



CITY OF YANKTON

2016_02_22

COMMISSION MEETING

YANKTON BOARD OF CITY COMMISSIONERS

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

Monday, February 22, 2016

City of Yankton Community Meeting Room

Located at the Technical Education Center • 1200 W. 21st Street • Room 114

Rebroadcast Schedule: Tuesday @ 7:30pm, Thursday @ 6:30 pm, on channels 3 & 45

I. ROUTINE BUSINESS

1. Roll Call

2. Approve Minutes of regular meeting of February 8, 2016

Attachment I-2

3. Proclamation – Citizen of the Year

Attachment I-3

4. City Manager's Report

Attachment I-4

5. Public Appearances

II. CONSENT ITEMS

1. Possible Quorum Event

February 25, 2016, meeting at Fire Station #2, no official commission action

2. Establish public hearing for a Transfer of Location/Malt Beverage License

Establish March 14, 2016, as the date for the public hearing for a transfer of location of a Retail (on-off sale) Malt Beverage License for July 1, 2015, to June 30, 2016, from Cheers Bar & Grill, LLC d/b/a Cheers Bar & Grill (Beth Cuneo, Owner) 1208 Broadway to 310 Walnut Street, Yankton, S.D.

Attachment II-2

3. Establish public hearing for a Transfer of Location/Wine License

Establish March 14, 2016, as the date for the public hearing for a transfer of location of a Retail (on-off sale) Wine License for July 1, 2016, to December 31, 2016, from Cheers Bar & Grill, LLC d/b/a Cheers Bar & Grill (Beth Cuneo, Owner) 1208 Broadway to 310 Walnut Street, Yankton, S.D.

Attachment II-3

4. Establish public hearing for sale of alcoholic beverages

Establish March 14, 2016, as the date for the public hearing on the request for a Special Events (on-sale) Liquor License for one day, April 19, 2016, from Chamber of Commerce (Carmen Schramm, Director) d/b/a Chamber of Commerce, Meridian Bridge, Walnut & Levee Street, Yankton, South Dakota

Attachment II-4

5. Establish public hearing for sale of alcoholic beverages

Establish March 14, 2016, as the date for the public hearing on the request for a Special Events (on-sale) Liquor License for one day, December 13, 2016, from Chamber of Commerce (Carmen Schramm, Director) d/b/a Chamber of Commerce, first Dakota National Bank, 225 Cedar Street, Yankton, South Dakota

Attachment II-5

6. Assessment Roll; Alley project, set public hearing

Consideration of Memorandum #16-55 and Resolution #16-13, recommending that March 14, 2016, be established as the date for a public hearing on the special assessment roll for Assessment Project to Pave the Alley from 7th Street to 8th Street between Walnut Street & Douglas Avenue

Attachment II-6

III. OLD BUSINESS

NONE

IV. NEW BUSINESS

1. Value Added Engineering Presentation

Attachment IV-1

2. Contract for Design of Water Fill Station

Consideration of Memorandum #16-53 regarding Contract for Design of Water Fill Station

Attachment IV-2

3. Planning Commission – CUP

Consideration of Memorandum #16-51 regarding Resolution #16-10, an amendment to current daycare Conditional Use Permit. Said amendment would permit the referenced property to be used as a daycare or church. Outlot 129 except the south ½, Auditor's Outlots. Address 1010 Burleigh Street. Care-A-Lot Daycare Center, LLC, owner

Attachment IV-3

4. Planning Commission – Plat Review

Consideration of Memorandum #16-52 regarding Resolution #16-11, a Plat of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota. Location, 500 feet west of the 2700 Block of Douglas Avenue. Diocese of Sioux Falls, owner

Attachment IV-4

5. Bid Award – 37,000 GVW & 16 cubic foot Refuse Box

Consideration of Memorandum #16-49 regarding Bid Award for 37,000 GVW Truck & 16 cubic foot Refuse Box

Attachment IV-5

6. Bid Award – 56,000 GVW Class Truck

Consideration of Memorandum #16-50 regarding Bid Award for 56,000 GVW Class Truck

Attachment IV-6

7. Bid Award – 15th Street

Consideration of Memorandum #16-48 Bid Award for the 15th Street Construction Project from West City Limits Road (WCLR) to Dakota

Attachment IV-7

8. Start Up Weekend Sponsorship

Consideration of Memorandum #16-46 regarding Start-up Weekend Sponsorship

Attachment IV-8

9. Utility Easement Vacation, Ridgeway North Subdivision

Consideration of Memorandum #16-54 and Resolution #16-12 recommending Utility Easement Vacation, Ridgeway North Subdivision

Attachment IV-9

10. Introduction and First Reading – Taxi Cab Ordinance

Introduction, first reading of Ordinance #986, the first reading and establishing March 14, 2016, as the date for the second reading and public hearing regarding Taxi Cab Ordinance Revision

Attachment IV-10

11. HSC Property Discussion

Consideration of Memorandum #16-45 regarding HSC Property Discussion

Attachment IV-11

V. ADJOURN INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS UNDER SDCL 1-25-2

VI. RECONVENE AS BOARD OF CITY COMMISSIONERS

1. Roll Call

VII. ADJOURN THE MEETING OF FEBRUARY 22, 2016

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
FEBRUARY 8, 2016**

Regular meeting of the Board of City Commissioners of the City of Yankton was called to order by Mayor Carda.

Roll Call: Present: Commissioners Gross, Hoffner, Johnson, Knoff, Miner, Sommer, and Woerner. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioner Ferdig.

Quorum present.

Action 16-35

Moved by Commissioner Knoff, seconded by Commissioner Johnson, to approve the Minutes of the study session and regular meeting of January 25, 2016.

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

Motion adopted.

Action 16-36

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

A T & T-Cell Phone-\$392.13; ACS Government Inf Service-Maint Program Support-\$1,937.87; Alternative HRD LLC-Compensation Study-\$3,750.00; Big Friend Little Friend-1/2 Special Appropriation-\$2,250.00; Binder/Tim-Travel Expense-\$90.00; Blackstrap Inc-Road Salt-\$1,367.55; Boys & Girls Club of Yankton-Special Appropriation-\$29,500.00; Centurylink-Phone-Jan-\$1,655.34; Chamber of Commerce-Meeting-\$16.00; Chesterman Company-Pop-\$29.30; Christensen Radiator & Repair-Plow Equipment-\$1,748.78; City of Vermillion-Jt Power Cash Trans-\$31,905.82; City of Yankton-Central Garage Rubbish-\$75.00; City of Yankton-Solid Waste Compacted Garbage-\$9,212.40; City Utilities-Water-WW-Charges-\$3,317.73; Coach Rozy LLC-Workshop-\$795.00; Contact Center-Special Appropriation-\$10,000.00; CSI Software-Monthly Software Fee-\$599.00; Dakota Beverage Co Inc-Beer-\$24.85; Danko Emergency Equipment-Part-\$49.09; Dept of Revenue-Samples-\$4,573.00; Dex Media East-Phone Book-\$31.00; Direct Digital Control Inc-Thermostat Controls-\$460.48; Gerstner Oil Co-Jet Fuel-\$11,504.93; Good-Land Pump Inc-Repair Pump-\$8,638.00; Haar Co Inc-Snow Blower-\$1,600.00; Hansen Locksmithing-Key Pad-\$128.00; Hanson Briggs Advertising Inc-Flyers-\$65.66; Hawkins Inc-Chemicals-\$587.61; Hedahl's Parts Plus-Filters-\$413.59; Ingersoll Rand Company-Air Compressor-\$375.00; Inland Truck Parts Co-Transfer Case-\$16,500.00; J & H Care & Cleaning Company-Janitorial Services-\$2,795.00; Johnson Electric-Labor-\$581.74; Johnson Eng Co Inc-15th St to Dakota St-\$35,300.00; Kaiser Refrigeration Inc-Supplies-\$155.95; Kendell Doors & Hardware Inc-Padlocks-\$207.40; Koletzky Implement Inc-Service Call-\$76.50; KVHT Radio Station-Annual Advertising-\$3,102.00; Larson/Dean-Uniform Reimbursement-\$125.00; List Electric Inc-Light Replacement-\$612.25; Long's Propane Inc-Propane-\$454.00; Mailfinance-Postage-\$576.00; May/Jonathan-Summer Program-\$60.00; McGrath North Mullin & Kratz-Professional Service-\$2,901.00; Mead Building Project-Special Appropriation-\$25,000.00; Mejoorando Group-Strategic Plan Session-\$1,485.75; MidAmerican Energy-Fuel-Jan-\$9,697.63; MidAmerican Energy-Fuel-Jan-\$11,483.52; Midwest Striping-Lights-\$844.00; Midwest Tape-Audio Books-\$99.97; Midwest Wheel Companies-Trailer Hitch-\$309.18; Missouri Sedimentation Action-Special Appropriation-\$2,500.00; Mount Marty

College-Strategic Plan Session-\$387.00; Nolz/Pat-Permit Fee-\$10.00; Northern Truck Equipment Corp-Snow Plow-\$11,138.18; Northwestern Energy-Elect-Jan-\$65,422.85; Ping-Golf Clubs-\$665.76; Planning & Development Dist III-Membership Dues-\$12,171.00; Press Dakota MStar Solutions-Subscription-\$148.82; Pro Auto-Tow Vehicle-\$160.00; Quill Corporation-Office Supplies-\$243.99; Racom Corporation-Radio Access-\$1,370.46; Ricoh USA Inc-Printer-\$380.06; Rotary District-Membership Dues-\$580.00; SADA Systems-License-\$45.90; Sheehan Mack Sales & Equip Inc-Belts-\$780.24; Sioux City Foundry Co-Blades-\$5,427.40; Small Business Development Center-Special Appropriation-\$4,500.00; Smith Insurance Inc-Airport Liability Insurance-\$10,855.00; Smith/Jack-Marne Creek Easement-\$200.00; South Dakota One Call-Locates-\$418.95; Stern Oil Co Inc-Aviation Fuel-\$22,523.20; Dave Stevens Construction LLC-Cart Path-\$10,200.00; Titleist and Foot-Joy Golf Balls-\$4,380.09; Michael Todd, Inc-Signs-\$4,636.46; Traffic Control Corp-Parts-\$2,398.00; US Post Office-Utility Postage-Jan-\$1,500.00; United Parcel Service Inc-Postage-Jan-\$141.91; United States Postal Service-Postage Meter-Jan-\$1,195.00; Vanderhule Moving Inc-Oxygen-\$23.00; Villanueva/Mike-Travel Expense-\$300.00; Vision Technology Solutions Payment-Subscript-\$11,895.00; Wage Works-Flex Serv Fee-Dec-\$85.00; Water & Env Eng Research Ctr-Samples-\$488.00; Woods Fuller Shultz & Smith PC-Professional Services-\$1,980.00; Xerox Corporation-Copier Lease-\$382.61; Xerox Corporation-Copier Lease-\$1,547.27; Yankton Area Convention-1/4 Special Appropriation-\$96,332.50; Yankton Area Ice Association-Revenue Payment-\$3,337.10; Yankton Family Visitation Center-Special Appropriation-\$2,250.00; Yankton Homeless Shelter-Special Appropriation-\$5,000.00; Yankton Riverwalk-Special Appropriation-\$4,800.00; Yankton Rockin' Ribfest-Daktronics Screen-\$9,540.00; Yankton Transit Inc-1/2 Special Appropriation-\$15,000.00; Yankton Women's Shelter-Special Appropriation-\$2,250.00; A & B Business Inc-Copier Maintenance-\$372.47; A-Ox Welding Supply Welding Wire-\$148.26; ACCO Brands Direct-Office Supplies-\$46.46; Ace Hardware-Snow Blower-\$2,527.17; Agricultural Ctr Online-Pesticide Applicator-\$25.35; Amazon Mktplace Pmts-Dodgeballs-\$336.41; Amazon.Com-Books-\$820.08; Amazon.Com-Books-\$162.53; American Library Assoc-Membership Dues-\$49.00; Appeara-Towels-\$192.92; Applied Ind Tech-Air Filters-\$1,454.29; AT&T Bill Payment-AT&T Mobility-\$314.74; Battery Exchange-Batteries-\$83.85; Best Western Hotels-Lodging-\$364.00; Blackclover-Caps-\$50.41; Bomgaars-Floor Dry-\$1,802.96; Center Point-Books-\$130.62; Cerilliant Corporation-Lab Supplies-\$531.95; Christensen Radiator-Supplies-\$189.60; Clarks Rentals-Shop Supplies-\$15.00; Cleveland-Golf Equipment-\$184.10; Glamour Magazine-Magazine Subscription-\$15.90; Cork'N Bottle-Supplies-\$6.88; Cox Auto Supply-Building Repairs-\$2,938.61; CPO Commerce-Drill-\$116.98; Crescent Electric-Fixtures-\$1,773.78; D-P Tools Inc-Tools-\$88.13; Dart/Tartan/McNaugh-Books-\$1,893.36; Dash Medical Gloves-Glove Supply-\$769.00; Dayhuff Enterprises-Janitorial Supplies-\$1,319.90; Dept of Agriculture-Conference-\$50.00; Dex One-Phone Book Listing-\$39.36; Dollar Tree-Gourmet Guys Supplies-\$25.00; Don Sinclair-Summer Reading-\$26.00; Dunhams-Recreation Supplies-\$62.74; DX Service-Salt-\$4,452.25; Eddiebauer.Com-Clothing Allowance-\$317.94; Ehresmann Engineering-Building Repair-\$198.96; Epson Store-Ink Cartridges-\$68.82; Love of Quilting-Magazine Subscription-\$32.97; Antique Trader-Magazine Subscription-\$39.98; Facebook-Fox Run Advertising-\$25.20; Falcon Technologies-Headsets-\$61.02; Farm & Home Publishers-Book-\$33.60; Fastenal Company-Odor Control Plumbing-\$715.10; FBI National Academy-Membership Dues-\$250.00; FBI Retail-Uniforms-\$339.98; Firehouse Subs-Travel Expense-\$10.90; Five Guys-Travel Expense-\$14.42; Fore Reservations-Licenses-\$1,500.00; Governors Inn-SDLA Legislative Day-\$166.00; Graham Tire-Tires-\$634.56; Hach Company-Analyzer-\$3,402.47; Hard Drive Central-Copier Contract-\$65.91; Harding Glass-Building Maint-\$274.98; Hedahl's-Seat Covers-\$338.84; Holiday Inn City Center-Arborists Assn-\$112.43; Hy-Vee-Concessions/Gatorade-\$253.17;

IACP-Membership Dues-\$150.00; Aircraft Deicing-De-Icing Fluid-\$1,235.00; Brekke Sales Co-HW Heater-\$654.30; Powerphone-Dispatcher Training-\$387.00; Independence Waste-Rentals-\$5,540.02; Intl Soc Arboriculture-Membership Dues-\$160.00; Industrial AC-Coolant-\$816.47; JJ Benji-Merchandise-\$361.32; Jack's Uniforms-Uniform-\$136.84; JCL Solutions-Cleaning Supplies-\$544.52; Johnson Controls-Service Agreement-\$6,542.79; Kaiser Heating & Cooling-Thermostats-\$131.31; Kaiser Refrigeration-Compressor Repair-\$858.34; KMart-Supplies-\$57.55; Koletzky Implement Inc-Snow Plow Repair-\$14.00; Lakeshore Learning Mat-Program Supplies-\$42.74; Language Line-Language Interpret-\$80.89; Larry's Plumbing-Plumbing Supplies-\$17.80; Larry's Heating-Furnace Repair-\$738.43; Light And Siren Truck Repair-\$571.74; Mark's Machinery Inc-LED Lights-\$394.91; McLeods Printing-Print Citations-\$72.44; Mead Lumber-Repairs-\$152.69; Menards-Park Supplies-\$1,718.15; Michael's Stores-Craft Program Supplies-\$21.95; Mid-States Organized-Membership Dues-\$200.00; Midwest Laboratories-Monthly Nutrient Testing-\$107.45; Modern Body Shop Inc-Truck Repair-\$2,925.23; Outside Magazine-Magazine Subscription-\$24.00; NADCP-Training-\$700.00; Natl Geo Kids-Magazine Subscription-\$20.00; Newbold Targets-Targets-\$303.34; Noble Industrial Supply-Ice Melt-\$298.98; Northern Tool Equip-Power Washer Pump-\$365.64; Northtown Automotive-Harness-\$421.80; Office Elements Group-Office Supplies-\$136.17; O'Reilly Auto- Bearing Assembly-\$232.19; Overdrive Dist-Downloadable Books-\$3,000.00; Overhead Door Co-Door Openers-\$135.00; Panda Garden-Travel Expense-\$11.93; Parts Town-Ice Machine Valve-\$96.71; Amerimax LL-AC Power Charger Adapter-\$10.48; Bigpollack Int-Touch Tablet-\$184.00; Buyfitnesso-Recreation Supplies-\$664.90; Cutratebatt-Cords-\$26.00; Shenzhenatc-Batteries-\$36.11; Tigerdirect-Cords-\$5.25; Pied Piper Flowers-Memorial-\$36.95; Postage Refill-Mailstation Refill-\$100.00; Random House-Audio Books-\$330.00; Provantage LLC-Printer-\$2,328.00; Automobile Magazine-Subscription-\$14.97; Qdoba Mexican Grill-Travel Expense-\$8.35; Quill Corporation-Office Supplies-\$52.95; Raider Fire Protection-Recreation Supplies-\$25.95; Realtruck-Nerf Bars-\$1,494.19; Recorded Books-Downloadable Books/Mags-\$4,213.00; Redrossa Italian Grill-SDLA Legislative Day Expense:2-\$109.10; River Lodge-Summer Reading-\$67.10; Riverside Hydraulics-Rebuild Cylinder-\$564.79; The Golfworks-Club Repairs-\$185.95; Royal Sport Shop-Office Supplies-\$9.10; SD Firefighters Assoc-Membership-\$180.00; Sears Hometown-Wrench Set-\$22.99; Sherwin Williams-Shop Supplies-\$47.87; Sioux Nation Ag-Animal Shelter Supplies-\$60.24; Sirchie Finger Print-Evidence Equipment-\$177.70; Hansen Locksmith-Building Repair-\$64.00; Midwest Striping-Lights-\$216.29; Standard Printing Co-Range Targets-\$242.08; Sturdevants-Hub Unit Bearing-\$455.02; Taylor Made (Oracle)-Golf Equipment-\$409.76; Teen Vogue Magazine-Magazine Subscription-\$10.60; TMA-Tires-\$6,705.79; Sports Illustrated Kids-Magazine Subscription-\$39.95; Tractor Supply Company-LED Plow Lights-\$75.95; Truck Trailer Sales-Fuel Tank Treatment-\$1,031.62; Universal Printing Solutions-Office Supplies-\$251.35; UPS-Postage-\$11.28; USA Blue Book-Supplies-\$790.43; USPS-Postage-\$2.39; Vanderhule Moving-Shop Supplies-\$45.00; Yankton Register of Deeds-Filing Fees-\$55.00; Viddler Inc-Video Hosting-\$25.00; Vzwrllss-Internet Access-\$506.15; Vzwrllss-Prepaid Payment Phone Minutes-\$37.80; Wal-Mart-Hard Drives-\$657.88; Wal-Mart-Training Equipment-\$32.82; Western Office Product-Office Supplies-\$278.27; Wholesale Supply Co-Gourmet Guys Supplies-\$64.90; WM Supercenter-USB-\$765.22; WW Grainger-Pump Couplers-\$300.21; Yankton Chamber of Commerce-Chamber Dues-\$518.00; Yankton Medical Clinic-Exams-\$823.00; Yankton Motorsports-Supplies-\$12.95; Yankton Pizza Ranch-Ice Arena Pizza-\$49.96; Yankton Winnelson Co-Hot Water Heater-\$204.50; AFSCME Council 65-Employee Deduction-\$1,378.43; American Family Life Corp-Cancer & ICU Premiums-\$6,886.50; Assurant Employee Benefits-Vision Ins-February-\$678.47; Connections Inc-EAP Insurance January-\$303.96; Delta Dental-Dental Ins-January-\$14,582.88; Department of Social Services-Employee Deduction-\$1,835.00; First National

