



**2024\_09\_09**

**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, September 9, 2024**

**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/c/cityofyankton/live>

TV Schedule: Mondays at 7:03 p.m. and Tuesday following meeting at 1:00 p.m. on Midco Channel 3 and Bluepeak Channel 98.

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### **I. ROUTINE BUSINESS**

1. **Roll Call**

2. **Approve Minutes of Work Session Meeting of August 26, 2024 and Regular Meeting of August 26, 2024**

**Attachment I-2**

3. **Schedule of Bills**

**Attachment I-3**

4. **City Manager's Report**

**Attachment I-4**

5. **Proclamation – Welcoming Week**

6. **Public Appearances**

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

### **II. CONSENT ITEMS**

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

1. **Work Session**

Setting the date of September 23, 2024 at 6:00 PM in Room #114 of the Career Manufacturing Technical Education Academy for the next work session of the Yankton City Commission.

2. **Date Change for October 14, 2024 City Commission Meeting**  
Discussion of changing the City Commission meeting of October 14 to October 15 in recognition of Native American Day.
3. **Establish Public Hearing for Sale of Alcoholic Beverages**  
Establish September 23, 2024 as the date for the public hearing on the application for transfer of owner of a Retail (On-off sale) Malt Beverage & SD Farm Wine license from DBC LLC to Nino Ventures LLC dba Bro Brgr Bar, 2101 Broadway Ave, Suite 40.
4. **New Private Collector of Refuse License**  
Consideration of Memorandum #24-195 recommending approval of the new application for private collector of refuse license (Construction Trash, LLC) for the 2024 licensing period.

**Attachment II-3**

**Attachment II-4**

### **III. OLD BUSINESS**

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

1. **Public Hearing for Sale of Alcoholic Beverages**  
Consideration of Memorandum #24-188 for or a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective to June 30, 2025 from Alfonso Alfredo dba Sabor Cubano, 2007 Broadway Ave Ste M, Yankton, South Dakota. This alcohol license is not endorsed with video lottery.
2. **Public Hearing for Sale of Alcoholic Beverages**  
Consideration of Memorandum #24-189 for a new Retail (On-off sale) Wine and Cider license effective to December 31, 2024 from Kourtney Erickson dba Korkykaybites LLC, 101 Douglas Avenue, Yankton, SD. This alcohol license is not endorsed with video lottery.
3. **Land Sale**  
Consideration of Memorandum #24-193 regarding Resolution #24-42, an offer to purchase approximately 2.47 acres of City-owned land know as Lot 4, Block 1 of Mead's Addition.

**Attachment III-1**

**Attachment III-2**

**Attachment III-3**

### **IV. NEW BUSINESS**

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

*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.*

1. **Ordinance Pertaining to Proposed 2025 Budget – Set Public Hearing**  
Consideration of Memorandum #24-187 – the introduction, first reading and establish September 23, 2024 as the second reading of Ordinance #1083, an ordinance to appropriate monies for defraying the necessary expenses and liabilities of the City of Yankton, South Dakota for the fiscal year beginning January 1, 2025 and ending December 31, 2025, and providing for the levy of annual taxes for all funds created by ordinance within said City.

**Attachment IV-1**

2. **Impact of IM 28 on Municipalities**  
Consideration of Memorandum #24-179 recommending the approval of Resolution #24-40 relating to the impact of Initiated Measure 28 on municipalities.  
**Attachment IV-2**
3. **Purchase of Spectrometers for Yankton Police Department**  
Consideration of Memorandum #24-186 recommending that the City Commission approve the purchase of two (2) Apex Raman Spectrometers with warranties for the Yankton Police Department from DetactaChem, Inc. for \$65,775.00.  
**Attachment IV-3**
4. **Public Hearing for Sale of Alcoholic Beverages**  
Consideration of Memorandum #24-190 regarding the request for a Special Events Alcoholic Beverage License Application for a Special On-sale Liquor License for one day, September 20, 2024, from Riverfront Brewery Inc., 101 E. 3rd Street, Yankton, South Dakota. The event will take place at the Avera Pavilion, 501 Summit Street, Yankton, South Dakota.  
**Attachment IV-4**
5. **Agreement with Caselle for Financial Software**  
Consideration of Memorandum #24-191 recommending the City Commission to authorize the City Manager to sign the software use agreement and related documents with Caselle to update the City of Yankton's financial and utility billing software and authorize the Finance Officer to issue a manual check for \$34,680.00 as a down payment.  
**Attachment IV-5**
6. **Kennel Licensing Agreement**  
Consideration of Memorandum #24-192 recommending the City Commission enter into the kennel licensing agreement and authorize the City Manager to sign said agreement and issue a kennel license to the proprietor under these terms.  
**Attachment IV-6**
7. **Bid Award for Riverside Drive Storm Sewer Replacement Project**  
Consideration of Memorandum #24-194 recommending that the City Commission award the storm sewer replacement contract to Slowey Construction, Inc. in the amount of \$81,854.00.  
**Attachment IV-7**

## V. **OTHER BUSINESS**

*Other business is a time for City Commissioners to address the commission regarding matters not on the agenda. These items will not 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 SEPTEMBER 9, 2024**

*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  
CITY COMMISSION WORK SESSION  
AUGUST 26, 2024**

The work session of the Yankton City Commission was called to order by Mayor Schramm at 6:00 p.m.

Roll Call: Present: Commissioners Benson, Brunick, Carda, Hunhoff, Miner, Moser, Webber (arrived at 6:10), Villanueva (arrived at 6:17), and Mayor Schramm. City Manager Leon, City Attorney Den Herder, and Finance Officer Yardley were also present. Quorum present.

There were no public appearances at that time.

Graham Forbes, auditor with Williams & Company, PC., presented the audit for fiscal year ending December 31, 2023. General Commission discussion ensued. The net position includes all assets and capital with governmental and business-type activities totaling \$114,976,811.00 and \$63,278,556.00 respectively.

City Manager Leon recapped topics discussed at the SD Municipal League First Class Mayor's meeting. Clarification was received that Initiated Measure 28 (IM 28) would include consumables at all stores; however, the definition is still unclear. City Manager Leon does not wish to sway voters but inform on the financial City impact if IM 28 passes and the City can no longer collect sales tax on consumables. The SDML has taken a stance and requested cities to pass a resolution in opposition of IM 28. Commissioners Benson, Moser and Carda expressed interest in the need to inform the public. Another topic discussed was the Community Area Project (CAPS) initiative being led by the mayor of Sioux Falls. This is a proposal to allow cities to collect a local option sales tax.

As part of other business, Commissioner Hunhoff requested to move the October 14<sup>th</sup> Commission meeting to October 15<sup>th</sup> in honor of Native American Day. Other Commissioners expressed interest to add to a future agenda.

No official Commission action was taken at this work session.

**Action 24-243**

Moved by Commissioner Carda, seconded by Commissioner Benson, to adjourn at 6:48 p.m. All present voted aye; motion carried, 9-0.

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Mason Schramm, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Yardley, Finance Officer

Published on September 4, 2024

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
AUGUST 26, 2024**

The regular meeting of the Yankton City Commission was called to order by Mayor Schramm at 7:00 p.m.

**Roll Call:** Present: Commissioners Benson, Brunick, Carda, Hunhoff, Miner, Villanueva, Webber, Moser, and Mayor Schramm. City Attorney Den Herder, City Manager Leon, and Finance Officer Yardley were also present. Quorum present.

**Action 24-244**

Moved by Commissioner Hunhoff, seconded by Commissioner Miner, to approve Minutes of regular meeting of August 12, 2024 and work session of August 13, 2024. All present voted aye; motion carried, 9-0.

**Action 24-245**

Moved by Commissioner Webber, seconded by Commissioner Moser, that the Schedule of Bills be approved and warrants be issued as listed below. All present voted aye; motion carried, 9-0.

A&B Business Solutions (Lease) \$1,808.95; A-Ox (Propane) \$56.58; Bies, Brad (Tree Reimbursement) \$94.79; Cedar Knox Public Power (Electric) \$1,256.86; CenturyLink (Phone) \$1,165.74; CHS (Bulk Def) \$429; Core & Main (Parts) \$6,030.93; Credit Collection (June/July Collection) \$298.98; Credit Collections (Garnishment) \$50; Feimer Construction (Water Main Repair) \$3,035.72; Hawkins (Pool Chemicals) \$8,815.80; Hayes, April (License Reimbursement) \$150; Houdek, Rachel (Travel Reimbursement) \$4,243.32; J & H Cleaning (Janitorial Services) \$1,200; Johnson Controls (Service) \$324.95; K-Scale (Scale Service) \$842.90; Klein's Tree Service (Removal) \$6,100; KLJ Engineering (Design & Bidding) \$13,000; Law Enforcement Training (Training) \$150; List Electric (City Hall Rewiring) \$25,266.36; Luken Memorials (Memorial Marker) \$335; Macqueen Emergency (Jaws of Life) \$10,047.77; Mead Lumber (Grid Marker) \$623.52; Midwest Alarm (Alarm Monitoring) \$76.85; Millennium Recycling (Fees) \$2,492; Mount Marty University (Sertoma Fields Surfacing) \$900; Onward Yankton (Facade Grant) \$5,570; Onward Yankton (Special Appropriation) \$2,500; Patriot Express (Utility Refund) \$3,825.20; PlanIt Geo (Tree Software) \$5,500; Power Source Electric (Generator Repair) \$82.64; RDG (Professional Services) \$5,054.79; Sanitation Products (Hose) \$377.93; Sasse, Edward (Refund) \$53.60; Security Shredding (Services) \$40; South Dakota 811 (Message Fee) \$247.80; The Icee Company (Concessions) \$615.15; TMA (Tires) \$6,576; Transource Truck (Parts) \$452.03; TRE Environmental Strategies (Testing) \$950; Trophy Place (Softball Trophies) \$270; Tuff-Go (Bench & Garbage) \$1,138; United Rentals (Generator Rentals) \$489.24; Utility Equipment (Receivers) \$13,775; Verheul, Becky (Refund) \$140; Wholesale Supply (Concessions) \$1,337.85; Xerox (Lease & Copies) \$1,128.35; Yankton School District (Soccer Programs) \$1,775.14.

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

Kay Swihart presented on light pollution and the importance of the nighttime environment. Dennis Menke and Dan Johnson commented on the same topic.

**Action 24-246**

Moved by Commissioner Moser, seconded by Commissioner Brunick, to approve the consent agenda items listed below. All present voted aye; motion carried, 9-0.

1. Establish September 9, 2024 as the date for the public hearing on the application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license from Alfonso Alfredo dba Sabor Cubano, 2007 Broadway Ave, Ste M.
2. Establish September 9, 2024 as the date for the public hearing on the application for a new Retail (On-off sale) Wine & Cider license from Kourtney Erickson dba Korkykaybites LLC, 101 Douglas Ave.

**Action 24-247**

Moved by Commissioner Benson, seconded by Commissioner Webber, to approve Resolution #24-37. (Memorandum 24-170) All present voted aye; motion carried, 9-0.

**RESOLUTION #24-37**

A Resolution Establishing Base Salary Adjustments at 2.34%, and a one-step increase on the pay plan for eligible and non-represented Yankton Police Officers Association Fraternal Order of Police Lodge #19 for City Officers of the City of Yankton, South Dakota

**WHEREAS**, adequate monies have been provided for in the adopted 2025 budget for the remuneration of services rendered by City of Yankton employees; and

**WHEREAS**, the City Commission wishes to provide a base adjustment of 2.34% and a one-step increase on the pay plan for all eligible certified police officers;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of City Commissioners that starting with hours worked on January 1, 2025, the City Manager shall implement a base adjustment of 2.34 % and a one-step increase on the pay plan for all certified police officers who are regular full-time officers that are below the maximum of their respective pay range, and amend the current pay scale for certified officers from a 10 step pay plan to a 15 step pay plan.

**Action 24-248**

Moved by Commissioner Webber, seconded by Commissioner Villanueva, to approve Resolution #24-38. (Memorandum 24-171) All present voted aye; motion carried, 9-0.

**RESOLUTION #24-38**

A Resolution Establishing Base Salary Adjustments at 3.0%, and a one-step increase on the pay plan for American Federation of State, County and Municipal Employees AFL-CIO, Local 3968 Union Represented Eligible City Employees of the City of Yankton, South Dakota

**WHEREAS**, adequate monies have been provided for in the adopted 2025 budget for the remuneration of services rendered by City of Yankton employees; and

**WHEREAS**, the City Commission wishes to provide a base adjustment for all American Federation

of State, County and Municipal Employees AFL-CIO, Local 3968 Union represented eligible City employees of 3.0% and a one-step increase on the pay plan;

**WHEREAS**, the parties will engage in a wage opener again in November if Initiated Measure 28 (elimination of sales tax on food/consumables) fails to pass in the 2024 General Election held on November 5, 2024.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of City Commissioners that starting with hours worked on January 1, 2025, the City Manager shall implement a base adjustment of 3.0 % for all American Federation of State, County and Municipal Employees AFL-CIO, Local 3968 Union regular full-time employees that are at or below the maximum of their respective pay range, and a one-step increase on the pay plan for all American Federation of State, County and Municipal Employees AFL-CIO, Local 3968 Union regular full-time employees that are below the maximum of their respective pay range.

**Action 24-249**

Moved by Commissioner Miner, seconded by Commissioner Hunhoff, to approve Resolution #24-39. (Memorandum 24-172) All members present voting “Aye:” Benson, Brunick, Carda, Hunhoff, Miner, Villanueva, Webber and Mayor Schramm; “Abstain:” Commissioner Moser; motion carried, 8-0.

**RESOLUTION #24-39**

A Resolution Establishing Base Salary Adjustments at 3.0%, and a one-step increase on the pay plan for Non-Union Represented Eligible City Employees of the City of Yankton, South Dakota

**WHEREAS**, adequate monies have been provided for in the adopted 2025 budget for the remuneration of services rendered by City of Yankton employees; and

**WHEREAS**, the City Commission wishes to provide a base adjustment for all non-Union represented eligible City employees of 3.0% and a one-step increase on the pay plan;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of City Commissioners that starting with hours worked on January 1, 2025, the City Manager shall implement a base adjustment of 3.0 % for all Non-Union regular full-time employees that are at or below the maximum of their respective pay range, and a one-step increase on the pay plan for all Non-Union regular full-time employees that are below the maximum of their respective pay range.

**Action 24-250**

Moved by Commissioner Webber, seconded by Commissioner Benson, to accept the completed Westside Park Pond Improvements project, and authorize the Finance Officer to issue a manual check to Parkway Construction from Tea, South Dakota in the amount of \$128,066.45. (Memorandum 24-180) All present voted aye; motion carried, 9-0.

**Action 24-251**

Moved by Commission Hunhoff, seconded by Commissioner Carda, to adopt Resolution of Necessity #24-41. (Memorandum 24-181) All present voted aye; motion carried, 9-0.



**RESOLUTION OF NECESSITY #24-41**  
**(Yankton Road Tax)**

WHEREAS, the Board of City Commissioners of the City of Yankton has deemed that the City streets, alleys and roadways must be properly reconstructed and repaired, and;

WHEREAS, the City of Yankton's streets are repaired by grading, crack filling, spall repair, patching and chip sealing, and;

WHEREAS, a yearly inventory of City streets is conducted in order to determine the streets in need of repair,

NOW, THEREFORE, BE IT RESOLVED, that for the purpose of maintaining and repairing the streets, and surfacing thereof, that an assessment of fifty cents per front foot be levied upon all parcels or portions of parcels fronted or abutting streets and fifty cents per front foot be levied upon parcels or portions of parcels fronted or abutting alleys within the City of Yankton.

The City Finance Officer is hereby directed to certify such assessments together with the regular assessments for 2024, collectable in 2025, to the County Auditor to be collected as municipal taxes for general purposes.

**Action 24-252**

Moved by Commissioner Brunick, seconded by Commissioner Moser, to approve Change Order No. 1 for the 8<sup>th</sup> Street construction project in the amount of \$54,824.50 increasing the project cost to a total of \$2,264,946.92. (Memorandum 24-182) All present voted aye; motion carried, 9-0.

**Action 24-253**

Moved by Commissioner Hunhoff, seconded by Commissioner Moser, to award the contract to install ADA compliant sidewalks and ramps on Mulberry Street from 21<sup>st</sup> Street to James Place and Burleigh Street at the Rotary Native Area to Masonry Components, Inc. in the amount of \$95,365.36. (Memorandum 24-184) All present voted aye; motion carried, 9-0.

**Action 24-254**

Moved by Commissioner Webber, seconded by Commissioner Brunick, to approve the attached Development Agreement between the City of Yankton and Bluestem Reserve concerning Tax Increment District Number Fifteen with the adjustment to the corporate name and authorize the Mayor, Finance Officer, and City Attorney to sign the agreement. (Memorandum 24-183) All present voted aye; motion carried, 9-0.

**Action 24-255**

Moved by Commissioner Miner, seconded by Commissioner Carda, to approve the 2023 City of Yankton Comprehensive Annual Financial Report as presented by Williams & Co. P.C. (Memorandum 24-185) All present voted aye; motion carried, 9-0.

**Action 24-256**

Moved by Commissioner Villanueva, seconded by Commissioner Hunhoff, to adjourn at 7:54 p.m. All present voted aye; motion carried, 9-0.

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Mason Schramm, Mayor

ATTEST: \_\_\_\_\_  
Lisa Yardley, Finance Officer

Published on September 4, 2024

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
A-OX WELDING SUPPLY CO I PROPANE	86.07	CHEMICALS & GASES	801.801.240		0000310303	078331	P	987	00133
ADAMS, BRAXTON YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078130	P	987	00123
ALEX AIR APPARATUS 2 LLC NOZZLES	2,520.00	EQUIPMENT	101.114.350		INV-50413	245548	P	987	00060
ARROW PAPER PRINTER PAPER	323.79	PROFESSIONAL SERVICES	101.111.202		24-3345	241555	P	987	00038
BAKER, MACY YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	081236	P	987	00085
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	081236	P	987	00086
	106.20	*VENDOR TOTAL							
BANNER ASSOCIATES INC CEDAR STREET BRIDGE	7,035.00	CEDAR STREET BRIDGE	207.221.397		43008	243003	P	987	00033
23RD STREET BRIDGE	2,660.00	23RD STREET BRIDGE	207.221.389		43009	243009	P	987	00032
WATER MAIN CROSSINGS	16,340.00	CEDAR/DOUGLAS/WALNUT@ 8T	602.602.333		43078	042931	P	987	00034
	26,035.00	*VENDOR TOTAL							
BARNES, NATHAN YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078135	P	987	00101
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078135	P	987	00102
	106.20	*VENDOR TOTAL							
BIERSCHBACH EQUIP & SUPP HOT TAR HOSE	1,839.79	TELEPHONE	101.123.271		102623	078338	P	987	00129
BLACKSTRAP INC ROAD SALT	1,787.08	SNOW & ICE CHEMICALS	101.123.241		150091	078342	P	987	00134
ROAD SALT	1,818.04	SNOW & ICE CHEMICALS	101.123.241		150092	078341	P	987	00135
ROAD SALT	1,690.76	SNOW & ICE CHEMICALS	101.123.241		150155	078340	P	987	00136
	5,295.88	*VENDOR TOTAL							
CENTURYLINK PHONE BILL	5.20	TELEPHONE	101.102.271		8/19/2024	002262	P	987	00008
PHONE BILL	9.34	TELEPHONE	101.104.271		8/19/2024	002262	P	987	00009
PHONE BILL	4.25	TELEPHONE	101.122.271		8/19/2024	002262	P	987	00010
PHONE BILL	21.61	TELEPHONE	101.111.271		8/19/2024	002262	P	987	00011
PHONE BILL	12.00	TELEPHONE	101.114.271		8/19/2024	002262	P	987	00012
PHONE BILL	0.30	TELEPHONE	101.115.271		8/19/2024	002262	P	987	00013
PHONE BILL	2.46	TELEPHONE	101.123.271		8/19/2024	002262	P	987	00014
PHONE BILL	1.98	TELEPHONE	101.127.271		8/19/2024	002262	P	987	00015
PHONE BILL	5.01	TELEPHONE	201.201.271		8/19/2024	002262	P	987	00016
PHONE BILL	5.39	TELEPHONE	601.601.271		8/19/2024	002262	P	987	00017
PHONE BILL	2.73	TELEPHONE	611.611.271		8/19/2024	002262	P	987	00018
PHONE BILL	1.82	TELEPHONE	637.637.271		8/19/2024	002262	P	987	00019
PHONE BILL	3.88	TELEPHONE	801.801.271		8/19/2024	002262	P	987	00020

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CENTURYLINK PHONE BILL	66.85 142.82	TELEPHONE *VENDOR TOTAL	611.611.271		8/26/2024	003065	P	987	00001
CERTIFIED TESTING SERVIC GEHL DRIVE TESTING	1,311.00	ROAD & UTILITY DEVELOPME	515.588.320		SC48066	243023	P	987	00007
CITY OF VERMILLION AUGUST 24 JOINT POWERS	86,196.46	COST OF SERVICE PROVIDED	637.637.206		8/31/2024	003067	P	987	00079
CITY OF YANKTON-CITY HAL CENTER DISPOSAL	21.17	REP. & MAINT. - BUILDING	101.141.223		417118	003739	P	987	00002
CITY OF YANKTON-WATER FILTER DISPOSAL	63.51	LANDFILL	601.601.276		416279	240194	P	987	00030
DASH MEDICAL GLOVES MEDICAL GLOVES	113.85	MEDICAL & SAFETY SUPPLIE	101.111.243		INV1315712	241556	P	987	00003
DEN HERDER, HARPER YEAR 1 REFUND LIFEGUARD TAX REFUND	100.00 6.20 106.20	RED CROSS LESSON-SAC SALES TAX PAYABLE *VENDOR TOTAL	203.3484 203.2073		8/19/2024 8/19/2024	078112	P	987	00109 00110
DIAMOND VOGEL ROAD PAINT	344.20	ROAD MATERIALS	101.123.239		287326581	078332	P	987	00132
ELECTRIC PUMP INC ROLLER ASSEMBLY	504.23	REP. & MAINT. - PLANT	601.601.221		25203	240192	P	987	00029
ENFIELD, MELANIA YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078141	P	987	00125
FEIMER, LUCAS YEAR 1 REFUND LIFEGUARD TAX REFUND	100.00 6.20 106.20	RED CROSS LESSON-SAC SALES TAX PAYABLE *VENDOR TOTAL	203.3484 203.2073		8/19/2024 8/19/2024	078136	P	987	00103 00104
FLOW, KATHLEEN IRRIGATION REPAIR	918.09	3RD ST, GREEN-MAPLE/GREEN	506.572.377		8/23/2024	243020	P	987	00049
GARYS REPAIR & WREACKER TOWING	5,510.00	MOTOR VEHICLE REPAIR & M	637.637.222		81924	024696	P	987	00037
GEOTEK ENG & TESTING SER TESTING 21ST STREET	1,188.00	21ST ST, SUMMIT TO WCLR	506.574.363		0071994	243017	P	987	00024
GERSTNER OIL CO AVAITION FUEL	35,616.73	GARAGE GASOLINE & LUBRIC	101.127.238		197484	024674	P	987	00025

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
GOEDEN, KAYLEE	YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078134	P	987	00124
GUTZMANN, GRACIE	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078120	P	987	00097
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078120	P	987	00098
		106.20	*VENDOR TOTAL							
HAWKINS INC	POOL CHEMICALS	719.60	CHEMICALS & GASES	202.202.240		6771837	078148	P	987	00035
	POOL PUMP	70.57	CHEMICALS & GASES	202.202.240		6839533	078147	P	987	00041
	AZONE 15	11,964.38	CHEMICALS & GASES	601.601.240		6842194	240195	P	987	00028
	POOL CHEMICALS	1,889.62	CHEMICALS & GASES	202.202.240		6843573	078149	P	987	00005
	POOL CHEMICALS	688.86	CHEMICALS & GASES	203.203.240		6843626	078149	P	987	00006
		15,333.03	*VENDOR TOTAL							
HDR ENGINEERING INC	WWTP PLANT IMPROVEMENTS	231,601.43	EDA PROJECT (GRANT)	611.611.323		1200637967	022828	P	987	00053
	WWTP EDA IMPROVMENTS	28,125.25	2019 WW IMPROVEMENTS PHA	611.611.332		12006379966	021019	P	987	00056
	WWTP EDA IMPROVMENTS	19,219.08	2019 WW IMPROVEMENTS PHA	611.611.332		1200642288	021019	P	987	00057
	WWTP PLANT IMPROVEMENTS	225,473.67	EDA PROJECT (GRANT)	611.611.323		1200642291	022828	P	987	00054
	MASTER PLAN WATER/SEWER	1,405.00	COLLECTION MODEL/MASTER	611.611.318		1200643883	022801	P	987	00055
	MASTER PLAN WATER/SEWER	1,405.00	GIS MODELING	602.602.318		1200643883	022801	P	987	00126
		507,229.43	*VENDOR TOTAL							
HOLOPHANE	STREET LIGHT	97,764.00	4TH ST RECONSTRUCT-CITY	506.572.395		31653154	024684	P	987	00127
IRELAND, FAYE	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078118	P	987	00087
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078118	P	987	00088
		106.20	*VENDOR TOTAL							
J & H CLEANING SERVICE	JANITORIAL SERVICES	3,000.00	CONTRACTED SERVICES	203.203.204		3312303	078174	P	987	00044
JOHN T JONES CONSTRUCTIO	WWTP CMAR PROJECT	15,735.10	2023 WW TREATMENT SRF/AR	611.611.333		2301-09	021617	P	987	00059
	WWTP CMAR PROJECT	65,470.82	2023 WW TREATMENT SRF/AR	611.611.333		2301-10	021617	P	987	00058
		81,205.92	*VENDOR TOTAL							
KENNEDY, TAEYA	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078121	P	987	00093
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078121	P	987	00094
		106.20	*VENDOR TOTAL							
KLEINS TREE SERVICE	TREE REMOVAL	15,000.00	EMERALD ASH BORE STUMPS	201.201.250		2154	078175	P	987	00043

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
KNIFE RIVER - SOUTH DAKO ASPHALT MIX	476.00	OPEN ASPHALT	506.572.376		475103	078334	P 987 00130
KOERNER, KARALYN YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078117	P 987 00095
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078117	P 987 00096
	106.20	*VENDOR TOTAL					
KOLETZKY, KOBE YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078132	P 987 00118
KONRAD, NATALIE YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078138	P 987 00122
KOURI, JILL IRRIGATION REPAIR	2,410.93	3RD ST, GREEN-MAPLE/GREEN	506.572.377		8/23/2024	243022	P 987 00047
KRAMER, CLAIRE YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078125	P 987 00119
LUPELLMAN, KAYLOR YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078113	P 987 00091
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078113	P 987 00092
	106.20	*VENDOR TOTAL					
LUKEN, BRIE YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078139	P 987 00120
MASKA, MICAH YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078133	P 987 00121
MASONRY COMPONENTS INC CONSTRUCTION 8TH ST	146,274.36	8TH ST, BURLEIGH TO FERD	506.572.384		8/12/2024	243019	P 987 00021
CONSTRUCTION 8TH ST	206,930.18	8TH ST, BURLEIGH TO FERD	602.602.330		8/12/2024	243019	P 987 00022
CONSTRUCTION 8TH ST	48,536.27	8TH ST, BURLEIGH TO FERD	611.611.330		8/12/2024	243019	P 987 00023
	401,740.81	*VENDOR TOTAL					
MEAD LUMBER FIRE TRAINING	153.45	CONFERENCE & MEETINGS	101.114.265		11011183	245550	P 987 00046
MERKEL ELECTRIC REPAIR BAD PIPE	1,475.99	REP. & MAINT. - EQUIPMEN	101.123.221		11123	078333	P 987 00131
MESSLER, SARAH YEAR 1 REFUND LIFEFUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078123	P 987 00107
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078123	P 987 00108
	106.20	*VENDOR TOTAL					
MIDAMERICAN ENERGY SERVI WATER / WASTE WATER FUEL	1,054.00	FUEL-HEATING	611.611.273		12121235	002904	P 987 00026

Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MIDWEST ALARM COMPANY IN ALARM TESTING	76.85	REP. & MAINT. - BUILDING	101.114.223		383479	245549	P	987	00045
MORTENSEN, DARIC IRRIGATION REPAIR	813.60	ELM ST, 20TH TO 21ST	506.572.372		8/23/2024	243021	P	987	00048
MOTOROLA SOLUTIONS INC GRANT RADIO CHARGERS	359.52	EQUIPMENT	101.114.350		8281762400	245551	P	987	00061
NELSON, ALAINA YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078122	P	987	00105
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078122	P	987	00106
	106.20	*VENDOR TOTAL							
PIETZ, CAMDEN YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078114	P	987	00099
TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078114	P	987	00100
	106.20	*VENDOR TOTAL							
PONCA STATE PARK DAY CAMP	644.00	RECREATION SUPPLIES	203.203.242		8/21/2024	078177	P	987	00004
RACOM CORPORATION BEON ACCESS	26.85	PROFESSIONAL SERVICES	101.111.202		INV21368	210004	P	987	00050
BEON ACCESS	8.95	PROFESSIONAL SERVICES	101.111.202		INV21368	210004	P	987	00051
OFFICE SUPPLIES	68.97	OFFICE SUPPLIES	208.208.232		2B191511	081928	P	987	00112
	104.77	*VENDOR TOTAL							
REDLINGER BROS PLUMBING REPLACE SWEAT VALVE	1,962.03	REP. & MAINT. - BUILDING	202.202.223		36221	078176	P	987	00042
ROHDE, TANNER YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078131	P	987	00117
SCHRAMM, ZAYNE YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078126	P	987	00116
SITE WORKS, INC CONSTRUCTION GEHL DRIVE	1,199,961.43	ROAD & UTILITY DEVELOPME	515.588.320		8/22/2024	243013	P	987	00031
SOUTH DAKOTA MAGAZINE CENTENNIAL	600.00	SPECIAL EVENTS - ACTIVIT	211.231.575		2884	078170	P	987	00040
STOCKWELL ENGINEERS INC WESTSIDE PARK PROJECT	9,850.00	WESTSIDE PARK IMPROVEMEN	503.545.320		15491	022376	P	987	00078
STOCKWELL ENGINEERS INC GEHL DRIVE ENGINEERING	11,268.44	ROAD & UTILITY DEVELOPME	515.588.320		17371	243501	P	987	00080

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
THIRD MILLENNIUM ASSOCIA										
	UTILITY BILLING	350.67	PROFESSIONAL SERVICES	601.601.202		31840	003880	P	987	00036
	UTILITY BILLING	335.08	PROFESSIONAL SERVICES	611.611.202		31840	031840	P	987	00063
	UTILITY BILLING	93.50	PROFESSIONAL SERVICES	631.631.202		31840	031840	P	987	00064
		779.25	*VENDOR TOTAL							
TITAN MACHINERY										
	MOWER PARTS	1,942.72	GARAGE PARTS	801.801.249		SO0103724-1	078339	P	987	00128
TRAMP, EMILY										
	YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078129	P	987	00115
UNITED STATES POSTAL SER										
	POSTAGE	23.72	POSTAGE	101.122.231		9/3/24	002989	P	987	00065
	POSTAGE	122.60	POSTAGE	101.104.231		9/3/24	002989	P	987	00066
	POSTAGE	63.63	POSTAGE	101.111.231		9/3/24	002989	P	987	00067
	POSTAGE	12.42	POSTAGE	201.201.231		9/3/24	002989	P	987	00068
	POSTAGE	7.59	POSTAGE	637.637.231		9/3/24	002989	P	987	00069
	POSTAGE	11.73	POSTAGE	101.102.231		9/3/24	002989	P	987	00070
	POSTAGE	60.83	POSTAGE	101.106.231		9/3/24	002989	P	987	00071
	POSTAGE	13.80	POSTAGE	601.601.231		9/3/24	002989	P	987	00072
	POSTAGE	20.70	POSTAGE	611.611.231		9/3/24	002989	P	987	00073
	POSTAGE	116.75	POSTAGE	601.601.231		9/3/24	002989	P	987	00074
	POSTAGE	111.56	POSTAGE	611.611.231		9/3/24	002989	P	987	00075
	POSTAGE	31.13	POSTAGE	631.631.231		9/3/24	002989	P	987	00076
	POSTAGE	50.37	OFFICE SUPPLIES	101.123.232		9/3/24	002989	P	987	00077
		646.83	*VENDOR TOTAL							
VESSCO, INC.										
	PUMP PARTS	996.00	REP. & MAINT. - PLANT	601.601.221		95023	240193	P	987	00027
VILLANUEVA, MAYA										
	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078124	P	987	00081
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078124	P	987	00082
		106.20	*VENDOR TOTAL							
WHOLESALE SUPPLY INC										
	PARADE SUPPLIES	393.60	SPECIAL EVENTS - ACTIVIT	211.231.575		466466	078171	P	987	00039
WIEMAN, CADEN										
	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078115	P	987	00083
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078115	P	987	00084
		106.20	*VENDOR TOTAL							
WINTZ, ISABELLE										
	YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078127	P	987	00113
WINTZ, MADELINE										
	YEAR 1 REFUND LIFEGUARD	100.00	RED CROSS LESSON-SAC	203.3484		8/19/2024	078119	P	987	00089
	TAX REFUND	6.20	SALES TAX PAYABLE	203.2073		8/19/2024	078119	P	987	00090
		106.20	*VENDOR TOTAL							



Schedule of Bills

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WINTZ, OLIVIA YEAR 2 REFUND LIFEGUARD	100.00	PROFESSIONAL SERVICES	203.203.202		8/19/2024	078128	P 987 00114
YANKTON COUNTY AUDITOR CAPITAL IMPROVE COST	15,740.81	RENT FOR SAFETY CENTER	101.111.212		2/8/2024	021760	P 987 00052
YANKTON COUNTY SHARPSHOO GUN RANGE RENTAL	100.00	PROFESSIONAL SERVICES	101.111.202		09/03/2024	241557	P 987 00111
YANKTON VOL FIRE DEPARTM STATE FIRE PREMIUMS	78,884.20	YANKTON VOLUNTEER PREMIU	101.114.204		2024	024702	P 987 00062

Schedule of Bills

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DESCRIPTION							
REPORT TOTALS:	2,622,891.20						

RECORDS PRINTED - 000136

FUND RECAP :

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	143,292.05
201	PARKS AND RECREATION	15,017.43
202	HUETHER FAMILY AQUATICS CTR	4,641.82
203	SUMMIT ACTIVITY CENTER	7,225.86
207	BRIDGE AND STREET	9,695.00
208	911/DISPATCH	68.97
211	LODGING SALES TAX	993.60
503	PARK CAPITAL	9,850.00
506	SPECIAL CAPITAL IMPROV	249,844.98
515	EAST YANKTON TID #11 - GEHL	1,212,540.87
601	WATER OPERATION	14,014.73
602	WATER RENEWAL/REPLACEMENT	224,675.18
611	WASTE WATER OPERATION	637,157.54
631	SOLID WASTE	124.63
637	JOINT POWER	91,715.87
801	CENTRAL GARAGE	2,032.67
TOTAL ALL FUNDS		2,622,891.20

BANK RECAP :

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	2,622,891.20
TOTAL ALL BANKS		2,622,891.20

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

DATE ..... APPROVED BY .....

.....

