



**CITY OF YANKTON**

**2022\_04\_25**

**CITY COMMISSION  
MEETING**



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

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## **YANKTON BOARD OF CITY COMMISSIONERS**

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

**Monday, April 25, 2022**

**City of Yankton Community Meeting Room**

Located at the Career Manufacturing Technical Education Academy formerly known as Technical Education Center • **1200 W. 21<sup>st</sup> 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

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### **I. ROUTINE BUSINESS**

**1. Roll Call**

**2. Approve Minutes of regular meeting of April 11, 2022 and Special Meeting of April 15, 2022**

**Attachment I-2**

**3. City Manager's Report**

**Attachment I-3**

**4. Public Appearances - Scott Knudson**

*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. Transient Merchant License – Meridian District**

Consideration of Memorandum #22-64 recommending approval of the application from Meridian District for:

A) Transient Merchant License for May 1 – October 31, 2022.

**Attachment II-1**

**2. Establish public hearing for sale of alcoholic beverages**

Establish May 9, 2022, as the date for the public hearing on the request for a Special Events Retail (on-sale) Liquor License for 1 day, August 27, 2022, from Utica Hall/Rueb, LLC d/b/a Utica Hall, 801 McCarthy Street, Utica, SD at The Meridian Venue, 101 E. 3<sup>rd</sup> Street, Yankton, SD.

**Attachment II-2**

**3. Special Events Dance License**

Consideration of Memorandum #22-65 recommending approval of the application from 3<sup>rd</sup> on 3<sup>rd</sup>:

A) Special Events Dance License for July 3, 2022

**Attachment II-3**

**4. Special Events Dance License**

Consideration of Memorandum #22-66 recommending approval of the application from Mojo's 3<sup>rd</sup> Street Pizza:

A) Special Events Dance License for June 4, 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.*

**NONE**

*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. LIP Grant**

Consideration of Memorandum #22-72 regarding Local Infrastructure Improvement Program Grant Application for Infrastructure NW of 31<sup>st</sup> Street & Broadway Avenue

**Attachment IV-1**

**2. Bid Award – West City Limits Road / Summit Street / 21<sup>st</sup> Street Reconstruction Project**

Consideration of Memorandum #22-69 regarding Bid Award for West City Limits Road / Summit Street / 21<sup>st</sup> Street Reconstruction Project

**Attachment IV-2**

**3. Bid Award – 5<sup>th</sup> Street Reconstruction Project**

Consideration of Memorandum #22-70 regarding Bid Award for 5<sup>th</sup> Street Reconstruction Project

**Attachment IV-3**

4. **Bid Award - Chan Gurney Airport**  
Consideration of Memorandum #22-63 regarding Bid Award for Taxiway A Rehabilitation Project at Chan Gurney Municipal Airport  
**Attachment IV-4**
5. **Chan Gurney Municipal Airport – Airport Mechanic**  
Consideration of Memorandum #22-62 regarding Agreement for Airport Mechanic Service at Chan Gurney Municipal Airport  
**Attachment IV-5**
6. **Bid Award – Westside Park Improvement Project**  
Consideration of Memorandum #22-68 regarding Westside Park Improvement Project  
**Attachment IV-6**
7. **Bid Award – Yankton Infrastructure Recovery & Critical Capacity**  
Consideration of Memorandum #22-67 regarding Bid Award for Yankton Infrastructure Recovery & Critical Capacity Wastewater Treatment Plant EDA Improvement Project  
**Attachment IV-7**
8. **2022-2025 Strategic Plan**  
Consideration of Memorandum #22-71 regarding approval of 2022-2025 Strategic Plan  
**Attachment IV-8**

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 APRIL 25, 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  
APRIL 11, 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, Schramm, and Villanueva. City Attorney Den Herder was also present.

Absent: Commissioner Miner, Commissioner Webber and City Manager Leon. Quorum present.

Action 22-80

Moved by Commissioner Johnson, seconded by Commissioner Villanueva, to approve Minutes of Work Session Meeting of March 28, 2022, and regular meeting of March 28, 2022.

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

Motion adopted.

Action 22-81

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

1 Office Solution - Office Floor Mat - \$334.83; 33 And West - Kids In The Park - \$2,500.00; A Bailey Creative - Marketing Photography - \$150.00; Acuity Brands Lighting - Street Lights - \$14,660.00; Adobe Creative Cloud - Computer Program - \$85.18; Adobe Stock - Computer Program - \$31.94; AFSCME Council 65 - AFSCME Deductions - \$902.00; Amazon - Office Pencils - \$26.81; Amazon - DVD's - \$122.12; Amazon - Cable - \$96.29; Amazon - Cell Signal Antenna - \$119.23; Amazon - Cable Connector - \$27.67; Amazon - Books - \$138.23; Amazon - Books - \$119.75; Amazon - Cabinet Keys - \$35.97; Amazon - Toys - \$388.83; Amazon - Book - \$48.00; Amazon - Book - \$12.31; Amazon - Desk - \$329.99; Amazon - Book - \$19.00; Amazon - Office Supplies - \$50.88; Amazon - DVD - \$18.80; Amazon - Book - \$13.97; Amazon - Janitorial Supplies - \$344.16; Amazon - Book - \$14.69; Amazon - Office Supplies - \$143.20; Amazon - Office Supplies - \$12.98; Amazon - Book - \$15.47; Amazon - DVD - \$19.47; Amazon - DVD - \$17.99; Amazon - DVD - \$19.96; Amazon - Book - \$8.95; Amazon - Pc Supplies - \$121.07; Amazon - Office Supplies - \$253.27; Amazon - Receipt Paper - \$22.90; Amazon - Book - \$10.51; Amazon - DVD's - \$556.20; American Family Life Corp - Cancer & ICU Premiums - \$11,928.08; A-Ox Welding Supply Co - Propane - \$183.72; Arby's - Travel Expense- Pierre - \$9.44; Arrow Paper - E-Ticket Printer Paper - \$746.99; Assoc. Career Center - Advertisement - \$649.00; AT&T Bill Payment - Mobile Data - \$1,261.25; Automatic Building Controls - Alarm Contract - \$255.60; Automatic Systems Company - Transducer - \$2,417.74; Autozone - Brakes - \$1,257.12; Avera Health Plans - Low Deductible Premiums - \$88,991.64; Axvoice - Dialer Service - \$21.44; Baker-Taylor - Books - \$8,210.52; Ballard/Brian - Travel Per Diem - \$107.00; Banner Associates - Engineering - \$39,842.01; Blackstrap - Road Salt - \$1,685.41; Bomgaar's - Blower Motor - \$1,223.38; Bomgaar's-Moto - K9 Food - \$49.99; Brandt/Todd - Per Diem Travel - \$58.00; Buhl's Cleaners - Cleaning Service - \$387.90; C & B Yankton - Mower Blades - \$41.46; Cando/Mark - Marketing Video - \$300.00; Casey's - Travel Expense - \$81.01; Casey's - Background Investigation - \$39.03; Casey's - Fuel - Pierre - \$165.53; Cedar Knox Public Power Dist - Electricity - \$1,233.65; Cenex Cubby's - Fuel - \$99.70; Cengage Learning/Gale - Books - \$279.14; Center Point - Large Print Books - \$274.44; CenturyLink - Phone - \$1,297.44; CenturyLink - Fiber Internet - \$347.36;

Christensen Radiator & Repair - Aluminum Deck - \$4,029.75; City Of Vermillion - Jt Power Cash Trans - \$69,372.92; City Of Yankton-Central Garage - Rubbish - \$24.00; City Of Yankton-City Clean-Up - City Wide Clean Up - \$6,217.06; City Of Yankton-Police - Landfill Charges - \$12.00; City Of Yankton-Solid Waste - Compacted Garbage - \$15,996.03; City Of Yankton-Water - Garbage - \$91.79; City Utilities - Wtr-Ww Charges - \$4,699.60; Clarks Rentals Custom - Core Drilling Bit - \$428.00; Collective Data - Software - \$2,340.00; Construction & Aggregate - Parts - \$217.02; Core & Main - FH Parts - \$8,135.18; Cornhusker Intl Truck - Parts - \$753.35; Cowboy - Travel Fuel - \$89.59; Credit Collection Service - Ut Collection - \$123.92; Crescent Electric - Surge Arrestor - \$1,936.24; Culver's - Meeting - \$9.23; Danko Emergency Equipment - Bunker Repairs - \$440.11; Delight Donuts - MSHAA Training - \$180.00; Den Herder Law Office, P.C. - Contracted Services - \$2,646.93; Department Of Agriculture - Examinations - \$287.00; Dept Of Social Services - SD Child Support - \$2,275.00; Diamond Vogel Inc. - Road Paint - \$7,488.15; Dynamic Cable & Security - Software Storage - \$278.80; EBay - DVD Drive - \$30.00; Echo Electric Supply - Camera Trailer Electric - \$206.69; Election System & Software - Election Ballots - \$2,641.83; Electrical Engineering & Equip. - Repair Generator - \$695.00; Emerson Manufacturing - Garage Parts - \$1,354.37; ESO Solutions, Inc. - Subscription - \$212.18; Facebook - Advertisements - \$14.00; Facebook - Ad For Fire Chief - \$21.87; Fastenal Company - Filters - \$989.21; Feimer Construction - Walnut Street Planters - \$49,769.42; Fejfar Plumbing & Heat - 2 Faucets - \$688.58; First Dakota Nat'l Bank HSA - HSA Contributions - \$9,080.57; First National Bank FSA - Cafeteria Plan - \$1,410.00; Foote/Jason - Boot Reimbursement - \$241.00; Friends Of Sertoma - HFAC Advertisement - \$800.00; Gerstner Oil - Fuel - \$60,074.52; GOSCOMA Annual Conf. - Conference - \$975.00; Grainger - Motor - \$813.18; Green For Life Environmental - Oil Removal - \$70.17; Guardian Fleet Safety - Install Police Equipment - \$10,238.03; Hach Company - Reagents - \$1,503.86; Hanson Briggs Advertising - Envelopes - \$417.86; Harbor Freight Tools - Flashlights - \$223.56; Hardee's - Travel Expense - \$11.71; Hardees 602 - Travel Expense - \$26.84; Harn Ro Systems - Chemicals - \$4,900.00; Hawkins - Chemicals - \$23,052.66; HDR Engineering - WWTP EDA - \$151,976.00; Health Partners - Final Payment - \$449.65; Heartland Humane Society - Professional Services - \$20,000.00; Heiman Fire Equipment - Bunker Suspender - \$62.00; Hercu-U-Lift - Forks - \$900.00; Hockett/Becky - Training Registration - \$50.00; Holiday Stations - Fuel-Travel Pierre - \$41.90; Hy-Vee - MSHAA Training - \$75.28; ICMA Retirement Trust - ICMA Contributions - \$3,225.22; Imagestuff.Com - Summer Reading Program - \$63.95; In Advanced Graphix - K9 Vehicle Graphics - \$41.00; Interstate Power Systems - Service Call - \$3,029.88; J & H Care & Cleaning Company - Janitorial Services - \$4,100.00; J2 Metrofax - Fax Service - \$9.95; Jack's Uniforms - Uniforms - \$126.34; Jack's Uniforms - Uniforms - \$1,275.66; JCL Solutions - Cleaning Supplies - \$881.95; Kaiser Heating & Cooling - Diagnostic Fee - \$350.10; Kaiser Refrigeration - Weed Eater Repairs - \$105.92; KLJ Engineering - Design Services - \$6,000.00; Koletzky Implement - Filters - \$74.10; Kopetsky's Ace - Battery - \$572.97; Lamb Motor Company - 2022 Ford Explorer - \$34,975.00; Language Line - Interp Service - \$22.00; Larry's Heating & Cooling - Install New HVAC Equip - \$19,298.40; Larson/Dean - Travel Expense - \$79.00; League Of Minnesota Cities - Professional Services - \$517.50; League Of Nebraska Municipality - Advertisement - \$31.90; Lewis & Clark Homebuilder - Annual Dues - \$350.00; Lewis And Clark Ford - Diagnostic Check - \$99.00; Locators & Supplies - Road Materials - \$3,004.97; Lorenzen/Lavonne - Lifeguard Class Reimb - \$213.00; Love's Travel - Fuel - \$72.00; Lynn Card Company - Greeting Cards - \$85.45; Malloy Electric - Motor - \$1,140.54; Mark's Machinery - Mower Blades - \$1,586.68; Massey/Monica - Lifeguard Class Reimb - \$213.00; Mc & R Pools - CPO Training - \$975.00; McMaster-Carr - Lagoon Pump Electrical - \$374.82; Mead Lumber - Expansion Joint - \$167.60; Menards - Doors - \$2,272.19; Merkel Electric - Install Lights - \$306.12; Metroline - Headset - \$127.17; Meyer - Engineered Wood Fiber - \$3,083.32; MidAmerican Energy - Fuel - \$26,116.70; Midwest Alarm Company - Alarm