Bank-Clean Water No. 3-\$106,494.59; First National Bank-Drinking Water-\$61,349.87; First National Bank-Drinking Water No. 2-\$15,301.27; First National Bank-Drinking Water No. 3-\$74,282.98; First National Bank South Dakota-Employee Deduction-\$2,477.78; HDR Engineering Inc-Water Plant Design-\$197,026.25; Hoffman Strategy Group-Retail and Hotel Study-\$11,750.00; Minnesota Life Insurance Co-Life Insurance-February-\$713.43; Nelson/Amy-NFAA Archery Shoot-\$300.00; Postmaster-Box Fee-\$144.00; Premier Pyrotechnics-2016 July 4th Fireworks-\$20,000.00; Retirement SD-SD Retirement-January-\$76,302.85; Retirement South Dakota-System 401(A)-Special Pay-\$13,640.02; SDSRP-Employee Deduction-\$4,710.00; Summit Activity Center-Employee Deduction-\$820.50; United Way-Employee Deduction-\$89.32; Vast Broadband-Internet Service-\$6,952.35; Wellmark Blue Cross-Health Ins-February-\$89,612.11; Yankton Area Progressive Growth-Sales Tax Reimburse-\$73,937.67; Yankton County Sheriff Department-DOJ Reimbursement-\$3,478.62.

SALARIES JANUARY, 2016:

Administration-\$34,755.08; Finance-\$33,638.64; Community Development-\$23,176.63; Police-\$164,114.05; Fire-\$12,605.92; Engineering-\$53,951.02; Street-\$43,926.39; Snow & Ice-\$12,850.88; Traffic Control-\$2,201.33; Library-\$29,392.68; Parks/SAC-\$59,617.57; Marne Creek-\$3,431.86; Water-\$44,057.65; Wastewater-\$35,817.91; Cemetery-\$4,999.10; Solid Waste-\$21,119.25; Landfill-\$17,496.54; Golf Course-\$28,182.03; Central Garage-\$7,278.66;

PERSONNEL CHANGES & NEW HIRES:

New Hires: Jennifer Palsma-\$15,8874 hr.-Dispatch.

Wage Change: Brittni Bormann-\$8.80 hr.-Rec. Division; Erica Garvey-\$11.50 hr.-Rec. Division; Danielle Gillis-\$8.80 hr.-Rec. Division; Nikki Heinz-\$11.50 hr.-Rec. Division; Megan Hilson-\$10.55 hr.-Rec. Division; Tristan Roy-\$9.55 hr.-Rec. Division; Ruth Steil-\$11.50 hr.-Rec. Division.

Status Change: Colleen Bailey-\$1,579.12 bi-wk. from City Mgrs. Admin. Secretary to City Mgrs. Admin. Assistant; Brad Bies-\$1,956.04 bi-wk. from Special Project Support/Code Enforcement Official (Community Development) to Research Specialist & Code Enforcement Official (Community Development); Duane Johnson-\$2,996.00 bi-wk. from Information Services Mgr. /Special Projects to Director, Information & Technology Service; Adam Haberman-\$2,844.46 bi-wk. from Public Works Manager to Director of Public Works; Todd Larson-\$3,222.58 bi-wk. from Director, Parks & Recreation to Director, Parks, Recreation & City Events; Larry Lee-\$1,657.42 bi-wk. from Transfer Station Supervisor to Transfer Station Superintendent; Dave Mingo-\$3,349.78 bi-wk. from Community Development Director to Community & Economic Development Director; Joseph Morrow-\$2,403.04 bi-wk. from Community Development Building Official to Building Official/Facilities Manager; Mark Payer-\$3,655.42 bi-wk. from Police Lieutenant to Acting Police Chief; James Snook-\$2,534.97 bi-wk. from Parks Superintendent to Parks & Grounds Superintendent; Lisa Utech-\$1,319.04 bi-wk. from Engineering and Inspection Secretary to Community and Economic Development Assistant.

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

Action 16-37

Moved by Commissioner Gross, seconded by Commissioner Woerner, that the following items on the consent agenda be approved.

1. Possible Quorum Event
February 23, 2016, YAPG luncheon, no official commission action
2. Possible Quorum Event
March 22, 2016, Chamber Annual Banquet, no official commission action
3. Possible Quorum Event
March 15, 2016, Candidate Forum, no official commission action
4. Work Session
Setting date of February 22, 2016, at 6:00 pm in Room 114 of the Regional Technical Education Center for the next work session of the Yankton City Commission to discuss Recycling – Financials and update on current program

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

Motion adopted.

Action 16-38

This was the time and place for the public hearing on Resolution 16-04, Declaring the Necessity of Constructing Improvements for the Alley from 9th to 10th Street between Walnut and Douglas Avenue. Citizens Steve Kasik and Mike O’Conner appeared to testify. Moved by Commissioner Knoff, seconded by Commissioner Johnson, to adopt Resolution 16-04. (Memorandum 16-15)

**RESOLUTION 16-04
A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING
IMPROVEMENTS FOR THE ALLEY FROM 9th STREET TO 10th STREET
BETWEEN WALNUT STREET AND DOUGLAS AVENUE**

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

SECTION 1. That it is deemed and declared necessary to construct improvements in accordance with plans and specifications therefore, prepared under the direction of the Department of Public Works on the alley from 9th Street to 10th Street between Walnut Street and Douglas Avenue, in the City of Yankton, South Dakota, abutting upon the following described property to be assessed therefore:

Lots 1 through 16, Block 6 of Wetmore & Stewart Addition.

SECTION 2. That the nature of said improvements is to construct a three inch asphalt pavement surface, along with items such as six inches of gravel base course, unclassified excavation/earthwork and grading, seeding and approach pavements, as needed, and all other incidentals in the above named location.

This project does not include improvements outside of the alley right-of-way, concrete driveway approaches. The project does include some slope work on private property, as necessary.

SECTION 3. That the cost and expense of the above listed improvements shall be levied by special assessment upon the above described properties in accordance with Chapter 9-43 of the South

Dakota Codified Laws. Said improvements shall be assessed upon the above described properties abutting thereon according to the benefits derived in accordance with Chapter 9-45 of the South Dakota Codified Laws.

SECTION 4. Said assessment may be paid in ten (10) equal annual installments. Any such assessment or any installment thereof unless paid within thirty (30) days after the filing of the Assessment Roll in the Office of the City Finance Officer shall be collected under Plan Two, with interest in accordance with the procedure provided in SDCL 9-43-42 through 9-43-53, as amended. In all cases where interest on such assessment or the installment thereof is to be charged and collected in accordance with the law, the rate to be charged shall be as established by the Board of City Commissioners.

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

Action 16-39

This was the time and place for the public hearing on the application for a Special Events Malt Beverage (on-sale) Retailers License and a Special (on-sale) Wine Retailers License for one day, February 21, 2016, from the Center (Christy Hauer, Executive Director), 900 Whiting Drive, Yankton, South Dakota. (Memorandum 16-34) No one was present to speak for or against approval of the license application. Moved by Commissioner Gross, seconded by Commissioner Johnson, to approve the license.

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

Action 16-40

This was the time and place for the public hearing on the application for a New Retail (on-off sale) Malt Beverage License for July 1, 2015, to June 30, 2016, from Willa B's, LLC, dba Willa B's Bistro & Emporium, (Chauntel Wright, Partner) 215 W. 3rd Street, Suite A, Yankton, South Dakota. (Memorandum 16-35) No one was present to speak for or against approval of the license application. Moved by Commissioner Johnson, seconded by Commissioner Gross, to approve the license.

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

Action 16-41

This was the time and place for the public hearing on the application for a New Retail (on-off sale) Wine License for January 1, 2016, to December 31, 2016 from Willa B's, LLC, dba Willa B's Bistro & Emporium, (Chauntel Wright, Partner) 215 W. 3rd Street, Suite A, Yankton, South Dakota. (Memorandum 16-36) No one was present to speak for or against approval of the license application. Moved by Commissioner Gross, seconded by Commissioner Sommer, to approve the license.

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

Action 16-42

This was the time and place for the second reading and public hearing for Ordinance No. 985, AN

ORDINANCE AMENDING ORDINANCE NO. 981, THE 2016 ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF YANKTON, SOUTH DAKOTA. (Memorandum 16-26) No one was present to speak for or against adoption of the ordinance. Moved by Commissioner Gross, seconded by Commissioner Knoff, to adopt Ordinance No. 985.

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

Action 16-43

This was the time and place for the second reading and public hearing for Ordinance No. 986, AN ORDINANCE AMENDING VEHICLES FOR HIRE REGULATIONS WITHIN THE CITY OF YANKTON. (Memorandum 16-37) After discussion with Commissioners and taxi-owner, Dean Jansen, it was the consensus to change some language in the proposed ordinance and to bring it back up for a re-reading and public hearing at a future date.

Action 16-44

Moved by Commissioner Gross, seconded by Commissioner Woerner, to adopt Resolution 16-06 declaring a 2001 F-550 Truck as surplus and to approve the purchase of a 2016 F550 Garbage Truck for the Parks Department from Northland Truck Sales, West Fargo, North Dakota, under the National Joint Powers Association government purchasing cooperative for \$89,900.00 less trade-in of \$13,900.00 for a 2001 F-550 Truck for a total cost of \$76,000.00. (Memorandum 16-38)

RESOLUTION 16-06

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

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

SURPLUS PROPERTY TO BE TRADED

2001 F-550 1FDAF56FX1EC32925 Parks Department

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

Action 16-45

Moved by Commissioner Sommer, seconded by Commissioner Gross, to adopt Resolution 16-08 declaring a Belgian Malinois, Male (K-9 Ares) as surplus property; to approve the purchase of a replacement K-9 for the Police Department; and, to approve the Retired Police K-9 Adoption Agreement between the City and Sergeant Foote for adoption of retired K-9 Ares. (Memorandum 16-25)

RESOLUTION 16-08

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

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

SURPLUS PROPERTY TO BE SURPLUSED

Belgian Malinois, Male 4111-1731-3258 Police Department
(K-9 Ares)

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

Action 16-46

This was the time and place to award the bid for the Transfer Station Scale Improvements. The following bids were received and opened on January 28, 2016: Masonry Components, Inc., Yankton, South Dakota-\$644,483.00; Welfl Construction Corp., Yankton, South Dakota-\$644,643.40; Thorstad Companies, Dell Rapids, South Dakota-\$938,788.65. (Memorandum 16-40) Moved by Commissioner Knoff, seconded by Commissioner Johnson, to award the bid to the low bidder Masonry Components, Inc., Yankton, South Dakota, for the Transfer Station Scale Project in the amount of \$644,483.00.

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

Action 16-47

This was the time and place to award the bid for the Douglas Avenue Reconstruction from Anna Street to 31st Street. The following bids were received and opened on January 28, 2016: Masonry Components, Yankton, South Dakota-\$1,191,020.40; Feimer Construction, Inc., Yankton, South Dakota-\$1,219,841.55; D & G Concrete Construction, Sioux Falls, South Dakota-\$1,251,579.84; BX Civil Construction, Dell Rapids, South Dakota-\$1,398,623.00; Thorstad Companies, Dell Rapids, South Dakota-\$1,448,143.15. (Memorandum 16-39) Moved by Commissioner Knoff, seconded by Commissioner Woerner, to award the bid to the low bidder, Masonry Components, Yankton South Dakota, for the Douglas Avenue Reconstruction from Anna Street to 31st Street in the amount of \$1,191,020.40.

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

Action 16-48

Moved by Commissioner Knoff, seconded by Commissioner Johnson, to adopt Resolution 16-07. (Memorandum 16-41)

RESOLUTION 16-07

A RESOLUTION AUTHORIZING THE PLACEMENT OF STOP SIGNS AT THE 25TH STREET AND 26TH STREET INTERSECTIONS WITH WEST CITY LIMITS ROAD.

WHEREAS, 25th Street and 26th Street, west of West City Limits Road (WCLR), are roadways within the recently accepted Phase I of Westbrook Estates, and;

WHEREAS, both, 25th Street and 26th Street create a tee intersection with WCLR, that reflects the need for the installation of a stop sign for the eastbound traffic, and;

WHEREAS, Westbrook Estates is a residential area with mostly local traffic, and;

WHEREAS, the traffic volume on WCLR is expected to be significantly more than that on 25th Street or 26th Street, and;

WHEREAS, it is provided by the Code of Ordinances of the City of Yankton that the City has the authority to place and maintain all regulatory signs that meet the requirements of the Manual on Uniform Traffic Control Devices.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, that a stop condition be established, for eastbound traffic, at the intersections of 25th Street and WCLR and 26th Street and WCLR.

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

Action 16-49

Moved by Commissioner Knoff, seconded by Commissioner Woerner, to approve the firing range lease agreement between the Yankton Police Department and Frank Vellek on land located approximately 7 miles north of Yankton at the Vellek Gravel Pit for a cost of \$1,000.00 per year, from January 1, 2016, through December 31, 2016, with automatic one year renewals, unless terminated by either party. (Memorandum 16-42)

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

Action 16-50

Moved by Commissioner Johnson, seconded by Commissioner Sommer, to renew the lease agreement between the City of Yankton and the Regional Technical Education Center for a three year term from October 1, 2015, through September 30, 2018, with a renewal option for an additional three years at the same terms and conditions. (Memorandum 16-43)

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

Action 16-51

Moved by Commissioner Sommer, seconded by Commissioner Gross, to grant the Fire Chief permission to submit an application for a 2015 Assistance to Firefighter’s Grant (AFG) in the amount of \$362,416.00 with local match of \$17,257.00—with the City’s share being \$9,888.00 and

the Rural Fire District’s share being \$7,369.00—for purchase of equipment as outlined in Memorandum 16-30.

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

Motion adopted.

Action 16-52

Eric Ambrosen from Planning and Development District III was present, and Joe Bartman from Dakota Resources was also present via video conference, to answer questions about a proposed Property Development Workshop for the City-owned former Human Services Center property. Moved by Commissioner Gross, seconded by Commissioner Knoff, to approve Memorandum 16-44 to invite the public to attend a Property Development Workshop at 6:00 p.m., on February 25, 2016, at Fire Station #2. Staff from Planning and Development District III and Dakota Resources, including designers, architects, landscape architects, and planners, will be present to assist in facilitating the workshop.

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

Motion adopted.

Action 16-53

Moved by Commissioner Woerner, seconded by Commissioner Johnson, to adjourn into Executive Session at 8:17 p.m., to discuss contractual matters under SDCL 1-25-2.

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

Motion adopted.

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

Roll Call: Present: Commissioners Gross, Hoffner, Johnson, Knoff, Miner, Sommer, and Woerner. City Attorney Den Herder and City Manager Nelson were also present. Absent: Commissioner Ferdig. Quorum present.

Action 16-54

Moved by Commissioner Woerner, seconded by Commissioner Sommer, to adjourn at 8:29 p.m.

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

Motion adopted.