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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
AFLAC		00025							
	CANCER & ICU PREMIUMS	5,043.54	CANCER & ICU SUPPLEMENTA	711.2075	046718	001234	P	956	00099
	CANCER & ICU PREMIUMS	5,043.54	CANCER & ICU SUPPLEMENTA	711.2075	707724	001234	P	956	00001
		10,087.08	*TOTAL						
AFSCME COUNCIL 65		06454							
	UNION DEDUCTIONS	534.98	MISC. EMP. DED.	711.2079	08/16/2024			956	00096
	UNION DEDUCTIONS	534.98	MISC. EMP. DED.	711.2079	08/30/2024			956	00107
	UNION DEDUCTIONS	511.72	MISC. EMP. DED.	711.2079	8/2/2024			956	00014
		1,581.68	*TOTAL						
AVERA HEALTH PLANS		05140							
	HEALTH INS PREMIUMS	85,278.52	HEALTH INSURANCE	711.2068	7/29/2024	005122	P	956	00025
CITY UTILITIES		00109							
	WTR-WW CHARGES	851.13	WATER SERVICE	101.114.274	08/09/2024	002642	P	956	00051
	WTR-WW CHARGES	61.28	SEWER SERVICE	101.114.275	08/09/2024	002642	P	956	00052
	WTR-WW CHARGES	148.21	WATER SERVICE	101.125.274	08/09/2024	002642	P	956	00046
	WTR-WW CHARGES	64.64	SEWER SERVICE	101.125.275	08/09/2024	002642	P	956	00047
	WTR-WW CHARGES	697.20	WASTEWATER SERVICE	101.127.275	08/09/2024	002642	P	956	00044
	WTR-WW CHARGES	52.00	LANDFILL	101.127.276	08/09/2024			956	00045
	WTR-WW CHARGES	204.91	WATER SERVICE	101.141.274	08/09/2024	002642	P	956	00066
	WTR-WW CHARGES	125.84	SEWER SERVICE	101.141.275	08/09/2024	002642	P	956	00067
	WTR-WW CHARGES	398.87	WATER SERVICE	101.142.274	08/09/2024	002642	P	956	00068
	WTR-WW CHARGES	64.64	SEWER SERVICE	101.142.275	08/09/2024	002642	P	956	00069
	WTR-WW CHARGES	26,358.38	WATER SERVICE	201.201.274	08/09/2024	002642	P	956	00058
	WTR-WW CHARGES	1,091.92	SEWER SERVICE	201.201.275	08/09/2024	002642	P	956	00059
	WTR-WW CHARGES	9,846.27	WATER SERVICE	202.202.274	08/09/2024	002642	P	956	00060
	WTR-WW CHARGES	3,699.28	SEWER SERVICE	202.202.275	08/09/2024	002642	P	956	00061
	WTR-WW CHARGES	674.31	WATER SERVICE	203.203.274	08/09/2024	002642	P	956	00062
	WTR-WW CHARGES	275.44	SEWER SERVICE	203.203.275	08/09/2024	002642	P	956	00063
	WTR-WW CHARGES	2,069.76	WATER SERVICE	601.601.274	08/09/2024	002642	P	956	00064
	WTR-WW CHARGES	782.51	WATER SERVICE	611.611.274	08/09/2024	002642	P	956	00065
	WTR-WW CHARGES	49.06	WATER SERVICE	631.631.274	08/09/2024	002642	P	956	00056
	WTR-WW CHARGES	23.84	SEWER SERVICE	631.631.275	08/09/2024	002642	P	956	00057
	WTR-WW CHARGES	207.22	WATER	637.637.274	08/09/2024	002642	P	956	00048
	WTR-WW CHARGES	122.48	WW SERVICE	637.637.275	08/09/2024	002642	P	956	00049
	WTR-WW CHARGES	26.00	LANDFILL	637.637.276	08/09/2024	002642	P	956	00050
	WTR-WW CHARGES	99.12	WATER PURCHASED	801.801.274	08/09/2024	002642	P	956	00053
	WTR-WW CHARGES	95.28	SEWER SERVICE	801.801.275	08/09/2024	002642	P	956	00054
	WTR-WW CHARGES	26.00	LANDFILL	801.801.276	08/09/2024	002642	P	956	00055
	WTR-WW CHARGES	694.60	WATER SERVICE	101.127.274	8/9/2024	002642	P	956	00043
		48,810.19	*TOTAL						
CSG FORTE		07775							
	CC PROCESSING FEES	166.73	PROFESSIONAL SERVICES	203.203.202	12463110	024419	P	962	00001
	CC PROCESSING FEES	2,506.59	PROFESSIONAL SERVICES	203.203.202	12463168	024419	P	962	00002
		2,673.32	*TOTAL						
DEPT OF SOCIAL SERVICES		01681							
	CHILD SUPPORT	1,037.71	MISC. EMP. DED.	711.2079	08/16/2024			956	00091
	CHILD SUPPORT	536.46	MISC. EMP. DED.	711.2079	08/30/2024			956	00104

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
DEPT OF SOCIAL SERVICES	CHILD SUPPORT	01681							
		1,037.71	MISC. EMP. DED.	711.2079	8/2/2024			956	00009
		2,611.88	*TOTAL						
FIRST DAKOTA NAT'L BANK	HSA CONTRIBUTIONS	07493							
	HSA CONTRIBUTIONS	3,159.94	HSA EMPLOYER CONTRIBUTIO	711.2052	08/16/2024			956	00089
	HSA CONTRIBUTIONS	2,485.47	HSA EMPLOYEE CONTRIBUTIO	711.2053	08/16/2024			956	00090
	HSA CONTRIBUTIONS	3,159.94	HSA EMPLOYER CONTRIBUTIO	711.2052	8/2/2024			956	00007
	HSA CONTRIBUTIONS	2,610.47	HSA EMPLOYEE CONTRIBUTIO	711.2053	8/2/2024			956	00008
		11,415.82	*TOTAL						
FIRST NATIONAL BANK FSA	CAFETERIA PLAN	07494							
	CAFETERIA PLAN	919.99	FLEX DAYCARE	711.2054	08/16/2024			956	00094
	CAFETERIA PLAN	341.24	FLEX MEDICAL	711.2055	08/16/2024			956	00095
	CAFETERIA PLAN	919.99	FLEX DAYCARE	711.2054	8/2/2024			956	00012
	CAFETERIA PLAN	341.24	FLEX MEDICAL	711.2055	8/2/2024			956	00013
		2,522.46	*TOTAL						
ICMA RETIREMENT TRUST -	RETIREMENT	00287							
	RETIREMENT	80.00	ICMA DEFERRED COMPENSATI	711.2067	08/16/2024			956	00088
	RETIREMENT	80.00	ICMA DEFERRED COMPENSATI	711.2067	08/30/2024			956	00103
	RETIREMENT	80.00	ICMA DEFERRED COMPENSATI	711.2067	8/2/2024			956	00006
		240.00	*TOTAL						
LUMEN	CITY HALL FIBER INTERNET	07496							
		372.44	INTERNET ACCESS	101.105.270	696507217	023065	P	956	00024
MIDAMERICAN ENERGY COMPA	HEATING FUEL	00303							
	HEATING FUEL	88.48	FUEL-HEATING	101.114.273	8/5/2024			956	00033
	HEATING FUEL	10.51	FUEL-GENERATOR	101.115.273	8/5/2024			956	00032
	HEATING FUEL	356.50	ROAD MATERIALS	101.123.239	8/5/2024			956	00039
	HEATING FUEL	57.50	FUEL-HEATING	101.125.273	8/5/2024			956	00034
	HEATING FUEL	46.25	FUEL-HEATING	101.127.273	8/5/2024			956	00030
	HEATING FUEL	153.66	FUEL-HEATING	101.141.273	8/5/2024			956	00038
	HEATING FUEL	153.95	FUEL-HEATING	101.142.273	8/5/2024			956	00036
	HEATING FUEL	87.64	FUEL-HEATING	201.201.273	8/5/2024			956	00037
	HEATING FUEL	6,941.39	FUEL-HEATING	202.202.273	8/5/2024			956	00035
	HEATING FUEL	374.52	FUEL-HEATING	601.601.273	8/5/2024			956	00041
	HEATING FUEL	9.25	FUEL-HEATING	611.611.273	8/5/2024			956	00042
	HEATING FUEL	54.75	HEATING FUEL - GAS	637.637.273	8/5/2024			956	00040
	HEATING FUEL	64.79	FUEL-HEATING	801.801.273	8/5/2024			956	00031
		8,399.19	*TOTAL						
MONEY MOVERS INC	SAC MAINTENANCE FEE	07676							
		11.00	PROFESSIONAL SERVICES	203.203.202	167946	023072	P	956	00021
MORROW/JOSEPH C.	DESIGN WORK	03823							
	DESIGN WORK	1,320.00	PROFESSIONAL SERVICES	101.125.202	186	203537	P	956	00002
	DESIGN WORK	2,280.00	PROFESSIONAL SERVICES	101.125.202	187	203537	P	956	00085
		3,600.00	*TOTAL						
NEBRASKA DOR - WH INCOME	NE STATE INCOME TAX WH	07502							
		1,745.14	NEBRASKA INCOME TAX	711.2057	JUL/2024	005222	P	956	00003
NORTHWESTERN ENERGY - BU	ELECTRICITY	00455							
		739.77	ELECTRICITY	101.114.272	08/07/2024			956	00077

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	NORTHWESTERN ENERGY - BU	00455							
	ELECTRICITY	86.38	ELECTRICITY	101.115.272	08/07/2024			956	00076
	ELECTRICITY	818.29	ELECTRICITY	101.123.272	08/07/2024			956	00081
	ELECTRICITY	2,610.00	ELECTRICITY	101.125.272	08/07/2024			956	00075
	ELECTRICITY	35,401.65	ELECTRICITY-STREET LIGHT	101.126.272	08/07/2024			956	00070
	ELECTRICITY	1,369.35	ELECTRICITY	101.127.272	08/07/2024			956	00072
	ELECTRICITY	2,126.20	ELECTRICITY	101.141.272	08/07/2024			956	00080
	ELECTRICITY	1,537.62	ELECTRICITY	101.142.272	08/07/2024			956	00084
	ELECTRICITY	4,793.99	ELECTRICITY	201.201.272	08/07/2024			956	00071
	ELECTRICITY	9,771.84	ELECTRICITY	202.202.272	08/07/2024			956	00079
	ELECTRICITY	45.99	ELECTRICITY	206.206.272	08/07/2024			956	00073
	ELECTRICITY	40,125.73	ELECTRICITY	601.601.272	08/07/2024			956	00082
	ELECTRICITY	14,385.99	ELECTRICITY	611.611.272	08/07/2024			956	00083
	ELECTRICITY	651.11	ELECTRICITY	637.637.272	08/07/2024			956	00078
	ELECTRICITY	831.83	ELECTRICITY	801.801.272	08/07/2024			956	00074
		115,295.74	*TOTAL						
	PAYMENT SERVICE NETWORK	07677							
	CC MERCHANT FEES	29.20	PROFESSIONAL SERVICES	601.601.202	297961	023066	P	956	00026
	CC MERCHANT FEES	27.91	PROFESSIONAL SERVICES	611.611.202	297961	023066	P	956	00027
	CC MERCHANT FEES	7.79	PROFESSIONAL SERVICES	631.631.202	297961	023066	P	956	00028
	CC MERCHANT FEES	4.95	PROFESSIONAL SERVICES &	637.637.202	298139	023066	P	956	00029
		69.85	*TOTAL						
	RETIREMENT, SD	00519							
	SD RETIREMENT	147,616.71	SD RETIREMENT SYSTEM	711.2066	08/30/2024	002809	P	956	00100
	SDSRP	04992							
	RETIREMENT	4,996.00	ROTH 457 SDRS-SRP	711.2056	08/16/2024			956	00093
	RETIREMENT	5,249.22	SDRS SUPPLEMENTAL RETIRE	711.2058	08/16/2024			956	00092
	RETIREMENT	4,846.00	ROTH 457 SDRS-SRP	711.2056	08/30/2024			956	00106
	RETIREMENT	5,274.22	SDRS SUPPLEMENTAL RETIRE	711.2058	08/30/2024			956	00105
	RETIREMENT	4,996.00	ROTH 457 SDRS-SRP	711.2056	8/2/2024			956	00011
	RETIREMENT	5,249.22	SDRS SUPPLEMENTAL RETIRE	711.2058	8/2/2024			956	00010
		30,610.66	*TOTAL						
	STANDARD INSURANCE COMPA	05508							
	LIFE INSURANCE SEPT 2024	1,580.27	LIFE INSURANCE	711.2069	08/27/2024	005179	P	956	00098
	VISION INS PREMIUM	725.12	VISION INSURANCE	711.2078	1	005313	P	956	00022
	DENTAL INS PREMIUMS	6,955.31	DENTAL INSURANCE	711.2059	2	005313	P	956	00023
		9,260.70	*TOTAL						
	UKG WORKFORCE READY	07490							
	PAYROLL/HR/TLM SOFTWARE	2,791.70	PROFESSIONAL SERVICES	101.107.202	12283600	203533	P	956	00016
	PAYROLL/HR/TLM SOFTWARE	344.66	PROFESSIONAL SERVICES	601.601.202	12283600	203533	P	956	00017
	PAYROLL/HR/TLM SOFTWARE	103.40	PROFESSIONAL SERVICES	611.611.202	12283600	203533	P	956	00018
	PAYROLL/HR/TLM SOFTWARE	103.40	PROFESSIONAL SERVICES	631.631.202	12283600	203533	P	956	00019
	PAYROLL/HR/TLM SOFTWARE	103.40	PROFESSIONAL SERVICES &	637.637.202	12283600	203533	P	956	00020
		3,446.56	*TOTAL						
	UNITED STATES TREASURY	07526							
	FEDERAL WITHHOLDING TAX	36,025.18	WITHHOLDING	711.2064	08/16/2024			956	00086
	FICA/MED	70,809.70	OASI	711.2065	08/16/2024			956	00087

ACH Payment Register

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
	UNITED STATES TREASURY	07526					
	FEDERAL WITHHOLDING TAX	41,034.08	WITHHOLDING	711.2064	08/30/2024		956 00101
	FICA/MED	71,529.30	OASI	711.2065	08/30/2024		956 00102
	FEDERAL WITHHOLDING TAX	35,956.72	WITHHOLDING	711.2064	8/2/2024		956 00004
	FICA/MED	71,065.30	OASI	711.2065	8/2/2024		956 00005
		326,420.28	*TOTAL				
	UNITED WAY	00918					
	EMPLOYEE CONTRIBUTIONS	43.00	UNITED FUND	711.2070	08/16/2024		956 00097
	EMPLOYEE CONTRIBUTIONS	43.00	UNITED FUND	711.2070	08/30/2024		956 00108
	EMPLOYEE CONTRIBUTIONS	43.00	UNITED FUND	711.2070	8/2/2024		956 00015
		129.00	*TOTAL				
		812,198.22	**CLAIMS TOTAL				

ACH Payment Register

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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		812,198.22					

RECORDS PRINTED - 000110



FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	55,683.57
201	PARKS AND RECREATION	32,331.93
202	HUETHER FAMILY AQUATICS CTR	30,258.78
203	SUMMIT ACTIVITY CENTER	3,634.07
206	CEMETERY	45.99
601	WATER OPERATION	42,943.87
611	WASTE WATER OPERATION	15,309.06
631	SOLID WASTE	184.09
637	JOINT POWER	1,169.91
711	EMPLOYEE BENEFIT	629,519.93
801	CENTRAL GARAGE	1,117.02
TOTAL ALL FUNDS		812,198.22

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	812,198.22
TOTAL ALL BANKS		812,198.22

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

DATE ..... APPROVED BY .....

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Manual Check Register

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	FERGUSON ENTERPRISES LLC	05469							
	METER PROJECT	11,973.75	METER TECHNOLOGY UPGRADE	602.602.351	T063024	240174	P	963	00006
	METER PROJECT	5,514.25	METER TECHNOLOGY UPGRADE	602.602.351	T496771	240174	P	963	00007
	METER PROJECT	65,075.00	METER TECHNOLOGY UPGRADE	602.602.351	0496771	240174	P	963	00005
		82,563.00	*TOTAL						
	MOLTEN AUDIO	07486							
	AUDIO MUSIC @ MERIDIAN	9,950.00	SPECIAL EVENTS - ACTIVIT	211.231.575	2136	078142	P	963	00008
	NORTHERN TRUCK EQUIPMENT	00543							
	TRUCK BOX	35,085.00	EQUIPMENT	201.201.350	SFI039393	024534	P	963	00001
	PARKWAY CONSTRUCTION	07635							
	WESTSIDE PARK POND	128,066.45	WESTSIDE PARK IMPROVEMEN	503.545.320	08/19/2024	223016	P	963	00010
	SLOWEY CONSTRUCTION INC	00576							
	MEAD PROPERTY DEVELOPMENT	98,695.68	MEAD AREA DEVELOPMENT	516.588.320	8/13/24 FINAL	233002	P	963	00004
	TNT INFLATABLES LLC	07855							
	MUSIC @ MERIDIAN	1,000.00	SPECIAL EVENTS - ACTIVIT	211.231.575	157	081300	P	963	00002
	TRAFFIC SOLUTIONS INC	06910							
	PLASTIC PAVEMENT MARKING	60,082.51	PERMANENT PAVEMENT MARKI	506.574.373	MEMO 24-164	024692	P	963	00003
	YANKTON THRIVE	00939							
	Q2 2024 SALES TAX REMIB	7,313.74	PROFESSIONAL SERVICES	506.572.202	CULVERS	024433	P	963	00009
		422,756.38	**CLAIMS TOTAL						

Manual Check Register

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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		422,756.38					

RECORDS PRINTED - 000010

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
201	PARKS AND RECREATION	35,085.00
211	LODGING SALES TAX	10,950.00
503	PARK CAPITAL	128,066.45
506	SPECIAL CAPITAL IMPROV	67,396.25
516	MEAD PROPERTY DEVELOPMENT	98,695.68
602	WATER RENEWAL/REPLACEMENT	82,563.00
TOTAL ALL FUNDS		422,756.38

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	422,756.38
TOTAL ALL BANKS		422,756.38

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

DATE ..... APPROVED BY .....  
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VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
ACT RIVERBOAT DAYS	PARADE ENTRY	54.26	PROMOTIONAL	201.201.210		McHenry		998 00275
ADOBE ADOBE	ADOBE	19.99	SUBSCRIPTIONS & PUBLICAT	101.106.235		Bies		998 00272
	COMPUTER PROGRAM	58.40	CONTRACTED SERVICES - OP	201.201.204		McHenry		998 00292
		78.39	*VENDOR TOTAL					
ALFA LAVAL INC	CYLINDER SEAL KIT	635.75	REP. & MAINT. - PLANT	611.611.221		Hanson		998 00128
	GBT VALVE REPAIR KIT	559.41	REP. & MAINT. - PLANT	611.611.221		Hanson		998 00261
		1,195.16	*VENDOR TOTAL					
AMAZON MAR 112-578964	REFUND	16.99CR	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00038
AMAZON MARK RM52N4SD2	CONES	105.00	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00194
	TOWELS	49.98	RECREATION SUPPLIES	203.203.242		Kirchner		998 00195
		154.98	*VENDOR TOTAL					
AMAZON MARK RM7NY0A82	OFFICE SUPPLIES	8.89	OFFICE SUPPLIES	101.142.232		Dobrovolny		998 00221
	JANITORIAL SUPPLIES	19.71	JANITORIAL SUPPLIES	101.142.236		Dobrovolny		998 00222
	PROGRAM SUPPLIES	65.45	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00223
	BOOKS	40.88	BOOKS	101.142.340		Dobrovolny		998 00224
	MASTER GARDENERS PROGRAM	35.96	RECREATION SUPPLIES	701.701.242		Dobrovolny		998 00225
		170.89	*VENDOR TOTAL					
AMAZON MARK RU1TX3YI2	DVDS	39.91	AV - CAPITAL	101.142.342		Dobrovolny		998 00109
AMAZON MARK R43F51E02	WALL POCKETS	280.00	OFFICE SUPPLIES	101.111.232		Rothenberger		998 00082
	FLASHLIGHT BATTERIES	96.99	REP. & MAINT. -VEHICLES	101.111.222		Rothenberger		998 00083
		376.99	*VENDOR TOTAL					
AMAZON MKTPL RF0DT95P0	FIRST AID	127.24	MEDICAL & SAFETY SUPPLIE	101.107.243		Bailey		998 00296
AMAZON MKTPL RF2GH8AI1	RADIO EAR PIECES	48.93	REP. & MAINT. - EQUIPMEN	101.111.221		Rothenberger		998 00283
AMAZON MKTPL RF77X65E0	TOWELS	69.97	RECREATION SUPPLIES	203.203.242		McHenry		998 00298
AMAZON MKTPL RF8MP6QW2	DVD	19.96	AV - CAPITAL	101.142.342		Dobrovolny		998 00289

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
AMAZON MKTPL RF9V82MG0	PROGRAMS SUPPLIES	11.97	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00300
	BOOKS	32.98	BOOKS	101.142.340		Dobrovolny		998 00301
	DVDS	134.79	AV - CAPITAL	101.142.342		Dobrovolny		998 00302
		179.74	*VENDOR TOTAL					
AMAZON MKTPL RU00443H0	PROGRAM SUPPLIES	93.16	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00121
	BOOK	10.15	BOOKS	101.142.340		Dobrovolny		998 00122
		103.31	*VENDOR TOTAL					
AMAZON MKTPL RU38C9HP1	USB ADAPTER	8.99	REP. & MAINT. - EQUIPMEN	101.105.221		Johnson		998 00111
AMAZON MKTPL RU62A0UJ2	OFFICE SUPPLIES	45.06	OFFICE SUPPLIES	203.203.232		McHenry		998 00110
AMAZON MKTPL RV8JR1360	PROGRAM SUPPLIES	53.34	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00421
	BOOKS	5.98	BOOKS	101.142.340		Dobrovolny		998 00422
		59.32	*VENDOR TOTAL					
AMAZON MKTPL R400E1PT0	NETWORK SUPPLIES	9.99	REP. & MAINT. - EQUIPMEN	203.203.221		Johnson		998 00021
AMAZON MKTPL R43BA4VL2	LATEX GLOVES	157.28	MEDICAL & SAFETY SUPPLIE	631.631.243		Potts		998 00051
AMAZON MKTPL R46DM35L2	LATEX GLOVES	118.17	MEDICAL & SAFETY SUPPLIE	801.801.243		Potts		998 00056
AMAZON MKTPLACE PMTS	REFUND	14.00CR	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00049
	REFUND	38.68CR	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00050
	REFUND	8.99CR	RECREATION SUPPLIES	202.202.242		Wattier		998 00251
		61.67CR	*VENDOR TOTAL					
AMAZON.COM RF2KB7HV2	NETWORK RACK	63.82	REP. & MAINT. - PLANT	611.611.221		Johnson		998 00284
AMAZON.COM RF27L7VR2	JANITORIAL SUPPLIES	41.41	JANITORIAL SUPPLIES	101.142.236		Dobrovolny		998 00303
AMAZON.COM RM4IC5952	TOOL BAG	52.48	SMALL TOOLS & HARDWARE	101.114.247		Linke		998 00179
AMAZON.COM RU80G90A1	LEADERSHIP TEXTBOOKS	76.52	LEARNING	101.114.264		Linke		998 00135

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
AMZN MKTP US	REFUND	559.80CR	AGRICULTURAL SUPPLIES	201.201.241		Youmans		998 00448
AMZN MKTP US RF1IJ8RB0	FLASHLIGHTS	281.33	REP. & MAINT. - EQUIPMEN	101.111.221		Rothenberger		998 00234
AMZN MKTP US RF4CS2N30	UNIFORM NAME TAGS	21.98	UNIFORMS	101.111.244		Rothenberger		998 00293
AMZN MKTP US RF6WK3YY1	IRRIGATION PARTS	64.74	AGRICULTURAL SUPPLIES	201.201.241		Kirchner		998 00236
AMZN MKTP US RF7AQ8NE0	UNIFORM NAME TAGS	29.80	UNIFORMS	101.111.244		Rothenberger		998 00290
AMZN MKTP US RF9HI6AV1	PROGRAM SUPPLIES	12.98	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00280
AMZN MKTP US RF9SC5C70	FIRST AID KITS	178.17	MEDICAL, SAFETY, & LAB. S	202.202.243		Wattier		998 00309
AMZN MKTP US RF91D9R30	TOURNIQUETS	59.98	MEDICAL & SAFETY SUPPLIE	101.111.243		Rothenberger		998 00239
AMZN MKTP US RK7DD20D2	NETWORK SUPPLIES	164.00	REP. & MAINT. - EQUIPMEN	203.203.221		Johnson		998 00002
AMZN MKTP US RM0B48W80	BOOK	17.99	BOOKS	101.142.340		Dobrovolny		998 00165
AMZN MKTP US RM6GM6KN0	LIGHT COVERS	209.80	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00177
AMZN MKTP US RU3893K22	PROGRAM SUPPLIES	38.21	PROGRAM SUPPLIES	101.142.242		Dobrovolny		998 00107
AMZN MKTP US RV0S61MH1	IRRIGATION SUPPLIES	559.80	AGRICULTURAL SUPPLIES	201.201.241		Kirchner		998 00383
AMZN MKTP US RV5I37Y02	UNIFORM NAME TAG	10.99	UNIFORMS	101.111.244		Rothenberger		998 00389
AMZN MKTP US R43MS60L0	PAGER BATTERIES	241.00	REP. & MAINT. - EQUIPMEN	101.114.221		Linke		998 00022
AMZN MKTP US R49IU3K31	FLASHLIGHT CHARGER CORD	23.35	REP. & MAINT. - EQUIPMEN	101.111.221		Rothenberger		998 00015
ATT BILL PAYMENT	CELL PHONE	28.95	TELEPHONE	601.601.271		Bailey		998 00215

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
ATT BILL PAYMENT								
	MOBILE DATA	95.80	PROFESSIONAL SERVICES -	101.127.202		Peters		998 00226
	MOBILE DATA	45.38	PROFESSIONAL SERVICES	101.123.202		Peters		998 00227
	MOBILE DATA	85.42	PROFESSIONAL SERVICES	601.601.202		Peters		998 00228
	MOBILE DATA	40.04	PROFESSIONAL SERVICES	101.122.202		Peters		998 00229
	MOBILE DATA	970.32	PROFESSIONAL SERVICES	101.111.202		Peters		998 00230
		1,265.91	*VENDOR TOTAL					
AUTOZONE #3795								
	WASHER FLUIDS ,ANTIFREEZE	212.49	GARAGE PARTS	801.801.249		Kulhavy		998 00406
AVERA HEALTH CRP								
	CPR INSTRUCTOR TRAINING	55.00	CONFERENCE & MEETINGS	208.208.265		Yankton Dispat		998 00443
AVERA SACRED HEART								
	PRE EMPLOYMENT EXAM	44.00	PROFESSIONAL SERVICES	631.631.202		Bailey		998 00246
AXVOICE INC								
	DIALER SERVICE	21.44	PROFESSIONAL SERVICES	601.601.202		Chytka		998 00323
BAKER-TAYLOR								
	POSTAGE	54.60	POSTAGE	101.142.231		Schmidt		998 00396
	BOOKS	2,787.40	BOOKS	101.142.340		Schmidt		998 00397
	MMIP GRANT	121.24	MMIP GRANT	701.701.317		Schmidt		998 00398
		2,963.24	*VENDOR TOTAL					
BLUE TO GOLD STOR								
	TRAINING GUIDE	199.95	SUBSCRIPTIONS & PUBLICAT	101.111.235		Foote		998 00053
BLUEPEAK								
	PHONE	234.39	TELEPHONE	601.601.271		Yardley		998 00004
	PHONE	150.06	TELEPHONE	101.127.271		Yardley		998 00086
	PHONE	37.51	TELEPHONE	101.123.271		Yardley		998 00087
	PHONE	268.49	TELEPHONE	202.202.271		Yardley		998 00217
	PHONE	74.30	TELEPHONE	101.102.271		Yardley		998 00336
	PHONE	250.57	TELEPHONE	101.104.271		Yardley		998 00337
	PHONE	140.31	TELEPHONE	101.105.271		Yardley		998 00338
	PHONE	195.44	TELEPHONE	101.106.271		Yardley		998 00339
	PHONE	74.31	TELEPHONE	101.107.271		Yardley		998 00340
	PHONE	148.61	TELEPHONE	101.122.271		Yardley		998 00341
	INTERNET	266.94	INTERNET ACCESS	101.105.270		Yardley		998 00348
	PHONE	20.87	TELEPHONE	101.111.271		Yardley		998 00349
	PHONE	74.51	TELEPHONE	101.114.271		Yardley		998 00350
	PHONE	296.84	TELEPHONE	201.201.271		Yardley		998 00351
	PHONE	44.74	TELEPHONE	202.202.271		Yardley		998 00352
	PHONE	319.80	TELEPHONE	203.203.271		Yardley		998 00353
	PHONE	20.87	TELEPHONE	601.601.271		Yardley		998 00354
	INTERNET	1,142.26	INTERNET ACCESS	101.105.270		Yardley		998 00355
	PHONE	34.43	TELEPHONE	101.114.271		Yardley		998 00366
	PHONE	106.84	TELEPHONE	101.123.271		Yardley		998 00367
	PHONE	127.26	TELEPHONE	101.142.271		Yardley		998 00368



VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BLUEPEAK								
	PHONE	102.02	TELEPHONE	203.203.271		Yardley		998 00369
	PHONE	98.40	TELEPHONE	601.601.271		Yardley		998 00370
	PHONE	35.62	TELEPHONE	611.611.271		Yardley		998 00371
	PHONE	29.92	TELEPHONE	637.637.271		Yardley		998 00372
		4,295.31	*VENDOR TOTAL					
BOLLER PRINTING								
	NEWSPAPER SUBSCRIPTION	35.00	SUBSCRIPTIONS & PUBLICAT	101.142.235		Yankton Librar		998 00034
BOMGAARS #2 YANKTON								
	EQUIPMENT MAINTENANCE	8.99	REP. & MAINT. - EQUIPMEN	206.206.221		Bornitz		998 00042
	CEMETERY TOOLS	229.99	REP. & MAINT. - EQUIPMEN	206.206.221		Bornitz		998 00081
	HARDWARE	3.88	SMALL TOOLS & HARDWARE	201.201.247		Bornitz		998 00090
	FOUNTAIN REPAIRS	39.99	REP. & MAINT. - BUILDING	201.201.223		Bornitz		998 00124
	SHOP SUPPLIES	106.05	REP. & MAINT. - BUILDING	206.206.223		Bornitz		998 00166
	WEED CONTROL	160.98	AGRICULTURAL SUPPLIES	206.206.241		Bornitz		998 00407
	BUILDING REPAIRS	18.30	REP. & MAINT. - BUILDING	202.202.223		Groves		998 00064
	SAMPLER TUBING	167.70	MEDICAL, SAFETY, & LAB. S	611.611.243		Hanson		998 00032
	EQUIPMENT TIRE	2.49	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00068
	EQUIPMENT SUPPLIES	104.96	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00114
	SHOP SUPPLIES	21.99	REP. & MAINT. - BUILDING	201.201.223		Jensen		998 00304
	SHOP SUPPLIES	29.98	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00078
	RIVERSIDE PARK REPAIRS	15.97	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00104
	SMALL TOOLS	23.15	SMALL TOOLS & HARDWARE	201.201.247		Kirchner		998 00184
	SHOP SUPPLIES	24.99	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00424
	PVC CEMENT	5.99	GARAGE PARTS	801.801.249		Kulhavy		998 00146
	FILTERS	35.98	GARAGE PARTS	801.801.249		Kulhavy		998 00188
	LEAK STOP, MUD SHIELD	127.95	GARAGE PARTS	801.801.249		Kulhavy		998 00233
	SHOP SUPPLIES	22.99	REP. & MAINT. - TRAIL	204.204.223		Lehman		998 00063
	GROWTH RETARDENT	70.96	AGRICULTURAL SUPPLIES	204.204.241		Lehman		998 00388
	BRAKE CLEANER	21.96	LEARNING	101.114.264		Linke		998 00181
	TRAINING SUPPLIES	35.44	LEARNING	101.114.264		Linke		998 00193
	HARDWARE	18.83	SMALL TOOLS & HARDWARE	203.203.247		Pavel		998 00102
	INDUSTRIAL RACK	589.98	REP. & MAINT. - BUILDING	202.202.223		Pavel		998 00187
	IRRIGATION REPAIRS	5.99	AGRICULTURAL SUPPLIES	201.201.241		Pavel		998 00316
	LIME GRIT SCOOP	27.28	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00011
	SANDING WHEELS	30.43	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00066
	MARKING FLAG	29.98	REP. & MAINT. - BUILDING	201.201.223		Steinberg		998 00075
	BATTING CAGE REPAIRS	251.44	REP. & MAINT. - BUILDING	201.201.223		Thompson		998 00322
	SPRAY PAINT, THINNER	34.47	REP. & MAINT. - EQUIPMEN	101.123.221		Ulmer		998 00147
	SHOP VAC	219.99	REP. & MAINT. - BUILDING	202.202.223		Wattier		998 00024
		2,489.07	*VENDOR TOTAL					
BOSCH AUTOMOTIVE SERVI								
	SUBSCRIPTION	736.25	PROFESSIONAL SERVICES	801.801.202		Potts		998 00360
	TAX REFUND	781.90CR	PROFESSIONAL SERVICES	801.801.202		Potts		998 00373
		45.65CR	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
CASEYS #3855	FUEL	45.36	REP. & MAINT. - VEHICLES	101.114.222		Linke		998 00098
CCSI METROFAX	FAX SERVICE	12.69	PROFESSIONAL SERVICES	601.601.202		Chytka		998 00326
CHEMTEK CORPORATION	ASPHALT RELEASE AGENT	3,574.20	ROAD MATERIALS	101.123.239		Potts		998 00213
COMBATREADYFIRE.COM	AERIAL LADDER COURSE	83.90	LEARNING	101.114.264		Linke		998 00137
CONOCO - BADLANDS TRAD	TRAVEL EXPENSE	74.91	TRAVEL EXPENSE	101.111.263		O'Farrell		998 00013
DAKOTA 911 CONFERENCE	DAKOTA 911 CONFERENCE	150.00	CONFERENCE & MEETINGS	208.208.265		Hussein		998 00214
	DAKOTA 911 CONFERENCE	150.00	CONFERENCE & MEETINGS	208.208.265		Hussein		998 00220
		300.00	*VENDOR TOTAL					
DOLLAR TREE	ADULT CRAFT NIGHT	88.75	RECREATION SUPPLIES	701.701.242		Yankton Librar		998 00170
	OFFICE SUPPLIES	7.50	OFFICE SUPPLIES	101.142.232		Yankton Librar		998 00420
		96.25	*VENDOR TOTAL					
DROPBOX 77VF5CQL483T	DROPBOX	127.31	PROFESSIONAL SERVICES	101.142.202		Schmidt		998 00392
ECHO ELECTRIC SUPPLY	LED LAMP	262.50	REP. & MAINT. - BUILDING	101.141.223		Mastalir		998 00077
	RIVERSIDE LIGHTS	134.08	REP. & MAINT. - BUILDING	201.201.223		Steinberg		998 00192
		396.58	*VENDOR TOTAL					
EL TAPATIO MEXICAN RES	EMPLOYEE APPRECIATION	231.61	RECREATION SUPPLIES	701.701.242		Dobrovolny		998 00033
FAIRFIELD INN & SUITES	MUSIC AT MERIDIAN	100.00	SPECIAL EVENTS - ACTIVIT	211.231.575		Youmans		998 00129
	MUSIC AT MERIDIAN	300.00	SPECIAL EVENTS - ACTIVIT	211.231.575		Youmans		998 00267
	MUSIC AT MERIDIAN	300.00	SPECIAL EVENTS - ACTIVIT	211.231.575		Youmans		998 00364
		700.00	*VENDOR TOTAL					
FAMILY DOLLAR	ADULT CRAFT NIGHT SUPPLY	2.19	RECREATION SUPPLIES	701.701.242		Yankton Librar		998 00085
FASTENAL COMPANY 01SDY	HAND TOWELS	243.67	JANITORIAL SUPPLIES	601.601.236		Chytka		998 00287
	ROTOR CLIP	16.90	GARAGE PARTS	801.801.249		Potts		998 00365
		260.57	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
FEDEX70269612	POSTAGE	34.05	POSTAGE	101.111.231		Rothenberger		998 00253
FERGUSON ENTERPRISES28	METER PARTS	798.04	METER TECHNOLOGY UPGRADE	602.602.351		Robinson		998 00196
FRIDAYPARTS LIMITED	EQUIPMENT PARTS	114.24	REP. & MAINT. - EQUIPMEN	201.201.221		Kirchner		998 00342
FRONTIER MILLS	GRASS SEED	5,555.00	AGRICULTURAL SUPPLIES	201.201.241		Kortan		998 00025
GOTOCOM GOTOMEETING	SOFTWARE SUBSCRIPTION	192.00	SUBSCRIPTIONS & PUBLICAT	101.105.235		Johnson		998 00093
H & K OIL INC OFFICE	NEW TUBE, TIRE REPAIR	186.30	GARAGE PARTS	801.801.249		Kulhavy		998 00201
HOLIDAY INN AT KCI	LODGING	710.50	TRAVEL EXPENSE	101.111.263		Osborne		998 00430
	LODGING	710.50	TRAVEL EXPENSE	101.111.263		Osborne		998 00437
		1,421.00	*VENDOR TOTAL					
HY-VEE YANKTON 1899	COMPREHENSIVE PLAN	146.78	CONFERENCE & MEETINGS	101.106.265		Kuenzli		998 00059
	COMPREHENSIVE PLAN	59.96	CONFERENCE & MEETINGS	101.106.265		Kuenzli		998 00065
	TAX REFUND	2.42CR	CONFERENCE & MEETINGS	101.106.265		Kuenzli		998 00203
	TAX REFUND	6.90CR	CONFERENCE & MEETINGS	101.106.265		Kuenzli		998 00208
	COMPREHENSIVE PLAN	129.15	CONFERENCE & MEETINGS	101.106.265		Kuenzli		998 00235
	WATER AND ICE	31.38	PROFESSIONAL SERVICES	101.111.202		Rothenberger		998 00105
	CONCESSIONS	22.58	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00133
	CONCESSIONS	4.58	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00250
	KIDS EVENT SERIES	35.97	SPECIAL EVENTS - ACTIVIT	211.231.575		Youmans		998 00404
		421.08	*VENDOR TOTAL					
IN ADVANCED GRAPHIX,	PATROL VEHICLE LETTERING	89.00	REP. & MAINT. -VEHICLES	101.111.222		Rothenberger		998 00254
IN ARROW MANUFACTURIN	AUTO EJECT	365.00	REP. & MAINT. - VEHICLES	101.114.222		Linke		998 00023
IN BOOK PAGE	SUBSCRIPTION	414.00	SUBSCRIPTIONS & PUBLICAT	101.142.235		Schmidt		998 00393
IN GUARDIAN ALLIANCE	BACKGROUND CHECK	12.00	PROFESSIONAL SERVICES	101.111.202		Foote		998 00256
IN LOS DESIGNS LLC DB	PARADE SIGNS	153.06	RECREATION SUPPLIES - O	201.201.242		Schieffer		998 00163

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
IN POWERS PORT A POT	PORTA POTS	135.00	CONTRACTED SERVICES - OP	201.201.204		Youmans		998 00237
	PORTA POTS	900.00	SPECIAL EVENTS - ACTIVIT	211.231.575		Youmans		998 00238
		1,035.00	*VENDOR TOTAL					
INTOXIMETERS INC	PBT TUBES	135.00	REP. & MAINT. - EQUIPMEN	101.111.221		Rothenberger		998 00408
IPY MIDWEST ALARM	SECURITY MONITORING	122.63	CONTRACTED SERVICES - OP	201.201.204		Kirchner		998 00161
ISA	MEMBERSHIP	170.00	MEMBERSHIP DUES	201.201.261		Kortan		998 00079
J.W. PEPPER	SINGERS REC PROGRAM	99.56	RECREATION SUPPLIES	203.203.242		McHenry		998 00048
	SINGERS FALL PROGRAM	235.49	RECREATION SUPPLIES	203.203.242		McHenry		998 00248
		335.05	*VENDOR TOTAL					
JACKS UNIFORMS & EQUI	UNIFORM NAME TAG	11.00	UNIFORMS	101.111.244		Rothenberger		998 00185
	UNIFORM SHIRTS	309.79	UNIFORMS	101.111.244		Rothenberger		998 00241
		320.79	*VENDOR TOTAL					
JCL SOLUTIONS-SIOUX FA	JANITORIAL SUPPLIES	95.14	JANITORIAL SUPPLIES	201.201.236		Kirchner		998 00153
	JANITORIAL SUPPLIES	360.45	JANITORIAL SUPPLIES	201.201.236		Kirchner		998 00243
	JANITORIAL SUPPLIES	296.21	JANITORIAL SUPPLIES	203.203.236		McHenry		998 00134
	JANITORAIL SUPPLIES	98.14	JANITORIAL SUPPLIES	202.202.236		McHenry		998 00209
	CLEANING SUPPLIES	95.14	JANITORIAL SUPPLIES	202.202.236		McHenry		998 00418
		945.08	*VENDOR TOTAL					
JIMMY JOHNS - 1002	TRAVEL EXPENSE	15.54	TRAVEL EXPENSE	101.111.263		Yankton Police		998 00005
JIMMY JOHNS - 924	TRAVEL EXPENSE	16.15	TRAVEL EXPENSE	201.201.263		Kortan		998 00263
KAISER REFRIGERATION I	REPAIR ROPE	30.50	REP. & MAINT. - EQUIPMEN	101.123.221		Gobel		998 00244
	EQUIPMENT STRING	31.49	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00120
	EQUIPMENT OIL	28.99	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00211
	LEAF BLOWER REPAIRS	30.49	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00268
	EQUIPMENT STRING	29.98	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00402
	SHOP SUPPLIES	78.98	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00361
	WEED TRIMMER REPAIRS	120.95	REP. & MAINT. - PLANT	611.611.221		Monson		998 00285
	FASTENER	2.99	REP. & MAINT. - EQUIPMEN	101.123.221		Ulmer		998 00276
	BLADES	29.98	REP. & MAINT. - EQUIPMEN	204.204.221		Walsh		998 00007
	EQUIPMENT SUPPLIES	55.98	REP. & MAINT. - EQUIPMEN	204.204.221		Walsh		998 00335
	EQUIPMENT STRING	59.98	REP. & MAINT. - EQUIPMEN	204.204.221		Walsh		998 00403
		500.31	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
KEEP THE PROMISE	FIRE PREVENTION DECALS	285.00	PREVENTION	101.114.268		Linke		998 00115
KINSMAN GARDEN COMPANY	COCO-FIBER LINERS	22.16	AGRICULTURAL SUPPLIES	201.201.241		Kortan		998 00099
KOLETZKY IMPLEMENT INC	TANK	141.00	GARAGE PARTS	801.801.249		Hespe		998 00055
	TURN/SMV LAMP	126.00	GARAGE PARTS	801.801.249		Hespe		998 00356
	MOWER REPAIRS	244.88	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00262
	EQUIPMENT REPAIRS	167.48	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00291
		679.36	*VENDOR TOTAL					
KOPETSKYS ACE HDWE	AIR FILTERS	62.91	REP. & MAINT. - BUILDING	202.202.223		Groves		998 00270
	OFFICE SUPPLIES	13.37	REP. & MAINT. - BUILDING	201.201.223		Jensen		998 00123
	SHOP SUPPLIES	30.95	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00045
	SHOP SUPPLIES	37.99	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00315
	SHOP SUPPLIES	69.99	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00409
	TRUCK SUPPLIES	92.96	REP. & MAINT. -VEHICLES	201.201.222		Kortan		998 00074
	AGRICULTURAL SUPPLIES	102.97	AGRICULTURAL SUPPLIES	201.201.241		Kortan		998 00416
	CAR WASH SOAP	24.77	REP. & MAINT. - VEHICLES	101.114.222		Linke		998 00101
	WOOD SCREWS	19.97	LEARNING	101.114.264		Linke		998 00173
	SHOP SUPPLIES	8.06	REP. & MAINT. - BUILDING	201.201.223		Lofink		998 00343
	LOCATOR BATTERIES	79.96	REP. & MAINT. - DISTRIBU	601.601.226		Robinson		998 00271
	TAPE	5.99	OFFICE SUPPLIES	101.111.232		Rothenberger		998 00071
	SANDING DISC	26.57	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00076
	WEED KILLER	99.98	AGRICULTURAL SUPPLIES	201.201.241		Schieffer		998 00091
	GLOVES	35.97	MEDICAL & SAFETY SUPPLIE	201.201.243		Schieffer		998 00092
	TRIM LINE	13.99	REP. & MAINT. - EQUIPMEN	101.127.221		Stuen		998 00178
		726.40	*VENDOR TOTAL					
LABSTRONG CORPORATION	STILL FILTER	315.32	REP. & MAINT. - PLANT	611.611.221		Hanson		998 00324
LEADERSHIP UNDER FIRE	LEADERSHIP COURSE	800.00	LEARNING	101.114.264		Linke		998 00160
	LEADERSHIP COURSE	800.00	LEARNING	101.114.264		Linke		998 00171
		1,600.00	*VENDOR TOTAL					
LEADING EDGE FUNDRAISI	REIMBURSEMENT	26.25	PROFESSIONAL SERVICES	101.123.202		Potts		998 00054
LLRMI	ARSON INVESTIGATION	150.00	LEARNING	101.114.264		Linke		998 00168
LOCATORS & SUPPLIES IN	GLOVES	147.47	REP. & MAINT. - COLLECTI	611.611.226		Robinson		998 00014

