client's legal staff to review Contractor's bonds and insurance for authenticity.**
- 4.3 **Prepare Contractor's notice to proceed.**
- 4.4 Deliver paper copies of contract documents for Client to execute and distribute to Contractor and other respective agents.
- 4.5 Assist Client in procuring material testing services. Material testing agent will be hired directly by Client. Client is responsible for paying the cost of material testing. Stockwell is not responsible for any impact **on Client's Project caused by failing tests. Stockwell is entitled to rely on the accuracy of the information and services furnished by Client and its testing firm.**
- 4.6 Schedule and conduct preconstruction meeting. Stockwell to notify contractor and private utilities of the meeting time and location, prepare an agenda, and distribute minutes to attendees.
- 4.7 Review and make comment on shop drawings or other product submittals from contractor.
- 4.8 Mark removal limits of appropriate items.
- 4.9 Document conditions of project site prior to construction beginning by means of video.
- 4.10 Observe construction activities when significant work is done to determine generally if the contractor is proceeding in accordance with the contract documents. Based on site visit, Stockwell will keep Client reasonably informed about the progress and quality of the work completed, and report to Client known **deficiencies observed in the work and deviations from the contractor's work schedule. Stockwell shall notify Client if it appears the construction activities will exceed the time provisions of the contract and if whether Stockwell's maximum fee will be exceeded as a result.**
- 4.11 Maintain site visit reports indicating weather conditions, construction progress, deviations from the contract documents, and other pertinent information.
- 4.12 Prepare biweekly reports documenting general progress on the project and submit to the Client and Contractor.
- 4.13 Attend coordination meetings with Contractor, estimated at biweekly during construction.
- 4.14 Maintain and update the Storm Water Pollution Prevention Plan (SWPPP) as required.

Agreement Amendment

City of Yankton
Westside Park

- 4.15 As required under the construction contract, conduct final **inspections and deliver to contractor "punch list" of items requiring completion or correction.**
- 4.16 Submit to Client certificate of completion, documenting compliance of work with the contract documents **and start of Contractor's warranty.**
- 4.17 Prepare monthly progress payment request forms for Client and Contractor to execute.
- 4.18 Review change order requests made by Contractor and provide recommendation to Client to approve or **deny such claims. Work added to the Contractor's contract resulting in additional effort by** Stockwell shall be considered an additional service.
- 4.19 Prepare final change order to reflect as-built quantities and final pay request forms for Client and Contractor to execute.
- 4.20 Prepare Notice of Termination (NOT) for Client to execute. Client to submit NOT to permit authority.
- 4.21 Survey as-built locations and elevations of utility appurtenances accessible at ground surface.
- 4.22 Prepare and deliver record drawings to Client. Record drawings to convey significant changes to the construction documents. Utility linework shall be redrafted to reflect as-built survey data and field measurements. Design text will not be updated. Pavement sheets shall not be updated except for significant design changes.

Deliverables: Executed contract documents; contractor's notice to proceed; preconstruction meeting minutes; change orders; pay requests; biweekly progress reports; certificate of completion; punch lists; notice of termination; and record drawings.

Phase 5 | Construction Staking

- 5.1 Mark proposed improvements and elevations as shown on the plans.
- 5.2 Reset boundary markers found at the time of survey but are removed during construction.

Additional Services

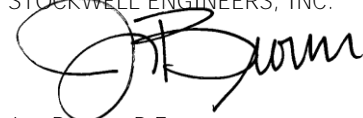
A non-comprehensive outline of additional services and exclusions from Stockwell's proposal are listed below. If authorized in writing by Client, Stockwell will furnish additional services over and above the amount set forth by this agreement. Compensation for additional services will be at Stockwell's current hourly rates or otherwise as mutually agreed upon by both parties.

- Geotechnical or other exploratory services.
- Materials testing.
- Wetland delineation.
- Wetland mitigation plan.
- Wetland monitoring.
- Review or filling fees.
- CLOMR submittals.
- LOMAR submittals.
- 404 Nation Wide Permit Application.
- Public meetings.

If you have any questions, please contact our office.

Sincerely,

STOCKWELL ENGINEERS, INC.



Jon Brown, P.E.
President



SCALE: 1" = 50'

- Kayak Launch
- Stone Gazebo (Existing)
- Aquatic Plantings
- Pond Fountain
- Summit Street
- Island Access
- Limestone Retaining Wall
- Rip Rap Perimeter
- Aquatic Plantings
- Pond Overflow



- Aquatic Plantings
- Abutment Column
- Pedestrian Bridge
- Pond Viewing Plaza
- Park Shelter (Existing)
- Maintenance (Existing)
- Landscape Bed

WESTSIDE PARK

Pond & Island Improvements | Yankton, South Dakota



MEMORANDUM #22-13

To: Amy Leon, City Manager
From: Corey Potts, Public Works Manager
Date: January 18, 2022
Subject: Final Project Acceptance and Payment for Crushed Salvaged Concrete Contract

The City has received the final pay request from CRC Sand and Gravel, LLC for crushing the concrete and asphalt stockpiled at the City Transfer Station. The work for this project has been completed on time and meets the requirements of the specifications.

City staff has reviewed the completed work and recommends that a final payment in the amount of \$8,460.39 be made to CRC Sand and Gravel, LLC. The final cost for the project is \$25,449.51, and the contractor has previously been paid \$16,989.12. The amount budgeted specifically for the project was \$200,000.00.