David Carda
Mayor

ATTEST:

Al Viereck
Finance Officer

Proclamation - Joan Neubauer

WHEREAS, The 2015 Citizen of the Year is Joan Neubauer. The Citizen of the Year award was initiated in 1979 to recognize an individual in the community who has dedicated one's life to the betterment of Yankton and the people who comprise it. Joan is the community's 46th annual honoree. She is recognized for exemplary service to her community of Yankton; and,

WHEREAS, This community servant was raised in Yankton, attended Yankton School District, graduated from Yankton High School and Yankton College, earned a Master's Degree from Pacific University in Forest Grove, Oregon, and did additional graduate work in Oregon and California. Following a successful and fulfilling career, Joan returned to share her many talents through community volunteerism with a multitude of Yankton organizations; and,

WHEREAS, Joan has proven her commitment to caring for our neighbors, families and friends. Joan has successfully partnered with other regional leaders in carrying on the legacy established by Yankton College, founded in 1881. She has served on the YC Board of Trustees and has actively worked with YC alumni.. For her dedicated service Joan was awarded the YC Alumni Service Award in 2002, the Humanities Hall of Honor in July 2014 at the All-Class Reunion and the Doctor of Literature and Letters Honoris Causa in April 2014; and,

WHEREAS, The Yankton Citizen of the Year Award not only recognizes the hard work and dedication of this city's citizens, but also lauds the spirit that Yankton desires to hold up as an example to call its own, which Joan exemplifies. It is fitting and proper to recognize the many commendable accomplishments of this noteworthy woman; and,

NOW, THEREFORE, I Mayor David Carda do hereby proclaim March 6, 2016,as

JOAN BUNNELL NEUBAUER DAY

In This great City of Yankton, and I join with the loving Bunnell Neubauer family, Joan's loyal colleagues, her many friends, her fellow volunteers and the entire Yankton community to thank her for her service and to honor Joan Bunnell Neubauer as Yankton's 2015 Citizen of the Year.

Mayor David Carda

March 6, 2016

Finance Officer Al Viereck

March 6, 2016



OFFICE OF THE CITY MANAGER

www.cityofyankton.org

VOL. 51, NUMBER 4

Commission Information Memorandum

The Yankton City Commission meeting on Monday, February 22, 2016, will begin at 7:00 pm.

Non-Agenda Items of Interest

1) Library Update

Enclosed in your packet is an update on the various activities at the Library Department.

2) Human Resources Update

Sue Hanson, HR Coordinator, participated in mock job interviews with Mt. Marty students on February 8. This exercise was coordinated with Mt. Marty's Director of Career Planning and Development and YAPG's Workforce Development Coordinator.

Corey Potts was promoted to Public Works Manager and began his new duties on February 6. We are currently advertising internally for Public Works Manager Assistant position which closed on February 16.

Brittany LaCroix, started her employment with the City of Yankton on February 8 as the Events and Promotions Coordinator.

We currently have job announcements for Golf Course Operations Assistant Manager which closes on February 19 and our summer seasonal positions.

On February 10 & 11 we held the annual safety training classes, MSHA at Fire Station #2. These classes were conducted by Safety Benefits. City employees, Yankton County employees, and employees from surrounding cities/counties attended. These classes are designed to help make the workplace as safe as possible.

3) Community Development Update

Included in this packet is a summary of code enforcement activities during 2015. A variety of activities including public education were undertaken over the last year. Currently the annual street tree canvas has been completed, and follow up notifications have been sent. Any required trimming will occur in late February or March as weather permits.

Efforts to promote the Downtown Facade Grant Program are underway ahead of the April 1st submission date. The program has been promoted on social media and additional local media outreach will be occurring over the next few weeks. A mailing of an invitation to participate and copy of the application has been prepared and will be sent to 170 downtown property and business owners. Staff has had contact with several potential applicants interested in learning more about the program.

4) Police Department Update

Det. Stewart Bass will be attending an advanced interview and interrogation class in Omaha, on February 23-25, 2016.

Lt Mike Burgeson will be attending an Incident command course on the week of February 22-26, 2016.

Chris Allington has started his field training at dispatch and is doing very well. He is currently using the radios, answering phone calls and using the computer aided dispatch software.

The fourth Citizens Academy will be starting on February 23, 2016. We have 16 citizens in this year's class.

The Yankton Police Department held a skating party at the Yankton Area Ice Rink for all of the DARE graduates. There were approximately 250 kids in attendance.

5) Parks and Recreation Department Update

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

6) Finance Update

The Finance Office underwent its annual SDML Workers' Compensation payroll audit on Wednesday, February 3. The auditor reviews payroll records to establish the final premium for 2015 having paid previously on an estimated payroll for the year.

The deadline for filing nominating petitions for the city commission vacancies is Friday, February 26 at 5:00 p.m. Individuals who have filed petitions and are officially candidates for the City Commission as of Thursday, February 18 are Tony J. Maibaum and Amy Miner. The municipal election will be held Tuesday, April 12, 2016.

Please see the enclosed Monthly Finance Report for January.

7) Information Services Update

The City's new website has been live for just over 60 days. The site currently has 478 pages, 440 images, 480 documents, 43 news items and 241 calendar posts. During the last 30 days 50 pages were updated, 5 new images, 49 document updates, 20 new news items, 52 new calendar items and 3 new job posts. Since the site went live we have had 45 job applications submitted online, fielded two service requests, sent out 315 e-notifications and added 25 subscribers to e-notifications.

During the first 60 days we have had 10,037 site users constituting 21,437 sessions viewing on average 3.02 pages per session resulting in 64,638 page views. Average time on the site is 3:08 minutes well above the average of 30 seconds to two minutes.

8) Public Works Department Update

As the temperatures fluctuate the street department personnel continue to address street breakup and potholes throughout the City's street system.

Bid advertisements for the Annual Supply of Bituminous Mix and for the Annual Supply of Liquid Asphalt are enclosed with this packet.

With Highway 50 from Broadway Avenue to Burleigh Street, being reconstructed this year, Engineering staff has had to rearrange City project scheduling to accommodate the SDDOT project. Projects such as

the alley and parking lot reconstruction, from 4th to 5th, between Cedar Street and Walnut Street, will be postponed. Design for the Maple Street reconstruction, from 6th Street to 8th Street, with water main installation is underway. Since the design work and contract administration is being completed in-house, we anticipate finalizing the design and bidding the project, for construction in 2016. Adding Maple Street to this year's construction will make for another busy year for City staff.

Seasonal temperatures have created "ice dams" in various locations throughout the city. With warmer temperatures forecasted for the next few days, it is conceivable that more dams could appear in additional locations. Public Works staff will be working on removing the ice obstructions to allow for the backed-up water to drain.

9) Environmental Services Update

The floor of the collector well pump house has been completed. They will begin forming the walls as the weather cooperates.

Collection staff has begun cleaning and televising sewer.

The 1972 Water Plant is down for annual inspections. Staff will drain, clean and inspect all the basins. Normally this is a 2-3 day process.

Water treatment plant staff received the results from our lead and copper sampling for 2015. Samples were collected from homes containing lead service lines or had lead solder. Thirty samples were collected with no significant levels of lead or copper detected. Staff samples for lead and copper every three years. The water treatment department also has a corrosion control program in place to prevent any lead or copper corrosion within the system.

10) Fire Department Update

The Yankton Fire Department participated in training with the Yankton Police Department and Yankton County EMS at the Yankton Middle School. The training will help lead to a better and more effective response plans.

The membership of the Yankton Fire Department recently voted to change its mandatory retirement age from age 60 to age 65. This will change the Constitution of the department and will allow members to serve longer as volunteer firefighters for their community. Members will continue to be required to take an annual physical exam and have a doctor's certification that they are fit for duty and meet all other requirements to continue membership.

11) Minutes

Yankton Police Department monthly reports are included for your review. Minutes from the Planning Commission Board are also included for your review.

Have an enjoyable weekend and do not hesitate to contact us if you have any questions about these or other issues. If you will not be able to attend the Commission meeting on Monday, please inform my office.

Sincerely,

Amy Nelson
City Manager

Yankton Community Library

Adult Coloring Time:

Join us on February 20/21, from 2-4 p.m., for Adult Coloring Time. We create an atmosphere to help you destress with low lighting, relaxing music and all of the materials needed to complete your coloring project.

Oscar Weekend:

We are celebrating Oscar weekend again this year and showing as many of the nominations as we have time and licenses for. Our Saturday, February 27, schedule is: *Steve Jobs*, 9 a.m.; *Bridge of Spies*, 11:15 a.m.; and *The Martian*, 1:45 p.m. On Sunday, February 28, enjoy *Spotlight* at 1 p.m. and *Brooklyn* at 3:05 p.m.

Dr. Seuss Celebration:

Read Across America is always in conjunction with Dr. Seuss' birthday on March 2. During that entire week, all story times center around Dr. Seuss. Thursday is an after school Seuss craft day.

Food for Fines:

March Mac and Cheese Madness runs from March 1-10. To pay off library fines, simply bring in Mac and Cheese.

Commission Information Memorandum

PARKS AND RECREATION DEPARTMENT

SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS

1st - half of February information:

Fitness Classes-	
Early Bird Boot Camp class	29 participants
Power Abs	52 participants
Prime Time Senior class	19 participants
Tabata class	48 participants
Water aerobics	126 participants
Work-Out Express class	71 participants
Yoga classes	57 participants
Zumba class	20 participants

Rentals-	
o Birthday rentals-	6 parties
o SAC courts-	10.5 hours
o Theater-	0 hours
o Meeting rooms-	0 hours
o City Hall courts-	30.5 hours
o Capital Building-	0 dates
o Riverside shelters-	0 rentals
o Memorial shelters-	0 rentals
o Westside shelter-	0 rentals
o Rotary outdoor classroom-	0 rentals
o Sertoma shelter-	0 rentals
o Tripp shelter-	0 rentals
o Meridian Bridge	0 rental

SAC members-	2,187 people
SAC memberships-	903
SAC attendance-	2,790 visits
New members-	25 people

Friday, February 5- Information due for Summer Brochure from Outside Agencies.

Friday, February 12- Information due to South Dakota Magazine for the Summer Brochure. Distribution of the brochure will take place the first week of April.

Todd has introduced Brittany LaCroix to the Ribfest committee. Todd, Brittany, and Tracey Grotenhuis are working on the 2016 Ribfest event. Saturday, June 4, 2016. The event is going to expand and have music, food, and beer on Friday evening, June 3, also.

Todd will introduce Brittany LaCroix to the Rockin' Rumble committee on February 17. Todd and Brittany will be working on the 2016 Rockin' Rumble event. The event is expanding into Friday night also. Dates are July 22 and July 23.

Todd will introduce Brittany LaCroix to the July 4 event and start the plans for July 4, 2016. Yankton Area Arts has informed the City that they will not sponsor any musical groups in the amphitheater in the evening of July 4.

The Recreation Department hosted the Special Olympics Southeast Region basketball tournament on Saturday, February 13, at the SAC. The tournament was successful and the City will plan on hosting it again in February of 2017 if the SAC facility is available.

PARKS

The Parks Department is working with Mt. Marty Baseball to have college baseball games in Yankton at Riverside Field already on Feb. 27 and 28 at home versus Presentation.

The Parks Department worked with the Street Department to take down dead, diseased, or hazardous trees on City property and in street ROW's. The Parks Department also trimmed trees in the parks.

The Parks Department has stopped maintaining the skating areas at both Tripp Park and Sertoma Park due to the extended warm daytime temperatures.

The Parks Department has finished painting the basketball backboards at City Hall and installed new rims on the backboards so all six baskets have been refurbished this winter.

The Parks Department has painted some of the walls in the offices and hallway out at the parks office building. Brittany LaCroix, City Events and Promotions Coordinator, has an office located at the Parks office building.

The City of Yankton received word from the National Park Service Regional and National offices that the centennial project that was developed in 2015 in partnership between the NPS and the City of Yankton to redesign and rehabilitate the trail system in proximity to the Meridian Bridge on the Nebraska side has been funded in the amount of \$50,500. We leveraged in-kind contributions from the City of Yankton for improvements to the greater Riverside Park area during the fiscal periods of 2014 and 2015.

The State has contacted the City of Yankton and we have been awarded federal funding for both phases 2 & 3 of our TAP project along Highway 50 and West City Limits Road. Phase 1 was also funded in the previous year so now the three phases can proceed once an agreement with the state is signed. The City will discuss with the State if these three phases can be combined into one project.

The Parks Department is maintaining City owned sidewalks when it comes to snow and ice removal.

The east field of the two Sertoma North fields has had the concrete backstop wall poured. The plan is to have the new backstop walls, poles, netting, and artificial turf installed on the two infields prior to the 2016 summer baseball season. The Sertoma Club is leading the effort to have shade structures installed over both spectator areas on the two north fields.

GOLF

Tom Jeffers has been hired as the Golf Operations Manager and is tentatively planning to begin work at Fox Run on February 22.

Fox Run is advertising for the assistant manager full-time position in the clubhouse and the position closes on Friday, February 19. Interviews for the position will be scheduled in the following weeks.

Fox Run and the Summit Activities have paid for an ad in the Yankton Visitor's Guide, it is on page 3. We are marketing the golf course to the campgrounds by being in this magazine. Fox Run has also paid for ads in South Dakota Magazine and Nebraska Life Magazine. This is the second year for the South Dakota Magazine ads and is the first year for the Nebraska Life Magazine.

FINANCE MONTHLY REPORT

Activity	JAN 2016	JAN 2015	JAN 2016 YTD	JAN 2015 YTD
UTILITY BILLING:				
Water				
Water Sold (in gallons per 1,000)	38,997	42,817	38,997	42,871
Water Billed	\$329,787.12	\$339,651.85	\$329,787.12	\$339,651.85
Basic Water Fee/Rate per 1000 gal.	\$15.91/\$5.23	\$15.45/\$5.08		
Number of Accounts Billed	5,158	5,120	5,158	5,120
Number of Bills Mailed	5,158	5,120	5,158	5,120
Total Meters Read	5,548	5,558	5,548	5,558
Meter Changes/pulled	4	4	4	4
Total Days Meter Reading	1	1	1	1
Misreads found prior to billing	0	0	0	0
Customers requesting Rereads	0	0	0	0
Sewer				
Sewer Billed	\$254,368.02	\$254,045.17	\$254,368.02	\$254,045.17
Basic Sewer Fee/Rate per 1000 gal.	\$8.79/\$5.32	\$8.37/\$5.06		
Solid Waste				
Solid Waste Billed	\$79,804.43	\$77,013.94	\$79,804.43	\$77,013.94
Basic Solid Waste Fee	\$17.13	\$16.63		
Total Utility Billing:	\$663,959.57	\$670,710.96	\$663,959.57	\$670,710.96
Adjustment Total:	(\$241.41)	(\$117.91)	(\$241.41)	(\$117.91)
Misread Adjustments	\$0.00	\$0.00	\$0.00	\$0.00
Other Adjustments	(\$1.41)	\$12.09	(\$1.41)	\$12.09
Penalty Adjustments OFF	(\$240.00)	(\$160.00)	(\$240.00)	(\$160.00)
Penalty Adjustments ON	\$0.00	\$30.00	\$0.00	\$30.00
New Accounts/Connects	44	42	44	42
Accounts Finaled/Disconnects	64	41	64	41
New Accounts Set up	2	3	2	3
Delinquent Notices	429	386	429	386
Doorknockers	129	159	129	159
Delinquent Call List	91	111	91	111
Notice of Termination Letters	2	12	2	12
Shut-off for Non-payment	2	4	2	4
Delinquent Notice Penalties	\$4,290.00	\$3,860.00	\$4,290.00	\$3,860.00
Doorknocker Penalties	\$1,290.00	\$1,590.00	\$1,290.00	\$1,590.00
Other Office Functions:				
Interest Income	\$11,269.69	\$5,168.62	\$11,269.69	\$5,168.62
Interest Rate-Checking Account	0.64%	0.28%		
Interest Rate-CDs	0.00%	0.00%		
# of Monthly Vendor Checks	176	178		
Payments Issued to Vendors	\$ 2,425,249.18	\$ 1,525,809.49	\$ 2,425,249.18	\$ 1,525,809.49
# of Employees on Payroll	213	202		
Monthly Payroll *	\$ 432,628.99	\$ 599,192.72	\$ 432,628.99	\$ 599,192.72

* January 2015 had 3 pay periods

Publishing Dates: March 3 & March 10, 2016

NOTICE TO BIDDERS

Sealed bids will be received by the City Commission of the City of Yankton, South Dakota, at 416 Walnut Street Yankton, South Dakota, at the office of the City Finance Officer of said City until 3:00 P.M. or may be hand delivered to the place of opening at 3:00 P. M. on the 17th day of March, 2016, at which time they will be publicly opened and read in the Second Floor Meeting Room of City Hall, Yankton, South Dakota. Disposition of said bid will be held on the 28th day of March, 2016, at 7:00 P.M. in the City of Yankton Community Meeting Room located in the Technical Education Center at 1200 W. 21st Street, Yankton, South Dakota.

Bids will be received on the following:

ANNUAL SUPPLY BITUMINOUS MIX

Copies of the specifications may be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

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

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

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

Dated: March 3, 2016

-THE CITY OF YANKTON IS AN EQUAL OPPORTUNITY EMPLOYER-

Publishing Dates: March 3 & March 10, 2016

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Bids will be received on the following:

ANNUAL SUPPLY OF LIQUID ASPHALT

Copies of the specifications may be obtained at the office of the Department of Public Works, 416 Walnut Street, Yankton, South Dakota 57078 or by telephoning (605) 668-5211.