Testing - \$171.00; Midwest Laboratories - Lab Testing And Shipping - \$389.52; Midwest Radiator - Co2 Tank Fill - \$31.72; Midwest Tape - Av - \$79.98; Minnesota Life Insurance - Life Insurance - \$610.36; Missouri Valley Master - Seed Library Program - \$186.53; Morrow/Joseph C. - Design Work - \$3,780.00; Motor Vehicle Dept, SD - Title & License - \$48.40; Napa Auto Parts - Belt, Brake Cleaner - \$265.79; Nashleines/Kelly - Membership Refund - \$225.82; Nebraska DOR - Ne Income Tax - \$701.67; Northtown Automotive - Fuel Tank Repair - \$1,024.39; Northwest Electric - Motor - \$721.12; Northwestern Energy - Electricity - \$88,795.28; Novak/Brennan - Fire Training - \$14.00; Office Supply - Evidence Storage - \$382.97; Olson's Pest Technician - Pest Control - \$93.00; One Office Solution - Office Furniture - \$2,114.29; O'Reilly Auto Parts - Battery - \$277.28; OTC Brands - Summer Reading Program - \$325.18; Overdrive Dist - Ebooks - \$2,473.55; Overhead Door - Door Repairs - \$465.00; PB Leasing - Postage - \$122.00; Peterson/Kaytlyn - League Refund - \$175.00; Photography By Jerry - Brad Parker Retirement - \$113.50; Pitney Bowes - Postage - \$200.00; Pizza Ranch - Strategic Meeting - \$150.00; Poet Pure - Chemicals - \$958.56; Poolweb - Pool Back Splash - \$103.30; PP SD Building - Training - \$87.51; Prendable/Daniel - Fire Training - \$14.00; Press Dakota Mstar Solutions - Visitors Guide - \$2,965.80; Principal Life Insurance - Dental Insurance - \$6,628.57; Pro Auto - Basketball Hoops - \$50.00; Push Pedal Pull - Equipment Repairs - \$250.00; Racom Corporation - Beon Access - \$35.80; Raymond Geddes - Summer Reading Program - \$115.21; Refurbups.Com - Ups Batteries - \$241.85; Reisner/Royce - CDL Reimbursement - \$178.00; retirement, SD - SD Retirement - \$84,333.61; Retirement, SD System - 401a Special Pay-Parker - \$9,253.47; Riverside Hydraulics - Hydraulic Hose - \$133.74; Rivistas - Magazine Subscriptions - \$4,505.42; Rogers Family Pharmacy - Safety Supplies - \$31.48; Royal Sport Shop - Name Plates Plaque - \$60.07; Schroeder/Roger - Safety Glasses Reimb - \$60.00; Scott/Kara - League Refund - \$175.00; SD Public Assurance Alliance - Prop/Liability Insurance - \$425,726.88; SD Secretary Of State - Foundation Annual Report - \$10.00; SDML - District Meeting Registr - \$130.00; SDSRP - SD Supplement Retirement - \$14,014.00; Shell Oil - Fuel - \$60.19; Sherwin Williams - Air Line Paint - \$212.50; Sign Solutions - Signs - \$4,619.51; Slempp/John - Health Insurance Refund - \$374.81; South Dakota 811 - Message Fee - \$633.90; South Dakota Airport Conf - Conference Registration - \$210.00; South Dakota State Historical - Microfilm For Patron - \$10.00; Southeast SD SHRM - Membership Dues - \$50.00; Speedway - Background Investigation - \$44.49; Sprinkler Warehouse - Irrigation Supplies - \$1,695.86; Standard Insurance Company - Vision Insurance - \$1,531.10; Stockwell Engineers - Contract Amendment - \$98,060.31; Sturdevant's - Filters - \$1,062.62; Subway - Background Investigation - \$8.29; Suez Treatment Solutions - Annual UV - \$8,108.70; Supplyhouse.Com - Seal Water Solenoid - \$140.67; Syds Eastside Auto - Truck Repairs - \$25.88; Tessman Company Sioux - Plants - \$144.85; The Collision Center - Vehicle Repair - \$1,128.00; The Lodge At Deadwood - Hotel - \$432.59; The Ups Store - Shipping - \$63.20; Third Millennium Asso - Utility Billing - \$654.02; Tinting Pros - Tint Windows-Sweeper - \$800.00; Toms Electric - Repairs - \$536.89; Top Notch Window Cleaning - Window Cleaning - \$695.00; Transource - Garage Parts - \$414.80; Transportation Dept/S.D. - Cedar Street Bridge - \$1,191.27; Tribute Store - Funeral Plant/Flower - \$192.14; Trittech Forensics - 2 Tourniquets - \$146.21; TRK Hosting - Internet Access - \$7.95; Truck Trailer Sales - Temp Sensors - \$1,093.00; TST Agua Fresh - Meeting Expense - \$17.02; U.S. Plastic Corporation - Chemical Injectors - \$1,002.22; U.S. Post Office - Utility Billing Postage - \$2,139.98; UKG Workforce Ready - Payroll/HR/TLM Software - \$2,031.75; United Laboratories - Solvent/Degreaser - \$402.65; United States Postal Service - Postage Meter - \$557.22; United States Treasury - Federal Withholding Tax - \$155,128.07; United Way - United Way Contributions - \$122.00; Upper Midwest Garage Door - Doors - \$338.77; Us Bank Equipment Finance - Copier Lease - \$412.89; USA Blue Book - Curb Stop Parts - \$1,626.30; USPS - Mail Evidence - \$119.23; Vast Broad Band - Internet Service - \$3,980.61; Verizon - Lab Pipetts - \$1,746.03; Verizon - Internet

Access - \$1,124.47; Viddler Inc. - Video Hosting - \$41.49; Vitality Medical - Sharps Containers - \$748.60; Wagner/Josh - Fire Training - \$14.00; Walmart - Ink Cartridge - \$552.52; Walmart - Pool Repairs - \$52.05; Walmart - Refrigerator 1.6 CF - \$366.61; Week/Thomas Lynn - Property Survey - \$650.00; Wiebelhaus/Jean - Taxes - \$208.37; Xerox Financial Services - Copier Lease - \$1,356.17; Yankton Area Prog. Growth - Sales Tax Reimburs 2021 - \$12,126.54; Yankton County Auditor - 4th Qtr Safty Ctr - \$20,826.75; Yankton County Treasurer - Taxes - \$3,755.50; Yankton Fire & Safety - Fire Ext Testing - \$1,585.25; Yankton Medical Clinic - Medical Exams - \$411.50; Yankton Medical Clinic - Examinations - \$299.00; Yankton Police Department - Travel - \$48.00; Yankton Vol Fire Department - Fire Calls Feb/Mar - \$930.00; Yankton Winnelson - Boiler Pump Assembly - \$3,419.09; Yanktonmediainc - Publishing - \$142.57; Ykt Janitorial & Dt Sc - Rubber Mat, Towel Rolls - \$278.19; Zoro Tools Inc - Floor Scrubber - \$360.00

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

Salaries by Department March 2022: Administration \$50,914.60; Finance \$36,109.13; Community Development \$27,679.52; Police/Dispatch \$194,573.36; Fire \$17,059.76; Engineering / Sr. Citizens \$42,112.56; Streets \$50,370.05; Traffic Control \$3,616.84; Library \$31,895.87; Parks / SAC \$75,938.25; Marne Creek \$4,059.92; Water \$44,223.87; Wastewater \$41,763.43; Cemetery \$4,230.62; Solid Waste \$25,395.21; Landfill / Recycle \$23,342.88; Central Garage \$8,330.28

New Hires: Recreation Dept: Official: Curtis Roth, \$25/game; Gary Pigney, \$25/game. Dispatch Dept: Communication Dispatcher: Nikole Knox, \$1620.30 bi-weekly; Adam Doyle, \$1620.30 bi-weekly.

Mayor Moser read the following proclamations to declare April 29<sup>th</sup>, 2022 as Arbor Day, declare the week of April 10<sup>th</sup> -16<sup>th</sup>, 2022 to be National Public Safety Telecommunicators Week, and declare April 3<sup>rd</sup> – 9<sup>th</sup>, 2022 as National Library Week.

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

During the Public Appearances section of the meeting:

Lauren Hanson, Executive Director of United Way, gave a short presentation about the 2021 United Way Impact Report and an update about 2022 year-to-date campaign. She also thanked the Commission for their financial support.

Nancy Wenande, CEO of Thrive, gave a power point presentation of Thrive specifically referencing their 2021 Annual Report, structural organization, recent housing study, tourism and economic development efforts and the on-going expansion of Manitou. She also thanked the Commission for their financial support and cooperative teamwork in aiding Thrive’s efforts to make the community prosper.

Commissioner Webber arrived at 7:29 p.m.



Action 22-82

Moved by Commissioner Webber, seconded by Commissioner Johnson, to approve the following consent agenda items:

**1. Work Session**

Setting date of April 25, 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 22-83

Moved by Commissioner Brunick, seconded by Commissioner Webber, to approve Resolution 22-12. (Memorandum 22-57)

**RESOLUTION 22-12**

WHEREAS, SDCL 6-13-1 requires a municipality owning personal property which is no longer necessary, useful, or suitable for municipal purposes shall, by resolution, declare it surplus and may, by resolution, order the sale, trade, destruction or other disposals of said personal property.

NOW, THEREFORE, BE IT RESOLVED that the following personal property be declared no longer necessary, useful, or suitable for municipal purposes and said property shall be disposed of in accordance with SDCL 6-13-1, et sequential:

PROPERTY TO BE DECLARED SURPLUS

EF Johnson radios will be transferred to Yankton County Office of Emergency Management

EF Johnson 5100 Digital Portable 51120A242A 10522 6134; EF Johnson 5100 Digital Portable 51120A252A 10868 6136; EF Johnson 5100 Digital Portable 51120A332A 12097 7674; EF Johnson 5100 Digital Portable 51120A332A 12481 8055; EF Johnson 5100 Digital Portable 51120A332A 12509 8085; EF Johnson 5100 Digital Portable 51120A332A 12517 8144; EF Johnson 5100 Digital Portable 51120A332A 12523 8123; EF Johnson 5100 Digital Portable 51120A332A 12533 7935; EF Johnson 5100 Digital Portable 51120A332A 12545 8146; EF Johnson 5100 Digital Portable 51120A332A 12550 7766; EF Johnson 5100 Digital Portable 51120A332A 12962 8143; EF Johnson 5100 Digital Portable 51120A342A 12613 8063; EF Johnson 5100 Digital Portable 51120A342A 12642 8049; EF Johnson 5100 Digital Portable 51120A342A 12759 8080; EF Johnson 5100 Digital Portable 51120A342A 12772 7765; EF Johnson 5100 Digital Portable 51120A342A 12810 8066; EF Johnson 5100 Digital Portable 51120A352A 12857 8139; EF Johnson 5100 Digital Portable 51120A352A 12876 7919; EF Johnson 5100 Digital Portable 51120A352A 12902 8145; EF Johnson 5100 Digital Portable 51120A352A 12903 8028; EF Johnson 5100 Digital Portable 51120A352A 12918 7761; EF Johnson 5100 Digital Portable 51120A352A 12927 7771; EF Johnson 5100 Digital Portable 51120A372A 12999 7918; EF Johnson 5100 Digital Portable 51120A382A 13019 7769; EF Johnson 5100 Digital Portable 51120A382A 13163 8156; EF Johnson 5100 Digital Portable 51120A382A 13164 8115; EF Johnson 5300 Digital Mobile Radio 53170F252A17189; EF Johnson 5300 Digital Mobile Radio 53170F252A17149; EF Johnson 5300 Digital Mobile Radio 53170F252A17137; EF Johnson 5300 Digital Mobile Radio 53170F252A16984; EF Johnson 5300

Digital Mobile Radio 53170F252A16924

State Radios

Motorola XLT 2500 Mobile Radio 518CJZ2916; Motorola XLT 2500 Mobile Radio 518CJZ2917;  
Motorola XLT 2500 Mobile Radio 518CJZ2921; Motorola XLT 2500 Mobile Radio 518CJZ2922;  
Motorola XLT 2500 Mobile Radio 518CJZ2923

Radar

Stalker Dual DSR Radar DS043211; Stalker Dual DSR Radar ser# DE001979/ Display ser# DI032630  
Antenna KC093510/KC093507; tuning forks 328505 and 221139; Stalker display DI047608; Stalker  
display DI016864; Stalker display DI016867

Lightbars

Pinnacle Lightbar model ETL5011 S/N 21D50-001; ETL 5000 S/N 21640-004; K9 lightbar (Durango)  
Ser # 2147JKGPLC

Computer Docking Stations

Gamber Johnson CF-53 computer dock S/N T09115AAJ024; Gamber Johnson CF-53 computer dock  
S/N X03317AAJ102; Gamber Johnson CF-53 computer dock S/N Q31114AAJ022; Gamber Johnson  
CF-53 computer dock S/N V04816AAJ055; Havis Docking Station swivel C-MD-102

Vehicle Equipment

Setina Steel Window Barrier 1 quantity for 2011-2012 Ford Interceptor Utility; Setina Metal partition  
for 2012-2017 Interceptor Utility; 2- Tahoe window partitions and half of a backseat cage; 3- Metal  
center console

Investigation Items

Sirchie Fingerprint Comparator Ser #4739; Leica Total Station #TRC407 ser # 850985; MicroSurvey  
Archer ser # 69514

Miscellaneous Equipment

Crest Ultra Sonic Gun cleaner; Traffic Light for safety town

Watchguard Equipment

Watchguard Vista XLT ser # VXL-002543; Watchguard Vista XLT ser # VXL-002820; Watchguard  
Vista XLT ser # VXL-002838; Watchguard Vista XLT ser # VXL-002839; Watchguard Vista XLT ser  
# VXL-002863; Watchguard Vista XLT ser # VXL-002907; Watchguard body mics for patrol cameras  
(8): 1-0029044, 1-0012809, 1-036741, 1-0012791, 1-0013068, 1-0012829, 1-0012874, & 1-0012815

Body Armor-expired

4 vests monarch 2nd chance purchased 2014; 6 ballistic vests monarch purchased 2014; Ballistic Vest  
Monarch (Paulsen) 2015; 6 Safariland SBA vests purchased 3/13/2017; 6 Safariland SBA vests  
purchased 3/13/17; Second Chance ser #20233026 11/14 manufacture; Second Chance ser #  
20233025 11/14 manufacture; Safariland ser #20932445 1/17 manufacture; Safariland ser # 20932444  
1/17 manufacture; ABA ser #03028330 4/03 manufacture; Second Chance ser #20233028 11/14  
manufacture; Second Chance ser #20233027 11/14 manufacture; Safariland ser #12136968 5/12

manufacture; Safariland ser #12136967 5/12 manufacture; Second chance ser #14026638 2/14 manufacture; Second chance ser #14026639 2/14 manufacture ABA BA 2000S-HP01 front 11160703/back 11160704 5/23/11; ABA MCB20F 120000552893/120000552853 4/20/12; ABA XT2-2 06081052/06081053 7/1/06; ABA XT2-2 09194345/09194346 12/1/09; ABA XT2-2 11127232/11127233 5/9/11; ABA XT2-2 11350627/11350628 1/30/12; ABA XT2-2 13250621/13250622 1/30/12; ABA XT2-2 08049953/08049954 5/1/08; ABA XT2-2 08049957/08049958 5/1/08; ABA XT2-2 0809959/08049960 5/1/08; ABA 09194343/09194344 5/25/09; Safariland BA 2000S-HP01 10111368/10111369 7/15/2010; Safariland BA 2000S-XT01 11350623/11350624 12/1/2011; Second Chance MMR26 14026641/14026640 2/26/14; Second Chance MMR26 F20459791/B20459790 9/4/15; Safariland 20654310/20654309 4/9/16; Safariland 20932463/20932462 1/30/17; Safariland 21077777/21077778 1/24/17; Safariland SX level 3-A7 20932461/20932460 1/26/17; Safariland SX level 3-A7 20932450/20932451 1/27/17; Safariland SX level 3-A7 20932456/20932457 1/26/17; Point blank helmets (10) Expired

Body Armor expired-Cont.

Safariland Pro Tech Ballistic Plates (9)-Expired: Ser# 6245, Ser# 6240, Ser# 6236, Ser# 6243, Ser# 6241, Ser# 6237, Ser# 6238, Ser# 6244, Ser# 6246

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

Action 22-84

This was the time and place for the bid award for Whiting Drive from 13<sup>th</sup> Street to 15<sup>th</sup> Street. The following bids were received and opened on March 31<sup>st</sup>, 2022 at 3:00 p.m.: Masonry Components, Inc., Yankton, SD for \$455,417.00; Feimer Construction, Inc., Yankton, SD for \$462,185.00; Hulstein Excavating, Inc. Edgerton, MN for \$594,865.80; and D&G Concrete Construction, Inc., Sioux Falls, SD for \$594,896.64. (Memorandum 22-58)

Moved by Commissioner Benson, seconded by Commissioner Johnson, to award the contract, to Masonry Components, Inc., in the amount of \$455,417.00.

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

Action 22-85

Moved by Commissioner Webber, seconded by Commissioner Benson, to approve the purchase of a Trimble GNSS Receiver and data collector, in the amount of \$41,267.72, from Frontier Precision of Bismarck North Dakota per state contract. (Memorandum 22-59)

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

Action 22-86

Moved by Commissioner Maibaum, seconded by Commissioner Webber, to approve Resolution 22-13. (Memorandum 22-60)

**RESOLUTION 22-13**

Sales Tax Reimbursement

WHEREAS, SDCL permits a municipality to enter into agreements pertaining to sales tax reimbursements, and

WHEREAS, the Yankton Board of City Commissioners has determined a need to help facilitate the development of a specific manufacturer that is creating primary employment opportunities at 900 Ferdig Avenue; known as Manitou Equipment America, LLC. Located on property legally described as Block 2, except Lot H1 and except Lot H2, Tyler's Addition to the City of Yankton, South Dakota.