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
MARSHALL BOND PUMPS	PUMP EXHAUST ELEMENTS	342.68	REP. & MAINT. - PLANT	611.611.221		Hanson		998 00278
MENARDS YANKTON SD	HARDWARE, TRASHBAGS	46.61	REP. & MAINT. - PLANT	601.601.221		Chytka		998 00103
	LIGHT BULBS, BATTERIES	49.45	REP. & MAINT. - PLANT	601.601.221		Chytka		998 00255
	FAN	179.99	REP. & MAINT. - PLANT	601.601.221		Chytka		998 00319
	BATTERIES	27.96	OFFICE SUPPLIES	101.123.232		Gobel		998 00216
	PAINTER'S TAPE	39.96	ROAD MATERIALS	101.123.239		Gobel		998 00387
	EQUIPMENT REPAIRS	72.27	REP. & MAINT. - EQUIPMEN	202.202.221		Groves		998 00020
	SUMP PUMP	189.99	REP. & MAINT. - BUILDING	202.202.223		Groves		998 00061
	DOOR REPAIR	136.78	REP. & MAINT. - BUILDING	611.611.223		Hanson		998 00058
	CLEANING SUPPLIES	177.12	JANITORIAL SUPPLIES	611.611.236		Hanson		998 00428
	KEY SET	5.99	REP. & MAINT. - BUILDING	101.125.223		Homstad		998 00212
	COAX CABLE	19.88	REP. & MAINT. - EQUIPMEN	101.105.221		Johnson		998 00200
	SHOP SUPPLIES	15.12	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00028
	RIVERSIDE PARK REPAIRS	31.98	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00094
	FISH CLEANING STATION	32.77	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00306
	SHOP SUPPLIES	26.77	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00441
	LANDSCAPE BLOCKS	103.06	AGRICULTURAL SUPPLIES	204.204.241		Lehman		998 00046
	PAVERS	69.37	AGRICULTURAL SUPPLIES	204.204.241		Lehman		998 00052
	CASTER WHEELS	34.86	REP. & MAINT. - BUILDING	101.142.223		Mastalir		998 00027
	TOGGLE SWITCH	12.22	REP. & MAINT. - BUILDING	101.141.223		Mastalir		998 00069
	HANGERS, CLEANER	31.48	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00204
	JANITORIAL SUPPLIES	103.28	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00310
	WEED CONTROL	65.10	REP. & MAINT. - BUILDING	101.125.223		Mastalir		998 00380
	FAUCET HANDLE	13.98	REP. & MAINT. - BUILDING	101.142.223		Mastalir		998 00381
	FAUCET	39.00	REP. & MAINT. - BUILDING	101.141.223		Mastalir		998 00391
	ADHESIVE	6.48	BUILDINGS & STRUCTURES	101.125.320		Morrow		998 00057
	SHOP VAC FILTERS	28.58	BUILDINGS & STRUCTURES	101.125.320		Morrow		998 00140
	ELECTRICAL PROJECT	13.98	BUILDINGS & STRUCTURES	101.125.320		Morrow		998 00294
	POOL REPAIR SUPPLIES	88.95	REP. & MAINT. - BUILDING	203.203.223		Pavel		998 00127
	POOL WINTERIZATION	299.00	REP. & MAINT. - BUILDING	202.202.223		Pavel		998 00138
	PARK REPAIRS	119.96	REP. & MAINT. - BUILDING	201.201.223		Pavel		998 00345
	IRRIGATION REPAIRS	26.52	AGRICULTURAL SUPPLIES	201.201.241		Pavel		998 00357
	IRRIGATION	2.58	AGRICULTURAL SUPPLIES	201.201.241		Pavel		998 00401
	IRRIGATION	5.73	AGRICULTURAL SUPPLIES	201.201.241		Pavel		998 00446
	BATTERIES	62.55	OFFICE SUPPLIES	637.637.232		Potts		998 00136
	JANITORIAL SUPPLIES	63.43	JANITORIAL SUPPLIES	601.601.236		Rothermel		998 00030
	SHELF BRACKET, SHIM	14.26	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00118
	SAFETY GLASSES	14.47	MEDICAL, SAFETY, & LAB. S	601.601.243		Rothermel		998 00279
	LIGHT BULBS	18.57	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00299
	SHELVING REPAIR SUPPLIES	21.79	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00321
	IRRIGATION FITTINGS	66.17	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00419
	PVC RISERS	7.35	REP. & MAINT. - PLANT	601.601.221		Rothermel		998 00439
	HARDWARE	1.59	SMALL TOOLS & HARDWARE	201.201.247		Steinberg		998 00376
	OUTLET REPAIR	7.27	REP. & MAINT. - BUILDING	201.201.223		Thompson		998 00358
	VACUUM	159.99	JANITORIAL SUPPLIES	203.203.236		Wattier		998 00036
		2,554.21	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
MICHAELS STORES 9602	MUSIC AT MERIDIAN	113.91	SPECIAL EVENTS - ACTIVIT	211.231.575		Kortan		998 00264
MIDCO	RADIO INTERNET	123.39	PROFESSIONAL SERVICES	101.111.202		Johnson		998 00328
MIDWEST TIRE AND MUFFL	MOWER REPAIRS	106.00	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00088
	TIRE REPAIRS	106.00	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00100
	MOWER REPAIRS	64.00	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00148
	TRUCK REPAIRS	126.50	REP. & MAINT. -VEHICLES	204.204.222		Jensen		998 00327
	TIRES	108.00	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00359
	MOWER REPAIRS	149.50	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00377
	MOWER REPAIRS	36.54	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00412
	TRUCK TIRES	464.20	GARAGE PARTS	801.801.249		Kulhavy		998 00281
	TRUCK TIRES	2,520.00	GARAGE PARTS	801.801.249		Kulhavy		998 00413
		3,680.74	*VENDOR TOTAL					
MIDWEST TURF & IRRIGAT	EQUIPMENT REPAIRS	38.31	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00116
	BLADE KIT	189.46	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00174
		227.77	*VENDOR TOTAL					
MOUNT MARTY UNIVERSITY	MMU PARADE ENTRANCE FEE	25.00	PROMOTIONAL	201.201.210		Larson		998 00425
MUTT MITT	DOG BAGS	3,658.30	RECREATION SUPPLIES - O	201.201.242		McHenry		998 00308
NAPA AUTO PARTS	MOWER REPAIRS	28.84	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00182
	BATTERIES FOR GENERATOR	320.42	REP. & MAINT. - COLLECTI	611.611.226		Robinson		998 00219
		349.26	*VENDOR TOTAL					
NORTHTOWN AUTOMOTIVE	TENSIONER KIT, COVER	90.34	GARAGE PARTS	801.801.249		Kulhavy		998 00062
NRA MEMBERSHIP INTERNE	NRA MEMBERSHIP	20.00	MEMBERSHIP DUES	101.111.261		Rothenberger		998 00141
	NRA MEMBERSHIP	20.00	MEMBERSHIP DUES	101.111.261		Rothenberger		998 00154
		40.00	*VENDOR TOTAL					
ONE OFFICE SOLUTION	OFFICE SUPPLIES	114.63	OFFICE SUPPLIES	201.201.232		McHenry		998 00001
	OFFICE SUPPLIES	6.38	OFFICE SUPPLIES	101.111.232		Rothenberger		998 00162
		121.01	*VENDOR TOTAL					
ORACL WAFFLE HOUSE	TRAVEL EXPENSE	29.50	TRAVEL EXPENSE	101.111.263		Hansen		998 00444

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
OREILLY 3232								
	NEUTRAL SWITCH	40.31	GARAGE PARTS	801.801.249		Kulhavy		998 00142
	COPPER LUGS	6.69	GARAGE PARTS	801.801.249		Kulhavy		998 00151
	TRAILER WIRE	31.99	GARAGE PARTS	801.801.249		Kulhavy		998 00245
	OIL FILTER	24.79	GARAGE PARTS	801.801.249		Kulhavy		998 00286
	CV BOOT KIT	22.03	GARAGE PARTS	801.801.249		Kulhavy		998 00386
		125.81	*VENDOR TOTAL					
OVERDRIVE DIST								
	EBOOKS	412.82	E-BOOKS	101.142.209		Schmidt		998 00039
	EBOOKS	1,088.51	E-BOOKS	101.142.209		Schmidt		998 00176
		1,501.33	*VENDOR TOTAL					
PAYPAL EBAY US								
	SOFTWARE SCADA	52.95	REP. & MAINT. - PLANT	611.611.221		Johnson		998 00047
	COMPUTER MONITOR	99.97	REP. & MAINT. - EQUIPMEN	101.105.221		Johnson		998 00288
	COMPUTER MONITOR	110.00	REP. & MAINT. - EQUIPMEN	101.105.221		Johnson		998 00307
		262.92	*VENDOR TOTAL					
PFS HEALTHWORKS								
	PRE EMPLOYMENT EXAM	35.18	PROFESSIONAL SERVICES	631.631.202		Bailey		998 00240
PHEASANTLAND INDUSTRIE								
	SAFETY APPAREL	67.62	UNIFORMS & DRY GOODS	601.601.244		Bailey		998 00144
POOLWEB COM								
	CHEMICALS	255.98	CHEMICALS & GASES	202.202.240		Youmans		998 00167
PY PIZZA RANCH								
	CONCESSIONS	1,947.86	MISCELLANEOUS CONCESSION	202.202.728		McHenry		998 00382
	CONCESSIONS	890.00	MISCELLANEOUS CONCESSION	202.202.728		McHenry		998 00426
	CONCESSIONS	440.00	MISCELLANEOUS CONCESSION	202.202.728		McHenry		998 00438
	CONCESSIONS	1,100.00	MISCELLANEOUS CONCESSION	202.202.728		McHenry		998 00447
	CONCESSIONS	1,570.00	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00231
	CONCESSIONS	1,054.99	MISCELLANEOUS CONCESSION	202.202.728		Youmans		998 00150
		7,002.85	*VENDOR TOTAL					
RAM MOUNTS								
	LOCATOR MOUNT	136.91	REP. & MAINT. - DISTRIBU	601.601.226		Robinson		998 00009
RIVERSIDE HYDRAULICS I								
	HOSE, HYDRAULIC ENDS	30.09	GARAGE PARTS	801.801.249		Hespe		998 00044
	SEAL, GASKET BODY, MISC	358.24	GARAGE PARTS	801.801.249		Hespe		998 00440
	FITTINGS, UNION, HOSE	498.47	GARAGE PARTS	801.801.249		Kulhavy		998 00180
		886.80	*VENDOR TOTAL					
RONS AUTO GLASS								
	WINDSHIELD	384.80	GARAGE PARTS	801.801.249		Kulhavy		998 00252



VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
RUBY TUESDAY 6612	TRAVEL EXPENSE	35.55	TRAVEL EXPENSE	611.611.263		McClennen		998 00198
SCHWEISS DOORS	DOOR SPRINGS	223.21	REP. & MAINT. - BUILDING	101.127.223		Stuen		998 00089
SD LIBRARY ASSOCIATION	CONFERENCE REGISTRATION	215.00	CONFERENCE & MEETINGS	101.142.265		Dobrovolny		998 00119
	SDLA MEMBERSHIP DUES	26.00	MEMBERSHIP DUES	101.142.261		Dobrovolny		998 00125
	CONFERENCE REGISTRATION	215.00	CONFERENCE & MEETINGS	101.142.265		Dobrovolny		998 00183
	SDLA MEMBERSHIP DUES	115.00	MEMBERSHIP DUES	101.142.261		Dobrovolny		998 00325
	CONFERENCE REGISTRATION	215.00	CONFERENCE & MEETINGS	101.142.265		Yankton Librar		998 00329
	SDLA MEMBERSHIP DUES	32.00	MEMBERSHIP DUES	101.142.261		Yankton Librar		998 00334
		818.00	*VENDOR TOTAL					
SDMUNI SOUTH DAKOTA M	SDML	128.69	CONFERENCE & MEETINGS	101.106.265		Bies		998 00143
SHERWIN WILLIAMS 70301	RIVERSIDE PARK SUPPLIES	89.67	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00218
SNAPFISH US	OFFICER WALL PHOTOS	276.59	PRINTING & BINDING	101.111.233		Hobza		998 00186
SQ BUHLS CLEANERS	UNIFORM ALTERATIONS	58.00	UNIFORMS	101.111.244		Rothenberger		998 00008
	UNIFORM ALTERATIONS	35.00	UNIFORMS	101.111.244		Rothenberger		998 00084
		93.00	*VENDOR TOTAL					
SQ COUNTERFEIT CATERI	SUMMER READING PROGRAM	985.50	RECREATION SUPPLIES	701.701.242		Schmidt		998 00399
SQ HANSEN LOCKSMITHIN	KEYS	42.50	REP. & MAINT. - PLANT	601.601.221		Chytka		998 00175
SQ SAFETY BENEFITS, I	SAFETY CONFERENCE	75.00	CONFERENCE & MEETINGS	101.107.265		Bailey		998 00016
SQ SD WATER & WASTEWA	ANNUAL CONFERENCE FEES	465.00	LEARNING	601.601.264		Chytka		998 00410
SQ SOUTH DAKOTA NETWO	SD NETWORK MEMBERSHIP	207.14	MEMBERSHIP DUES	101.111.261		O'Farrell		998 00274
STAN HOUSTON EQUIPMENT	GLOVES	107.12	UNIFORMS & DRY GOODS	611.611.244		Hanson		998 00273
SWANK MOTION PICTURES	MOVIE LICENSE	325.00	RECREATION SUPPLIES	701.701.242		Dobrovolny		998 00282

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
TACO JOHNS 9804 BRANDO	TRAVEL EXPENSE	20.54	CONFERENCE & MEETINGS	208.208.265		Yankton Dispat		998 00442
TESSMAN COMPANY SIOUX	CHEMICALS	3,554.97	CHEMICALS & GASES	201.201.240		Kirchner		998 00010
	CHEMICALS	2,234.35	CHEMICALS & GASES	201.201.240		Kirchner		998 00247
	CHEMICALS	310.29	CHEMICALS & GASES	201.201.240		Kirchner		998 00436
		6,099.61	*VENDOR TOTAL					
THE J. P. COOKE, COMPA	OVERCHARGE REIMBURSEMENT	6.00CR	PROFESSIONAL SERVICES	101.111.202		Hobza		998 00131
	DOG TAGS FOR 2025	137.95	PROFESSIONAL SERVICES	101.111.202		Hobza		998 00145
		131.95	*VENDOR TOTAL					
TITAN MACHINERY-YANKTO	OIL FILTER	29.02	GARAGE PARTS	801.801.249		Hespe		998 00400
TRACTOR-SUPPLY-CO #026	FOUNTAIN REPAIRS	699.99	REP. & MAINT. - BUILDING	202.202.223		Bornitz		998 00149
	STRUTS FOR TOOL BOX	55.98	REP. & MAINT. - DISTRIBU	601.601.226		Robinson		998 00363
	DOG FOOD AND SUPPLIES	136.44	K-9 UNIT MEDICAL CARE	101.111.246		Wilson		998 00060
		892.41	*VENDOR TOTAL					
TRK HOSTING	INTERNET HOSTING	7.95	INTERNET ACCESS	101.105.270		Johnson		998 00210
TRUCK TRAILER SALES &	TOW HOOKS	325.10	GARAGE PARTS	801.801.249		Hespe		998 00019
	RELAY, HOSE SET, LIGHTS	428.50	GARAGE PARTS	801.801.249		Hespe		998 00040
	OIL CAP	14.50	GARAGE PARTS	801.801.249		Hespe		998 00375
	LIGHTS	343.86	GARAGE PARTS	801.801.249		Hespe		998 00427
	FAN DRIVE	1,177.50	GARAGE PARTS	801.801.249		Hespe		998 00429
	RETURN	13.86CR	GARAGE PARTS	801.801.249		Hespe		998 00449
		2,275.60	*VENDOR TOTAL					
UPS 1ZC1X5800120022814	MONTHLY NUTRIENT TESTING	67.63	PROFESSIONAL SERVICES	611.611.202		Hanson		998 00113
USABLUEBOOK	SHOP SUPPLIES	170.77	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00405
USPS PO 4698100078	POSTAGE	4.03	POSTAGE	101.111.231		Hansen		998 00017
	SHIPPING	45.35	POSTAGE	101.111.231		Osborne		998 00152
	POSTAGE	43.95	POSTAGE	101.111.231		Schindler		998 00344
	POSTAGE	11.70	POSTAGE	101.104.231		Yardley		998 00202
		105.03	*VENDOR TOTAL					
VCN YANKTONRODCTR	DEED RECORDING	32.50	PUBLISHING	101.106.211		Bies		998 00096

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
VIDDLER INC	VIDEO HOSTING	41.49	PROFESSIONAL SERVICES	101.101.202		Johnson		998 00199
VWR INTERNATIONAL INC	LAB SUPPLIES	57.86	MEDICAL,SAFETY, & LAB. S	611.611.243		Hoilien		998 00385
WAL-MART #1483	FLOAT SUPPLIES	21.69	PROMOTIONAL	201.201.210		Kortan		998 00097
	PRINTERS	98.00	OFFICE SUPPLIES	201.201.232		McHenry		998 00012
	FRUIT FRIDAYS	74.09	RECREATION SUPPLIES	203.203.242		McHenry		998 00126
	FRUIT FRIDAYS	80.95	RECREATION SUPPLIES	203.203.242		McHenry		998 00232
	FRUIT FRIDAYS	65.38	RECREATION SUPPLIES	203.203.242		McHenry		998 00362
	EVIDENCE BAGS	9.34	SPECIAL ACCOUNT - DETECT	101.111.266		Rothenberger		998 00003
	OFFICE SUPPLIES	57.38	OFFICE SUPPLIES	101.111.232		Rothenberger		998 00159
	SUMMER READING PROGRAM	77.64	RECREATION SUPPLIES	701.701.242		Schmidt		998 00411
	PROGRAMS SUPPLIES	14.98	RECREATION SUPPLIES	203.203.242		Wattier		998 00258
	OFFICE SUPPLIES	29.19	OFFICE SUPPLIES	202.202.232		Wattier		998 00259
	CONCESSIONS	31.68	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00295
	OFFICE SUPPLIES	36.36	OFFICE SUPPLIES	202.202.232		Wattier		998 00320
	JANITORIAL SUPPLIES	35.94	JANITORIAL SUPPLIES	202.202.236		Wattier		998 00330
	OFFICE SUPPLIES	35.76	OFFICE SUPPLIES	202.202.232		Wattier		998 00331
	CONCESSIONS	10.08	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00378
	OFFICE SUPPLIES	184.89	OFFICE SUPPLIES	202.202.232		Wattier		998 00379
	TENNIS PROGRAM	29.40	RECREATION SUPPLIES	203.203.242		Wattier		998 00395
		892.75	*VENDOR TOTAL					
WALGREENS #9806	SUMMER READING PROGRAM	56.97	RECREATION SUPPLIES	701.701.242		Schmidt		998 00431
WENDYS 10680	TRAVEL EXPENSE	20.52	TRAVEL EXPENSE	101.111.263		Hansen		998 00423
WM SUPERCENTER #1483	PRINTER INK	59.00	OFFICE SUPPLIES	101.122.232		Goeden		998 00164
	OFFICE SUPPLIES	71.91	OFFICE SUPPLIES	208.208.232		Hussein		998 00172
	WEATHER MONITORING	328.00	OFFICE SUPPLIES	208.208.232		Hussein		998 00269
	PENS	18.44	OFFICE SUPPLIES	601.601.232		Rothermel		998 00332
	OFFICE SUPPLIES	4.97	OFFICE SUPPLIES	201.201.232		Schieffer		998 00080
	PROGRAM SUPPLIES	25.00	PROGRAM SUPPLIES	101.142.242		Schmidt		998 00260
	FRUIT FRIDAYS	55.26	RECREATION SUPPLIES	203.203.242		Wattier		998 00041
	OFFICE SUPPLIES	76.65	OFFICE SUPPLIES	202.202.232		Wattier		998 00095
	CONCESSIONS	8.76	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00108
	CONCESSIONS	33.06	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00117
	CONCESSIONS	24.57	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00156
	LEAGUE SUPPLIES	45.20	AWARDS	203.203.784		Wattier		998 00205
	CONCESSIONS	82.93	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00206
	OFFICE SUPPLIES	146.24	OFFICE SUPPLIES	202.202.232		Wattier		998 00207
	CONCESSIONS	16.08	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00317
	OFFICE SUPPLIES	34.55	OFFICE SUPPLIES	202.202.232		Wattier		998 00318
	OFFICE SUPPLIES	56.63	OFFICE SUPPLIES	202.202.232		Wattier		998 00432
	CONCESSIONS	77.84	MISCELLANEOUS CONCESSION	202.202.728		Wattier		998 00433

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WM SUPERCENTER #1483								
	PROGRAM SUPPLIES	34.62	PROGRAM SUPPLIES	101.142.242		Yankton Librar		998 00197
	JANITORIAL SUPPLIES	2.48	JANITORIAL SUPPLIES	101.142.236		Yankton Librar		998 00434
	SUMMER READING PROGRAM	63.61	RECREATION SUPPLIES	701.701.242		Yankton Librar		998 00435
		1,265.80	*VENDOR TOTAL					
WPY THE DAM FOOLS								
	CLASS REGISTRATION	25.00	LEARNING	101.114.264		Linke		998 00169
	REGISTRATION	25.00	LEARNING	101.114.264		Linke		998 00242
	REGISTRATION	100.00	LEARNING	101.114.264		Linke		998 00266
		150.00	*VENDOR TOTAL					
WWP OLSONS PEST TECHN								
	PEST CONTROL	219.00	REP. & MAINT. - BUILDING	101.114.223		Linke		998 00190
	PEST CONTROL	185.00	PROFESSIONAL SERVICES	202.202.202		McHenry		998 00155
	PEST CONTROL	93.00	PROFESSIONAL SERVICES	101.142.202		Schmidt		998 00333
		497.00	*VENDOR TOTAL					
X CORP. PAID FEATURES								
	SOCIAL MEDIA	84.00	SUBSCRIPTIONS & PUBLICAT	101.106.235		Bies		998 00029
YANKTON COUNTY OBSERVE								
	RECEIPT BOOKS	267.50	OFFICE SUPPLIES	101.142.232		Yankton Librar		998 00037
YANKTON JANITORIAL								
	JANITORIAL SUPPLIES	160.60	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00072
	TRASH LINERS,PAPER TOWEL	294.90	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00132
	CLEANER	12.50	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00139
	TOWEL ROLLS	72.00	JANITORIAL SUPPLIES	101.141.236		Mastalir		998 00346
	JANITORIAL SUPPLIES	33.60	JANITORIAL SUPPLIES	101.125.236		Mastalir		998 00347
	JANITORIAL SUPPLIES	136.00	JANITORIAL SUPPLIES	101.127.236		Stuen		998 00157
		709.60	*VENDOR TOTAL					
YANKTON MEDIA INC								
	SUBSCRIPTION	8.99	SUBSCRIPTIONS & PUBLICAT	201.201.235		McHenry		998 00191
YANKTON MEDICAL CLINIC								
	EXAMINATIONS	912.00	EXAMINATIONS	101.114.205		Bailey		998 00305
YANKTON RADIO GROUP								
	ADVERTISEMENTS	234.00	PUBLISHING	201.201.211		McHenry		998 00390
	ADVERTISING	220.00	ADVERTISING	202.202.211		McHenry		998 00394
		454.00	*VENDOR TOTAL					
YANKTON THRIVE								
	EMPLOYEE APPRECIATION	150.00	EMPLOYEE ENGAGEMENT	101.107.141		Bailey		998 00311
	THRIVE MEETING	15.00	CONFERENCE & MEETINGS	101.102.265		Bailey		998 00312
	THRIVE MEETING	15.00	CONFERENCE & MEETINGS	101.104.265		Bailey		998 00313
	THRIVE MEETING	15.00	CONFERENCE & MEETINGS	101.106.265		Bailey		998 00314
		195.00	*VENDOR TOTAL					

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
YANKTON WINNELSON CO	RIVERSDIE PARK REPAIRS	144.90	REP. & MAINT. - BUILDING	201.201.223		Kirchner		998 00070
	BATHROOM REPAIRS	2.95	REP. & MAINT. - BUILDING	202.202.223		Pavel		998 00249
		147.85	*VENDOR TOTAL					
YANKTONMEDIAINC	CLASSIFIED	190.80	PUBLISHING	201.201.211		Bailey		998 00112
	CLASSIFIED	378.77	PUBLISHING	601.601.211		Bailey		998 00297
		569.57	*VENDOR TOTAL					
2201 - SPRINKLERWHSE	IRRIGATION SUPPLIES	390.50	AGRICULTURAL SUPPLIES	201.201.241		Kirchner		998 00106
24 - DIY ENGINE IL	COURSE REGISTRATION	500.00	LEARNING	101.114.264		Linke		998 00031
818 AUTO VALUE - YANKT	REPAIR KIT	10.47	REP. & MAINT. - PLANT	611.611.221		Gusso		998 00414
	OIL FILTER	33.29	GARAGE PARTS	801.801.249		Hespe		998 00006
	OIL FILTER	22.67	GARAGE PARTS	801.801.249		Hespe		998 00026
	HYDRAULIC FILTER	71.57	GARAGE PARTS	801.801.249		Hespe		998 00035
	HYDRAULIC AIR FILTERS	149.26	GARAGE PARTS	801.801.249		Hespe		998 00257
	GASKET SEALER	19.99	GARAGE PARTS	801.801.249		Hespe		998 00265
	V-RIBBED BELT	56.99	GARAGE PARTS	801.801.249		Hespe		998 00445
	MOWER REPAIRS	15.21	REP. & MAINT. - EQUIPMEN	201.201.221		Jensen		998 00067
	TRUCK BATTERY	152.99	REP. & MAINT. -VEHICLES	201.201.222		Jensen		998 00189
	AIR, OIL & CABIN FILTERS	381.06	GARAGE PARTS	801.801.249		Potts		998 00073
	AIR AND OIL FILTERS	438.60	GARAGE PARTS	801.801.249		Potts		998 00277
	FILTERS AND LUBRICANTS	328.02	GARAGE PARTS	801.801.249		Potts		998 00415
	CABIN AIR FILTER	48.23	GARAGE PARTS	801.801.249		Potts		998 00417
		1,728.35	*VENDOR TOTAL					

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	83,943.08							

RECORDS PRINTED - 000443

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	26,782.46
201	PARKS AND RECREATION	21,843.26
202	HUETHER FAMILY AQUATICS CTR	11,443.27
203	SUMMIT ACTIVITY CENTER	2,025.11
204	MARNE CREEK	538.82
206	CEMETERY	506.01
208	911/DISPATCH	775.45
211	LODGING SALES TAX	1,749.88
601	WATER OPERATION	2,557.38
602	WATER RENEWAL/REPLACEMENT	798.04
611	WASTE WATER OPERATION	3,354.62
631	SOLID WASTE	236.46
637	JOINT POWER	92.47
701	LIBRARY TRUST	1,988.47
801	CENTRAL GARAGE	9,251.38
TOTAL ALL FUNDS		83,943.08

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	83,943.08
TOTAL ALL BANKS		83,943.08

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

DATE ..... APPROVED BY .....

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**OFFICE OF THE CITY MANAGER**

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

VOL. 59 NUMBER 16

**Commission Information Memorandum**

The Yankton City Commission meeting on Monday, September 9, 2024 will begin at 7:00 pm.

**Non-Agenda Items of Interest**

**1) Finance Department Update**

Finance will be preparing the City levy for property taxes as part of the budget ordinance. In addition, delinquent special assessments will be certified to the county auditor in September.

The Finance Office continues to review assets and compile the annual surplus property listing of vehicles, equipment, and other miscellaneous items that have been determined to be no longer necessary, useful, or suitable for the purpose for which they were acquired. Surplus property may be sold, traded, loaned, destroyed, or otherwise disposed of pursuant to SDCL 6-13-1.

The City of Yankton's procurement card (P-Card) program has been in effect through the National League of Cities (NLC) and BMO Financial Group since 2012. The program has helped streamline the purchasing process through the company's online Spend Dynamics website and mobile app, and has allowed employees and supervisors to manage their departmental purchases. In addition, all P-Card receipts are virtually scanned and attached to each P-Card transaction within the website. BMO Financial also provides an annual rebate program based on the volume of purchases made during their fiscal year beginning September and ending August of each year. For the fiscal year 2023-2024 the City of Yankton has spent \$1,148,599.93, earning a 0.90% rebate worth \$10,337.40.

**2) Human Resources & Employee Engagement Department Update**

We are still accepting applications for Certified Police Officers in our Police Department.

Interviews for Utility Customer Service Clerk in the Finance Office are complete. A recommendation for hire will be forthcoming.

Interviews have been held for the position of Wastewater Plant Operations Specialist in our wastewater treatment division of the Environmental Services Department. A recommendation for hire will be forthcoming.

The position of Grounds Maintenance Worker in the Parks and Recreation Department closed on September 6. Interviews are being scheduled and a recommendation for hire will be forthcoming.

The presentation by Well 365 out of Sioux Falls for the month of September will focus on effective communication. The goal of the presentation is to help learn how to best communicate with others



without it impacting our own self-worth. The presentation has been shown to enhance workplace communication that spreads beyond just the work.

September's wellness challenge is under way. The challenge for September is watching at least five mental wellness videos distributed to us each month from Well 365. Employees are asked to track which videos they watch and submit their log at the end of the month to be entered into a drawing for a prize.

### 3) **Public Works Department Update**

Street Department crews continue asphalt patching at various locations throughout the City. Crews are also painting pavement markings in the streets and parking lots and mowing various right-of-way locations in the City. Crews will also resume seal coating streets scheduled for sealing in 2024.

#### **Cedar Street from 2<sup>nd</sup> Street to 5<sup>th</sup> Street & Cedar Street Parking Lot**

A preconstruction meeting was held on August 27 to discuss scheduling and sequence of operations of the project. The contractor has established September 9 as their project start date. The contract completion date for the project is November 1.

#### **8<sup>th</sup> Street from Burleigh Street to Ferdig Avenue**

The subcontractor, Slowey Construction, is currently finalizing the utility work between Burleigh Street and Peninah Street. Curb and gutter installation has begun on this section of the project. There should be very noticeable progress in the coming weeks.

#### **Gehl Drive Extension**

Grading has been ongoing and the contractor has begun placing base course for the new roadway. Concrete surfacing paving will begin soon.

#### **Active Transportation**

The engineering staff have staked the sidewalk locations so the contractor can begin when their schedule allows. Once the contractor is on site, the installation will go quickly.

#### **Chan Gurney Municipal Airport**

The Yankton Regional Aviation Association (YRAA) will holding their annual Airport Fly-In Breakfast fundraising event on September 15 from 8:00 AM to Noon at the Chan Gurney Municipal Airport. The breakfast will take place in the City hangar next to the terminal building at 700 East 31<sup>st</sup> Street. Pancakes, sausage, and drinks being served. The public is welcome to attend the fundraising event.

### 4) **Fire Department Update**

The Yankton Volunteer Fire Department is enhancing its training and maintenance programs through a series of initiatives. They have scheduled a "dual-location drill" with one group heading to Vermillion for a live-fire exercise while another remains in Yankton to hone vehicle extrication techniques. The department has launched "Tactics Tuesday," a semi-weekly 45-minute training session designed to boost knowledge retention and provide teaching experience to new instructors. The inaugural session, led by Assistant Chief Brian Frick, focused on gas leak responses and the use of the Sensit combustible gas detector. In maintenance efforts, Assistant Chief Frick and Firefighter Cody Steiner have conducted essential repairs on Engine 1 which is due for replacement next year. Chief Linke is encouraging interested members to participate in truck maintenance, offering hands-on experience. Emily Johnson, a new member, contributes by refueling vehicles and gaining driver training. These steps aim to improve operational readiness and skill levels among the volunteer staff.

## 5) Police Department Update

YPD participated in a “Drive Sober or Get Pulled Over” campaign from August 16 to September 2. Reports show we had 13 DUI related incidents.

The week of September 1 was Gun Storage Check Week. The month of September is National Suicide Prevention Month. In honor of this, YPD is giving out free gun locks that can be picked up at the police station. We encourage the public to check their firearm storage practices to help prevent unwanted access or access by persons who may be in crisis. National Gun Storage Check Week is sponsored by NSSF Firearm Industry Trade Association and Project ChildSafe.

<https://gunstoragecheck.org>.

Three members of our investigations team (Sgt. O’Farrell, Det. Brooke Hanson, Officer Marcus Urban) attended Mid-States Organized Crime Information Center (MOCIC) Annual Conference and Training Session in Deadwood, SD from August 27-29. They had several educational and networking opportunities that support and celebrate those who serve in law enforcement. MOCIC is one of six Regional Information Sharing Systems (RISS) Centers. The mission of the Regional Information Sharing Systems (RISS) Program is to assist local, state, federal, and tribal criminal justice partners by providing adaptive solutions and services that facilitate information sharing, support criminal investigations, and promote officer safety. <https://www.riss.net/about-us/>

## 6) Environmental Services Department Update

Staff recently applied for membership in the Dakota Mainstem Regional Water System.

The Water 2040 group, a group of water professionals from across the state of South Dakota, was formed to coordinate efforts for large water projects across the state. Several water projects are in the planning stages including the Dakota Mainstem Regional Water System (focusing on the central and southern portions of eastern South Dakota), the Western Dakota Regional Water System, and Water Investment in Northern South Dakota. The projects are focused on using the Missouri River source to create sustainable access to abundant, clean, and safe water for municipalities and rural water systems.

Dakota Mainstem current members include: Aurora-Brule Rural Water System Inc.; Big Sioux Community Water System, Inc.; City of Brandon; Brookings Municipal Utilities; Brookings-Deuel Rural Water System, Inc.; B-Y Water District; Clark Rural Water System, Inc.; Clay Rural Water System, Inc.; Davison Rural Water System, Inc.; City of Dell Rapids; Grant-Roberts Rural Water System, Inc.; Hanson Rural Water System, Inc.; City of Hartford; City of Huron; Kingbrook Rural Water System, Inc.; Lincoln County Rural Water System, Inc.; City of Madison; Mid-Dakota Rural Water System, Inc.; City of Milbank; Minnehaha Community Water Corporation; City of Mitchell; Randall Community Water District; City of Salem; City of Sioux Falls; Sioux Rural Water System, Inc.; South Lincoln Rural Water System, Inc.; TM Rural Water District; City of Vermillion; and Watertown Municipal Utilities.

Early membership ensures inclusion in pivotal initial studies such as the appraisal study and feasibility study. These studies are critical in shaping the future and direction of Dakota Mainstem, and timely membership helps ensure that our water system’s needs and capabilities are considered. There will be a point when inclusion in these studies will be closed to new members, making early participation advantageous. History has demonstrated that early participants in largescale water projects like Dakota Mainstem often reap substantial benefits in terms of influence over the project’s direction and financial savings. Early commitment secures our place in the foundational studies and guards against

higher fees, a common practice among regional water projects for latecomers. As a Dakota Mainstem member, we will be eligible to appoint a director to the board, ensuring our water system's voice is heard in decision-making processes. In cases where the primary director cannot attend a meeting, the bylaws allow an alternate director to be appointed, safeguarding our representation.

#### **7) Information & Technology Services Department Update**

IT staff is actively working on a number of significant upgrades throughout the organization including updating the networking equipment at the wastewater plant, Summit Activities Center, library, and water plant. The integration of technology for each of these operations has significantly increased over the past few years. This trend is likely to continue and puts an emphasis on retrofitting older buildings and spaces to meet the new demands. This includes both computer networking and electrical needs. The electrical wiring project for City Hall phase one is nearly complete. New panels, new lights and outlets and consolidation of services were completed in a number of areas in the building. This project is planned to continue for the next few years. The Yankton Police Department is planning to upgrade the video management system and body cameras in the near future.

#### **8) Community & Economic Development Department Update**

The annual mobile home park licensing inspection process has begun and will culminate with the City Commission's consideration of 2025 licenses at the City Commission meeting on December 9. We continue to make progress in helping ensure that mobile home units and park spaces are safe and properly cared for. We work closely with mobile home park owners to make sure their properties meet licensing requirements thus providing a viable housing option while maintaining the character of the community.

- September 6 – Mailed notices of upcoming inspections to mobile home park owners.
- September 16-20 – Mobile home park inspections.
- September 25 – Mobile home park inspections complete and prepare to send notification letters to owners with non-compliant items.
- Mid-October – Finance Department mails license applications to park owners.
- October 28 – Reinspection of non-compliant issues begins. Recommendation for approval based on compliance.
- Mid-November – Mobile home park license applications due to Finance Department.
- December 9 – City Commission considers 2025 mobile home park licenses.

FEMA has provided a written final determination for the floodplain mapping process. This is the final step before the maps are printed and become effective. The mapping process that began nine years ago will be complete on February 14, 2025 when the final effective maps are issued. This has no practical impact on day-to-day operations as we have already been regulating using the preliminary maps. As a result of this letter some properties who have Letters of Map Amendment (LOMAs) have been revalidated and some have been superseded. Those determinations are made by FEMA, not City staff. We are required to adopt the new map and updated floodplain ordinance as a condition of maintaining participation in the National Flood Insurance Program (NFIP) by the February map effective date, six months from the issuance of the final determination letter.

#### **9) Library Update**

September is Library Card Sign-Up Month! We are partnering with four local businesses to provide “perks” to customers who show their library cards – First Chiropractic, Muddy Mo’s, Pizza Ranch, and Runza. We want to encourage folks to sign up for a library card, to celebrate ALL of our card holders, and to send support and thanks back to our local businesses for helping us out with this promotion. We also have the opportunity for patrons to add to a display inside the library by sharing

what services and features they love about our library. Books are just the beginning at Yankton Community Library. In September, we hope you use your library card to explore even more in your library and in your community!

