



**CITY OF YANKTON**

**2018\_12\_10**

**COMMISSION MEETING**



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

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## **YANKTON BOARD OF CITY COMMISSIONERS**

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

**Monday, December 10, 2018**

**City of Yankton Community Meeting Room**

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

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

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### **I. ROUTINE BUSINESS**

1. **Roll Call**
2. **Approve Minutes of regular meeting of November 26, 2018 and Work Session of November 26, 2018**  
**Attachment I-2**
3. **Schedule of Bills**  
**Attachment I-3**
4. **City Manager's Report**  
**Attachment I-4**
5. **Public Appearances**

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

### **II. CONSENT ITEMS**

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

1. **Renewal of Mobile Home Park Licenses**  
Consideration of Memorandum #18-257 recommending approval of the renewal of Mobile Home Park licenses for the 2019 licensing period  
**Attachment II-1**
2. **Possible Quorum Event**  
December 15, 2018, for Bravo Battery Activation Ceremony, no official commission action

**3. Notice to Call for City of Yankton Election**

Establish 12:00 pm, on Friday, December 14, 2018, as the time and date of a “Notice to Call” a Special City Commission meeting to canvass the election returns of the City of Yankton Election to be held on Tuesday, December 11, 2018

**Attachment II-3**

**4. Establish public hearing for New Retail On-Off Wine License**

Establish December 20, 2018, as the date for the public hearing on the request for a new Retail (on-off sale) Wine License for January 1, 2019, to December 31, 2019, from GL Management, LLC, d/b/a Fox Run Golf Course, (Thomas P. Walsh, Chairman), 600 W. 27<sup>th</sup> Street, Yankton, S.D.

**Attachment II-4**

**5. Establish public hearing for Transfer of Ownership Malt Beverage License**

Establish December 20, 2018, as the date for the public hearing on the request for a transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2018, to June 30, 2019, from City of Yankton d/b/a Fox Run Golf Course to GL Management, LLC, d/b/a Fox Run Golf Course, (Thomas P. Walsh, Chairman), 600 W. 27<sup>th</sup> Street, Yankton, S.D.

**Attachment II-5**

**6. Establishing public hearing for sale of alcoholic beverages – Special Event**

Establish December 20, 2018, as the date for the public hearing on the request for a Special Events RETAIL (on-sale) Liquor License for 1 day, January 26, 2019, from Boomer’s Inc., (Gary W. Boom, President) d/b/a Boomer’s Lounge, NFAA, 800 Archery Lane, Yankton, South Dakota.

**Attachment II-6**

**7. Possible Quorum Event**

December 18, 2018, at 5:30 pm for Yankton School District Forward 2024 Strategic Planning Meeting, no official commission action

**8. Possible Quorum Event**

December 11, 2018, at 8:00 pm, for Dive in Yankton event, no official commission action

**III. OLD BUSINESS**

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

**1. Budget Supplement – public hearing**

Memorandum#18-245 supporting Ordinance #1013, the second supplement to the 2018 annual appropriation Ordinance #1001 and second reading and public hearing of said Ordinance

**Attachment III-1**

**2. Public Hearing for Ordinance Change – Peddler’s License**

Memorandum #18-246 supporting Ordinance #1014, amending the Peddler’s License Chapter 13 Article 3, Division 4 and second reading and public hearing of said Ordinance

**Attachment III-2**

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

#### **IV. NEW BUSINESS**

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

1. **Contract with GreatLIFE**  
Consideration of Memorandum #18-253 regarding Contract with GreatLIFE  
**Attachment IV-1**
2. **Bid Award – Chemicals for Water & Wastewater**  
Consideration of Memorandum #18-255 regarding Bid Award for Chemicals for Water and Wastewater  
**Attachment IV-2**
3. **Bid Award – Vehicle for Wastewater**  
Consideration of Memorandum #18-256 and Resolution #18-84 regarding Bid Award for Vehicle for Wastewater  
**Attachment IV-3**
4. **Uncollectible Utility Accounts**  
Consideration of Memorandum #18-254 recommending that the City write off Uncollectible Utility Accounts  
**Attachment IV-4**
5. **Airport Grant Pre-Application for Chan Gurney Airport**  
Consideration of Memorandum #18-258 regarding Airport Grant Pre-Application for Chan Gurney Airport  
**Attachment IV-5**
6. **Chan Gurney Airport Barrel Hangar Roof Close-Out**  
Consideration of Memorandum #18-264 regarding Chan Gurney Airport Barrel Hangar Roof Close-out  
**Attachment IV-6**
7. **Planning Commission – Plat Review**  
Consideration of Memorandum #18-259 regarding Resolution #18-85, A Replat of Lot 1 of the Replat of Lots 1, 2, 3, 10, 11 and 12 of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota as filed in Book S11 on Page 15. To be hereinafter know as; Lots 1A and 1B of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota. Address 301 W. 31st Street. Stewart H. Huber, owner.  
**Attachment IV-7**
8. **Planning Commission – Plat Review**  
Consideration of Memorandum #18-262 regarding Resolution #18-86 a Plat of Lots 30, 45, 59, 71, 73 and 74, Crestview Homes Subdivision in the NE 1/4 of Section 21, T93N, R56W of the 5th P.M., Yankton County, South Dakota. Address, 300 Blocks of Tulip Lane and Lilac Lane. Matthew Christensen, Managing Member, White Crane Estates, L.L.C., owner.  
**Attachment IV-8**

**9. Bid Award, Annual Supply of Transport-Tankwagon Petroleum Products for Chan Gurney Airport**

Consideration of Memorandum #18-263 regarding bid award for annual supply of Transport-Tankwagon Petroleum Products for Chan Gurney Airport for 2019

**Attachment IV-9**

**10. Pre-Disaster Mitigation Plan**

Consideration of Memorandum #18-260 recommending that the City of Yankton participate in the Pre-Disaster Mitigation Plan

**Attachment IV-10**

**11. Memorandum of Understanding**

Consideration of Memorandum #18-261 recommending the Memorandum of Understanding between the City of Yankton and Local 3968, American Federation of State, County and Municipal Employees, AFL-CIO

**Attachment IV-11**

**V. OTHER BUSINESS**

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

**VI. ADJOURN INTO EXECUTIVE SESSION TO DISCUSS CONTRACTUAL, LITIGATION AND PERSONNEL MATTERS UNDER SDCL 1-25-2**

*Executive or closed meetings may be held by a majority vote of the governing body for the sole purposes of:*

- Discussing the qualifications, competence, performance, character or fitness of any public officer or employee.*
- Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters.*
- Preparing for contract negotiations or negotiating with employees or employee representatives.*
- Discussing marketing or pricing strategies by a board or commission of a business owned by the City, when public discussion may be harmful to the competitive position of the business.*

*Any official action concerning such matters shall be made at an open official meeting.*

**VII. RECONVENE AS BOARD OF CITY COMMISSIONERS**

1. Roll Call

**VIII. ADJOURN THE MEETING OF DECEMBER 10, 2018**

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

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

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
CITY COMMISSION WORK SESSION, 6:00 P.M.  
November 26<sup>th</sup>, 2018**

Work Session of the Board of City Commissioners of the City of Yankton was called to order by Mayor Johnson.

**Roll Call:** Present: Commissioners Benson, Carda, Gross, Hoffner, Miner and Moser. City Attorney Den Herder and City Manager Leon were also present. Absent: Commissioners Ferdig and Maibaum. Quorum present.

There were no public appearances at that time.

City Attorney, Ross Den Herder, gave a general overview of the proposed lease agreement with Great Life Golf and Fitness. The consensus was to add the lease agreement as an agenda item at the December 10<sup>th</sup>, 2018 City Commission Meeting.

Associates in attendance from the Great Life Golf and Fitness were Don Hill, Jason Sudenga, and Matt Drake.

Action 18-232

Moved by Commissioner Gross, seconded by Commissioner Benson, to adjourn at 6:38 p.m.

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

Motion adopted.

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Nathan V Johnson  
Mayor

ATTEST:

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Al Viereck  
Finance Officer

**CHAMBER OF THE BOARD OF CITY COMMISSIONERS  
YANKTON, SOUTH DAKOTA  
November 26<sup>th</sup>, 2018**

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

**Roll Call:** Present: Commissioners Benson, Carda, Gross, Hoffner, Miner and Moser. City Attorney Den Herder and City Manager Leon were also present. Absent: Commissioners Ferdig and Maibaum. Quorum present.

Action 18-324

Moved by Commissioner Gross, seconded by Commissioner Miner, to approve the Minutes of the regular meeting of November 13<sup>th</sup>, 2018 and Special City Commission Meeting of November 5<sup>th</sup>, 2018.

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

Motion adopted.

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

There were no public appearances at that time.

Action 18-325

Moved by Commissioner Gross, seconded by Commissioner Carda, that the following items on the Consent Agenda be approved.

1. **Pawn Brokers Licenses for 2019**  
Consideration of Memorandum 18-240 recommending approval of the applications for Pawn Brokers License.
2. **Renewal of Private Collector of Refuse License for 2019**  
Consideration of Memorandum 18-241 recommending approval of the renewal of applications for Private Collector of Refuse Licenses for the year 2019 (January 1, 2019 – December 31, 2019) licensing period.
3. **Renewal of 2019 City Dance License Applications**  
Consideration of Memorandum 18-242 recommending approval of the renewal of applications for 2019 City Dance Licenses.

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

Motion adopted.

Action 18-326

This was the time and place for the public hearing on Resolution 18-71 approving the 2018 Special Assessment Roll for Abatement of Nuisances and Noxious Vegetation. No one was present to speak for or against the resolution. Moved by Commissioner Gross, seconded by Commissioner Moser, to adopt Resolution 18-71. (Memorandum 18-243)

**RESOLUTION 18-71**

**A RESOLUTION APPROVING THE 2018 SPECIAL ASSESSMENT ROLL FOR  
ABATEMENT OF NUISANCES AND NOXIOUS VEGETATION**

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

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

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

The above assessments may be paid without interest to the City Finance Officer on or before December 27, 2018, thereafter, the entire assessment may be paid with interest from the date of filing with the City Finance Officer at the rate established by resolution of the Board of City Commissioners.

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

Action 18-327

This was the time and place for the public hearing on the applications for renewal of Alcoholic Beverage Licenses for the 2019 Licensing period. (Memorandum 18-244) No one was present to speak for or against the license applications. Moved by Commissioner Carda, seconded by Commissioner Hoffner, to approve the renewal of the following licenses:

RETAIL (ON-SALE) LIQUOR-FULL SERVICE RESTAURANT

Czeckers, Inc., d/b/a Czeckers, Inc., 407 Walnut St.  
El Tapatio Family Mexican, Inc., d/b/a El Tapatio Family Mexican, Inc., 2502 Fox Run Pkwy.  
Bernard Properties, LLC, d/b/a Riverfront Events Center & Emporium, 121-113 W. 3<sup>rd</sup> St.

RETAIL (ON-SALE) LIQUOR

Hanten, Inc., d/b/a Ben’s Brewing Company, 222 W. 3<sup>rd</sup> St.  
Black Steer, Inc., d/b/a The Black Steer, 300 E. 3<sup>rd</sup> St.  
Boomer's, Inc., d/b/a Boomer's Lounge, 100 E. 3<sup>rd</sup> St.  
B.P.O. Elks Lodge 994, 504 W. 27<sup>th</sup> St.  
Hillcrest Golf-Country Club, 2206 Mulberry St.  
JoDeans Corp., d/b/a JoDeans, 2809 Broadway Ave.  
WR Capital I, LLC, d/b/a Minerva’s Grill & Bar, 1607 E. Hwy 50, Suite A  
Dayhuff Enterprises, Inc., d/b/a MoJo’s Pizza & Spirits, 102-104 E. 3<sup>rd</sup> St.  
Dayhuff Enterprises, Inc., d/b/a O'Malley's Bar, 204 W. 3<sup>rd</sup> St.  
Drotzmann & Portillo, LLC d/b/a Rounding 3<sup>rd</sup> Bar & Casino, 304 W. 3<sup>rd</sup> St.  
Bernard Properties, LLC, d/b/a The Brewery, 200-204 Walnut St.  
Flusswerks, LLC, d/b/a The Landing, 104 Capital St.  
Upper Deck, Inc., d/b/a Upper Deck, 311-315 Broadway Ave.  
VFW Post 791, 209 Cedar St.



Walnut Tavern, Inc., 100 W. 3rd St.  
Yankton Bowl, Inc., 3010 Broadway Ave., & Suite 1  
Dayhuff Enterprises, Inc., d/b/a Zebra Club & Cockatoo Bar, 106-112 E. 3rd St.

PACKAGE (OFF-SALE) LIQUOR

Cork 'N Bottle, Inc., d/b/a Cork 'N Bottle, 1500 Broadway Ave.  
The Fox Stop, Inc., d/b/a The Fox Stop, 1316 W. 30<sup>th</sup> St.  
Hy-Vee Food Stores, Inc., d/b/a Hy-Vee Wine & Spirits, 2100 N. Broadway Ave.  
TC Corner LLC, d/b/a JR's Oasis, 2404 E. SD Hwy 50  
Annis Properties, Inc., d/b/a Patriot Express 02, 100 E. 4<sup>th</sup> St.  
Annis Properties, Inc., d/b/a Prairie Pumper, 909 Broadway Ave.  
ZACCON, Inc., d/b/a Roadrunner Convenience Mart, 300 W. 23rd St.  
Theresa Wick d/b/a Sportsman's, 901 Broadway Ave.  
Wal-Mart Stores, Inc., d/b/a Wal-Mart Store #1483, 3001 Broadway Ave.  
Yankton Drug, Inc., d/b/a Yankton Drug Co., 109 W. 3rd St.  
Dayhuff Enterprises, Inc., d/b/a Zebra Club & Cockatoo Bar, 106-112 E. 3rd St.

RETAIL (ON-OFF SALE) WINE

YC Library, LLC, d/b/a Capitol Street Pub, 401 Capitol St.  
Charlies Pizza House, Inc., d/b/a Charlie's Pizza House, 804 Summit St.  
Cheers Bar & Grill, LLC, d/b/a Cheers Bar & Grill, LLC, 310 Walnut St.  
Czeckers, Inc., d/b/a Czeckers Inc., 407 Walnut St.  
The Fox Stop, Inc., d/b/a The Fox Stop, 1316 W. 30<sup>th</sup> St.  
SYMS, LLC, d/b/a Holiday Inn Express, PO Box 113  
San Jose, Inc., d/b/a Mexico Viejo, 1809 Broadway Ave.  
TST, Inc., d/b/a Phinney's Pub & Casino, Yankton Mall  
To Be Free, LLC d/b/a RB Beer & Burgers, 2901 Broadway Ave. Suite C  
Morgen, LLC, d/b/a South Point Gaming Lounge, 1101 Broadway Ave., Suite 109  
Flusswerks, LLC, d/b/a The Landing, 104 Capital St.  
Tokyo Japanese Cuisine of Ykt, Inc. d/b/a Tokyo Japanese Cuisine, 2007 Broadway Ave. Ste. J  
Wal-Mart Stores, Inc., d/b/a Wal-Mart Store #1483, 3100 Broadway Ave.  
Walgreen Co. d/b/a Walgreen #9806, 2020 Broadway Ave.  
Willa B's LLC d/b/a Willa B's, 215 West 3<sup>rd</sup> St.

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

Action 18-328

This was the time and place for the public hearing and seconded reading of Ordinance No. 1012, AN ORDINANCE GRANTING TO MIDAMERICAN ENERGY COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND NON-EXCLUSIVE FRANCHISE TO ACQUIRE, CONSTRUCT, ERECT, MAINTAIN AND OPERATE IN THE CITY OF YANKTON, SOUTH DAKOTA, A NATURAL GAS SYSTEM AND TO FURNISH AND SELL NATURAL GAS TO THE CITY AND ITS INHABITANTS. (Memorandum 18-237) Mark Reinders, Midwest Gas, was present to answer questions. Moved by Commissioner Moser, seconded by Commissioner Miner, to approve Ordinance No. 1012.

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

Action 18-329

This was the time and place to award the bid for Crushing of Salvaged Concrete and Asphalt for 2019. The following bids were received and opened on November 13<sup>th</sup>, 2018 at 3:00pm: Cedar Beef LLC, Hartington, NE, for \$6.50 per ton; Slowey Construction, Inc., Yankton, SD, for 3.849 per ton; Intex Corp., Albertville, MN, for \$4.59 per ton; QBQ Industries, LLC, Council Bluffs, IA, for \$4.84 per ton; Jerry Thomas Construction LLC, Chamberlain, SD, for \$4.65 per ton; Cave Crushing, Inc., Marcus, IA, for \$4.90 per ton; and Dakota Construction, Harrisburg, SD, for \$3.98 per ton. (Memorandum 18-238) Moved by Commissioner Gross, seconded by Commissioner Benson, to award the bid to Slowey Construction, Yankton, SD at a unit price of \$3.849 per ton for Crushing of Salvaged Concrete and Asphalt for 2019.

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

Action 18-330

Moved by Commissioner Carda, seconded by Commissioner Hoffner, to approve the Agreement between the City of Yankton and John Harris. After the original motion and second and some discussion, Commissioner Moser moved and Commissioner Hoffner seconded an amendment to the agreement.

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

**Roll Call:** All members present voting “Aye;” voting “Nay:” None. Motion to vote on the original as amended adopted.

Commissioner Gross introduced and Mayor Johnson read the title of Ordinance No. 1013, AN ORDINANCE AMENDING ORDINANCE NO. 1001, THE 2018 ANNUAL APPROPRIATION ORDINANCE OF THE CITY OF YANKTON, SOUTH DAKOTA and set the date of the second reading and public hearing as December 10<sup>th</sup>, 2018. (Memorandum 18-245)

Action 18-331

Moved by Commissioner Carda, seconded by Commissioner Miner, to approve the recommendation of election workers for the City of Yankton Special Election on December 11<sup>th</sup>, 2018 and establish the compensation for said election workers. (Memorandum 18-247)

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

Commissioner Hoffner introduced and Mayor Johnson read the title of Ordinance No. 1014, AN ORDINANCE AMENDING CHAPTER 13 OF THE CODE OF ORDINANCES OF THE CITY OF YANKTON BY AMENDING VARIOUS SECTIONS THERIN REGARDING THE LICENSING OF PEDDLERS AND SOLICITORS OPERATING WITHIN CITY LIMITS, and set the date of the second reading and public hearing as December 10<sup>th</sup>, 2018. (Memorandum 18-246)

Action 18-332

This was the time and place for the public hearing on Resolution 18-83 establishing two disability parking stalls with an access aisle at 114 Douglas Avenue. (Memorandum 18-250) No one was present

to speak for or against the parking designation. Moved by Commissioner Miner, seconded by Commissioner Hoffner, to adopt Resolution 18-83.