NOW, THEREFORE, BE IT RESOLVED that the City will reimburse Manitou Equipment America, LLC via Yankton Thrive per the parameters set forth in the attached Sales Tax Agreement and Development Agreement.

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

Action 22-87

Moved by Commissioner Benson, seconded by Commissioner Johnson, to approve Resolution 22-14. (Memorandum 22-61)

**RESOLUTION 22-14**

Resolution of Local Commitment

WHEREAS, the City of Yankton has identified the need to extend Gehl Drive, and

WHEREAS, the City of Yankton is eligible for Department of Transportation Industrial Access Program funds, and

WHEREAS, the City of Yankton does not have adequate funding available to complete the project without assistance.

NOW, THEREFORE, BE IT RESOLVED that the City of Yankton will seek assistance through the South Dakota Department of Transportation Industrial Access Program in accordance with all program requirements, and

BE IT FURTHER RESOLVED that the City of Yankton will be responsible for all non-construction expenses associated with the project, and a minimum of twenty percent (20%) of all construction costs, and

BE IT FURTHER RESOLVED that the City of Yankton will be responsible for all maintenance and repairs of the route after the construction of the project, and

BE IT FURTHER RESOLVED that the Mayor of the City of Yankton be authorized to execute this Industrial Access Program application.

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

Action 22-88

Moved by Commissioner Benson, seconded by Commissioner Villanueva, to adjourn at 7:59 p.m.

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

Motion adopted.

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Stephanie Moser  
Mayor

ATTEST:

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Al Viereck  
Finance Officer

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
SPECIAL MEETING – April 15<sup>th</sup>, 2022, 12:00 P.M.**

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

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

Quorum present.

There were no public appearances at this time.

Action 22-89

Moved by Commissioner Villanueva, seconded by Commissioner Benson, that the Canvass of election returns for the City of Yankton Election of Tuesday, April 12<sup>th</sup>, 2022 be approved as follows:

OFFICIAL CANVASS SHEET  
APRIL 12, 2022 MUNICIPAL ELECTION  
CITY OF YANTON

Vote Center	1	2	3	
		<u>North Fire</u>		
<u>Three Year Term</u>	<u>City Hall</u>	<u>Station</u>	<u>Absentee</u>	<u>Total</u>
Jerry L. Webber	450	522	412	1384
Stacey Nickels	199	274	81	554
Mason Schramm	560	674	486	1720
Amy Miner	547	632	472	1651
Miles Warren	218	281	99	598
Curt Bernard	255	328	106	689
<b>Total Number Voting</b>	<b>2229</b>	<b>2711</b>	<b>1656</b>	<b>6596</b>

STATE OF SOUTH DAKOTA    )  
COUNTY OF YANKTON        )

We, the undersigned City Commissioners of the City of Yankton, South Dakota, appointed as the Board of Canvassers because of our positions on the governing board in the jurisdiction of Yankton for the Municipal Election held on the 12<sup>th</sup> day of April, 2022, hereby certify that the foregoing is a true abstract of the votes cast in the jurisdiction of Yankton at the election as shown by the returns certified to the person in charge of the election.

We further find and declare that Jerry L. Webber, Mason Schramm and Amy Miner having received a majority of all votes cast in said election, for members of the Board of Commissioners are duly elected for a period of three years.

**Roll Call:** Commissioners voting “Aye” were Benson, Brunick, Maibaum, Villanueva and Mayor Moser; voting “Nay:” None. Abstain: Commissioners Miner and Webber.  
Motion adopted.

Action 22-90

Moved by Commissioner Villanueva, seconded by Commissioner Benson, to adjourn at 12:19 p.m.  
**Roll Call:** All members present voting “Aye;” voting “Nay:” None.  
Motion adopted.

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Stephanie Moser, Mayor

ATTEST: \_\_\_\_\_  
Al Viereck, Finance Officer

Published on



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## OFFICE OF THE CITY MANAGER

[www.cityofyankton.org](http://www.cityofyankton.org)

VOL. 57 NUMBER 8

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, April 25, 2022 will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Police Department Update

The congregation of Faith Alive Church donated a couple of gift cards to the department as a thank you for service to the community. The gift cards were used to purchase snacks and beverages to fuel our officers during their shifts.

Delight Donuts has been providing the department with some power rings on Sundays. This is a delightful treat that we enjoy and we would like to thank Delight for supplying this treat.

Officer Frey conducted Alice Training with the Library Staff. He did a good job with the training and preparing staff in case of an emergency.

April 11<sup>th</sup> Officer George Hite attended a Career Fair at Wynot Nebraska. George spent time encouraging 5<sup>th</sup> -12<sup>th</sup> grade students to pursue a future career in law enforcement. SRO Officer Jeremy Olson participated in the career fair at the Yankton Middle School showing those that stopped to see him how to write a ticket and the weight of the vest. Students from 6<sup>th</sup> to 8<sup>th</sup> grade participated and got a chance to talk to SRO Jeremy Olson. Hopefully this meaningful contact at a young age encourages more to seek a career in law enforcement.

On 4/18/22 half of the department participated in TPR training. This is Threat Pattern Recognition use of force training and was formally known as pressure point control tactics. The other half of the department will receive this training in May.

Commander Todd Brandt attended some USD criminal justice classes speaking with students attempting some recruiting as we go through a hiring process.

Chief Foote attended the South Dakota Chiefs Association confrence, Dean Larson attended the South Dakota Sex Offender Registry Confrence and training.

##### 2) Community & Economic Development Department Update

Staff from Community and Economic Development, Public Works, Environmental Services, and Parks and Recreation, submitted the 2021, year-end annual report for Yankton's Municipal Separate Storm Sewer System (MS4) permit to the South Dakota Department of Agriculture and Natural Resources. The report is a summary of the work the city has accomplished towards meeting the management goals outlined in our Storm Water Management Plan. The management plan includes "Best Management Practices" for protecting storm water runoff from potential pollutants and is implemented citywide



across departments. Most of those “best management practices” are routine actions staff does as a part of our daily work. They range from simple things like being careful where grass clippings are blown when mowing the park, to monitoring to ensure mud isn’t tracked out of construction sites, and responding to reports of accidents or spills.

### **3) Fire Department Update**

Since the weather conditions have not improved for fire potential, I anticipate that the County Commission will be asked to consider a burn ban. If implemented, this should aide in limiting number of grass fire incidents.

In an interest to get Captains of the department more involved, Interim Chief Moser met with them to get their input on taking on-call time and incident command. The discussion was very productive and Interim Chief Moser will be working to address the concerns and questions that they had. It is important for volunteers in these positions to be involved and offer the responsibilities of their leadership role.

Staff will continue to define a clear and precise program for inspections. This is an area that we have determined is a high priority.

### **4) Human Resources & Employee Engagement Department Update**

We are now accepting applications for the full-time position of Recreation and City Events Manager position which is open until April 26.

We are accepting applications for the full-time position of Youth Services Librarian which is open until filled.

We are accepting applications for full time Police Officers which are open until filled.

We are accepting application for full time Sanitation Truck Operator which is open until filled.

Summer Applications are being distributed, as they are received, to departments for review and interviews to be scheduled. Applications can still be submitted with all positions at the Huether Family Aquatics Center being open until filled. Parks Maintenance, Cemetery Maintenance, Trail Maintenance, Tree/Flower Maintenance, Part Time Water Plant Operator and Engineering Aide summer help positions are open until April 26<sup>th</sup>.

Brandon Pavel, Jay Walsh and Jordan Groves all began work on April 18, as Grounds Maintenance Workers for the Parks department.

Connie Miles has announced her retirement from the City of Yankton effective, June 17, 2022.

### **5) Public Works Department Update**

Street Department crews have been working on curb and gutter replacement at various locations throughout the City.

The 2022 Citywide Cleanup is complete. The Transfer Station was open for resident drop off from March 19<sup>th</sup> through April 16<sup>th</sup>. In addition, the City crews picked materials left out for curbside pickup from April 4<sup>th</sup> through April 8<sup>th</sup>. Below is a summary of material tonnages collected this year as well as the results for the past three years.

	2022	2021	2020*	2019
Curbside Material By City Crews	109.46 tons	243.01 tons	0 tons	337.52 tons
Resident Material Brought To Transfer Station	305.15 tons 1083 loads	144.08 tons 928 loads	280.97 tons 1011 loads	216.21 tons 1056 loads
Total Tons	414.61	387.09	280.97	553.73
*Vouchers were distributed to utility customers - no Citywide Cleanup				

### 2022 City Projects

Bid award recommendations for both the Summit/21<sup>st</sup> St./WCLR project and 5<sup>th</sup> Street project are included in this packet. Good news is that we have not experienced as much of an increase in costs, at least for the low bidder, as we had anticipated.

Masonry Components has returned their executed Notice of Award, for the Whiting Drive project. We will be scheduling a preconstruction meeting with them to discuss scheduling a sequence of operation. A Notice to Proceed will be issued once those details are finalized.

### 6) Environmental Services Department Update

Tanner Hanson attended the annual Wastewater Seminar in Pierre. The seminar is put on by the South Dakota Water and Wastewater Association and the South Dakota section of the Water Environment Association (SD WEA). Tanner is currently on the board of the SD WEA as past President. Tanner was instrumental in selecting topics and coordinating speakers for the presentations.

The South Dakota Board of Water and Natural Resources awarded the City of Yankton \$2,000,000.00 in Consolidated Water Facilities Construction Program grant, \$16,681,550.00 in ARPA grant, and \$23,318,450.00 in Clean Water State Revolving Fund Loans. All funds are contingent upon the City increasing rates to cover the debt requirements. Staff will begin working on the required rate increases and rate structures. The rate increases will most likely require a surcharge and will require a resolution to be approved the City Commission. Staff will also begin the selection process for engineering services for the construction projects.

### 7) Information Services Department Update

We are glad to welcome Kelly Skrzypek as our newest team member in dispatch. Kelly's first day is April 25<sup>th</sup>.

Staff is continuing to work on the website redesign. Updating content and working to streamline some of the workflows for service requests.

### 8) Finance Department Update

The April 12<sup>th</sup> election had a voter turnout of 24.29% with 2,433 out of 10,018 active registered voters showing up at the polls. This was an increase from the 2021 turnout of 22.26% in the City's last April election. There were a total of 717 absentee voters in this election compared to 483 in April 2021. The election canvass was held Friday April 15<sup>th</sup>. The official vote tally for each candidate is as follows:

Jerry Webber-1,384 (20.98%); Stacey Nickels-554 (8.4%); Mason Schramm-1,720 (26.08%); Amy Miner-1,651 (25.03%); Miles Warren-598 (9.07%); and Curt Bernard-689 (10.45%). The commission's annual re-organizational meeting will be held May 9th with Jerry Webber, Mason Schramm, and Amy Miner taking the Oath of Office.

Please see the enclosed Finance Monthly Report for March and the first quarter 2022 Revenues and Expenditures Report.

**9) Library Update**

During the month of May, we typically take a little break from most of our regularly scheduled programs in preparation for the Summer Reading Program. In June and July we have a full schedule of programs every day of the week. Victoria Caine's last day was April 21 and we are in the process of interviewing candidates to fill the Youth Services position. Victoria and the other staff have been working hard to have most of the programs planned out prior to her leaving. We will again have some great performers at the library this summer including the Zooman, the Rope Warrior, a circus variety show, a children's author and more! We are looking forward to another fun and busy summer!

**10) Parks and Recreation Department Update**

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

**11) Monthly reports**

Joint Powers Solid Waste monthly reports are included for your review. Also enclosed is the Airport Board Minutes 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

CITY OF YANKTON  
Revenues and Expenditures

	01Jan2022 31Mar2022	01Jan2021 31Mar2021	YTD 2022	YTD 2021
101 General Fund				
Revenues	1,543,861.44	1,444,449.02	1,543,861.44	1,444,449.02
Expenditures	1,907,358.41	1,708,274.44	1,907,358.41	1,708,274.44
201 Parks				
Revenues	2,418.27	3,689.82	2,418.27	3,689.82
Expenditures	225,276.76	228,787.48	225,276.76	228,787.48
202 Memorial Pool				
Revenues	5,560.28	8,489.17	5,560.28	8,489.17
Expenditures	9,965.34	942.17	9,965.34	942.17
203 Summit Activity Center				
Revenues	69,704.05	43,409.60	69,704.05	43,409.60
Expenditures	103,886.80	89,043.22	103,886.80	89,043.22
204 Marne Creek				
Revenues		(69,665.97)		(69,665.97)
Expenditures	64,380.66	224,340.26	64,380.66	224,340.26
205 Casualty Reserve				
Revenues	16.76	27.83	16.76	27.83
Expenditures				
207 Bridge and Street				
Revenues	69.69	123.11	69.69	123.11
Expenditures	2,855.56		2,855.56	
208 911/Dispatch				
Revenues	290.84	354.70	290.84	354.70
Expenditures	143,472.46	124,597.81	143,472.46	124,597.81
209 Business Improvement District				
Revenues	13,895.94	14,171.94	13,895.94	14,171.94
Expenditures		11,136.84		11,136.84
211 Lodging Sales Tax				
Revenues	114,154.59	92,621.41	114,154.59	92,621.41
Expenditures	144,647.98	208,668.16	144,647.98	208,668.16
241 Infrastructure Improvement				
Revenue	31.27	164.00	31.27	164.00
501-504 Improvements/Capital				
Revenues		91,941.22		91,941.22
Expenditures	130,789.61	29,318.30	130,789.61	29,318.30
505 Huether Family Aquatic Center				
Revenues	208,620.43	162,868.79	208,620.43	162,868.79
Expenditures	(236,513.98)	(37,327.98)	(236,513.98)	(37,327.98)
506 Special Capital Improvements				
Revenues	735,945.48	1,230,746.00	735,945.48	1,230,746.00
Expenditures	1,644.72	218.51	1,644.72	218.51
509 TID #2 Morgan Square				
Revenues				
Expenditures				
510 TID #5 Menards				
Revenues	6,317.58	8,995.81	6,317.58	8,995.81
Expenditures				
511 TID #6 Westbrook Estates				
Revenues	5,349.87	10,537.51	5,349.87	10,537.51
Expenditures				
512 TID #7 West 10th Street				
Revenues	6,550.53	8,168.00	6,550.53	8,168.00
Expenditures				
513 TID #8 Westbrook Phase 2				
Revenues	2,585.05		2,585.05	
Expenditures				

CITY OF YANKTON  
Revenues and Expenditures

	01Jan2022 31Mar2022	01Jan2021 31Mar2021	YTD 2022	YTD 2021
601-608 Water				
Revenues	1,489,322.77	1,444,859.01	1,489,322.77	1,444,859.01
Expenditures	2,081,291.36	2,308,145.19	2,081,291.36	2,308,145.19
611 Wastewater				
Revenues	1,412,468.69	982,356.39	1,412,468.69	982,356.39
Expenditures	851,935.80	189,384.98	851,935.80	189,384.98
621 Cemetery				
Revenues	6,665.96	4,747.76	6,665.96	4,747.76
Expenditures	20,203.11	16,277.71	20,203.11	16,277.71
631 Solid Waste Collection				
Revenues	327,727.12	325,281.38	327,727.12	325,281.38
Expenditures	180,654.67	185,233.27	180,654.67	185,233.27
637 Joint Powers Landfill				
Revenues	340,898.60	388,193.36	340,898.60	388,193.36
Expenditures	413,531.96	294,885.59	413,531.96	294,885.59
641 Fox Run Golf Course				
Revenues	10,000.02	10,000.02	10,000.02	10,000.02
Expenditures	188,412.11	21,801.43	188,412.11	21,801.43