September is also Suicide Prevention Month. In honor of this, the library is partnering with Lewis & Clark Behavior Health Services to put on a presentation entitled Mental Health Matters on Thursday, September 12 at 6:00 PM. Presenters will discuss how to notice warning signs of depression as well as coping skills and resources available for getting help. We are grateful for the opportunity to partner with agencies in town to help educate and share information on important topics such as these.

The regular meeting for our Library Board of Trustees that is typically on the second Wednesday of each month has been moved to September 18 at 5:30 PM for the current month due to a scheduling conflict.

**10) Monthly reports**

The Building and Salary monthly reports are included for your review as well as minutes from the Planning Commission meeting.

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 Building Report

Permits Issued in the month of August, 2024

Issue Date	Permit #	Owner Name & Address	Use	Valuation	Contractor Name & Address	Fees
08/01/2024	BLDG-24-0143	KUDERA, JEREMY S 2702 SANTA ROSA CIR	Exterior-Roofing	\$60,000.00	H & H Roofing 1600 Whiting Drive YANKTON, SD 57078	\$20.00
08/01/2024	BLDG-24-0144	HUNHOFF, DANIEL S 407 WALNUT ST	Commercial - Alteration/Repair- Roofing	\$3,000.00	Brother & I Construction 134 Shady Lane YANKTON, SD 57078	\$36.50
08/02/2024	BLDG-24-0145	YANKTON MEDICAL CLINIC PC 1121 WEST 9 ST	Demolition	\$0.00	Jamestown Colony Utica YANKTON, SD 57078	\$20.00
08/06/2024	BLDG-24-0146	JW TRAMP CONSTRUCTION INC 1903 WEST ST	Single Family Home - New	\$246,787.73	JW TRAMP CONSTRUCTION INC 2400 BURLEIGH ST YANKTON, SD 57078	\$557.50
08/07/2024	BLDG-24-0147	ANDERSON, GINA R 2800 FRANCIS ST	Exterior-Roofing	\$16,832.00	H & H Roofing 1600 Whiting Drive YANKTON, SD 57078	\$20.00
08/07/2024	BLDG-24-0148	LARSEN, STEVEN L 212 WALNUT ST	Commercial - Alteration/Repair- Roofing	\$18,031.00	Nohava Construction 209 2nd Av SW LE MARS, IA 51031	\$100.50
08/07/2024	BLDG-24-0149	MCDONALD, BRADFORD 1005 WEST ST	Exterior- Siding/window	\$36,000.00	Greg Andersh Construction P.O. Box 131 Wagner, SD 57380	\$20.00
08/08/2024	BLDG-24-0150	JOHNSTON, JOHN J 1202 WEST 17 ST	Exterior-Windows	\$11,113.00	1-800-Hansons 977 E. 14 Mile Rd TROY, MI 48083	\$20.00
08/08/2024	BLDG-24-0151	VANBUREN, LLOYD 508 PICOTTE ST	Exterior-Re-Roofing porch	\$1,000.00	Vanburen, Lloyd 508 Picotte St YANKTON, SD 57078	\$20.00
08/09/2024	BLDG-24-0152	ANDERSON, STEPHANY M 107 MURPHY LN	Exterior-Egress	\$1,700.00	ANDERSON, STEPHANY M 107 MURPHY LN YANKTON, SD 57078	\$20.00
08/12/2024	BLDG-24-0153	VAN OSDEL, BRADLEY J 1102 MAPLE ST	Exterior-Roofing	\$20,000.00	QUALITY HOME IMPROVEMENTS LLC. 2200 DOUGLAS #57 YANKTON, SD 57078	\$20.00
08/13/2024	BLDG-24-0154	Sacred Heart Catholic Church 504 CAPITAL ST	Commercial - Alteration/Repair- Roofing	\$183,938.00	BOONE BROS. ROOFING 1432 LEECH AVE. SIOUX CITY, IA 51101	\$463.00
08/13/2024	BLDG-24-0155	PATTON, KRISTI 2908 LAKEVIEW DR	Exterior-Roofing	\$3,000.00	PATTON, KRISTI 2908 LAKEVIEW DR YANKTON, SD 57078	\$20.00

08/13/2024	BLDG-24-0156	Meredith, Christopher 1015 WEST 11 ST	Single Family Home - Alteration/Repair- Basement Finish	\$43,000.00	Cottonwood Renos 112 Homestead Ln YANKTON, SD 57078	\$187.50
08/14/2024	BLDG-24-0157	HUNHOFF, DANIEL S 407 WALNUT ST	Commercial - Alteration/Repair- Window	\$1,500.00	Herrboldt Construction 2706 Lakeview Dr. Yankton, SD 57078	\$30.00
08/15/2024	BLDG-24-0158	ACOSTA, TANIA 705 WEST 8 ST	Single Family Home - Addition- Attached Garage/siding repair	\$150,000.00	Gonzalez Construction 413 Locust Street YANKTON, SD 57078	\$412.00
08/15/2024	BLDG-24-0159	TRIMBLE, DANIEL L 800 EAST 16 ST	Single Family Home - Accessory Structure- Detached Garagae	\$25,000.00	AMACING LLC 3013 Broadway Ave. Ste 8-124 YANKTON, SD 57078	\$124.50
08/15/2024	BLDG-24-0160	Tabor Lumber Coop 2208 Whiting Dr.	Extra Territorial Jurisdiction -Shop	\$269,864.00	Tabor Lumber Coop 2208 Whiting Dr. TABOR, SD 57063	\$75.00
08/15/2024	BLDG-24-0161	RAVNSBORG, JASON R 209 FAIRWAY DR	Single Family Home - Alteration/Repair- Basement Finish	\$5,000.00	WILD DOG ENTERPRISES 721 DOUGLAS AVE STE 101 YANKTON, SD 57078	\$44.50
08/16/2024	BLDG-24-0162	L & L INVESTMENTS LLC 1603 PICOTTE ST	Single Family Home - Alteration/Repair- Basement Finish,Egress	\$15,000.00	L & L INVESTMENTS LLC 101 QUARRY PINES YANKTON, SD 57078	\$84.50
08/16/2024	BLDG-24-0163	Pending		\$0.00		\$0.00
08/30/2024	BLDG-24-0164	Bluestem Reserve Phase 1, LP 3104 Douglas Ave.	Multi Family Home - New	\$6,000,000.00	Veldhouse Construction 3503 S. Minnesota Ave. SIOUX FALLS, SD 57105	\$13,687.00
08/19/2024	BLDG-24-0165	BOB LAW INC 2114 SD HWY 314	Extra Territorial Jurisdiction	\$350,000.00	JAMES STEEL 3608 E. SD HWY 50 YANKTON, SD 57078	\$35.00
08/26/2024	BLDG-24-0166	YANKTON MEDIA INC 319 WALNUT ST	Commercial - Alteration/Repair- Façade Repair	\$11,193.00	Jones Construction 285 Cedar Hills Rd. Yankton, SD 57078	\$72.50
08/26/2024	BLDG-24-0167	SPAK, ALLISON A 112 WEST 6 ST	Exterior-Windows	\$12,500.00	Your Home Improvement 614 2nd Street South WAITE PARK, MN 56387	\$20.00
08/27/2024	BLDG-24-0168	PETERSON, ALAN L 205 EAST 17 ST	Exterior-Windows	\$1,100.00	PETERSON, ALAN L 205 EAST 17 ST YANKTON, SD 57078	\$20.00
08/27/2024	BLDG-24-0169	YANKTON RENTAL PROPERTIES LL 408 WEST 6 ST	Exterior-Roofing	\$6,450.00	H & H Roofing 1600 Whiting Drive YANKTON, SD 57078	\$20.00

08/27/2024	BLDG-24-0170	YANKTON RENTAL PROPERTIES LL 302 PEARL ST	Exterior-Roofing	\$6,000.00	H & H Roofing 1600 Whiting Drive YANKTON, SD 57078	\$20.00
08/28/2024	BLDG-24-0171	WARD, SEAN T 1702 DOUGLAS AVE	Single Family Home - Accessory Structure- Covered Deck	\$1,200.00	WARD, SEAN T 1702 DOUGLAS AVE YANKTON, SD 57078	\$25.50
08/28/2024	BLDG-24-0172	RIVER VALLEY RENTALS LLC 1711 COLLEGE ST	Exterior-Roofing	\$4,500.00	RIVER VALLEY RENTALS LLC 406 RUTH ST YANKTON, SD 57078	\$20.00
08/29/2024	BLDG-24-0173	Pending		\$0.00		\$0.00
08/29/2024	BLDG-24-0174	POESCHL, JEROME A REV LIV TR 3117 WEST CITY LIMITS RD	Extra-Territorial Jurisdiction-Building Move	\$35,000.00	POESCHL, JEROME A REV LIV TR 213 KATHERINE WAY YANKTON, SD 57078	\$35.00
08/30/2024	BLDG-24-0175	VOID		\$0.00		\$0.00
08/30/2024	BLDG-24-0176	POSPISHIL, DANIEL L 415 WEST 15 ST #25	Single Family Home - Alteration/Repair- Covered Deck	\$1,600.00	POSPISHIL, DANIEL L PO BOX 221 VOLIN, SD 57072	\$31.50

**(August 2024) Total Valuation: \$7,540,308.73**

**Total Fees: \$16,282.00**

**(August 2023) Total Valuation: \$5,418,525.57**

**(2024) to Date Valuation: \$21,965,329.81**

**(2023) to Date Valuation: \$74,632,602.55**

### **Salaries by Department: August 2024**

ADMINISTRATION	\$90,517.50
FINANCE	\$51,416.80
COMMUNITY DEVELOPMENT	\$47,602.33
POLICE/DISPATCH	\$341,411.04
FIRE	\$22,920.21
ENGINEERING / SR. CITIZENS	\$91,155.45
STREETS	\$89,192.70
TRAFFIC CONTROL	\$6,580.33
LIBRARY	\$59,677.31
PARKS / SAC	\$174,377.36
HUETHER AQUATICS	\$187,275.28
MARNE CREEK	\$8,249.28
CEMETERY	\$11,818.52
WATER	\$67,538.07
WASTEWATER	\$69,708.16
SOLID WASTE	\$49,933.99
JOINT POWERS	\$38,477.87
CENTRAL GARAGE	\$14,069.67
	\$1,421,921.87

### **Personnel Changes**

#### New Hires

Police Department: Adam Doyle, Officer, \$2,234.12 biweekly; Dax Johnson, Officer, \$2,234.12 biweekly; Lauren Walker, Crossing Guard, \$15.00/hr; Environmental Services Department: Jacob Johnson, Distribution/Collection Operations Specialist, \$1,786.23 biweekly; Chaz James, Water Plant Operation Specialist, \$1,830.92 biweekly; Housing Department, Amber Bagola, Housing Office Assistant Part time, \$18.00/hr.

#### Wage Changes

Public Works Department: Zach Hespe, Fleet Mechanic, \$2,046.57 to \$2,072.38 biweekly.

#### Position Changes

Parks, Recreation and City Events Department: Adam Thompson, Grounds Maintenance to Recreation Facilities and Events Maintenance Supervisor, \$1,638.69 to \$2,072.38 biweekly; Brandon Pavel, Senior Grounds Maintenance to Recreation Facilities and Events Maintenance Coordinator, \$1,999.30 to \$2,593.46 biweekly; Luke Youmans, Recreation and City Events Manager to Recreation Facilities and Events Superintendent, \$3,405.00 to \$3,487.76 biweekly.



**CITY of YANKTON**  
**PLANNING COMMISSION MEETING MINUTES**  
**for**  
**August 12th, 2024**

Chairwoman Specht called the meeting to order at 5:30 PM.

**ROLL CALL:**

Present: Sime, Peterson, Bertsch, Oster, ETJ member Welch, City Commission Liaison Carda and Chairwoman Specht.

Unable to attend: Erickson, Kraft, Wenande and Mooney.

Chairwoman Specht acknowledged public appearances. No public was in attendance.

**MINUTES – July 8th, 2024**

24-21 **MOTION** - It was moved by Commissioner Bertsch and seconded by Commissioner Oster to approve the minutes from July 8th, 2024.

**VOTE** - Voting “Aye” – all members present. Voting “Nay” – none.

**MOTION – PASSED**

**CONSENT ITEMS:**

Chairwoman Specht read the consent agenda.

1. Establish September 9, 2024 as the date for a public hearing to consider a rezoning from A-1 Agricultural to R-3 Two Family Residential on I-1 Industrial to B-2 Highway Business on Tracts 2 and 3 of Law Addition in the N 1/2 of the SE 1/4 of Section 2, Township 93 North, Range 56 West of the 5th P.M., Yankton County, South Dakota. Location, northwest of the 1700 Block of West 25th Street. Yankton Thrive, Inc., owner.
2. Possible Quorum at the 6:00 PM, August 20, 2024 Comprehensive Plan Community Roundtable event at The Elks Lodge, 504 W. 27th Street. No Planning Commission action will be taken.
3. Possible Quorum at the 12:00 PM, August 21, 2024 Comprehensive Plan Advisory Committee Meeting at The Elks Lodge, 504 W. 27th Street. No Planning Commission action will be taken.

24-22 **MOTION** - It was moved by Commissioner Sime and seconded by Commissioner Oster to approve the Consent Agenda.

**VOTE** - Voting “Aye” – all members present. Voting “Nay” – none.

**MOTION – PASSED**

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None

**OTHER BUSINESS:**

July 2024 Building Report review. Mr. Mingo reviewed the mid-year building Permit Report.

**ADJOURNMENT:**

24-23 **MOTION** – It was moved by Commissioner Bertsch and seconded by Commissioner Sime to adjourn at 5:34 PM.

**VOTE** - Voting “Aye” - all members present. Voting “Nay” – none.

**MOTION - PASSED**

Respectfully submitted,

A handwritten signature in blue ink that reads "Dave Mingo". The signature is written in a cursive, flowing style.

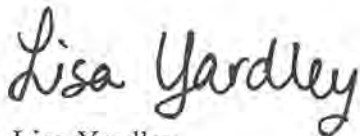
Dave Mingo, Secretary

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 for a transfer of owner of a Retail (On-off sale) Malt Beverage & SD Farm Wine license from DBC LLC to Nino Ventures LLC dba Bro Brgr Bar, 2101 Broadway Ave, Suite 40.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, September 23, 2024 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, SD, 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 13th day of September, 2024.



Lisa Yardley  
FINANCE OFFICER

**MEMORANDUM #24-195**

To: Yankton City Commission  
From: Lisa Yardley, Finance Officer  
Date: September 3, 2024  
Re: New Private Collectors of Refuse License

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We have received the following new application for a Private Collectors of Refuse License to expire December 31, 2024.

Construction Trash, LLC  
1715 Monty St, Ste 2  
Tea, SD 57064

The above applicant is in compliance with the City Code of Ordinances, as checked by the Department of Finance. Certificate of Liability insurance and a \$25 fee for two vehicles has been received.

Respectfully submitted,



Lisa Yardley  
Finance Officer

**Recommendation: Staff recommends the City Commission approve the new application for private collector of refuse license (Construction Trash, LLC) for the 2024 licensing period.**

# APPLICATION FOR LICENSE

CITY OF YANKTON, COUNTY OF YANKTON,  
STATE OF SOUTH DAKOTA

To the Honorable Mayor and Board of City Commissioners:

Application for license to engage in the business of **Private Collector of Refuse** located at Yankton, South Dakota, for the period of one year from

January 1, 2024 to December 31, 2024

NEW  RENEWAL

**FEE: \$15.00/yr. for first vehicle plus \$10.00/yr. for each additional vehicle**

Number of Vehicles used to Transport Refuse: 2 Total Fee: \$125

Name of Business: Construction Trash LLC

Address: 1715 Monty St Ste 2

City: Tea State: SD Zip: 57064

Phone: 605-951-5390 e-mail: ConstructionTrashLLC@gmail.com

Schedule of Charges: Varies with Customer

Schedule of Collection Times: Varies with customer

List of Drivers/Workers: Adam Spotanske / Nate Blom

Description of Vehicles Used to Transport Refuse: Peterbilt Roll Off Truck  
Mack Roll Off Truck

Amount of Liability Insurance: Bodily Injury: \$ 1,000,000 Property Damage \$ \_\_\_\_\_


Medical Payments \$ \_\_\_\_\_ Uninsured Motorist \$ \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Agent: Ryankest Dakota Financial Policy Expiration Date: 7-31-25

Date: 29 Aug 24 By: Adam Spotanske

Title: Member

Applicant's Signature: 

Please refer to the attached Municipal Code— Chapter 10: Articles III & IV: Sec. 10-20 to Sect. 10-41. To see the City's Municipal code online go to [cityofyankton.org](http://cityofyankton.org) and select "Get Public Documents--Online Code of Ordinances."

**Instructions:** File this application form along with the appropriate license fee and proof of liability insurance to the City Finance Officer, PO Box 176, Yankton, SD 57078. (Note: Vehicles are subject to inspection by the City of Yankton Police Department prior to issuance of license.)  
Questions? Contact: 605-668-5243.

For Finance Office Use Only: \_\_\_\_\_

Applicant is hereby approved: \_\_\_\_\_

Fee Paid \$ 25.00 Receipt No. \_\_\_\_\_ License No. \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> DFS Insurance - Bluestone FCU 5010 S Solberg Ave, Ste 1 PO Box 89707 Sioux Falls SD 57109		<b>CONTACT NAME:</b> Sarah Johnson <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> sarah@dfsins.com	
<b>INSURED</b> Construction Trash, LLC PO Box 393 Harrisburg SD 57032		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Midwest Family Mutual Insurance Company <b>INSURER B:</b> Dakota Truck Underwriters <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	
		<b>NAIC #</b> 23574	

**COVERAGES**      **CERTIFICATE NUMBER:** Master Cert 24-25      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPSD0560140259	07/31/2024	07/31/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CPSD0560140259	07/31/2024	07/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC010-0068498-2024A	04/15/2024	04/15/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



## South Dakota Secretary of State

Monae L. Johnson  
Secretary of State

Thomas J. Deadrick  
Deputy Secretary of State

### Filing Information

Name: **CONSTRUCTION TRASH, LLC**

#### General Information

**SOS Business ID** DL027405  
**Filing Type:** Limited Liability Company - Domestic  
03/02/2012  
**Status:** Good Standing  
**Duration Term:** Perpetual  
**Managed By:** Member-Managed

**Registered Agent Address**  
ERIC J RONKE  
3130 W 57TH STREET SUITE 111  
SIOUX FALLS, SD 57108

**Principal Address**  
46983 MONTY ST  
TEA, SD 57064-8131

The following document(s) was/were filed in this office on the date(s) indicated below:

<u>Date Filed</u>	<u>Filing Description</u>	<u>Image #</u>
05/01/2024	2024 Annual Report	B0312-9572
03/13/2023	2023 Annual Report	B0259-6400
03/02/2022	2022 Annual Report	B0211-7934
01/16/2021	2021 Annual Report	B0166-1996
02/21/2020	2020 Annual Report	B0130-5248
03/01/2019	2019 Annual Report	B0092-4121
03/16/2018	2018 Annual Report	B0056-1491
07/31/2017	2017 Annual Report	B0036-9147
07/31/2017	2016 Annual Report	B0036-9101
07/31/2017	2015 Annual Report	B0036-9091
07/31/2017	2014 Annual Report	B0036-9072
02/13/2015	2013 Annual Report	
03/02/2012	Initial Filing	DL027405

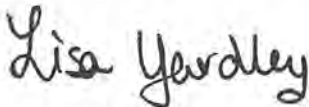
***Memorandum #24-188***

To: City Manager  
From: Finance Department  
Date: September 9, 2024  
Subject: Retail (On-off sale) Malt Beverage & SD Farm Wine license  
**Applicant: Sabor Cubano**

---

The Finance Department has received an application for a new Retail (On-off sale) Malt Beverage & SD Farm Wine license effective to June 30, 2025 from Alfonso Alfredo dba Sabor Cubano, 2007 Broadway Ave Ste M, Yankton, South Dakota. This alcohol license is not endorsed with video lottery.

The Finance Department has provided the above referenced application to the Community and Economic Development Department, Fire Department, and Police Department to ensure that the premises and the applicant conform to the provisions of the City of Yankton Municipal Code of Ordinances. An inspection by the Fire Marshal and the Building Inspector revealed that the business premises is in compliance with all building and fire codes. A police check on the applicant revealed no felony convictions or warrants in South Dakota. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.



Lisa Yardley  
Finance Officer



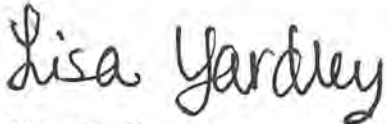
***Memorandum #24-189***

To: City Manager  
From: Finance Department  
Date: September 9, 2024  
Subject: Retail (On-off sale) Wine & Cider  
**Applicant: Korkykaybites LLC**

---

The Finance Department has received an application for a new Retail (On-off sale) Wine and Cider license effective to December 31, 2024 from Kourtney Erickson dba Korkykaybites LLC, 101 Douglas Avenue, Yankton, SD. This alcohol license is not endorsed with video lottery.

The Finance Department has provided the above referenced application to the Community and Economic Development Department, Fire Department, and Police Department to ensure that the premises and the applicant conform to the provisions of the City of Yankton Municipal Code of Ordinances. An inspection by the Fire Marshal and the Building Inspector revealed that the business premises is in compliance with all building and fire codes. A police check on the applicant revealed no felony convictions or warrants in South Dakota. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.



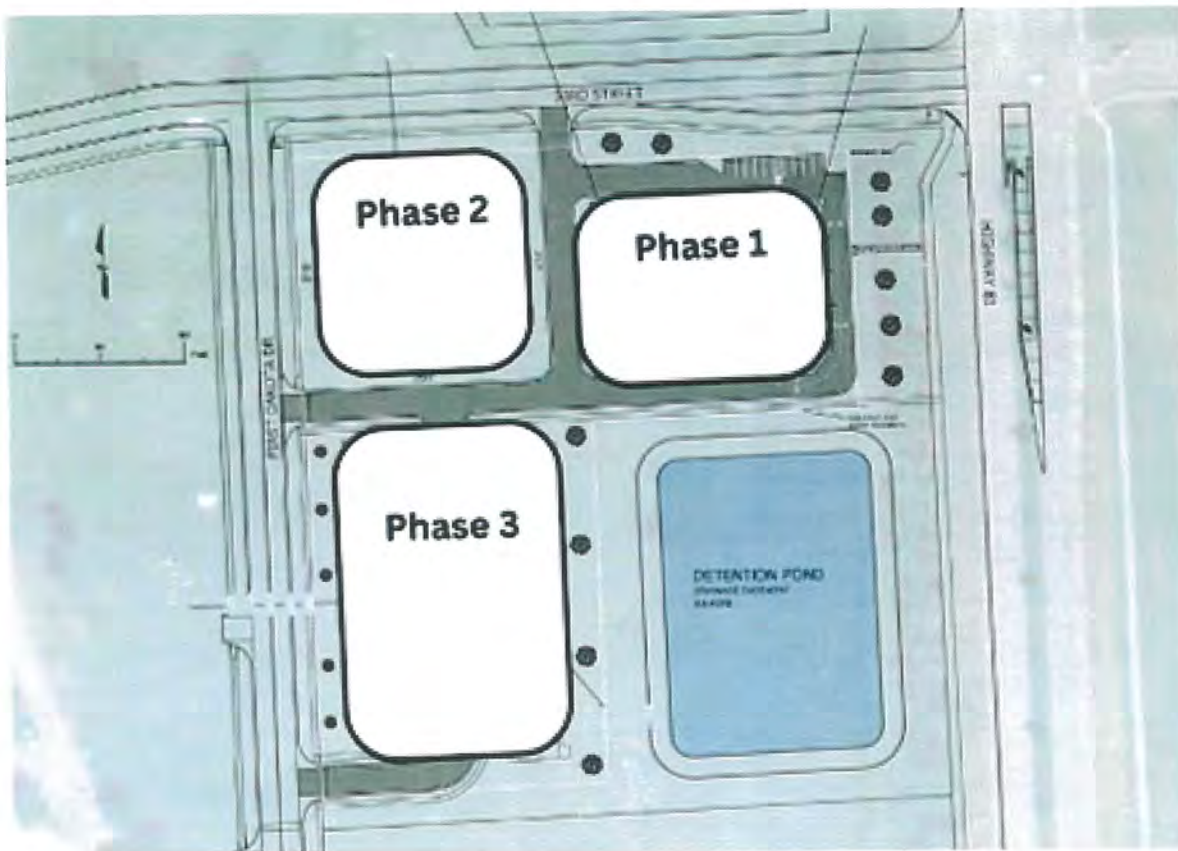
Lisa Yardley  
Finance Officer

## *Memorandum #24-193*

To: Amy Leon, City Manager  
 From: Dave Mingo, AICP Community Development Director  
 Subject: Offer to Purchase Lot 4, Block 1 of Mead's Addition  
 Date: September 3, 2024

The City Commission approved an Option to Purchase Lot 3, Block 1, Mead's Addition in 2023. Lot 3 includes the entirety of the area shown in the below image. The agreement was with Corner Kick, LLC (Stephany Tamisiea) and Van Buskirk Properties. In May of 2024, the City Commission approved an Assignment of the Option for the area depicted as Phase 3 in the below image to Origin Initiative Group for the construction of an office building. A subsequent administrative plat (attached) created Lot 4, Block 1 of the Mead's Addition. The Lot 4 plat is the recordable legal description of the area earlier depicted as Phase 3.

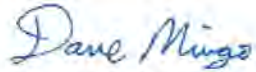
Origin Initiative Group has requested the final transaction take place now so they can get going on the construction of their project



\_\_\_\_\_ Roll Call (requires super majority for approval)

All provisions of the original agreement with Corner Kick, LLC including the price per acre still apply. The recorded covenants and claw back provisions would also continue to apply.

Respectfully submitted,

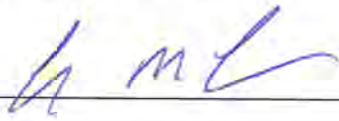


Dave Mingo  
Community Development Director

**Recommendation: It is recommended that the City Commission approve Resolution #24-42 authorizing the City Manager to execute all associated transfer documents subject to the previously approved option to purchase, assignment and applicable covenants.**

I concur with this recommendation.

I do not concur with this recommendation.

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

\_\_\_\_ Roll Call (requires super majority for approval)

**RESOLUTION #24-42**

WHEREAS, the City of Yankton owns property known as Lot 4 in Block 1 of Mead's Addition to the City of Yankton, South Dakota, and

WHEREAS, if approved by the Board of City Commissioners, Yankton Thrive will offer to purchase the approximate 2.47 acres as of the described lots for \$50,000 per acre (\$123,500) as agreed upon in the previously approved Option to Purchase and Assignment of Option to Purchase, and

WHEREAS, said transfer to Yankton Thrive is contingent upon the subsequent transfer to a third party for the same amount as described in the associated Memorandum, and

WHEREAS, the Yankton Board of City Commissioners desires to sell the described land for the long term goal of community and economic development.

NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, hereby agrees to transfer the described property to Yankton Thrive for the purpose of sale to a third party, and

BE IT FURTHER RESOLVED that the City Manager is authorized to execute all documents associated with the described transfer of:

Lot 4 in Block 1 of Mead's Addition to the City of Yankton, South Dakota as depicted on the associated plat.

Adopted:

\_\_\_\_\_  
Mason Schramm, Mayor

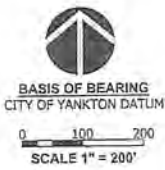
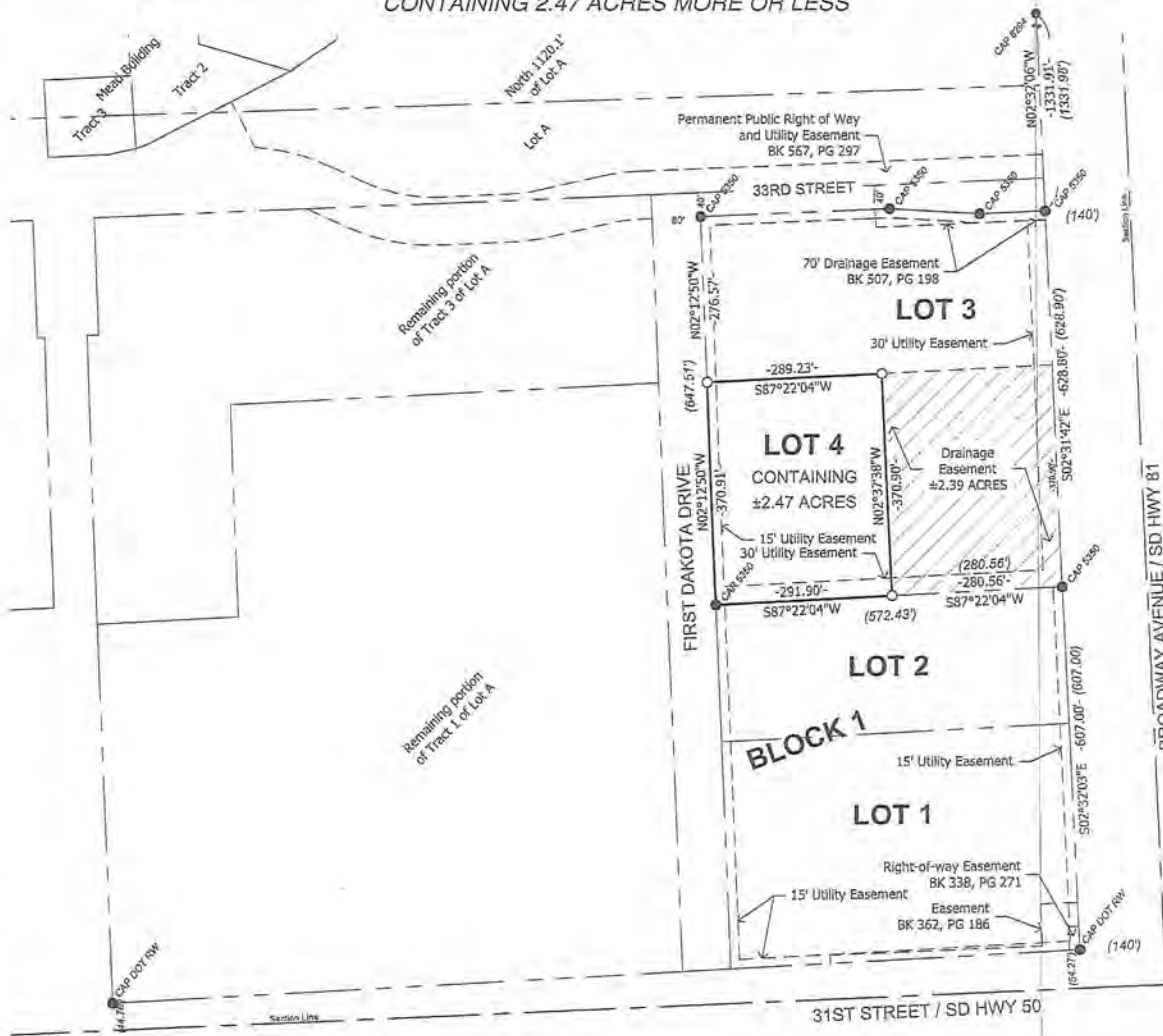
ATTEST:

\_\_\_\_\_  
Lisa Yardley, Finance Officer

**PLAT OF  
LOT 4 IN BLOCK 1 OF MEAD'S ADDITION TO THE CITY OF YANKTON, SOUTH DAKOTA**

(A portion of Lot 3 in Block 1 of Mead's Addition to the City of Yankton, South Dakota, recorded in Book S21 of Plats on Page 040)

**CONTAINING 2.47 ACRES MORE OR LESS**



- LEGEND:**
- FOUND CORNER AS NOTED
  - SET REBAR W/CAP L5 5350
  - (1320.25) RECORD DISTANCE FROM PLAT OR DEED

**SURVEYOR'S NOTES**

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT PURPORT TO SHOW EASEMENTS OF RECORD, IF ANY.

**SURVEYOR'S CERTIFICATE**

I, Brett R. Kennedy, a Registered Land Surveyor in the State of South Dakota, do hereby certify that at the request of the owner, and under their direction, did on or prior to May 3, 2024, I have surveyed Lot 3 in Block 1 of Mead's Addition to the City of Yankton, South Dakota recorded in Book S21 of Plats on Page 040, with area and dimensions as shown on the plat.

A portion shall hereafter be known and described as **LOT 4 IN BLOCK 1 OF MEAD'S ADDITION TO THE CITY OF YANKTON, SOUTH DAKOTA.**

I also hereby certify that this plat is to the best of my knowledge and belief, in all respects, a true description of said property.

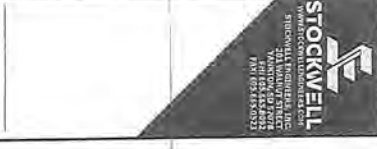
I have executed this document this 7th day of May, 2024.

*Brett R. Kennedy*  
Brett R. Kennedy, L.S. 5350



<b>PLAT</b>	Sheet 1 of 2

**Mead's Addition**  
Lot 4 in Block 1  
Yankton, South Dakota  
S&P PROJECT #: 24150



## REAL ESTATE PURCHASE AGREEMENT

**THIS AGREEMENT**, made and entered into as of the 4<sup>th</sup> day of September, 2022 by and between **Yankton Thrive, Inc.**, a South Dakota nonprofit development corporation (“Seller”), and **Origin Initiative Group, LLC** (“Buyer”).

WITNESSETH:

**WHEREAS**, Seller currently has an option to purchase certain real property owned by the City of Yankton (“the City”) located within the City of Yankton, South Dakota identified in Exhibit A pursuant to the terms set forth in an Option to Purchase entered into between the Seller and the City of Yankton on April 30, 2024 (referred to herein as “the Option”);

**WHEREAS** the property identified in Exhibit A is divided into 3 parcels, which are identified as Phase 1, Phase 2, and Phase 3;

**WHEREAS**, by its signature hereon, Buyer hereby directs Seller to exercise the Option with respect to the portion of the property identified in Exhibit A as: (Check applicable Phase(s));

- Phase 1 (Only valid if this Agreement is signed and tendered to Seller within **Eighteen (18) Months** from the date the Option was fully executed)
- Phase 2 (Only valid if this Agreement is signed and tendered to Seller within **Three (3) Years** from the date the Option was fully executed)
- Phase 3 (Only valid if this Agreement is signed and tendered to Seller within **Five (5) Years** from the date the Option was fully executed **[Recently Platted as Lot 4 Meads Addition]**)

(Hereafter the Phase(s) Buyer is electing to purchase are referred to herein as “the Property”).

**WHEREAS** upon receipt of the Property from the City, Seller desires to sell and to transfer the Property to Buyer, and Buyer desires to purchase the Property from Seller.

**NOW, THEREFORE**, in consideration of the premises set forth and the mutual covenants and agreements set forth herein, the parties agree as follows:

1. **Conveyance.** Seller agrees to sell and convey to Buyer, and Buyer agrees to purchase from Seller, the Property, in fee simple, free and clear of all encumbrances except easements, covenants and restrictions of record as of the date hereof, by good and sufficient warranty deed. Specifically, Buyer acknowledges that the Property is subject to the Covenants attached hereto as Exhibit B, which shall be filed with the Yankton County Register of Deeds prior to closing, as well as other covenants of record.
2. **Personal Property.** No personal property is included in the sale contemplated by this Agreement.
3. **Purchase Price.** In consideration of the conveyance of the Property by Seller, Buyer agrees to pay to the Seller the purchase price set forth in the Option for each phase being purchased. The purchase price shall be paid in full at closing.
4. **Real Estate Taxes.** Due to the City's exempt status, no real property taxes must be paid or prorated through the date of closing. All real property taxes assessed for the year in which the Property is transferred to the Buyer (payable in the following year), on and after the date of closing shall be paid by Buyer as the same become due.
5. **As Is.** Buyer acknowledges that the Property is currently an unimproved vacant lot. Buyer has had an opportunity to inspect the Property and agrees to purchase the Property "as-is" with no representations or warranties as to the condition of the Property from Seller. Buyer shall be responsible for all expenses necessary to bring utility services to the Property.
6. **Conditions Precedent.** Closing is contingent upon the following events:
  - (a) **Platting.** If not previously completed, Buyer will proceed with due diligence to retain a licensed surveyor to plat the Property into lots corresponding to the Phase(s) being purchased herein, along with a separate lot containing the Detention Pond, and present the plat to the County for approval. Pursuant to the separate purchase agreement between the City and the Seller, the City has agreed to reimburse the Buyer for one-half of the costs of the plat if the Detention Pond is created as part of the Plat. Except as set forth herein, the plat shall only include the Property identified in the recital as being subject to this Agreement. Except as set forth herein, the plat shall only include the property identified in the recital as being subject to this Agreement. All

costs associated with the creation of such plat, obtaining all jurisdictional authority approval of the plat, and recording such plat shall be the responsibility of the Buyer. Closing of this agreement is contingent upon Buyer obtaining such plat as well as the County's approval of such plat.

- (b) *Title Insurance.* Prior to closing, Seller shall deliver to Buyer evidence of title in the form of a current commitment for a standard Owner's Policy of Title Insurance (the "Title Commitment") setting forth the state of title to the Real Property. Buyer shall be responsible for all costs of the Seller to procure the Title Commitment. Buyer may elect extended coverage or a lender's policy of title insurance at its own expense. Buyer shall give Seller written notice of Buyer's receipt of the Title Commitment of any objections to the condition of the title as reflected by the Title Commitment. If Seller fails to resolve all objections within 14 days following Seller's receipt of the objection, Buyer shall have the option to terminate this agreement.
- (c) *Receipt of Property from City.* This Agreement shall be contingent upon the Seller obtaining title to the Property from the City.
- (d) *Closing.* Closing shall occur as soon as possible, and in no event later than 30 days following successful platting of the Property, or 60 days after the execution of this Agreement, whichever is later.

7. ***Warranties of Seller.*** Seller covenants, warrants and represents as follows:

- a. At the time of closing, Seller shall be the owner of all right, title and interest in and to the Property and shall have the legal right and ability to transfer and convey all such right, title and interest in and to the Property; and
- b. Seller shall, at closing, convey the Property to Buyer in fee simple as by good and sufficient Warranty Deed, free and clear of all encumbrances except easements, covenants, and restrictions of record; provided that such title shall be conveyed through the intermediary economic development corporation.

8. ***Possession.*** Buyer shall be entitled to possession of the Property immediately upon closing and tender in full of the purchase price.