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

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

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

Dated: March 3, 2016

January 2016

YPD

Citations

	THIS MONTH		YEAR TO DATE	
	2016	2015	2016	2015
TOTAL TRAFFIC CITATIONS	158	105	158	105
DRIVING UNDER THE INFLUENCE	8	6	8	6
DRIVING UNDER REVOCATION	8	5	8	5
CARELESS DRIVING	3	2	3	2
EXHIBITION DRIVING	1	2	1	2
SPEEDING	23	26	23	26
STOP SIGN, RED LIGHT VIOLATION	7	6	7	6
OPEN CONTAINER	3	1	3	1
CONSUMPTION UNDERAGE (18-20 yoa)	5	2	5	2
LIQUOR VIOLATIONS / FURNISHING ALCOHOL TO A MINOR	0	0	0	0
IMPROPER TURNING	1	3	1	3
YIELD RIGHT OF WAY	2	1	2	1
SUSPENDED, EXPIRED OR UNLICENSED DRIVER	32	20	32	20
MISDEMEANOR DRUG CITATIONS (Poss. Of Drug Paraph.)	23	7	23	7
Petty Theft (Juvenile) under \$400.00	4	N/A	4	N/A
Intentional Damage to Property (Juvenile) under \$400.00	0	N/A	0	N/A
Curfew	2	N/A	2	N/A
TOBACCO VIOLATIONS	3	2	3	2
OTHER VIOLATIONS	33	29	33	29

January 2016

YPD

Adult Arrest

	THIS MONTH		YEAR TO DATE	
	2016	2015	2016	2015
MURDER	0	0	0	0
RAPE	0	0	0	0
ROBBERY	0	0	0	0
BURGLARY	0	0	0	0
ASSAULT AGGRAVATED	0	0	0	0
ASSAULT SIMPLE	6	2	6	2
CRIMES AGAINST FAMILY / DOMESTIC VIOLENCE	4	6	4	6
DISORDERLY CONDUCT	0	0	0	0
SEXUAL CONTACT/SEX OFFENSES	0	1	0	1
THEFT PETTY	3	6	3	6
THEFT GRAND	0	0	0	0
THEFT AUTO	0	0	0	0
FORGERY & COUNTERFEITING	1	0	1	0
FRAUD	0	0	0	0
EMBEZZLEMENT	0	0	0	0
INTENTIONAL DAMAGE	1	3	1	3
NARCOTIC DRUG CHARGES	44	15	44	15
LIQUOR ARRESTS	0	0	0	0
WEAPONS VIOLATION	0	2	0	2
WARRANTS	28	9	28	9
PROTECTIVE CUSTODY	0	0	0	0
ALL OTHER OFFENSES	39	28	39	28
TOTAL ARRESTS	126	72	126	72

January 2016
 YPD
 Juvenile Arrests

	THIS MONTH		YEAR TO DATE	
	2016	2015	2016	2015
RUNAWAY	0	0	0	0
MINOR IN CONSUMPTION	0	1	0	1
MURDER	0	0	0	0
RAPE	0	1	0	1
ROBBERY	0	0	0	0
BURGLARY	0	0	0	0
ASSAULT AGGRAVATED	0	0	0	0
ASSAULT SIMPLE	0	0	0	0
CRIMES AGAINST FAMILY/ DOMESTIC VIOLENCE	0	0	0	0
DISORDERLY CONDUCT	0	10	0	10
SEXUAL CONTACT / SEX OFFENSES	0	0	0	0
THEFT PETTY	0	2	0	2
THEFT GRAND	0	0	0	0
THEFT AUTO	0	0	0	0
FORGERY & COUNTERFEITING	0	0	0	0
FRAUD	0	0	0	0
EMBEZZLEMENT	0	0	0	0
INTENTIONAL DAMAGE	0	0	0	0
NARCOTIC DRUG CHARGES	3	0	3	0
LIQUOR ARRESTS	0	0	0	0
WEAPONS VIOLATIONS	1	0	1	0
ALL OTHER OFFENSES	2	0	2	0
TOTAL ARRESTS	6	14	6	14

CITY of YANKTON
PLANNING COMMISSION MEETING MINUTES
for
February 8, 2016

The meeting was called to order at 5:30 p.m. by Chairman Wenande

ROLL CALL:

Present – Jon Economy, Marc Mooney, Steve Pier, Dr. Scott Shindler, Mike Healy, Lynn Peterson, Deb Specht, ETJ Member Michael Welch and Chairman Brad Wenande.

Unable to attend: Bruce Viau and City Commission Representative Chris Ferdig.

Chairman Wenande asked for approval of the January 11, 2016 meeting minutes.

MINUTES – January 11, 2016

- 16-05 **MOTION** – It was moved by Commissioner Mooney and seconded by Commissioner Shindler to approve the minutes of the January 11, 2016 meeting.

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

MOTION – PASSED

Chairman Wenande asked for staff comments regarding a request for an amendment to a Conditional Use Permit located at 1010 Burleigh Street. Mr. Mingo explained that the applicant is requesting an amendment to the existing Conditional Use Permit that allows a daycare facility at the site. The requested amendment would allow either a daycare or church at the site. The current daycare functions as an existing nonconforming use in regards to parking. Use of the site for a church would not substantially change the impact to the neighborhood.

Chairman Wenande asked the applicants in the audience if they wanted to comment on the agenda item. They did not. Staff did not receive any contacts from neighbors subsequent to sending out the required notices. Staff recommends approval.

- 16-06 **MOTION** – It was moved by Commissioner Pier and seconded by Commissioner Economy to recommend approval of the amendment to the Conditional Use Permit. Said amendment would permit the referenced property to be used as a daycare or church located on Outlot 129 except the south ½, Auditor’s Outlots. Address 1010 Burleigh Street. Care-A-Lot Daycare Center, LLC, owner.

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

MOTION – PASSED Moves to City Commission Meeting on February 22, 2016.

Chairman Wenande read the action item to consider a plat review of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota. Location, 500 feet west of the 2700 Block of Douglas Avenue. Diocese of Sioux Falls, owner.

Mr. Mingo explained that the plat was a typical cemetery plat. The lots shown on the plat will be further divided into burial plots as needed.

- 16-07 **MOTION** – It was moved by Commissioner Shindler and seconded by Commissioner Healy to recommend approval of the plat of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota. Location, 500 feet west of the 2700 Block of Douglas Avenue. Diocese of Sioux Falls, owner.

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

MOTION – PASSED Moves to City Commission Meeting on February 22, 2016.

January Building Permit Report Update - Mr. Mingo advised that the values were low in January but also stated that this is typical for this time of the year. They are actually a little higher than January, 2015.

Land Use Planning Workshop for the City owned, former Human Services Center Property Update- Mr. Mingo discussed the workshop and answered all questions presented to him by the Commissioners. Mr. Mingo did ask whether any of the Commissioners would like to participate in this workshop. Mr. Mingo thought it would be beneficial to have a few members provide suggestions and/or feedback during the workshop. Chairman Wenande asked everyone to check their calendars and let Mr. Mingo know if they can participate.

- 16-08 **ADJOURNMENT**

MOTION – It was moved by Commissioner Economy and seconded by Commissioner Healy to adjourn at 5:53 p.m.

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

MOTION – PASSED

Respectfully submitted,

Dave Mingo
Secretary

Yankton Taxable Sales and Sales Tax Receipts Due

Yankton Sales Tax (first and second penny combined)

	2013		2014		2015		2016			
	General Taxable Sales	General Tax Due	General Taxable Sales	General Tax Due	General Taxable Sales	General Tax Due	General Taxable Sales	General Tax Due	Monthly % Diff.	Accum. % Diff.
Jan	\$37,975,864	\$759,517	\$37,222,598	\$749,786	\$40,005,454	\$800,502	\$42,469,953	\$850,457	6.24%	6.24%
Feb	\$31,106,888	\$622,432	\$31,648,729	\$633,225	\$32,859,742	\$657,372				
Mar	\$28,413,833	\$568,601	\$29,513,045	\$590,302	\$30,707,640	\$614,617				
Apr	\$31,915,469	\$639,046	\$33,273,180	\$665,480	\$37,554,403	\$753,857				
May	\$31,573,207	\$633,473	\$33,625,222	\$673,896	\$35,318,461	\$707,146				
Jun	\$35,708,654	\$716,545	\$37,414,702	\$751,694	\$36,810,258	\$738,560				
Jul	\$36,005,958	\$725,367	\$37,128,737	\$742,737	\$40,178,479	\$805,573				
Aug	\$36,025,816	\$723,758	\$36,766,985	\$735,478	\$39,861,102	\$800,036				
Sep	\$34,203,905	\$685,152	\$36,546,490	\$732,052	\$38,022,599	\$760,707				
Oct	\$32,220,242	\$645,418	\$34,256,554	\$685,536	\$36,110,867	\$723,851				
Nov	\$32,391,016	\$648,186	\$35,037,059	\$700,923	\$36,658,409	\$733,577				
Dec	\$31,627,094	\$632,786	\$34,102,170	\$682,094	\$35,915,704	\$720,336				
Totals	\$399,167,946	\$8,000,282	\$416,535,470	\$8,343,204	\$440,003,118	\$8,816,135				

Yankton BBB Sales Tax

	2013		2014		2015		2016			
	BBB Taxable Sales	BBB Tax Due	BBB Taxable Sales	BBB Tax Due	BBB Taxable Sales	BBB Tax Due	BBB Taxable Sales	BBB Tax Due	Monthly % Diff.	Accum. % Diff.
Jan	\$4,363,197	\$43,632	\$4,129,855	\$41,299	\$4,947,368	\$49,474	\$4,843,075	\$48,431	-2.11%	-2.11%
Feb	\$4,460,829	\$44,608	\$4,476,315	\$44,763	\$5,052,952	\$50,530				
Mar	\$3,534,845	\$35,367	\$3,726,348	\$37,263	\$4,039,693	\$40,397				
Apr	\$4,245,144	\$42,451	\$4,183,524	\$41,835	\$4,626,338	\$46,263				
May	\$4,106,453	\$41,095	\$4,421,539	\$44,215	\$4,636,808	\$46,368				
Jun	\$4,674,657	\$46,747	\$4,737,920	\$47,379	\$5,276,114	\$52,761				
Jul	\$4,911,557	\$49,116	\$5,024,248	\$50,242	\$5,681,807	\$56,834				
Aug	\$4,988,180	\$49,882	\$5,539,603	\$55,396	\$6,266,342	\$63,828				
Sep	\$5,533,114	\$55,331	\$5,946,973	\$60,085	\$5,903,828	\$59,038				
Oct	\$4,397,092	\$43,971	\$4,644,113	\$46,441	\$4,882,161	\$48,822				
Nov	\$4,280,393	\$42,804	\$4,736,866	\$47,367	\$4,940,215	\$49,402				
Dec	\$4,034,290	\$40,343	\$4,266,560	\$42,665	\$4,212,060	\$42,121				
Totals	\$53,529,751	\$535,347	\$55,833,864	\$558,952	\$60,465,686	\$605,837				

Yankton Taxable Sales and Sales Tax Receipts Due

Total Yankton Sales Tax (first penny, second penny, and BBB

	2013	2014	2015	2016		
	Total Tax Due	Total Tax Due	Total Tax Due	Total Tax Due	Monthly % Diff.	Accum. % Diff.
Jan	\$803,970	\$791,085	\$849,976	\$898,888	5.75%	5.75%
Feb	\$667,040	\$677,988	\$707,902			
Mar	\$603,969	\$627,566	\$655,013			
Apr	\$681,497	\$707,315	\$800,120			
May	\$674,568	\$718,112	\$753,514			
Jun	\$763,292	\$799,073	\$791,322			
Jul	\$774,483	\$792,980	\$862,407			
Aug	\$773,640	\$790,874	\$863,864			
Sep	\$740,484	\$792,137	\$819,745			
Oct	\$689,389	\$731,977	\$772,673			
Nov	\$690,990	\$748,292	\$782,979			
Dec	\$673,129	\$724,760	\$762,457			
Totals	\$8,536,449	\$8,902,158	\$9,421,973			

Top Ten First Class Cities Plus Vermillion

Accum. YTD Through Jan

Cities	2015	2016	
	Total Tax Due	Total Tax Due	Accum. % Diff.
Sioux Falls	\$11,545,928	\$12,150,403	5.24%
Rapid City	\$5,470,460	\$5,846,575	6.88%
Aberdeen	\$1,683,312	\$1,706,942	1.40%
Watertown	\$1,451,614	\$1,448,184	-0.24%
Brookings	\$1,145,374	\$1,332,619	16.35%
Mitchell	\$1,130,177	\$1,138,201	0.71%
Yankton	\$849,976	\$898,888	5.75%
Pierre	\$759,326	\$829,261	9.21%
Spearfish	\$685,431	\$728,939	6.35%
Huron	\$602,227	\$623,211	3.48%
Vermillion	\$300,145	\$370,695	23.51%
Totals	\$25,623,969	\$27,073,919	5.66%

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for the transfer of location of a Retail (on-off sale) Malt Beverage License for July 1, 2015, to June 30, 2016, from Cheers Bar & Grill, LLC d/b/a Cheers Bar & Grill (Beth Cuneo, Owner) 1208 Broadway to 310 Walnut Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, March 14, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota
this 22nd day of February, 2016.



Al Viereck
FINANCE OFFICER

_____Voice vote

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for the transfer of location of a Retail (on-off sale) Wine License for January 1, 2016, to December 31, 2016, from Cheers Bar & Grill, LLC d/b/a Cheers Bar & Grill (Beth Cuneo, Owner) 1208 Broadway to 310 Walnut Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, March 14, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota
this 22nd day of February, 2016.



Al Viereck
FINANCE OFFICER

_____ Voice vote

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events (on-sale) Liquor License for April 19, 2016 from Chamber of Commerce, (Carmen Schramm, Director) d/b/a Chamber of Commerce, Meridian Bridge, Walnut & Levee Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, March 14, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,
this 22nd day of February, 2016.



Al Viereck
FINANCE OFFICER

____ Voice vote

NOTICE OF HEARING UPON APPLICATION
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events (on-sale) Liquor License for December 13, 2016 from Chamber of Commerce, (Carmen Schramm, Director) d/b/a Chamber of Commerce, First Dakota National Bank, 225 Cedar Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Monday, March 14, 2016, at 7:00 p.m. in the City of Yankton Community Meeting Room at the Technical Education Center, 1200 West 21st Street, Yankton, South Dakota, where any person or persons interested in the approval or rejection of the above application may appear and be heard.

Dated at Yankton, South Dakota,
this 22nd day of February, 2016.



Al Viereck
FINANCE OFFICER

____ Voice vote

Memorandum #16-55

To: Amy Nelson, City Manager
From: Bradley Moser, Civil Engineer
Subject: Establishing a Public Hearing for the Assessment Project to Pave the Alley South of 8th Street, between Walnut Street and Douglas Avenue
Date: February 17, 2016

Attached is the Resolution of Necessity for the City Commission's consideration that relates to the petitioned improvements for the L-shaped alley south of 8th Street, between Walnut Street and Douglas Avenue. Also attached are copies of the estimated cost for each property, a map showing the location of the alley and the petition signed by the property owners.

The City of Yankton is one of fifteen different owners that have property adjacent to this alley. Owner signatures on the petition represent 54.51% of the total front footage along the alley. Had the City signed the petition, the percentage would have increased to 71.21%. If the City were considered a neutral party, meaning that their front footage was not utilized in determining the owner percentage, 65.43% of the remaining owners would be in favor of the project.

South Dakota Codified Law allows local governments to authorize an assessment project if 45% or more of the property owners are in favor of the project. However, the local government is not required to authorize the project even if all of the property owners are requesting the project. Based on the front footage percentage of owners who have signed the petition, it will be within the City Commission's discretion to authorize or not authorize this project. The decision should be made after the public hearing is held for the project and after a funding mechanism for the project has been determined. If necessary, the Commission can authorize the project in a future year so that the project can be put into the budget.

It is requested that the City Commission establish a public hearing on March 14, 2016, to consider Resolution #16-13, the Resolution of Necessity for the alley project. Notices will be sent to the property owners along the alley who would be assessed for this project. Procedural requirements will be followed if the City Commission acts to establish the public hearing to consider Resolution #16-13.

Respectfully submitted,

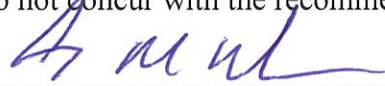


Bradley Moser
Civil Engineer

Recommendation: It is recommended that the City Commission establish a public hearing on March 14, 2016, to consider Resolution #16-13, the Resolution of Necessity for the Special Assessment Project for the alley south of 8th Street between Walnut Street and Douglas Avenue, as detailed in Memorandum #16-55.

X I concur with the recommendation.