**RESOLUTION 18-83**

**A RESOLUTION AUTHORIZING THE ESTABLISHMENT  
OF DISABILITY PARKING SPACES – 114 DOUGLAS AVENUE**

WHEREAS, the City of Yankton desires to provide vehicle parking spaces for persons with physical disabilities, within the community, and

WHEREAS, in order to provide convenient parking for persons with disabilities, designated parking stalls need to be established, and

WHEREAS, said parking spaces shall be reserved for the parking of vehicles displaying a physically disabled parking permit or license plate only

NOW, THEREFORE IT BE RESOLVED, by the Board of City Commissioners of the City of Yankton, that two (2) disability parking stalls and an access aisle be designated, marked and maintained at the following location: 114 Douglas Avenue.

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

**Action 18-333**

Moved by Commissioner Gross, seconded by Commissioner Carda, to approve Change Order No. 1, accept the completed reconstruction on West City Limits Road, and issue a check to D&G Concrete Construction, Inc., in the amount of \$39,802.77. (Memorandum 18-249)

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

**Action 18-334**

Moved by Commissioner Gross, seconded by Commissioner Miner, to approve Change Order No. 1, accept the completed construction of the Highway 50 trail, issue check to D&G Concrete Construction, Inc. in the amount of \$66,243.30. (Memorandum 18-248)

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

**Action 18-335**

Moved by Commissioner Gross, seconded by Commissioner Carda, to approve Resolution 18-82. (Memorandum 18-251) Toby Morris of Dougherty and Co., representing the City, was present to answer questions.

**RESOLUTION 18-82**  
**RESOLUTION AUTHORIZING A DEVELOPMENT AGREEMENT BETWEEN**  
**THE CITY OF YANKTON, SOUTH DAKOTA AND YANKTON-OMAHA LIMITED**  
**PARTNERSHIP, A NEBRASKA LIMITED PARTNERSHIP**  
**CONCERNING TAX INCREMENT FINANCING**

**WHEREAS**, by Resolution 17-33 dated August 28, 2017 pursuant to Chapter 11-9 of the South Dakota Codified Laws the Yankton Board of City Commissioners created Tax Incremental District (TID) Number 9 to promote development of the property identified in the associated Tax Incremental District Plan, and

**WHEREAS**, subsequent to adopting Resolution 17-33, the City Commission entered into an agreement with Yankton-Omaha Limited Partnership to define how the proceeds from the TID would be managed, and

**WHEREAS**, the original agreement was unable to be fulfilled in the timeframe defined in the original agreement at no fault of the parties to the agreement.

**NOW THEREF-RE BE IT RESOLVED**, that the Yankton Board of City Commissioners hereby approves the attached updated agreement between the two parties, and

**BE IT FURTHER RESOLVED**, that the terms of the attached agreement supersede the previous agreement.

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

Action 18-336

Moved by Commissioner Gross, seconded by Commissioner Miner, to approve the Agreement between the City of Yankton, Dive In Yankton and the Mike, Cindy and Kylie Huether Family Foundation. (Memorandum 18-252)

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

Action 18-337

Moved by Commissioner Gross, seconded by Commissioner Carda, to adjourn into Executive Session at 7:33 p.m. to discuss **contractual litigation** 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 Johnson.

**Roll Call:** Present: Commissioners Benson, Carda, Gross, Hoffner, Miner and Moser. City Attorney Den Herder and City Manager Leon were also present. Absent: Commissioner Ferdig and Commissioner Maibaum. Quorum present.

Action 18-338

Moved by Commissioner Carda, seconded by Commissioner Hoffner, to adjourn at 8:05 p.m.

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

Motion adopted.

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Nathan V Johnson  
Mayor

ATTEST:

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Al Viereck  
Finance Officer

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
AIRPORT MGR'S ASSN., S.D	MEMBERSHIP DUES	25.00	CONFERENCE & MEETINGS	101.127.265		11.14.18	020160	P	833	00005
AMG OCCUPATIONAL MEDICIN	DOT/CDL DRUG TESTING	31.50	PROFESSIONAL SERVICES	101.123.202		49254	020177	P	838	00002
ANDERSON STORAGE	OPEN AIR SHELTER	8,807.12	BUILDING DOORS & FRAMES	503.549.362		334464	018954	P	838	00001
ASSN OF CODE ENFORCEMENT	MEMBERSHIP DUES	40.00	MEMBERSHIP DUES	101.111.261		11.15.18	020164	P	833	00006
AUTO VALUE PARTS STORE	PART	3.91	GARAGE PARTS	801.801.249		449018389	077965	P	833	00003
	FILTERS	37.41	GARAGE PARTS	801.801.249		449018410	077969	P	833	00004
	FILTERS	92.35	GARAGE PARTS	801.801.249		449018500	077970	P	833	00001
	BRAKE CLEANER	105.49	GARAGE PARTS	801.801.249		449018542	077971	P	833	00002
	FILTER	46.29	GARAGE PARTS	801.801.249		449018742	077975	P	833	00008
	FILTERS	180.15	GARAGE PARTS	801.801.249		449019222	077974	P	833	00007
		465.60	*VENDOR TOTAL							
AVERA SACRED HEART HOSPI	HEP B SHOT	132.43	PROFESSIONAL SERV.-VOLUN	101.114.202		SHOMYFD	077736	P	834	00001
	DOT/CDL DRUG TESTING	62.00	PROFESSIONAL SERVICES	101.123.202		11.27.18	020178	P	838	00003
		194.43	*VENDOR TOTAL							
BLACKSTRAP INC	ROAD SALT	6,599.14	CHEMICALS	101.124.240		10.30.18	014433	P	833	00010
BOLLER PRINTING INC	PRINTING	12.00	PRINTING & BINDING	101.111.233		5184A	014359	P	833	00009
BRENNTAG GREAT LAKES LLC	CHEMICALS	1,224.60	CHEMICALS & GASES	611.611.240		BGL717387	181022	P	833	00011
BUILDING OFFICIALS/SD	MEMBERSHIP DUES	55.00	MEMBERSHIP DUES	101.122.261		11.14.18	020161	P	833	00012
CEDAR KNOX PUBLIC POWER	ELECT	500.41	ELECTRICITY	201.201.272		11.9.18	005243	P	833	00046
	ELECT	444.12	ELECTRICITY	601.601.272		11.9.18	005176	P	833	00047
		944.53	*VENDOR TOTAL							
CENTURYLINK	PHONE	581.26	TELEPHONE	101.111.271		11.19.18	002829	P	833	00048
	PHONE	168.48	TELEPHONE	101.123.271		11.19.18	002829	P	833	00049
	PHONE	83.20	TELEPHONE	601.601.271		11.19.18	003059	P	833	00050
	PHONE	83.20	TELEPHONE	611.611.271		11.19.18	003059	P	833	00051
	PHONE	83.20	TELEPHONE	601.601.271		11.28.18	002828	P	838	00004
	PHONE	166.40	TELEPHONE	611.611.271		11.28.18	002828	P	838	00005

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CENTURYLINK										
	PHONE	54.06	TELEPHONE	611.611.271		11.30.18	003065	P	838	00071
	PHONE	4.38	TELEPHONE	101.102.271		11.30.18	002262	P	838	00072
	PHONE	7.86	TELEPHONE	101.104.271		11.30.18	002262	P	838	00073
	PHONE	3.58	TELEPHONE	101.122.271		11.30.18	002262	P	838	00074
	PHONE	19.13	TELEPHONE	101.111.271		11.30.18	002262	P	838	00075
	PHONE	10.09	TELEPHONE	101.114.271		11.30.18	002262	P	838	00076
	PHONE	0.26	TELEPHONE	101.115.271		11.30.18	002262	P	838	00077
	PHONE	1.09	TELEPHONE	101.123.271		11.30.18	002262	P	838	00078
	PHONE	1.66	TELEPHONE	101.127.271		11.30.18	002262	P	838	00079
	PHONE	4.22	TELEPHONE	201.201.271		11.30.18	002262	P	838	00080
	PHONE	4.54	TELEPHONE	601.601.271		11.30.18	002262	P	838	00081
	PHONE	2.30	TELEPHONE	611.611.271		11.30.18	002262	P	838	00082
	PHONE	1.53	TELEPHONE	637.637.271		11.30.18	002262	P	838	00083
	PHONE	3.24	TELEPHONE	801.801.271		11.30.18	002262	P	838	00084
		1,283.68	*VENDOR TOTAL							
CITY MANAGEMENT ASSN SD										
	MEMBERSHIP DUES	150.00	MEMBERSHIP DUES	101.102.261		11.14.18	020162	P	833	00039
CITY OF VERMILLION										
	JT POWER CASH TRANS	63,133.24	COST OF SERVICE PROVIDED	637.637.206		12.3.18	003067	P	844	00001
CITY OF YANKTON-CENTRAL										
	RUBBISH	84.00	LANDFILL	801.801.276		12.3.18	005523	P	844	00003
CITY OF YANKTON-FOX RUN										
	LANDFILL CHARGES	12.18	LANDFILL	641.641.276		11.25.18	003231	P	833	00056
CITY OF YANKTON-PARKS										
	LANDFILL CHARGES	155.55	LANDFILL	201.201.276		11.25.18	003889	P	833	00057
CITY OF YANKTON-SOLID WA										
	COMPACTED GARBAGE	13,082.21	LANDFILL TIPPING FEE	631.631.219		12.3.18	005524	P	844	00002
CITY OF YANKTON-WASTE WA										
	LANDFILL CHARGES	23.78	LANDFILL	611.611.276		297568	070028	P	834	00075
CITY UTILITIES										
	WATER-WW CHARGES	201.92	WATER SERVICE	101.127.274		11.19.18	002642	P	833	00014
	WATER-WW CHARGES	69.41	WASTEWATER SERVICE	101.127.275		11.19.18	002642	P	833	00015
	WATER-WW CHARGES	43.66	LANDFILL	101.127.276		11.19.18	002642	P	833	00016
	WATER-WW CHARGES	157.07	WATER SERVICE	101.125.274		11.19.18	002642	P	833	00017
	WATER-WW CHARGES	71.88	SEWER SERVICE	101.125.275		11.19.18	002642	P	833	00018
	WATER-WW CHARGES	216.66	WATER	637.637.274		11.19.18	002642	P	833	00019
	WATER-WW CHARGES	119.08	WW SERVICE	637.637.275		11.19.18	002642	P	833	00020
	WATER-WW CHARGES	21.83	LANDFILL	637.637.276		11.19.18	002642	P	833	00021
	WATER-WW CHARGES	148.49	WATER SERVICE	101.114.274		11.19.18	002642	P	833	00022
	WATER-WW CHARGES	26.53	SEWER SERVICE	101.114.275		11.19.18	002642	P	833	00023
	WATER-WW CHARGES	61.38	WATER SERVICE	631.631.274		11.19.18	002642	P	833	00024
	WATER-WW CHARGES	28.69	SEWER SERVICE	631.631.275		11.19.18	002642	P	833	00025

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
CITY UTILITIES										
	WATER-WW CHARGES	65.42	WATER PURCHASED	801.801.274		11.19.18	002642	P	833	00026
	WATER-WW CHARGES	53.37	SEWER SERVICE	801.801.275		11.19.18	002642	P	833	00027
	WATER-WW CHARGES	21.83	LANDFILL	801.801.276		11.19.18	002642	P	833	00028
	WATER-WW CHARGES	2,271.35	WATER SERVICE	201.201.274		11.19.18	002642	P	833	00029
	WATER-WW CHARGES	196.76	SEWER SERVICE	201.201.275		11.19.18	002642	P	833	00030
	WATER-WW CHARGES	842.28	WATER SERVICE	611.611.274		11.19.18	002642	P	833	00031
	WATER-WW CHARGES	197.88	WATER SERVICE	101.141.274		11.19.18	002642	P	833	00032
	WATER-WW CHARGES	115.07	SEWER SERVICE	101.141.275		11.19.18	002642	P	833	00033
	WATER-WW CHARGES	234.15	WATER SERVICE	641.641.274		11.19.18	002642	P	833	00034
	WATER-WW CHARGES	137.59	SEWER SERVICE	641.641.275		11.19.18	002642	P	833	00035
	WATER-WW CHARGES	400.54	WATER SERVICE	203.203.274		11.19.18	002642	P	833	00036
	WATER-WW CHARGES	16.35	SEWER SERVICE	203.203.275		11.19.18	002642	P	833	00037
	WATER-WW CHARGES	332.88	WATER SERVICE	601.601.274		11.19.18	002642	P	833	00038
	WATER-WW CHARGES	90.53	WATER SERVICE	101.142.274		11.21.18	002793	P	839	00001
	WATER-WW CHARGES	59.54	SEWER SERVICE	101.142.275		11.21.18	002793	P	839	00002
		6,202.14	*VENDOR TOTAL							
COLE PAPERS INC.										
	JANITORIAL SUPPLIES	64.92	JANITORIAL SUPPLIES	641.641.236		9488641	019851	P	833	00058
CONCRETE MATERIAL										
	COLD MIX	884.40	ROAD MATERIALS	101.123.239		10.25.18	077964	P	833	00045
	CONCRETE	1,375.00	ROAD MATERIALS	101.123.239		1723837	019378	P	833	00013
		2,259.40	*VENDOR TOTAL							
CONDUENT ENTERPRISES SOL										
	MAINT PROGRAM SUPPORT	1,338.38	PROFESSIONAL SERVICES -	101.104.202		1494271	003925	P	833	00040
	MAINT PROGRAM SUPPORT	319.84	PROFESSIONAL SERVICES	601.601.202		1494271	003925	P	833	00041
	MAINT PROGRAM SUPPORT	359.82	PROFESSIONAL SERVICES	611.611.202		1494271	003925	P	833	00042
	MAINT PROGRAM SUPPORT	119.96	PROFESSIONAL SERVICES	631.631.202		1494271	003925	P	833	00043
		2,138.00	*VENDOR TOTAL							
CORE & MAIN										
	REPAIRS	660.48	REP. & MAINT. - DISTRIBU	601.601.226		812335	020009	P	838	00086
	REPAIRS	284.34	REP. & MAINT. - COLLECTI	611.611.226		846856	020010	P	838	00085
		944.82	*VENDOR TOTAL							
COUNTRY PRIDE COOPERATIV										
	FUEL	4,123.90	GARAGE GASOLINE & LUBRIC	801.801.238		124141	020081	P	833	00055
	FUEL	34,340.22	GARAGE GASOLINE & LUBRIC	801.801.238		35254	020076	P	833	00044
		38,464.12	*VENDOR TOTAL							
CREDIT COLLECTION SERVIC										
	UT COLLECTION	122.57	PROFESSIONAL SERVICES	601.601.202		11.14.18	001858	P	833	00052
	UT COLLECTION	53.12	PROFESSIONAL SERVICES	611.611.202		11.14.18	001858	P	833	00053
	UT COLLECTION	73.83	PROFESSIONAL SERVICES	631.631.202		11.14.18	001858	P	833	00054
		249.52	*VENDOR TOTAL							



Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
DAKOTA ROCK FARMS INC	SLUDGE HAULING	42,042.30	SLUDGE REMOVAL	611.611.228		11.26.18	181026	P	833	00059
DANKO EMERGENCY EQUIPMEN	BLADE	182.13	REP. & MAINT. - EQUIPMEN	101.114.221		98144	077737	P	834	00003
DEPT OF CORRECTIONS	DOC WORK PROGRAM	475.57	REP. & MAINT. - BUILDING	201.201.223		C18D9223	078039	P	833	00061
	DOC WORK PROGRAM	475.57	REP. & MAINT. - TRAIL	204.204.223		C18D9223	078039	P	833	00062
	DOC WORK PROGRAM	475.58	REP. & MAINT. - BUILDING	621.621.223		C18D9223	078039	P	833	00063
	DOC WORK PROGRAM	475.58	REP. & MAINT. - BUILDING	641.641.223		C18D9223	078039	P	833	00064
		1,902.30	*VENDOR TOTAL							
DESIGN SOLUTIONS & INTEG	RADIO EQUIPMENT	22,995.35	RADIO CONTROLS - WEST TO	602.602.332		JC3168	014296	P	834	00004
	RADIO UPGRADE	20,176.80	RADIO CONTROLS - WEST TO	602.602.332		3056-3057	014289	P	834	00006
	RADIO UPGRADE	16,450.89	RADIO CONTROLS - WEST TO	602.602.332		3245	014298	P	834	00005
	SCADA REPAIRS	65.00	REP. & MAINT. - PLANT	601.601.221		37323	014297	P	833	00060
		59,688.04	*VENDOR TOTAL							
DOWNTOWN SCREENPRINTING	FIRE PREVENTION T-SHIRTS	72.00	PREVENTION	101.114.268		5983	077738	P	834	00002
ETHANOL PRODUCTS LLC	CO2	1,135.08	CHEMICALS & GASES	601.601.240		2221460	014293	P	833	00065
FALKENBERG CONSTRUCTION	PROPERTY MAINTENANCE	200.00	ABATEMENT	101.106.204		11.9.18	014536	P	833	00067
FEIMER CONSTRUCTION	WALNUT ST RECON C-10-18	330,804.64	WALNUT - 2ND TO 4TH	506.572.381		11.27.18	014111	P	834	00007
FERGUSON WATER WORKS SUP	REPAIRS	823.20	REP. & MAINT. - DISTRIBU	601.601.226		309387	020007	P	833	00066
FLANNERY/KIRT	OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005653	P	834	00008
FLOOR TEC	CARPET CLEANING & REPAIR	798.51	REP. & MAINT. - COLLECTI	611.611.226		18095	020003	P	838	00087
FRICK/ADAM	OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005650	P	834	00009
FRICK/BRIAN	OFFICER STIPEND	50.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005649	P	834	00010
G J THERKELSEN & ASSOC I	PROCUREMENT SERVICES	722.18	EQUIPMENT	101.111.350		2017-011	180021	P	833	00068