9. ***Allocation of Transaction Expenses.*** All fees associated with recording any deed or mortgage commissions shall be paid by the Buyer. All transfer fees shall be paid by the Seller. All fees charged by the closing agent shall be split equally between the parties. All transaction expenses allocated to Yankton Thrive, Inc. in the Purchase Agreement between the City of Yankton and Yankton Thrive, Inc. shall be the responsibility of the Buyer and paid as a reimbursement to Seller at closing.
10. ***Development Plan, Construction, and Use.*** Buyer intends to develop the Property. The development shall be completed in accordance with the zoning ordinance and applicable covenants. The site layout, exterior design, aesthetics, and character of construction shall be subject to the approval by Yankton's city manager in her or his sole discretion prior to the issuance of a building permit. This covenant shall survive closing and shall be enforceable by the City of Yankton.
11. ***Roadway Construction and Cost Recovery.*** The Exhibit A property layout depicts the future location of a private roadway connecting with 33<sup>rd</sup> Street and First Dakota Drive, which shall be constructed by the Buyer as part of the development of each Phase in accordance with the following, which covenants shall survive closing and shall be enforceable by the City of Yankton:
  - A. If Buyer directs Seller to exercise the Option to purchase Phase 1, then Buyer shall build the East-West frontage roadway depicted in Exhibit A along the Northern boundary of Lot 3, which is entitled to connect with 33<sup>rd</sup> Street at a single City-approved location. Buyer shall pave the private roadway using an accepted hard surface built to city street standards within the construction time frames required withing paragraph 12 herein. Buyer shall also be required to grant a permanent easement for ingress and egress for the future owners of the Phase 2 and Phase 3 property to utilize the 33<sup>rd</sup> Street entrance and intersection upon the Phase 1.
  - B. If Buyer directs Seller to exercise the Option to purchase Phase 2, the Buyer shall build two roadways depicted in Exhibit A, one of which shall run North-South located entirely within Phase Two and lying adjacent to Phase 3, which is intended to connect with the single City-approved intersection with 33<sup>rd</sup> Street, and the other of which shall run East-West located entirely within Phase Three, which is intended to connect with a City-approved intersection with First Dakota Drive. Buyer shall pave

the private roadway using an accepted hard surface built to city street standards within the construct time frames required within paragraph 12 herein, and shall maintain the same. Buyer shall also be required to grant a permanent easement for ingress and egress to the future owners of Phases 2 and 3 properties if the following two conditions are met:

- (i) The future owners of Phases 2 and 3 each shall reimburse Grantee for one-third (1/3) of the cost of construction of the roadway from 33<sup>rd</sup> Street to the Southernmost end of such roadway; and
- (ii) The future owners of Phases 2 and 3 each shall reimburse Grantee for one-third (1/3) of the cost of construction of the roadway from First Dakota Drive to the Easternmost end of such roadway; and
- (iii) The future owners of Phases 2 and 3 each shall commit in writing to contribute to one-third (1/3) of all future maintenance of the roadways from First Dakota Drive to the Eastmost end of such roadway from Phase 3 and from 33<sup>rd</sup> Street to the Southernmost end of such roadway. Such commitments shall be binding upon all future owners of Phases 2 and 3 and shall run with the land.

12. ***Development timeline and Option to Repurchase.*** All improvements approved by the Yankton City Manager pursuant to paragraph 10 shall begin within two years (2) years of the closing date and shall be substantially completed within thirty-six (36) months thereafter. If conditions outside of the Buyer's reasonable control prevent the Buyer from meeting the construction deadlines set forth herein, including, but not limited to circumstances caused by a pandemic, war, or acts of God, the third-party purchaser may request an extension, which shall not be unreasonably denied by the City of Yankton. Unless the construction deadline is extended, if Buyer fails to commence or substantially complete construction of the initial phase according to the deadlines set forth herein, the City of Yankton shall have the option to repurchase the Property. These conditions shall be binding upon the Third Party Purchaser's successors and assigns.

The City's option purchase price shall be equal to the purchase price paid for the acquisition of the Property. If the option is exercised, all improvements and landscaping upon the Property, shall become the property of the City of Yankton at no extra charge. To allow for enforcement of these rights, the Warranty Deed issued to Buyer shall include an irrevocable option containing

the foregoing terms exercisable by the City of Yankton, which shall be recorded as a deed restriction with the Register of Deeds as a property right granted to the City of Yankton, which shall run with the land.

13. ***Time is of the Essence.*** It is expressly understood and agreed by the parties that time is of the essence in this Agreement.
14. ***Benefit.*** This Agreement shall inure to the benefit of and be binding upon the parties and also upon their respective heirs, representatives, successors and assigns.
15. ***Governing Law.*** This Agreement and all obligations created hereunder or required to be created hereby shall be governed by and construed and enforced in accordance with the laws of the State of South Dakota.
16. ***Execution of Additional Documents.*** The parties hereto agree to execute any and all additional documents necessary to effectuate the terms and conditions of this Agreement.
17. ***Integration.*** Both parties agree that this agreement contains the entire understanding between and among the parties, both written and oral, and supersedes any prior understanding and agreements among them, both written and oral, respecting the subject matter of this agreement.
18. ***Modification.*** This agreement shall not be modified, amended or supplemented without an authorized, written agreement between the parties.
19. ***Severability.*** If any portion of this agreement is found to be unenforceable for any reason, then the remainder shall remain in full force and effect.
20. ***Counterparts.*** This agreement may be executed in several counterparts, which taken together shall be deemed an original, and said counterparts constitute but one and the same instrument. Photocopies and facsimile reproductions of the executed original and/or counterparts thereof shall be treated the same as an original.
21. ***Seller Authority.*** Brian Steward is hereby authorized to execute all documents necessary to effectuate this Agreement on behalf of the Seller.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement on the date and year first above written.

**SELLER**

Yankton Thrive, Inc.

*Brian Steward*  
Brian Steward (Sep 4, 2024 07:16 CDT)

By: Brian Steward  
Its: Finance Director

09/04/2024

**BUYER**

Origin Initiative Group, LLC

*Alexander Permann OD*  
Alexander Permann OD (Sep 4, 2024 07:59 CDT)

By: Alexander Permann OD  
Its: Authorized Member

09/04/2024









# Real Estate Purchase Agreement (Thrive to Origin Initiative Group, LLC)

Final Audit Report

2024-09-04

Created:	2024-09-04
By:	Ross Den Herder (ross@dhbattorneys.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6eCTO2s1nmpYc8DAYkPR_r3zx_male8h

## "Real Estate Purchase Agreement (Thrive to Origin Initiative Group, LLC)" History

-  Document created by Ross Den Herder (ross@dhbattorneys.com)  
2024-09-04 - 1:14:25 AM GMT
-  Document emailed to Alexander Permann OD (drpermann@605vision.com) for signature  
2024-09-04 - 1:14:29 AM GMT
-  Document emailed to Brian Steward (brian@yanktonsd.com) for signature  
2024-09-04 - 1:14:29 AM GMT
-  Email viewed by Alexander Permann OD (drpermann@605vision.com)  
2024-09-04 - 2:29:02 AM GMT
-  Email viewed by Brian Steward (brian@yanktonsd.com)  
2024-09-04 - 12:13:58 PM GMT
-  Document e-signed by Brian Steward (brian@yanktonsd.com)  
Signature Date: 2024-09-04 - 12:16:10 PM GMT - Time Source: server
-  Document e-signed by Alexander Permann OD (drpermann@605vision.com)  
Signature Date: 2024-09-04 - 12:59:50 PM GMT - Time Source: server
-  Agreement completed.  
2024-09-04 - 12:59:50 PM GMT

**EXHIBIT B  
REAL ESTATE PURCHASE AGREEMENT**

THIS AGREEMENT, is made and entered into by and between the **City of Yankton**, a South Dakota municipal corporation (“Seller”), and **Yankton Thrive, Inc.**, a South Dakota nonprofit development corporation (“Buyer”).

**WITNESSETH:**

**WHEREAS**, Seller is currently the owner of certain real property identified in Exhibit A.

**WHEREAS** the property identified in Exhibit A is divided into 3 parcels, which are identified as Phase 1, Phase 2, and Phase 3;

**WHEREAS** on April 30, 2024, Seller and Buyer entered into an Option to Purchase (referred to herein as “the Option”) whereby Seller granted Buyer an option to purchase the property identified in Exhibit A as Phase 1, Phase 2, and Phase 3 on the terms set forth in the Option;

**WHEREAS** Buyer desires to exercise the option and purchase the following portion of the property identified in Exhibit A as: **(check applicable Phase(s))**

- Phase 1 (Only valid if this Agreement is signed and tendered to Seller within **Eighteen (18) Months** from the date the Option was fully executed)
- Phase 2 (Only valid if this Agreement is signed and tendered to Seller within **Three (3) Years** from the date the Option was fully executed)
- Phase 3 (Only valid if this Agreement is signed and tendered to Seller within **Five (5) Years** from the date the Option was fully executed) [**Recently Platted as Lot 4 Mead’s Addition**]

(Hereafter, the Phase(s) Buyer is electing to purchase are referred to herein as the “Property”)

**WHEREAS**, Seller has agreed to sell and transfer the Property to Buyer at the price and consistent with the terms of the Option, and Buyer desires to exercise the option to purchase the Property from Seller so that the Property may be used for development purposes.

**NOW, THEREFORE**, in consideration of the premises and mutual covenants and agreements set forth herein, the parties agree as follows:

1. *Conveyance.* Seller agrees to sell and convey to Buyer, and Buyer agrees to purchase from Seller, the Property, in fee simple, free and clear of all encumbrances except easements, covenants, and restrictions of record as of the date hereof, by good and sufficient warranty deed. Specifically, Buyer acknowledges that the Property is subject to the Covenants attached hereto as Exhibit B, which shall be filed with the Yankton County Register of Deeds prior to closing, as well any other covenants of record.

2. *Personal Property.* No personal property is included in the sale contemplated by this Agreement.

3. *Purchase Price.* In consideration of the conveyance of the Property by Seller, Buyer agrees to pay to the Seller the purchase price set forth in the Option for the Property being purchased. The purchase price shall be paid in full at closing.

4. *Real Estate Taxes.* Due to the City's exempt status, no real property taxes must be paid or prorated through the date of closing. All real property taxes assessed for the year in which the Property is transferred to the Buyer (payable in the following year) on and after the date of closing shall be paid by Buyer or its successors in interest as the same become due.

5. *As-Is.* Buyer acknowledges that the Property is currently an unimproved vacant lot. Buyer has had an opportunity to inspect the Property and agrees to purchase the Property in its "as-is" condition, with no representations or warranties as to the condition of the Property from Seller. Buyer's third-party purchaser shall be responsible for all expenses related to grading the Property, and for all other site development costs, including all costs necessary to bring utility services to the Property, if any.

6. *Conditions Precedent.* Closing is contingent upon the following events:

- (a) *Platting.* If not previously completed, upon the execution of this Agreement, Buyer will proceed with due diligence to retain a licensed surveyor to plat the Property into lots corresponding to the Phase(s) being purchased herein, along with a separate lot containing the Detention Pond, and to present the plat to the County for approval. This Seller shall reimburse Buyer for one half of the costs of the plat if the Detention Pond is created as part of the Plat. Except as set forth herein, the plat shall only include the property identified in the recitals as

being subject to this Agreement. All costs associated with the creation of such plat, obtaining all jurisdictional authority approval of the plat, and recording such plat shall be the responsibility of the Seller. Closing of this Agreement is contingent upon Seller obtaining such plat as well as the County's approval of the plat.

- (b) *Closing.* Closing shall occur as soon as possible, and in no event later than 30 days following successful platting of the Property or 60 days after the execution of this Agreement, whichever is later.
- (c) *Sale to Third Party.* Buyer has represented that it intends to resell to a developer to develop the Property in accordance with paragraph 10 below. This Agreement shall be contingent upon the Buyer entering into a Purchase Agreement with a third-party purchaser for the Property and the successful closing of such Agreement contemporaneously with this Agreement. Failure of this condition shall result in the termination of this Agreement.
- (d) *Title Insurance.* Prior to closing, Seller shall deliver to Buyer evidence of title in the form of a current commitment for an Owner's Policy of Title Insurance (the "Title Commitment") setting forth the state of title to the Real Property, the cost of which will be divided equally between Buyer and Seller. Buyer or its third-party developer may elect extended coverage or a lender's policy of title insurance at its own expense. Buyer shall give Seller written notice of Buyer's receipt of the Title Commitment of any objections to the condition of the title as reflected by the Title Commitment. If Seller fails to resolve all objections within 14 days following Seller's receipt of the objection, Buyer shall have the option to terminate this agreement.

7. *Warranties of Seller.* Seller covenants, warrants and represents as follows:

- (a) At the time of closing, Seller shall be the owner of all right, title and interest in and to the Property and shall have the legal right and ability to transfer and convey all such right, title and interest in and to the Property; and
- (b) Seller shall, at closing, convey the Property to Buyer in fee simple as by good and sufficient Warranty Deed, free and clear of all encumbrances except easements, covenants, and restrictions of record.



8. *Possession.* Unless otherwise provided for herein, Buyer shall have possession of the Property at closing and upon payment of the full purchase price.

9. *Allocation of Transaction Expenses.* All fees associated with recording any deed or mortgage shall be paid by the Buyer. All transfer fees shall be paid by the Seller. All fees charged by the closing agent shall be split equally between the parties. All transaction expenses allocated to Buyer herein or to the Seller in any Purchase Agreement entered into with a third-party purchaser for the Property shall be paid by the Buyer and the third-party purchaser pursuant to the terms of the Purchase Agreement with the third-party purchaser. The parties agree and acknowledge that there are no brokers commission due and owing pursuant to this Agreement.

10. *Development Plan, Construction, and Use.* Buyer has represented that it intends to resell the Property to a Third Party Purchaser to develop the Property. Buyer acknowledges that this Agreement is, in part, based upon the Third Party Purchaser's intended development plans for the Property. Buyer's Third Party Purchaser intends to develop the Property in phases. The development shall be completed in accordance with the zoning ordinance and applicable covenants. The site layout, exterior design, aesthetics, and character of construction shall be subject to approval by Yankton's City Manager in her or his sole discretion prior to the issuance of a building permit.

11. *Development Timeline and Option to Repurchase.* All improvements approved by the Yankton City Manager pursuant to paragraph 10 shall begin within two years (2) years of the closing date and shall be substantially completed within thirty-six (36) months thereafter. If conditions outside of the Third Party Purchaser's reasonable control prevent the Third-Party Purchaser from meeting the construction deadlines set forth herein, including, but not limited to circumstances caused by a pandemic, war, or acts of God, the third-party purchaser may request an extension, which shall not be unreasonably denied by the City of Yankton. Unless the construction deadline is extended, if Buyer's Third Party Purchaser fails to commence or substantially complete construction of the initial phase according to the deadlines set forth herein, the City of Yankton shall have the option to repurchase the Property. These conditions shall be binding upon the Third Party Purchaser's successors and assigns.

The City's option purchase price shall be equal to the purchase price paid for the acquisition of the Property. If the option is exercised, all improvements and landscaping upon the Property, shall become the property of the City of Yankton at

no extra charge. To allow for enforcement of these rights, the Warranty Deed issued to Buyer shall include an irrevocable option containing the foregoing terms exercisable by the City of Yankton, which shall be recorded with the Register of Deeds as a property right granted to the City, which shall run with the land.

12. *Time of the Essence.* It is expressly understood and agreed by the parties that time is of the essence in this Agreement.

13. *Benefit.* This Agreement shall inure to the benefit of and be binding upon the parties and also upon their respective heirs, representatives, successors and assigns.

14. *Governing Law.* This Agreement and all obligations created hereunder or required to be created hereby shall be governed by and construed and enforced in accordance with the laws of the State of South Dakota.

15. *Execution of Additional Documents.* The parties hereto agree to execute any and all additional documents necessary to effectuate the terms and conditions of this Agreement.

16. *Integration.* Both parties agree that this agreement contains the entire understanding between and among the parties, both written and oral, and supersedes any prior understanding and agreements among them, both written and oral, respecting the subject matter of this agreement.

17. *Modification.* This agreement shall not be modified, amended or supplemented without an authorized, written agreement between the parties.

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

19. *Counterparts.* This agreement may be executed in several counterparts, which taken together shall be deemed an original, and said counterparts constitute but one and the same instrument, Photocopies and facsimile reproductions of the executed original and/or counterparts thereof shall be treated the same as an original.

20. *Warranty of Authority.* City Manager Amy Leon warrants she is authorized to execute all documents necessary to effectuate this Agreement on behalf of the City of Yankton. Finance Director Brian Steward warrants he is authorized to execute all documents necessary to effectuate this Agreement on behalf of Yankton Thrive, Inc.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement on the date and year first above written.

**BUYER**

**Yankton Thrive, Inc.**

*Brian Steward*

Brian Steward (Sep 4, 2024 07:17 CDT)

By: Brian Steward  
Its: Finance Director

09/04/2024

**SELLER**

**City of Yankton**

By: Amy Leon  
Its: City Manager






# Purchase Agreement (City To Thrive)

Final Audit Report

2024-09-04

Created:	2024-09-04
By:	Ross Den Herder (ross@dhbattorneys.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAskdGt7th3q-F26qEEcwPHYQ7pYnigtuw

## "Purchase Agreement (City To Thrive)" History

-  Document created by Ross Den Herder (ross@dhbattorneys.com)  
2024-09-04 - 1:20:42 AM GMT
-  Document emailed to Brian Steward (brian@yanktonsd.com) for signature  
2024-09-04 - 1:20:46 AM GMT
-  Email viewed by Brian Steward (brian@yanktonsd.com)  
2024-09-04 - 12:16:43 PM GMT
-  Document e-signed by Brian Steward (brian@yanktonsd.com)  
Signature Date: 2024-09-04 - 12:17:26 PM GMT - Time Source: server
-  Agreement completed.  
2024-09-04 - 12:17:26 PM GMT

DESIGN - BUILD TEAM

ARCHITECTURAL



GENERAL CONTRACTORS  
DESIGN/BUILD SERVICES

ARCHITECT: Lucas Fiegen, AIA  
PHONE: 605-335-6000  
EMAIL: lucas@fiegenconstruction.com

STRUCTURAL



STRUCTURAL ENGINEER: Lucas Lorenzen, PE  
PHONE: 605-336-1160  
EMAIL: lorenzen@tscmtap.com

MECHANICAL



MECHANICAL CONTRACTOR: Sidney Van Schepel  
PHONE: 605-336-1160  
EMAIL: sidney@tscmtap.com

ELECTRICAL



ELECTRICAL CONTRACTOR: Gary Nord  
PHONE: 605-336-1160  
EMAIL: nord.g@tscmtap.com

CIVIL



CIVIL CONTRACTOR: Gerald Rapp  
PHONE: 605-335-4665  
EMAIL: grrapp@stockwellengineers.com



FIRST DAKOTA DRIVE  
YANKTON, SD 57078

CONSTRUCTION DRAWINGS

8-9-24

VICINITY MAP



SHEET INDEX

Sheet Number	Sheet Name
<b>GENERAL</b>	
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A0.01	SITE LOGISTICS PLAN
A0.02	ARCHITECTURAL STANDARDS
A0.03	CODE REVIEW
A0.04	3D VIEWS
<b>CIVIL</b>	
C1.00	GENERAL NOTES
C1.10	GENERAL NOTES
C2.00	EROSION CONTROL PLAN
C3.00	EXISTING CONDITIONS / REMOVALS PLAN
C4.00	UTILITIES PLAN
C5.00	PAVEMENT PLAN
C5.10	PAVEMENT PLAN ALTERNATE 1
C5.20	PAVEMENT STRIPING PLAN
C6.00	GRADING PLAN
C7.00	DETAILS
C7.10	DETAILS
C7.20	DETAILS
C7.30	DETAILS
<b>STRUCTURAL</b>	
S0.00	STRUCTURAL GENERAL NOTES & TITLE SHEET
S1.00	FOUNDATION PLAN & DETAILS
S1.01	ROOF FRAMING PLAN & DETAILS
S5.00	STRUCTURAL DETAILS
<b>ARCHITECTURAL</b>	
A1.1	FLOOR PLAN
A2.1	FLOOR FINISHES PLAN
A2.2	WALL FINISH PLAN
A2.3	FINISH SCHEDULE AND PRODUCT KEY
A2.4	DOOR AND WINDOW TYPES
A2.5	INTERIOR ELEVATIONS
A2.6	INTERIOR ELEVATIONS
A3.1	EXTERIOR ELEVATIONS
A4.1	BUILDING SECTIONS
A4.2	WALL SECTIONS
A4.3	WALL SECTIONS
A4.4	WALL SECTIONS
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A4.6	WALL SECTIONS
A4.7	DETAILS
A4.8	DETAILS
A5.1	REFLECTED CEILING PLAN
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M0.00	MECHANICAL SYMBOLS, ABBREVIATIONS, AND GENERAL NOTES
M1.00	PLUMBING PLAN - UNDERFLOOR
M1.01	PLUMBING PLAN
M2.00	MECHANICAL HVAC PLAN
M2.01	MECHANICAL ROOF PLAN
M4.00	ENLARGED PLUMBING PLAN
M5.00	MECHANICAL DETAILS
M5.01	MECHANICAL DETAILS
M6.00	MECHANICAL SCHEDULES
M6.01	MECHANICAL SCHEDULES
<b>ELECTRICAL</b>	
E0.00	ELECTRICAL SYMBOLS, ABBREVIATIONS, AND GENERAL NOTES
E1.00	ELECTRICAL SITE PLAN
E1.01	LIGHTING PLAN
E2.00	POWER AND TECHNOLOGY PLAN
E2.01	POWER AND TECHNOLOGY PLAN - ROOF LEVEL
E6.00	ELECTRICAL RISER DIAGRAM AND ELECTRICAL DETAILS
E6.01	ELECTRICAL SCHEDULES



GENERAL CONTRACTORS  
DESIGN/BUILD SERVICES

152 S. Broadway, Ste. 201, Sioux Falls, SD 57101  
Phone: 605.335.4665 Fax: 605.335.1544  
Email: info@fiegenconstruction.com

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FIEGEN CONSTRUCTION CO. 2024

OWNER SIGNATURE

APPROVED FOR CONSTRUCTION DATE: 08/09/24

CONSULTANTS:



FIRST DAKOTA DRIVE  
YANKTON, SD 57078

SHEET TITLE  
TITLE SHEET

PROJECT NO: 23011

DRAWN BY: JAW

CHECKED BY: LJP

DATE: 8-9-24

NO.	DATE	BY
1	08-09-24	JAW
2	08-09-24	JAW
3	08-09-24	JAW
4	08-09-24	JAW

SHEET NO:

A0.00

\*\*\*Boundary not Finalized\*\*\*

ZONING NOTES

ZONING INFO:  
 ZONING DISTRICT: B-2 HIGHWAY BUSINESS  
 ZONING FROM: HIGHWAY BUSINESS  
 FRONT YARD SETBACK: 20'  
 SIDE YARD SETBACK: 20'  
 REAR YARD SETBACK: 20'  
 PARKING (BUSINESS): 22 REQUIRED / 36 PROVIDED  
 ACCESSIBLE PARKING: 2 MIN (B.C. TABLE 1106.1)  
 PARKING LOT TREES: N/A



GENERAL CONTRACTORS  
 DESIGN/BUILD SERVICES

1111 S. Broadway Ave. Ste. 200 Sioux Falls, SD 57105  
 Phone: 605.336.4444 Fax: 605.336.4445  
 E-Mail: info@fiegenconstruction.com

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FIEGEN CONSTRUCTION CO. 2024

OWNER SIGNATURE

APPROVED FOR CONSTRUCTION DATE

CONSULTANT(S)

SEAL



PROJECT



FIRST DAKOTA DRIVE  
 YANKTON, SD 57078

SHEET TITLE  
 SITE LOGISTICS PLAN

PROJECT NO: 23011

DRAWN BY: JW

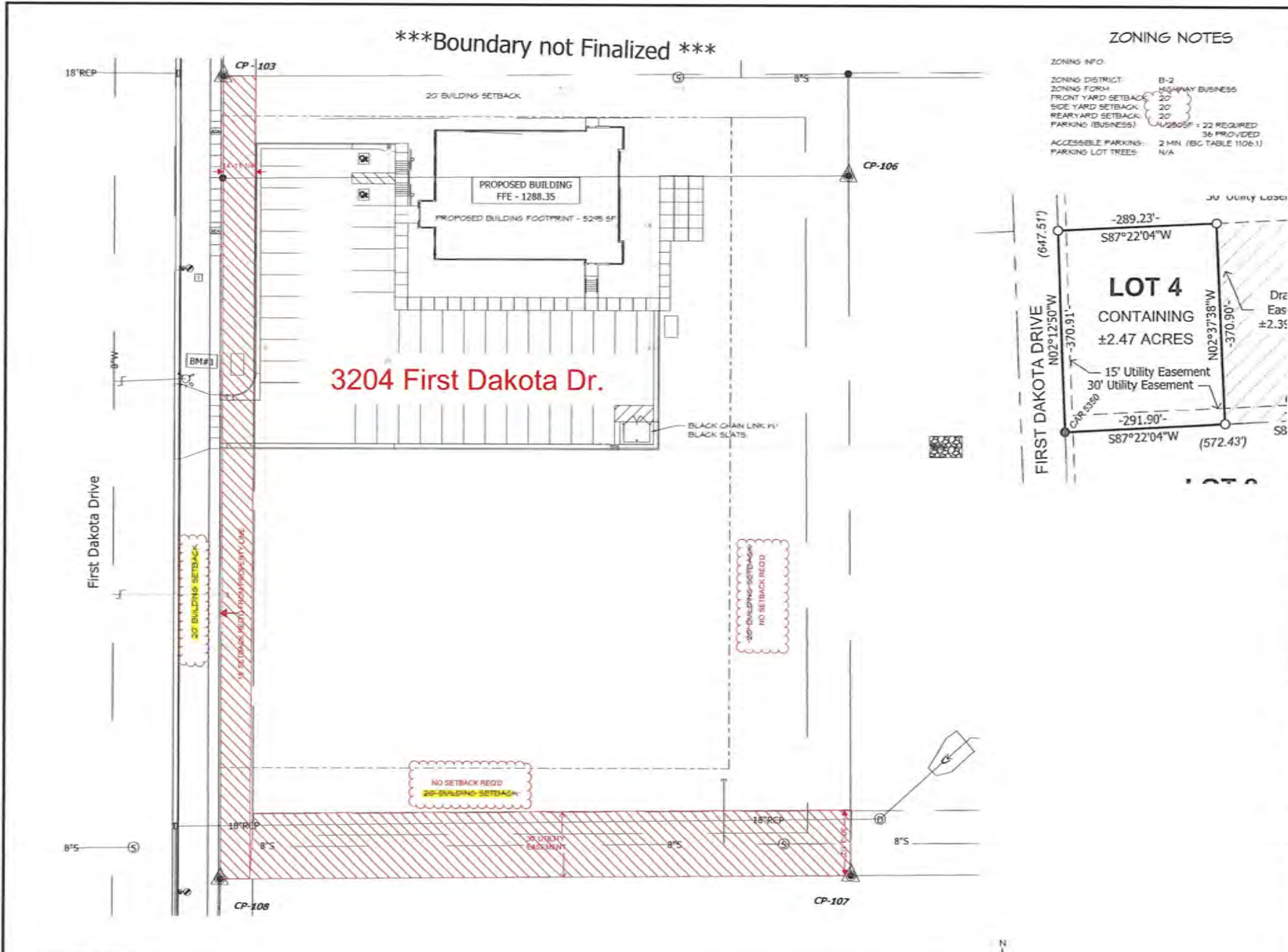
CHECKED BY: L.P.

DATE: 5-4-24

REVISIONS		
NO.	DATE	BY
▲		
▲		
▲		
▲		

SHEET NO

AO.01



SITE LOGISTICS PLAN  
 1" = 30'-0"





1 VESTIBULE ENTRANCE



2 NORTHEAST CORNER



3 SOUTHEAST CORNER



4 RECEPTION DESK/OPTICAL



5 LOUNGE



6 WORKSPACE



GENERAL CONTRACTORS  
DESIGN/BUILD SERVICES

1313 E. Winona Ave. Ste. 200 Sioux Falls, SD 57104  
Phone: 605.336.4444 Fax: 605.336.4444  
E-Mail: info@fiegenconstruction.com

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FIEGEN CONSTRUCTION CO. 2024

OWNER SIGNATURE

APPROVED FOR CONSTRUCTION DATE

CONSULTANT(S)

SEAL



PROJECT



FIRST DAKOTA DRIVE  
YANKTON, SD 57108

SHEET TITLE  
3D VIEWS

PROJECT NO. 25011

DRAWN BY JAV

CHECKED BY LJP

DATE 5-8-24

REVISIONS		
NO.	DATE	BY
▲		
▲		
▲		
▲		

SHEET NO.

A0.04

# *Introduction, First Reading and Establish the Date for a Public Hearing*

## MEMORANDUM #24-187

To: Yankton City Commission  
From: Lisa Yardley, Finance Officer  
Date: August 30, 2024  
Re: Ordinance #1083 – An Ordinance for the Proposed 2025 Budget

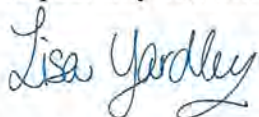
The proposed Ordinance #1083 attached is to appropriate monies for defraying the necessary expenses and liabilities of the City of Yankton, South Dakota for the fiscal year beginning January 1, 2025 and ending December 31, 2025, and providing for the levy of annual taxes for all funds created by ordinance within said City.

This aligns with SDCL **9-21-2. Annual appropriation ordinance--Time of introduction--Contents--Enterprise and trust and agency funds.**

*The governing body of each municipality shall, no later than its first regular meeting in September of each year or within ten days thereafter, introduce the annual appropriation ordinance for the ensuing fiscal year, in which it shall appropriate the sums of money necessary to meet all lawful expenses and liabilities of the municipality. The ordinance shall specify the function and subfunction as prescribed by the Department of Legislative Audit for which the appropriations are made and the amount appropriated for each function and subfunction, which amount shall be appropriated from the proper fund. It is not necessary to appropriate revenue to be expended from an enterprise or trust and agency fund if the fund is not supported or subsidized by revenue derived from the annual appropriated tax levy. However, an annual budget for these funds shall be developed and published no later than December thirty-first of each year.*

A detailed version of the City’s proposed budget is available in the Finance Office at 416 Walnut Street or online at <https://www.cityofyankton.org/departments-services/city-manager/budget-cip>.

Respectfully submitted,

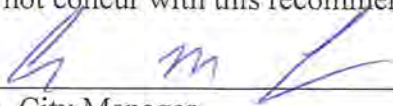


Lisa Yardley, Finance Officer

**Recommendation: Staff recommends the Commission introduce Ordinance #1083 and set the second reading and public hearing as September 23, 2024.**

I concur with this recommendation.

I do not concur with this recommendation.

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

\_\_\_\_ Roll Call



ORDINANCE NO . 1083

AN ORDINANCE APPROPRIATING MONIES FOR DEFRAYING THE NECESSARY EXPENSES AND LIABILITIES OF THE CITY OF YANKTON, SOUTH DAKOTA, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025, AND PROVIDING FOR THE LEVY OF THE ANNUAL TAX FOR ALL FUNDS CREATED BY THE ORDINANCE WITHIN SAID CITY.

BE IT ORDAINED by the City of Yankton, South Dakota

That thereby and hereby is appropriated by the Board of Commissioners of the City Yankton, South Dakota, for the year commencing the first moment of the first day of January 2025, the following sums of money for the purposes, which are deemed necessary to defray all necessary expenses and liabilities of the City of Yankton, South Dakota, to wit:

SECTION I - GENERAL FUND

A. Appropriations

General Government:

Board of City Commissioners	\$ 201,503
City Manager	317,871
City Attorney	127,957
Finance Office	804,633
Information Services	585,113
Community Development	704,335
Human Resources	284,449
Contingency	400,000
<b>TOTAL GENERAL GOVERNMENT</b>	<u>3,425,861</u>

Public Safety:

Police Department	4,414,448
Fire Department	2,035,797
Civil Defense	5,410
<b>TOTAL PUBLIC SAFETY</b>	<u>6,455,655</u>

Public Works:

Engineering & Inspection	816,295
Street & Highways	3,315,229
City Hall	441,619
Traffic Control	574,892
Chan Gurney Airport	800,068
<b>TOTAL PUBLIC WORKS</b>	<u>5,948,103</u>

Special Appropriations

<b>TOTAL SPECIAL APPROPRIATIONS</b>	<u>128,600</u>
-------------------------------------	----------------

Culture - Recreation:

Senior Citizens Center	89,179
Community Library	961,256
<b>TOTAL CULTURE - RECREATION</b>	<u>1,050,435</u>

Other Financing Uses / Transfers Out

<b>TOTAL OTHER FINANCING USES</b>	<u>4,410,998</u>
-----------------------------------	------------------

**TOTAL APPROPRIATIONS**

\$ 21,419,652

B. Means of finance	
Unappropriated Fund Balances	<u>\$ 5,009,435</u>
Current Property Taxes	3,354,350
Sales & Other Taxes	8,966,164
Licenses & Permits	348,797
Intergovernmental Revenue	912,437
Charges for Goods & Services	2,482,854
Fines & Forfeits	4,700
Miscellaneous Revenues	<u>59,000</u>
TOTAL REVENUE	<u>16,128,302</u>
Other Financing Souces / Transfers In	<u>281,915</u>
TOTAL MEANS OF FINANCE	<u>\$ 21,419,652</u>

SECTION II - SPECIAL REVENUE

A. Appropriations	
Parks & Recreation	\$ 2,149,959
The Huether Family Aquatic Center	1,745,956
Summit Activies Center	903,182
Marne Creek	305,414
Casualty Reserve Fund	5,000
Cemetery	166,891
Bridge & Street Fund	3,120,000
911/Dispatch	1,193,957
Business Improvement District	148,192
Lodging Sales Tax	905,200
Infrastructure Improvement Revolving - Transfer to Infr. Imp. Constr.	<u>44,720</u>
TOTAL APPROPRIATIONS	<u>\$ 10,688,471</u>

B. Means Of Finance	
Unappropriated Fund Balance	<u>\$ 2,619,787</u>
Parks & Recreation Revenue	28,100
The Huether Family Aquatic Center Revenue	685,625
Summit Activies Center Revenue	433,020
Marne Creek Revenue	-
Casualty Reserve - Interest	250
Cemetery Revenue	27,200
Bridge & Street Revenue	\$1,471,497
911/Dispatch Revenue	296,620
Business Improvement District Revenue	158,135
Lodging Tax Revenue	900,398
Infrastructure Improvement Revolving	<u>44,720</u>
TOTAL REVENUE	<u>4,045,565</u>
Transfer From General Fund	<u>4,741,923</u>
Transfer From BBB	<u>20,000</u>
Transfer From Aquatic Center Capital Fund	<u>50,088</u>
Transfer From Special Capital Fund	<u>1,708,602</u>
TOTAL MEANS OF FINANCE	<u>\$ 13,185,965</u>

SECTION III - CAPITAL PROJECT FUNDS

A.	Appropriations		\$ -
	Public Improvement		-
	Airport Capital Projects		1,545,000
	Park Capital Projects		157,000
	Infrastructure Improvement Construction		100,000
	Huether Aquatics Center Construction		50,088
	Special Capital Improvement (506 Fund)		8,047,603
	Tax Incr. District #5 Menards (510 Fund)		194,610
	Tax Incr. District #6 Westbrook Estates (511 Fund)		349,221
	Tax Incr. District #7 West 10th Street (512 Fund)		53,954
	Tax Incr. District #8 Westbrook Phase 2 (513 Fund)		111,103
	Tax Incr. District #9 Yankton Mall (514 Fund)		22,650
	Tax Incr. District #11 Gehl (515 Fund)		-
	Tax Incr. District #12 Mead (516 Fund)		-
	Tax Incr. District #14 Garden Estates (517 Fund)		1,000
	Tax Incr. District #15 Bluestem Reserve (518 Fund)		1,000
	Tax Incr. District #16 The Links (519 Fund)		1,000
	TOTAL APPROPRIATIONS		<u>\$ 10,634,229</u>
B.	Means of Finance		
	Unappropriated Fund Balance		<u>\$ 12,138,787</u>
	Public Improvement Revenue		\$ -
	Airport Capital Projects		1,308,000
	Park Capital Revenue		-
	Infrastructure Improvement Construction		-
	Huether Aquatics Center Construction		-
	Special Capital Improvement		6,413,983
	TID #5 Menards		173,433
	TID #6 Westbrook Estates		378,928
	TID #7 West 10th Street		53,954
	TID #8 Westbrook Phase 2		124,964
	TID #9 Yankton Mall		22,650
	TID #11 Gehl		1,000
	TID #12 Mead		1,000
	TID #14 Garden Estates		1,000
	TID #15 Bluestem Reserve		1,000
	TID #16 The Links		1,000
	TOTAL REVENUE		<u>\$ 8,480,912</u>
	Transfer from General Fund		397,425
	Transfer from Park Improvement Fund		-
	Transfer from BBB Fund		44,471
	Transfer from Infrastructure Impr. Fund		44,720
	Transfer from Special Capital Fund		-
	Loan from General Fund		-
	Loan from Special Capital Fund		-
	Loan from TID#8		33,113
	Loan from Utilities		-
	TOTAL OTHER FINANCING SOURCES		<u>519,729</u>
	TOTAL MEANS OF FINANCE		<u>\$ 21,139,428</u>

**SECTION IV - ENTERPRISE FUNDS**

	Water	Wastewater	Solid Waste		Golf Course
			Collection	Joint Powers (Yankton Only)	
Unappropriated Fund Balance	\$ 18,639,128	\$ 1,976,578	\$ 1,427,221	\$ (719,078)	\$ 54,467
Estimated Revenues:					
Operations	7,809,866	5,711,716	1,560,349	1,832,100	-
Other	52,000	15,900	4,100	100	1
<b>TOTAL REVENUE</b>	<u>7,861,866</u>	<u>5,727,616</u>	<u>1,564,449</u>	<u>1,832,200</u>	<u>1</u>
Operating Transfer In	-	-	-	-	96,650
Depreciation	2,500,454	841,084	82,537	194,196	73,088
Amortization	-	-	-	-	-
Revolving Loan Funds	1,650,000	22,140,000	-	-	-
Grant Funds	-	-	-	-	-
<b>TOTAL FUNDS AVAILABLE</b>	<u>\$ 30,651,448</u>	<u>\$ 30,685,278</u>	<u>\$ 3,074,207</u>	<u>\$ 1,307,318</u>	<u>\$ 224,206</u>
Appropriations:					
Operating	\$ 6,035,462	\$ 3,445,612	\$ 1,622,397	\$ 2,056,010	\$ 89,844
Non-Operating	1,035,176	431,225	3,837	63,271	-
Operating Transfer Out	71,346	60,046	-	-	-
Improvement & Exts/Capital	7,182,958	26,104,368	690,534	\$515,000	60,000
Unobligated	16,326,506	644,027	757,439	(1,326,963)	74,362
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 30,651,448</u>	<u>\$ 30,685,278</u>	<u>\$ 3,074,207</u>	<u>\$ 1,307,318</u>	<u>\$ 224,206</u>

**SECTION V - INTERNAL SERVICE FUNDS**  
**CENTRAL GARAGE**

Unappropriated Fund Balance	\$ 286,252
Estimated Revenue - Billings	<u>1,418,693</u>
<b>TOTAL ESTIMATED BALANCE &amp; REVENUES</b>	<b>\$ 1,704,945</b>
Less Appropriations	<u>1,385,784</u>
<b>Estimated Surplus</b>	<b>\$ 319,161</b>

SECTION VI - TAX LEVY

That there is hereby levied upon all taxable property within said City of Yankton, South Dakota, for the purposes of providing funds to meet the lawful expenses and liabilities of the City of Yankton, South Dakota, as herein set forth for the fiscal year of 2025, a tax sufficient to raise \$3,354,350 in regular property taxes or the maximum allowable, which as received by the Finance Officer shall be credited to the General Fund, and an additional \$175,000 in opt-out property taxes which will be used for the annual debt service requirement for the Second Fire Station, and an additional \$884,043 in opt-out property taxes which will be used for the annual debt service requirement for the new aquatics center in Fantle-Memorial Park.

That the Finance Officer of the City of Yankton be and hereby is authorized and directed to certify the said regular tax levy, \$3,354,350 and the opt-out levies, \$175,000 and \$884,043 to the County Auditor of the County of Yankton, South Dakota, to the end that the same may be spread and assessed as provided by law.