## FINANCE MONTHLY REPORT

Activity	March-22	March-21	Mar-22YTD	Mar-21YTD
<b>UTILITY BILLING:</b>				
<b>Water</b>				
Water Sold (in gallons per 1,000)	38,538 M	37,070 M	124,047 M	116,191 M
Water Billed	\$468,098.96	\$455,622.22	\$1,441,742.56	\$1,399,047.39
Basic Water Fee/Rate per 1000 gal.*	\$27.51/6.30	\$27.51/6.30		
Number of Accounts Billed	5,425	5,387	16,287	16,149
Number of Bills Mailed	5,425	5,387	16,287	16,149
Total Meters Read	5,911	5,856	17,722	17,552
Meter Changes/pulled	5	5	15	20
Total Days Meter Reading	1	1	3	3
Misreads found prior to billing	0	0	0	0
Customers requesting Rereads	0	0	0	0
<b>Sewer</b>				
Sewer Billed	\$323,098.69	\$314,945.99	\$1,008,322.49	\$979,762.74
Basic Sewer Fee/Rate per 1000 gal.*	\$11.22/\$6.80	\$11.22/\$6.80		
<b>Solid Waste</b>				
Solid Waste Billed	\$108,776.00	\$107,845.71	\$326,361.83	\$323,224.05
Basic Solid Waste Fee*	\$23.61	\$23.61		
Tax Billed	\$7,029.89	\$6,969.64	\$21,092.09	\$20,888.62
Misc. Billed	\$420.00	\$1,288.00	\$1,740.00	\$3,061.00
<b>Total Utility Billing:</b>	<b>\$907,423.54</b>	<b>\$886,671.56</b>	<b>\$2,799,258.97</b>	<b>\$2,725,983.80</b>
<b>Adjustment Total:</b>	<b>(\$70.00)</b>	<b>(\$20.00)</b>	<b>(\$140.00)</b>	<b>(\$217.98)</b>
Misread Adjustments	\$0.00	\$0.00	\$0.00	\$0.00
Other Adjustments	\$10.00	\$0.00	\$10.00	\$62.02
Penalty Adjustments OFF	(\$100.00)	(\$60.00)	(\$230.00)	(\$330.00)
Penalty Adjustments ON	\$20.00	\$40.00	\$80.00	\$50.00
New Accounts/Connects	34	44	135	139
Accounts Finaled/Disconnects	32	48	130	161
New Accounts Set up	2	7	9	20
Delinquent Notices	353	385	1,121	1,113
Doorknockers	111	98	350	316
Delinquent Call List	74	34	153	156
Notice of Termination Letters	3	13	14	36
Shut-off for Non-payment	2	8	9	18
Delinquent Notice Penalties	\$3,530.00	\$3,850.00	\$11,210.00	\$11,130.00
Doorknocker Penalties	\$1,110.00	\$980.00	\$3,500.00	\$3,160.00
Bad debts/Accts listed at Collections	\$123,662.57	\$117,444.83	\$125,977.99	\$118,083.16
<b>Other Office Functions:</b>				
Interest Income	\$13,606.70	\$17,041.53	\$34,448.78	\$49,832.13
Interest Rate-Checking Account	0.49%	0.40%		
Interest Rate-CDs	N/A	N/A		
# of Monthly Vendor Checks	101	97		
Payments Issued to Vendors	\$ 1,950,070.84	\$ 2,742,901.74	\$ 5,951,593.63	\$ 6,668,231.61
# of Employees on Payroll	176	176		
Monthly Payroll *	\$ 470,903.63	\$ 450,987.55	\$ 1,480,934.24	\$ 1,396,105.93

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

- SAC member attendance for April 1-15 – 1,740 visits  
(2021- 1,146; 2020- closed for Covid; 2019- 2,835 visits; 2018- 2,989 visits)
- New Members Joined–71  
(2021- 18 people; 2020- closed for Covid; 2019- 35 new members; 2018- 38 people)
  
- **Summit Activities Center Membership Information:**
  - Active & Fit/Renew Active/Silver Sneakers – 58
  - City of Yankton Single – 49
  - Firefighter Single - 26
  - 10 Use Punch card – 52
  - Individual Annual – 294
  - Individual Corporate – 24
  - Individual EFT – 44
  - Individual Monthly – 173
  - Radio Single – 24
  - Total # of Active Members – 744**
  
- **Total Aquatics Center passes sold last two weeks: 32 (27 in 2021).**
  
- **Total Cash Revenue in March 2022-** \$11,140.60 (\$14,406.98 in 2021).
  
- The 2022 digital summer recreation brochure is available on the City’s website. Registration for SAC members will be on April 25<sup>th</sup>. The registration for the general public opens on April, 26<sup>th</sup>, at 11:00am.
- Tuesday, April 7- SAC Red Cross Adult Swim Lessons began. 4 participants.
- Friday, Saturday, and Sunday, April 8-10- Red Cross Lifeguard Training Certification. 13 participants.
- Tuesday, April 12- SAC Spring Swim Lessons began. 88 participants.
- Thursday, April 14- No School Special at the SAC. 55 paid participants. Members free.
- Friday, April 15- No School Special at the SAC. 71 paid participants. Members free.
  
- Prime Time Senior Class- 39 participants
- Tabata- 50 participants
- Water Aerobics Class- 81 participants
- Work Out Express- 17 participants
- Zumba- 17 participants
- Birthday party rentals at the SAC- 5 rentals.
- Auxiliary Gym/Main Gym rentals- 1 rentals.
- Theater Rentals- 0 hours.

- Meeting Room Rentals- 0 hours.
- City Hall Rentals- 5 hours.

**Capital Building Rentals**

- Days Rented – 1 Date

**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 been booking musical acts for the 2022 season of Music at the Meridian.

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

Brittany L. is planning for the Saturday morning event series to take place on the green space south of the play area in Fantle Memorial Park again this summer. The event series will take place in June to avoid the heat that was experienced on Saturday mornings in July in 2021. Times for the Saturday morning events will be 9:30am to 11:30am so it is right before the aquatics facility opens for the day at 11:30am. Brittany is collaborating with the library and some other organizations in the community for this special event series.

Brittany L. and the City’s IT Department have created an on-line electronic application for special events and it has gone live. The City has received a number of the new on-line applications and we are working through the approval and signature process for these applications.

The Recreation and Special Events Manager position has been advertised and is posted on the City’s website. The closing for this position is Tuesday, April 26.

The Recreation staff have been hiring staff for this summer at The Huether Family Aquatics Center. Positions still needing more employees to fill all schedules include Cashiers/Concessions, Lifeguards, Lifeguard Managers, and Slide Attendants (need CPR and first-aid certifications but not lifeguard certification).

**PARKS**

The Parks Department has hired three full-time grounds maintenance workers. They are Jay Walsh, Brandon Pavel, and Jordan Groves. All three employees began with the Parks Department on Monday, April 18.



Todd is working with Matt Evans on skate park equipment and improvements. There is an Eagle Scout Project in the works for this as well so Todd and Matt will be working with the young man to help plan, fund, and organize a work group to complete projects at the skate park this spring and summer.

Todd and Brian Frick are working with the Friends of Sertoma Park group to try and re-grade all four agri-lime fields in the month of April prior to this year's playing season. On Saturday, April 2 and April 9, Todd, Brian, Chris Bornitz, along with Commissioner Maibaum and volunteers started the re-grading of Field D. Thursday, April 14, was a work night at Field D also as the parks staff and volunteers set bases on the infield. The Friends group is working on fund-raisers to help fund improvements at the four fields in Sertoma Park. There is also an effort to put up shade tarps over the bleachers at each of the four fields. The shade tarps would be similar to what was done on the two north fields at Sertoma Park.

With the nice day time temperatures, we will start to get requests for restrooms to be opened up in the parks system. Forecasted night time temperatures are the determining factor on turning on water in the parks and not day time temperatures. So, we will be monitoring the 10-day forecast and will start to turn on water in the parks system as the forecast allows. The majority of the brick and concrete restroom buildings in our parks systems do not have any heat in them. Those type of buildings stay cold long into spring and it can easily freeze water pipes if turned on too early. Below freezing temperatures are forecasted through April 25 currently.

The Parks Department has applied for a Wellmark Grant to help with the new play structure and walking trails in Westside Park. Funding announcements will be made April 29, 2022.

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

Joint Powers Solid Waste Authority  
Financial Report Thru March 31, 2022

Description	Yankton Transfer	Vermillion Landfill	Total Joint	3 Month Budget	Legal 2022 Budget
<b>Joint Power Transfer/Landfill</b>					
<i>Total Revenue</i>	\$334,173.69	\$205,048.86	\$539,222.55	\$590,845.00	\$2,363,380.00
<i>Expenses:</i>					
Personal Services	77,023.87	83,806.29	160,830.16	199,134.00	796,536.00
Operating Expenses	95,788.94	138,257.89	234,046.83	241,138.25	964,553.00
Depreciation (est)	40,432.62	65,373.30	105,805.92	113,924.00	455,696.00
Trench Depletion	0.00	51,476.62	51,476.62	59,750.00	239,000.00
Closure/Postclosure Resrv	0.00	2,680.87	2,680.87	6,250.00	25,000.00
Amortization of Permit	0.00	431.40	431.40	375.00	1,500.00
<i>Total Operating Expenses</i>	213,245.43	342,026.37	555,271.80	620,571.25	2,482,285.00
<i>Non Operating Expense-Interest</i>	0.00	8,933.51	8,933.51	19,661.50	78,646.00
<i>Landfill Operating Income</i>	120,928.26	(145,911.02)	(24,982.76)	(49,387.75)	(197,551.00)
<b>Joint Recycling Center</b>					
<i>Total Revenue</i>	0.00	54,094.85	54,094.85	25,125.00	100,500.00
<i>Expenses:</i>					
Personal Services	0.00	50,613.01	50,613.01	62,244.50	248,978.00
Operating Expenses	0.00	16,504.92	16,504.92	32,737.50	130,950.00
Depreciation (est)	0.00	7,028.64	7,028.64	9,500.00	38,000.00
<i>Total Operating Expenses</i>	0.00	74,146.57	74,146.57	104,482.00	417,928.00
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
<i>Recycling Operating Income</i>	0.00	(20,051.72)	(20,051.72)	(79,357.00)	(317,428.00)
<i>Total Operating Income</i>	\$120,928.26	(\$165,962.74)	(\$45,034.48)	(\$128,744.75)	(\$514,979.00)
<b>Tonage in Trench:</b>	<u>3/31/2021</u>	<u>3/31/2022</u>			
Asbestos	32.60	17.41	17.41	12.50	50.00
Centerville	71.86	59.96	59.96	275.00	1,100.00
Beresford	0.00	0.00	0.00	350.00	1,400.00
Clay County Garbage	3,123.76	3,234.72	3,234.72	3,625.00	14,500.00
Elk Point	259.28	249.55	249.55	65.00	260.00
Yankton County Garbage	5,463.45	5,374.58	5,374.58	5,975.00	23,900.00
<i>Total Tonage in Trench</i>	8,950.95	8,936.22	8,936.22	10,302.50	41,210.00
Operating Cost per ton			<u>\$62.14</u>	<u>\$62.14</u>	<u>\$62.14</u>

This report is based on the following:

Revenue accrual thru March 31, 2022

Expenses cash thru March 31, 2022 with April bills

Joint Powers Solid Waste Authority  
Financial Report Thru March 31, 2022

Description	Yankton Transfer	Vermillion Landfill	Total Joint	3 Month Budget	Legal 2022 Budget
<b>Source of Funds</b>					
<i>Beginning Balance</i>	(\$472,259.00)	\$2,906,126.00	\$2,433,867.00	\$1,785,196.00	\$1,785,196.00
<i>Operating Revenue:</i>					
Net Income	120,928.26	(165,962.74)	(45,034.48)	(128,744.75)	(514,979.00)
Depreciation	40,432.62	72,401.94	112,834.56	123,424.00	493,696.00
Trench Depletion	0.00	51,476.62	51,476.62	59,750.00	239,000.00
Amortization of Permit	0.00	431.40	431.40	375.00	1,500.00
<i>Non Operating Revenue:</i>					
Grant	0.00	0.00	0.00	0.00	0.00
Loan Proceeds	0.00	0.00	0.00	0.00	0.00
Contributed Capital	0.00	0.00	0.00	1,250.00	5,000.00
Sale Proceeds	0.00	0.00	0.00	0.00	0.00
Comp. for Loss & Damage	6,724.91	0.00	6,724.91	0.00	0.00
Fire Related Expenses	0.00	0.00	0.00	0.00	0.00
Interest	0.00	925.36	925.36	1,250.00	5,000.00
<i>Cash Flow Transfer:</i>					
Joint Power Transfer/Landfill	(183,381.04)	183,381.04	0.00	435,000.00	1,740,000.00
Joint Recycling Center	0.00	0.00	0.00	0.00	0.00
<i>Total Funds Available</i>	<u>(487,554.25)</u>	<u>3,048,779.62</u>	<u>2,561,225.37</u>	<u>2,277,500.25</u>	<u>3,754,413.00</u>
<b>Application of Funds Available</b>					
<i>Joint Power Transfer/Landfill</i>					
Equipment	110,067.41	0.00	110,067.41	204,500.00	818,000.00
Trench	0.00	0.00	0.00	0.00	0.00
Closure/Postclosure Cash Res.	0.00	2,680.87	2,680.87	6,250.00	25,000.00
<i>Joint Recycling Center</i>					
Equipment	0.00	0.00	0.00	14,250.00	57,000.00
<i>Payment Principal</i>	0.00	18,385.70	18,385.70	85,685.75	342,743.00
<i>Appropriation to Reserve</i>	0.00	0.00	0.00	0.00	0.00
<i>Total Applied</i>	<u>110,067.41</u>	<u>21,066.57</u>	<u>131,133.98</u>	<u>310,685.75</u>	<u>1,242,743.00</u>
<i>Ending Balance</i>	<u>(\$597,621.66)</u>	<u>\$3,027,713.05</u>	<u>\$2,430,091.39</u>	<u>\$1,966,814.50</u>	<u>\$2,511,670.00</u>