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
G J THERKELSEN & ASSOC I	PHASE II DETAILED DESIGN	25,586.80	EQUIPMENT	208.208.350		2018024	170000	P	833	00069
		26,308.98	*VENDOR TOTAL							
GEOTEK ENG & TESTING SER	TESTING	162.00	WEST CITY LIMITS ROAD	506.572.385		18469E2-IN	014102	P	833	00071
	TESTING	126.00	WALNUT - 2ND TO 4TH	506.572.381		18679B2-IN	014108	P	833	00070
		288.00	*VENDOR TOTAL							
GERSTNER OIL CO	JET FUEL	9,576.68	GARAGE GASOLINE & LUBRIC	101.127.238		150737	019222	P	833	00075
	FUEL NOZZLE	99.00	REP. & MAINT. - EQUIPMEN	101.127.221		94457	019223	P	833	00076
		9,675.68	*VENDOR TOTAL							
GOVT. FINANCE OFFICER AS	MEMBERSHIP DUES	70.00	MEMBERSHIP DUES	101.104.261		11.16.18	020169	P	833	00074
GPSI	GOLF CART COMPUTER SYSM	562.40	GOLF CAR/GOLF CLUB RENTA	641.641.746		B2B56	018951	P	833	00078
GRAYMONT CAPITAL INC	LIME	4,557.28	CHEMICALS & GASES	601.601.240		127753	014294	P	833	00073
	LIME	4,655.56	CHEMICALS & GASES	601.601.240		128339	014290	P	833	00072
		9,212.84	*VENDOR TOTAL							
GREATLIFE GOLF & FITNESS	DECEMBER MANAGEMENT FEE	13,772.25	PROFESSIONAL SERVICES	641.641.202		11.19.18	018953	P	833	00077
HAWKINS INC	CHEMICALS	4,628.18	CHEMICALS & GASES	601.601.240		4391406	014292	P	833	00080
	CHEMICALS	904.25	CHEMICALS & GASES	203.203.240		4400095	077671	P	833	00084
	CHEMICALS	3,195.00	CHEMICALS & GASES	601.601.240		4400821	014299	P	833	00083
		8,727.43	*VENDOR TOTAL							
HDR ENGINEERING INC	WATER PLANT CONSTRUCTION	52,990.92	WATER TREATMENT FACILITY	602.602.326		1200156455	016185	P	833	00079
HEARTLAND HUMANE SOCIETY	PROFESSION SERVICES	10,000.00	CONTRACTED SERVICES	101.113.202		11.15.18	019301	P	833	00082
HEWLETT-PACKARD INC	DESKTOP COMPUTERS	4,913.52	EQUIPMENT	101.105.350		12398083	180016	P	834	00011
HUMAN RESOURCE ASSN SD	MEMBERSHIP DUES	25.00	MEMBERSHIP DUES	101.102.261		11.18.18	020168	P	833	00081
J & H CARE & CLEANING CO	JANITORIAL SERVICES	2,800.00	CONTRACTED SERVICES	203.203.204		10494	078040	P	833	00087
	JANITORIAL SERVICES	1,300.00	PROFESSIONAL SERVICES	101.142.202		10529	019561	P	839	00003
		4,100.00	*VENDOR TOTAL							

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
JEBRO INC	LIQUID ASPHALT	36,372.28	OPEN ASPHALT	506.572.376		413-315-536	019359	P	833	00086
JOHNSON ROOFING INC/ROY	REPAIRS	152.17	REP. & MAINT. - BUILDING	201.201.223		3115	078041	P	834	00056
JONES CONSTRUCTION/JOHN	WATER PLANT C-15-18	1,897,374.52	WATER TREATMENT FACILITY	602.602.326		20	016186	P	833	00085
KADRMAS LEE & JACKSON IN	AIRPORT CONSULTANT	578.75	PROFESSIONAL SERVICES -	101.127.202		10106678	018459	P	834	00014
	AIRPORT EXPANSION	7,609.57	PROFESSIONAL SERVICES -	101.127.202		549-540-548	018459	P	838	00088
		8,188.32	*VENDOR TOTAL							
KAISER HEATING & COOLING	BLOWER MOTOR	171.41	REP. & MAINT. - BUILDING	101.127.223		S-57421	014518	P	838	00006
	REPAIRS	481.58	REP. & MAINT. - BUILDING	201.201.223		S57263	078043	P	834	00015
		652.99	*VENDOR TOTAL							
KAISER REFRIGERATION INC	CHAINS AW PARTS	456.97	SMALL TOOLS & HARDWARE	101.123.247		13147	077977	P	834	00012
	REPAIRS	254.95	EQUIPMENT REPAIR & MAINT	637.637.221		73557	077973	P	834	00013
		711.92	*VENDOR TOTAL							
LOCATORS & SUPPLIES INC	SAFETY CLOTHING	608.79	UNIFORMS & DRY GOODS	101.123.244		365-387	020074	P	838	00089
	SAFETY CLOTHING	57.98	UNIFORMS & DRY GOODS	101.127.244		365-387	020074	P	838	00090
	SAFETY CLOTHING	115.96	UNIFORMS	637.637.244		365-387	020074	P	838	00091
	SAFETY CLOTHING	94.95	UNIFORMS	637.637.244		365-387	020074	P	838	00092
	SAFETY CLOTHING	113.94	UNIFORMS	631.631.244		365-387	020074	P	838	00093
	SAFETY CLOTHING	75.96	UNIFORMS	637.637.244		365-387	020074	P	838	00094
	SAFETY CLOTHING	75.96	UNIFORMS & DRY GOODS	101.123.244		365-387	020074	P	838	00095
	SAFETY CLOTHING	56.97	UNIFORMS	631.631.244		365-387	020074	P	838	00096
	SAFETY CLOTHING	37.98	UNIFORMS	637.637.244		365-387	020074	P	838	00097
	SAFETY CLOTHING	36.99	UNIFORMS	637.637.244		365-387	020074	P	838	00098
	SAFETY CLOTHING	208.50	UNIFORMS & DRY GOODS	101.123.244		365-387	020074	P	838	00099
	SAFETY CLOTHING	16.73	UNIFORMS & DRY GOODS	101.123.244		365-387	020074	P	838	00100
	SAFETY CLOTHING	16.73	UNIFORMS	637.637.244		365-387	020074	P	838	00101
		1,517.44	*VENDOR TOTAL							
LOWRIE/PAUL	FACADE GRANT	3,500.00	HISTORIC DOWNTOWN YANKTO	211.231.549		11.28.18	014538	P	838	00102
MASONRY COMPONENTS INC	HWY 81 SIDEWALK C-20-18	50,991.96	BUILDINGS & STRUCTURES	101.123.320		11.26.18	017637	P	834	00017
MCGRATH NORTH MULLIN & K	PROFESSIONAL SERVICES	444.00	PROFESSIONAL SERVICES	101.103.202		521656	019302	P	834	00018

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
MERKEL ELECTRIC	WIRE ST LIGHTS	5,534.60	WALNUT - 2ND TO 4TH	506.572.381		7946	019377	P	834	00021
MIDAMERICAN ENERGY	FUEL	255.65	FUEL-HEATING	101.114.273		11.19.18	003253	P	838	00007
	FUEL	114.33	FUEL-HEATING	641.641.273		11.19.18	003253	P	838	00008
	FUEL	15.00	FUEL-HEATING	202.202.273		11.19.18	003253	P	838	00009
	FUEL	391.17	FUEL-HEATING	201.201.273		11.19.18	003253	P	838	00010
	FUEL	325.23	FUEL-HEATING	101.127.273		11.19.18	003254	P	838	00011
	FUEL	116.67	FUEL-HEATING	801.801.273		11.19.18	003254	P	838	00012
	FUEL	791.89	FUEL-HEATING	101.125.273		11.19.18	003254	P	838	00013
	FUEL	781.40	ROAD MATERIALS	101.123.239		11.19.18	003254	P	838	00014
	FUEL	16.00	FUEL-GENERATOR	101.115.273		11.19.18	003252	P	838	00015
	FUEL	306.56	FUEL-HEATING	101.141.273		11.19.18	003252	P	838	00016
	FUEL	775.02	HEATING FUEL - GAS	637.637.273		11.19.18	003252	P	838	00017
	FUEL	3,088.35	FUEL-HEATING	611.611.273		11.19.18	003252	P	838	00018
	FUEL	264.29	FUEL-HEATING	601.601.273		11.19.18	003252	P	838	00019
	FUEL	243.02	FUEL-HEATING	101.142.273		11.25.18	002794	P	839	00004
		7,484.58	*VENDOR TOTAL							
MIDAMERICAN ENERGY	FUEL	100.00	FUEL-HEATING	601.601.273		11.19.18	002904	P	838	00020
	FUEL	3,200.50	FUEL-HEATING	611.611.273		11.19.18	002904	P	838	00021
		3,300.50	*VENDOR TOTAL							
MIDWEST ALARM COMPANY IN	PROFESSIONAL SERVICES	63.00	PROFESSIONAL SERVICES	101.101.202		210066	020159	P	834	00024
	ALARM MONITORING	63.00	REP. & MAINT. - BUILDING	101.114.223		210725	077739	P	834	00027
		126.00	*VENDOR TOTAL							
MIDWEST STRIPING	SPOT LIGHT	720.00	GARAGE PARTS	801.801.249		533	020084	P	834	00019
MIDWEST TAPE	AUDIO BOOKS	1,152.64	AV - CAPITAL	101.142.342		103-623-455	019549	P	839	00006
MILLENNIUM RECYCLING	SINGLE STREAM RECYCLING	2,460.30	CONTRACTED SERVICE-MILLE	631.631.204		130198	020086	P	834	00020
MISSOURI VALLEY SHOPPER	TREE TRIMMING AD	159.60	PUBLISHING	101.106.211		1018682	014516	P	834	00023
MOSER/BRAD	OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005654	P	834	00016
MUNICIPAL LEAGUE, SD	2019 MEMBERSHIP DUES	7,457.68	MEMBERSHIP DUES	101.101.261		11.5.18	020155	P	834	00025
MW AUTO & TOWING	TOWING	80.00	SPECIAL ACCOUNT - DETECT	101.111.266		6056	014354	P	834	00026

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
NEOPOST USA INC										
	POSTAGE SUPPLIES	13.03	POSTAGE	101.102.231		15571648	014568	P	834	00028
	POSTAGE SUPPLIES	31.26	POSTAGE	101.104.231		15571648	014568	P	834	00029
	POSTAGE SUPPLIES	31.26	POSTAGE	101.111.231		15571648	014568	P	834	00030
	POSTAGE SUPPLIES	31.26	POSTAGE	101.122.231		15571648	014568	P	834	00031
	POSTAGE SUPPLIES	83.36	POSTAGE	601.601.231		15571648	014568	P	834	00032
	POSTAGE SUPPLIES	44.29	POSTAGE	611.611.231		15571648	014568	P	834	00033
	POSTAGE SUPPLIES	26.04	POSTAGE	631.631.231		15571648	014568	P	834	00034
		260.50	*VENDOR TOTAL							
NEUMAYER/BRIAN										
	REIMBURSEMENT-TRAINING	13.31	TRAVEL EXPENSE	101.111.263		11.15.18	014356	P	834	00035
NORTHWESTERN ENERGY										
	ELECT	1,399.08	ELECTRICITY	101.142.272		11.19.18	002795	P	839	00007
	ELECT	861.41	ELECTRICITY	101.123.272		11.19.18	003134	P	844	00004
	ELECT	510.99	ELECTRICITY	637.637.272		11.19.18	003134	P	844	00005
	ELECT	12,801.47	ELECTRICITY	601.601.272		11.19.18	003134	P	844	00006
	ELECT	9,696.32	ELECTRICITY	611.611.272		11.19.18	003134	P	844	00007
	ELECT	3,180.75	ELECTRICITY	201.201.272		11.19.18	003137	P	844	00008
	ELECT	24,488.91	ELECTRICITY - STREET LIG	101.126.272		11.19.18	003135	P	844	00009
	ELECT	2,558.11	ELECTRICITY	101.127.272		11.19.18	003132	P	844	00010
	ELECT	143.66	ELECTRICITY	621.621.272		11.19.18	003132	P	844	00011
	ELECT	1,141.84	ELECTRICITY	801.801.272		11.19.18	003132	P	844	00012
	ELECT	1,441.36	ELECTRICITY	101.125.272		11.19.18	003132	P	844	00013
	ELECT	74.90	ELECTRICITY	101.115.272		11.19.18	003132	P	844	00014
	ELECT	5,228.84	ELECTRICITY - STREET LIG	101.126.272		11.19.18	003132	P	844	00015
	ELECT	624.96	ELECTRICITY	101.114.272		11.19.18	003133	P	844	00016
	ELECT	1,204.39	ELECTRICITY	641.641.272		11.19.18	003133	P	844	00017
	ELECT	129.45	ELECTRICITY	637.637.272		11.19.18	003133	P	844	00018
	ELECT	104.07	ELECTRICITY	202.202.272		11.19.18	003133	P	844	00019
	ELECT	1,652.38	ELECTRICITY	101.141.272		11.19.18	003133	P	844	00020
		67,242.89	*VENDOR TOTAL							
OBSERVER										
	BIRTHDAY BULLETINS	48.00	ADVERTISING	203.203.211		11.25.18	078042	P	834	00036
OVERHEAD DOOR CO										
	DOOR REPAIRS	212.71	EQUIPMENT REPAIR & MAINT	637.637.221		31685	077972	P	834	00037
PGA NEBRASKA SECTION										
	JR GOLF PROGRAM	107.25	JUNIOR GOLF PROGRAM	641.641.788		538	019850	P	834	00041
PILGER SAND AND GRAVEL I										
	SAND	701.29	AGRICULTURAL SUPPLIES	641.641.241		10.16.18	019808	P	834	00040
POLICE CHIEFS' ASSN										
	MEMBERSHIP DUES	115.24	MEMBERSHIP DUES	101.111.261		11.16.18	020167	P	834	00044

Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
POWER SOURCE ELECTRIC	REPAIRS	244.55	REP. & MAINT. - BUILDING	101.114.223		S-57474	077734	P	834	00039
PRESS DAKOTA MSTAR SOLUT	COMMISSION MINUTES	132.55	PUBLISHING	101.101.211		10.31.18	014280	P	834	00047
	COMMISSION MINUTES	249.67	PUBLISHING	101.101.211		10.31.18	020066	P	834	00052
	COMMISSION MINUTES	76.97	PUBLISHING	101.101.211		10.31.18	020152	P	834	00055
	NOTICE OF AUDIT	32.30	PUBLISHING	101.101.211		2504	055300	P	834	00042
	MANUFACTURING AD	75.00	ADVERTISING	203.203.211		2504	077659	P	834	00045
	CLASSIFIED AD	719.87	PUBLISHING	601.601.211		2504	019144	P	834	00046
	CLASSIFIED AD	525.64	PUBLISHING	101.142.211		2504	019146	P	834	00048
	CLASSIFIED AD	525.64	PUBLISHING	101.142.211		2504	019145	P	834	00049
	RESOLUTION	436.28	PUBLISHING	101.101.211		2504	020001	P	834	00050
	NOTICE OF HEARINGS	37.98	PUBLISHING	101.101.211		2504	014278	P	834	00051
	NOTICE TO BIDDERS	84.15	PUBLISHING	101.101.211		2504	014559	P	834	00053
	TREE TRIMMING AD	92.59	PUBLISHING	101.106.211		2504	014513	P	834	00054
	FIRE PREVENTION AD	454.15	PREVENTION	101.114.268		2843	077740	P	834	00038
		3,442.79	*VENDOR TOTAL							
PRO AUTO INC	TOWING	80.00	SPECIAL ACCOUNT - DETECT	101.111.266		18739	014355	P	834	00043
RACOM CORPORATION	EDACS ACCESS	972.83	PROFESSIONAL SERVICES	101.111.202		181533	005655	P	834	00057
REINHART FOODS INC	ENTREE	16.07	ENTREE	641.641.710		910985	019852	P	838	00022
SANITATION PRODUCTS INC	HYDRAULIC RESERVIOR	899.21	GARAGE PARTS	801.801.249		7111	020075	P	834	00072
	HYDRAULIC FITTINGS	589.62	GARAGE PARTS	801.801.249		71111	020083	P	834	00067
		1,488.83	*VENDOR TOTAL							
SD PUBLIC ASSURANCE ALLI	INSURANCE	275.81	INSURANCE POLICIES	637.637.201		25680	014569	P	834	00059
	INSURANCE	614.31	INSURANCE	631.631.201		25680	014569	P	834	00060
	INSURANCE	363.58	INSURANCE	101.123.201		25680	014569	P	834	00061
		1,253.70	*VENDOR TOTAL							
SLOWEY CONSTRUCTION INC	8TH RECONST C-4-18	187,801.91	8TH ST-LINN TO SUMMIT	506.572.374		11.26.18	014107	P	834	00070
SMITH INSURANCE INC/MT &	FIREMANS ACCIDENT POLICY	1,781.00	INSURANCE	101.114.201		22769	014570	P	838	00023
SOUTH DAKOTA ONE CALL	MESSAGE FEES	161.18	LOCATES	601.601.208		3402	020038	P	834	00068
	MESSAGE FEES	161.17	LOCATES	611.611.208		3402	020038	P	834	00069
		322.35	*VENDOR TOTAL							