_____ I do not concur with the recommendation.



Amy Nelson
City Manager

cc: Adam Haberman

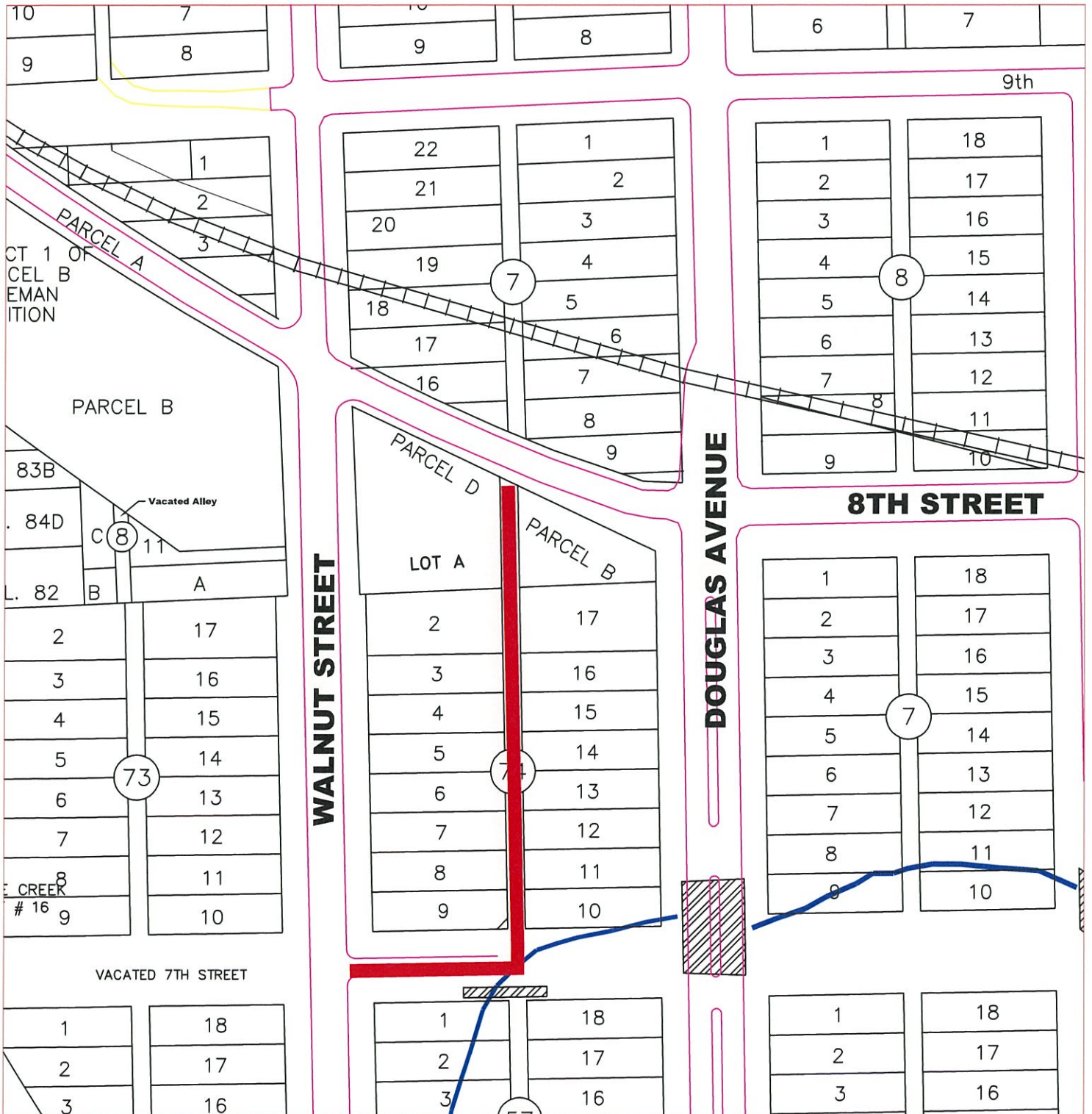
Property Owners for Alley From 7th Street to 8th Street
 Between Walnut Street & Douglas Ave.
 All in the City of Yankton, Yankton County, South Dakota

Estimated Cost of Construction: \$42,94976
 Cost per front foot: \$42,94976

Owner	Address	Legal Description of Assessment Property	Front Footage (Ft.)	Estimated Cost
Larry & Margaret Hesse	718 Walnut Street, Yankton, SD 57078	PARCEL D & LOT A OF PARCEL D, POLLY'S SUBDIVISION	131.65	\$5,654.34
Loran & Kathy Tramp	100 W. 23rd Street, Yankton, SD 57078	E33' N39' LT 2, BLK 74, TODD'S	39	\$1,675.04
Warren Peterson & Margo Nichols	714 Walnut, Yankton, SD 57078	S29', LT 2 & N15' LT 3, BLK 74, TODD'S	44	\$1,889.79
Mary, Chasity & Diego McHenry	710 Walnut Street, Yankton, SD 57078	S29' LT 3 & ALL LT 4, BLK 74, TODD'S	73	\$3,135.33
Walnut Street LLC	2202 9th Ave. SE, Willmar, MN 56201	LT 5, BLK 74, TODD'S	44	\$1,889.79
Aregenius & Marlene Wiesler	706 Walnut Street, Yankton, SD 57078	LT 6, BLK 74, TODD'S	44	\$1,889.79
Steve Drotzmann	623 Augusta Circle, Yankton, SD 57078	LT 7 & LT 8, BLK 74, TODD'S	88	\$3,779.58
Hans Frederick Kinsey	700 Walnut Street, Yankton, SD 57078	LT 9 EXC SMALL TRACT IN SE CORNER, BLK 74, TODD'S	170	\$7,301.46
City of Yankton	416 Walnut Street, Yankton, SD 57078	TRIANGULAR PIECE SE CORNER OF LT 9, BLK 74, TODD'S	24	\$1,030.79
City of Yankton	416 Walnut Street, Yankton, SD 57078	LT 1, BLK 57, TODD'S	150	\$6,442.46
City of Yankton	416 Walnut Street, Yankton, SD 57078	LT 10, BLK 74, TODD'S	44	\$1,889.79
Gregory Adamson	2221 Burleigh Street, Yankton, SD 57078	LTS 11,12, & 13, BLK 74, TODD'S	132	\$5,669.37
Susan Beringer	709 Douglas Avenue, Yankton, SD 57078	LT 14, BLK 74, TODD'S	44	\$1,889.79
Dody Highland & Thomas Kautz	711 Douglas Avenue, Yankton, SD 57078	LT 15, BLK 74, TODD'S	44	\$1,889.79
Robert Stuckey	713 Douglas Avenue, Yankton, SD 57078	LT 16, BLK 74, TODD'S	44	\$1,889.79
Terry Edelman	715 Douglas Avenue, Yankton, SD 57078	LT 17, EXC N34' E84', BLK 74, TODD'S	68	\$2,920.58
Wanda L. Howey-Fox	441 Lewis & Clark Trail, Yankton, SD 57078	PARCEL B, POLLY'S SUBDIVISION	122.1	\$5,244.17
			1305.75	\$56,081.64

% that signed petition: 54.51%

ALLEY RECONSTRUCTION SOUTH OF 8TH BETWEEN WALNUT AND DOUGLAS



Petition

We, the undersigned, petition to have the alley behind the 700 block of Walnut Street be black topped.
 This petition will be submitted to the Yankton City Engineering Department.

Please sign and print your name along with your address and phone number:

	Printed Name:	Signature:	Address:	Phone Number:
1	LOREN AL HANAP	Loren Al Hanap	100 West 23	1-605-665-2830
2	Warren Peterson	Warren Peterson	714 Walnut	665-0992
3	DeWayne King	DeWayne King	708 Walnut	605-8410
4	Ignis Kinsey	Ignis Kinsey	700 Walnut	
5	Agnes Kinsey	Agnes Kinsey	700 Walnut	605-857-9273
6	Erhene	Erhene	702 Walnut #2	605 760-3464
7	Margaret Hesse	Margaret Hesse	718 Walnut	605.260.0139
8	Bob Stucky	Bob Stucky	713 Douglas	605 645 8623
9	Wanda Howey	Wanda Howey	721 Douglas, Yktn	(605) 665-1001
10	dba Wild Dog Enterprises	Wanda Howey		
11	Wanda Howey	Wanda Howey	721 Douglas, Yktn	(605) 665-1001
12	dba Wild Dog Enterprises	Wanda Howey		
13	Mary McHenry	Mary McHenry	710 Walnut	(605) 615-4164
14	Dody Highland	Dody Highland	711 Douglas Ave.	661-1197
15	Susan Bitson	Susan Bitson	709 Douglas Ave	665- 665 0641
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RESOLUTION 16-13

A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING IMPROVEMENTS FOR THE ALLEY SOUTH OF 8TH STREET BETWEEN WALNUT STREET AND DOUGLAS AVENUE

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

SECTION 1. That it is deemed and declared necessary to construct improvements in accordance with plans and specifications therefore, prepared under the direction of the Department of Public Works on the alley south of 8th Street, between Walnut Street and Douglas Avenue, in the City of Yankton, South Dakota, abutting upon the following described property to be assessed therefore:

Parcel D, Lot A of Parcel D & Parcel B, Polly's Subdivision
Lots 2 through 17, Block 74, Todd's
Lot 1, Block 57, Todd's

SECTION 2. That the nature of said improvements is to construct a three inch asphalt pavement surface, along with items such as six inches of gravel base course, unclassified excavation/earthwork and grading, seeding and approach pavements, as needed, and all other incidentals in the above named location.

This project does not include improvements outside of the alley right-of-way, concrete driveway approaches. The project does include some slope work on private property, as necessary.

SECTION 3. That the cost and expense of the above listed improvements shall be levied by special assessment upon the above described properties in accordance with Chapter 9-43 of the South Dakota Codified Laws (SDCL). Said improvements shall be assessed upon the above described properties abutting thereon according to the benefits derived in accordance with Chapter 9-45 of the South Dakota Codified Laws.

SECTION 4. Said assessment may be paid in ten (10) equal annual installments. Any such assessment or any installment thereof unless paid within thirty (30) days after the filing of the Assessment Roll in the Office of the City Finance Officer shall be collected under Plan Two, with interest in accordance with the procedure provided in SDCL 9-43. In all cases where interest on such assessment or the installment thereof is to be charged and collected in accordance with the law, the rate to be charged shall be as established by the Board of City Commissioners.

Dated: _____

David Carda
Mayor

Attest:

Al Viereck
Finance Office



City of SOUTH DAKOTA
Yankton
Ideas flow here



BANNER

CITY OF YANKTON WATER TREATMENT FACILITY VALUE ENGINEERING STUDY

Presented by:

Dave Odens, PE | Rich Uckert, PE
Banner Associates, Inc.

February 22, 2016

WHAT IS VALUE ENGINEERING?

- Independent 3rd party review of a proposed project
- Uses life-cycle cost analysis
- Conducted on Capital Improvement projects such as Water, Wastewater, and Transportation projects
- Goals of VE Study
 - Save money without compromising function
 - Enhance function within the project budget

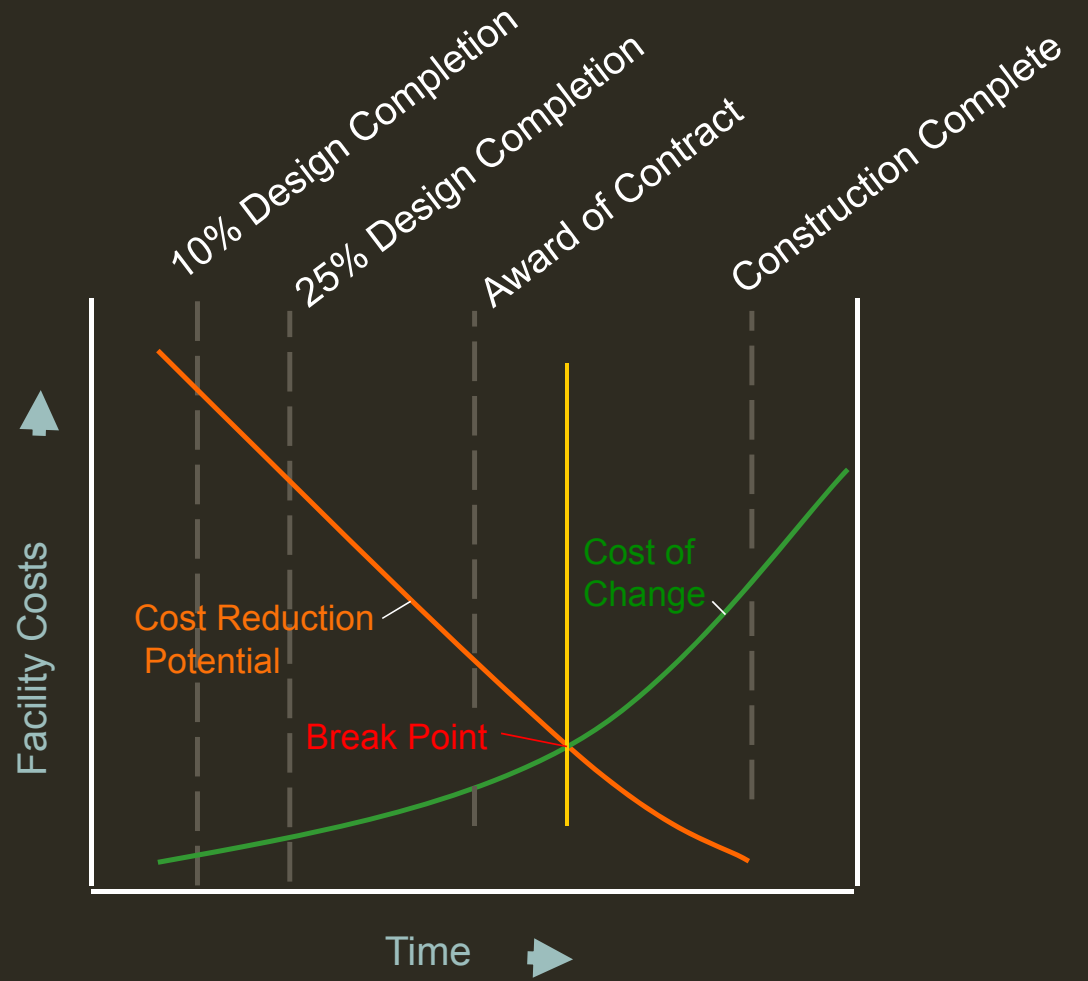


WHY USE VALUE ENGINEERING?

- Provide justification that proposed improvements are most cost effective
- Create alternatives not identified by original design process
- Typically pays for itself on projects costing >\$5 million
- Consistently achieves desirable results

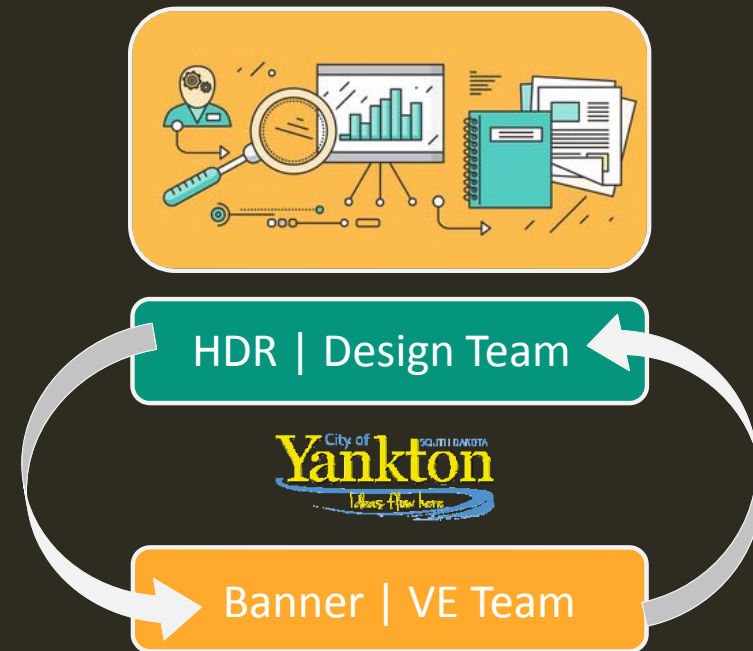


PROJECT COST VS. TIME



VALUE ENGINEERING PROCESS

- Presentation of proposed design
- Develop alternatives
- Analyze alternatives
- Presentation of alternatives
- Respond to alternatives
- Accept or reject alternatives



YANKTON WTP PROPOSED VE STUDY

- Look at items identified by Owner, VE Team, and/or Design team
- Examples may include:
 - Materials of construction for building finishes
 - Configuration of service facilities
 - Configuration of pumping facilities



TIMETABLE

Approximately 3-4 weeks to complete process

	Project Name	Focus
1	Aberdeen Wastewater Plant - Phase 2	VE Study on Treatment Plant Design
2	Lewis and Clark Water System	Feasibility Assessment
3	Huron Water Utility VE Study	Evaluation of alternatives for Huron, Mid Dakota vs. City System
4	Big Stone Power Plant WTP	Evaluation of alternatives for calcium carbonate reduction
5	Lewis and Clark Water System	VE Study on Final Engineering Report
6	Lewis and Clark Water System	VE Study on Water Treatment Plant
7	Lewis and Clark Water System	VE Study on Raw Water Line
8	Lewis and Clark Water System	VE Study on Tea Reservoirs
9	Rocky Boy North Central RWS-VE Study	VE Study on Preliminary Design
10	Watertown Lift Station - Lake Kampeska	Evaluation of Lift Station alternatives
11	ELKS Quarry WTP Feasibility Study-VE Study	VE Study on design alternatives
12	Mid-Dakota Water Trmt Plant VE Study	VE Analysis of Treatment alternatives
13	Wolf Creek/East Dam Reconstruction	Dam Safety and evaluation of alternatives
14	Wakpala WTP Phase 1 VE Study	Evaluation of Water Plant Design



BANNER'S VE EXPERIENCE

Banner currently has 10 licensed engineers who have participated in a VE study



BANNER

www.bannerassociates.com

1.855.323.6342

Thank you for
your time.
Questions?

CITY OF YANKTON WATER TREATMENT
FACILITY VALUE ENGINEERING STUDY



Memorandum #16-53

To: Amy Nelson, City Manager
 From: Kyle Goodmanson, Director of Environmental Services
 Subject: Banner Proposal for Water Fill Station Design
 Date: February 22, 2016

Attached is an outline of a scope of work and the associated costs for a Water Fill Station design and bidding. Attached is a contract with scope of work.

The current water fill station is located on the north side of the 1972 water treatment plant. The equipment is original and is in need of replacement. Based on the direction taken during the Water Plant Design Committee it was determined the best option was to relocate this facility to a new location. This would allow for more green space on the north side of the treatment plant and reduce truck traffic in this area.

A site was selected west of the Yankton Transit Building on City owned property. This property is located in a more industrial area and on a lot that would be difficult to further develop.

The contract is for the design and construction administration. The design would include a small building for the water fill station and boiler. Design would also include site work including a concrete approach, heated pad, water main, and storm sewer.

The water fill station is needed for safe sale of bulk water. A water fill station allows for the filling of bulk water tanks with an "air gap" to prevent any possible system contamination from possible back flow. This allows staff to require any bulk trucks to fill at the fill station rather than connecting directly to the distribution system via fire hydrant.

It is recommended that the City Manager be authorized to enter an agreement with Banner Associates, Inc for a not-to-exceed amount of \$49,400.00 as outlined by the attachment. The funds would come from the water fund capital reserves. Staff will be coordinating with Banner during the execution of the work.

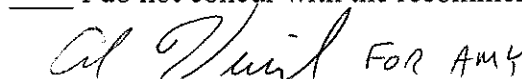
Respectfully Submitted,



Kyle Goodmanson
 Director of Environmental Services

I concur with the recommendation.

I do not concur with the recommendation.



Amy Nelson
 City Manager

Roll call

BANNER

Engineering | Architecture | Surveying

Banner Associates, Inc. | 14 West Main, Ste. A
Vermillion, South Dakota 57069
Toll Free | 1.855.323.6342
www.bannerassociates.com

February 15, 2016

Mr. Kyle Goodmanson
Director of Environmental Services
315 West Riverside Drive
Yankton, SD 57078

Re: Letter of Contract - Engineering Services
City of Yankton Fill Station
Yankton, SD

Dear Mr. Goodmanson:

Banner Associates, Inc. ("Banner") is pleased to submit this letter of contract for Engineering Services for the Yankton Fill Station.