<b>Joint Power Transfer/Landfill Description</b>	<b>Yankton Transfer</b>	<b>Vermillion Landfill</b>	<b>Total Joint</b>	<b>3 Month Budget</b>	<b>Legal 2022 Budget</b>
<i>Revenue: (accrual)</i>					
Asbestos	\$0.00	\$1,131.67	\$1,131.67	\$1,500.00	\$6,000.00
Elk Point	0.00	13,226.15	13,226.15	15,600.00	\$62,400.00
Centerville	0.00	3,177.88	3,177.88	3,445.00	13,780.00
Beresford	0.00	0.00	0.00	0.00	0.00
Clay County Garbage	0.00	177,791.31	177,791.31	206,250.00	825,000.00
Compost-Yd Waste-Wood	0.00	541.73	541.73	2,375.00	9,500.00
Contaminated Soil	0.00	92.81	92.81	1,875.00	7,500.00
White Goods	0.00	408.00	408.00	1,500.00	6,000.00
Tires	0.00	7,990.71	7,990.71	1,250.00	5,000.00
Electronics	0.00	688.60	688.60	1,500.00	6,000.00
Other Revenue	0.27	0.00	0.27	3,775.00	15,100.00
Cash long	(11.00)	0.00	(11.00)	0.00	0.00
Rubble	12,162.52	0.00	12,162.52	13,000.00	52,000.00
Transfer Fees	320,743.47	0.00	320,743.47	337,500.00	1,350,000.00
Metal	1,278.43	0.00	1,278.43	1,250.00	5,000.00
Other Operational - Solid Waste	0.00	0.00	0.00	25.00	100.00
<b>Total Revenue</b>	<b>334,173.69</b>	<b>205,048.86</b>	<b>539,222.55</b>	<b>590,845.00</b>	<b>2,363,380.00</b>
<i>Expenses: (cash)</i>					
Personal Services	77,023.87	83,806.29	160,830.16	199,134.00	796,536.00
Insurance	17,790.29	0.00	17,790.29	8,157.00	32,628.00
Professional Service/Fees	17,056.06	27,044.68	44,100.74	45,000.00	180,000.00
Non Professional Fees	0.00	0.00	0.00	0.00	0.00
Processing- Reduction	0.00	0.00	0.00	2,500.00	10,000.00
State Fees	0.00	8,936.22	8,936.22	11,625.00	46,500.00
Professional - Legal/Audit	0.00	0.00	0.00	687.50	2,750.00
Publishing & Advertising	29.66	0.00	29.66	700.00	2,800.00
Rental	0.00	0.00	0.00	125.00	500.00
Hauling fee	0.00	0.00	0.00	0.00	0.00
Equipment repair	172.35	25,796.58	25,968.93	15,250.00	61,000.00
Motor vehicle repair	0.00	1,928.57	1,928.57	6,000.00	24,000.00
Vehicle fuel & maintenance	32,454.14	10,126.78	42,580.92	52,500.00	210,000.00
Equip, Mat'l & Labor	9,429.91	0.00	9,429.91	16,250.00	65,000.00
Building repair	1,778.09	995.63	2,773.72	6,000.00	24,000.00
Facility repair & maintenance	0.00	9,032.70	9,032.70	8,750.00	35,000.00
Postage	105.87	3.85	109.72	212.50	850.00
Office supplies	16.09	306.44	322.53	875.00	3,500.00
Copy supplies	0.00	2.93	2.93	93.75	375.00
Uniforms	0.00	2,241.71	2,241.71	1,625.00	6,500.00
Small Tools & Hardware	0.00	0.00	0.00	62.50	250.00
Travel & Training	0.00	1,403.35	1,403.35	1,125.00	4,500.00
Operating supply	0.00	38,110.58	38,110.58	45,650.00	182,600.00
Electricity	2,273.99	3,868.92	6,142.91	7,750.00	31,000.00
Heating Fuel - Gas	13,538.65	8,017.03	21,555.68	8,125.00	32,500.00
Water	564.96	95.90	660.86	875.00	3,500.00
WW service	230.52	0.00	230.52	325.00	1,300.00
Landfill	70.83	0.00	70.83	75.00	300.00
Telephone	277.53	346.02	623.55	800.00	3,200.00
Depreciation (est)	40,432.62	65,373.30	105,805.92	113,924.00	455,696.00
Trench Depletion		51,476.62	51,476.62	59,750.00	239,000.00
Closure/Postclosure Resrv		2,680.87	2,680.87	6,250.00	25,000.00
Amortization of Permit		431.40	431.40	375.00	1,500.00
<b>Total Op Expenses</b>	<b>213,245.43</b>	<b>342,026.37</b>	<b>555,271.80</b>	<b>620,571.25</b>	<b>2,482,285.00</b>

Joint Powers Solid Waste Authority  
Financial Report Thru March 31, 2022

Joint Power Transfer/Landfill Description	Yankton Transfer	Vermillion Landfill	Total Joint	3 Month Budget	Legal 2022 Budget
<i>Non Operating Expense-Interest</i>	0.00	8,933.51	8,933.51	19,661.50	78,646.00
<i>Bond Issuance Costs</i>	0.00	0.00	\$0.00	0.00	0.00
<i>Operating Income (Loss)</i>	\$120,928.26	(\$145,911.02)	(\$24,982.76)	(\$49,387.75)	(\$197,551.00)
<i>Capital:</i>					
Capital Outlay	\$110,067.41	\$0.00	\$110,067.41	\$204,500.00	\$818,000.00
Landfill Development	0.00	0.00	0.00	18,500.00	\$74,000.00
Capital Lease	0.00	0.00	0.00	0.00	\$0.00
<i>Total Capital Expenditures</i>	\$110,067.41	\$0.00	\$110,067.41	\$223,000.00	\$892,000.00
<i>Grant Reimbursement</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Federal Grant thru State</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Equipment Sale Proceeds</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Cash Flow Transfer</i>	(\$183,381.04)	\$183,381.04	\$0.00	\$0.00	\$0.00
<i>Tonage in Trench:</i>					
Asbestos		17.41	17.41	12.50	50.00
Beresford		0.00	0.00	350.00	1,400.00
Centerville Garbage		59.96	59.96	275.00	1,100.00
Clay County Garbage		3,234.72	3,234.72	3,625.00	14,500.00
Elk Point		249.55	249.55	65.00	260.00
Yankton County Garbage		5,374.58	5,374.58	5,975.00	23,900.00
<i>Total Tonage in Trench</i>		8,936.22	8,936.22	10,302.50	41,210.00
Operating Cost per ton			\$62.14	\$62.14	\$62.14

Joint Recycling Center Description	Yankton Transfer	Vermillion Center	Total Joint	3 Month Budget	Legal 2022 Budget
<i>Revenue:</i>					
Tipping Fees	\$0.00	0.00	\$0.00	0.00	0.00
Metal/Tin	0.00	0.00	0.00	625.00	2,500.00
Plastic	0.00	0.00	0.00	3,750.00	15,000.00
Aluminum	0.00	14,048.50	14,048.50	4,000.00	16,000.00
Newsprint	0.00	3,162.45	3,162.45	2,250.00	9,000.00
Cardboard	0.00	36,838.90	36,838.90	11,250.00	45,000.00
High Grade Paper	0.00	0.00	0.00	1,250.00	5,000.00
Other Material	0.00	45.00	45.00	2,000.00	8,000.00
Contributions/Operating Grants	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>0.00</b>	<b>54,094.85</b>	<b>54,094.85</b>	<b>25,125.00</b>	<b>100,500.00</b>
<i>Expenses:</i>					
Personal Services	0.00	50,613.01	50,613.01	62,244.50	248,978.00
Insurance	0.00	58.66	58.66	600.00	2,400.00
Professional Service/Fees	0.00	82.20	82.20	125.00	500.00
Hazardous Waste Collection	0.00	0.00	0.00	12,500.00	50,000.00
Professional-Legal	0.00	0.00	0.00	0.00	0.00
Publishing & Advertising	0.00	204.90	204.90	375.00	1,500.00
Rental	0.00	0.00	0.00	0.00	0.00
Equipment repair	0.00	239.30	239.30	2,375.00	9,500.00
Vehicle repair & maintenance	0.00	19.16	19.16	150.00	600.00
Vehicle fuel	0.00	1,148.74	1,148.74	1,250.00	5,000.00
Building repair & maintenance	0.00	919.24	919.24	700.00	2,800.00
Postage	0.00	0.97	0.97	12.50	50.00
Freight	0.00	2,400.00	2,400.00	4,375.00	17,500.00
Office supplies	0.00	132.40	132.40	250.00	1,000.00
Uniforms	0.00	0.00	0.00	187.50	750.00
Materials Purchases	0.00	1,241.40	1,241.40	1,125.00	4,500.00
Travel & Training	0.00	537.80	537.80	500.00	2,000.00
Operating Supplies	0.00	13.80	13.80	2,500.00	10,000.00
Copy Supply	0.00	89.86	89.86	50.00	200.00
Electricity	0.00	1,417.16	1,417.16	1,625.00	6,500.00
Heating Fuel-Gas	0.00	3,957.93	3,957.93	1,187.50	4,750.00
Water	0.00	86.69	86.69	162.50	650.00
WW service	0.00	557.42	557.42	300.00	1,200.00
Telephone	0.00	158.73	158.73	212.50	850.00
Revenue Sharing	0.00	3,238.56	3,238.56	2,175.00	8,700.00
Depreciation (est)	0.00	7,028.64	7,028.64	9,500.00	38,000.00
<b>Total Op Expenses</b>	<b>0.00</b>	<b>74,146.57</b>	<b>74,146.57</b>	<b>104,482.00</b>	<b>417,928.00</b>
<i>Non Operating Expense-Interest</i>	0.00	0.00	0.00	0.00	0.00
<b>Operating Income (Loss)</b>	<b>\$0.00</b>	<b>(\$20,051.72)</b>	<b>(\$20,051.72)</b>	<b>(\$79,357.00)</b>	<b>(\$317,428.00)</b>
Capital Outlay	\$0.00	\$0.00	\$0.00	\$14,250.00	\$57,000.00
Grant Reimbursement/Donations	\$0.00	\$0.00	\$0.00	\$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 March 31, 2022

Expenses cash thru March 31, 2022 with April bills

2022 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	42,818.80	(37,653.09)	5,165.71	3,001.98	53.37	0.00	8,540.61	8,540.61	42,818.80	(29,112.48)	13,706.32
February	20,433.97	(48,393.67)	(27,959.70)	2,578.89	71.09	0.00	(19,765.60)	(19,765.60)	20,433.97	(68,159.27)	(47,725.30)
Subtotal	63,252.77	(86,046.76)	(22,793.99)	5,580.87	62.09	0.00	(11,224.99)	(11,224.99)	63,252.77	(97,271.75)	(34,018.98)
March	57,675.49	(50,930.75)	6,744.74	3,355.35	62.21	0.00	(8,826.73)	(8,826.73)	57,675.49	(59,757.48)	(2,081.99)
Subtotal	120,928.26	(136,977.51)	(16,049.25)	8,936.22	62.14	0.00	(20,051.72)	(20,051.72)	120,928.26	(157,029.23)	(36,100.97)

4/11/2022

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 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
January 2022	258.69	515.97	411.98	59.08	29.31	1,016.34	331.11	1,606.14
February 2022	217.91	548.02	370.93	67.84	29.20	1,015.99	304.16	1,538.06
March 2022	262.23	665.38	479.74	61.13	35.34	1,241.59	536.56	2,040.38
2022 Total	738.83	1,729.37	1,262.65	188.05	93.85	3,273.92	1,171.83	5,184.58



CITY OF VERMILLION  
LANDFILL TONS

	2022	Art's Garbage	City of Elk Point	Fischer Disposal	Loren Fischer	Herm's Sanitation	Turner County	Vermillion Garbage	Waste Mgmt of Sioux City	Other	2022 Tons	
\$53.00 PER TON	Jan	18.45	77.97	192.36	439.25	25.79	16.64	66.39	199.67	217.79	1254.31	
	Feb	32.68	72.96	177.91	353.42	27.01	16.86	58.15	180.46	85.39	1004.84	
	Mar	8.25	98.62	213.95	458.65	35.35	26.46	57.19	224.86	179.16	1302.49	
	April										0.00	
	May										0.00	
	June										0.00	
	July										0.00	
	Aug										0.00	
	Sept										0.00	
	Oct										0.00	
	Nov										0.00	
	Dec										0.00	
			59.38	249.55	584.22	1251.32	88.15	59.96	181.73	604.99	482.34	3561.64
\$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

## City of Yankton

### Airport Advisory Board Meeting Minutes For March 16<sup>th</sup>, 2022

The March 16<sup>th</sup>, 2022 Airport Advisory Board Meeting was called to order at 8:00AM by Chairman Jim Cox.

#### **ROLL CALL:**

Present from the Airport Advisory Board: Jim Cox, Steve Hamilton, Roger Huntley, Jake Hoffner, Dan Specht and City Commission Representative Tony Maibaum

Present from the City of Yankton: Brooke Goeden, Mike Roinstead, Dave Mingo, Adam Haberman and Brad Moser.

Unable to attend: Mark Yonke

#### **Minutes from December 8<sup>th</sup>, 2021**

**22-01 MOTION** -- It was moved by Specht and seconded by Huntly to approve the minutes of the December 8<sup>th</sup>, 2021.

**VOTE** - Voting "Aye" - all members present. Voting "Nay" - none.

**MOTION – PASSED**

#### **Monthly Fuel Report**

Mike Roinstead provided the monthly fuel report for January 2022 and February 2022. In January 2022, there were 44 transactions, totaling 3,033.8 gallons sold. For comparison, in January 2021, there were 31 transactions, totaling 2,055.4 gallons sold.

In February 2022, there were 40 transactions, totaling 4,750.00 gallons sold. For comparison, in February 2021, there were 30 transactions, totaling 4,348.00 gallons sold.

Additionally, for the year 2021, there was a total of 835 transactions, totaling 51,389.7 gallons sold.

#### **Staff Report**

Adam Haberman stated the T-38 lease renewal and application have been submitted for review. Haberman pointed out that this year's lease will be for 2 years, instead for 1 year, as done in the past. Once the 2 year lease is up, the lease will then be in 5 year increments.

Haberman continued on with the Staff Report and stated the 2022 SD Airports Conference will be held on April 6<sup>th</sup> & 7<sup>th</sup>, 2022 in Pierre, SD. Attending from the City of Yankton will be: Mike Roinstead, Adam Haberman and Brad Moser.

Airport Manager Mike Roinstad, has hired 2 seasonal employees to start this spring.

Also noted, Dr. James Kerr's outstanding rental fees have been paid in full.

### **North Taxilane Project Update**

Adam Haberman stated the North Taxilane Project is remains at 90% design stage and the project is on hold until 2023. More information to follow.

### **Taxiway "A" Rehab Project Update**

Adam Haberman provided an update on the Taxiway "A" Rehab Project and stated the design is underway and preliminary plans are scheduled to be sent to FAA this week for review. Additionally, KLJ is working on an updated CIP (Capital Improvement Plan) to align with requirements for grant funds.

### **RFP – Airport Maintenance Services at YKN**

Adam Haberman gave a brief recap on the interview held on Tuesday, March 15<sup>th</sup>, 2022, with John Halsted, Owner/Operator at Roger Wilco Aviation Services, LLC. Halsted was joined by his attorney, Nick Moser, and presented a proposal for the advertised Airport Maintenance Services. The proposal was reviewed and determined it meets the requirements of the RFP. Staff is working on an agreement to be presented to the City Commission. More information to follow.

### **Other Business**

Dave Mingo stated the B-Y valve easement project continues and additional updates will follow as project progresses.

### **Adjournment**

**22-02 MOTION** –It was moved by Huntley and seconded by Hoffner to adjourn the meeting.  
**VOTE** – Voting "Aye" – all members present. Voting "Nay" – none.

Meeting adjourned at 8:36AM.