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
STEVENS CONSTRUCTION INC	CONCRETE WORK	4,285.00	COMMON BLDG EQUIPMENT	506.571.350		806-818-819	018952	P	834	00062
	CONCRETE WORK	900.00	BUILDING DOORS & FRAMES	503.549.362		806-818-819	018952	P	834	00063
	CONCRETE WORK	140.00	EQUIPMENT	641.641.350		806-818-819	018952	P	834	00064
	CONCRETE WORK	2,200.00	BUILDING DOORS & FRAMES	503.549.362		806-818-819	018952	P	834	00065
	CONCRETE WORK	4,442.00	BUILDING DOORS & FRAMES	503.549.362		806-818-819	018952	P	834	00066
		11,967.00	*VENDOR TOTAL							
STOCKWELL ENGINEERS INC	PROFESSIONAL SERVICES	5,998.96	BUILDINGS & STRUCTURES	204.204.320		8803 & 8804	017638	P	834	00058
STREET MAINTENANCE ASSN	MEMBERSHIP DUES	35.00	LEARNING	101.123.264		11.15.18	020165	P	834	00071
STURDEVANT'S AUTO PARTS	PART	29.74	GARAGE PARTS	801.801.249		18-273619	077907	P	834	00074
SUNDLEAF/DENNIS	REFUND	351.50	MEMBERSHIP DUES	641.641.261		11.6.18	019849	P	834	00073
SYVERSON TILE & STONE	SAC POOL TILE & GROUT	26,139.27	COMMON BLDG EQUIPMENT	506.571.350		962415	018935	P	838	00103
THOMSON REUTERS	LOCAL GOVT LAW	740.00	SUBSCRIPTIONS & PUBLICAT	101.103.235		839246816	020171	P	838	00027
TMA	VALVE STEM	7.00	GARAGE PARTS	801.801.249		77566	077976	P	838	00025
TODD, INC/MICHAEL	STREET SIGNS	1,585.01	ROAD MATERIALS	101.123.239		163588	020077	P	838	00028
TRE ENVIRONMENTAL STRATE	WATER TESTS	650.00	PROFESSIONAL SERVICES	611.611.202		681837	181021	P	838	00026
TRUCK TRAILER SALES INC	REPAIRS	395.12	GARAGE PARTS	801.801.249		72169-170-220	020078	P	838	00029
TURTLE TRACKS	BALLISTIC VESTS	1,120.00	EQUIPMENT	101.111.350		8710	014351	P	838	00030
	BALLISTIC VESTS	840.00	EQUIPMENT	101.111.350		8725	014358	P	838	00024
		1,960.00	*VENDOR TOTAL							
U.S. POST OFFICE-UTIL	UT POSTAGE	560.00	POSTAGE	601.601.231		11.19.18	001855	P	838	00031
	UT POSTAGE	630.00	POSTAGE	611.611.231		11.19.18	001855	P	838	00032
	UT POSTAGE	210.00	POSTAGE	631.631.231		11.19.18	001855	P	838	00033
		1,400.00	*VENDOR TOTAL							

Schedule of Bills

VENDOR NAME	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
UNITED PARCEL SERVICE, I									
POSTAGE	27.00	POSTAGE	101.111.231		572347478	003830	P	838	00104
POSTAGE	27.00	POSTAGE	101.114.231		572347478	003830	P	838	00105
POSTAGE	27.00	POSTAGE	601.601.231		572347478	003830	P	838	00106
POSTAGE	27.00	POSTAGE	611.611.231		572347478	003830	P	838	00107
	108.00	*VENDOR TOTAL							
UNITED STATES POSTAL SER									
POSTAGE METER	268.31	POSTAGE	101.122.231		11.28.18	002989	P	838	00034
POSTAGE METER	123.22	POSTAGE	101.104.231		11.28.18	002989	P	838	00035
POSTAGE METER	237.64	POSTAGE	101.111.231		11.28.18	002989	P	838	00036
POSTAGE METER	48.47	POSTAGE	637.637.231		11.28.18	002989	P	838	00037
POSTAGE METER	22.46	POSTAGE	101.102.231		11.28.18	002989	P	838	00038
POSTAGE METER	22.14	POSTAGE	101.106.231		11.28.18	002989	P	838	00039
POSTAGE METER	9.88	POSTAGE	203.203.231		11.28.18	002989	P	838	00040
POSTAGE METER	0.47	POSTAGE	611.611.231		11.28.18	002989	P	838	00041
POSTAGE METER	71.44	POSTAGE	601.601.231		11.28.18	002989	P	838	00042
POSTAGE METER	80.37	POSTAGE	611.611.231		11.28.18	002989	P	838	00043
POSTAGE METER	26.79	POSTAGE	631.631.231		11.28.18	002989	P	838	00044
POSTAGE METER	155.81	POSTAGE	101.102.231		11.28.18	002989	P	838	00045
	1,067.00	*VENDOR TOTAL							
US BANK EQUIPMENT FINANC									
COPIER LEASE	372.64	RENTALS & XEROX SUPPLIES	101.142.212		31743832	019548	P	839	00008
VANOSDEL/BRENDA									
REFUND	16.95	LIBR COMP FOR LOSS & DAM	101.3641		11.26.18	019564	P	839	00005
VOGT'S									
UNIFORM ALTERATIONS	17.00	REP. & MAINT. - EQUIPMEN	101.111.221		8210	014353	P	838	00046
WAGE WORKS INC									
FSA FLEX SERVICE FEE	65.00	PROFESSIONAL SERVICES -	101.104.202		1041734	005311	P	838	00050
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERVICES	101.105.202		1041734	005311	P	838	00051
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERVICES	101.111.202		1041734	005311	P	838	00052
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERV. -VOLUN	101.114.202		1041734	005311	P	838	00053
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERVICES	101.123.202		1041734	005311	P	838	00054
FSA FLEX SERVICE FEE	20.00	PROFESSIONAL SERVICES	101.142.202		1041734	005311	P	838	00055
FSA FLEX SERVICE FEE	10.00	PROFESSIONAL SERVICES	201.201.202		1041734	005311	P	838	00056
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERVICES	203.203.202		1041734	005311	P	838	00057
FSA FLEX SERVICE FEE	10.00	PROFESSIONAL SERVICES	208.208.202		1041734	005311	P	838	00058
FSA FLEX SERVICE FEE	5.00	PROFESSIONAL SERVICES	641.641.202		1041734	005311	P	838	00059
	135.00	*VENDOR TOTAL							
WATER & ENV ENG RESEARCH									
LAB TESTING	122.00	PROFESSIONAL SERVICES	601.601.202		3952	014295	P	838	00049
LAB TESTING	122.00	PROFESSIONAL SERVICES	601.601.202		3957	014300	P	838	00048
	244.00	*VENDOR TOTAL							



Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
WILSON AUTHOR/JERRY	BOOKS	43.95	BOOKS	101.142.340		11.19.18	019556	P	839	00009
WOEHL/TOBY	OFFICER STIPEND	25.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005652	P	838	00047
WOODS FULLER SHULTZ & SM	PROFESSIONAL SERVICES	4,393.92	EAST HWY 50 CORRIDOR	506.572.398		201816047	014539	P	838	00108
XEROX CORPORATION	COPIER LEASE	221.01	ACCOUNTS RECEIVABLE	713.1311		94971288	003853	P	838	00069
XEROX CORPORATION	COPIER LEASE	155.62	CONTRACTED SERVICES	203.203.204		94971290	003971	P	838	00067
	COPIER LEASE	256.91	COPIES	101.111.234		94971291	003976	P	838	00068
	COPIER LEASE	813.31	ACCOUNTS RECEIVABLE	713.1311		94971294 &1289	003976	P	838	00070
		1,225.84	*VENDOR TOTAL							
YANKTON AREA ICE ASSOCIA	REIMBURSEMENT	1,801.94	CONTRACTUAL AGREEMENT	203.203.213		11.25.18	016998	P	838	00063
YANKTON COUNTY AUDITOR	YC CAPITAL IMPROVE COST	15,740.81	RENT FOR SAFETY CENTER	101.111.212		11.20.18	020172	P	834	00022
YANKTON COUNTY EMS ASSOC	CPR/AED CLASSES	360.00	MEDICAL,SAFETY, & LAB. S	203.203.243		11.13.18	077670	P	838	00064
YANKTON COUNTY WEED DEPT	PEST CONTROL	2,961.30	PROFESSIONAL SERVICES	101.122.202		11.26.18	020176	P	838	00065
YANKTON MEDICAL CLINIC	DRUG SCREEN	38.00	PROFESSIONAL SERVICES	208.208.202		4274	020179	P	838	00060
YANKTON POLICE DEPARTMEN	PETTY CASH	33.00	TRAVEL EXPENSE	101.111.263		11.19.18	014357	P	838	00066
YANKTON VOL FIRE DEPARTM	OCT/NOV FIRE CALLS	1,040.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.15	077735	P	838	00062
ZIEGLER/WILLIAM P	OFFICER STIPEND	50.00	PROFESSIONAL SERV.-VOLUN	101.114.202		11.26.18	005651	P	838	00061

Schedule of Bills

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	3,100,707.38							

RECORDS PRINTED - 000299

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	183,407.76
201	PARKS AND RECREATION	7,819.53
202	PARK IMPROVEMENT	119.07
203	SUMMIT ACTIVITY CENTER	6,576.58
204	MARNE CREEK	6,474.53
208	911/DISPATCH	25,634.80
211	LODGING SALES TAX	3,500.00
503	PARK CAPITAL	16,349.12
506	SPECIAL CAPITAL IMPROV	595,619.62
601	WATER OPERATION	36,142.74
602	WATER RENEWAL/REPLACEMENT	2,009,988.48
611	WASTE WATER OPERATION	63,513.18
621	CEMETERY OPERATION	619.24
631	SOLID WASTE	16,874.42
637	JOINT POWER	66,078.31
641	GOLF COURSE	17,898.90
713	COPIES & POSTAGE	1,034.32
801	CENTRAL GARAGE	43,056.78
TOTAL ALL FUNDS		3,100,707.38

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	3,100,707.38
TOTAL ALL BANKS		3,100,707.38

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

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

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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	AFSCME COUNCIL 65	06454							
	EMPLOYEE DEDUCTION	664.43	MISC. EMP. DED.	711.2079		005136	F	808	00005
	EMPLOYEE DEDUCTION	660.74	MISC. EMP. DED.	711.2079		005136	F	808	00018
	EMPLOYEE DEDUCTION	655.74	MISC. EMP. DED.	711.2079		005136	F	808	00065
		1,980.91	*TOTAL						
	AMERICAN FAMILY LIFE COR	00025							
	CANCER & ICU PREMIUMS	7,454.50	CANCER & ICU SUPPLEMENTA	711.2075		001234	F	808	00021
	AVERA HEALTH PLANS	05140							
	HEALTH INSURANCE - DEC	81,220.90	HEALTH INSURANCE	711.2068		005646	F	808	00060
	BLUETARP FINANCIAL INC	07032							
	OIL PUMP	493.08	EQUIPMENT	801.801.350		019300	F	808	00008
	PRESSURE WASHER FITTING	78.54	REP. & MAINT. - EQUIPMEN	201.201.221	40295241	019299	F	808	00007
		571.62	*TOTAL						
	BOYS & GIRLS CLUB	07019							
	SPECIAL APPROPRIATION	25,000.00	BOYS & GIRLS CLUB	211.231.571	6555	020156	F	808	00009
	BRANDT/TODD	04281							
	CONFERENCE/CERTIFICATION	260.00	LEARNING	101.111.264		005761	F	808	00023
	CELLSITE SOLUTIONS LLC	07314							
	RADIO PROJECT	37,313.00	EQUIPMENT	101.111.350	2939	180014	P	808	00022
	DELTA DENTAL	04160							
	DENTAL INSURANCE - DEC	8,092.12	DENTAL INSURANCE	711.2059		003190	F	808	00067
	DEPT OF SOCIAL SERVICES	01681							
	EMPLOYEE DEDUCTION	1,256.98	MISC. EMP. DED.	711.2079		003562	F	808	00006
	EMPLOYEE DEDUCTION	1,256.98	MISC. EMP. DED.	711.2079		003562	F	808	00019
		2,513.96	*TOTAL						
	FIRST NATL BANK SOUTH DA	04389							
	EMPLOYEE DEDUCTION	729.15	AFLAC DAYCARE	711.2077		003301	F	808	00003
	EMPLOYEE DEDUCTION	729.15	AFLAC DAYCARE	711.2077		003301	F	808	00016
	EMPLOYEE DEDUCTION	427.08	AFLAC MEDICAL	711.2078		003301	F	808	00004
	EMPLOYEE DEDUCTION	427.08	AFLAC MEDICAL	711.2078		003301	F	808	00017
		2,312.46	*TOTAL						
	KEITEL/JENNIFER	07298							
	TRAINING EXPENSE	283.24	CONFERENCE & MEETINGS	101.111.265		005756	F	808	00010
	MINNESOTA LIFE INSURANCE	06544							
	LIFE INSURANCE - DEC	690.86	LIFE INSURANCE	711.2069		005179	F	808	00068
	OSBORNE/JERICHO	07300							
	TRAINING EXPENSE	283.24	CONFERENCE & MEETINGS	101.111.265		005757	F	808	00011
	RETIREMENT, SD	00519							
	SD RETIREMENT-NOV 18	109,713.78	SD RETIREMENT SYSTEM	711.2066		002809	F	808	00062
	SDSRP	04992							
	EMPLOYEE DEDUCTION	4,094.53	ROTH 457 SDRS-SRP	711.2056		003591	F	808	00002
	EMPLOYEE DEDUCTION	4,244.53	ROTH 457 SDRS-SRP	711.2056		003591	F	808	00015
	EMPLOYEE DEDUCTION	4,244.53	ROTH 457 SDRS-SRP	711.2056		003591	F	808	00064
	EMPLOYEE DEDUCTION	2,320.50	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	808	00001
	EMPLOYEE DEDUCTION	2,320.50	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	808	00014
	EMPLOYEE DEDUCTION	2,320.50	SDRS SUPPLEMENTAL RETIRE	711.2058		003591	F	808	00063
		19,545.09	*TOTAL						

Manual Check Register

CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P	ID	LINE
	SUMMIT ACTIVITY CENTER	03787							
	EMPLOYEE DEDUCTION	727.20	SUMMIT ACTIVITIES CENTER	711.2062		002981	F	808	00020
	SUN LIFE FINANCIAL	06804							
	VISION INSURANCE - DEC	765.85	HEALTH INSURANCE	711.2068		005313	F	808	00061
	UNITED WAY	00918							
	EMPLOYEE DEDUCTION	177.00	UNITED FUND	711.2070		001142	F	808	00066
	VAST BROADBAND	06976							
	PHONE BILL	97.24	TELEPHONE	101.102.271		003513	F	808	00027
	PHONE BILL	51.67	TELEPHONE	101.102.271		003513	F	808	00043
	PHONE BILL	187.20	TELEPHONE	101.104.271		003513	F	808	00028
	PHONE BILL	103.53	TELEPHONE	101.104.271		003513	F	808	00044
	INTERNET CHARGES	2,898.55	INTERNET ACCESS	101.105.270		005760	F	808	00025
	INTERNET SERVICES	1,068.74	INTERNET ACCESS	101.105.270		003571	F	808	00026
	PHONE BILL	26.41	TELEPHONE	101.105.271		003513	F	808	00029
	PHONE BILL	12.64	TELEPHONE	101.105.271		003513	F	808	00045
	PHONE BILL	93.95	TELEPHONE	101.106.271		003513	F	808	00030
	PHONE BILL	48.00	TELEPHONE	101.106.271				808	00046
	PHONE BILL	33.45	TELEPHONE	101.111.271		003513	F	808	00031
	PHONE BILL	20.15	TELEPHONE	101.111.271				808	00047
	PHONE BILL	101.05	TELEPHONE	101.114.271		003513	F	808	00032
	PHONE BILL	66.05	TELEPHONE	101.114.271				808	00048
	PHONE BILL	185.30	TELEPHONE	101.122.271		003513	F	808	00033
	PHONE BILL	96.60	TELEPHONE	101.122.271				808	00049
	PHONE CHARGES	38.11	TELEPHONE	101.123.271		003977	F	808	00013
	PHONE BILL	72.72	TELEPHONE	101.123.271		003513	F	808	00034
	PHONE BILL	37.11	TELEPHONE	101.123.271				808	00050
	PHONE CHARGES	37.96	TELEPHONE	101.123.271		003977	F	808	00070
	PHONE CHARGES	152.42	TELEPHONE	101.127.271		003977	F	808	00012
	PHONE CHARGES	151.83	TELEPHONE	101.127.271		003977	F	808	00069
	PHONE BILL	80.80	TELEPHONE	101.142.271		003513	F	808	00035
	PHONE BILL	41.26	TELEPHONE	101.142.271				808	00051
	PHONE BILL	237.78	TELEPHONE	201.201.271		003513	F	808	00036
	PHONE BILL	143.25	TELEPHONE	201.201.271				808	00052
	PHONE BILL	34.45	TELEPHONE	202.202.271		003513	F	808	00037
	PHONE BILL	20.75	TELEPHONE	202.202.271				808	00053
	PHONE BILL	224.87	TELEPHONE	203.203.271		003513	F	808	00038
	PHONE BILL	135.47	TELEPHONE	203.203.271				808	00054
	PHONE CHARGES	1,223.51	TELEPHONE	601.601.271		005759	F	808	00024
	PHONE BILL	141.06	TELEPHONE	601.601.271		003513	F	808	00039
	PHONE BILL	84.90	TELEPHONE	601.601.271				808	00055
	PHONE BILL	29.71	TELEPHONE	611.611.271		003513	F	808	00040
	PHONE BILL	12.64	TELEPHONE	611.611.271				808	00056
	PHONE BILL	34.00	TELEPHONE	637.637.271		003513	F	808	00041
	PHONE BILL	20.15	TELEPHONE	637.637.271				808	00057
	PHONE BILL	64.62	TELEPHONE	641.641.271		003513	F	808	00042
	PHONE BILL	38.85	TELEPHONE	641.641.271				808	00058
		8,148.75	*TOTAL						

Manual Check Register  
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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
	YANKTON AREA PROG. GROWT	00939					
	SALES TAX REIMBURSEMENT	4,327.32	PROFESSIONAL SERVICES	506.572.202		020158 P	808 00059
		311,381.80	**CLAIMS TOTAL				

Manual Check Register  
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CLAIM NUMBER	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:		311,381.80					