Engineering Scope of Services:

1. Preliminary Design Phase:
 - Kick-off meeting with City personnel
 - Topographic Survey
 - Project Setup and Management
 - Subconsultant (Mechanical/Electrical) Coordination
2. Engineering/Architectural Design and Specifications:
 - Construction Plans
 - Utility Plans
 - Grading Plans
 - Structural Foundation Plans
 - Architectural Plans for Fill Station building
 - Storm Water Pollution Prevention Plan (SWPPP)
 - Notes, Details, and Cross Sections
 - Front End and Technical Specifications
 - Utility Specifications
 - Civil/Site Specifications
 - Structural Specifications
 - Architectural Specifications
 - Engineer's Estimate
 - Incorporation of City review comments into construction documents
 - Subconsultant Coordination (West Plains Engineering for Mechanical/Electrical)
 - Mechanical/Electrical plans and specifications for boiler system
 - Mechanical/Electrical plans and specifications for the Fill Station building

3. Bidding Services:

- Prepare and submit Advertisement to official City newspaper
- Distribute plans to bidders and track plan holder's list
- Respond to Bidders Questions
- Addenda
- Attend Bid Opening
- Evaluate Bids
- Recommend award

4. Construction Administration:

- Pre-construction meeting
- Review shop drawings
- Construction Staking
- Four (4) site visits with Field Reports
- Review pay requests
- Construction change orders
- Prepare punchlist items at substantial completion
- Final inspection
- Construction Plans of Record
- Project Closeout

Submittals:

These services include providing design plan submittals at approximately 50% completion and 90% completion to the Owner for review. This also includes plans and specification submittal at 100% completion for bidding and construction.

Exclusions:

Based on our understanding of the project, the following items are excluded from our Scope of Services:

- Geotechnical Investigation;
- Hazardous Materials;
- Landscaping and Lighting Plans;
- Permitting;
- SWPPP management;
- Operation and Maintenance Manual (provided by suppliers); and
- Re-staking due to contractor negligence.

Client Obligations:

- Water Distribution Model to determine water pressure of the system at the site
- Right of entry

SCHEDULE OF LABOR RATES AND EXPENSES

January, 2016

Administrative.....	\$40.00 to \$79.00/Hour
Surveying/Geomatics.....	\$50.00 to \$100.00/Hour
CADD Drafting.....	\$60.00 to \$90.00/Hour
Staff Engineer and Architect.....	\$70.00 to \$85.00/Hour
Project Engineer and Architect.....	\$85.00 to \$105.00/Hour
Project Manager.....	\$105.00 to \$135.00/Hour
Sr. Project Manager.....	\$135.00 to \$180.00/Hour

1. Meals at State Rates.

2. Lodging at actual cost.

3. Reimbursables:

Mileage.....	\$0.55/Mile
Photocopy.....	0.07/Copy
Color Copies.....	0.30/Copy
Black & White 11x17 Laser Prints.....	0.15/Sheet
Vellabond & Plain Paper Plots.....	0.70/Sq.Ft.
Mylar Film Copies and Plots.....	1.25/Sq.Ft.

4. All other direct project expenses at actual cost of materials.

We reserve the right to adjust the rates.

GENERAL CONDITIONS

Agreement. The entire Agreement between the Client and Banner shall consist of the Letter of Contract, the Schedule of Labor Rates and Expenses and these General Conditions ("Agreement"). The Agreement represents the entire, integrated Agreement and supersedes all other negotiations, representations or agreements, either written or oral. The Agreement may be amended only by written agreement of the Parties. Banner's services are limited to those specifically identified in the Agreement.

Authorization to Proceed. Execution of this Agreement by the Client will be authorization for Banner to proceed with the Services, unless otherwise provided in the Agreement.

Cost Opinions. Any opinion of cost provided by Banner will be on a basis of experience and judgment, but, since construction costs are dependent upon many market and other conditions over which Banner has no control, Banner shall not be responsible for variations between actual costs and any opinion of cost.

Standard of Care. In the performance of its professional services, Banner will use that degree of care and skill ordinarily exercised by similarly situated professionals under like and similar circumstances. No express or implied warranties are applicable to, or provided with, any of Banner's services

Payment. Monthly invoices will include charges incurred during the preceding month. Payment of the invoice is due within thirty (30) days following the date of the invoice. A charge of one and one-half percent (1 1/2%) per month, or the maximum legal rate for commercial accounts, whichever is less, will be charged for late payment. Client shall be responsible for reimbursing Banner for all costs incurred in collecting delinquent amounts owed by Client.

Termination. This Agreement may be terminated for convenience upon 30 days' written notice, or for cause, if either party fails to substantially perform as required under the Agreement through no fault of the other party and does not commence to diligently correct such nonperformance within 5 days of receipt of written notice. Upon termination, Banner will be paid for all services authorized and performed up to the termination date plus reasonable termination expenses incurred by Banner as a result of the termination.. This Agreement will otherwise terminate upon completion of all applicable requirements of the Agreement. The Indemnity and Limitation of Liability Provision shall survive any termination of this Agreement.

Indemnity and Limitation of Liability. The Client agrees to defend, indemnify and hold Banner and its professionals, officers, employees representatives and agents harmless from and against all claims, costs, expenses (including attorney's fees and expenses) asserted against Banner in connection with the Project, including, but not limited to claims involving hazardous substances, except to the extent caused by the sole negligence of Banner. Banner's liability to the Client for losses, damages or injuries arising out of the performance of Banner's services or the Project will be limited to a sum not to exceed the greater of \$50,000 or Banner's fee (to a maximum of \$1,000,000 or the amount of any insurance available to cover such liability if less than \$1,000,000).

Severability. If any provision of this Agreement is held to be invalid or unenforceable, the remainder of the Agreement shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.

Hazardous Substances. Unless specifically stated in this Agreement, Banner shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site

Interpretation. This Agreement and any claims or disputes arising out of, or relating to, the Agreement shall be governed by the laws of the State of South Dakota, other than any choice of law provisions under South Dakota law.

No Third Party Beneficiaries. This Agreement is for the sole benefit of Client and Banner and nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any third party against either Client or Banner.

Responsibility for Construction. The Client agrees that in accordance with generally accepted construction industry standards, Banner shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Project, since they are solely the responsibility of the contractor, and Banner shall not have control over or charge of, and shall not be responsible for, acts or omissions of the contractor, including, but not limited to the contractor's failure to perform its work in accordance with industry standards and the requirements of any plans and specifications.

BANNER

14 West Main Street
Vermillion, South Dakota 57069
Tel: 605-692-6342
Toll Free: 1-855-323-6342
www.bannerassociates.com

Designing Projects. Building Trust.

PROJECT TITLE:

**YANKTON
FILL
STATION**

PROJECT LOCATION:
**YANKTON,
SOUTH DAKOTA**

DRAWN BY: TCS

DESIGNED BY: RSU

CHECKED BY: RSU

JOB NO: _____

DATE: FEB 2016

0 30' 60' 120' 1" 1/2" 1"

SCALE REDUCTION BAR

SHEET TITLE:

**PRELIMINARY
SITE
LAYOUT**

SHEET NO.:

1



Memorandum #16-51

To: Amy Nelson, City Manager
From: Dave Mingo, AICP Community Development Director
Subject: Planning Commission Action Number 16-06 / Resolution #16-10
Date: February 12, 2016



CONDITIONAL USE REQUEST

ACTION NUMBER: 16-06

E.T.J. MEMBER ACTION REQUIRED: No

APPLICANT / OWNER: Care-A-Lot Daycare, owner.

ADDRESS / LOCATION: 1010 Burleigh Street

PROPERTY DESCRIPTION: Outlot 129 except the south 1/2, Auditor's Outlots in the City of Yankton, South Dakota.

ZONING DISTRICT: R-4 Multiple Family Residential.

PREVIOUS ACTION: The City approved a Conditional Use Permit for a daycare at the location in 1977. Prior to that, the facility was a church.

COMMENTS: The applicant is requesting an amendment to the existing Conditional Use Permit allowing a daycare facility at the site. The owner is considering a sale, which would convert the usage of the facility to a church, but would like to maintain the ability to do daycare if the sale does not move forward. If approved, the amendment would allow either a daycare facility or church to operate at the site. The site meets the fencing requirements for a daycare facility. The site was occupied by a church in the 1970's and prior.

The daycare has operated at the location for many years. The City has not received any complaints about the ongoing daycare operations. If there is one area of consideration at the site, that is somewhat uncommon, it is that there is no off-street parking. It functions as an existing non-conforming site in that respect.

Staff has not been contacted subsequent to notice publication and sending the required mailing to adjacent property owners. Staff does not feel that the possibility of having a church there instead of a daycare has a substantial impact in the neighborhood. Each use has its advantages and disadvantages that in the end, make them fairly similar in nature. Any addition to the structure would require a Conditional Use Permit hearing process so any use could not expand without a hearing. Also, there is little room on the site for expansion of either use.

_____ Roll Call

The staff recommends approval of the request.

HEARING SCHEDULE:

- January 11, 2016: The Planning Commission established February 8, 2016 as the date for a public hearing on the proposed request.
- February 8, 2016: The Planning Commission conducts the hearing and makes a recommendation to the City Commission.
- February 22, 2016: The City Commission considers a resolution and makes a final decision.

Planning Commission results: The Planning Commission recommended approval of the proposed Conditional Use Permit.

RESOLUTION #16-10
Conditional Use

WHEREAS, Care-A-Lot Daycare Center., LLC is the owner of Outlot 129 except the south 1/2, Auditor's Outlots in the City and County of Yankton located at 1010 Burleigh Street, and

WHEREAS, the above described property is zoned R-4 Multiple Family Residential in the City of Yankton's zoning jurisdiction which allows conditional uses under the City of Yankton's Zoning Ordinance No. 711 as amended, and

WHEREAS, this request for amendment is necessary for the owner operate a daycare facility or church at the described location and has been reviewed and recommended for approval by a vote of the City Planning Commission.

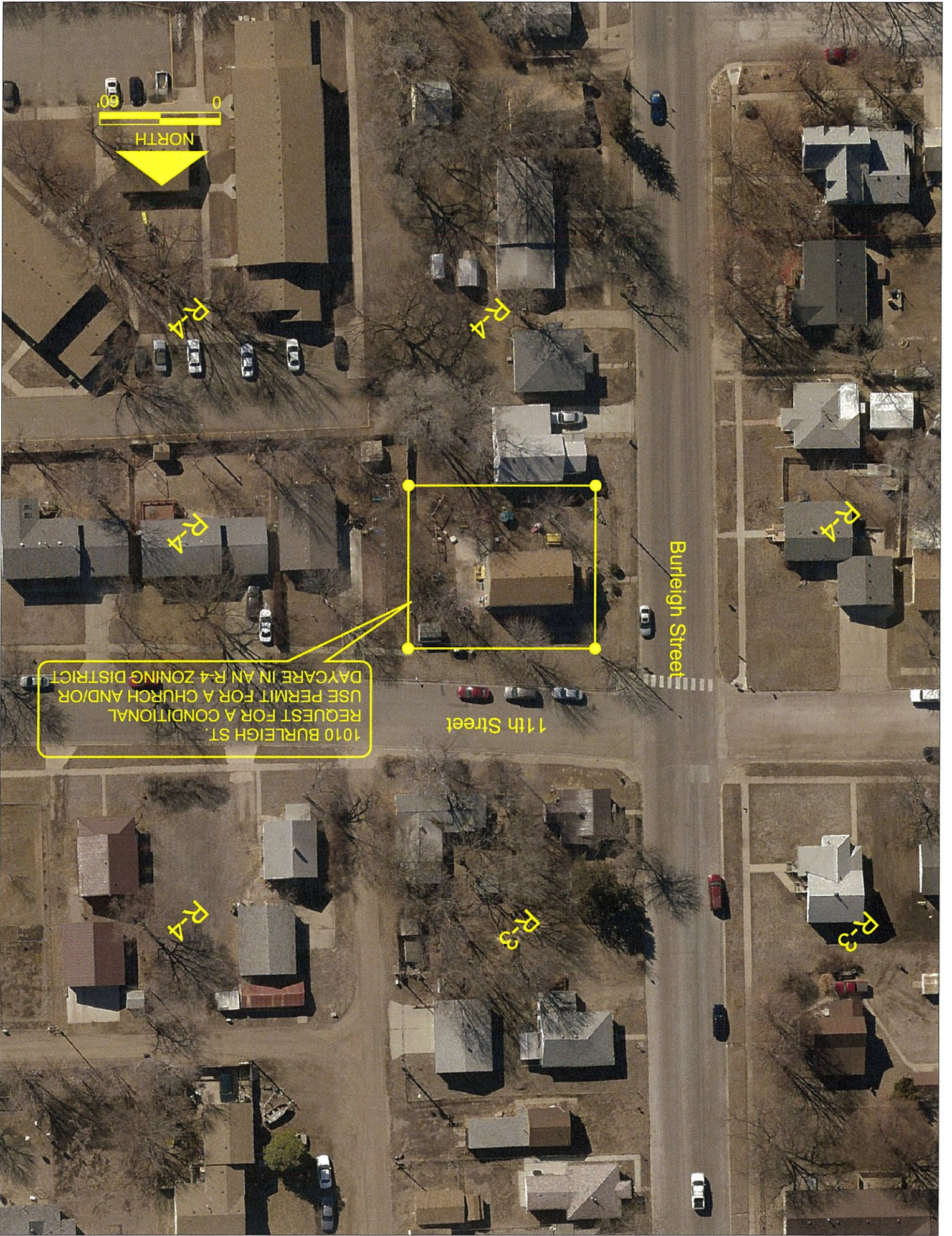
NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the City of Yankton, South Dakota hereby approves an amendment to a current daycare Conditional Use Permit. Said amendment would permit the referenced property to be used as a daycare or church in accordance with all applicable ordinances and regulations on the above described property.

Adopted:

David Carda, Mayor

ATTEST:

Al Viereck, Finance Officer



R-4

R-4

R-4

R-4



Burleigh Street

11th Street

1010 BURLEIGH ST.
REQUEST FOR A CONDITIONAL
USE PERMIT FOR A CHURCH AND/OR
DAYCARE IN AN R-4 ZONING DISTRICT

R-4

R-3

R-3

Memorandum #16-52



To: Amy Nelson, City Manager
From: Dave Mingo, AICP Community Development Director
Subject: Planning Commission Action Number 16-07 / Resolution #16-11
Date: February 12, 2016

PLAT REVIEW

ACTION NUMBER: 16-07

E.T.J. MEMBER ACTION REQUIRED: No

APPLICANT / OWNER: Diocese of Sioux Falls.

ADDRESS / LOCATION: 500 feet west of the 2700 Block of Douglas Avenue. Please reference the attached map.

PROPERTY DESCRIPTION: Plat review of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota.

ZONING DISTRICT: R-2 Single Family Residential.

PREVIOUS ACTION: Original Sacred Heart Cemetery Plat.

COMMENTS: The proposed plat is located within the previously platted Sacred Heart Cemetery property. Staff is not aware of any outstanding subdivision issues associated with the location. There is specific codified law that establishes the rules for platting cemeteries. As it relates to cemetery plats, unless there are City infrastructure issues that need to be addressed, we rely on the registered land surveyor preparing the plat to make sure that all applicable requirements are met.

Staff recommends approval of the proposed plat.

HEARING SCHEDULE:

February 8, 2016: The Planning Commission reviews the plat and makes a recommendation to the City Commission.

February 22, 2016: The City Commission reviews the plat and makes a final decision.

Planning Commission results: The Planning Commission recommended approval of the proposed plat.

____ Roll Call

RESOLUTION #16-11

WHEREAS, it appears from an examination of the plat of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota prepared by Daniel D. Eisenbraun, a registered land surveyor in the State of South Dakota, and

WHEREAS, such plat has been prepared according to law and is consistent with the City's overall Comprehensive Development Plan.

NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, that the plat for the above described property is hereby approved.