Respectfully Submitted,

Adam Haberman, Secretary

Publishing Dates: May 5 and May 12, 2022

**NOTICE TO BIDDERS**

Sealed bids will be received for the City Commission of the City of Yankton, South Dakota, at the office of the City Finance Officer of the City until 3:00 PM or may be hand delivered to the City Finance Office drop-box by 3:00 PM on the 2<sup>nd</sup> day of June, 2022 at which time they will be publicly opened and read at Second Floor Meeting Room A at 416 Walnut Street, in Yankton, South Dakota.

Disposition of said bid will be held on the 13th day of June, 2022, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Career Manufacturing Technical Education Academy at 1200 W. 21<sup>st</sup> Street, Yankton, South Dakota.

Bids will be received on the following:

**ANNUAL SUPPLY OF TRANSPORT – TANKWAGON PETROLEUM PRODUCTS**

Copies of the specifications may be obtained at the Office of the Manager of Public Works, 700 Levee Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

All bids must be submitted on forms provided by the City of Yankton.

The City of Yankton, South Dakota reserves the right to reject any or all bids and to waive any informalities therein to determine which is the best and the lowest bid, and to approve the bond, if required.

Adam Haberman, PE  
Director of Public Works  
City of Yankton, South Dakota

Dated: April 25, 2022

-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-

***Memorandum #22-64***

*To: City Manager*  
*From: Finance Department*  
*Date: April 14, 2022*  
*Subject: Transient Merchant License Application*

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

Market at the Meridian  
Yankton, SD 57078

The applicant is requesting a license to have a vendors Farmers Market May 1 thru October 31, 2022 on Saturday mornings at the City Parking Lot on 2<sup>nd</sup> and Douglas North East corner. The applicant is in compliance with all police codes as checked by the Police Department.



Al Viereck  
Finance Officer

\_\_\_\_ Voice vote

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 Events Retail (on-sale) Liquor License for 1 day, August 27, 2022, from Utica Hall/Rueb, LLC d/b/a Utica Hall, 801 McCarthy Street, Utica, SD at The Meridian Venue, 101 E. 3<sup>rd</sup> Street, Yankton, SD.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, May 9, 2022 at 7:00 p.m. in the City of Yankton Community Meeting Room at the Career Manufacturing Technical Education Academy, 1200 West 21<sup>st</sup> 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 25<sup>th</sup> day of April, 2022.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

***Memorandum #22-65***

*To: City Manager*  
*From: Finance Department*  
*Date: April 15, 2022*  
*Subject: 3<sup>rd</sup> on 3rd Dance License*

We have received the following application from 3<sup>rd</sup> on 3rd

Special Events Dance – July 3, 2022

All fees have been paid and proof of insurance has been furnished.



Al Viereck  
Finance Officer

\_\_\_\_ Voice vote

**Memorandum #22-66**

*To: City Manager*  
*From: Finance Department*  
*Date: April 15, 2022*  
*Subject: Mojo's 3<sup>rd</sup> Street Pizza*

We have received the following application from Mojo's 3<sup>rd</sup> Street Pizza for Karen's Hope Event.

Special Events Dance – June 4, 2022

All fees have been paid and proof of insurance has been furnished.



Al Viereck  
Finance Officer

\_\_\_\_ Voice vote



## *Memorandum #22-72*

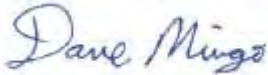
**To:** Amy Leon, City Manager  
**From:** Dave Mingo, AICP Community and Economic Development Director  
**Subject:** Local Infrastructure Improvement Program Grant Application for  
 Infrastructure NW of 31<sup>st</sup> Street and Broadway Avenue  
**Date:** April 19, 2022

The potential for a private development project on property located northwest of the intersection of 31<sup>st</sup> Street and Broadway Avenue puts the city in a position to be eligible for Governor's Office of Economic Development Local Infrastructure Improvement Program (LIIP) grant funds. The grant is specific to 50 percent of the estimated cost of the needed improvements directly adjacent to the potential private project location identified on the attached map. The potential grant amount could be up to \$213,379. Time is of the essence as the deadline for this funding cycle is Friday, April 29, 2022.

As discussed when the Soccer Association lease was approved, the city is serving the role of being the "Developer" for this City owned land. As such, the development of infrastructure including streets, utilities and storm water management is the City's responsibility. On March 28, 2022, the City Commission approved a design engineering contract for the larger subdivision project extending from 31<sup>st</sup> Street north to the future 33<sup>rd</sup> Street alignment, and the future east - west 33<sup>rd</sup> Street corridor between Broadway Avenue and Spruce Street.

The local match for the LIIP grant and additional non private project, adjacent future infrastructure expenditures are ideally suited for consideration of creating a Tax Increment District (TID) as a source of project specific revenue. While we are still working through what the recommendation for the final financial package will be, we anticipate the local match and non-grant eligible expenses will be funded through the Capital Improvement Plan budget and TID proceeds. Interim financing will likely be provided by an interfund loan, outside financing or some combination thereof.

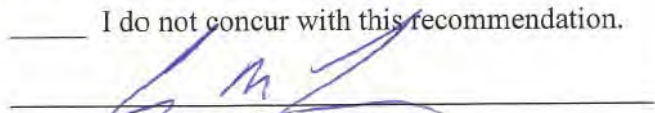
Respectfully submitted,



Dave Mingo, AICP  
 Community and Economic Development Director

**Recommendation: It is recommended that the City Commission approve Resolution #22-15 authorizing the Mayor and City Manager to sign the LIIP application and other documents as described herein.**

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

  
 \_\_\_\_\_  
 Amy Leon, City Manager

\_\_\_\_\_ Roll Call

**RESOLUTION #22-15**  
Resolution of Local Commitment

**WHEREAS**, the City of Yankton has identified the need to construct infrastructure in a new development located northwest of the intersection of Highway 50 and Highway 81 as depicted in the associated exhibits, and

**WHEREAS**, the City of Yankton is eligible for Local Infrastructure Improvement Program funding from the Governor’s Office of Economic Development, and

**NOW, THEREFORE, BE IT RESOLVED** that the City of Yankton will seek assistance through the Governor’s Office of Economic Development Local Infrastructure Improvement Program in accordance with all program requirements, and

**BE IT FURTHER RESOLVED** that the City of Yankton will be responsible for all required match associated with the project, and

**BE IT FURTHER RESOLVED** that the City of Yankton will be responsible for all maintenance and repairs of the infrastructure after the construction of the project, and

**BE IT FURTHER RESOLVED** that the Mayor of the City of Yankton be authorized to execute this Local Infrastructure Improvement Program application and if approved, the City Manager be authorized to execute all administrative documents associated with application and administration of said grant requirements.

Adopted this 25th day of April 2022.

\_\_\_\_\_  
Stephanie Moser, Mayor

Attest:

\_\_\_\_\_  
Al Viereck, Finance Officer



## City of Yankton

### Proposed Project Location Map

Approximately 8 Acres to be platted as part of the subdivision engineering process

**South Dakota  
Local Infrastructure Improvement Program  
Application**

**APPLICANT INFORMATION**

**Date:** \_\_\_\_\_ April 19, 2022 \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_ City of Yankton \_\_\_\_\_

- Applicant:**     **Local Development Corporation**  
(Please identify)  **Tribal Government**  
                           **Municipality**  
                           **County**  
                           **Other political subdivision of this state; please specify:** \_\_\_\_\_  
                           **Other, please specify:** \_\_\_\_\_

**Contact:** \_\_\_\_\_ David Mingo, Community and Economic Development Director \_\_\_\_\_

**Date Established:** \_\_\_\_\_ January 8, 1869 \_\_\_\_\_

**Address:** \_\_\_\_\_ P.O. Box 176 \_\_\_\_\_

**City/State/Zip Code:** \_\_\_\_\_ Yankton, SD 57078 \_\_\_\_\_

**Business Telephone:** \_\_\_\_\_ (605) 668-5251 \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**E-Mail Address:** [dmingo@cityofyankton.org](mailto:dmingo@cityofyankton.org) **Website Address:** <https://www.cityofyankton.org/>

**Identification Number**

**Federal:** \_\_\_\_\_ 46-6000567 \_\_\_\_\_                      **State:** \_\_\_\_\_

Return application to:  
Governor's Office of Economic Development, 711 East Wells Avenue Pierre, SD 57501  
E-mail: [lajena.gruis@sdreadytowork.com](mailto:lajena.gruis@sdreadytowork.com) Fax: 605.773.3256 (Revised 09/28/2016)

**South Dakota  
Local Infrastructure Improvement Program  
Application**

**PROJECT INFORMATION**

Management Contact           Dave Mingo, Community and Economic Development Director          

Phone           (605) 668-5251           Email           dmingo@cityofyankton.org          

Address of Project Site           31<sup>st</sup> Street and Broadway Avenue, Yankton, SD          

Engineer for Project           Stockwell Engineers          

Engineer License Number           

**Project Description:**

The City of Yankton owns land northwest of the corner of 31st Street and Broadway Avenue, between 31st Street and future 33rd Street and from Broadway Avenue to approximately two blocks west. The City as the landowner and per the City’s commitment with the Yankton Youth Soccer Association, is serving as the developer of the location. With the Yankton Youth Soccer Association project progressing and with proposed private development projects on the City owned land, the project has reached a point that final development engineering and design needs to be completed.

**How will the requested funds from GOED be used?**

Local Infrastructure Improvement Program (LIIP) funds from the Governor’s Office of Economic Development will assist the City of Yankton in installing utility and surface infrastructure to serve an innovative new company. The project costs include sanitary sewer, water, stormwater, and street components. The total cost for installing the new road (to be named) and infrastructure is \$1,044,534. The cost of the road and infrastructure which is attributable to the proposed project is \$426,757. The City of Yankton is requesting \$213,379 in LIIP funding to complete the project.

The estimated date construction or acquisition will commence:           August/September 2022          

The estimated completion or acquisition and installation date:           August/September 2023          

The estimated date by which the project will be fully operational:           December 31, 2023          

Return application to:  
Governor’s Office of Economic Development, 711 East Wells Avenue Pierre, SD 57501  
E-mail: lajena.gruis@sdreadytowork.com Fax: 605.773.3256 (Revised 09/28/2016)

**South Dakota  
Local Infrastructure Improvement Program  
Application**

**Legal owner of project site(s) if other than applicant, and relationship to applicant: N/A**

**Has the project applied for reduced property taxation through the County or Municipality? Yes  No  If yes, please explain: \_\_\_\_\_**

**Has the County or Municipality applied for TIF (Tax Increment Financing) for this project? Yes  No  If yes, has it been approved? \_\_\_\_\_**

**Does the County or Municipality intend to apply for TIF (Tax Increment Financing) for this project? Yes  No**

**Is the project subject to municipal sales tax refund? Yes  No  If yes, please explain:**  
\_\_\_\_\_

**Requested Sources: Please attach copies of letters of commitment for each source of permanent and interim funding. Letters should contain a description of items to be funded.**

**A. Sources (including GOED):**

<b>Sources</b>	<b>Contact Person</b>	<b>Phone Number</b>	<b>Amount</b>
<b>Private Investment</b>	TBA		\$ 4,000,000
<b>City of Yankton</b>	David Mingo	(605) 668-5252	\$ 831,155
<b>GOED</b>	Katherine Kirby	(605) 773-4633	\$ 213,379
	<b>Total</b>		\$ 5,044,534

**Amount Requested \$ 213,379**

Return application to:  
Governor's Office of Economic Development, 711 East Wells Avenue Pierre, SD 57501  
E-mail: [lajena.gruis@sdreadytowork.com](mailto:lajena.gruis@sdreadytowork.com) Fax: 605.773.3256 (Revised 09/28/2016)

**South Dakota  
Local Infrastructure Improvement Program  
Application**

**B. Uses of All Funds**

	<b>Total Cost</b>	<b>Proposed Sources</b>
<b>Land Acquisition</b>	\$ 200,000	Private Investment
<b>Land Improvements</b>	\$ 150,000	" "
<b>Building</b>	\$ 2,000,000	" "
<b>Site Improvements</b>	\$ 50,000	" "
<b>Repairs/Renovations</b>	\$ -	" "
<b>Construction</b>	\$ 1,100,000	" "
<b>Construction Fees</b>	\$ 200,000	" "
<b>Equipment and Installation</b>	\$ 100,000	" "
<b>Other Construction Costs</b>	\$ 200,000	" "
<b>Working Capital</b>	\$ -	" "
<b>Other Costs (Infrastructure)</b>	\$ 1,044,534	GOED/City of Yankton
<b>Total</b>	<b>\$ 5,044,534</b>	

Return application to:  
 Governor's Office of Economic Development, 711 East Wells Avenue Pierre, SD 57501  
 E-mail: [lajena.gruis@sdreadytowork.com](mailto:lajena.gruis@sdreadytowork.com) Fax: 605.773.3256 (Revised 09/28/2016)

**Memorandum #22-69**

**To:** Amy Leon, City Manager  
**From:** Bradley Moser, Civil Engineer  
**Subject:** Bid Award for West City Limits Road (WCLR)/Summit Street/21<sup>st</sup> Street Reconstruction Project  
**Date:** April 19, 2022

Bids for the WCLR/Summit Street/21<sup>st</sup> Street reconstruction project were opened on April 14, 2022. All 3 locations are typical pavement replacement projects. The majority of the curb and gutter on these types of projects is in good condition and doesn't need to be replaced. This not only saves on construction costs but enables us to complete the project in a timely manner.

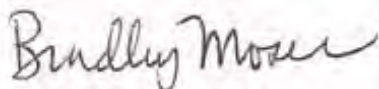
The bids received are listed below:

- |   |                |
|---|----------------|
| 1. Masonry Components, Inc., Yankton, SD            | \$1,011,689.58 |
| 2. D&G Concrete Construction, Inc., Sioux Falls, SD | \$1,019,046.50 |
| 3. Feimer Construction, Inc., Yankton, SD           | \$1,122,113.10 |
| 4. Hulstein Excavating, Inc. Edgerton, MN           | \$1,304,493.25 |

The low bidder meets the specifications and is \$305,309.42 lower than the most recent Engineer's estimate of \$1,316,999.00. The cumulative budgeted amounts for the 3 locations is adequate to cover the low bid.

Masonry Components is a local contractor with great success on past City projects. Based on their work history, City staff recommends that they be awarded the contract in the amount of \$1,011,689.58.

Respectfully submitted,

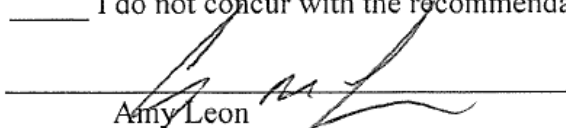


Bradley Moser  
Civil Engineer

**Recommendation:** It is recommended that the City Commission award the contract to Masonry Components, Inc., in the amount of \$1,011,689.58, as explained in Memorandum #22-69.

I concur with the recommendation.

I do not concur with the recommendation.

  
Amy Leon  
City Manager

cc: Adam Haberman

Roll call



## Memorandum #22-70

**To:** Amy Leon, City Manager  
**From:** Bradley Moser, Civil Engineer  
**Subject:** Bid Award for 5<sup>th</sup> Street from Spruce Street to Green Street  
**Date:** April 18, 2022

Bids for the 5<sup>th</sup> Street reconstruction project were opened on April 14, 2022. The project involves removing the existing street section, installing new water main and installing a new concrete street. The project also includes installing new driveway approaches and sidewalk, where there wasn't any previously.