RECORDS PRINTED - 000070

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	43,842.22
201	PARKS AND RECREATION	459.57
202	PARK IMPROVEMENT	55.20
203	SUMMIT ACTIVITY CENTER	360.34
211	LODGING SALES TAX	25,000.00
506	SPECIAL CAPITAL IMPROV	4,327.32
601	WATER OPERATION	1,449.47
611	WASTE WATER OPERATION	42.35
637	JOINT POWER	54.15
641	GOLF COURSE	103.47
711	EMPLOYEE BENEFIT	235,194.63
801	CENTRAL GARAGE	493.08
TOTAL ALL FUNDS		311,381.80

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	311,381.80
TOTAL ALL BANKS		311,381.80

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

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

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P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
ADOBE	*CREATIVE CLOUD COMPUTER PROGRAM	53.24	CONTRACTED SERVICES - OP	201.201.204		Lacroix		846 00373
ADOBE	*STOCK COMPUTER PROGRAM	31.94	CONTRACTED SERVICES - OP	201.201.204		Lacroix		846 00425
AMAZON PRIME	CONTRACTED SERVICES	13.83	CONTRACTED SERVICES - OP	201.201.204		Kortan		846 00021
AMAZON.COM*M80329M81	RECREATION SUPPLIES	59.60	RECREATION SUPPLIES	203.203.242		Orr		846 00349
AMAZON.COM*M85GZ47W1	LIFT SLING	42.52	SMALL TOOLS & HARDWARE	101.114.247		Nickles		846 00177
AMAZON.COM*M86UU4WW2	POOL REPLACEMENT PARTS	58.77	REP. & MAINT. - BUILDING	203.203.223		McHenry		846 00101
AMZ*DEFAULT STORE VI	CHRISTMAS LIGHTS	225.85	REP. & MAINT. - BUILDING	201.201.223		McHenry		846 00163
	CHRISTMAS LIGHTS	533.57	REP. & MAINT. - BUILDING	201.201.223		McHenry		846 00261
		759.42	*VENDOR TOTAL					
AMZN MKTP US	REFUND-ITEM NOT RECEIVED	6.79CR	PROGRAM SUPPLIES	101.142.242		Dobrovolny		846 00423
AMZN MKTP US*M00N574F1	BOOKS	65.07	BOOKS	101.142.340		Dobrovolny		846 00044
	DVD'S	52.05	AV - CAPITAL	101.142.342		Dobrovolny		846 00045
	PROGRAM SUPPLIES	7.99	PROGRAM SUPPLIES	101.142.242		Dobrovolny		846 00046
		125.11	*VENDOR TOTAL					
AMZN MKTP US*M06I40CG1	BOOKS	200.34	BOOKS	101.142.340		Dobrovolny		846 00095
	DVD'S	60.45	AV - CAPITAL	101.142.342		Dobrovolny		846 00096
		260.79	*VENDOR TOTAL					
AMZN MKTP US*M08ES4FO1	TONER RIBBONS	89.25	OFFICE SUPPLIES	637.637.232		Peters		846 00054
AMZN MKTP US*M80V187Y2	BOOK	6.64	BOOKS	101.142.340		Dobrovolny		846 00128
AMZN MKTP US*M82AD9RC0	BOOKS	67.46	BOOKS	101.142.340		Dobrovolny		846 00139
	DVD	19.98	AV - CAPITAL	101.142.342		Dobrovolny		846 00140
		87.44	*VENDOR TOTAL					
AMZN MKTP US*M83R902Q2	BOOK	8.48	BOOKS	101.142.340		Dobrovolny		846 00148
	POSTAGE	4.99	POSTAGE	101.142.231		Dobrovolny		846 00149

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
AMZN MKTP US*M83R902Q2		13.47	*VENDOR TOTAL					
AMZN MKTP US*M84RQ05Y1	PARK SUPPLIES	10.95	REP. & MAINT. - BUILDING	201.201.223		McHenry		846 00319
AMZN MKTP US*M846V2W02	RADIO CHARGERS	2,110.57	REP. & MAINT. - EQUIPMEN	101.114.221		Kurtenbach		846 00094
AMZN MKTP US*M86UH4KP2	DVD	13.99	AV - CAPITAL	101.142.342		Dobrovolny		846 00172
AMZN MKTP US*M87EN08V1	BOOKS	45.09	BOOKS	101.142.340		Dobrovolny		846 00264
	DVD'S	69.37	AV - CAPITAL	101.142.342		Dobrovolny		846 00265
		114.46	*VENDOR TOTAL					
AMZN MKTP US*M881095G1	EQUIPMENT SUPPLIES	39.99	REP. & MAINT. - EQUIPMEN	621.621.221		McHenry		846 00327
APA MEMBERSHIPS AND SU	MEMBERSHIP DUES	513.00	MEMBERSHIP DUES	101.106.261		Mingo		846 00223
APPEARA	TOWELS	154.63	CONTRACTED SERVICES-OPER	641.641.204		McHenry		846 00291
ARBYS 7940	TRAVEL EXPENSE	7.94	TRAVEL EXPENSE	201.201.263		Frick		846 00230
AT&T*BILL PAYMENT	CELL PHONE	71.27	TELEPHONE	101.123.271		Bailey		846 00228
	CELL PHONE	57.16	TELEPHONE	201.201.271		Bailey		846 00235
	CELL PHONE	27.86	TELEPHONE	101.127.271		Bailey		846 00249
	CELL PHONE	19.39	TELEPHONE	204.204.271		Bailey		846 00250
	CELL PHONE	25.74	TELEPHONE	201.201.271		Bailey		846 00251
	CELL PHONE	25.38	TELEPHONE	601.601.271		Bailey		846 00252
	CELL PHONE	25.22	TELEPHONE	601.601.271		Bailey		846 00253
	CELL PHONE	37.46	TELEPHONE	611.611.271		Bailey		846 00254
	CELL PHONE	25.22	TELEPHONE	101.111.271		Bailey		846 00255
	CELL PHONE	27.20	TELEPHONE	101.127.271		Bailey		846 00256
	CELL PHONE	21.88	TELEPHONE	101.111.271		Bailey		846 00257
		363.78	*VENDOR TOTAL					
AUTOMATIC BUILDING CON	SMOKE DETECTOR REPLACE	1,320.41	REP. & MAINT. - BUILDING	611.611.223		Hanson		846 00002
AUTOZONE #3795	HARDWARE	23.97	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00060

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BAKER-TAYLOR								
	POSTAGE	17.42	POSTAGE	101.142.231		Schmidt		846 00097
	MEMORIAL BOOK	19.20	BOOKS	701.701.340		Schmidt		846 00098
	BOOKS	1,822.07	BOOKS	101.142.340		Schmidt		846 00099
		1,858.69	*VENDOR TOTAL					
BOLLER PRINTING								
	OFFICE SUPPLIES	10.00	OFFICE SUPPLIES	201.201.232		Lacroix		846 00174
	OFFICE SUPPLIES	10.00	OFFICE SUPPLIES	201.201.232		Lacroix		846 00179
		20.00	*VENDOR TOTAL					
BOMGAARS #2 YANKTON								
	SHOP SUPPLIES	11.58	REP. & MAINT. - BUILDING	621.621.223		Bornitz		846 00266
	UNIFORM	74.99	UNIFORMS & DRY GOODS	201.201.244		Delozier		846 00273
	POOL REPAIRS	14.99	REP. & MAINT. - BUILDING	202.202.223		Eskens		846 00123
	PARK SUPPLIES	16.47	REP. & MAINT. - BUILDING	201.201.223		Eskens		846 00277
	SHOP SUPPLIES	29.43	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00015
	SHOP SUPPLIES	44.30	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00162
	SHOP SUPPLIES	50.14	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00391
	WIRE	60.98	REP. & MAINT. - DISTRIBU	601.601.226		Kirchner		846 00274
	REPAIR PARTS	29.48	REP. & MAINT. - DISTRIBU	601.601.226		Kirchner		846 00392
	AG SUPPLIES	32.96	AGRICULTURAL SUPPLIES	201.201.241		Kortan		846 00384
	PARK SUPPLIES	3.00	REP. & MAINT. - BUILDING	201.201.223		Kortan		846 00419
	PARK SUPPLIES	7.99	REP. & MAINT. - BUILDING	201.201.223		Kortan		846 00420
	TOOLS	49.99	SMALL TOOLS & HARDWARE	601.601.247		Mason		846 00079
	CLEANING SUPPLIES	51.42	JANITORIAL SUPPLIES	641.641.236		Metz		846 00070
	EQUIPMENT SUPPLIES	4.95	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00293
	EQUIPMENT SUPPLIES	25.00	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00325
	HARDWARE	95.16	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00330
	EQUIPMENT SUPPLIES	99.99	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00334
	FLOOR DRY	471.75	GARAGE PARTS	801.801.249		Rohde		846 00417
	TOOLS	42.86	SMALL TOOLS & HARDWARE	101.126.247		Ryken		846 00091
	OIL	7.47	GARAGE GASOLINE & LUBRIC	101.127.238		Ryken		846 00305
	PARK SUPPLIES	24.99	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00188
	PARK SUPPLIES	23.96	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00239
	PARK SUPPLIES	11.25	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00120
	SHOP SUPPLIES	20.65	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00152
	PARK SUPPLIES	47.97	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00212
	PARK SUPPLIES	108.93	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00243
	POOL REPAIRS	11.98	REP. & MAINT. - BUILDING	202.202.223		Vanwinkle		846 00320
	SHOP SUPPLIES	9.99	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00374
	PARK SUPPLIES	27.99	REP. & MAINT. - BUILDING	201.201.223		Vanwinkle		846 00380
		1,512.61	*VENDOR TOTAL					
BRANDON PIZZA RANCH								
	TRAINING EXPENSE	21.09	TRAVEL EXPENSE	101.111.263		Nolz		846 00032
BROADWAY CHRYSLER DODG								
	MIRROR	442.00	GARAGE PARTS	801.801.249		Kulhavy		846 00342

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
BUFFALO WILD WINGS GRI	TRAINING EXPENSE	29.30	TRAVEL EXPENSE	101.111.263		Brandt		846 00312
BUHL CLEANERS	TOWELS	288.43	CONTRACTED SERVICES	203.203.204		McHenry		846 00016
BURGER KING #6298 Q07	TRAINING EXPENSE	19.30	TRAVEL EXPENSE	101.111.263		Brandt		846 00238
CANVA 02131-4049930	ADVERTISEMENT	1.00	PUBLISHING	201.201.211		McHenry		846 00352
CASEYS GEN STORE 2268	SUPPLIES-UTILITY MAILING	12.74	OFFICE SUPPLIES	601.601.232		Clough		846 00207
CENEX CHUCK ST09880402	CONFERENCE	35.98	CONFERENCE & MEETINGS	201.201.265		Lacroix		846 00403
CHEWY.COM	K9 SUPPLY	49.97	K-9 UNIT MEDICAL CARE	101.111.246		Nolz		846 00035
	K9 CARE	85.19	K-9 UNIT MEDICAL CARE	101.111.246		Pekarek		846 00107
		135.16	*VENDOR TOTAL					
COFFEE CUP #8	TRAINING EXPENSE	48.71	TRAVEL EXPENSE	101.111.263		Erickson		846 00372
CONCRETE MATERIALS	RIDGEWAY PARK PLAYGROUND	19.36	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00365
	RIDGEWAY PARK SAND	13.51	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00375
		32.87	*VENDOR TOTAL					
CONOCO - YESWAY 1176 F	TRAVEL EXPENSE	29.21	TRAVEL EXPENSE	101.111.263		Brandt		846 00145
CORNWELL D-P TOOLS INC	1/2 IMPACT SOCKET	80.96	SMALL TOOLS & HARDWARE	801.801.247		Kulhavy		846 00156
COWBOY STORE #6	TRAINING FUEL EXPENSE	50.49	TRAVEL EXPENSE	101.111.263		Erickson		846 00043
COX AUTO SUPPLY	EQUIPMENT MAINTENANCE	62.97	REP. & MAINT. - EQUIPMEN	621.621.221		Bornitz		846 00215
	EQUIPMENT MAINTENANCE	35.88	REP. & MAINT. - EQUIPMEN	621.621.221		Bornitz		846 00240
	GREASE	350.00	REP. & MAINT. - PLANT	601.601.221		Chytka		846 00059
	LOOM SPLIT POLY/LOCTIGHT	60.99	GARAGE PARTS	801.801.249		Kulhavy		846 00344
	EQUIPMENT SUPPLIES	167.85	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00089
	EQUIPMENT SUPPLIES	359.82	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00138
	EQUIPMENT SUPPLIES	116.57	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00173
	EQUIPMENT REPAIRS	65.42	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00192
	HARDWARE	191.17	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00231
	CLEANING SUPPLIES	25.98	JANITORIAL SUPPLIES	641.641.236		Metz		846 00339

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
COX AUTO SUPPLY								
	GAUGE	26.99	REP. & MAINT. - EQUIPMEN	101.127.221		Ryken		846 00289
	JB WELD	6.69	REP. & MAINT. -VEHICLES	101.127.222		Ryken		846 00385
	TOOLS	19.95	SMALL TOOLS & HARDWARE	101.126.247		Ryken		846 00388
	COMPRESSOR OIL	105.90	REP. & MAINT. - PLANT	601.601.221		Schantz		846 00284
		1,596.18	*VENDOR TOTAL					
CRESCENT ELECTRIC 029								
	GAS DETECTOR WIRING	177.57	REP. & MAINT. - PLANT	611.611.221		Hanson		846 00317
	FLAG POLE PHOTO CELL	5.96	REP. & MAINT. - BUILDING	101.142.223		Miles		846 00299
	LIGHTING EQUIPMENT	243.90	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00004
	LIGHT BULBS	42.04	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00049
	LIGHT BULBS	39.82	REP. & MAINT. - EQUIPMEN	101.127.221		Ryken		846 00050
	2" COUPLINGS	330.24	REP. & MAINT. - EQUIPMEN	101.127.221		Ryken		846 00072
	FUSE HOLDERS	51.74	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00073
	ELECTRICAL PARTS	113.22	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00104
	LIGHT SWITCH	8.43	REP. & MAINT. - BUILDING	101.127.223		Ryken		846 00125
	PHOTO SENSOR	21.60	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00126
	CONNECTOR SEALING PACK	224.10	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00220
		1,258.62	*VENDOR TOTAL					
CULVER S OF SIOUX								
	TRAINING EXPENSE	6.65	TRAVEL EXPENSE	101.111.263		Pekarek		846 00170
	TRAINING EXPENSE	6.65	TRAVEL EXPENSE	101.111.263		Pekarek		846 00268
		13.30	*VENDOR TOTAL					
DAIRY QUEEN #15530 QPS								
	TRAVEL EXPENSE	5.38	TRAVEL EXPENSE	201.201.263		Frick		846 00276
DAKOTA ARCHERY								
	GUN CLEANING EQUIPMENT	36.48	REP. & MAINT. - EQUIPMEN	101.111.221		Harris		846 00434
DANKO EMERGENCY EQUIPM								
	RUBBER HIP BOOTS	324.24	UNIFORMS & DRY GOODS	611.611.244		Hanson		846 00415
	SAFETY SUPPLIES	40.66	MEDICAL & SAFETY SUPPLIE	201.201.243		McHenry		846 00014
		364.90	*VENDOR TOTAL					
DAVIS EQUIPMENT								
	EQUIPMENT REPAIRS	105.86	REP. & MAINT. - EQUIPMEN	641.641.221		McHenry		846 00003
DAYHUFF ENTERPRISES IN								
	JANITORIAL SUPPLIES	299.06	JANITORIAL SUPPLIES	611.611.236		Hanson		846 00232
	JANITORIAL SUPPLIES	89.50	JANITORIAL SUPPLIES	101.141.236		Miles		846 00137
	JANITORIAL SUPPLIES	89.00	JANITORIAL SUPPLIES	101.125.236		Miles		846 00209
	REFUND	181.20CR	JANITORIAL SUPPLIES	101.141.236		Miles		846 00288
	JANITORIAL SUPPLIES	181.20	JANITORIAL SUPPLIES	101.141.236		Miles		846 00304
	JANITORIAL SUPPLIES	113.50	JANITORIAL SUPPLIES	101.141.236		Miles		846 00313
	JANITORIAL SUPPLIES	21.95	JANITORIAL SUPPLIES	101.141.236		Miles		846 00363
	JANITORIAL SUPPLIES	21.95	JANITORIAL SUPPLIES	101.125.236		Miles		846 00370
	JANITORIAL SUPPLIES	254.84	JANITORIAL SUPPLIES	101.125.236		Miles		846 00377
		889.80	*VENDOR TOTAL					