It is recommended that the City Commission accept the project material, and authorize the Finance Officer to issue a manual check in the amount of \$8,460.39 to CRC Sand and Gravel, LLC.

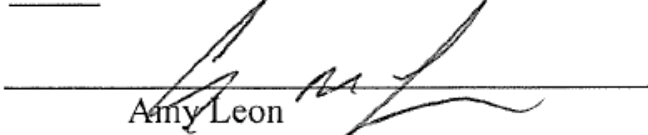
Respectfully submitted,



Corey Potts
Public Works Manager

I concur with the recommendation.

I do not concur with the recommendation.



Amy Leon
City Manager

____ Roll call

Memorandum #22-14

To: Amy Leon, City Manager
From: Bradley Moser, Civil Engineer
Subject: Acceptance of the Sanitary Sewer, Storm Sewer and Street Improvements for 29th Street, Woodbine Avenue and Castlewood Circle – Phases 9 & 10, of the Ridgeway North Development Project
Date: January 18, 2022

The developer Kirby Hofer is asking that the utility and street improvements on Phase 9 & 10 of the Ridgeway North Development be accepted. The improvements are located along 29th Street, Woodbine Avenue and Castlewood Circle include the following lots:

Block 8, Lots 9 & 10,
 Block 9, Lots 12 thru 16,
 Block 10, Lots 5 thru 9,
 Block 14, Lots 1 thru 5,
 Block 15, Lots 7 thru 12,
 Block 16, Lots 14 thru 17,
 All in Ridgeway North Subdivision

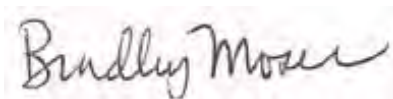
Any portion of these lots that needed city services were required to build those utilities to City standards. City staff inspected the utilities and found that they were completed in accordance to the approved plans. All City utilities passed the required testing. In addition, the Environmental Services Department has inspected the improvements and found them to be satisfactory.

The billing costs associated with the inspection, administrative services and service connection fees have been calculated. A payment, of \$1,657.22, has been received from the developer. The calculation totals are as follows:

Total Personnel Labor Costs	\$1,018.22
Water Connection Fees	\$204.00
Sewer Connection Fees	<u>\$435.00</u>
GRAND TOTAL:	\$1,657.22

It is recommended that the City Commission accept the sewer, storm and street improvements as described above.

Respectfully submitted,



Bradley Moser
 Civil Engineer

Recommendation: It is recommended that the City Commission accept the sewer, storm and street improvements for 29th Street, Woodbine Avenue and Castlewood Circle – Phases 9 & 10 of the Ridgeway North Subdivision, as detailed in Memorandum #22-14.

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon, City Manager

cc: Adam Haberman, PE

Memorandum #22-15

To: Amy Leon, City Manager
From: Bradley Moser, Civil Engineer
Subject: "No Parking" areas on Green Street, from 21st Street 23rd Street
Date: January 18, 2022

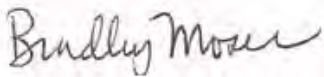
The attached Resolution #22-05 if adopted would create several no parking areas on both the east and west side of Green Street between 21st Street and 23rd Street.

In a letter received in October of 2021, Randal Heying, Mfg. Engineer for Aztec Industries, requested that no parking areas be established to assist in the ability for large trucks to access their premises. As part of his request, there would be a 50' area on each side of their entrances, which are located on the west side of the street. He has requested an additional two areas on the east side. The northern one, which would be adjacent to their new parking lot and would decrease on-street parking by 1 to 2 parking spots. The southern one, which would be 115' in length, is adjacent to two apartment complexes and would decrease on-street parking by approximately 4 parking spots.

Staff has done a visual check of the area on several occasions. It was determined that with all of the available off-street parking, the locations that are being considered for no parking are rarely utilized. Even with implementing the proposed no parking areas there would still be more than adequate parking for the apartment complexes.

Based on this information, City staff recommends approval of Resolution #22-15, establishing no parking areas as described in this memo and depicted in the attached aerial photo.

Respectfully submitted,


Bradley Moser
Civil Engineer

Recommendation: It is recommended that the City Commission approve Resolution #22-05, which establishes no parking areas on Green Street, from 21st Street to 23rd Street, as described in Memorandum #22-15.

I concur with this recommendation.
 I do not concur with this recommendation.



Amy Leon, City Manager

cc: Adam Haberman, Director of Public Works

____ Roll call

RESOLUTION #22-05

**NO PARKING AREAS, ON GREEN STREET
FROM 21ST STREET TO 23RD STREET**

WHEREAS, Green Street carries a large number of vehicles each day; and

WHEREAS, that Astec Industries is a manufacturing company at this location; and

WHEREAS, traffic to and from Astec Industries, includes semi-trucks, daily; and

WHEREAS, semi-trucks require more area to maneuver and complete turns; and

WHEREAS, there is sufficient parking with both on-street and off-street parking available for the tenants of the apartment complex, and

WHEREAS, The Board of City Commissioners of the City of Yankton has the authority to establish and revoke parking restrictions within the City of Yankton;

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, SD, that parking is prohibited on Green Street, from 21st Street to 23rd Street, as described in Memorandum #22-15.

Dated: _____

Stephanie Moser
Mayor

ATTEST:

Al Viereck
Finance Officer



City of Yankton

 No Parking Area

No Parking on Street