Adopted:

David Carda, Mayor

ATTEST:

Al Viereck, Finance Officer

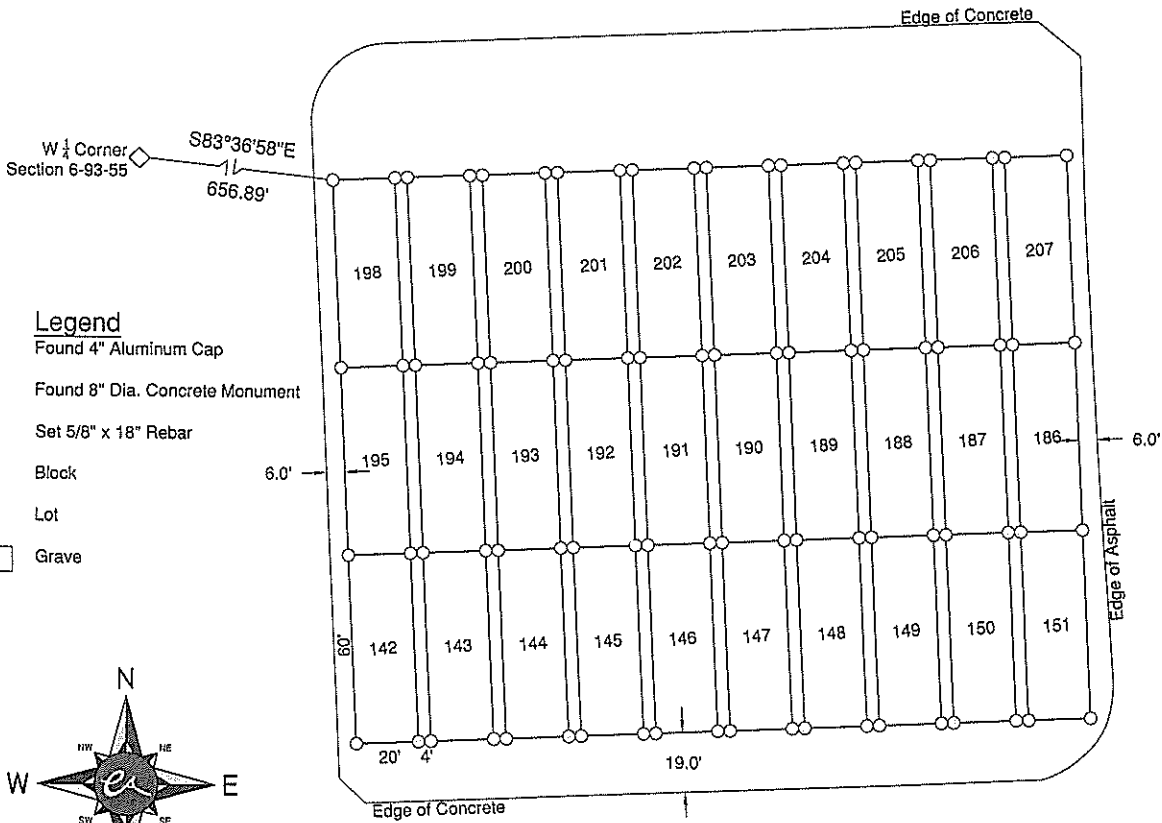
Plat Location Map

Plat of Blocks 142-151, 186-195 and 198-207 of Sacred Heart Cemetery Lying in the Northwest Quarter of the Southwest Quarter, Section 6, T93N, R55W of the 5th P.M., City of Yankton, Yankton County, South Dakota

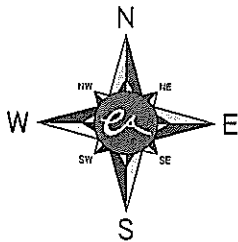
North



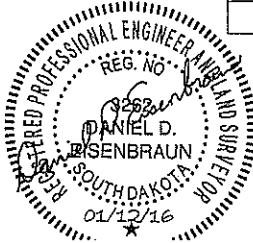
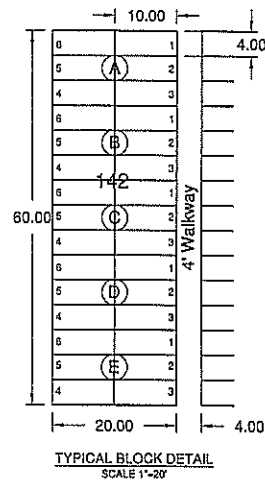
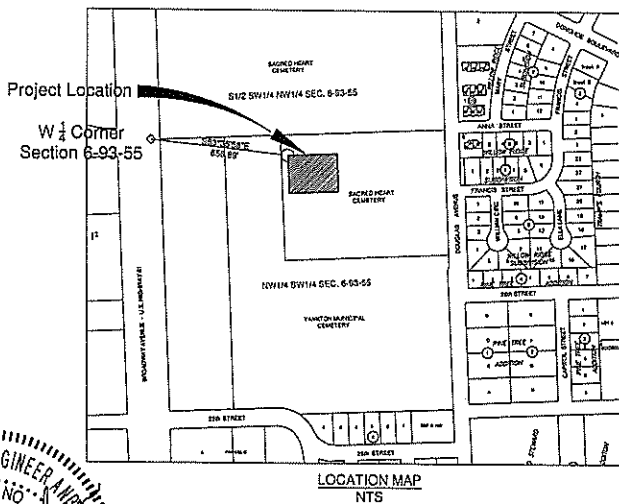
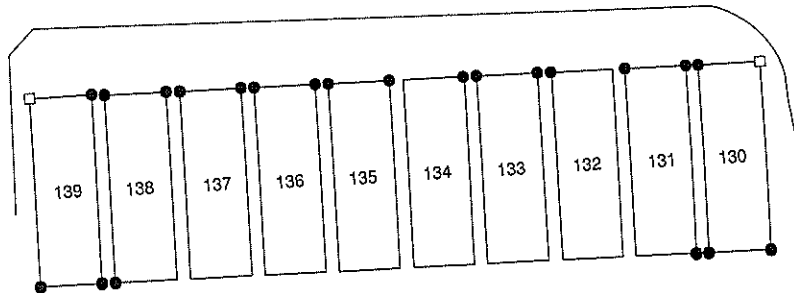
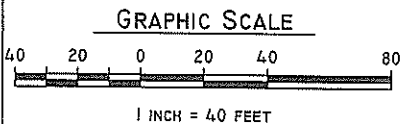
A PLAT OF BLOCKS 142-151, 186-195 AND 198-207 OF SACRED HEART CEMETERY LYING IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER, SECTION 6, T 93 N, R 55 W OF THE 5TH P.M., CITY OF YANKTON, YANKTON COUNTY, SOUTH DAKOTA.



- Legend**
- Found 4" Aluminum Cap
 - Found 8" Dia. Concrete Monument
 - Set 5/8" x 18" Rebar
 - 140 Block
 - ⊙ Lot
 - ▭ Grave



Basis of Bearing
City of Yankton Control Network



PROJECT NUMBER:	Y15193
CREW CHIEF:	ISV
DRAFTED BY:	BETHB
REVIEWED BY:	DDE
DRAWING:	V-SV01-15193

Prepared By
Eisenbraun & Associates
Professional Engineers & Surveyors
Innovative Solutions - Long Term Value

Memorandum #16-49

To: Amy Nelson, City Manager
From: Corey Potts, Public Works Manager
Subject: Bid award for a New 2016 Model 37,000 GVW 4x2 Class Truck and a New 16 Cubic Yard Rear Loading Refuse Body for the Department of Public Works, Solid Waste Collection
Date: February 16, 2016

Separate bids were received for a new 2016 Model 37,000 GVW 4x2 Class Truck, and a new 16 cubic yard rear loading refuse body. The bids received are listed below:

37,000 GVW 4x2 Class Truck

<i>Bidder Name</i>	<i>Specified Equipment Cost</i>
<i>North Central International of Sioux Falls, Inc. Sioux Falls, SD 57104-0449</i>	<i>\$79,977.00</i>
<i>Boyer Trucks Sioux Falls, SD 57104</i>	<i>\$81,690.00</i>

16 Cubic Yard Rear Loading Refuse Body

<i>Bidder Name</i>	<i>Total Cost</i>
<i>Sanitation Products, Inc. 901 E. 48th St. N. Sioux Falls, SD 57118-6222</i>	<i>\$64,995.00</i>
<i>Northern Truck Equipment Corp. PO Box 2435 Sioux Falls, SD 57101-2435</i>	<i>\$64,446.00</i>
<i>Olympic Sales Inc. PO Box 55 West Fargo, ND 58078</i>	<i>\$52,735.00</i>

The proposed truck and refuse body are a replacement for equipment presently in operation. The compactor truck that is to be replaced is Unit #218, a 1999 Chevrolet 8500 truck with refuse body. Replacement of this equipment is in accordance with the approved equipment replacement plan of thirteen (13) years.


In reviewing the bid for the 16 cubic yard refuse body, staff discovered that the apparent low bidder, Olympic Sales Inc. of West Fargo, North Dakota, had 20 deviations from the set of specifications set forth for this equipment. The second apparent low bidder, Northern Truck Equipment of Sioux Falls, South Dakota, had 23 deviations from the set of specifications set forth for this equipment. It is City policy to remain consistent in how it reviews and recommends bids for approval and to deny any bid that does not meet the City's set of minimum specifications. It is recommended that the two apparent low bids not be considered because they do not meet the City's minimum specifications. It is further recommended that the refuse body bid of \$64,995.00 be awarded to Sanitation Products, Inc., Sioux Falls, South Dakota.

____ Roll call

The low bid on the new 37,000 GVW 4x2 Class truck does meet specifications. Therefore, it is recommended that the 2016 Model 37,000 GVW 4x2 Class truck bid of \$79,977.00 be awarded to North Central International, Sioux Falls, South Dakota.

The 2016 adopted budget allows \$160,000 for the purchase of a replacement compactor truck for the Department of Public Works, Solid Waste Division. Together, the bid price of \$79,977.00 for the new truck and the bid price of \$64,995.00 for the refuse body total \$144,942.00, which is \$15,028.00 less than the budgeted amount. Funds to cover this purchase will come out of Solid Waste Collection Capital Funds.

Respectfully submitted,

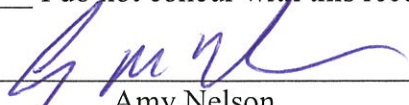


Corey Potts
Public Works Manager

Recommendation: It is recommended that by separate motion, the City Commission award the 16 cubic yard rear loading refuse body for \$64,995.00 to Sanitation Products, Inc. and the 37,000 GVW 4x2 Class truck for \$79,977.00 to North Central International as detailed in Memorandum #16-49.

I concur with this recommendation

I do not concur with this recommendation



Amy Nelson
City Manager

cc: Adam Haberman, PE
mlr

_____ Roll call

Memorandum #16-50

To: Amy Nelson, City Manager
From: Corey Potts, Public Works Manager
Subject: Bid award for a New 2016 Model 56,000 GVW 6X6 Class Truck for the Public Works Department
Date: February 16, 2016

Bid packets were furnished to four equipment dealers for a new 2016 56,000# GVW 6x6 class truck. The City received the two (2) bids outlined below:


<i>Bidder Name</i>	<i>Specified Equipment Cost</i>
I-State Truck Center Sioux City, IA	\$105,932.00
North Central International of Sioux Falls, Inc. Sioux Falls, SD 57104-0449	\$118,757.00

The 2016 adopted budget allows \$170,000 for the purchase of a 6x6 truck with underbody and dump box for the Department of Public Works, Snow & Ice Division.

The new truck's primary use will be for Snow and Ice. The truck will be equipped with a snowplow, underbody scraper, and a dump box. (The underbody scraper and dump box will be bid at a later date in 2016.) The truck with the underbody scraper will be used to help remove snow and ice from streets. The truck equipped with a dump box can also be used in summer operations as a dump truck or be equipped with a slip-in sander for sanding in winter operations.

Both bids received meet the City's specifications. Therefore, it is recommended that the 2016 Model 56,000 GVW 6x6 truck bid for \$105,932.00, be awarded to I-State Truck Center of Sioux City, Iowa.

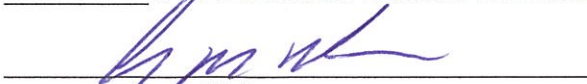
Respectfully submitted,


Corey Potts
Public Works Manager

Recommendation: It is recommended that the City Commission approve Memorandum #16-50 to award the bid for a new 2016 Freightliner model 56,000 GVW 6X6 class truck to I-State Truck Center in the amount of \$105,932.00.

I concur with this recommendation

I do not concur with this recommendation


Amy Nelson
City Manager

cc: Adam Haberman, PE
mlr

____ Roll call

Memorandum #16-48

To: Amy Nelson, City Manager
From: Bradley Moser, Civil Engineer
Subject: Bid Award for the 15th Street Construction Project from West City Limits Road (WCLR) to Dakota Street
Date: February 12, 2016

Johnson Engineering has prepared the plans and bids have been opened for the 15th Street Construction Project. The work includes grading, installation of new water, sewer and storm systems and the placement of aggregate base course. A new 7" concrete pavement, with curb and gutter will also be installed under this contract. The bids received are listed below:

1. Slowey Construction, Inc., Yankton, SD	\$665,760.75
2. Feimer Construction, Inc., Yankton, SD	\$680,170.33
3. BX Civil Construction, Dell Rapids, SD	\$774,949.65
4. Dave Hulstein Excavating, Inc., Edgerton, MN	\$835,731.89
5. Thorstad Companies, Inc., Dell Rapids, SD	\$836,985.70
6. H&W Contracting, LLC, Sioux Falls, SD	\$889,958.95

The low bidder meets the specifications and is \$291,941.18 lower than the Engineer's estimate, of \$957,701.93, for the project. With several projects awarded to Slowey Construction in the past, the City and Johnson Engineering are very familiar with their quality of work. Based on this work history and a review of the bids submitted, Johnson Engineering supports the award of the contract to Slowey Construction.

City staff recommends that the bid be awarded to Slowey Construction, Inc., in the amount of \$665,760.75.

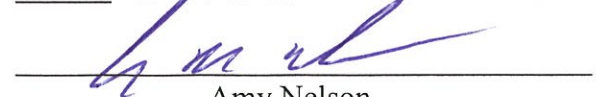
Respectfully submitted,



Bradley Moser
Civil Engineer

Recommendation: It is recommended that the City Commission award the contract to Slowey Construction, Inc. in the amount of \$665,760.75, as explained in Memorandum #16-48.

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



Amy Nelson
City Manager

cc: Adam Haberman

____ Roll call

Memorandum #16-46

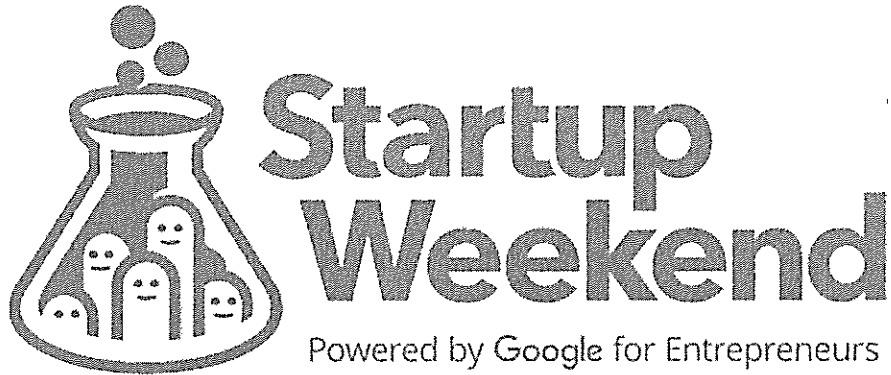
TO: Mayor and City Commissioners
FROM: Amy Nelson, City Manager
RE: Start Up Weekend Sponsorship
DATE: February 12, 2016

As you may be aware, a local group of young entrepreneurs and business people are organizing Yankton's first Start Up Weekend April 1-3, 2016. Start Up Weekend is a 54-hour event where designers, developers, marketers, and startup enthusiasts come together to share ideas, form teams, and launch startups. These events are very community focused and provide a place for budding entrepreneurs to find co-founders, mentors and momentum for their ideas. The participants that attend have 60 seconds to make a pitch (optional), the pitches are whittled down to the top ideas, and then teams form around the ideas to come out with several developed companies or projects. Finally, the weekend culminates with demonstrations in front of an audience of judges and potential investors. We are organizers dedicated to fostering local entrepreneurship to strengthen our community.

Start Up Weekend is requesting a sponsorship from the City of Yankton. Sponsorship levels range from \$500 to \$5,000 and are described in the attached document. While this is an unbudgeted expense, this would be an appropriate expenditure from the BBB.

A member from Start Up Weekend will be at our meeting to inform us more about the event.

Recommendation: It is recommended that the City Commission discuss the sponsorship opportunity and take appropriate action.



About Startup Weekend

Now in more countries than Starbucks, Startup Weekend is the world's starting point for entrepreneurship. Our 54-hour event is where designers, developers, marketers, and startup enthusiasts come together to share ideas, form teams, and launch startups. These events are very community focused and provide a place for budding entrepreneurs to find co-founders, mentors and momentum for their ideas. The participants that attend have 60 seconds to make a pitch (optional), the pitches are whittled down to the top ideas, and then teams form around the ideas to come out with several developed companies or projects. Finally, the weekend culminates with demonstrations in front of an audience of judges and potential investors. We are organizers dedicated to fostering local entrepreneurship to strengthen our community.

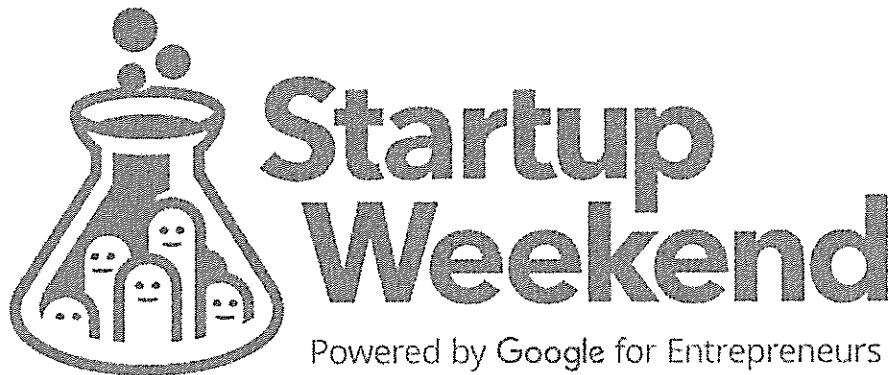
Why Sponsor Startup Weekend?

Startup Weekend is easily the biggest entry point for entrepreneurs to create a startup. These events are all organized by the local community. Sponsoring a Startup Weekend is one of the best ways to support a your local community while engaging early stage businesses. Whether they're developers, designers, or business focused, attendees build close relationships with the companies that sponsor.

Sponsoring Provides:

- An immersive weekend to engage with entrepreneurs and users (great for market research and user testing).
- A channel to hire and find new employees.
- Exposure and marketing to early stage companies and entrepreneurs.
- A platform to share API's or relevant tools for entrepreneurs.