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
DRI*PRINTPLACE	OFFICE SUPPLIES	83.55	OFFICE SUPPLIES	101.142.232		Schmidt		846 00175
ESRI	ESRI YEARLY MAINTENANCE	3,400.00	SUBSCRIPTIONS & PUBLICAT	101.105.235		Yonke		846 00367
	ESRI YEARLY MAINTENANCE	300.00	PROFESSIONAL SERVICES	201.201.202		Yonke		846 00368
	ESRI YEARLY MAINTENANCE	300.00	PROFESSIONAL SERVICES	101.123.202		Yonke		846 00369
		4,000.00	*VENDOR TOTAL					
FACEBK *MB7YPHA8W2	ADVERTISING	37.20	PUBLISHING	201.201.211		Lacroix		846 00394
FASTENAL COMPANY01	SHOP SUPPLIES	6.64	REP. & MAINT. - BUILDING	201.201.223		Eskens		846 00279
	SHOP SUPPLIES	30.77	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00323
	WASHERS/LOCKING NUTS	16.08	ROAD MATERIALS	101.123.239		Gobel		846 00103
	NUTS AND BOLTS	95.62	SMALL TOOLS & HARDWARE	611.611.247		Hanson		846 00236
	WIRE CONNECTORS	28.65	GARAGE PARTS	801.801.249		Kulhavy		846 00105
	BUTTON HEAD SCREWS	113.04	GARAGE PARTS	801.801.249		Kulhavy		846 00389
	1" REAMER CUTTING TOOL	160.66	SMALL TOOLS & HARDWARE	801.801.247		Robb		846 00012
	CABLE TIES/CONNECTORS	179.27	GARAGE PARTS	801.801.249		Robb		846 00013
	BOLTS/WASHERS/NUTS	27.33	GARAGE PARTS	801.801.249		Robb		846 00216
	DRILL BITS	90.69	SMALL TOOLS & HARDWARE	801.801.247		Rohde		846 00161
	17/32" DRILL BIT	24.23	SMALL TOOLS & HARDWARE	801.801.247		Rohde		846 00318
	FASTENERS	15.04	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00081
	PARK SUPPLIES	19.72	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00300
	PLOW BOLTS	39.19	GARAGE PARTS	801.801.249		Steffen		846 00100
	POOL REPAIRS	470.86	REP. & MAINT. - BUILDING	203.203.223		Vanwinkle		846 00283
		1,317.79	*VENDOR TOTAL					
FRED HAAR COMPANY YANK	GATOR REPAIRS	311.28	REP. & MAINT. - EQUIPMEN	201.201.221		Gleich		846 00356
	EQUIPMENT REPAIR	96.38	REP. & MAINT. - EQUIPMEN	201.201.221		Gleich		846 00426
		407.66	*VENDOR TOTAL					
GLOCK PROFESSIONAL INC	HANDGUN ARMORER COURSE	250.00	LEARNING	101.111.264		Burgeson		846 00282
GOVERNORS INN	TRAVEL EXPENSE	69.00	TRAVEL EXPENSE	201.201.263		Frick		846 00208
GRAINGER	JANITORIAL SUPPLIES	112.20	JANITORIAL SUPPLIES	101.142.236		Schmidt		846 00121
	JANITORIAL SUPPLIES	356.40	JANITORIAL SUPPLIES	101.142.236		Schmidt		846 00134
	JANITORIAL SUPPLIES	138.97	JANITORIAL SUPPLIES	101.142.236		Schmidt		846 00176
		607.57	*VENDOR TOTAL					
HACH COMPANY	TUBING	41.24	REP. & MAINT. - PLANT	601.601.221		Chytka		846 00111
	REAGENTS	244.00	CHEMICALS & GASES	601.601.240		Chytka		846 00158
	REAGENTS	753.35	CHEMICALS & GASES	601.601.240		Chytka		846 00178

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HACH COMPANY		1,038.59	*VENDOR TOTAL					
HOBBY-LOBBY #0137	ADULT CRAFT NIGHT SUPPLY	35.42	RECREATION SUPPLIES	701.701.242		Lippert		846 00114
HY VEE GAS 5899	FUEL	24.00	REP. & MAINT.-CENTRAL GA	101.114.224		Kurtenbach		846 00181
HY VEE 1820	PROGRAM SUPPLIES	5.92	PROGRAM SUPPLIES	101.142.242		Raiche		846 00007
HY VEE 1899	VETERAN'S DAY	20.63	CONFERENCE & MEETINGS	101.102.265		Bailey		846 00285
	TAX REFUND	2.60CR	PROFESSIONAL SERVICES	101.102.202		Bailey		846 00414
	OFFICE SUPPLIES	14.88	OFFICE SUPPLIES	101.104.232		Clough		846 00020
	OFFICE SUPPLIES	38.67	OFFICE SUPPLIES	101.104.232		Clough		846 00022
	SUPPLIES-UTILITY MAILING	21.58	OFFICE SUPPLIES	601.601.232		Clough		846 00141
	DOC WORK PROGRAM	4.00	REP. & MAINT. - TRAIL	204.204.223		Delozier		846 00085
	CHILI COOK OFF	12.20	EMPLOYEE COMMITTEE	101.101.141		Lacroix		846 00382
	SUPPLIES	18.98	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00359
	SUPPLIES	3.37	REP. & MAINT. - BUILDING	101.141.223		Miles		846 00398
	REFUND	6.50CR	OFFICE SUPPLIES	208.208.232		Peters		846 00412
	ENTREE	11.71	ENTREE	641.641.710		Schieffer		846 00431
		136.92	*VENDOR TOTAL					
IACP	CONFERENCE REFUND	212.50CR	LEARNING	101.111.264		Burgeson		846 00271
INT*IN *AIRCRAFT DEICI	DEICING FLUIDS	1,273.90	GARAGE GASOLINE & LUBRIC	101.127.238		Roinstad		846 00331
INT*IN *POWERS PORT A	HARVEST HALLOWEEN	300.00	SPECIAL EVENTS - ACTIVIT	211.231.575		McHenry		846 00321
	PORT A POTS	500.00	CONTRACTED SERVICES - OP	201.201.204		McHenry		846 00337
	PORT A POTS	500.00	CONTRACTED SERVICES-OPER	641.641.204		McHenry		846 00338
		1,300.00	*VENDOR TOTAL					
INTOXIMETERS INC	INTOXIMETER	325.00	REP. & MAINT. - EQUIPMEN	101.111.221		Brandt		846 00386
IPY*MIDWEST ALARM	ALARM FEE	63.00	REP. & MAINT. - PLANT	611.611.221		Hanson		846 00184
J.J BENJIS	UNIFORM	119.00	UNIFORMS & DRY GOODS	641.641.244		Schieffer		846 00247
JACK S UNIFORMS & EQUI	BADGES	116.99	REP. & MAINT. - EQUIPMEN	101.111.221		Burgeson		846 00224
	BADGES	231.99	REP. & MAINT. - EQUIPMEN	101.111.221		Burgeson		846 00244
	NAME PLATE	16.00	REP. & MAINT. - EQUIPMEN	101.111.221		Burgeson		846 00259

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
JACK S UNIFORMS & EQUI		364.98	*VENDOR TOTAL					
JCL SOLUTIONS-SIOUX FA	CLEANING SUPPLIES	188.56	JANITORIAL SUPPLIES	203.203.236		Orr		846 00053
	CLEANING SUPPLIES	611.45	JANITORIAL SUPPLIES	203.203.236		Orr		846 00164
		800.01	*VENDOR TOTAL					
JOHNSON CONTROLS SS	SLUDGE HEATER REPAIRS	2,346.78	REP. & MAINT. - PLANT	611.611.221		Hanson		846 00292
J2 *METROFAX	FAX SERVICE	7.95	SUBSCRIPTIONS AND PUBLIC	601.601.235		Hines		846 00354
KAISER HEATING AND COO	FURNACE FILTER	95.28	REP. & MAINT. - BUILDING	101.127.223		Ryken		846 00180
KAISER REFRIGERATION I	EQUIPMENT REPAIRS	64.19	REP. & MAINT. - EQUIPMEN	204.204.221		Delozier		846 00069
	SUPPLIES	38.00	REP. & MAINT. - BUILDING	101.141.223		Miles		846 00390
		102.19	*VENDOR TOTAL					
KLEEN RITE CORP	SLAKER NOZZLE	11.89	REP. & MAINT. - PLANT	601.601.221		Chytka		846 00307
KOLETZKY IMPLEMENT INC	FILTERS	104.00	GARAGE PARTS	801.801.249		Kulhavy		846 00130
	LYNCH PINS	3.75	GARAGE PARTS	801.801.249		Rohde		846 00124
	HOSE	79.00	REP. & MAINT. - EQUIPMEN	801.801.221		Steffen		846 00432
		186.75	*VENDOR TOTAL					
KOPETSKYS ACE HDWE	EQUIPMENT REPAIRS	16.95	REP. & MAINT. - EQUIPMEN	204.204.221		Delozier		846 00186
	POOL REPAIRS	12.99	REP. & MAINT. - BUILDING	203.203.223		Eskens		846 00332
	PARK SUPPLIES	4.99	REP. & MAINT. - BUILDING	201.201.223		Eskens		846 00371
	PARK SUPPLIES	20.76	REP. & MAINT. - BUILDING	201.201.223		Eskens		846 00400
	PARK SUPPLIES	51.96	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00047
	SHOP SUPPLIES	19.98	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00029
	SHOP SUPPLIES	36.35	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00067
	PARK SUPPLIES	6.87	REP. & MAINT. - BUILDING	201.201.223		Kortan		846 00408
	HARDWARE	12.99	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00062
	EQUIPMENT SUPPLIES	15.99	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00146
	HARDWARE	137.98	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00154
	HARDWARE	47.54	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00242
	HARDWARE	31.97	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00275
	HARDWARE	31.98	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00364
	SUPPLIES	12.99	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00001
	HOSE AND SUPPLIES	56.14	SMALL TOOLS & HARDWARE	101.114.247		Nickles		846 00005
	HOSE	4.99	REP. & MAINT. - EQUIPMEN	101.114.221		Nickles		846 00316



VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
KOPETSKYS ACE HDWE								
	ICE MELT	29.98	REP. & MAINT. - BUILDING	101.127.223		Roinstad		846 00159
	VINYL NUMBERS	20.91	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00210
	RUG DOCTOR RENTAL	44.98	REP. & MAINT. - BUILDING	101.127.223		Ryken		846 00222
	PARK SUPPLIES	13.48	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00011
	PARK SUPPLIES	9.97	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00093
	PARK SUPPLIES	21.99	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00118
	CAPITAL BUILDING SUPPLY	260.90	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00168
	PARK SUPPLIES	30.57	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00326
	HARDWARE	5.99	SMALL TOOLS & HARDWARE	201.201.247		Snook		846 00387
		962.19	*VENDOR TOTAL					
LIBRARYWORKS.COM								
	PROFESSIONAL TRAINING	49.00	CONFERENCE & MEETINGS	101.142.265		Dobrovolny		846 00436
MACKENZIE RIVER PIZZA								
	TRAINING EXPENSE	15.44	TRAVEL EXPENSE	101.111.263		Brandt		846 00211
	TRAVEL EXPENSE	16.44	TRAVEL EXPENSE	101.142.263		Raiche		846 00366
		31.88	*VENDOR TOTAL					
MARK S MACHINERY INC								
	SKID LOADER REPAIRS	185.86	REP. & MAINT. - EQUIPMEN	201.201.221		Gleich		846 00131
	MOWER REPAIR	111.18	REP. & MAINT. - EQUIPMEN	201.201.221		Gleich		846 00226
	LAMP	16.25	GARAGE PARTS	801.801.249		Steffen		846 00416
		313.29	*VENDOR TOTAL					
MCDONALD S F11321								
	TRAINING EXPENSE	9.93	TRAVEL EXPENSE	101.111.263		Brandt		846 00133
MEAD LUMBER YANKTON								
	CHRISTMAS DECORATING	48.28	RECREATION SUPPLIES - O	201.201.242		Eskens		846 00078
	RIDGEWAY PLAYGROUND	76.34	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00353
	POOL REPAIRS	4.79	REP. & MAINT. - BUILDING	203.203.223		Vanwinkle		846 00233
		129.41	*VENDOR TOTAL					
MED VET INTERNATIONAL								
	SHARPS CONTAINERS	467.12	OPERATING SUPPLIES & MAT	637.637.240		Robb		846 00429
MENARDS E-COMMERCE								
	SUPPLIES	374.88	REP. & MAINT. - BUILDING	101.125.223		Morrow		846 00262
MENARDS YANKTON SD								
	CHRISTMAS TREE SUPPLIES	15.91	RECREATION SUPPLIES - O	201.201.242		Bornitz		846 00042
	CHRISTMAS TREE SUPPLIES	10.77	RECREATION SUPPLIES - O	201.201.242		Bornitz		846 00071
	PARK SUPPLIES	19.96	REP. & MAINT. - BUILDING	201.201.223		Bornitz		846 00150
	BUILDING SUPPLIES	49.94	REP. & MAINT. - BUILDING	621.621.223		Bornitz		846 00269
	BUILDING REPAIRS	49.43	REP. & MAINT. - BUILDING	621.621.223		Bornitz		846 00343
	HARDWARE	86.41	SMALL TOOLS & HARDWARE	201.201.247		Bornitz		846 00395
	LIGHTING REPAIR	86.80	REP. & MAINT. - BUILDING	601.601.223		Chytka		846 00116

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
MENARDS YANKTON SD								
	CHRISTMAS TREE	23.88	RECREATION SUPPLIES - O	201.201.242		Eskens		846 00082
	SHOP SUPPLIES	11.36	REP. & MAINT. - BUILDING	201.201.223		Eskens		846 00348
	POOL REPAIRS	52.22	REP. & MAINT. - BUILDING	203.203.223		Eskens		846 00350
	RIDGEWAY PARK BORDER	133.96	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00396
	SNOW SHOVELS	29.98	REP. & MAINT. - DISTRIBU	601.601.226		Garvey		846 00199
	SNOW FENCE	8.91	SMALL TOOLS & HARDWARE	611.611.247		Gusso		846 00008
	INSTALL GAS DETECTOR	39.37	REP. & MAINT. - PLANT	611.611.221		Gusso		846 00404
	INSTALL GAS DETECTOR	83.27	REP. & MAINT. - PLANT	611.611.221		Gusso		846 00437
	CONCRETE SEALANT SUPPLY	15.37	ROAD MATERIALS	101.123.239		Haberman		846 00038
	LAB MOP SINK PLUMBING	6.24	REP. & MAINT. - BUILDING	611.611.223		Hanson		846 00115
	OFFICE SUPPLIES	20.95	OFFICE SUPPLIES	611.611.232		Hanson		846 00193
	JANITORIAL SUPPLIES	101.44	JANITORIAL SUPPLIES	611.611.236		Hanson		846 00194
	JANITORIAL SUPPLIES	47.96	JANITORIAL SUPPLIES	611.611.236		Hanson		846 00340
	SMALL TOOLS	37.79	SMALL TOOLS & HARDWARE	611.611.247		Hanson		846 00341
	REC SUPPLIES	20.44	RECREATION SUPPLIES - O	201.201.242		Kortan		846 00424
	REFUND	10.46CR	REP. & MAINT. - BUILDING	201.201.223		Kortan		846 00439
	WIRE/PARADE OF LIGHTS	78.94	GARAGE PARTS	801.801.249		Kulhavy		846 00033
	REFUND	16.79CR	SPECIAL EVENTS - ACTIVIT	211.231.575		Lacroix		846 00430
	TOOLS	19.78	SMALL TOOLS & HARDWARE	611.611.247		McClennen		846 00218
	ELECTION LIGHT	27.14	ELECTION	101.104.204		Miles		846 00041
	SUPPLIES	255.84	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00127
	REPLACEMENT LIGHT SWITCH	2.97	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00147
	SUPPLIES	268.76	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00153
	SUPPLIES	8.99	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00298
	SUPPLIES	37.82CR	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00402
	SUPPLIES	105.98	REP. & MAINT. - BUILDING	101.125.223		Miles		846 00435
	SUPPLIES	10.93	REP. & MAINT. - BUILDING	101.125.223		Morrow		846 00411
	PROGRAM SUPPLIES	9.94	PROGRAM SUPPLIES	101.142.242		Raiche		846 00381
	FITTINGS	4.07	REP. & MAINT. - EQUIPMEN	101.126.221		Ryken		846 00065
	PLUMBING PARTS	13.74	REP. & MAINT. - EQUIPMEN	101.127.221		Ryken		846 00287
	TAPE	9.98	REP. & MAINT. - EQUIPMEN	101.127.221		Ryken		846 00346
	PARK SUPPLIES	11.35	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00144
	PARK SUPPLIES	11.89	REP. & MAINT. - BUILDING	201.201.223		Snook		846 00397
		1,727.59	*VENDOR TOTAL					
MIDWEST LABORATORIES								
	MONTHLY WASTEWATER TESTS	604.56	PROFESSIONAL SERVICES	611.611.202		Hanson		846 00302
NBS CALIBRATIONS								
	BALANCE CALIBRATION	186.00	PROFESSIONAL SERVICES	611.611.202		Hanson		846 00068
NETOP TECH INC								
	REMOTE SERVICES	292.10	PROFESSIONAL SERVICES	208.208.202		Peters		846 00328
	REMOTE SERVICES	292.10	PROFESSIONAL SERVICES	101.111.202		Peters		846 00329
		584.20	*VENDOR TOTAL					
NOR*NORTHERN TOOL								
	SHELVING	4,738.34	EQUIPMENT	801.801.350		Potts		846 00052

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
NORTHTOWN AUTOMOTIVE								
	DOOR CHECK LINK	28.18	GARAGE PARTS	801.801.249		Kulhavy		846 00102
	HEATER CONTROL	207.52	GARAGE PARTS	801.801.249		Kulhavy		846 00214
		235.70	*VENDOR TOTAL					
OLSONS PEST TECHNICIAN								
	PROFESSIONAL SERVICES	150.00	PROFESSIONAL SERVICES	101.142.202		Dobrovolny		846 00267
	PEST CONTROL	78.00	CONTRACTED SERVICES-OPER	641.641.204		Schieffer		846 00155
		228.00	*VENDOR TOTAL					
ONE OFFICE SOLUTION								
	OFFICE SUPPLIES	196.23	OFFICE SUPPLIES	101.104.232		Clough		846 00040
	TERMINAL PAPER ROLLS	29.75	OFFICE SUPPLIES	101.104.232		Clough		846 00204
	CHAIRS	735.00	EQUIPMENT	101.106.350		Goeden		846 00109
	PRINT TRAINING MATERIAL	80.45	OFFICE SUPPLIES	101.106.232		Goeden		846 00229
	OFFICE SUPPLIES	80.48	OFFICE SUPPLIES	201.201.232		Kortan		846 00315
	OFFICE SUPPLIES	8.11	OFFICE SUPPLIES	201.201.232		McHenry		846 00286
	OFFICE SUPPLIES	1.29	OFFICE SUPPLIES	201.201.232		McHenry		846 00308
	ADDING MACHINE	67.99	OFFICE SUPPLIES	637.637.232		Potts		846 00196
	ROLLER INK, DESKPAD, AIR	29.80	OFFICE SUPPLIES	637.637.232		Robb		846 00427
	DESKPAD, PENCILS, CAN AIR	15.90	OFFICE SUPPLIES	801.801.232		Robb		846 00428
	OFFICE SUPPLIES	84.11	OFFICE SUPPLIES	101.127.232		Roinstad		846 00122
	OFFICE SUPPLIES	10.65	OFFICE SUPPLIES	203.203.232		Wattier		846 00051
		1,339.76	*VENDOR TOTAL					
OREILLY AUTO #3232								
	LED WORK LIGHT	431.78	GARAGE PARTS	801.801.249		Kulhavy		846 00057
	DOOR CHECK #404	30.14	GARAGE PARTS	801.801.249		Kulhavy		846 00058
	SWAY BAR BUSHING	14.37	GARAGE PARTS	801.801.249		Kulhavy		846 00083
	THERMOSTAT/SEAL	3.21	GARAGE PARTS	801.801.249		Kulhavy		846 00090
	DRAIN PLUG	6.68	GARAGE PARTS	801.801.249		Kulhavy		846 00092
	TIE ROD TOOL/IMPACT DRVR	113.97	SMALL TOOLS & HARDWARE	801.801.247		Kulhavy		846 00129
	CONTROL ARM ASSEMBLY	126.05CR	GARAGE PARTS	801.801.249		Kulhavy		846 00182
	CONTROL ARM ASSEMBLY	275.98	GARAGE PARTS	801.801.249		Kulhavy		846 00187
	CORNERING LIGHT SOCKET	12.41	GARAGE PARTS	801.801.249		Kulhavy		846 00225
	BATTERY	203.72	GARAGE PARTS	801.801.249		Kulhavy		846 00258
	WINDOW HANDLE	21.00	GARAGE PARTS	801.801.249		Kulhavy		846 00272
	BLOWER SWITCH/RESISTER	107.94	GARAGE PARTS	801.801.249		Kulhavy		846 00297
	BLOWER SWITCH CREDIT	73.57CR	GARAGE PARTS	801.801.249		Kulhavy		846 00310
	SILICONE	8.13	GARAGE PARTS	801.801.249		Kulhavy		846 00383
	PUSH RIVET	5.98	GARAGE PARTS	801.801.249		Kulhavy		846 00401
	HARDWARE	26.98	SMALL TOOLS & HARDWARE	641.641.247		Metz		846 00084
	THERMOSTAT/RAD FLUSH	13.93	GARAGE PARTS	801.801.249		Steffen		846 00248
		1,076.60	*VENDOR TOTAL					
OTC BRANDS, INC.								
	PROGRAM SUPPLIES	91.58	PROGRAM SUPPLIES	101.142.242		Raiche		846 00086
PATRICK SPARKS								
	EQUIPMENT REPAIRS	187.08	REP. & MAINT. - EQUIPMEN	203.203.221		Snyder		846 00314