SECTION VII - EFFECTIVE DATE

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

Adopted: September 23, 2024

\_\_\_\_\_  
Mason Schramm, Mayor

ATTEST :

\_\_\_\_\_  
Lisa Yardley, Finance Officer

Introduction and first reading: September 9, 2024

Second reading : September 23, 2024

Published in the Yankton Daily Press and Dakotan, Official Newspaper: September xx, 2024

I so certify

\_\_\_\_\_  
Lisa Yardley  
Finance Officer

**MEMORANDUM #24-179**

To: Yankton City Commission  
From: Lisa Yardley, Finance Officer  
Date: September 3, 2024  
Re: Resolution Relating to the Impacts of Initiated Measure 28

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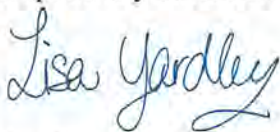
The South Dakota Municipal League has asked cities to take a stance against the Initiated Measure 28 (IM 28) on this November’s election ballot to prohibit taxes on anything sold for human consumption.

Currently, the State collects 4.2% sales tax with the City of Yankton collecting 2% plus an additional 1% for gross receipts on prepared food, alcohol, events, and lodging. IM 28 proposes to prohibit the State from collecting sales or use tax on anything sold for human consumption. What is considered human consumption? This terminology is not defined by state law, but the measure does not apply to alcoholic beverages or prepared food (food that is sold heated or with utensils).

The proposal does state municipalities may continue to impose such taxes; however, the language conflicts with South Dakota Codified law 10-52-2 which allows cities and towns to impose a sales tax of up to 2 percent on the same items taxed by the state. This means that if the state cannot tax “anything sold for human consumption,” neither can a city or town.

SDML has **estimated Yankton’s impact to be \$1,314,678 or 10.3% of reduced sales tax revenue.** The estimated loss for each municipality was calculated by first aggregating all of the monthly sales tax reports for communities by SIC code from the Department of Revenue for 2023. Then a percentage was assigned to each SIC code to represent how much of the sales tax revenue generated by businesses under that code comes from consumables. Lastly, those percentages were applied to the 2023 tax data for each community in the state to develop the estimate. To see the financial impact, see the attached Fiscal Analysis memorandum from the SD Legislative Research Council.

Respectfully submitted,




Lisa Yardley, Finance Officer

**Recommendation: Staff recommends the City Commission approve Resolution #24-40 relating to the impacts of Initiated Measure 28 on municipalities.**

I concur with this recommendation.

I do not concur with this recommendation.

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

\_\_\_\_ Roll Call

**RESOLUTION #24-40**

WHEREAS Initiated Measure 28 was certified for the November 2024 General Election Ballot by the South Dakota Secretary of State;

WHEREAS Initiated Measure 28, if passed, would remove state, municipal and tribal taxes on all items sold for human consumption except alcohol and prepared food;

WHEREAS “human consumption” is undefined in South Dakota Codified Law or the South Dakota Constitution. Black’s Law Dictionary defines “consumption” as “the act of destroying a thing by using it; the use of a thing in a way that exhausts it.”;

WHEREAS South Dakota Codified Law 34-45-1(7) defines tobacco products as “any item made of tobacco intended for human consumption, including cigarettes, cigars, pipe tobacco, and smokeless tobacco, and vapor products as defined in § 34-46-20.”;

WHEREAS South Dakota Codified Law 10-52-2 allows incorporated municipalities to impose a tax on the sale, use, storage and consumption of items that conform in all respects to the state tax on such items up to two percent;

WHEREAS the Attorney General’s explanation of the measure states legislative or judicial clarification would be needed if the measure passes;

WHEREAS The City of Yankton levies a two-percent sales tax and collected \$12,616,403.61 in the 2023 fiscal year and \$7,340,511.56 year-to-date in the 2024 fiscal year;

WHEREAS The City of Yankton estimates annual lost revenue of \$1,314,678 or 10.3% unless Initiated Measure 28 is rejected by voters in South Dakota.

NOW, THEREFORE, BE IT RESOLVED, by the City Commission of Yankton, that Initiated Measure 28 would negatively impact the municipal budget in our community.

Dated this 26th day of August 2024

\_\_\_\_\_  
Mason Schramm, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Yardley, Finance Officer

## SD Municipal Sales Tax Impact from IM-28

City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Aberdeen	\$21,416,250	\$2,088,265	9.8%
Akaska	\$22,882	\$2,845	12.4%
Alcester	\$248,782	\$48,614	19.5%
Alexandria	\$152,324	\$7,439	4.9%
Alpena	\$271,485	\$16,845	6.2%
Andover	\$25,301	\$7,309	28.9%
Arlington	\$578,453	\$100,636	17.4%
Armour	\$314,388	\$85,997	27.4%
Artesian	\$22,931	\$1,295	5.6%
Ashton	\$15,164	\$842	5.6%
Astoria	\$20,775	\$1,326	6.4%
Aurora	\$108,247	\$1,509	1.4%
Avon	\$154,257	\$22,904	14.8%
Baltic	\$339,459	\$43,159	12.7%
Belle Fourche	\$3,994,971	\$614,299	15.4%
Belvidere	\$6,044	\$321	5.3%
Beresford	\$1,363,815	\$190,412	14.0%
Big Stone City	\$405,026	\$21,075	5.2%
Bison	\$204,490	\$30,053	14.7%
Blunt	\$43,909	\$1,717	3.9%
Bonesteel	\$97,557	\$57,876	59.3%
Bowdle	\$136,702	\$30,000	21.9%
Box Elder	\$4,165,120	\$369,776	8.9%
Bradley	\$8,511	\$454	5.3%
Brandon	\$5,266,782	\$565,985	10.7%
Brandt	\$28,328	\$817	2.9%
Bridgewater	\$86,026	\$2,938	3.4%
Bristol	\$72,807	\$2,214	3.0%
Britton	\$787,308	\$215,133	27.3%
Brookings	\$19,552,462	\$1,631,463	8.3%
Bruce	\$74,682	\$1,570	2.1%
Bryant	\$373,197	\$24,427	6.5%
Buffalo	\$212,911	\$19,056	9.0%
Burke	\$300,912	\$71,795	23.9%
Camp Crook	\$3,674	\$128	3.5%
Canistota	\$315,850	\$57,548	18.2%
Canova	\$37,491	\$762	2.0%
Canton	\$1,504,328	\$215,853	14.3%
Carthage	\$51,530	\$1,004	1.9%
Castlewood	\$217,683	\$27,077	12.4%
Cavour	\$26,637	\$2,110	7.9%
Centerville	\$254,314	\$52,107	20.5%
Central City	\$37,734	\$2,377	6.3%
Chamberlain	\$1,915,980	\$311,595	16.3%
Chancellor	\$136,017	\$12,654	9.3%
Clark	\$591,653	\$79,759	13.5%
Clear Lake	\$619,373	\$104,232	16.8%
Colman	\$348,693	\$22,013	6.3%
Colome	\$75,702	\$11,355	15.0%
Colton	\$182,890	\$27,676	15.1%
Columbia	\$33,497	\$674	2.0%
Conde	\$32,698.1	\$787.9	2.4%

City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Corona	\$22,836	\$2,489	10.9%
Corsica	\$341,235	\$42,092	12.3%
Cresbard	\$10,877	\$327	3.0%
Crooks	\$316,923	\$5,749	1.8%
Custer	\$2,334,025	\$425,723	18.2%
Dallas	\$27,906	\$363	1.3%
Dante	\$14,442	\$692	4.8%
Davis	\$14,335	\$205	1.4%
De Smet	\$684,018	\$149,967	21.9%
Deadwood	\$4,740,724	\$275,097	5.8%
Dell Rapids	\$1,752,592	\$350,200	20.0%
Delmont	\$31,430	\$10,250	32.6%
Dimock	\$71,452	\$24,721	34.6%
Doland	\$45,134	\$5,971	13.2%
Dupree	\$51,469	\$537	1.0%
Eagle Butte	\$514,458	\$84,317	16.4%
Eden	\$19,465	\$5,525	28.4%
Edgemont	\$295,848	\$29,400	9.9%
Egan	\$49,383	\$12,833	26.0%
Elk Point	\$739,397	\$125,756	17.0%
Elkton	\$291,445	\$18,969	6.5%
Emery	\$153,438	\$39,952	26.0%
Erwin	\$4,663	\$56	1.2%
Estelline	\$249,225	\$61,364	24.6%
Ethan	\$59,111	\$1,850	3.1%
Eureka	\$339,033	\$92,072	27.2%
Fairfax	\$30,725	\$2,653	8.6%
Fairview	\$5,732	\$44	0.8%
Faith	\$262,180	\$64,916	24.8%
Faulkton	\$366,782	\$66,291	18.1%
Flandreau	\$865,129	\$99,676	11.5%
Florence	\$54,265	\$3,391	6.2%
Fort Pierre	\$1,924,615	\$287,833	15.0%
Frankfort	\$25,220	\$753	3.0%
Frederick	\$36,151	\$4,925	13.6%
Freeman	\$690,693	\$176,898	25.6%
Garretson	\$615,484	\$96,895	15.7%
Gary	\$105,067	\$11,563	11.0%
Gayville	\$63,953	\$1,459	2.3%
Geddes	\$76,631	\$8,103	10.6%
Gettysburg	\$613,021	\$116,614	19.0%
Glenham	\$16,351	\$2,413	14.8%
Gregory	\$904,727	\$133,894	14.8%
Grenville	\$12,209	\$2,560	21.0%
Groton	\$694,907	\$125,491	18.1%
Harrisburg	\$3,024,515	\$408,746	13.5%
Harrold	\$54,585	\$2,596	4.8%
Hartford	\$1,547,830	\$213,393	13.8%
Hayti	\$213,445	\$25,935	12.2%
Hazel	\$9,936	\$155	1.6%
Hecla	\$35,909	\$10,748	29.9%
Henry	\$39,365	\$13,074	33.2%



City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Hermosa	\$249,435	\$52,081	20.9%
Herreid	\$312,736	\$74,931	24.0%
Highmore	\$483,068	\$74,764	15.5%
Hill City	\$1,265,978	\$246,790	19.5%
Hitchcock	\$24,344	\$823	3.4%
Hosmer	\$35,152	\$1,132	3.2%
Hot Springs	\$2,210,020	\$474,444	21.5%
Hoven	\$201,952	\$34,449	17.1%
Howard	\$444,861	\$103,384	23.2%
Hudson	\$150,540	\$22,096	14.7%
Humboldt	\$259,454	\$16,305	6.3%
Hurley	\$80,149	\$5,277	6.6%
Huron	\$9,535,131	\$868,684	9.1%
Interior	\$34,040	\$1,001	2.9%
Ipswich	\$473,070	\$95,968	20.3%
Irene	\$106,658	\$19,058	17.9%
Iroquois	\$35,673	\$7,341	20.6%
Isabel	\$96,536	\$11,875	12.3%
Java	\$25,585	\$4,523	17.7%
Jefferson	\$159,654	\$4,309	2.7%
Kadoka	\$313,780	\$75,165	24.0%
Kennebec	\$137,137	\$26,811	19.6%
Keystone	\$988,731	\$50,978	5.2%
Kimball	\$497,352	\$44,883	9.0%
Kranzburg	\$17,029	\$1,160	6.8%
La Bolt	\$7,990	\$487	6.1%
Lake Andes	\$248,974	\$95,376	38.3%
Lake City	\$12,227	\$308	2.5%
Lake Norden	\$1,133,186	\$69,970	6.2%
Lake Preston	\$235,761	\$27,186	11.5%
Lane	\$1,306	\$4	0.3%
Langford	\$62,167	\$829	1.3%
Lead	\$1,685,827	\$406,300	24.1%
Lemmon	\$742,240	\$190,683	25.7%
Lennox	\$1,075,923	\$153,862	14.3%
Leola	\$98,603	\$13,910	14.1%
Lesterville	\$24,287	\$529	2.2%
Letcher	\$23,330	\$485	2.1%
Madison	\$4,627,768	\$622,242	13.4%
Marion	\$350,694	\$42,204	12.0%
Martin	\$562,432	\$220,028	39.1%
McIntosh	\$34,655	\$2,108	6.1%
McLaughlin	\$145,515	\$4,773	3.3%
Mellette	\$100,343	\$26,886	26.8%
Menno	\$253,342	\$47,000	18.6%
Midland	\$78,836	\$485	0.6%
Milbank	\$4,274,714	\$456,162	10.7%
Miller	\$944,754	\$159,437	16.9%
Mission	\$582,687	\$194,721	33.4%
Mitchell	\$14,497,168	\$1,427,588	9.8%
Mobridge	\$2,045,844	\$462,351	22.6%
Monroe	\$8,792.2	\$290.1	3.3%
Montrose	\$94,622.5	\$6,498.0	6.9%
Morristown	\$6,633.6	\$184.5	2.8%

City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Mound City	\$11,536	\$230	2.0%
Mount Vernon	\$88,231	\$1,377	1.6%
Murdo	\$337,285	\$73,359	15.5%
New Effington	\$76,336	\$9,662	12.7%
New Underwood	\$153,555	\$6,330	4.1%
Newell	\$342,107	\$61,586	18.0%
Nisland	\$19,666	\$425	2.2%
North Sioux City	\$4,964,291	\$252,727	5.1%
Oacoma	\$579,613	\$156,190	26.9%
Oelrichs	\$23,591	\$3,779	16.0%
Oldham	\$12,394	\$570	4.6%
Olivet	\$10,639	\$1,736	16.3%
Onida	\$243,355	\$29,748	12.2%
Orient	\$5,733	\$111	1.9%
Parker	\$519,360	\$152,895	20.3%
Parkston	\$879,323	\$200,505	22.8%
Peever	\$17,435	\$688	3.9%
Philip	\$616,183	\$114,091	18.5%
Pickstown	\$99,489	\$19,324	19.4%
Piedmont	\$409,742	\$74,618	18.2%
Pierpont	\$12,343	\$1,943	15.7%
Pierre	\$10,459,951	\$829,134	7.9%
Plankinton	\$280,112	\$24,927	8.9%
Platte	\$1,000,875	\$213,950	21.4%
Pollock	\$118,681	\$3,748	3.2%
Presho	\$159,933	\$12,897	8.1%
Pringle	\$27,973	\$492	1.8%
Pukwana	\$52,887	\$601	1.1%
Quinn	\$7,654	\$358	4.7%
Ramona	\$27,608	\$1,033	3.7%
Rapid City	\$79,032,583	\$6,653,951	8.4%
Redfield	\$1,124,970	\$190,207	16.9%
Reliance	\$55,656	\$518	0.9%
Reville	\$19,296	\$1,183	6.1%
Roscoe	\$128,218	\$31,416	24.5%
Rosholt	\$148,616	\$31,778	21.4%
Roslyn	\$71,197	\$29,928	42.0%
Saint Lawrence	\$62,922	\$1,143	1.8%
Salem	\$567,233	\$102,117	18.0%
Scotland	\$387,738	\$75,093	19.4%
Selby	\$325,845	\$45,758	14.0%
Sherman	\$6,585	\$267	4.1%
Sioux Falls	\$184,462,106	\$15,444,420	8.4%
Sisseton	\$1,346,766	\$315,866	23.5%
South Shore	\$12,353	\$1,638	13.3%
Spearfish	\$12,091,370	\$1,500,000	0.6%
Spencer	\$21,073	\$863	4.1%
Springfield	\$233,279	\$25,699	11.0%
Stickney	\$141,890	\$30,000	21.1%
Stratford	\$23,587	\$768	3.3%
Sturgis	\$4,765,361	\$712,491	15.0%
Summerset	\$1,033,304	\$233,875	22.6%
Summit	\$146,850	\$5,170	3.5%
Tabor	\$110,083	\$3,092	2.8%

City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Tea	\$3,878,540	\$346,857	8.9%
Timber Lake	\$272,253	\$43,072	15.8%
Toronto	\$122,636	\$35,435	28.9%
Trent	\$34,985	\$965	2.8%
Tripp	\$114,074	\$23,445	20.6%
Tyndall	\$394,459	\$95,904	24.3%
Utica	\$5,111	\$86	1.7%
Valley Springs	\$195,258	\$3,017	1.5%
Veblen	\$57,794	\$7,628	13.2%
Vermillion	\$5,209,080	\$500,000	9.6%
Viborg	\$295,412	\$74,811	25.3%
Volga	\$716,272	\$71,210	9.9%
Volin	\$22,021	\$563	2.6%
Wagner	\$983,285	\$202,105	20.6%
Wakonda	\$119,291	\$3,691	3.1%
Wall	\$1,589,716	\$199,037	12.5%
Wallace	\$8,943	\$1,147	12.8%
Ward	\$16,627	\$236	1.4%
Warner	\$71,074	\$1,567	2.2%
Wasta	\$3,852.5	\$196.3	5.1%
Watertown	\$21,122,084.3	\$2,189,462.5	10.4%

City/Town	2023 General Sales Tax Due	Tax Repeal Impact	Impact %
Waubay	\$173,421	\$45,814	26.4%
Webster	\$1,112,985	\$211,913	19.0%
Wentworth	\$76,316	\$1,664	2.2%
Wessington	\$98,962	\$3,389	3.4%
Wessington Springs	\$381,617	\$74,826	19.6%
Westport	\$27,704	\$3,098	11.2%
White	\$102,672	\$3,640	3.5%
White Lake	\$82,199	\$25,428	30.9%
White River	\$183,961	\$76,013	41.3%
Whitewood	\$344,737	\$48,202	14.0%
Willow Lake	\$78,987	\$23,120	29.3%
Wilmot	\$146,379	\$15,698	10.7%
Winner	\$1,970,400	\$254,899	12.9%
Witten	\$3,817	\$154	4.0%
Wolsey	\$157,026	\$63,160	40.2%
Wood	\$7,772	\$929	11.9%
Woonsocket	\$267,475	\$52,783	19.7%
Worthing	\$169,023	\$2,766	1.6%
Yale	\$6,585	\$149	2.3%
Yankton	\$12,796,162	\$1,314,678	10.3%

**TOTAL**                              **\$506,118,712**              **\$51,517,725**

Median Tax Due	Median Impact
\$151,432	\$23,012

Average Impact	Median Impact	Max Impact
13.0%	12.0%	59.3%

**Methodology:**

1. Using 2023 sales tax reports from the State, tax due by SIC Division (lowest level available) was extracted.
2. Assigned a percentage of tax due to each Division that is from sales of items for human consumption.
3. Aggregated results by City.
4. Cities are unlisted if they did not generate sales tax in 2023.

**Note:** These estimates are based on the best data available for unprepared food and food ingredients. SIC codes are self-assigned by businesses and tied to their main line of business, leading to inconsistencies. For example, hardware and lumber/building material stores that sell unprepared food may report those items differently than a grocery store. Actual losses could also be much greater based on how items for human consumption is defined. Current state law and IM-28 do not define items for human consumption, requiring legislative or judicial clarification. Without clarification, items human consumption could include numerous other items not included in these estimates.



Prepared by the LRC staff for  
The Joint Committee on Appropriations  
July 30, 2024

## Initiated Measure 28 – To Prohibit Taxes on Anything Sold for Human Consumption – Fiscal Analysis

This memorandum provides information regarding the fiscal impact on state revenues of initiated measure 28, to prohibit taxes on anything sold for human consumption. There could be a total reduction in state revenues between \$133.6 and \$646.2 million, depending on the interpretation of the phrase, "human consumption." A food only interpretation could see a reduction of \$133.6 million representing 9.3% of state sales tax, while a broader interpretation could see a reduction up to \$646.2 million comprising up to 46.5% of state sales tax and 100% of tobacco taxes.

### Understanding the Language of IM 28

To understand the fiscal impact of initiated measure 28 (IM 28), one must first interpret its language:

*Notwithstanding any other provisions of law, the state may not tax the sale of anything sold for human consumption, except alcoholic beverages and prepared food. Municipalities may continue to impose such taxes.*

The key phrase is "anything sold for human consumption." "Human consumption" may be interpreted in several different ways.

One interpretation of "human consumption" limits the phrase to food only, even though the measure does not specifically provide this limitation. In this case, "human consumption" would mean the ingestion or absorption of items meant for humans into the body. This interpretation is supported by how the phrase is used in the South Dakota Codified Laws. There are 36 statutes including the phrase "human consumption." Most reference food products intended to be ingested into the human body or describe what is not meant for human ingestion.<sup>1</sup>

Another interpretation of "human consumption" includes more than just food. The assumption in this case is, if the intent of the measure was to limit its application to food only, the word "food"<sup>2</sup> would have been used. When interpreting the language of a statute, the court looks to the "plain meaning and effect" of a phrase.<sup>3</sup> The plain and ordinary definition of "consume" or "consumption," means "to do away with completely, to spend, or use up."<sup>4</sup> This interpretation of "human consumption" would include goods and services, as both goods and services can be "done away with completely" or "used up." In economic terms, goods that are consumed are considered "nondurable", meaning those goods are "able to exist for only a short time before deteriorating."<sup>5</sup> Therefore, "human consumption" could be interpreted to include nondurable goods and services.

<sup>1</sup> SDCL use of the words human consumption: 10-45-18.2; 10-45-18.3; 10-46-16.2; 10-46-16.3; 34-5-11.1; 34-18-1(4); 34-20B-1(5)(c); 34-20B-117; 34-20G-1(12)(b); 34-46-1(1)(7); 34A-3A-2(8); 34A-7-1(1); 35-1-1(8); 35-13-15; 39-4-22; 39-4-23; 39-4-24; 39-4-25(2); 39-4-26; 39-5-6(24); 39-5-11; 39-5-39.1; 39-6-1(2)(3)(6); 39-6-2; 39-6-3; 39-6-3.1; 39-6-9(12); 39-11-14; 40-17-1; 40-18-1.2(21)(30); 40-21-25; 40-32-2(6); 40-32-4; 40-32-5(8); 40-32-10.1; 40-32-20.

<sup>2</sup> "Food" is defined in SDCL 10-45-1(5) as "any substance, whether in liquid, concentrated, solid, frozen, dried, or dehydrated form, that is sold for ingestion or chewing by humans and is consumed for its taste or nutritional value. The term, food, does not include alcoholic beverages, tobacco, or prepared food." See SDCL subdivision 10-45-1(5).

<sup>3</sup> *US West Communications, Inc. v. Public Utilities Commission*, 505 N.W.2d 115, 123 (S.D. 1993).

<sup>4</sup> <https://www.merriam-webster.com/dictionary/consume>

<sup>5</sup> <https://www.merriam-webster.com/dictionary/nondurable>

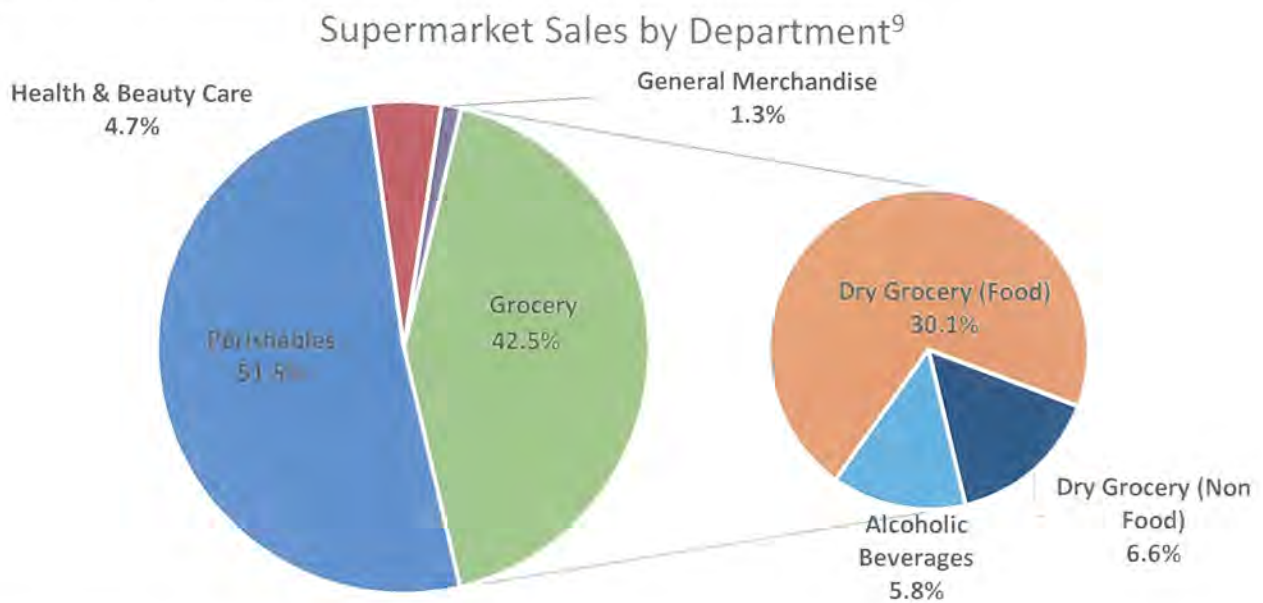
Because multiple interpretations are possible, the Legislature will likely need to clarify what "human consumption" means. This in turn, will clarify the fiscal impact of the measure.

The measure's language provides the state may continue to tax alcoholic beverages and prepared food. This means the state will continue to collect sales tax on most items sold by restaurants, fast food establishments, food trucks, and bars, and on off-sale liquor products. Certain items ordered at a restaurant would be taxed, while other items would likely not be taxed. For example, a cheeseburger, steak, chicken, fries, coffee, or other hot food would be taxed. A soft drink ordered at a restaurant would likely be taxed. However, a bottle of the same soft drink purchased at a retail store would likely not be taxed. Items like milk, juice drinks, or other products where the seller does not combine or mix two or more food ingredients to sell as a single, non-heated item would likely not be taxed.<sup>6</sup>

**Identifying Products Sold for Human Consumption**

The U.S. Bureau of Economic Analysis defines nondurable goods as, "tangible products that can be stored or inventoried and that have an average life of less than three years."<sup>7</sup> The bureau defines services as "products that cannot be stored and are consumed at the place and time of their purchase."<sup>8</sup> These definitions will be the framework for identifying products and services for human consumption in calculating the fiscal impact of IM 28, if "human consumption" is determined to include all nondurable goods and all services.

To understand the possible fiscal impact of eliminating the tax on anything sold for human consumption, one needs to understand what kinds of products are consumed. Supermarket sales consist mainly of food products. 51.5% of sales are perishables (meat, deli, produce, bakery, dairy, frozen foods, floral), while another 30.1% of sales are dry groceries (food).<sup>9</sup> About 81% of what supermarkets sell is "food", up to about 93% of sales could be considered items for human consumption.



<sup>6</sup> Definition of Prepared food, SDCL 10-45-1(8)

<sup>7</sup> <https://www.bea.gov/help/glossary/nondurable-goods>

<sup>8</sup> <https://www.bea.gov/help/glossary/services>

<sup>9</sup> The Food Industry Association via the Progressive Grocer's 72<sup>nd</sup> Annual Consumer Expenditures Study



Retail stores such as Walmart and Sam's Club are in a different category than supermarkets. There are 15 Walmart and 2 Sam's Club stores in South Dakota. Walmart classifies 59% of its sales as groceries including dry groceries, snacks, dairy, meat, produce, deli & bakery, frozen foods, alcohol, and nonalcoholic beverages, and consumables such as health and beauty aids, pet supplies, household chemicals, paper goods, and baby products. Sam's Club classifies 63% of its sales as groceries and consumables.<sup>10</sup> IM 28 could affect the sales tax of 59% to 63% of what Walmart, Sam's Club and similar stores sell in South Dakota.

Another category of retail store would be the Dollar General. The Dollar General considers 81% of what it sells as consumables. Dollar General defines consumables as paper and cleaning products, packaged foods, perishables, snacks, health and beauty products, pet supplies, and tobacco. The table below shows some of the products from each category. There are 78 Dollar Generals operating in South Dakota.<sup>11</sup> IM 28 could affect the sales tax for approximately 81% of Dollar General sales in South Dakota.

Dollar General Classification of Consumables <sup>11</sup>						
Paper & Cleaning Products	Packaged Foods	Perishables	Snacks	Health & Beauty	Pet	Tobacco
Paper Towels	Cereals	Milk	Candy	Soap	Pet Food	Cigarettes
Bath Tissue	Pasta	Eggs	Cookies	Body Wash	Pet Supplies	Chewing Tobacco
Paper Dinnerware	Canned Soups	Bread	Crackers	Shampoo		
Trash Bags	Canned Meats	Beer	Salty Snacks	Cosmetics		
Storage Bags	Fruits	Frozen Food	Carbonated Beverages	Over the Counter Medicines		
Disinfectants	Vegetables	Refrigerated Food		Dental Hygiene Products		
Laundry	Condiments	Wine		Foot Care Products		
	Spice	Produce				
	Sugar					
	Flour					

**Calculating the Fiscal Impact of IM 28**

The methodology used in this analysis to determine the fiscal impact of IM 28 began with researching and identifying various products that could be considered as being for "human consumption" and which are sold at retail. Next relevant Standard Industrial Classification (SIC) codes applicable to the products were identified from the 2023 South Dakota SIC taxable sales data. The taxable sales data was then inflated forward two years, at a rate of 4% each year, to arrive at estimated 2025 taxable sales. Depending on the SIC code, the taxable sales were divided into categories -- services, food, tobacco, energy, personal care, paper & stationary, and other consumables. A percentage was applied to each category of items on the amount for each SIC code and then multiplied by 0.042 to reach the amount of sales tax revenue that could be impacted. The sources of information used in the analysis include South Dakota SIC taxable sales, annual reports of major businesses operating in South Dakota, and other economic and financial sources.

<sup>10</sup> Walmart 2023 Annual Report

<sup>11</sup> Dollar General 2023 Annual Report



The table below shows the items that could possibly be defined as being for human consumption and sets forth the effect on state sales tax revenues. It is possible the overall fiscal impact could be lower or higher due to the limitations in the analysis.<sup>12</sup> The total possible fiscal impact on state sales tax and tobacco tax revenues could be a reduction between \$133.6 and \$646.2 million. This amount represents 9.3% to 46% of the annual state sales tax revenues and 100% of tobacco taxes.

### Items Possibly Defined as Being for Human Consumption and the Effect on State Sales Tax Revenues

Items	Estimated Fiscal Impact to State Sales Tax Revenue
Services <sup>①</sup>	(\$335,844,178)
Food <sup>②</sup>	(\$133,576,072)
Energy <sup>③</sup>	(\$91,690,694)
Tobacco <sup>④</sup>	(\$42,723,674)
Personal Care <sup>⑤</sup>	(\$17,929,338)
Paper & Stationary <sup>⑥</sup>	(\$15,244,234)
Other Consumables <sup>⑦</sup>	(\$9,237,777)
<b>Total Possible Fiscal Impact</b>	<b>(\$646,245,968)</b>

Notes:

- ① Services includes the hiring of someone to perform a certain function.
- ② Food includes items which would be included in the definition of food as provided in SDCL 10-45-1(5).
- ③ Energy includes water, electricity, propane, gas, diesel, and other energy products.
- ④ Tobacco includes the lose of sales and excise taxes on cigarettes, cigars, chewing tobacco, vaping products, and any other product containing nicotine.
- ⑤ Paper & Stationary includes any items made out of paper, except books.
- ⑥ Personal Care includes products like toothpaste, cosmetics, shampoo, soap, non-prescription medicines, ointments, and many others.
- ⑦ Other consumables include household chemicals, disposable plastics (plates, cups, silverware), certain baby products, and other consumables.

Sources: South Dakota SIC Taxable sales, annual reports of major businesses operating in South Dakota, and other sources

#### Updated Fiscal Note of IM 28

The Legislative Research Council completed a fiscal note for IM 28 on January 5, 2023. The fiscal note stated there would be a reduction of \$123.9 million in state sales tax revenues. The estimate was based on the phrase "human consumption" being interpreted to apply only to food. The fiscal note letter also stated assumptions regarding the meaning of the phrase were "just as reasonable, if not more so." This memorandum considers other reasonable interpretations of "human consumption". The original fiscal note may no longer be the best information available on the fiscal impact of IM 28. The factors affecting this include: the amount of time passed since completion of the original fiscal note, the reduction in the sales tax rate, understanding the possible interpretations of the language used, and the growth rate in sales tax.

<sup>12</sup> Limitations in the analysis include: 1) The use of the SIC coding for businesses in South Dakota. The coding rolls up too many different businesses into the same classification, which could cause an over or under-estimation of the fiscal impact, and 2) The percent of sales attributed to each category of items for the SIC Code.



**Memorandum #24-186**

**To:** Amy Leon, City Manager  
**From:** Jason Foote, Chief of Police  
**Subject:** Spectrometer Purchase  
**Date:** 08/26/2024

The City of Yankton receives funds from the National Opioid Settlement. Currently, the City has \$74,011.45 from those funds. Purchasing equipment such as a spectrometer is an approved purchase using the funds under section H, item #13, "support screening for fentanyl in routine clinical toxicology testing" in exhibit A of "Approved Uses" through the use of the Opioid Settlement Funds.

A spectrometer can assist in identifying substances involved in drug-related cases, analyzing chemical compositions of evidence, and detecting the presence of substances like fentanyl. A spectrometer allows officers to test and identify fentanyl without having to open any packaging. This non-invasive analysis method is highly beneficial as it minimizes the risk of exposure to substances, ensuring the safety of law enforcement personnel during the testing process.

The Yankton Police Department can enhance its capabilities to identify and analyze fentanyl and other illicit substances by purchasing a spectrometer. This investment aligns to address opioid abuse and trafficking, ultimately contributing to improved public safety and health outcomes.

I am requesting the purchase of two Apex Raman Spectrometers. DetactaChem Inc. provided a total quote of \$65,775.00. This quote includes two Apex Raman Spectrometers with Drug, Narcotic, and Precursor Library with a 1-year warranty (\$49,880.00), two factory extended 4-year warranties for manufacturer defects that begin after the standard 1-year warranty (\$15,900.00), and shipping costs (\$75.00).

Therefore, based on the attached quote from DetactaChem, Inc., it is recommended that the Apex Raman spectrometers be purchased for \$65,775.00.

Respectfully submitted,




Jason Foote  
 Chief of Police

**Recommendation: It is recommended that the City Commission approve Memorandum #24-186 for the purchase of two (2) Apex Raman Spectrometers with warranties for the Yankton Police Department from DetactaChem, Inc. for \$65,775.00.**

I concur with this recommendation.

I do not concur with this recommendation.



Amy Leon, City Manager

\_\_\_\_ Roll Call



## Quote Detail

### DetectaChem, Inc.

120 Industrial Blvd.  
Sugar Land TX 77478  
(855) 573-3537  
United States  
(855) 573-3537

#### Bill To:

Yankton Police Department -  
410 Walnut St  
Yankton SD 57078  
United States

#### Ship To:

Yankton Police Department -  
410 Walnut St  
Yankton SD 57078  
United States

**Quote #:** QUO08564

**Date:** 6/27/2024

**Expires:** 11/1/2024

**Sales Rep:** EMP49 Melissa Kusske

**Terms:** Net 30

**Requested By:** Sarah

**Lead Time:** 90-120 days ARO

#### Memo:

#### Domestic Wire Instructions

ABA Routing #: 113011258  
Receiving Bank: Zions Bancorporation, N.A. dba Amegy Bank  
Receiving Address: 1717 West Loop South, Houston Texas, 77027  
Beneficiary Name: DetectaChem Inc.  
120 Industrial Blvd., Sugar Land, TX 77478  
Beneficiary Account #: 5794216910

#### International Wire Instructions

ABA Routing #: 113011258  
SWIFT Code: ZFNBUS55  
Receiving Bank: Zions Bancorporation, N.A. dba Amegy Bank  
Receiving Address: 1717 West Loop South, Houston, TX 77027  
Beneficiary Name: DetectaChem Inc.  
120 Industrial Blvd., Sugar Land, TX 77478  
Beneficiary Account #: 5794216910

Item	Description	Un	Ord Qty	Rate	Amount
Apex <sup>7</sup> - Narc	Apex <sup>7</sup> Raman Spectrometer with Drug, Narcotic and Precursor Library. Includes Charger, Point-and-Shoot Adaptor, Vial Holder, Testing Standard, Updates, Support and 1 Year Warranty	EA	2	24,900.00	49,800.00
MDD-DHE-AQR-10	MobileDetect Pouch - Heroin w/QR (DHE) 10 cnt.	EA	2	0.00	0.00
MDD-SFYL-BOX-10	Box, 10 MobileDetect Fentanyl Test Kits in a Box	EA	2	0.00	0.00
Apex <sup>7</sup> Extended Warranty +4	Factory Extended 4 Year Warranty for Manufacturer Defects. Begins After Standard 1 Year Product Warranty Expires.	EA	2	7,950.00	15,900.00
S&H - Apex <sup>7</sup>	Shipping & Handling charges are transit charges only and do not include any international tariffs, taxes, storage, customs, or clearing agent charges.  Purchaser is responsible for additional charges.	EA	1	75.00	75.00





## Quote Detail

DetectaChem, Inc.

120 Industrial Blvd.  
 Sugar Land TX 77478  
 (855) 573-3537  
 United States  
 (855) 573-3537

**Quote #:** QUO08564

**Date:** 6/27/2024

Item	Description	Unit	Ord Qty	Rate	Amount

**Total** \$65,775.00

Quote is valid for quantities stated or greater, and all line items listed. Any removal of line items or reduction in quantity will require a revised quote. Price given is in \$USD; shipping not included in total unless noted. Explosive detection products manufactured by DetectaChem are export controlled under EAR 1A004.D which regulates the export of trace explosive detection technology. Any re-export without a license from BIS is in strict violation of US law and the policy of DetectaChem. For guidelines visit: <http://www.bis.doc.gov/>

**Memorandum #24-190**

To: City Manager  
From: Finance Department  
Date: September 9, 2024  
Subject: Special Events Alcoholic Beverage License  
**Applicant: Riverfront Brewery Inc.**

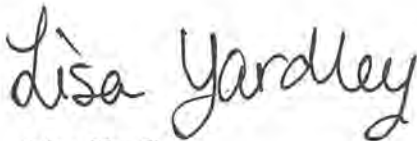
Type of License:

- Special On-sale Malt Beverage Retailers License
- Special On-sale Wine Retailers License
- Special On-sale Liquor License

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The Finance Department has received a Special Events Alcoholic Beverage License Application for a Special On-sale Liquor License for one day, September 20, 2024, from Riverfront Brewery Inc., 101 E. 3<sup>rd</sup> Street, Yankton, South Dakota. The event will take place at the Avera Pavilion, 501 Summit Street, Yankton, South Dakota.

The Finance Department has provided the above referenced application to the Community and Economic Development Department, the Fire Department and the Police Department to ensure that the premises and the applicant conform to the provisions of the City of Yankton Municipal Code of Ordinances. An inspection by the Fire Marshal and the Building Inspector revealed that the event premises is in compliance with all building and fire codes. A police check on the applicant revealed no felony convictions or warrants in South Dakota. After reviewing said information, it appears to the Finance Department that the above applicant is in compliance with the City of Yankton Municipal Code of Ordinances as relates to the submitted application.



Lisa Yardley  
Finance Officer

**MEMORANDUM #24-191**

To: Yankton City Commission  
From: Lisa Yardley, Finance Officer  
Date: August 30, 2024  
Re: Agreement with Caselle for Financial & Utility Billing Software

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The City of Yankton's Finance Office needs to update its current financial and utility billing software. Finance's current AS400 i-series system with Avenu Insights has been in place since the early 1990's. Staff has experienced issues with its reporting capabilities, customer support, staff development, lack of automation, and complicated navigation.

Since this past April, City staff has investigated other options, visited with other municipalities, and done several demos. Prerequisites included fund and modified accrual accounting general ledger, utility billing, security measures, streamlined workflows, customer service, staff education, report functions, affordability, and ability to integrate with other systems. Quotes ranged from as low as \$63,900.00 up to \$632,719.60. After several demos, the top three companies were between Springbrook, Tyler Technologies, and Caselle. Based on functionality and cost, City staff recommends the Caselle proposal.

