



Mission Statement

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

YANKTON BOARD OF CITY COMMISSIONERS

Work Session Meeting beginning at 6:00 P.M.

Monday, July 25, 2022

City of Yankton Community Meeting Room

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

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

<https://www.youtube.com/channel/UCD1a1hf1dIkiLVSVXnmdRQg/live>

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

- 1. Roll Call**
- 2. Public Appearances**
- 3. BBB & Outside Agencies**
- 4. 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.

- 5. Adjourn the Work Session of July 25, 2022**

Memorandum

To: Yankton City Commission
From: Amy Leon, City Manager
Subject: BBB Five Year Budget and Outside Agency Funding
Date: July 22, 2022

Commission,

Attached is a DRAFT of the BBB Budget for our July 25th work session discussion.

I have also included recommendations pertaining to the outside agencies that are funded in the general fund.

While the BBB is a 5-year plan, I will primarily be discussing 2023 recommendations.

1. Professional Services

I have recommended a \$5,000 dollar expenditure be provided for in the professional services for unanticipated marketing or promotional expenses.

2. Historic Downtown Yankton Façade Program

I have recommended we return to a \$30,000 expenditure in the Historic Downtown Yankton Façade Program Line item. This program has enjoyed great success, and we expect will continue to do so. Due to some increases in costs in other line items, however, I scaled this number back to the original allocation. In addition, we have several outstanding façade grants that have been difficult for the grantees to complete due to lack of contractors, materials, etc. I would like to get some of these projects closed before we embark on management of too many new projects.

3. CVB/YAPG THRIVE

Yankton Thrive requested \$460,000 for 2023. I have recommended funding Thrive at this amount. The allocation is currently split between the former CVB and YAPG line items. (the increase is reflected in the YAPG line item). We have not changed our line items showing the split between the two former agencies in case the Commission desires establishing a specific amount toward tourism. This change, however, can be made to reflect the merged organization. The reason for recommending an increase in this outside agency is multifactorial. First, Thrive has been charged by its members to assist in addressing workforce and housing as its two major priorities. To do this, programs, initiatives, and staff need to be expanded. In addition, Thrive is working on several projects that require design and engineering work. Thrive's partnership with the City of Yankton continues to grow the community and, as a result reinvests in the BBB.

4. MSAC

In 2022 MSAC is budget at \$12,500. This is the balance from a previous commitment of a \$25,000 to the organization for a specific project/analysis. 2023 is budget to reflect the annual \$2,500 contribution.

5. Fireworks

Fireworks in 2023 is budgeted at \$27,000 as in past years. This includes port-a-potties.

6. Cramer-Kenyon

The Cramer-Kenyon house in 2023 is recommended at \$2,500 as in previous years.

7. National Field Archery

NFAA has not made a request for 2023 tournaments.

8. The Lewis & Clark Theatre

Lewis and Clark Theater did not return an application for outside agency funding. I still have recommended, however, a \$2,500 allocation for 2023.

9. Website Maintenance

Going forward into 2023 our website maintenance fees will be higher. I have budgets \$10,000 to reflect that amount. 2022 is estimated at \$12,500. The increase is due to the timing and billing of the website redesign. Only a pro-rated share was billed and paid for in 2022.

10. HSC Land Purchase #1 Repayment

I have budget \$25,000 in this line item. The recommendation is that the land sale costs (minus what is owned to the contractor for site preparation) is allocated to pay back the purchase price of the HSC land purchase. This may be a consideration for future land sales of City property as well.

11. Riverboat Days

I have budgeted \$10,000 for Riverboat Days in 2022 and 2023. Riverboat Days has been asked that they also fill out the Outside Agency Application form in future years.

12. Special Events-Events Coordinator Activities

I have budgeted \$95,000 in 2023 and 2024 for special events coordinator activities. This is to cover the \$45,000 annual for our Kids in the Park and Music at the Meridian Series AND a \$50,000 allocation in each year for the preparation of celebration of the 100th Anniversary of the Meridian Bridge. 2022 is estimated at \$90,000 to account for the contribution for the Heartland Humane Society building contribution.

13. Yankton Baseball

Yankton Baseball's allocation was higher in 2022 than in past years as the City Commission assisted in funding a turf repair project at Riverside Park Baseball field. For 2023 the ongoing allocation of \$3,600 was recommend.

14. Summer Band

For 2023 Summer Band is being recommended to be funded at \$3,600 as has been the allocation in past years.

15. Yankton Area Arts

Yankton Area Arts is being recommended for funding for \$5,000. The Commission may remember that in 2021 it assisted YAA with a \$2,850 contribution to fund an arts study.

16. Special Projects

\$5,000 has been budgeted for Special Projects in 2023 for unforeseen promotional requests that the Commission would like to fund.

17. Transfer to General Fund Special Events Overtime

I have recommended \$15,000 be transferred into special events overtime for summer events for employees funded in the general fund. This is an increase of \$5,000 from previous years.

18. Transfer to General Fund to Outside Agencies

I have recommended an increase in the Transfer to General Fund to Outside Agencies to \$15,000 beginning year 2023 to reflect the increases I am recommending in Outside Agencies funded through the General Fund. Outside agencies that are funded in the General Fund include Collective Impact, Lewis & Clark Behavioral Health and Yankton Transit, Small Business Development Center and a sales tax reimbursement incentive.

19. Transfer to Huether Aquatics Center

I have recommended an ongoing contribution of \$20,000 as a Transfer from BBB to the Huether Family Aquatics Center for the purposes of marketing and promotion of the Huether Family Aquatic Center.

20. Transfer to Park Capital

I am recommending \$10,000 transfer to Park Capital for the purchase or replacement banners, flags, and fittings in 2022. Every other year we typically budget \$10,000. This year, however, parks staff believes we do not need to make this large of an investment. The next year we plan for an expenditure is 2024.