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
PAYPAL *NEWEGGCOM	HARD DRIVE	138.99	PC NETWORK SUPPLIES	101.105.230		Peters		846 00195
PAYPAL *TANSHANGTIA	FLOOD LIGHT TRIPOD STAND	19.45	SMALL TOOLS & HARDWARE	601.601.247		Kirchner		846 00336
PAYPAL *TRIELECTRON	PAGER BELT CLIPS	134.28	REP. & MAINT. - EQUIPMEN	101.114.221		Kurtenbach		846 00063
POLICEONE	TASER COURSE TRAINING	325.00	LEARNING	101.111.264		Burgeson		846 00183
	TASER CERTIFICATION	325.00	LEARNING	101.111.264		Burgeson		846 00376
		650.00	*VENDOR TOTAL					
PROVANTAGE	INTERNET ACCESS FIREWALL	2,512.00	INTERNET ACCESS	101.105.270		Johnson		846 00201
	SERVER STORAGE	1,807.95	EQUIPMENT	101.111.350		Peters		846 00036
		4,319.95	*VENDOR TOTAL					
RIVERSIDE HYDRAULICS,	EQUIPMENT REPAIRS	326.00	REP. & MAINT. - EQUIPMEN	641.641.221		Metz		846 00260
	HYDRAULIC HOSE	117.92	REP. & MAINT. -VEHICLES	101.127.222		Ryken		846 00379
	COUPLER HYDRAULIC PIPE	37.92	GARAGE PARTS	801.801.249		Steffen		846 00112
	HYDRAULICS #919	871.64	REP. & MAINT. - EQUIPMEN	101.124.221		Steffen		846 00160
	HYDRAULIC FITTINGS	12.88	GARAGE PARTS	801.801.249		Steffen		846 00360
		1,366.36	*VENDOR TOTAL					
RR PRODUCTS INC	EQUIPMENT SUPPLIES	491.86	REP. & MAINT. - EQUIPMEN	641.641.221		McHenry		846 00019
SCHOLASTIC BOOK FAIRS	BOOKS	18.98	BOOKS	101.142.340		Raiche		846 00309
SD FIREFIGHTERS ASSOCI	REGISTRATION	125.00	CONFERENCE & MEETINGS	101.114.265		Kurtenbach		846 00087
SHELL OIL 10015518003	TRAVEL EXPENSE	41.07	TRAVEL EXPENSE	201.201.263		Frick		846 00219
SHERWIN WILLIAMS 70301	POOL REPAIRS	45.00	REP. & MAINT. - BUILDING	203.203.223		Eskens		846 00322
	POOL REPAIRS	41.97	REP. & MAINT. - BUILDING	203.203.223		Eskens		846 00335
	AERATION BUILDING PAINT	189.45	REP. & MAINT. - BUILDING	611.611.223		Hanson		846 00241
		276.42	*VENDOR TOTAL					
SHOPKO 76 00300764	ADULT CRAFT NIGHT SUPPLY	23.91CR	RECREATION SUPPLIES	701.701.242		Schmidt		846 00023
	ADULT CRAFT NIGHT SUPPLY	23.91	RECREATION SUPPLIES	701.701.242		Schmidt		846 00203
		0.00	*VENDOR TOTAL					

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
SIRCHIE FINGER PRINT L	EVIDENCE PACKAGING	65.55	SPECIAL ACCOUNT - DETECT	101.111.266		O Farrell		846 00106
SKD TACTICAL	EXTERNAL CARRIER EQUIP	365.00	REP. & MAINT. - EQUIPMEN	101.111.221		Brandt		846 00347
	EXTERNAL CARRIER EQUIP	215.00	REP. & MAINT. - EQUIPMEN	101.111.221		Pekarek		846 00237
		580.00	*VENDOR TOTAL					
SLIM CHICKENS	TRAINING EXPENSE	6.45	TRAVEL EXPENSE	101.111.263		Nolz		846 00245
SMARTSIGN	SIGNS	183.16	ROAD MATERIALS	101.123.239		Potts		846 00311
SNAP GEOFILTERS	ADVERTISING	44.81	PUBLISHING	201.201.211		Lacroix		846 00017
SQU*SQ *EXPRESSIONS PH	COP CARDS	405.00	PROFESSIONAL SERVICES	101.111.202		Bailey		846 00151
SQU*SQ *HANSEN LOCKSMI	REPAIR DOOR	94.00	REP. & MAINT. - BUILDING	101.114.223		Kurtenbach		846 00143
STATE HYGIENIC LAB	LAB TESTING	1,530.00	PROFESSIONAL SERVICES	601.601.202		Chytka		846 00157
TARGET 00000760	OFFICE SUPPLIES-RETURNED	16.22CR	OFFICE SUPPLIES	101.142.232		Schmidt		846 00027
	ADULT CRAFT NIGHT SUPPLY	3.96CR	RECREATION SUPPLIES	701.701.242		Schmidt		846 00028
	ADULT CRAFT NIGHT SUPPLY	3.96	RECREATION SUPPLIES	701.701.242		Schmidt		846 00190
	OFFICE SUPPLIES	16.22	OFFICE SUPPLIES	101.142.232		Schmidt		846 00191
		0.00	*VENDOR TOTAL					
TESSMAN COMPANY SIOUX	CHEMICALS	903.50	CHEMICALS & GASES	641.641.240		Wampol		846 00324
THE UPS STORE #6716	SHIPPING	231.65	PROFESSIONAL SERVICES	611.611.202		Hanson		846 00006
	GOLF EQUIPMENT	82.99	GOLF EQUIPMENT	641.641.768		Schieffer		846 00221
	UPS SHIPPING	11.11	POSTAGE	601.601.231		Tramp		846 00290
	SAMPLE SHIPPING	11.78	POSTAGE	601.601.231		Tramp		846 00333
		337.53	*VENDOR TOTAL					
TMA YANKTON	ALIGNMENT	66.90	GARAGE PARTS	801.801.249		Kulhavy		846 00034
	TIRES	146.07	GARAGE PARTS	801.801.249		Kulhavy		846 00064
	ALIGNMENT	77.20	GARAGE PARTS	801.801.249		Kulhavy		846 00108
	TIRES	1,022.49	GARAGE PARTS	801.801.249		Kulhavy		846 00132
	ALIGNMENT #133	66.90	GARAGE PARTS	801.801.249		Kulhavy		846 00167
	ALIGNMENT #16	66.90	GARAGE PARTS	801.801.249		Kulhavy		846 00200
	TIRES	592.00	GARAGE PARTS	801.801.249		Kulhavy		846 00202

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
TMA YANKTON								
	TIRES	516.00	GARAGE PARTS	801.801.249		Kulhavy		846 00246
	ALIGNMENT	84.92	GARAGE PARTS	801.801.249		Kulhavy		846 00278
	TIRES	584.28	GARAGE PARTS	801.801.249		Kulhavy		846 00306
	TIRES	566.04	REP. & MAINT. - VEHICLES	101.114.222		Nickles		846 00048
		3,789.70	*VENDOR TOTAL					
TRANSOURCE TRUCK & EQU								
	WATER PUMP CORE CREDIT	293.24CR	GARAGE PARTS	801.801.249		Steffen		846 00281
	WATER PUMP	957.63	GARAGE PARTS	801.801.249		Steffen		846 00345
		664.39	*VENDOR TOTAL					
TRUCK TRAILER SALES &								
	SENSOR	98.55	GARAGE PARTS	801.801.249		Steffen		846 00113
	O-RING SEAL	8.26	GARAGE PARTS	801.801.249		Steffen		846 00227
	LIGHTS	75.60	GARAGE PARTS	801.801.249		Steffen		846 00351
		182.41	*VENDOR TOTAL					
USA BLUE BOOK								
	HYDRANT EXTENSION KIT	534.14	REP. & MAINT. - DISTRIBU	601.601.226		Garvey		846 00301
	HYDRANT EXTENSION KIT	356.95	REP. & MAINT. - DISTRIBU	601.601.226		Garvey		846 00303
		891.09	*VENDOR TOTAL					
USPS PO 4698100078								
	POSTAGE	21.55	POSTAGE	101.111.231		Parker		846 00217
	POSTAGE	7.45	POSTAGE	101.111.231		Pekarek		846 00422
		29.00	*VENDOR TOTAL					
VESSCO INC								
	SLAKER NOZZLE ADAPTER	303.22	REP. & MAINT. - PLANT	601.601.221		Chytka		846 00061
VIDDLER INC								
	VIDEO HOSTING	40.74	PROFESSIONAL SERVICES	101.101.202		Johnson		846 00206
VWR INTERNATIONAL INC								
	POLYSEED	101.79	MEDICAL, SAFETY, & LAB. S	611.611.243		Dewald		846 00030
	SULFURIC ACID	179.55	MEDICAL, SAFETY, & LAB. S	611.611.243		Dewald		846 00357
		281.34	*VENDOR TOTAL					
VZWRLSS*MY VZ VB P								
	INTERNET ACCESS	80.02	INTERNET ACCESS	101.105.270		Johnson		846 00077
	INTERNET ACCESS	436.20	INTERNET ACCESS	101.105.270		Johnson		846 00080
	INTERNET ACCESS	436.20	INTERNET ACCESS	101.105.270		Johnson		846 00418
	INTERNET ACCESS	80.02	INTERNET ACCESS	101.105.270		Johnson		846 00421
		1,032.44	*VENDOR TOTAL					
WAL-MART #1483								
	PROGRAM SUPPLIES	7.41	PROGRAM SUPPLIES	101.142.242		Dobrovolny		846 00361
	OFFICE SUPPLIES	2.98	OFFICE SUPPLIES	101.142.232		Dobrovolny		846 00362

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WAL-MART #1483								
	SHOP SUPPLIES	9.98	REP. & MAINT. - BUILDING	201.201.223		Gleich		846 00171
	OFFICE SUPPLIES	13.32	OFFICE SUPPLIES	101.106.232		Goeden		846 00119
	BINDER CLIPS	12.74	OFFICE SUPPLIES	101.106.232		Goeden		846 00213
	OFFICE SUPPLIES	82.91	OFFICE SUPPLIES	201.201.232		Kortan		846 00280
	CHILI COOK OFF	36.99	EMPLOYEE COMMITTEE	101.101.141		Lacroix		846 00410
	CRAFT NIGHT SUPPLIES	3.17CR	RECREATION SUPPLIES	701.701.242		Lippert		846 00031
	ADULT CRAFT NIGHT SUPPLY	26.64CR	RECREATION SUPPLIES	701.701.242		Lippert		846 00037
	ADULT CRAFT NIGHT SUPPLY	12.70	RECREATION SUPPLIES	701.701.242		Lippert		846 00076
	ADULT CRAFT NIGHT SUPPLY	16.80	RECREATION SUPPLIES	701.701.242		Lippert		846 00189
	ADULT CRAFT NIGHT SUPPLY	25.22	RECREATION SUPPLIES	701.701.242		Lippert		846 00294
	DVD'S	57.88	AV - CAPITAL	101.142.342		Lippert		846 00295
	STAFF APPRECIATION	4.97	RECREATION SUPPLIES	701.701.242		Lippert		846 00296
	OFFICE SUPPLIES	34.18	OFFICE SUPPLIES	201.201.232		McHenry		846 00438
	OFFICE SUPPLIES	23.76	OFFICE SUPPLIES	101.111.232		Parker		846 00270
	ANIMAL SHELTER SUPPLIES	24.33	ANIMAL SHELTER SUPPLIES	101.113.246		Parker		846 00409
	FIRST AID SUPPLIES	12.64	MEDICAL, SAFETY, & LAB. S	601.601.243		Peterson		846 00169
	DVDS	70.84	AV - CAPITAL	101.142.342		Raiche		846 00165
	PROGRAM SUPPLIES	25.29	PROGRAM SUPPLIES	101.142.242		Raiche		846 00166
	REC SUPPLIES	4.47	RECREATION SUPPLIES	203.203.242		Wattier		846 00205
	REFUND	1.36CR	RECREATION SUPPLIES	203.203.242		Wattier		846 00433
		448.24	*VENDOR TOTAL					
WAL-MART #3734								
	PROGRAM SUPPLIES	9.86	PROGRAM SUPPLIES	101.142.242		Raiche		846 00025
WALGREENS #9806								
	RECREATION SUPPLIES	25.95	RECREATION SUPPLIES	203.203.242		McHenry		846 00393
WATCHGUARD VIDEO								
	BODY WORN CAMERA EQUIP	174.00	REP. & MAINT. - EQUIPMEN	101.111.221		Brandt		846 00026
	BODY WORN CAMERA CLIPS	433.00	REP. & MAINT. - EQUIPMEN	101.111.221		O Farrell		846 00018
		607.00	*VENDOR TOTAL					
WM SUPERCENTER #1483								
	OFFICE SUPPLIES	46.27	OFFICE SUPPLIES	611.611.232		Hanson		846 00135
	WINDSHIELD DE-ICER	7.68	REP. & MAINT. - VEHICLES	101.114.222		Kurtenbach		846 00185
	OFFICE SUPPLIES	12.88	OFFICE SUPPLIES	101.142.232		Lippert		846 00055
	PROGRAMMING SUPPLIES	47.04	PROGRAM SUPPLIES	101.142.242		Lippert		846 00056
	RECREATION SUPPLIES	58.22	RECREATION SUPPLIES	203.203.242		McHenry		846 00024
	RECREATION SUPPLIES	26.79	RECREATION SUPPLIES	203.203.242		McHenry		846 00413
	GAUGES, DUST OFF	14.56	REP. & MAINT. - EQUIPMEN	101.111.221		Parker		846 00066
	DVDS FOR VIDEOS	6.97	OFFICE SUPPLIES	101.111.232		Parker		846 00407
	OFFICE SUPPLIES	23.64	OFFICE SUPPLIES	101.142.232		Raiche		846 00009
	PROGRAM SUPPLIES	49.25	PROGRAM SUPPLIES	101.142.242		Raiche		846 00010
	RECREATION SUPPLIES	49.08	RECREATION SUPPLIES	641.641.242		Schieffer		846 00117
	DVDS	48.88	AV - CAPITAL	101.142.342		Schmidt		846 00074
	PROGRAMMING SUPPLIES	19.60	PROGRAM SUPPLIES	101.142.242		Schmidt		846 00075
	DVDS	31.92	AV - CAPITAL	101.142.342		Schmidt		846 00405
	PROGRAM SUPPLIES	11.59	PROGRAM SUPPLIES	101.142.242		Schmidt		846 00406

P-Card Schedule of Bills

VENDOR NAME	DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
WM SUPERCENTER #1483								
	REC SUPPLIES	16.94	RECREATION SUPPLIES	203.203.242		Snyder		846 00263
	FREE FRUIT FRIDAY	28.64	RECREATION SUPPLIES	203.203.242		Wattier		846 00088
	FREE FRUIT FRIDAY	24.79	RECREATION SUPPLIES	203.203.242		Wattier		846 00136
	REC SUPPLIES	53.30	RECREATION SUPPLIES	203.203.242		Wattier		846 00234
	FRUIT/REC SUPPLIES	66.57	RECREATION SUPPLIES	203.203.242		Wattier		846 00355
	REC SUPPLIES	12.61	RECREATION SUPPLIES	203.203.242		Wattier		846 00378
		657.22	*VENDOR TOTAL					
WM SUPERCENTER #3734								
	ADULT CRAFT NIGHT SUPPLY	22.15	RECREATION SUPPLIES	701.701.242		Lippert		846 00110
X-TREME CAR WASH								
	K9 WASH	10.00	REP. & MAINT. - EQUIPMEN	101.111.221		Pekarek		846 00039
YANKTON AREA CHAMBER O								
	STATE OF THE COMMUNITY	45.00	PROFESSIONAL SERVICES	101.111.202		Burgeson		846 00399
YANKTON NURSERIES LLC								
	RIDGEWAY PARK PLAYGROUND	40.00	REP. & MAINT. - BUILDING	201.201.223		Frick		846 00358
YANKTON WINNELSON CO								
	LAB MOP SINK	155.00	REP. & MAINT. - BUILDING	611.611.223		Hanson		846 00142
YANKTONMEDIAINC								
	NOTICE TO BID-CHEMICALS	18.19	SUBSCRIPTIONS AND PUBLIC	601.601.235		Bailey		846 00197
	NOTICE TO BID-CHEMICALS	18.18	SUBSCRIPTIONS AND PUBLIC	611.611.235		Bailey		846 00198
		36.37	*VENDOR TOTAL					



P-Card Schedule of Bills

VENDOR NAME								
DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID LINE
REPORT TOTALS:	64,296.42							

RECORDS PRINTED - 000439

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	27,737.20
201	PARKS AND RECREATION	4,585.88
202	PARK IMPROVEMENT	26.97
203	SUMMIT ACTIVITY CENTER	2,349.29
204	MARNE CREEK	104.53
208	911/DISPATCH	285.60
211	LODGING SALES TAX	283.21
601	WATER OPERATION	4,653.96
611	WASTE WATER OPERATION	6,742.30
621	CEMETERY OPERATION	249.79
637	JOINT POWER	654.16
641	GOLF COURSE	4,355.36
701	LIBRARY TRUST	106.65
801	CENTRAL GARAGE	12,161.52
TOTAL ALL FUNDS		64,296.42

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1DAK	FIRST DAKOTA NAT'L BANK CORP	64,296.42
TOTAL ALL BANKS		64,296.42

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

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

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## OFFICE OF THE CITY MANAGER

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

VOL. 53, NUMBER 22

### Commission Information Memorandum

The Yankton City Commission meeting on Monday, December 10, 2018, will begin at 7:00 pm.