The proposal and Caselle brochure are attached. The estimate to implement is \$69,360.00 with a reoccurring hosted maintenance and support fee of \$3,056.00 per month (\$34,838.40, if paid annually) for a total of \$104,199.00. To compare, Springbrook and Tyler Technology implementations were each over \$90,000.00, not including the annual SaaS fees. Bear in mind, Caselle's quote does not include on-site training travel expenses or additional accounts, if necessary (such as needing more than 5,600 water meters).

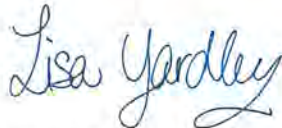
What value does this new software provide? First, information will be easier to access not only to internal staff but other departments. The accounts payable function allows an invoice to be attached to the payment and provide extra details that our current system does not. Second, new functions will be added such as accounts receivable, asset management, materials management, budgeting, document management, and business licenses which are currently all being done through Excel. These labor-saving functions will allow staff to be more efficient and use alternative communicate methods with other departments, insurance agents, and customers. For example, the accounts receivable function allows an invoice to be emailed directly and payable online versus our current paper invoice methodology. Third, utility billing has the opportunity to review and potentially update its processes. For example, sprinkler meters have a standalone account and are billed separately. Caselle offers an "irrigation meter" component where we could hypothetically condense sprinkler meters to the customer's main account. Another option is to create landlord/tenant agreements where Caselle's system gives the option to automatically change a rental unit back into the landlord's name upon disconnection (something our current system does not allow).

The City's credit card merchant Payment Services Network (PSN) is a preferred partner with Caselle and will be able to interface utility payments. Another preferred partner is Xpress Billpay. Staff is still investigating both credit card merchants and exploring options. A demo has been done with Xpress Billpay and they do offer some additional invoicing and form building options that would allow customers to pay and sign up for services online.

Regarding security measures, Caselle's hosted cloud-based solution has been reviewed by IT Director Duane Johnson. Their data center is hosted by Microsoft Azure and has an extensive disaster recovery plan. Caselle's proposal allows for eight concurrent user licenses and unlimited users on their Caselle Connect online portal.

If this is approved, what is next? Caselle requires a signed service proposal and agreement plus a 50% deposit. The remaining balance is to be paid within 60 days upon completion of all training for core applications. Caselle's implementation process is broken down into four parts: 1) prep phase (30-180 days); 2) setup phase (30-90 days); 3) pre-live phase (60-90 days); and 4) live phase (5-60 days). The overall goal is to be live by January 1, 2026.

Respectfully submitted,

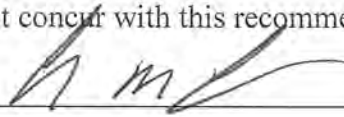


Lisa Yardley, Finance Officer

**Recommendation: Staff recommends the City Commission to authorize the City Manager to sign the software use agreement and related documents with Caselle to update the City of Yankton's financial and utility billing software and authorize the Finance Officer to issue a manual check for \$34,680.00 as a down payment.**

I concur with this recommendation.

I do not concur with this recommendation.

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

\_\_\_\_ Roll Call



## SINCE 1978 AND IN OVER 35 STATES ACROSS THE NATION,

*Committed to elevating  
the Main Streets of America.*

At Caselle we make your goals our goals by supporting them with human and financial resources. We learn about your community, allowing us to provide customized support and personalized software solutions. Ultimately, we work to empower you and your community.

Since 1978 and in over 35 states across the nation, Caselle has used its software to support and sustain over 1,300 communities. We look forward to doing the same for yours.



"Two of our main reasons for switching from our prior software to Caselle was to improve our reporting capabilities and to be a part of a company where customer service is an important element. We couldn't be more happy with the reporting ability within Caselle and the customer service is better than we could have hoped for. We are very excited to be part of the Caselle family!!"

**-Allison Edmisten**  
CFO

*Yucaipa Valley Water District, CA*



"Partnering with Caselle for our software needs has made our entire office more efficient and cohesive.

With the customer support and training we receive from Caselle, we work together as a team and feel like we can accomplish every accounting goal we set for ourselves."

**-Kellie Rekow**  
Treasurer/Deputy Clerk  
Eagle, ID



"I simply can't say enough about the excellent software and tech support Caselle has provided for us over the last twenty years. Their knowledge, experience, and reliability to resolve our issues in a timely manner have provided us with the continuity to run our business to the best of our ability. I feel like we have developed a great partnership with Caselle and hope to continue progressing as Caselle continues to provide us with their most up to date products. It has been a pleasure to work with such a wonderful, dedicated team of professionals."

**-Eva Smith**  
City Clerk  
Pryor Creek, Oklahoma

# OVER 40 INTEGRATED SOFTWARE SOLUTIONS

*Including:*

## COMMUNITY DEVELOPMENT:

- Permitting
- Planning & Zoning
- Approvals & Notifications
- Code Enforcement

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- Accounts Receivable
- Asset Management
- Cash Receipting
- Check on Demand
- General Ledger
- Interest Allocation
- Investment Management
- Materials Management
- Project Accounting
- Purchase & Requisition
- Community Development
- Electronic Online Payments

## PAYROLL & HR APPS

- Human Resources
- Payroll
- Payroll Direct Deposit
- Timekeeping

## SPECIALTY APPS

- Animal License
- Business License
- Business Tax Collection
- Cemetery Management
- Court Management
- Property Improvements
- Property Tax Collection
- Document Management

## UTILITY APPS

- Backflow Management
- Direct Pay
- Electronic Meter Reading
- Maintenance Orders
- Mobile Service Orders
- Supplemental Billing
- Tax Certification
- Utility Energy Assistance
- Utility Management
- Water Conservation



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for your community.*

*Give us a ring 800-228-9851  
or e-mail at [sales@caselle.com](mailto:sales@caselle.com)*

**REQUEST  
A DEMO**



## AT A GLANCE

### Bartow County Water System

-  Customer Since 1998
-  Customers: 22,146
-  Payroll Employees: 38
-  Caselle Licensed Users: 20
-  Operating Budget: \$20,100,000
-  Metered Services: 2

### Challenges

Over 20 years, Bartow County Water System has expanded their services offered. With more than 50% of customers online, the system values having software and support to help them serve their customers efficiently.

### Results

Bartow County Water System receives excellent care from a variety of Caselle teams they trust to help with all of their needs. Bartow County was happy with the work the Caselle Professional Services team did on a large project of converting to Beacon Meters.

### Benefits

- Expertise of Caselle staff expedites projects.
- Outstanding support with quick responses.
- Accurate reports easily generated.
- Professional Services Team dedicated to special projects.

*"There is nothing the Caselle team can't do. The support we've received is amazing."*

- Michael Yancey  
IS Director

## Case Study | Bartow County Water System

# After More Than 20 Years, Bartow County Water System Continues to Thrive with Caselle



## THE JOURNEY

In 1998, Bartow County Water System chose Caselle as their preferred software provider. Over 20 years later, the system has successfully gone through three software upgrades, increased their service capabilities and streamlined their workflows as a result of their lasting relationship and the support they have received from Caselle.

With more than 50% of the system's customers online, Bartow currently utilizes the Caselle Connect platform to better serve their customers and increase efficiencies. Most recently, they decided to rollout a Beacon meter reading system, which allows them to conduct meter reads through cellular, fixed network, or mobile communication technologies. To ensure a seamless transition, Bartow turned to Caselle for support.

*"We've trusted Caselle for over 20 years... We know them, we like them, and we trust them. The longer we're with them, the more they exceed our expectations."*

- Faith Dennis  
Comptroller

## THE SOLUTION

From the beginning of the transition to the Beacon meter system, the Caselle Professional Services Team worked closely with Bartow staff to get the Beacon system up and running and integrated with Connect. To help the utility system prepare, Caselle staff engaged in early discussions and conducted several rounds of testing with both software systems to ensure they were functioning properly and communicating with one another seamlessly. Additionally, the Caselle team created a custom report, set up UDF's, generated EMR formats for imports and exports, and customized a provisioning file for daily data sync.

According to Michael Yancey, Information Services Director, "We couldn't have done it without Caselle's support. Francisco, Caselle's Professional Services Specialist, was spot on at every stage of our project and his extensive expertise really helped expedite the process. There is nothing the Caselle team can't do. The support we've received is amazing." With the new Beacon system up and running and fully integrated, Bartow will eventually no longer need to conduct mobile meter readings once cellular read water meters have been installed throughout their utility system, which will result in substantial time savings and efficiencies for staff.

In addition to their Beacon capabilities, Caselle's meter reading module allows staff to easily create meter reading files. Since the system has multiple routes, being able to interact with the software quickly has reduced manual processes and reduced time. "Modifying meters is simple with Caselle software. When a data entry mistake is made, I can easily correct it by changing one or two numbers. This feature has created efficiencies for me and made my work so much simpler" said Tammie Davis, Meter Reader Supervisor.

In just a few simple steps, the team can also generate a report that reflects zero consumption. By sending this report to the team in the field, vacant properties, vacant or stopped meters and inactive accounts can be easily identified; which is of tremendous value for the water system.

When Bartow has software questions or they simply need a little extra help, the Caselle Client Services team has been by their side.

*"Whether I place a request by phone or through the ticket system, I always receive an immediate response from Caselle. The team is personable, first class and makes you feel like you're their only customer."*

**- Faith Dennis  
Comptroller**

The ticket submission system allows the team to quickly submit requests, track the status and progress of all tickets, and see who has been assigned.

According to Faith Dennis, Comptroller, "Whether I place a request by phone or through the ticket system, I always receive an immediate response from Caselle. The team is personable, first class and makes you feel like you're their only customer."

## THE CONCLUSION

While the Bartow County Water System has experienced numerous benefits from utilizing Caselle Connect and integrating their Beacon meter system, it is because of the ongoing support that they have received from Caselle that the system continues to grow, and better serve their customers. "We've trusted Caselle for over 20 years. Are there better products out there? We don't know," says Dennis. "We know them, we like them, and we trust them. The longer we're with them, the more they exceed our expectations."


\* Data and statistics gathered in March 2019





## AT A GLANCE

### City of North Bend, OR

-  Customer Since 2014
-  Population: 9,695 (2010)
-  Payroll Employees: 86
-  Caselle Licensed Users: 5
-  Operating Budget: \$26,000,000
-  Metered Services: None

## Challenges

As a result of their existing government accounting software, the city of North Bend, Oregon struggled to make their accounting processes efficient and less time consuming.

## Results

After migrating over to Caselle software, the city has streamlined their processes and saved more than 256 hours.

## Benefits

- User Friendly financial reports
- Cut budget process by 40+ hours
- Simple and accurate Accounts Receivable
- Cut Payroll process by 2 to 3 days
- Reduced Manual journal entries
- Increased efficiency with General Ledger

*"Caselle cared about us as a community. We weren't just another sale. We felt like we had an entire team."*

- Laurie Brookes  
Finance Director

Case Study | North Bend, OR

# North Bend Improves Accounting Processes With Caselle, While Keeping Auditors Happy



## THE JOURNEY

In 2012, the city of North Bend, Oregon was using a software that was no longer meeting their accounting needs. Employees found themselves consumed in non-integrated and duplicative processes that were time consuming and inefficient. One such example was the city's inability to produce the required Auditor reports directly from their system. Instead, they combined numerous reports. As the city decided how to best prepare for the future, they determined they needed to streamline their processes while remaining in compliance with auditors.

After identifying their priorities, they began their due diligence by first talking with several other local cities about what software they recommended. After receiving feedback, they chose to attend one company's annual conference so that they could network with other users and learn more about the product. This enabled them to learn the strengths and weaknesses of the software.

Still not completely satisfied with the feedback they received, they decided to put out an RFP. They viewed various demos and asked questions about how each software's attributes could meet their city's unique needs. Price and superior quality were the driving factors in their decision-making process, as well as strong references from other cities. This ultimately led them to Caselle.

Like many cities that are considering making the transition to a new software company, North Bend had some reservations about going through implementation. But Caselle's process exceeded their expectations. Finance Director Laurie Brookes describes the experience as "going much more smoothly than (she) imagined. We worked as a team and communicated regularly with Caselle. We had weekly meetings. Everyone at Caselle has been so good to work with. The customer service is phenomenal." They chose to begin using Caselle on January 1st rather than waiting for the end of the fiscal year (June 30th)

to coincide with the end of the calendar year for payroll. "Once our software was setup, we came to Utah for 5 days of individual training which was incredibly helpful. The training we received was custom, and based on exactly what we needed."

## THE SOLUTION

Since implementing Caselle software, North Bend has experienced significant improvements in many areas of their accounting processes. The Caselle modules have allowed the city to easily setup and access various financial reports. By grouping these reports together, employees can now provide important information to management, quickly and efficiently. Additionally, miExcel, the functionality which allows them to share, import, and manipulate data between other Caselle applications and Excel spreadsheets, has proven to be invaluable. North Bend has saved 40+ hours in their budget process since utilizing miExcel.

With Accounts Receivable, implementing cash receipting has become much simpler and more accurate. Year-end entries can now be entered into the prior fiscal year without requiring journal entry preparation. The Payroll module has cut down the time spent by at least 2 to 3 days. The Accounts Payable module has also saved the city at least 2 to 3 days of time by allowing them to enter prior fiscal year bills into a previous period. This process avoids large journal entries at the end of the fiscal year.

The city has also saved approximately 72 hours by using General Ledger. This module has allowed their employees to cut down on journal entries. By uploading reports from miExcel straight into each

*"Caselle is supportive and forward thinking. They get to know the people they work with and make suggestions based on what works for our community. We have such high praise for Caselle. They genuinely care about their customers."*

**- Laurie Brookes**  
Finance Director

journal, they have also minimized input errors. The Bank Reconciliation feature has also streamlined reconciliations for all bank accounts.

When North Bend's employees have questions, Caselle's Knowledge Base has also been a tremendous asset for the city. This database allows them to look things up quickly so that their workflow is not disrupted. According to Brookes, "it is the first place we go when we need clarification. The answers can be found quickly which saves time by instantly resolving our problem."

## THE CONCLUSION

By implementing Caselle software, the city of North Bend has saved well over 256 hours. The software has allowed them to streamline their accounting processes – saving the city time and money. In addition to the efficiencies they have gained, the customer service and support that the city has received from Caselle has allowed them to better serve their own customers, while staying ahead of the technology curve and growing as a city.

\* Data and statistics gathered in May 2017



## AT A GLANCE

### City of McPherson, KS

-  Customer Since 2014
-  Population: 13,500 (2010)
-  Payroll Employees: 150
-  Caselle Licensed Users: 15
-  Operating Budget: \$9,500,000
-  Metered Services: None

### Challenges

The City of McPherson needed a government accounting software solution that would streamline their processes and provide their city with better customer support. After engaging in an extensive RFP process, the city chose Caselle.

### Results

Since transitioning to the new software, they have saved 4 full workdays each month; which has ultimately resulted in significant cost reductions and more efficient employees.

### Benefits

- Reduced Payroll process to 3 hours
- Saved a full day in enter invoices process
- Increased efficiency with Cash Receipting
- Simplified processes with Checklists
- Personalized customer support

*"From the very beginning, we felt like we were part of a family and weren't just another sale for them."*

- Bo Modellmog  
Asst. City Manager



Case Study | McPherson, KS

## What McPherson Wants You To Know Before You Purchase Government Accounting Software



### THE JOURNEY

McPherson explored six different government accounting software solutions before choosing Caselle. Over a period of six months, the city met with each company to ask questions and review product demonstrations. After narrowing their search down to their top three providers, the city then requested each vendor return for a second presentation.

During these final stages, McPherson also reached out to several other cities to request feedback about their user experience, ease of use, and how satisfied they were with each company's support model. The feedback they received was unanimously positive when it came to Caselle.

From the beginning, McPherson felt a connection with Caselle. The sales and implementation teams were personable and communicative. This was especially important to the city since the customer support experience they had received from their previous software provider had been unreliable and inconsistent.

### THE SOLUTION

Prior to Caselle, the city's Assistant City Administrator and City Clerk struggled to complete the payroll for 150 employees efficiently. Their existing software was challenging to navigate and resulted in time consuming and cumbersome procedures. Since implementing Caselle, the city has transformed their payroll process and is now able to complete the job in three hours as opposed to the day and a half it previously took them. Accounts Payable allows their Accounts Payable Clerk to enter invoices much more efficiently, and has saved them well over a full day's worth of work.

The Cash Receipting module has not only helped McPherson streamline, but has also empowered the city to provide a better customer experience to their own customers. Employees no longer have to hand write receipts. Through a single step, city employees can accept and process payments, getting customers in and out of their office quickly. When a customer requests information from Cash Receipting, Caselle's software also allows them to print it off easily.

The Checklist feature in the various Caselle modules has been one of the city's favorite software assets. According to the city's Assistant City Administrator Bo Modellmog, "one of the things I've liked most about the software is the customizable checklist in each module . It simplifies everything for us, and the online functionality with timesheets is a huge timesaver for us ." Rather than hand entering timesheets, the city can sync directly into Caselle."

In addition to their improved and streamlined accounting processes, McPherson now receives the personalized customer support they were seeking during the RFP process. "Communication is one of Caselle's strengths. From the very beginning, we felt like we were part of a family and weren't just another sale for them. We get support very quickly from Caselle, and they prioritize our needs. If we call to ask a question and they don't know the answer, they will find someone who does." By attending Caselle's annual conference, the city also gets to connect face to face with Product Owners; who are committed to improving the software community.

*"Everyone here in the office absolutely loves Caselle. Our old software company often took at least a day to get back to us. We get support very quickly from Caselle, and they prioritize our needs. If we call to ask a question and they don't know the answer, they will find someone who does. We definitely couldn't have chosen a better software company to work with. We have been very happy with them."*

**- Bo Modellmog  
Asst. City Manager**

### THE CONCLUSION

Since transitioning over to Caselle software, McPherson has streamlined their accounting processes, improved their customer experience, and enhanced the quality of their city employee's work day. For other cities who are considering a new software solution, McPherson suggests "they should not only consider the software that they are purchasing, but the people who come with it. You won't just be another number with Caselle. They genuinely care about you and want to work with you"







\* Data and statistics gathered in July 2017





## AT A GLANCE

### Town of Walden, CO

-  Customer Since 2017
-  Population: 1,400
-  Payroll Employees: 7
-  Caselle Licensed Users: 4
-  Operating Budget: \$4,300,000
-  Metered Services: 3

### Challenges

The Town of Walden needed a more robust software to fit their accounting needs, streamline processes and to receive better support. Nervous about implementation and transitioning, Walden spoke to many other communities to review software.

### Results

Walden conducted business as usual throughout the implementation process. The Caselle project plan and ongoing communication made implementation much simpler than imagined.

### Benefits

- Realistic expectations set from beginning.
- Excellent communication throughout.
- Potential challenges identified early.
- Work with collaborative Caselle team.
- Mock setup for testing and practice.
- Decreased time for daily tasks by 50%.

*"Caselle has been refreshing. When I have a question, I always get a timely response."*

- Sherry Cure  
Town Clerk

## The Town of Walden, CO Implements Caselle Software with Ease.



### THE JOURNEY

After 15 years of using the same accounting software, the town of Walden needed a more robust platform that would support their accounting activities and streamline their workflows. The legacy system did not allow them to create daily cash receipting reports and lacked daily bank reconciliation capabilities. Real time receipts also could not be printed for customers. When Walden staff contacted their provider's help desk, they often waited several days before their request was responded to or they received no response at all. As a result, the town sought a new software company that not only provided a cost effective solution and improved efficiencies, but that would approach the relationship as a supportive and responsive partner.

Like many communities, the thought of moving to a new software platform can be daunting. The implementation process is often accompanied by many challenges and can have financial implications if not completed with precision, timeliness and thorough planning. To minimize employee stress and the cost of transition, comprehensive training and ongoing support following the "go live" phase are also important considerations. After speaking with several communities and reviewing other software vendors, the Town of Walden determined that Caselle was the right fit.

### THE SOLUTION

Since Walden needed to continue conducting business as usual, while transitioning to and learning a new system, they relied on Caselle to define a successful implementation plan. From the beginning, Caselle was committed to their success. Realistic expectations, project goals and potential challenges were identified early on so that the implementation process could be customized to meet the town's unique needs. A project plan and checklist also outlined tasks, assignments and milestones.

According to Town Clerk, Sherry Cure, "the checklist was incredibly helpful for our board. It not only helped us prepare, but it gave us transparency as to where we were at throughout the process."

In addition to Caselle's project planning, a dedicated team was assigned to work with Walden from start to finish. As the Caselle team worked closely with Walden staff, a natural working synergy developed; which ensured consistencies and a deeper project understanding. Because of Caselle's collaborative approach, Walden received support at every stage of their project that exceeded their expectations. "Caselle excels at communication" said Cure. "They frequently picked up the phone to check in or to give us updates. Our Project Manager helped us keep our momentum and always made sure our project was on track and moving forward. This was critical to a smooth transition."

As part of the implementation process, the town also participated in mock training and onsite training. The mock training environment allowed staff to practice in the software with their own data so that questions could be identified prior to the one-on-one training. Since the same trainer worked with the town throughout the implementation process, the trainer was already knowledgeable about the town's unique challenges. "The Caselle trainers are magnificent. We received personalized attention from our dedicated training team. They ensured we were equipped with all the tools we needed."

Since going live, the town has continued to receive ongoing support from Caselle; which has

*"Everyone worked together really well to support our conversion. Our trainers were fantastic. The team spent a lot of time with me to make sure it was efficient and smooth."*

**- Sherry Cure  
Town Clerk**

minimized complications and has accelerated their return on investment. While implementing the new software has significantly improved Walden's efficiencies, it is the people at Caselle who have also made a significant difference. "Caselle staff are not only knowledgeable, but they are always willing to help and go the extra mile for their customers. They are committed to their jobs, and to making mine easier."

## THE CONCLUSION







There are many factors that a community should consider when choosing a new government accounting software provider. For the Town of Walden, the support they received during and beyond the implementation phase was imperative. As a result of a clearly defined project plan, thorough training and Caselle's commitment to support, the town successfully implemented their new software within six months. Since migrating to the new platform, the town has decreased the time required to complete daily tasks by 50%.

\* Data and statistics gathered in May 2018



## AT A GLANCE

### City of Livingston, TX

-  Customer Since 2017
-  Population: 5,130
-  Payroll Employees: 84 full-time
-  Caselle Licensed Users: 4
-  Operating Budget: \$26,000,000
-  Metered Services: 2

## Challenges

The City of Livingston needed new software that would allow them to grow and improve their processes. With a firm deadline the implementation process was a big determining factor.

## Results

Caselle and Livingston had continual communication from day one, which was invaluable to their success. With the help of a dedicated team, Livingston was up and running smoothly within their time limit.

## Benefits

- Ongoing communication throughout.
- Partnership approach through processes.
- Teamwork between Caselle and City.
- Strong implementation processes in place.
- Run legacy and new systems parallel.
- Finished ahead of timeline requirements.

*"One of Caselle's greatest strengths are the people."*

- Patricia Crawford  
Finance Manager

Case Study | Livingston, TX

## The City of Livingston Partners with Caselle to Implement New Software



### THE JOURNEY

The City of Livingston, Texas required a new government accounting software to support their growing needs and to reduce manual processes. As they considered which platform was best suited for their city, they also evaluated each provider's implementation process. Livingston staff not only needed guidance during implementation but wanted to run both systems in parallel as part of their implementation strategy.

With a firm "go live" date in place, the city sought a partner that had expertise and experience converting from their legacy system and that could support them during and after their project completion. After a thorough evaluation of software features, the implementation process and customer support, Livingston chose Caselle.

*"There is something unique about the Caselle culture. It doesn't matter who you talk to. Everyone is willing to help."*

- Patricia Crawford  
Finance Manager

### THE SOLUTION

To ensure an efficient and smooth implementation process, Caselle and Livingston engaged in regular and ongoing communications early on. Caselle encouraged the city to ask a variety of questions during the software demo and at every stage of the project. This open and ongoing communication proved to be invaluable to the project's success and allowed Caselle and the city to work together as a unified team.

"From day one, Caselle approached this as a partnership and they were incredibly supportive. We felt like we were all on one team that was working towards the same goal" said Finance Manager, Patricia Crawford.

When an issue arose, the dedicated Caselle team was there to support the city and to keep the project moving forward on pace. "Brett is my hero. He spent countless hours with me during the implementation process. Because of his dedication, we saved a tremendous amount of time. He helped us to avoid challenges that would have come up following implementation."

In addition to Caselle's strong project team, Caselle's implementation processes and guiding documents also supported the city's implementation experience. A comprehensive project plan helped guide the project and provided clear expectations. After four months, the city's new software was up and running. By running the legacy system in parallel with Caselle's, Livingston was able to compare data and to ensure the new system was working without errors. Parallel running also provided a solid training foundation for staff and allowed for system modifications prior to going live.

*"Our implementation process with Caselle was very smooth. They approached this as a partnership and were very supportive."*

**- Patricia Crawford  
Finance Manager**

*"From day one, Caselle approached this as a partnership and they were incredibly supportive. We felt like we were all on one team that was working towards the same goal."*

**- Patricia Crawford  
Finance Manager**

## THE CONCLUSION

The City of Livingston successfully transitioned to Caselle government accounting software ahead of their project timeline. While Caselle's implementation best practices provided the framework for a smooth transition, it was also the Caselle staff and their unwavering commitment to the city's success that allowed Livingston to transition quickly and seamlessly. Caselle's proactive and collaborative approach minimized conversion challenges, saved time and maximized the city's investment in the new software.

\* Data and statistics gathered in September 2018







## WE'RE COMMITTED TO YOUR SOLUTIONS.

And that means consistent enhancements, updates, upgrades and new features in Caselle software. It's a technology community that's always progressing, and we want you to get the most out of it. To do this, we've ushered in an exciting new program called Caselle Software Assurance. It's a budget-sensible way to ensure your Caselle modules are up to date, rich with current features and backed with flexible support.

## HOW SOFTWARE ASSURANCE WORKS.

Each time a new version of your licensed Caselle modules is released, you get the update or upgrade immediately, without paying for full-price versions. In fact, you get unlimited updates and upgrades for the life of your support agreement...guaranteed! As a Software Assurance client, you'll have unlimited access to telephone and email support. The program even comes with exclusive discounts on training and new module purchases. We all know how important it is to stay up to date and efficient. So, let's make it easy. Enjoy the cost savings, support and effortless upgrades that make Caselle Software Assurance a great way to experience Caselle software.

### SUPPORT

- Unlimited telephone support  
7:30 a.m. to 5:30 p.m. MST
- Unlimited email inquiries

### EFFICIENT

- Unlimited software upgrades
- Hassle free—never ask for budget approval again
- No additional costs for future upgrades and updates

### ADVANTAGE

- 10% off new module purchases
- Free new employee training
- Unlimited refresher training

# Caselle Community

For over 40 years in over 30 states across the nation



"Caselle products have helped streamline and integrate customer information and activity, which has resulted in an increase in efficiency and accuracy across all of our departments."

**- C. Hellickson, Raineier View Water Company, WA**



"We have experienced excellent support services from Caselle and have also enjoyed having a network of other Alaskan communities who use Caselle. Their experience and their knowledge are very helpful."

**-T. Eubank, Kenai, AK**



"Caselle is one of the most user-friendly programs I have encountered in my professional career. As a 20+ years customer of Caselle, we are really satisfied with this product and we strive to utilize every aspect of their software we can."

**S. Buono, Bisbee AZ**



HOSTED SOLUTIONS



**CLOUD**  
STORAGE & ACCESS

### WE'RE ALL ABOUT YOUR EFFICIENCIES.

It's now the era of Caselle Hosted Solutions. Here's what's going on—your same Caselle modules with all those beloved features hosted on Caselle cloud servers. So instead of buying and maintaining a local server or installing modules on employee machines, you now put everything, the modules and the data, on our highly secure Tier 4 servers where employees can work from web-enabled devices—anywhere they have a reliable internet connection. Yes! Even on smart phones and tablets. Your cost savings on hardware alone make Caselle Hosted Solutions an easy and economical decision for your community.

### HOSTED SOLUTIONS WITH SOFTWARE ASSURANCE.

With Software Assurance, you get unlimited updates and upgrades on your licensed modules for life. The newest versions, the newest features, always guaranteed. As technology advances, so does Caselle software. Rest assured—with Caselle Software Assurance you experience our software without paying for full-price updates and upgrades.

Experience more cost savings, security and flexibility—and more of our Commitment to Community—by migrating to Caselle Hosted Solutions with Software Assurance. More mobility, more efficiency—the same, and always up-to-date, experience with Caselle software.

#### SECURITY

- SSL encryption and ICA protocol
- Server load-balancing for optimum application response
- Tier 4 data center with uptime of 99.9995% availability
- Secure business information in centralized storage
- Connection through Citrix Receiver

#### FLEXIBILITY

- Accessibility anywhere without installation on device
- Remote employee work environments
- Anywhere access via smartphones, tablets, laptops or desktops

#### SUPPORT

- Unlimited telephone and email support
- Automatic software updates for latest enhancements and features



# Professional Services

Caselle services provide expert service where you need. We help you fill the gap or pick up the slack when you need it. Whether you're in a bind, preparing for an audit, or just need a little help through peak seasons, Caselle Services is here to help. Let us partner with you to prepare and protect your data.



“In addition to the basic software we have used the additional services provided in completing the General Ledger on a monthly basis. It has significantly helped in times when we have been short handed and additional staff was needed but the funds were not there for full time personnel. As the City Treasurer for the City of Victor, ID, I would strongly recommend the services available through Caselle.”

**C. Sherman, Victor, ID**



“The transition from in house payroll to Caselle was virtually seamless. With Caselle, payroll is completed quickly and accurately. If there is ever a problem, they are easy to reach so we can resolve it quickly! It is great to have a second eye to review our complex payroll, especially when it comes time for Caselle to file our quarterly taxes!”

**M. Kasper, Pottstown, PA**



“For the last 9 months, we have had the pleasure of working with Kimberly for all of our payroll processing needs. She always finds a way to keep our disjointed payroll process functioning smoothly once we put it in her hands and she meets all of our deadlines for getting our employees paid on time.”

**B. Nenneman, Bethel, AK**

## AVAILABLE ONGOING SERVICES

### General Ledger

- Bank reconciliation
- Financial reporting
- Payables, receivables, & clearing reconciliation

### Utility Billing

- Customer account maintenance
- Payment entry
- Billing and mailing
- Month-end balancing and reporting

### Payroll & Human Resources

- Time entry
- Payroll processing
- Government filing/ Payment processing
- Government and internal reporting
- Year end filing and reporting

### Accounts Payable

- Invoice entry
- Check processing

## AVAILABLE ONE-TIME SERVICES

- Specialized reports, forms, and financial statements
- Balancing payables and receivables to General Ledger and clearing accounts
- General Ledger chart of accounts
  - Structure changes
  - Normalization and clean up
- Short term staff coverage
- Reconciling open deposits to Utility Billing
- Pre-audit Cleanup
- W-2 & 1099 reporting and balancing
- Budget Entry

Additional services are available for all Caselle applications.



# General Ledger



## FINANCIAL

General Ledger is an essential asset for all organizations that need an effective way to responsibly track and report all of their financial information

Feel confident in balancing your financials with this flexible, user friendly software. General Ledger allows you to seamlessly interface to various subsystems to record all your diverse financial transactions, making reporting and reconciling a breeze. Year-end reports are easier than ever, and you can retain prior year information to help analyze trends and generate budgets for the upcoming year. Powerful import and export options allow you the flexibility to utilize and distribute information outside of Caselle applications. Expand your reach and simplify your financial processes, from start to finish.

### ONLINE

- View account lists and transaction details using a web browser
- Web based tool for submitting budgets
- View budget summary comparisons by fund or department
- Create watch lists to monitor account balances

### EFFICIENT

- Interfaced subsystems create journal entries
- Simplified bank reconciliation
- Account inquiry with the ability to drill into transaction details
- Track and report activity costs
- Complete budget tools for preparation and reporting
- Utilize grant reporting capabilities

### FLEXIBLE

- Customizable financial statements
- Year-end closing routine with easy prior year access
- Broad import and export functionality

### INTERFACES WITH

- |                           |                         |                           |                            |
|---------------------------|-------------------------|---------------------------|----------------------------|
| · Accounts Payable        | · Accounts Receivable   | · Asset Management        | · Business License         |
| · Business Tax Collection | · Cash Receipting       | · Cemetery Management     | · Check on Demand          |
| · Community Development   | · Court Management      | · Materials Management    | · Payroll                  |
| · Project Accounting      | · Property Improvements | · Property Tax Collection | · Purchases & Requisitions |
| · Timekeeping             | · Utility Management    |                           |                            |



# miExcel General Ledger



Sharing data between your Caselle financial applications and an Excel spreadsheet is simple with the help of the miExcel add-in. This tool is a time-saving must for any organization that needs an efficient way to share financial data between Caselle and Excel without having to manually enter the information in each.

Seamlessly view and import data between your Caselle financial software and Excel. Instead of manually transferring budget information or other entries from your spreadsheet to Caselle, simply import the Excel spreadsheets directly into Caselle. Set up customized parameters for importing spreadsheet information so you import only the data you need. You can also query live data from Caselle in Excel to ensure you are working with the most current information.

### BENEFITS

- Provides a direct connection between Excel and Caselle financial software
- Build custom financial statements, cash flow statements, budget worksheets, CAFR and GASB statements
- Create graphs based on real-time data to present to your board or council
- Imports budget and recurring journal entries into Caselle General Ledger

### EFFICIENCY

- Eliminates the need for multiple data entries
- Delivers real-time numbers to an Excel spreadsheet
- Drill into General Ledger account details
- Intuitive and easy to learn

### FLEXIBILITY

- Allows unlimited users
- Establish custom spreadsheets to view only the data you want
- Give specific users permissions to import transactions

### INTERFACES WITH

- General Ledger

### OTHER miEXCEL APPLICATIONS

- Accounts Payable
- Payroll
- Project Accounting
- Utility Management



# Payroll



Caselle Payroll is about more than just processing employee checks - it's about automating your entire payroll process from start to finish. This application is perfect for any sized organization that does its own payroll.

The Payroll application provides end-to-end processing and reporting, allowing you to track employee checks, leave time and employer benefit expenses. Flexible reporting allows you to enter all necessary information in one central location and provides you with the means to easily grow and adapt your payroll processes as the needs of your organization change. Discover what stress-free processing really feels like.

## BENEFITS

- Complies with federal, state, and local government reporting requirements
- Prints and exports state retirement reports
- Employee W-2 reporting
- Tracks employee pay, leave, and benefit amounts
- Payroll vendor payments
- Profile and view employee information through Connect

## EFFICIENT

- Powerful reporting options
- Compute all employer benefits costs for each employee
- Print out of cycle, termination, and payout checks
- Report year-end information to the IRS with an optional electronic reporting module
- Issue vendor check's and invoices from one central location

## FLEXIBLE

- Adjustable leave time accrual rates
- Supports before and after tax deductions
- Fringe benefit tracking
- User-defined paycheck and voucher formats
- User-defined fields

## INTERFACES WITH

- Check on Demand
- General Ledger
- Project Accounting
- Document Management
- Human Resources
- Timekeeping

## ENHANCED WITH

- Electronic Pystubs
- Human Resources
- Timekeeping
- Electronic W-2/1099
- Payroll Direct Deposit



# Accounts Payable



## FINANCIAL

With the Caselle Accounts Payable application, issuing checks and managing vendor information is a snap for the accounts payable clerk or anyone else who needs an easy way to oversee invoicing and payments for their organization.

With this powerful software, you can track vendors, issue checks, and record invoices. Simplify your payment process by paying vendors through ACH transactions and creating invoices from purchases made with credit cards. Combine this application with Purchases & Requisitions and General Ledger to enable full encumbrance accounting.

### BENEFITS

- Track invoices and checks for each vendor.
- Set budget warning for invoice entry to indicate when an account's budget has been exceeded.
- Manage both discounts taken and discounts lost.
- Lookup vendor and invoice information through Connect Online.

### EFFICIENT

- Set default descriptions and GL account numbers for each vendor to speed the invoice entry process.
- Enter invoices with cost allocated by percentage or amount to multiple GL accounts.
- Generate 1099s effortlessly.

### FLEXIBLE

- Utilize cash, modified accrual, or full accrual accounting.
- Set multiple, user-defined approval limits for the invoice approval process.
- Create customized check and voucher forms with our built-in forms designer.
- Create user-defined fields.

### INTERFACES WITH

- Asset Management
- Document Management
- General Ledger
- Materials Management
- Project Accounting

### ENHANCED WITH

- ACH Direct Payment
- Purchases & Requisitions





# Accounts Receivable



## FINANCIAL

The Caselle Accounts Receivable application is the solution for all organizations that need to bill and track payments for miscellaneous service.

This software will allow you to track, maintain, and manage all of your accounts receivable billings. Use detailed invoices or combined statements to assist your collection and information tracking process. Easily record payments, calculate penalties/late fees, and print statements, invoices, and payment reminder notices to keep yourself and your customers on track. This flexible software gives you the option to enter invoices manually or set up recurring invoices, which simplifies the billing process.

### BENEFITS

- Generate user-defined invoices, statements, letters, and delinquent notices.
- Automate penalty and sales tax calculation.
- Easily access customer information through our inquiry and reporting tools.
- Optional customer deposit tracking.

### FLEXIBLE

- Flexible billing rate calculations by quantity or flat amounts.
- User-defined fields.

### EFFICIENT

- Interface to General Ledger to generate journal entries automatically.
- Set up recurring invoices to save time and eliminate repetitive entry.
- Utilize user-defined defaults for quick and accurate data entry.

### INTERFACES WITH

- Cash Receipting
- Check on Demand
- Document Management
- General Ledger
- Materials Management
- Project Accounting



# Utility Management



Caselle Utility Management offers a unique solution for all your specialized billing needs. This application is designed for any organization that deals directly with customers and needs an efficient way to keep track of billings and metered services.

You can track customers, meters, and services by location. Customize your billings and payment arrangements to meet the unique needs of your organization. Send out bills while reporting all the necessary information. Additional interface options like Service Orders and Backflow Management help expand your capacity to accomplish more with less effort by synchronizing the work being done throughout your organization. Let the software work for you.

## BENEFITS

- Customize and set up billing rates for multiple frequencies and due dates.
- Generate penalties or service orders while printing delinquent and shutoff notices.
- View customers, location, meter, deposit, billing, contract, loan, and history information in Customer Inquiry.

## EFFICIENT

- Set up and track delinquent contract and loan payment arrangements with customers.
- Manage and send notices to alternate addresses, cosigners, and landlords.
- Track prior account balances and deposits or transfer them to a new account.

## FLEXIBILITY

- Interface with online account portals, meter reading, and other third-party software.
- Print or export customized bills and notices with detailed or summarized information.
- Customize metered billing including recording multiple meters at the same location.
- Create user-defined fields.

## INTERFACES WITH

- Cash Receipting
- Check on Demand
- Document Management
- General Ledger

## ENHANCED WITH

- Backflow Management
- Utility Direct Pay
- Utility Stock Certificates
- Utility Water Conservation

- Maintenance Orders
- Utility Electronic Meter Reading
- Utility Web Services

- Service Orders
- Utility Energy Assistance
- Utility Tax Certification
- Utility Supplemental Billing

# CASELLE® Connect—Network

## Network System Requirements

**IMPORTANT!** Using servers or workstations that DO NOT meet the specified network system requirements may result in unsatisfactory performance and response times. This document lists the minimum hardware and software requirements for installing Connect.