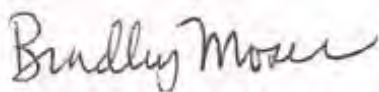
The bids received are listed below:

1. Masonry Components, Inc., Yankton, SD	\$566,650.25
2. Feimer Construction, Inc., Yankton, SD	\$570,300.55
3. D&G Concrete Construction, Inc., Sioux Falls, SD	\$599,794.95
4. Slowey Construction, Inc., Yankton, SD	\$662,247.50
5. Hulstein Excavating, Inc. Edgerton, MN	\$822,533.40

The low bidder meets the specifications and is \$124,567.25 lower than the most recent Engineer's estimate of \$691,217.50. Masonry Components price is under the budgeted amount.

Staff is very familiar with the workmanship of Masonry Components, Inc. They have completed many City projects in the past. Based on their work history, City staff recommends that they be awarded the contract in the amount of \$566,650.25.

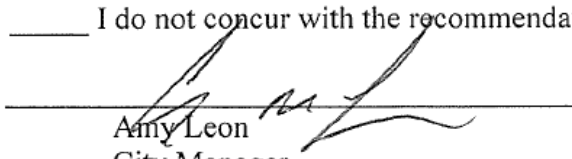
Respectfully submitted,



Bradley Moser  
Civil Engineer

**Recommendation:** It is recommended that the City Commission award the contract to Masonry Components, Inc., in the amount of \$566,650.25, as explained in Memorandum #22-70.

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

  
 \_\_\_\_\_  
 Amy Leon  
 City Manager

cc: Adam Haberman

\_\_\_\_\_ Roll call

**Memorandum #22-63**

**To:** Amy Leon, City Manager  
**From:** Mike Roinstad, Airport Supervisor  
**Subject:** Bid award for Taxiway "A" Rehabilitation Project at Chan Gurney Municipal Airport  
**Date:** April 19, 2022

One bid was received for the Taxiway "A" Rehabilitation Project at the Chan Gurney Municipal Airport. The project work items include remove & replace joint sealant, full depth concrete repairs, partial depth concrete repairs, saw & seal random cracks, fill in small holes in PCC surface with epoxy, permanent pavement markings, and airside traffic control. The bid received is listed below:

NAME	BID AMOUNT
<b>Screed Tech 70601 567<sup>TH</sup> Ave Fairbury, NE 68352</b>	\$206,017.50

The bid from Screed Tech of Fairbury, Nebraska meets the specifications. The bid amount submitted for this project is comparable to prices of other projects of similar nature in the region. After the bid opening took place, an error was found in the original bid proposal document that had an incorrect unit of measure for one of the bid items, and will require an immediate change order for \$20,200.00. The original \$206,017.50 bid combined with the \$20,200.00 Change Order #1 totals \$226,217.50, which is \$20,853.72 under the Engineers Estimate of \$247,071.22. KLJ, the airport consultant, recommends award of the project. Therefore, it is recommended that the bid be awarded to Screed Tech in the amount stated above.

Respectfully submitted,

Mike Roinstad  
Airport Supervisor

**Recommendation: It is recommended that the City Commission award the contract to Screed Tech of Fairbury, Nebraska for the bid amount listed in Memorandum #22-63 and authorize the City Manager to execute the bid award, Change Order #1, and FAA AIP Grant Application for the Taxiway "A" Rehabilitation Project.**

I concur with the recommendation.

I do not concur with the recommendation.

Amy Leon  
City Manager

Roll Call



**Memorandum #22-62**

**To:** Amy Leon, City Manager  
**From:** Mike Roinstad, Airport Supervisor  
**Subject:** Airport Mechanic Service for Chan Gurney Municipal Airport  
**Date:** April 11, 2022

---

One proposal to provide airport mechanic services at Chan Gurney Municipal Airport was received by the City of Yankton in response to a request for proposals. A submittal was received from:

John Halsted  
Owner/Operator, Roger Wilco Aviation Services, LLC  
112 Okie Dokie Lane  
Yankton, SD 57078

Mr. Halsted was interviewed to determine his qualifications and clarify the arrangements in which he would conduct business at Chan Gurney Municipal Airport. It is recommended that the City enter into the attached agreement with John Halsted dba Roger Wilco Aviation Services, LLC. Roger Wilco Aviation Services, LLC is well staffed and presented a business plan that is suitable for Chan Gurney Municipal Airport.

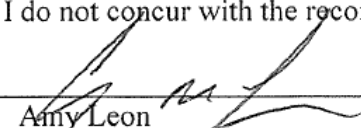
Respectfully submitted,



Mike Roinstad  
Airport Supervisor

**Recommendation: It is recommended that the City Commission approve Memorandum #22-62 to enter into the attached agreement with Roger Wilco Aviation Services, LLC to provide mechanic service at Chan Gurney Municipal Airport.**

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

  
\_\_\_\_\_  
Amy Leon  
City Manager

cc: Adam Haberman

\_\_\_\_ Roll call

## CHAN GURNEY AIRPORT MAINTANENCE HANGAR LEASE AGREEMENT

THIS LEASE AGREEMENT made and entered into this 12<sup>th</sup> day of April, 2022 by and between the City of Yankton, South Dakota, a municipal corporation ("Lessor" or "City") and Roger Wilco Aviation Services, LLC, a South Dakota limited liability company ("Lessee").

WITNESSETH:

WHEREAS, the City of Yankton is the owner of the Chan Gurney Airport and the City deems it proper to enter into a lease with the Lessee and the Lessee desires to lease a portion of the airport property under the terms and conditions set forth herein.

NOW, THEREFORE, it is agreed between the Lessor and the Lessee herein as follows:

1. **REAL PROPERTY, INGRESS & RELOCATION.** The Lessee shall be privileged to use floor space located within the "Maintenance Hangar" for the limited purpose of airframe and/or power plant repair on the "real property" hereinafter described:

A 50ft deep X 70ft wide located on Airport, identified as building location 700 E 31<sup>st</sup> No. 30.

This lease does not grant to Lessee any license or right to use any part of the airport premises other than the Maintenance Hangar identified above, except as expressly set forth herein. However, the Lessee, as a part of the usual and ordinary manner of operating the Maintenance Hangar, shall have right of ingress and egress therefrom.

2. **TERM, RENEWAL & TERMINATION.** The term of this lease shall be three (3) years beginning on April 12, 2022 and shall end on the last day of April, 2025.

If no subsequent lease is signed by the parties, then this lease shall automatically renew on a month-to-month basis (regardless of whether the month is 28, 29, 30 or 31 days long) upon the same terms as those identified herein.

If either party desires to terminate this lease, then that party shall give written notice, via certified mail, to the other at least thirty (30) days prior to date upon which the then-current lease term shall end.

3. **RENT.** Lessee shall occupy the Maintenance Hangar rent free. If the City desires to increase the rent, then it shall provide at least thirty (30) days prior written notice to the Lessee of the new rent amount.

4. **HANGAR & EQUIPMENT OWNERSHIP.** The Maintenance Hangar shall remain the property of the City. The Lessee's tools and equipment shall remain the property of the Lessee.

5. **USE.** The Maintenance Hangar shall be used by Lessee solely for the purpose of aircraft airframe and/or power plant repair. Such services shall be offered or made available to the general public at a fee determined at the discretion of Lessee. If Lessee ceases business operations for a period exceeding sixty (60) days, Lessee shall be deemed in breach of this Agreement. No other personal or commercial use is permitted in the Maintenance Hangar. The Lessee shall not store gasoline or other combustible material on the premises except in the tank of any housed aircraft.

The Lessee agrees to comply with all Federal (including U. S. Environmental Protection Agency and The Federal Aviation Administration), State and Municipal laws, rules, statutes, ordinances and regulations that are applicable to the operation of the airport, as they exist today or are amended hereafter.

Lessee has previously walked through the Hangar. Lessee takes and accepts the Maintenance Hangar in its "as is" condition.

The Lessee agrees to allow the City of Yankton access to the Maintenance Hangar for use as overnight storage of transient aircraft when maintenance is not being done and space allows.

Upon prior written consent of the Airport Supervisor on a case-by-case basis, the City of Yankton may grant Lessee non-exclusive temporary hangar space in the City's corporate hangar (address of 704 E 31<sup>st</sup> Street Building #26) rent free for Lessee's customer overflow aircraft identified by Lessee as scheduled for maintenance, work in progress, or awaiting customer pick-up. Written consent by the Airport Supervisor may be given by any ordinary means of written communication, which can include email, text message, facsimile transmission, or other written correspondence and may be temporary or conditional based upon other scheduled uses of the corporate hangar facility. If reasonable storage space is available within

the Maintenance Hangar, Lessee must first use the Maintenance Hangar or make other suitable storage arrangements. Lessee's authorized storage of aircraft awaiting customer pick-up in the corporate hangar shall be limited to two (2) weeks, after which Lessee shall be charged and responsible for hangar rent fees at the customary rate. Lessee is expressly permitted to bill its customers to recoup any such fee charged by the City.

The City of Yankton agrees to provide Lessee with a single office space, rent free, located in the terminal building; address of 700 E 31<sup>st</sup> Street Suite 3, to be used only for Lessee's aircraft repair business customer service, billing, computer use, and/or other items needed for such business purposes.

6. **SUB-LET AND ASSIGNMENT.** Lessee shall not assign or sub-let the Maintenance Hangar without prior written approval from the City. Lessee shall not assign or sub-let its use of the corporate hangar or terminal office space without exception. No assignment shall release Lessee of any of his/her/its obligations under this Lease or be construed or taken as a waiver of any of the City's rights hereunder. Neither this Lease nor any interest therein, shall pass to any trustees or receiver in bankruptcy, or any assignee for the benefits of creditors, or by operation of law.

7. **NON-DISCRIMINATION.** The City, in the rental of the Hangar, shall not on the grounds of race, color, or national origin discriminate or permit discrimination against any person or group of persons in any manner prohibited by Part XV of the Federal Aviation Regulations. Lessee further agrees to comply with any requirement made to enforce the foregoing covenant which may be demanded of the City by the United States.

8. **LIABILITY INSURANCE.** At all times during the term of this lease, and during any extension or renewal term thereof, the Lessee shall be obligated to carry and to pay for liability insurance in the minimum amount of One Million Dollars (\$1,000,000.00), for any personal injury or property damage for which the Lessee might become liable due to the possession, operation, and maintenance of the Maintenance Hangar and possession and use of the corporate hangar. A certificate of insurance certifying that said insurance is in full force and effect shall be filed with the City Finance Office on January 1<sup>st</sup> of each year.

9. **INDEMNIFICATION.** Lessee shall indemnify, defend, and hold City harmless against all liabilities, obligations, damages, penalties, claims, costs, expenses, and losses, including attorneys fees, paid or as a result of or in connection with Lessee's use or occupancy of the Maintenance Hangar or corporate hangar, during the term of the lease as a result (a) of any breach by Lessee, Lessee's agent, contractors,

employees, customers, invitees, licensees, of any covenant or condition of this lease required to be performed by the Lessee hereunder, (b) of any accident that may occur in or about the Maintenance Hangar or corporate hangar caused by Lessee's failure to comply with any governmental authority, or the carelessness, negligence or improper conduct of the Lessee, Lessee's agent, contractors, employees, customers, invitees or licensees, or (c) any action arising from Lessee's business operations or storage of customer property upon property owned by City. City is hereby subrogated to all rights of Lessee against any other parties in connection with any such injury or damage. If any claim is initiated against Lessee or City due to Lessee's actions associated in any manner with this leasehold, Lessee shall give prompt notice to City.

10. **INSPECTION & CANCELLATION.** The Lessee agrees that the City of Yankton may cause the "real property" and hangar to be inspected for the purpose of identifying violations of Federal, State, and Municipal laws. This provision is not subject to arbitration.

If the Lessor identifies violations thereof, then the Lessor shall give written notice, return receipt requested, to the Lessee who shall be permitted thirty (30) days from the date of said notice in which to correct the law violations. In the event Lessee shall fail to correct the law violations noted therein within thirty (30) days after the receipt of the written notice, then the Lessor shall have authority to cancel and forfeit this lease. In such case, the Lessee shall be given sixty (60) days after the expiration of the original thirty (30) days to remove his property from the "Real Property" or to forfeit same. Lessee agrees that in the event he fails to remove his property from the "Real Property" within said period, then the Lessee's personal property shall be forfeited to the City of Yankton and Lessee shall lose all right, title and interest therein.

11. **BREACH.** Other than the inspection procedure noted above, if a party believes that the other has breached this lease, then the party alleging the breach shall provide written notice, via certified mail, to the other in which it identifies the alleged breach of the terms hereof and notice of the reasonable time in which the breach shall be cured. Failure to cure during said reasonable period shall constitute a breach of this lease. Thereafter, the party alleging the breach may then request arbitration.

12. **ARBITRATION.** Except as herein provided, all disputes arising under the terms of the Agreement and not settled between the parties hereto shall be subjected to arbitration as provided by SDCL 21-25A. However, the parties reject the second sentence of SDCL 21-25A-14 and agree that any hearing by arbitrators requires the presence of all arbitrators. In addition, each party shall choose one arbitrator of its choice and those chosen arbitrators shall choose a third arbitrator.



13. **RELATIONSHIP OF PARTIES.** Nothing contained herein shall be deemed or construed by anyone as creating the relationship of principal and agent, employee and employer, of partnership or of joint venture between the parties hereto.

14. **NON-WAIVER.** No delay or omission of the right to exercise any power by either party shall impair any such right or power, or shall be construed as a waiver of any default or as acquiescence therein. One or more waivers of any covenant, term or condition of this Lease by either party shall not be construed by the other party, or a court, as a waiver of a subsequent breach of the same covenant, term or condition. The party requiring consent or approval shall not be deemed to waive or render unnecessary consent to approval of any subsequent similar act.

15. **HEADINGS.** The headings of the several sections contained herein are for convenience only and do not define, limit or construe the contents of such articles.

16. **BINDING EFFECT.** The covenants, agreements and obligations herein contained, except as herein otherwise specifically provided, shall extend, bind and inure to the benefit of the parties hereto and their respective personal representatives, heirs, successors and assigns.

17. **FORCE MAJURE.** Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected. The provisions of this shall not operate to excuse Lessee from prompt payment of rent, percentage rent, additional rent or other monetary payments required by the terms of this Lease.

18. **ACCEPTANCE OF PAYMENT.** No Payment by Lessee, or receipt by City, of a lesser amount than the amount then due under this Lease shall be deemed to be other than on account of the earliest portion thereof due. Nor shall any endorsement or statement on any check or any letter accompanying any check or payment be deemed an accord and satisfaction.

19. **SEVERABILITY.** If any portion of this agreement is found to be unenforceable, then the remainder shall remain in full force and effect.

20. **GOVERNING LAW & CHOICE OF VENUE.** The laws of the State of South Dakota and the City of Yankton shall govern the validity, performance

and enforcement of this Lease. Furthermore, the parties agree that the venue for filing any action shall be Yankton County.

21. **INTEGRATION.** This agreement contains the entire understandings between and among the parties, both written and oral, and supersedes any prior understandings and agreements among them, both written and oral, respecting the subject matter of this agreement.