21. TID Debt Service

I am recommending increasing this allocation from \$100,000 annually. The funds will support the Menard's TID (until the increment meets debt service) and the shortfall for the newly created Meade Neighborhood District.

Outside Agencies funded in GF

We have several Outside Agencies that are funded through the General Fund

22. Collective Impact

I recommend an increase in the Collective Impact funding in 2023. You will recall this is the United Way contribution. United Way has a process by which they made decisions on support. I recommend in 2023 we budget \$45,000. This is an increase from the previous contribution of \$39,325.00

23. Lewis and Clark Behavior Health

I recommend we contribute \$20,000 to Lewis and Clark Behavior Health. The City of Yankton has also assisted LCBH with an in-kind contribution of land for their planned project north of town.

24. Yankton Transit

I recommend we continue to contribute \$45,000 to Yankton Transit. This contribution was increased several years ago.

25. Small Business Development Center

I am recommending we continue with the \$4,500 annual contribution.

26. Heartland Human Society

I have included the \$45,000 in 2022 per City Commission action.

27. Special Project

I am recommending we transfer this sales tax reimbursement to the BBB.

Contractual Services

We have one agency that we contract with.

28. Planning & Development District III

Membership in the organization is based on a per capita fee. I am recommending that we increase this line item to the new membership rate of \$13,595 (\$214 increase).

Fund: **BBB**

Activity: **Tourism Promotion**

ACCOUNT NO.	DESCRIPTION	2022 ADOPTED	2022 Y.T.D.	2022 ESTIMATED	2023 PROJECTED	2024 PROJECTED	2025 PROJECTED	2026 PROJECTED
211 231 202	Professional Services	\$5,000	\$0	\$5,000	\$16,000	\$16,000	\$16,000	\$16,000
211 231 549	Historic Downtown Yankton (Façade Program)	\$116,249	\$0	\$116,249	\$30,000	\$30,000	\$30,000	\$30,000
211 231 550	Convention Visitors Bureau (CVB)	\$209,723	\$104,862	\$209,723	\$209,723	\$209,723	\$209,723	\$209,723
211 231 551	Yankton Area Progressive Growth	\$230,000	\$115,000	\$230,000	\$250,277	\$250,277	\$250,277	\$250,277
211 231 552	MSAC	\$2,500	\$2,500	\$12,000	\$2,500	\$2,500	\$2,500	\$2,500
211 231 556	Fireworks	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000	\$27,000
211 231 558	Cramer-Kenyon House	\$2,500	\$1,250	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
211 231 559	National Field Archery Association	\$0	\$0	\$0	\$0	\$0	\$0	\$0
211 231 563	Lewis and Clark Theatre	\$2,500	\$1,250	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
211 231 567	Website	\$8,000	\$0	\$12,500	\$10,000	\$10,000	\$10,000	\$10,000
211 231 572	HSC Land Purchase #1 Repayment	\$0	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000
211 231 574	Riverboat Days	\$0	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
211 231 575	Special Events - Event Coordinator Activities	\$45,000	\$7,990	\$45,000	\$95,000	\$95,000	\$45,000	\$45,000
211 231 576	Yankton Baseball	\$3,600	\$3,736	\$7,336	\$3,600	\$3,600	\$3,600	\$3,600
211 231 577	Summer Band	\$3,600	\$0	\$3,600	\$3,600	\$3,600	\$3,600	\$3,600
211 231 578	Yankton Area Arts	\$5,000	\$2,500	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
211 231 599	Special Projects	\$5,000	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
211 231 610	Transfer to General Fund - Special Events(HHS)	\$0	\$0	\$45,000	\$0	\$0	\$0	\$0
211 231 610	Transfer to General Fund - Special Events OT	\$10,000	\$0	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000
211 231 610	Transfer to General Fund - Outside Agencies	\$10,000	\$0	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000
211 231 628	Transfer to Huether Aquatic	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
211 231 653	Transfer to Park Capital	\$0	\$0	\$10,000	\$0	\$10,000	\$60,000	\$0
211 231 657	Transfer to TID Debt Service	\$70,000	\$0	\$70,000	\$100,000	\$100,000	\$100,000	\$100,000
	Total Expenditures	\$775,672	\$266,088	\$858,408	\$847,700	\$857,700	\$857,700	\$797,700

Fund: **BBB**

Activity: **Tourism Promotion**

ACCOUNT NO.	DESCRIPTION	2022 ADOPTED	2022 Y.T.D.	2022 ESTIMATED	2023 PROJECTED	2024 PROJECTED	2025 PROJECTED	2026 PROJECTED
	Prior Years Balance	\$464,974	\$660,504	\$660,504 **Estimated	\$589,096	\$550,960	\$527,097	\$528,234
211 3140	BBB Tax	\$713,610	\$6,492	\$785,500	\$809,065	\$833,337	\$858,337	\$884,087
211 3610	Interest	\$500	\$143	\$1,500	\$500	\$500	\$500	\$500
211 3660	Donations from Private	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Subtotal Revenues	\$714,110	\$6,635	\$787,000	\$809,565	\$833,837	\$858,837	\$884,587
	Total Funds Available	\$1,179,084	\$667,139	\$1,447,504	\$1,398,660	\$1,384,797	\$1,385,934	\$1,412,821
	Total Expenditures	\$775,672	\$266,088	\$858,408	\$847,700	\$857,700	\$857,700	\$797,700
	Ending Balance	\$403,412	\$401,051	\$589,096	\$550,960	\$527,097	\$528,234	\$615,121
	Growth			5.00%	3.00%	3.00%	3.00%	3.00%