Network Server Operating System	Microsoft® Windows Server 2016 (64-bit), 2019 (64-bit), or 2022 (64-bit)
Network Server Equipment	Intel® Xeon® Dual-Core Processor 2.0 Ghz or higher   16 GB of available RAM   30 GB of available disk space for Caselle Connect applications (1 GB) and data   Enterprise SSD   Color SVGA .28 Monitor   1 GB Ethernet Network Card   1 GB Ethernet Switch   DVD-RW Drive  <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, AMD Sempron®, and Intel® Pentium processors are not recommended.</small>
Database Server Equipment and Operating System	<ul style="list-style-type: none"><li>• Use the Recommended Network Server. For better performance, increase memory on network server or, use as a separate Database Server (same specifications as the Network Server).</li><li>• Networks with more than ten workstations may require faster processors and/or more memory than recommended.</li></ul>
Database Software	Microsoft® SQL Server® 2012 (64-bit), 2014 (64-bit), 2016 (64-bit), 2019 (64-bit), or 2022 (64-bit).
Network Server and Database Server Power Protection	True Online UPS, 600 Voltamps minimum with UPS Monitoring card, cable, and software.
Workstation Computer	Intel® Core™ 2 Duo, i5, i7 (or higher)   8 GB of available RAM   30 GB available disk space for Caselle Connect applications (180 MB) and data   Color SVGA .28 Monitor   DVD-RW Drive  <small>All hardware must be Microsoft® certified (request printed certification documents). Intel® Core™ i3, Intel® Celeron®, AMD Sempron®, and Intel® Pentium processors are not recommended.</small>
Workstation Operating System	Microsoft® Windows 10 Professional™ (64-bit) or Windows 11 Professional™ (64-bit)
Workstation Power Protection	UPS/Battery backup unit
Backup System	Network quality system to back up file server hard drive on removable media and provide verification. Make sure the backup system supports backing up MS-SQL Databases. Example: Backup Exec with SQL Agent.
Printer	HP Laser Printer or Canon Copiers with PCL or Postscript Drivers
Receipt Printer	Ithaca 9000 Series and 1500 Series   Star TSP100   Epson TM-U325   Epson TM-U675   Epson TM-H6000IV

# CASELLE® Connect—Network

## Internet Access

10 Mbps minimum available connection speed

Explanation: Caselle® Applications require Internet access to download program updates, use Connect Online, and use web services.

## Email

Email that is compatible with Microsoft® Windows

## Network Installer

Microsoft® Authorized and Certified

## Supported Internet Browsers

Google Chrome, Microsoft Edge, Mozilla Firefox 4 or later, and Apple Safari

## Supported Devices

Android and iOS devices supported by the manufacturer with OS and browser updates.

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Version: Connect

Date: 21Mar2018

CIMS: KB2901

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## Frequently Asked Questions

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  - Is my cloud provider certified SSAE 16 Type 2 or SAS70 Type 2? . . . . . 5
  - Is the cloud infrastructure built with N+1 configuration? . . 5
  - What type of firewalls, anti-virus detection, multifactor user authentication, data encryption, and routine security audits are provided by your provider? . . . . . 5
  - Will Caselle compensate me for losses? . . . . . 5
  - Has your provider experienced issues resulting from customer data loss? . . . . . 6
- Cloud Capacity and Licensing . . . . . 7
  - What are the cloud storage limits? What is the cost to increase if needed in the future?. . . . . 7
  - What if I need to increase the number of users? What will it cost?. . . . . 7
  - What multitenancy platform does your cloud solution use? . 7

- Deployment . . . . . 8
  - How are the applications deployed? . . . . . 8
  - Does the software run native over the Internet or does it require a delivery mechanism such as Citrix? . . . . 8
  - Are there any limitations with this type of deployment, for example, with reporting or display? . . . . . 8
- Operational Transparency . . . . . 9
  - Does your provider provide a complete log of downtime history? . . . . . 9
  - Does your provider provide a way to monitor operational management, performance management, change management, usage management, and problem management? . . . . . 9

## Data Center and Security

### What is a hosted solution?

Hosted applications are stored on a remote data center server and you can access them using the Internet.

### Where is your data center and how safe is it?

The location of the data centers and servers where your company's information will be stored are as important as online security. The data center is hosted by Microsoft Azure. It is located in the US West2 data center with geographic redundancy, also known as georedundancy, to alternate data centers.

### What is your disaster recovery plan?

Our disaster recovery plan allows us to use Microsoft Azure to access and recover your data in the event of an emergency. We use both Zone Redundant Storage (ZRS) within the US West 2 data center and Geo-Redundant Storage (GRS) to an alternate Microsoft Azure data center.

### Here is how Zone Redundant Storage (ZRS) and Geo-Redundant Storage (GRS) work together:

- ZRS allows multiple faults within a particular hardware domain in Microsoft Azure. ZRS allows migration while running to an alternate Zone in the same data center.
- GRS to an alternate data center ensures the same coverage to an alternate data center in the event of a disaster. In addition, an alternate non-Microsoft backup solution also ensures data continuity outside of the Microsoft infrastructure.

### What is your Recovery Time Objective (RTO)?

Our provider's replication strategy ensures a level of twelve to sixteen "9s", see Table 1: Replication Strategy. The "9s" refers to the number of positions after the decimal point and quantifies the durability of a redundant storage system over 365 days.

Microsoft is currently working to implement a point in time adjustable RTO at the

account level. Until this occurs, we rely on our external non-Microsoft solution to set the RTO in the event of a disaster at one hour. The Recovery Point Objective (RPO) in the event of data loss is 15 minutes.

Table 1: Replication Strategy

	LRS (Location Redundant Storage)	ZRS (Zone Redundant Storage)	GRS (Geo-Redundant Storage)
Data is replicated across multiple data centers.	No	Yes	Yes
Data can be read from a secondary location.	No	No	No
Designed to provide durability of objects over a given year.	At least 99.999999999% (eleven 9s)	At least 99.999999999% (twelve 9s)	At least 99.999999999999% (sixteen 9s)

### Do you test your disaster recovery plan on a regular basis?

Yes, our disaster recovery plan is tested twice a year.

### How is my data protected from natural disasters, including fire, flood, earthquake, and storm?

Your data is protected through storage redundancy, replication, and backups. When possible, Microsoft Azure prefers at least 300 miles of separation between data centers in a regional pair, although this isn't practical or possible in all geographies. Physical data center separation reduces the likelihood of natural disasters, civil unrest, power outages, or physical network outages affecting both regions at once. Isolation is subject to the constraints within the geography (geography size, power/network infrastructure availability, regulations, etc.).



**How is my sensitive data protected from thieves?**

Our provider protects sensitive data by employing standard best practices in terms of security from an at rest, transit, encryption, and firewall perspective.

**What is the backup and retention procedure?**

For backup procedures, our provider uses Microsoft Azure managed disks; Microsoft Azure backup; and a third-party external, non-Microsoft cloud backup solution. For retention procedures, our provider uses Microsoft Azure Backup daily; runs a third party solution three times a day; and a performs a 15-minute recovery point objective on replication.

**Is my data encrypted in transit?**

Yes, data is encrypted in transit.

**Is my cloud provider certified SSAE 16 Type 2 or SAS70 Type 2?**

Yes, our cloud provider is certified with both SSAE 16 Type 2 and SAS70 Type 2. .

**Is the cloud infrastructure built with N+1 configuration?**

N+1 configuration, also known as parallel redundancy, is a safeguard to ensure that an uninterrupted power supply (UPS) system is always available. Our provider uses N+1 configuration.

**What type of firewalls, anti-virus detection, multifactor user authentication, data encryption, and routine security audits are provided by your provider?**

Our provider uses Microsoft Azure, Sophos, MFA (authentication to infrastructure first and secondary authentication to Caselle Application), AES 256 and RSA 2048 bit; and performs routine penetration tests (also known as a routine pen test), and internal security audits.

**Will Caselle compensate me for losses?**

The provider's software as a service (SAAS) contract addresses compensation for losses.

### **Has your provider experienced issues resulting from customer data loss?**

No, our provider has not experienced issues resulting from customer data loss.

## **Cloud Capacity and Licensing**

### **What are the cloud storage limits? What is the cost to increase if needed in the future?**

The cloud storage limit and cost to increase cloud storage depends on your storage type. Storage accounts have a 500 TiB limit (one tebibyte is approximately equal to 1.1 terabyte (TB)). However, our provider has the ability to scale cloud storage to database requirements. Cost for cloud storage varies based on demand and location. Cloud storage typically costs \$0.03 to \$0.06 per GB.

### **What if I need to increase the number of users? What will it cost?**

To increase the number of users, you'll need to contact Caselle at (800) 228-9851. The cost is \$75 per user per month.

### **What multitenancy platform does your cloud solution use?**

Our cloud solution uses RDS (Remote Desktop Services) to manage tenants. Microsoft Azure is on the backend.

## **Deployment**

### **How are the applications deployed?**

The applications are deployed using an agent on the desktop to manage printing. Access to the applications is controlled by Remote Desktop Services (RDS).

### **Does the software run native over the Internet or does it require a delivery mechanism such as Citrix?**

The software uses Remote Desktop Services (RDS) to run the application. It does not run native over the Internet and it does not require a delivery mechanism such as Citrix.

**Are there any limitations with this type of deployment, for example, with reporting or display?**

There are no known limitations with this type of deployment.

## **Operational Transparency**

**Does your provider provide a complete log of downtime history?**

Yes, our provider can provide you with a complete log of downtime history.

**Does your provider provide a way to monitor operational management, performance management, change management, usage management, and problem management?**

Yes, you can use our provider's Digital Armor monitoring solution to perform these tasks.

## SOFTWARE USE AGREEMENT

**CASELLE, INC.**  
1656 S. East Bay Blvd.  
Suite 100  
Provo, UT 84606

**CITY OF YANKTON**  
416 Walnut St  
Yankton, SD 57078

("Caselle")

("You" or "Your")

You agree to Use the Software and Purchase the services detailed below ("Items"), and Caselle, Inc. agrees to provide them, subject to the terms and conditions on pages two and three of this Agreement.

Total Price \$69,360.00

Deposit: \$34,680.00

Balance Due \$34,680.00

Items

---

License Type	Hosted
Total Training	\$28,150.00
Total Setup	10,450.00
Total Conversion	30,760.00
Total Price	<u>\$69,360.00</u>

The attached Proposal is considered part of this Agreement.

---

The signatures below indicate each party's acceptance of this Agreement. Each party has caused this Agreement to be executed by its duly authorized representative.

**CASELLE, INC.**

**CITY OF YANKTON**

By: 

By:

Name & Title: Larry Hutchings, President

Name & Title:

Date: September 3, 2024

Date:

**CASELLE, INC.**  
**SOFTWARE USE AGREEMENT**

**Grant of Right**

Caselle, Inc. and its Licensors agrees to grant, and You agree to accept a limited, non-transferable, non-exclusive right ("Right") to use the computer programs, with the accompanying manuals, literature and other materials ("Software") as detailed under Items, subject to the terms and conditions of this Software Use Agreement and subject to termination as provided herein. The term Software shall also include all revisions, updates, enhancements and new modules or add-ons to the existing Software as detailed under Items.

**Payment**

The Deposit shall be paid by You upon execution of this Software Use Agreement with the Balance to be paid upon completion of all Training or 60 days following the completed Training for core applications, whichever comes first. Payment shall be in U.S. Dollars and shall not be deemed to have been received by Caselle until Your check clears the banking process. Any costs incurred in collecting Your check, due to insufficient funds or any other reason, shall be reimbursed by you. Late payments shall be subject to a FINANCE CHARGE OF 1.5% PER MONTH, OR 18% PER ANNUM.

**Taxes**

Prices and fees are exclusive of all federal, state, municipal, or other government excise, duties, sales, use, occupational, or like taxes now or hereafter in force, and are therefore subject to increase in an amount equal to any tax Caselle may be required to collect or pay upon licensing or delivery of any Items, other than federal, state and local taxes based on Caselle's income. You also agree to pay all personal property taxes which accrue to you by reason of this Agreement.

**Title and Confidentiality**

Title and full ownership rights to the Software licensed under this Agreement, including, without limitation, all intellectual property rights therein and thereto, and any copies You make, remain with Caselle. It is agreed the Software is the proprietary, confidential, trade secret property of Caselle, whether or not any portions thereof are or may be copyrighted and You shall take all reasonable steps necessary to protect the confidential nature of the Software as You would take to protect Your own confidential and trade secret information. You further agree that You shall not make any disclosure of any or all such Software (including methods or concepts utilized therein) to anyone, except to employees, agents, or contractors working for You to whom such disclosure is necessary to the use for which rights are granted hereunder. You shall appropriately notify all employees, agents, and contractors to whom any such disclosure is made that such disclosure is made in confidence and shall be kept in confidence by them. Upon Caselle's request, such employees, agents, and contractors shall enter into an appropriate confidentiality agreement for secrecy and nonuse of such information which by its terms shall be enforceable by injunctive relief at the request of Caselle. If Caselle makes such a request, it shall provide You with the appropriate confidentiality agreements. The obligations imposed by this section upon You, Your employees, agents, and contractors, shall survive and continue after any termination of rights under this Agreement. It shall not be a breach of this Agreement if you are required to disclose or make the Software available to a third party or to a court if the Software is

subpoenaed or otherwise ordered by an administrative agency or court of competent jurisdiction to be produced or disclosed.

**Rights**

You may not:

- a) Rent, lease, sublicense, assign, sell, loan or otherwise transfer this Right, in whole or in part, except as expressly permitted by this Agreement.
- b) Inspect, disassemble, decompile, reverse engineer or in any way attempt to determine the internal methods of the Software.
- c) Modify the Software or merge it into any other product without the express written consent of Caselle.
- d) Reproduce, prepare derivative works based upon, transmit or distribute the Software, or any part of it, in any form or by any means except as expressly permitted in this Agreement.
- e) Transfer or assign the Software and the rights under this agreement to another party without the express written consent of Caselle.

Any attempt to do any of the above (a to e) shall void and terminate this Agreement.

**Term**

This Software Use Agreement is and shall be effective from the date of full execution and shall remain in force until terminated. You may terminate this Agreement at any time by notifying Caselle in writing at least 30 days prior to the date of termination Your Right terminates automatically if you materially fail to comply with any terms or conditions of this Agreement.

**Warranty**

Caselle warrants that it has sufficient right and title to the Software to grant You this Right. For one (1) year from the date of receipt of the Software ("Warranty Period"), Caselle also warrants the Software media to be free from defects in materials and workmanship under normal use, and Software operation will substantially conform to the specification published by Caselle. If an error or a defect in the Software or its media becomes apparent within the Warranty Period You must promptly notify Caselle, in writing, describing the defect. Upon confirming the error or defect Caselle will, at its exclusive option, repair or replace the item or refund the price paid for the defective item. Caselle does not warrant that the functions contained in the Software will meet Your requirements or that the operation of the Software will be uninterrupted or error free. The warranty does not cover Software modified by anyone other than Caselle and problems with, or caused by, computer hardware or non-Caselle software. This limited warranty is VOID if failure of the licensed Software has resulted from accident, abuse or misapplication.

## **Disclaimers and Limitations of Warranty and Remedies**

EXCEPT AS SPECIFICALLY STATED IN THE WARRANTY SECTION OF THIS AGREEMENT, THE SOFTWARE IS LICENSED "AS IS" WITHOUT ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL CASELLE BE LIABLE FOR ANY INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF ANTICIPATED PROFITS, REVENUE OR SAVINGS, BUSINESS INTERRUPTION OR LOSS OF BUSINESS INFORMATION, ARISING FROM THE USE OF OR INABILITY TO USE THE SOFTWARE OR BREACH OF ANY EXPRESSED OR IMPLIED WARRANTY, EVEN IF CASELLE OR ITS AGENT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THESE LIMITATIONS SHALL APPLY NOTWITHSTANDING THE FAILURE OF AN ESSENTIAL PURPOSE OF ANY LIMITED REMEDY. CASELLE'S AGGREGATE LIABILITY UNDER THIS AGREEMENT FOR DAMAGE WILL NOT, IN ANY EVENT, WHETHER BASED UPON CONTRACT, NEGLIGENCE, STRICT LIABILITY IN TORT, WARRANTY, OR ANY OTHER BASIS, EXCEED THE LICENSE FEES PAID BY YOU FOR THE LICENSED SOFTWARE GIVING RISE TO SUCH LIABILITY.

## **Returns**

- a) No returns will be accepted without a written request to Caselle. To receive full credit, less the cancellation fee (set forth below), such requests must be made in writing to and received by Caselle's corporate office within thirty (30) days of this agreement. No returns will be considered for credit until appropriate notice has occurred within the time limits specified and all related materials are returned to Caselle's corporate office within ten (10) days of notice.
- b) Pre-approved returns occurring after the thirty-day period has lapsed will be allowed 75% credit, if such requests are made in writing to and received by Caselle's corporate office within sixty (60) days of this agreement. Any returns attempted after the sixty-day period has lapsed will receive no credit.
- c) A minimum cancellation fee of 10% will be assessed to all pre-authorized returns.
- d) In addition, You agree that You will return all written materials received from Caselle, including program materials, instruction manuals, and any and all training materials to Caselle.

## **Additional Services**

Support, Training and Data Conversion for the Software will be provided directly by Caselle, or its authorized support centers, and are subject to separate agreements.

## **General**

- a) This Agreement shall be governed and construed in accordance with the laws of the State of Utah and You hereby consent to the jurisdiction of State and Federal courts in Utah. If any part of this Agreement violates applicable law, that part shall be deemed to be amended to the extent necessary to comply with the law.
- b) This Agreement constitutes the entire Agreement between Caselle and You and supersedes any prior Agreement or understanding, written or oral, relating to the subject matter of this Agreement. Except as provided herein, this Agreement may not be amended or supplemented except in writing and properly executed by both parties.
- c) If any provision of this Agreement shall be adjudged by a court to be void or unenforceable, the same shall in no way affect any other provision of this Agreement or the validity or the enforceability of this Agreement.
- d) All rights and remedies provided herein are cumulative and are in addition to all other rights and remedies available at law or equity.
- e) In the event that either party successfully takes legal action to enforce any provision of this Agreement the unsuccessful party shall pay full costs and expenses of such action, including reasonable attorney's fees.
- f) Any notice required by this Agreement shall be deemed to have been properly given if sent by registered or certified mail to the address set forth in this Agreement.
- g) The waiver of any breach or default of this Agreement shall constitute a waiver only as to such particular breach or default and shall not constitute a waiver of any other breach or default. Failure to act by either party in exercising any right, power, or remedy under this Agreement, except as specifically provided herein, shall not operate as a waiver of any such right, power or remedy, and will not affect the validity of the whole or any part of this Agreement, or prejudice such party's right to take subsequent action.
- h) Neither party shall be held liable for delays in any of its performance resulting from acts of God, war, civil disturbance, court order, labor dispute or any other cause beyond its control.
- i) The relationship of the Parties shall be solely that of independent contractors. No partnership, joint venture, employment, agency or other relationship is formed, intended or to be inferred under this Agreement. Neither party to this Agreement shall attempt to bind the other, incur liabilities on behalf of the other, act as agent of the other, or authorize any representation contrary to the foregoing.
- j) This Agreement is binding upon and shall inure to the benefit of the parties, their successors and assigns. However, this Agreement is not assignable by you. This Agreement is personal to you and neither the Agreement, nor the rights or duties hereunder, may be voluntarily or involuntarily, directly or indirectly, assigned or otherwise transferred without the prior written consent of Caselle. Any unauthorized assignment or transfer shall constitute a breach hereof and shall be voidable by Caselle.

663884 18/04



*Caselle*® Hosted Software & Services Proposal

# City of Yankton, SD

September 3, 2024

From:

Wade Walker, Territory Manager  
pww@caselle.com

*Caselle*<sup>®</sup> Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**Proposal Summary**

License Type	Hosted
Total On-Site Training	\$28,150
Total Setup	10,450
Total Conversion	30,760
<b>Total Investment</b>	<b>\$69,360</b>

A deposit of 50% of the total proposal price is required with order. The remaining balance will be due upon completion of all training or 60 days following the completed training for core applications, whichever comes first.

Monthly Hosted Maintenance & Support will be \$3,056.

I have read and agree to all terms & conditions proposed herein. I understand if the City of Yankton is unable to provide data to Caselle in the requested format, additional fees will apply.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Date



*Caselle*® Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**Proposal Detail**

<i>Caselle</i> ® Application Software	License Type	On-Site Training	Setup	Conversion	Total
General Ledger	Hosted	\$2,250	\$700	\$8,804	\$11,754
Budgeting	Hosted	Included	-	-	-
Bank Reconciliation	Hosted	Included	-	1,500	1,500
miExcel GL	Hosted	Included	1,000	-	1,000
Accounts Payable	Hosted	550	500	6,000	7,050
AP Direct Pay	Hosted	Included	-	-	-
Purchases & Requisitions	Hosted	550	-	-	550
miExcel AP	Hosted	Included	500	-	500
Accounts Receivable	Hosted	1,100	500	1,756	3,356
Utility Management	Hosted	3,375	1,500	11,200	16,075
Utility Electronic Reading Interface	Hosted	Included	250	-	250
Utility Direct Pay	Hosted	Included	-	-	-
Utility Service Orders	Hosted	550	500	-	1,050
Online Mapping	Hosted	-	-	-	-
Cash Receipting	Hosted	550	500	-	1,050
Payment Import	Hosted	Included	1,000	-	1,000
Cash Receipting Web Services	Hosted	-	-	-	-
Utility Management Web Services	Hosted	-	-	-	-
Asset Management	Hosted	550	500	500	1,550
Business License	Hosted	550	500	500	1,550
Materials Management	Hosted	1,125	500	500	2,125
Caselle Document Management	Hosted	3,000	2,000	-	5,000
Zonal OCR	Hosted	-	-	-	-
Eight (8) Concurrent User Licenses	Hosted	-	-	-	Included
<b>Sub Total</b>	-	<b>\$14,150</b>	<b>\$10,450</b>	<b>\$30,760</b>	<b>\$55,360</b>
On-Site Training	-	14,000	-	-	14,000
<b>Grand Total</b>	<b>Hosted</b>	<b>\$28,150</b>	<b>\$10,450</b>	<b>\$30,760</b>	<b>\$69,360</b>

*Caselle*® Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**Notes:**

1. We offer several options for training: at our location in Provo Utah, Onsite and Online. We offer a significant discount to come to our location for training and have found that taking you out of your environment helps avoid interruptions and can be the most beneficial. Some sites request a combination of all three. We encourage training at Caselle but are more than happy to do what works best for you and your staff.
2. The subscription based Caselle Document Management includes: Full Text Search, Encryption, Drag and Drop, Role-Based Security, Versioning, Document Retention, Audit Trail, OCR (10,000 pages/month), three (3) Concurrent User Licenses, three (3) Advanced Workflow Licenses and the Caselle Integration.
3. If during the Implementation the Pre-Live and Go-Live needs to be re-scheduled you may be subject to additional charges up to \$10,000. depending on frequency and reason.

Caselle allocates resources and staffing to accomplish your implementation in a timely manner. When hard dates are set and missed it affects multiple projects and requires more time and resources.

4. History Conversion is available on a per-bid basis. Additional fees may apply upon review of existing legacy data.

*Caselle*<sup>®</sup> Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**On-site Training**

*Travel expenses will be invoiced when training is complete and include actual airfare, hotel, and car expenses, plus Caselle's food per diem of \$55.00. These are not included in the total proposal price.*

**On-site Training Requirements**

In order to receive the full benefit and value of our software products, it is imperative that the on-site training be conducted in an organized, professional and uninterrupted manner. To ensure this, Caselle Inc. requires the following conditions:

- Training class size will be limited to the number of workstations available in the training area.
- Each training area will have one workstation for each student and one workstation for the instructor or data conversion specialist. Each training workstation must have access to a common network.
- Each training room must have a dedicated printer networked to all the training workstations.
- Training rooms must be set up and completely functional before the first day of training.
- Training rooms should provide an education environment and be free from interruptions or distractions for students. Equipment such as a whiteboard or easel, three-hole punch, and stapler should be available in the training room.
- Key personnel must be available before and after normal working hours to discuss data conversion issues, assist with implementation, or if a "live" run of Accounts Payable, Utility Billing or Payroll etc., is to be done.

Caselle will be in contact with the customer prior to scheduling the training to ensure the above conditions can be met. If delays result from the above conditions not being met during on-site training, additional training fees may apply.

*Caselle*® Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

## **Implementation Services**

Data conversion is an involved, sometimes complicated procedure that must be completed with a high level of accuracy and precision. To make this process run smoothly, Caselle requires your assistance in providing the required materials for preliminary data conversion, offering clarification as needed during the conversion process, and supplying updated materials for the final data conversion. ***Please read the following information carefully.***

### ***Gathering Preliminary Data***

Assemble the following information and send it to Caselle.

- Complete the **Information Worksheets** during each phase of the conversion.
- Provide **data to be converted**.
  - You may need to clarify the data, as needed, during the conversion process.
  - Caselle will not convert the prior period detail during data conversion unless optional history conversion is specified in the contract.
- Send **printed or PDF reports** to verify account balances at the time data is sent to Caselle for preliminary conversion and again for final data conversion.

### ***Submitting Conversion Data***

You will be provided a file layout for each application that will have data conversion. The file layout details the required and/or optional fields that Caselle will need to provide the conversion. The cost of conversion quoted in this proposal is based on your submission of the necessary data in the requested formats. If data cannot be supplied in this format, additional costs will be billed to get your existing data into the desired formats ready for conversion, and could delay any proposed timeline. We may also need file layouts or descriptions of tables and where all of the necessary information is located within your existing data to complete the conversion.

### ***Data Conversion Timeline***

**The timeline begins when the requested data and all required preliminary information has been received by Caselle.** The timeline to complete an accurate data conversion can range from 120 – 180 days. This is dependent upon the condition of the data and the client's willingness to review the preliminary information for accuracy, including information requested in the discovery phase of the conversion.

### ***Scheduling Training***

**Important!** Training will only be scheduled after Caselle has completed the mock conversion and the customer has reviewed and approved the conversion.

After training is scheduled, a representative from the Implementation team will review the remaining steps to ensure a successful implementation, prior to going Live on Caselle.

*Caselle*<sup>®</sup> Hosted Software & Services Proposal  
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**Software Setup & Data Conversion**

This section contains the items, per directory, that will be setup and converted in each module. Since estimating the exact quantity may be difficult, we will adjust the calculated conversion cost if the actual number of items converted is greater than or less than 25% of the original estimate.

Data conversion requires that data be submitted in the required format. It is the responsibility of the customer to provide data to Caselle. Conversion services to retrieve or modify your data to the required formats are available at an additional cost. These services will be billed at Caselle's current hourly rate and are not included in this proposal.

**General Ledger Setup**

- Set up the control table in the General Ledger and Account Masks with the appropriate segments for funds, departments, revenue sources, object codes, and other account classifications.
- Modify the existing chart of accounts to utilize the advanced reporting features available with Caselle, if needed.
- Format five standard financial statements:
  - Balance Sheet with Revenue/Expenditures compared to budget
  - Allocation Reconciliation
  - Income Statement (All Funds)
  - Balance Sheet (All Funds)
  - Fund Summary Income Statement

**Note:** Additional fees may be required to set up additional financial statements.

- Establish all necessary journals for interfaced subsystems to allow the subsystems to update transactions to the General Ledger.
- Create a custom Checklist to document your organization's daily, monthly, and fiscal year-end steps; as well as budget procedures.

**Data Conversion**

- The current year-to-date trial balance and budget will be entered and balanced to your existing system. Caselle will provide supporting reports that document the balance sheet accounts, revenues, and expenditure balance for auditing purposes. A trial balance period will be established and all periods from that period forward will contain detail transaction information, if provided.

**4,402** accounts are included

**Bank Reconciliation  
Data Conversion**

- Bank reconciliation for the desired cash accounts with outstanding deposits and checks will be established. A bank reconciliation will be completed and balanced to cash for the appropriate beginning period.

**3** bank accounts are included

*Caselle*<sup>®</sup> Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**Accounts Payable Setup**

- Establish vendor defaults.
- Format one check form with requested stub detail.
- Create a Checklist to document Accounts Payable procedures, including the printing of 1099's.

**Data Conversion**

- Each vendor's information will be converted. This information includes the vendor name, street address, mailing address, remittance addresses, city, state, zip code, and 1099 status.
  - Exception: 1099 balances can be established, if provided.

**3,000** vendors are included

**AP Direct Pay Setup**

- Set up header and batch information with the appropriate ACH/NACHA file information.
- Set up vendors with necessary routing and account numbers.
- Format one direct pay voucher.

**Purchases & Requisitions Setup**

- Format one purchase order form.
- Create a Checklist to document Purchase Order procedures.
- Additional custom purchase order form set up will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.

**Accounts Receivable Setup**

- Set up the appropriate billing categories and penalty rates.
- Format standard reports for reporting and balancing of customer accounts.
- Format one of each of the following: statements, invoices, and delinquent notices.
- Create a Checklist to document Accounts Receivable procedures.
- Additional form layouts for statements, invoices, and delinquent notices will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.

**Data Conversion**

- Each customer's account information will be converted. This information includes the customer's name, street address, mailing address, bill to information, city, state, and zip code.
- Customer balances will be converted.

**878** accounts are included

## Caselle® Hosted Software & Services Proposal

City of Yankton, SD

September 3, 2024

### Utility Management Setup

- Set up services, taxes, rate tables, and other fees for billing.
- Format one form for each of the following: utility bills, delinquent notices, and shut-off notices.
- Set up default reports for billing, meter proofing, and reviewing customer information.
- Create table lists to generate customer labels, reports for new connects, terminated customers with credit balances, and terminated customers with a zero balance.
- Create a Checklist to document daily, monthly, and billing procedures.
- Additional forms will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.

### Data Conversion

- Each customer's information will be entered and verified. This information depends on what is provided. Information will be converted as is and normally includes the customer number, name, service address, mailing address, city, state, zip code, telephone numbers, meter number, location, balances, and previous reads.
- All appropriate transactions for balancing the billing will be converted.
- Balancing totals, billing totals, receivable by service totals, if provided, will be balanced to the existing system using supporting reports.
- Caselle will provide reports of the converted data for auditing purposes.  
**5,600** meters or customers are included

### Utility Electronic Reading Interface Setup

- Create the appropriate import/export formats and test with the interfaced meter reading equipment.

### Utility Direct Pay Setup

- Set up header and batch information with the appropriate information for the direct payment file.
- Set up bank options with bank account and routing information.

### Service Orders Setup

- Set up the Service Order options (including user, department, and actions).
- Customize Service Order data entry screens.
- Format three Service Order form layouts.
- Set up the Utility Management interface.
- Additional form layouts will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.

### Cash Receipting Setup

- Set up the General Ledger accounts for bank deposits and standard receipting revenue.
- Set up category and distribution codes.
- Set up payment types, for example, check, cash, and credit card, and associated reports for balancing.
- Create default reports to assist in daily operation.
- Create a Checklist to document procedures for daily cash receipting transactions, updates, and posting of receipts.

*Caselle*® Hosted Software & Services Proposal  
City of Yankton, SD  
September 3, 2024

**Asset Management Setup**

- Establish the default depreciation frequency and method, with the asset number format.
- Set up departments, classifications, and asset types.
- Create a Checklist to document procedures, including the asset creation and General Ledger updates.

**Data Conversion**

- Asset number, description, department, classification, and type will be converted. The depreciation start date, life, and method of depreciation will be converted for each asset, if provided.
- Accumulated depreciation can be converted to ensure an accurate beginning balance.

**Business License Setup**

- Format one form layout for each of the following: business license, renewal letter, delinquent notice, and application.
- Set up billing rates, billing frequencies, license types, and business activities.
- Additional forms or licenses will be billed at the rate of \$100 per form. Forms that have multiple pages will be billed \$100 for each additional page included in the form.

**Data Conversion**

- All applicable business information and account balances will be converted.
- Business information includes the owner, manager, license type, and business codes, if provided.
- All standard reports will be set up.

**500** businesses are included

**Materials Management Setup**

- Create the inventory number mask.
- Set up the Department, Category, and Location files.
- Establish inventory levels, turnover, and valuation reports.
- Create a Checklist to document daily, monthly, and inventory procedures.

**Data Conversion**

- Inventory items will be converted. This includes the inventory number, description, location, category, quantity, and unit cost for each item. Inventory valuation will be balanced if available.



**MEMORANDUM #24-192**

TO: Yankton City Commission

FROM: Amy Leon, City Manager/Ross Den Herder, City Attorney *LML*

RE: Kennel Licensing Agreement

DATE: September 4, 2024

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Attached is a license settlement agreement between the City of Yankton and Jan E. Stenger, owner of Fish-N-Stuff. As the City Commission is aware, Fish-N-Stuff is currently operating as a pet store under a temporary license. City Attorney Den Herder has discussed the terms of this agreement with Ms. Stenger and she is agreeable.

The agreement provides the City the right to inspect Fish-N-Stuff at any time during normal hours of operation without notice. If the store does not pass inspection, the licensee shall be liable to the City for the cost of the inspection and shall immediately cease operating until the premises is brought into compliance, passes an inspection, and the failed inspection fee is paid.

If there are more than three failed inspections during the course of a year the license will be permanently revoked and terminated and the licensee will not be eligible to reapply.

**Recommendation: Staff recommends the City Commission enter into the agreement and authorize the City Manager to sign said agreement and issue a kennel license to the proprietor under these terms.**

## KENNEL LICENSE SETTLEMENT AGREEMENT

This *Stipulation and Agreement* is entered into between the City of Yankton (hereinafter the “City”), and Jan E. Strenger, d/b/a Fish-N-Stuff (hereinafter “Licensee”).

### RECITALS

**WHEREAS** Licensee owns and operates Fish-N-Stuff, a located at 111 W. 3rd Street, Yankton, South Dakota (referred to herein as the “Premises.”)

**WHEREAS** Licensee operates Fish-N-Stuff under temporary kennel license number 9964A issued by the City of Yankton pursuant to Sec. 4-47 of the Yankton Municipal Code of Ordinances.

**WHEREAS** as a result of Licensee’s failure to maintain its kennel operations in accordance with the facility standards set forth in Section 5-46 of the Yankton Municipal Code, the Premises failed an inspection April 16, 2024. There is also a history of prior failed inspections of the Premises.

**WHEREAS** as a result of the failed inspection and Licensee’s failure to maintain its kennel operations in accordance with the facility standards set forth in Section 5-46 of the Yankton Municipal Code, on May 6, 2024, Licensee was issued a *Notice of License Revocation*, which required Licensee to cease operating a kennel on the Premises within 60 days after Licensee’s receipt of the notice.

**WHEREAS** upon receipt of the Notice of License Termination, Licensee took steps to bring the Premises into compliance with the facility standards set forth in Sec. 5-46 of the Yankton Municipal Code. City issued Licensee a temporary kennel license on July 5, 2024, which granted Licensee an additional 90 days to operate in order to provide time for the parties to negotiate and enter into this Agreement.

**WHEREAS** although the City is entitled to fully revoke Licensee’s license for failure to comply with regulations for the operation of a kennel under the Yankton Municipal Code, the parties agree that Licensee may continue to operate under its kennel license subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, the City and the Licensee stipulate and agree as follows:

### AGREEMENT

1. *Permission to Inspect.* Licensee agrees that upon receipt of any complaint regarding the condition of the Premises (or during any period of

suspension as set forth herein), the City shall be permitted to inspect the Premises for compliance with the facility standards set forth in Section 5-46 of the Yankton Municipal Code. Such inspection shall occur during Licensee's regular business hours without prior notice to the Licensee. If Licensee passes such inspection, Licensee may continue to operate a kennel on the Premises and will not be liable for the cost of such inspection.

2. ***Failure of Inspection.*** Licensee agrees that each time the Premises does not pass an inspection, the license shall be deemed "suspended," and Licensee shall be liable to the City for the then-current cost of the failed inspection (which the parties acknowledge is currently \$150.00). Licensee shall immediately cease operating on the Premises as a kennel, and such suspension shall continue until (1) the Premises is brought into compliance with Section 5-46 of the Yankton Municipal Code as demonstrated by a subsequent successful inspection and (2) the failed inspection fee is paid in full. If the Licensee is found to be operating as a kennel during any period of suspension, the Licensee's license shall be permanently revoked and terminated.

3. ***Reinspection Time Limitation.*** Licensee must request and successfully pass a reinspection within sixty (60) days following the initial failed inspection. Licensee may request a reinspection by calling the Yankton Police Department at (605) 668-5210. If Licensee fails to pass a reinspection within sixty (60) days of the initial failed inspection and suspension, the Licensee's license shall be deemed permanently revoked and terminated.

4. ***Multiple Failed Inspections.*** If there are more than three failed inspections of the Premises during the course of any 365-day period, Licensee's license shall be permanently revoked and terminated, and Licensee shall not be entitled to reapply for a kennel license.

5. ***Time of the Essence.*** It is expressly understood and agreed by the parties that time is of the essence in this Agreement.

6. ***Governing Law.*** This Agreement and all obligations created hereunder or required to be created hereby shall be governed by and construed and enforced in accordance with the laws of the State of South Dakota.

7. ***Execution of Additional Documents.*** The parties hereto agree to execute any and all additional documents necessary to effectuate the terms and conditions of this Agreement.

8. **Integration.** Both parties agree that this agreement contains the entire understanding between and among the parties, both written and oral, and supersedes any prior understanding and agreements among them, both written and oral, respecting the subject matter of this agreement.

9. **Modification.** This agreement shall not be modified, amended or supplemented without an authorized, written agreement between the parties.

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

11. **Counterparts.** This agreement may be executed in several counterparts, which taken together shall be deemed an original, and said counterparts constitute but one and the same instrument, Photocopies and facsimile reproductions of the executed original and/or counterparts thereof shall be treated the same as an original.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

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**Jan Strenger, d/b/a Fish-N-Stuff**

Dated this \_\_\_\_ day of \_\_\_\_\_, 2024.

**City of Yankton**

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By: Amy Leon  
Its: City Manager

**Memorandum #24-194**

**To:** Amy Leon, City Manager  
**From:** Bradley Moser, Civil Engineer  
**Subject:** Informal Request for Storm Sewer Replacement on Riverside Drive  
**Date:** September 4, 2024

The existing storm sewer that runs from the intersection of Riverside Drive & Cedar Street, south to the river, has shown signs of failure. During our inspection with the camera, it was discovered that there were several locations at which the pipe has separated. Replacement of the pipe is necessary.

In talking with Environmental Services, they requested that the new line not be placed in the same location. This is where the underground water storage tank is located. They prefer that we not risk damaging those facilities while replacing the storm sewer line. Because of this, it was determined that the best route for the new line would be to run it down Riverside Drive and connect it to an existing line by the Meridian Bridge.

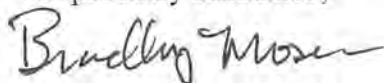
We have received quotes to perform the work associated with installing the new storm sewer. The results are as follows:

- |   |             |
|---|-------------|
| 1. Slowey Construction, Inc., Yankton, SD | \$81,854.00 |
| 2. Feimer Construction, Inc., Yankton, SD | \$92,092.00 |

The low bidder meets the specifications and is \$11,216.50 lower than the most recent engineer's estimate of \$93,070.50.

Slowey Construction is a local company that has a long history of successfully completing City projects. Based on their work history, City staff recommends that they be awarded the contract in the amount of \$81,854.00.

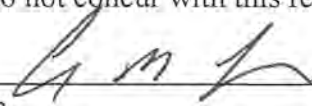
Respectfully submitted,

  
Bradley Moser  
Civil Engineer

**Recommendation:** It is recommended that the City Commission award the storm sewer replacement contract to Slowey Construction, Inc. in the amount of \$81,854.00.

I concur with this recommendation.

I do not concur with this recommendation.

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

cc: Adam Haberman (electronic)  
file

\_\_\_\_ Roll Call