22. **AMENDMENT.** This lease agreement shall not be modified without a written agreement between the parties thereof, other than the automatically renewable term noted above. Any other agreements varying the terms herein which are not in writing are null and void.

23. **ABANDONMENT.** If any time during the term of the lease the Lessee abandons the premises or completely ceases aircraft repair business operations for a period exceeding ninety (90) days, then the City may, at its option, enter the Maintenance Hangar by any means, without being liable for prosecution or civil damages, and re-let the premises for the whole or any part of the then unexpired term. Thereafter, the City may receive and collect all rent payable by virtue of such re-letting. And, at City's option, it may hold the Tenant liable for any difference between the rent that would have been payable under this lease during the balance of the unexpired term if this lease had continued and the net rent for such period realized by City by means of such re-letting.

IN TESTIMONY WHEREOF, both parties have hereunto set their hands the day and year first above written.

**LESSOR**  
CITY OF YANKTON, SOUTH DAKOTA  
A Municipal Corporation


\_\_\_\_\_  
By: Stephanie Moser, Mayor

ATTEST:

\_\_\_\_\_  
By: Al Viereck, Finance Officer

**LESSEE**

**Print Name of Lessee (if an entity): Roger Wilco Aviation Services, LLC**

Signature of Authorized Representative: 

Print Name of Authorized Representative: John Halsted

Date: 4-11-2022

Form Date – 4/11/2022

## *Memorandum #22-68*

**To:** Amy Leon, City Manager  
**From:** Adam Haberman, PE, Public Works Director  
**Subject:** Bid Award for Westside Park Improvements  
**Date:** April 20, 2022

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Two bids were received for the Westside Park Improvements Project. This project consists of improvements to the park and pond at Westside Park. Improvements include pond regrading, updated outlet structure, bank stabilization, retaining walls, new pedestrian bridge, and landscaping. The bids received are listed below:

- |   |                |
|---|----------------|
| 1. Feimer Construction, Inc., Yankton, SD | \$1,443,325.00 |
| 2. LT Companies, Tea, SD                  | \$1,162,110.00 |

The low bidder meets the specifications and is \$290 lower than the Engineer's estimate of \$1,162,400.00. Stockwell Engineers, Inc. is the engineer for the project and is familiar with LT Companies' work experience, and have recommended award to the low bidder. Based on the Stockwell recommendation and a review of the bids submitted, city staff recommends that the bid be awarded to LT Companies in the amount of \$1,162,110.00.

Respectfully submitted,

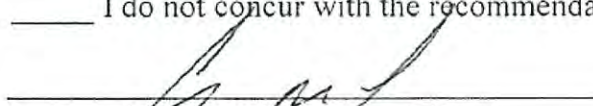


Adam Haberman, PE  
Public Works Director

**Recommendation:** It is recommended that the City Commission award the Westside Park Improvements contract, to LT Companies, Tea, SD in the amount of \$1,162,110.00, as explained in Memorandum #22-68.

I concur with the recommendation.

I do not concur with the recommendation.

  
 \_\_\_\_\_  
 Amy Leon  
 City Manager

\_\_\_\_\_ Roll call

**Memorandum #22-67**

**To:** Amy Leon, City Manager  
**From:** Kyle Goodmanson, Environmental Services Director  
**Subject:** Bid Award for Yankton Infrastructure Recovery and Critical Capacity WWTP EDA Improvements  
**Date:** April 25th, 2022

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Bids for the Yankton Infrastructure Recovery and Critical Capacity WWTP EDA Improvements were received on March 30, 2022. This construction project includes:

1. Replace Electrical Main Gear to Eliminate Single Points of Failure
2. Reducing Single Points of Failure in Plant Electrical
3. Generator for Effluent Pumping
4. Pretreatment Room Influent Screening Replacement
5. Replace Process Pumps with Dry Pit Submersible
6. New Equalization Basin with Pumping
7. Service Bypass Gates Replacement
8. Splitter/Secondary Influent Piping Replacement
9. Influent Piping Replacement from New Manhole into the Plant.
10. New Portable Bypass Pump
11. Manholes at Hastings Lift Station/Inflow Issue

The Bids received are listed below.

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1. John T. Jones Construction Co., Fargo, ND	\$9,894,000.00
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John T. Jones is located in Fargo, North Dakota and was the only bidder. John T. Jones has completed numerous municipal Water and Wastewater Facility projects including the City of Yankton Water Plant.

The low bid of \$9,894,000.00 was higher than the engineer's estimate of \$8,700,000.00 at the time of bidding. The original 2019 cost estimate at the time of the funding application was \$7,113,000.00. The project is partially funded by a \$6,458,400.00 grant from US Economic Development Administration. The remainder will be funded by a \$4,500,000.00 low interest State Revolving Fund loan. City staff recommends the bid be awarded to John T. Jones for the cost of \$9,894,000.00 based on the lowest bid.

**Recommendation: It is recommended that the City Commission approve Memorandum #22-67 awarding the bid for the Yankton Infrastructure Recovery and Critical Capacity WWTP EDA Improvements to John T. Jones, in the total amount of \$9,894,000.00.**

Respectfully Submitted,

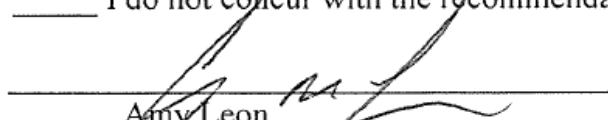


Kyle Goodmanson  
Director of Environmental Services

Attachments

I concur with the recommendation.

I do not concur with the recommendation.



Amy Leon  
City Manager

Roll call

**Memorandum #22-71**

**TO: Mayor and City Commissioners**  
**FROM: Amy Leon, City Manager**  
**RE: Strategic Plan Update**  
**DATE: April 20, 2022**

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Attached please find the updates discussed to the draft strategic plan that was presented to you at your February 28, 2022 work session. At that time, several revisions and suggestions were made for revision. The major changes suggested including indication of the department or team who would champion or lead each initiative. Also suggested was to include our website and a phone number. Feedback from the public included making reference to the ongoing effort to develop and recruit businesses to our community.

These changes are attached.

If approved this evening, we will make copies and provide Commissioners and departments with a laminated “menu” versions of the strategic plan and continue working on implementation. This will also be placed on our website and shared on social media.

**Recommendation: It is recommended that the City Commission formally adopt the 2022-2025 City of Yankton Strategic Plan.**

# CITY OF YANKTON, SOUTH DAKOTA 2022-2025 STRATEGIC PLAN



## MISSION

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

## VALUES

Transparency  
Leadership  
Integrity  
Civic Engagement

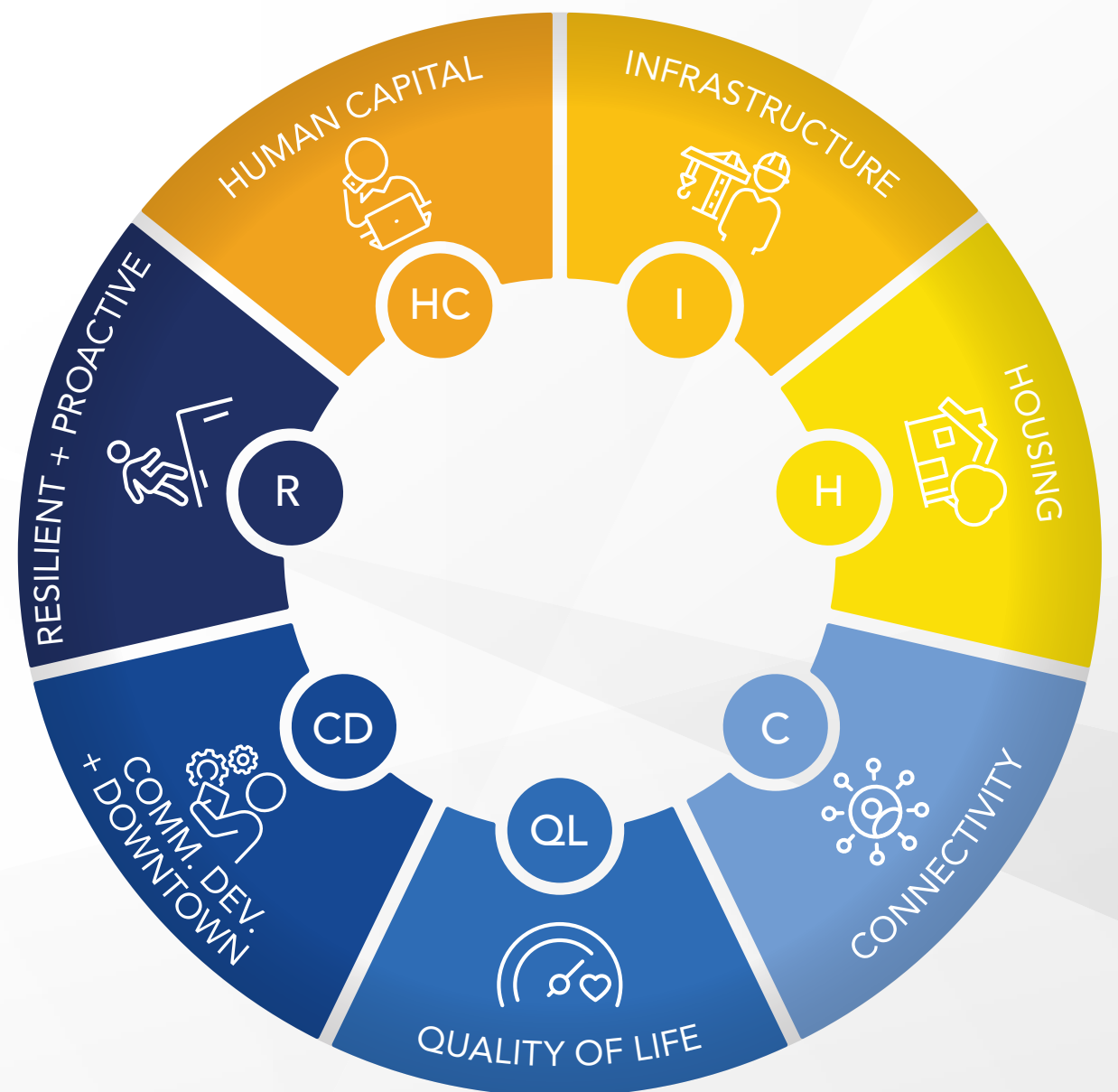
Fiscal Stewardship  
Collaboration  
Future Focused  
Livability

## TRENDS DRIVING DECISIONS

Managing expectations  
Human Capital  
Resources

Infrastructure  
Engagement & Transparency  
Technology

## PRIORITIES





# TRENDS DRIVING DECISIONS

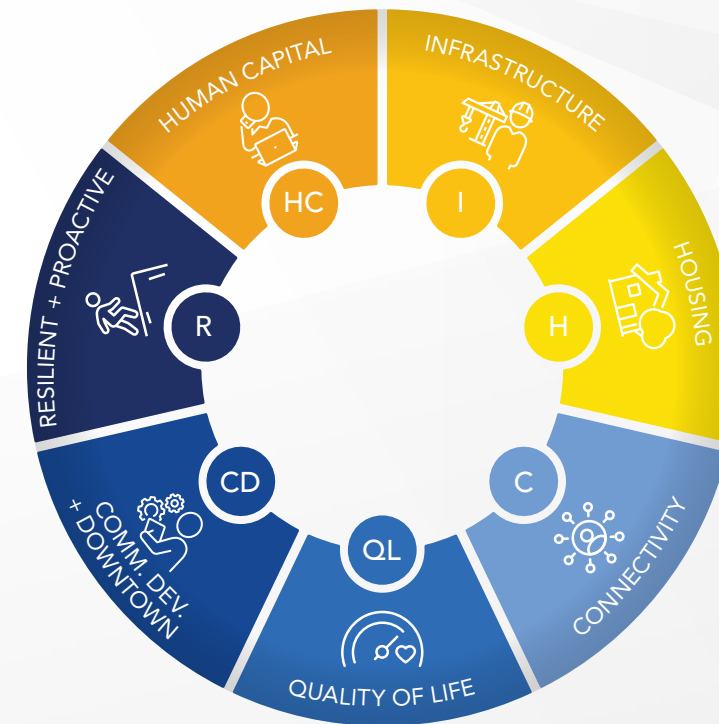
IMMEDIATE (1-2 YEARS)

	HC	I	H	C	QL	CD	R	LEAD	PARTNER
Water & Wastewater modeling		●			●	●	●	WW	ENG, CM, CD
Wastewater Plant Decision & Plans		●				●	●	CC, WW	CM, CD ENG,
HREE Hire	●							Completed	
Fire Chief Hire	●							CM	FD
CBA/FOP/Emp Manual/FMLA	●							HR	PD, MT, CA, CM
FEMA - FP Management/ Ap Process/LIDAR		●	●			●	●	CD	IT, ENG, CM
Water meter update		●				●	●	W	FO, CM
Police Department E-Tickets	●						●	In progress	
Marne Creek Repairs		●					●	ENG	PKS, CM, CD
Start Comprehensive Plan Update		●		●	●		●	CD	MT, CM
Cedar Street Big app				●	●	●	●	ENG	CM
1929 Water plant plan		●				●	●	CM	CD, W, CC
Westside Park					●	●		PKS	ENG, CM, W
Rewire City Hall					●		●	IT	CD, CM
N. Broadway Stormwater Management Plan		●					●	ENG, CD	W, CM
Active Transportation Plan projects		●			●	●	●	ENG	CD, CM, IT, PKS
Transportation/Utility Projects (ARP/ Build America)		●		●	●	●	●	ENG	CM, CD, W, WW, CC
Communication - tell our story	●					●	●	MT	CC
Marijuana licensing				●	●			In progress	
Emergencies/ public health (preparedness)						●	●	MT	CM
Façade grant execution					●	●		CD	CM
SAC operations					●	●		PKS	CM, FO, CA
Fox Run Golf Course lease renegotiation					●	●		Completed	
Cemetery property plan			●		●	●		CD	PKS, CA, CC
Basic services					●	●		MT	
Daily operations					●	●		CM	MT
Unforeseen events						●	●	CM	CC, MT
Technology updates					●		●	IT	MT
Fine tuning ordinances - licensing revisions						●	●	CA	FO, CM
Time for convergent/divergent thinking	●						●	MT	MT
Time to recharge and connect with family & community	●						●	MT	MT

# LONGER TERM

(2-5 YEARS)

	HC	I	H	C	QL	CD	R
Library Master Plan & Program					●		
Develop recreation partnerships					●	●	
Meridian bridge funding plan					●	●	
Executing on Wastewater Treatment Plan		●				●	
Expand recreation options					●		
Add sidewalk and trail mileage		●			●		
Improve pedestrian crosses along arterials and collector streets		●		●	●	●	
Proactively use and identify new revenue sources							●
Succession Planning and Leadership Development	●						
Enhance cybersecurity							●
Facilitate Housing plans/ partnerships			●				
Create environments that support a vibrant business community that is reflective of current business trends					●	●	
Foster responsible environmental choices and reducing waste					●		●



### LEAD/PARTNER CODE KEY:

CM	City Manager
CA	City Attorney
CD	Community Development
ENG	Engineering
IT	Information & Technology Services
PKS	Parks, Recreation & Events
MT	Management Team
CC	City Commission
PD	Police Department
HR	Human Resources
FO	Finance Office
W	Water
WW	Waste Water