“Startup Weekend is the best way to discover the talent in our region. Coders, engineers, designers, marketers and budding business minds are stuck in one room for a weekend. It also teaches existing employees how to work better under pressure and on a deadline.” – Ben Hanten



Sponsorship Levels

Silver (\$500) –

- Sponsor one meal during event
- Logo listed on Yankton Startup Weekend website and handout material
- Logo present during opening and closing ceremonies
- Optional brochure and/or swag giveaway

Gold (\$1000)

- Sponsor two meals during event
- Logo listed on Yankton Startup Weekend website and handout material
- 30-second video played two times event
- Optional banner advertising
- Optional brochure and/or swag giveaway
- Sponsor up to 1 of your employees or YHS student to attend Yankton Startup Weekend

Platinum (\$2500)

- Sponsor three meals during event
- Logo listed on Yankton Startup Weekend website and handout material
- 30-second video played five times event
- Optional banner advertising
- Optional brochure and/or swag giveaway
- Optional booth or table present at event
- Sponsor up to 3 of your employees or YHS students to attend Yankton Startup Weekend

Premier (\$5000)

- Same as Platinum plus....
- Sponsor up to 7 of your employees or YHS students to attend Yankton Startup Weekend

BUSINESS/NAME: _____

ADDRESS: _____ City: _____

PHONE: _____ EMAIL: _____

SPONSORSHIP LEVEL: _____

_____ (initial here) – I understand that I will be emailed a link to pay for my sponsorship via PayPal.

On behalf of our team, thank you for supporting a new and exciting event in Yankton.

Memorandum #16-54

To: Amy Nelson, City Manager
From: Joe Morrow, Building Official
Subject: Utility Easement Vacation, Ridgeway North Subdivision
Date: February 16, 2016

Jeremy and Jennifer Kudera have requested that the 5 foot utility easement located on lot 4, Block 12, Ridgeway North Subdivision, Yankton South Dakota be vacated as detailed in the attached Exhibit A.

The following utilities that could have an interest in this easement have been contacted and have not objected to the vacation of this easement.

- NorthWestern Energy
- Century Link
- Vast Broadband
- Mid American Energy
- Midcontinent Communications
- SDN Communications
- City of Yankton Department of Public Works
- City of Yankton Department of Environmental Services
- City of Yankton Community and Economic Development

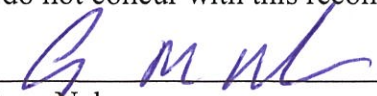
It is recommended that the City Commission approve the vacation of the 5 foot utility easement located on Lot 4, Block 12, Ridgeway North Subdivision, Yankton, South Dakota.

Respectfully Submitted,


Joe Morrow
Building Official

Recommendation: It is recommended that the City Commission accept Memorandum #16-54 and Resolution #16-12 pertaining to the 5 foot utility easement vacation request for Lot 4, Block 12 Ridgeway North Subdivision, Yankton South Dakota as detailed in Exhibit A and approve the vacation of said easement.

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



Amy Nelson
City Manager

cc Dave Mingo, Community and Economic Development Director

____ Roll call

RESOLUTION #16-12

REQUEST FOR UTILITY EASEMENT VACATION

WHEREAS, Jeremy and Jennifer Kudera have requested the vacation of the 5 foot utility easement located on Lot 4, Block 12, Ridgeway North Subdivision, Yankton South Dakota as referenced in the attached Exhibit A.

WHEREAS, all private and public utility providers have been contacted and have not objected to the utility easement vacation.

NOW THEREFORE BE IT RESOLVED, that the described property has received City of Yankton Board of Commission approval for the vacation of the 5 foot utility easement as detailed in Exhibit A and located on Lot 4, Block 12 of Ridgeway North Subdivision, Yankton, South Dakota.

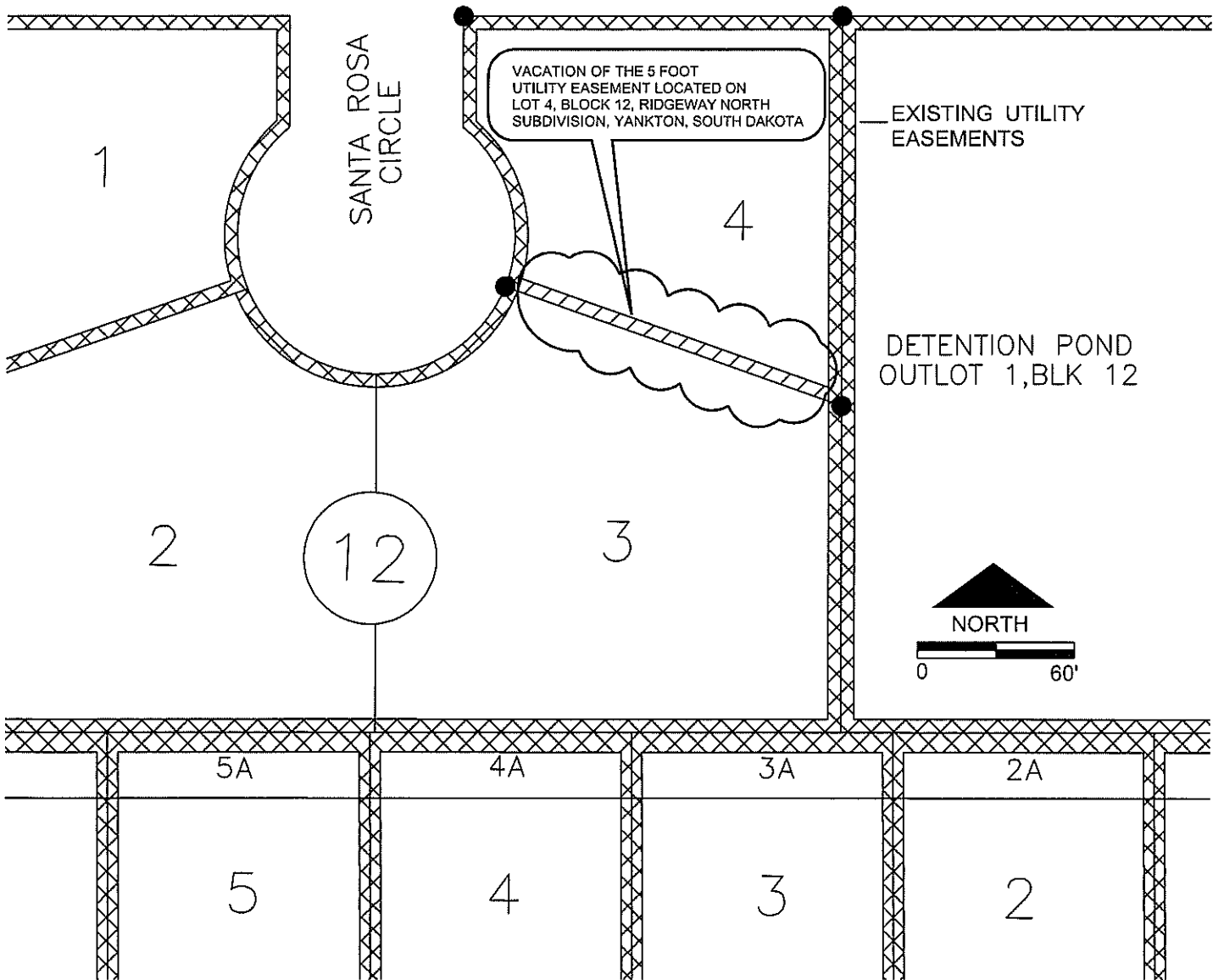
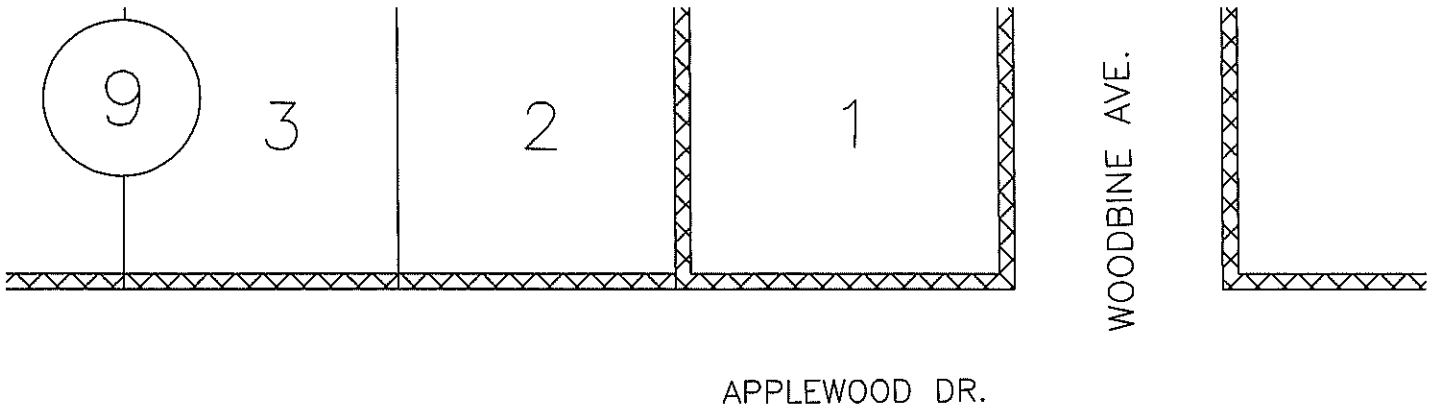
Adopted:

Dave Carda, Mayor

Attest:

Al Viereck, Finance Officer

EXHIBIT A



APPROVED BY THE YANKTON
CITY BOARD OF COMMISSIONERS
DATE: _____

Ordinance No. 986

An Ordinance amending vehicles for hire regulations within the City of Yankton. Be it ordained that:

Chapter 25 of the City of Yankton Code of Ordinances is hereby repealed. Chapter 25 shall be codified as “Reserved” for future use.

A new Division 1 shall be added to Chapter 13, Article III of the City of Yankton Code of Ordinances to read as follows:

CHAPTER 13 - LICENSES AND BUSINESS REGULATIONS

ARTICLE III - SPECIFIC BUSINESSES AND OCCUPATIONS

Division 1. Vehicles for Hire

Sec. 13-36. *Definitions*

As used in this chapter, the following terms shall have the meanings ascribed to them:

For hire shall mean for remuneration of any kind, paid or promised, either directly or indirectly, for the transportation of persons. An occasional accommodative transportation service by a person not in the transportation business while on an errand for himself, shall not be construed as a service for hire, even though the person transported shares in the cost or pays for the service.

Taxicab Operator shall mean any person or business entity (excluding any governmental entity or subdivision or a non-profit entity designated as such under the provisions of 501(c) of the Internal Revenue Code) operating any motor vehicle upon the public highways in the City for the transportation of people for hire, such transportation beginning in the City, and having one of the following located within the jurisdictional limits of the City of Yankton: (1) the location of its principal business office, (2) the location where the motor vehicles used for hire are parked when not in use, or (3) the majority of its for hire transportation business beginning or ending within the City of Yankton.

Motor Vehicle shall mean any vehicle or machine propelled by any power other than muscular used upon the public highways in the City for the transportation of persons or property or both.

Sec. 13-37. *License Required.*

No person or business entity shall operate as a taxicab operator within the jurisdictional limits of the City of Yankton unless that person or business has first obtained a license from the City covering each vehicle so operated. Each license issued shall be for a period of one (1) year unless earlier terminated pursuant to this ordinance.

Sec. 13-38. *Application for License.*

To obtain a license to operate as a taxicab operator, or to renew a license previously issued under this ordinance, the applicant shall file in the office of the finance officer **an application** on a form furnished by the finance officer, which shall comply with Yankton Ordinance Sec. 13-17 and provide the following additional information:

- (a) A photograph and a description, including the color, year, make, model and vehicle identification number of each motor vehicle used in the taxicab business;
- (b) The physical address where each motor vehicle is stored and maintained;
- (c) A statement under oath as to whether the applicant and each of the applicant's owners, operators, agents or employees has ever caused personal injury or property damage arising from the use or operation of a motor vehicle;
- (d) A statement under oath as to whether the applicant or each of the applicant's owners, operators, agents or employees has been convicted of any ~~crimestate or municipal driving or vehicle-related violations within the last three (3) years, or convicted of any non-driving misdemeanor, felony or municipal ordinance within the last ten (10) years, or violation of any municipal ordinance~~, the nature of the offense(s) and the punishment or penalty assessed therefor;
- (e) A list of such reliable evidence as may be necessary for an investigator to properly evaluate the character and business responsibility of the applicant; and
- (f) A statement under oath from an ASE A Series certified auto mechanic affirming that he or she has thoroughly inspected each motor vehicle identified in the application within thirty (30) days of the date the application is submitted to the City of Yankton, and that as of the date of inspection each is in a road worthy mechanical condition and free of any reasonably ascertainable mechanical defect that would endanger the safe operation of the vehicle for use in a taxicab business.

Sec. 13-39. *Insurance Requirements.*

Before any license is granted, or any license renewed under this subchapter, the applicant shall also submit with his or her application a certificate or policy of insurance issued by a responsible insurer covering all vehicles to be operated by the applicant.

The liability insurance required by this division (a) for a vehicle for hire shall provide at least the following coverage: Auto liability of comprehensive form shall be provided on all vehicles of not less than \$500,000 bodily injury and property damage combined single limit.

The policy or certificate shall not be modified or canceled without 30 days' actual notice to the City's Finance Officer.

The cancellation or termination of any required insurance policy shall automatically revoke and terminate all licenses issued for the taxicab business and the vehicles covered by such insurance policy, unless another policy or policies complying with this section shall be provided and in effect at the time of such cancellation or termination.

The limits established in this section can be provided in one policy or in combination with an excess limits policy in any manner and combination acceptable to the City.

Sec. 13-40. *Annual License Fee .*

Each person or business entity applying for a taxicab operator license under this ordinance shall pay a license fee determined as follows:

- (1) Twenty-five dollars (\$25.00) per year for the first motor vehicle so used
- (2) Ten dollars (\$10.00) per year for the second such vehicle.
- (3) Five dollars (\$5.00) per year or each succeeding motor vehicle so used.

Sec. 13-41. *Issuance of License; Scope.*

- (a) In those cases where all of the requirements for a taxicab operator license are met and upon payment of the license fee in advance by the applicant, the City Manager or the City Manager's designee upon reviewing the application and all pertinent information may, in his or her discretion, approve the issuance of a license if the City Manager or the City Manager's designee believes the issuance to be in the in the public's interest. When the City Manager or the City Manager's designee considers a taxicab operator license application, he or she may consider all contents and proposals within the application and the impact to the public that may result, the manner in which the applicant previously operated a vehicle for hire, history of compliance with City ordinances and State law, and recommendations and complaints of City staff and the general public, if any.
- (b) If a license is denied by the City Manager or the City Manager's designee, an applicant may request that the denied application be submitted to the City Commission for reconsideration at a regularly scheduled meeting using the same criteria governing the issuance of a license by the City Manager or the City Manager's designee.

- (c) The license shall contain the name, address and authorized signature of the licensee; the date of issuance, the length of time that the license shall be operative; as well as an assigned license number and identifying description of each vehicle to be used by the applicant in connection with the license. The Finance Officer shall keep a permanent record of all licenses issued.

Sec. 13-42. *Rules of Operation.*

Each licensed vehicle for hire shall be operated only in accordance with the following rules:

- (a) Each licensed vehicle shall display the name of the licensee operator and designated license number assigned by the City, which name and number shall match the License issued by the City and shall be visible to the public from a distance of twenty-five feet (25'). At all times during vehicle operations, the Licensee shall also maintain a photocopy of the License within or upon the licensed vehicle at all times and shall make the same available for inspection to anyone upon request.
- (b) All licensed vehicles for hire shall be maintained in a clean and operable condition. Licensees must maintain all vehicles in a manner that is free of trash, debris, and bodily fluids, and must deodorize all vehicles as needed.
- (c) Drivers shall be at least eighteen (18) years of age and shall remain in control of the vehicle at all times.
- (d) Drivers shall not solicit business in a harassing manner or in any manner that such solicitation can be heard beyond a distance of fifteen (15) feet from the vehicle.
- (f) No customer shall be permitted to drive a vehicle for hire.
- (g) No smoking shall be permitted inside a vehicle used for transporting people for hire regardless of whether customers are present inside the vehicle.
- (h) Only vehicles identified in the license issued by the City of Yankton shall be used in the taxicab business.

Sec. 13-43. *License Revocation and Penalties;*

- (a) Any license may be automatically revoked in accordance with Sec. 13-39 or cancelled or suspended in accordance with Sec. 13-24 of the Yankton Code of Ordinances.
- (b) The penalty for operating as a taxicab operator without a license or for operating a vehicle not identified in the license as issued by the City of Yankton is a Class 2

misdemeanor and subject to a fine of up to two hundred dollars (\$200.00). Each incident of unlicensed operation shall be deemed a separate offense.

Sec. 13-44. *Smoking Prohibited in Vehicle For Hire;*

It shall be unlawful for any person to smoke inside a vehicle used for transporting people for hire. The penalty for violation of this Ordinance is a Class 2 misdemeanor and subject to a fine of up to two hundred dollars (\$200.00).

Memorandum #16-45

TO: Mayor and City Commissioners

FROM: Amy Nelson, City Manager

RE: HSC Planning Workshop

DATE: February 12, 2016

As you are aware the Community will be invited to a land use workshop for the City-owned, former HSC property on the evening of Thursday, February 25. Discussions will expand on the development concept discussed when the Commission purchased the property. Those discussions created the foundation for planning a mixed-use development reaching its potential for highest and best use.

Staff from Planning and Development District III and Dakota Resources will be on hand to help facilitate the process. The results from Thursday evening's visioning session will move forward to a more detailed session with stakeholders during the day on Friday, February 26. Commissioners Gross, Sommer, and Johnson have been asked to represent the City Commission at the stakeholder session.

At your last meeting, it was suggested that the City Commission take a little time to discuss the property so that those Commissioners representing the governing body have a good understanding of the vision you have for the property.

Some questions to consider during your discussion are:

- What types of uses are desirable in this future mixed use development?
- Should the frontage of the property focus primarily on retail?
- What types of retail are desirable on that property?
- Are aesthetics important?
- Should there be design criteria part of future development?
- Is a gateway feature (signage/landscaping), etc. desirable on the property?
- How should green space fit into the property?
- What is important to keep in mind when naming the property?

____ Roll call

- How does the property develop in a manner sensitive to the historical importance of the site?
- What types of uses would not meet the criteria of the highest and best use for the site?

Recommendation: Discuss the HSC Planning Workshop. Provide direction/information to staff and City Commission representatives.