#### Non-Agenda Items of Interest

##### 1) Information Services Department Update

After the outage for the new 911 ESINET, the state 911 board has recommended dispatch centers revert back to the AT&T CAMA trunks. This roll back has been completed and Yankton's PSAP is operating on the old lines. The City will stay on the old system until the new ESINET is either deemed stable and fault tolerant or the state resolves the problems with the vendor. For the police / dispatch radio project, we have had a few inquiries from vendors and will be providing supplemental information as needed. Based on a request from one of the interested vendors, the deadline for RFP submission may be extended another 30 to 60 days to allow time to adequately prepare proposals for the project.

##### 2) Community Development Update

All grant recipients of the 2018 Downtown Façade Grant Program have completed work and requested reimbursement. With grant and private funds combined, over \$35,000 of façade improvements were made in the Meridian District as a direct result of the program in its third year. Included are before and after images of the three funded projects. Applications for the 2019 round of funding will be available at [cityofyankton.org](http://cityofyankton.org) in January 2019. Staff has already received a number of contacts from downtown property owners interested in the program. Before and after photos are attached and a brief description of the projects follows below.

- 100 Douglas Avenue: Replacement of railings, addition of two awnings, and several light fixtures.
- 114 Douglas Avenue: Replacement of two overhead doors with storefront glass and walk-in doors.
- 413 West 4<sup>th</sup> Street: Rehab of original neon sign, exterior painting, entry door replacement, and window tinting.

The Community and Economic Development Department receives several inquiries a year concerning the placement of mobile homes in locations other than licensed mobile home parks. A mobile home is a structure that is built to the Department of Housing and Urban Development (HUD) Standards and is defined by City Ordinance as a dwelling designed for transportation, on wheels arriving at the site complete and ready for occupancy except for minor and incidental unpacking and assembly operations. A travel trailer is not considered a mobile home. The City's Mobile Home Ordinance requires that all mobile homes placed in mobile home parks meet the June 15, 1976, HUD Construction and Safety Standards. The ordinance does allow mobile homes to be located outside of a mobile home park if they are sufficiently different in structural details to enable them to qualify as a modular or manufactured home. This exception is decided on a case by case basis and requires the

applicant to provide plans and documentation that the home meets the requirements of the International Residential Code (IRC). This type of approval requires a staff review and approval by the Board of Commissioners.

### **3) Finance Department Update**

Absentee voting for the Aquatic Center Opt Out Election has been brisk since it began on Monday, November 26. There has been a total of 656 absentee voters as of December 3rd at 5:00 p.m. This is also a reminder that vote centers on Election Day, December 11, will be at City Hall and the North Fire Station #2 located on 23<sup>rd</sup> Street near Douglas Avenue. Poll hours are from 7:00 a.m. to 7:00 p.m. Central Standard Time.

The City utilized Purple Wave Auction to sell three large vehicle and equipment items online this fall. The online government auction closed on November 27<sup>th</sup> with the following results. The 1995 International Oil Distributor Truck went for \$25,000.00; the Crafcro Supershot Crack Sealer sold for \$8,200.00; and the 1988 Oshkosh dump truck went for \$3,400.00. Purple Wave will be sending the City a check for \$36,600.00 within 15 business days from the close of the auction. Top bidders pay a 10% premium to Purple Wave so there was no direct cost to the City. We were very pleased with the ease and professionalism in working with Purple Wave along with the results. We recommend utilizing their auction services again in the future.

### **4) Human Resources Department Update**

Applications closed on November 30 for the Fleet Supervisor and Water Plant Superintendent positions. We received seven applications for Fleet Supervisor and two for Water Plant Superintendent. Applications are being reviewed for interview selection.

On December 7, the Police Department will be having a department recognition/pot luck for their three retirees. Donna Steinbach, Greg Shoberg, and Mike Burgeson will all be retiring during the month of December.

Service Awards were presented at the Employees Christmas party. The following individuals were recognized for their years of service:

20 YRS

Robert Buechler-Police  
Brad Parker-Police  
Sarah O'Farrell-Police  
Al Viereck-Finance

25 YRS

Glenda Lanning-Library  
Chris Bornitz-Cemetery  
Doug Hanson-E911/Dispatch  
Dave Mingo-Community & Economic  
Development

30 YRS

Dan Frick – Public Works  
Marlon Huber-Public Works  
Dave Kuehler-Environmental Services

35 YRS

Roger Schroeder-Public Works

40 YRS

Jim Snook – Parks & Recreation

### **5) Fire Department Update**

Chief Kurtenbach attended the South Dakota Fire Chief's Association conference in Deadwood November 30 to December 2. During the conference information was received on radio systems,

firefighter cancer and reporting to the National Fire Incident Reporting System. The Association also heard a proposal from the South Dakota Public Safety Communication Council to place a new 42 cent per telephone line charge to fund upgrades, operations and future needed upgrades and expansion of State Radio. Chief Kurtenbach will move up from 1<sup>st</sup> Vice President of the Association to President and will serve in that capacity for the next 3 years. In that capacity, Chief Kurtenbach will also serve as the Chair of the South Dakota Joint Council of Fire Service Organizations. This is the organization which represents the fire service, emergency medical service and emergency management agencies in South Dakota for legislative and statewide initiatives. He will serve in that position for 2019.

The Yankton Fire Department was happy to participate in the Holiday Parade of Lights. We had our annual "Santa House" float and a truck in the parade. The float then was placed at the tree lighting ceremony to allow the kids at the event to visit with Santa. Finally, we assisted with the lighting of the fireworks after the ceremony.

#### **6) Parks and Recreation Department Update**

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

#### **7) Environmental Services Department Update**

Water plant construction continues to move forward. John T Jones has completed the precast construction and the roof cap on the treatment plant portion of the project. Precast construction continues on the garage/office section and will be completed this week including the roof cap. Equipment and pipe installation continues. Joh T Jones will be working on concrete inside of the garage and office area

The water department has responded to several frozen water meters with the recent cold weather. Staff would like to remind all customers to protect water lines and meters from freezing temperatures.

SJ Louis continues to work on the gravity sewer project. The sections of sewer main from the lift station to Marsh Road are complete and in service. The City is in the process of negotiating a "stop work order" to be effective when the contractor reaches Marsh Road to prevent any further asphalt removal. Due to the cold conditions, the replacement of asphalt is not an option. Liquidated damages would seize at the time of the "stop work order" and begin again in the spring when conditions allow work to proceed. The liquidated damages will start when the contractor starts work in the spring or April 1<sup>st</sup>, whichever comes first.

Staff has continued to look at options to address a sink hole at the wastewater plant. Staff has concluded the best option will be a pipe replacement of a section of the concrete arched pipe between the primary clarifier effluent splitter box and the aeration building. This section of pipe handles 100% of the plant flow and has been repaired in place twice in the last 8 years. A complete failure of this pipe would lead to a plant shutdown of the secondary treatment process. Staff is estimating a project cost of \$250,000.00.

#### **8) Library Update**

The library participated in the Yankton Holiday Festival of Lights on Thursday, November 29. We decorated two of our book carts to look like snowmen for our "mini floats." (Check out our Facebook page for pictures!) We had a group of staff walk the parade route. It was fun to be a part of this event and see several of our patrons in a different setting along with many new faces. It also gave us the opportunity to promote our first ever winter reading program at the Yankton Community Library which will begin December 10.

We have been busy training new staff over the last couple of weeks and we are excited to welcome these new members to our team. It is great to see how all of our staff are able to draw on their experiences from different jobs and their varied interests and skills to contribute to the team in different ways and help to support all we do at the library.

The library takes a short break from preschool story times during December as the month gets busier for everyone. The last story time will be on December 13 and will resume on January 7. Stay and Play sessions and Thursday after-school activities continue throughout this time.

### **9) Public Works Department Update**

The Street Department crews continue to clean up streets and parking lots as well as make repairs to equipment after the recent snowfall event.

The Solid Waste and Transfer Station crews are beginning to see an increase in materials as the holiday season approaches.

The City of Yankton would like to remind residents that wrapping paper, holiday cards, Styrofoam, packing peanuts cannot be placed in the recycle cart for pickup. Wrapping paper and cards most often have glitter or other decorative objects that are not recyclable. If any of these items are with your recycling, they will not be picked up. The above items need to be placed in your regular garbage. The City of Yankton thanks the residents for their cooperation.

The City of Yankton will have a one-time pickup of Christmas trees on Monday, January 7, 2019. The City is asking Yankton residents to place Christmas trees by the **front curb no later than 7:00 A.M.** on Monday, January 7, 2019, as there will be **no** Christmas tree pick up in alleys. In addition, there will be a Christmas tree drop-off point for Yankton residents at the after-hours yard waste location at the east gate of the Transfer Station. Christmas trees can also be taken to the Yankton Transfer Station during regular business hours of Monday through Saturday from 8:00 A.M. to 3:45 P.M.

### **8<sup>th</sup> Street**

Although 8<sup>th</sup> Street has been open to traffic for a couple of weeks, the contractor is still on site addressing those items that are not weather dependent. The contractor was able to conclude the testing on the sewer lines and manholes the week of November 26. They were also able to dormant seed the areas that had been final graded. They continue to perform clean-up items as needed.

Some items that remain include:

Rock retaining wall--The property owner has asked for a dry stacked rock wall in lieu of the proposed concrete wall. Staff is waiting on the consulting engineer to determine if this is both appropriate for the location and financially feasible.

Final grading and seeding--There are various locations in which the contractor was unable to get the final grading and seeding accomplished before the weather turned.

Miscellaneous clean-up items--mud on sidewalks and driveways still need to be addressed.

### **Walnut Street**

Walnut Street was open to traffic in time for the Thanksgiving holiday and Black Friday. Various landscape and electrical items remain incomplete. Some of these items such as the sand for placing pavers are temperature dependent and therefore cannot be completed until the proper conditions are present. The other items can be completed as long as the weather is not blisteringly cold.

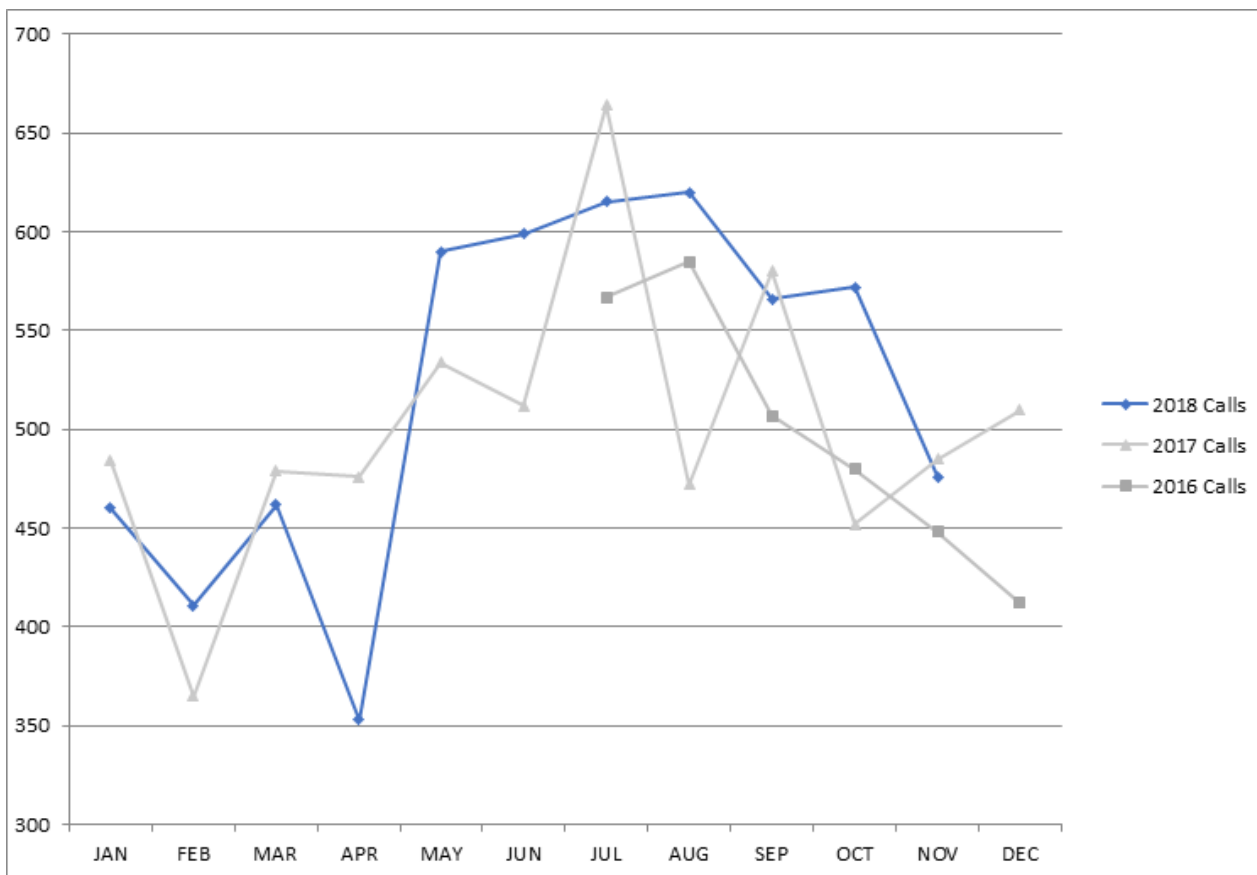
### **Broadway Avenue/Highway 81 Sidewalk**

The contractor has completed the installation of the sidewalk along Broadway Avenue from 23<sup>rd</sup> Street to 29<sup>th</sup> Street. Backfill has been placed. Seeding for the project will not happen until next spring.

### **10) Information Services Department Update**

We are pleased to announce the hiring of Lanee Schindler as a fulltime dispatcher. Lanee had previously worked fulltime as a dispatcher for the City and had left to work for the Yankton County Sheriff's office. She had continued to work part time in the 911 center and is current with training and certifications. We currently have one remaining opening and have completed the advertising and interview process. We hope to have the last position filled in the coming weeks.

Based on the State 911 board's recommendations, the vast majority of public safety answering points in the state have switched back to the standard copper lines for 911 service. The state is considering opening an RFP process for alternative solutions. 911 call volume thru the month of November is included in the chart below.



### **11) Police Department Update**

Chief Harris and Lt. Brandt will be attending the Human Trafficking presentation at the Avera Pavilion Amphitheatre on December 4, 2018. The goal of the presentation is to educate the community on warning signs and what to do if you suspect someone is being trafficked.

Officer Sam Bruening will be attending a Peer Support training event in Pierre, SD. This training is provided by the Warrior's Rest Foundation and focuses on providing information to law enforcement on how to form peer support teams. These teams will provide assistance to those that respond to critical incidents.

The activation ceremony for the National Guard 147<sup>th</sup> Field Artillery Unit is set for December 15, 2018. Officer Robert Buechler of the Yankton Police Department is a soldier with the 147<sup>th</sup>.

Lt. Brandt and Cpl. Parker will be conducting Robbery Training with a local bank.

Det. Erickson used his skills in the undercover world and posed as the Grinch for this year's Parade of Lights! Along with Officers' Bruening and Wilson, they put on quite the entertaining show for the all the children and adults to enjoy! The event was put on the police department's Facebook page and ended up having 650,000 views!

**12) Monthly reports**

Building, Salary and Yankton Police Department monthly reports are included for your review. Minutes from the Park Advisory Board and Planning Commission are also included.

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

Sincerely,

Amy Leon  
City Manager



Commission Information Memorandum

PARKS, RECREATION, AND CITY EVENTS DEPARTMENT

**SUMMIT ACTIVITIES CENTER and RECREATION PROGRAMS**

2nd - half of November information:

Fitness Classes-	
Early Bird Boot Camp class	32 participants
Power Abs	61 participants
Prime Time Senior class	58 participants
Tabata class	68 participants
Water aerobics	0 participants
Work-Out Express class	71 participants
Yoga classes	56 participants
Zumba class	22participants
Booty Blaster class	Class will resume in the winter

Rentals-	
o Birthday rentals-	0 parties
o SAC courts-	12 hours
o Theater-	0 hours
o Meeting rooms-	14 hours
o City Hall courts-	11 hours
o Capital Building-	1 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-	2,158 people
SAC memberships-	1,018
SAC attendance-	2,595 visits
New members-	31 people

Through December 2, the pool area was closed for installation of the new HVAC unit, replacement of broken tiles and new grout for the pool vessel, and to have the main doors into the pool area replaced. The pool opened back up to the public on Monday, December 3.

Brittany LaCroix had another very successful Festival of Lights on Thursday, November 29.

**PARKS**

The parks staff have been winterizing facilities and equipment.

The parks staff have been removing snow and ice from city properties, sidewalks, and parking lots.

DEPARTMENT NAMES		\$
	3 pay periods in November	
ADMINISTRATION		56,800.21
FINANCE		48,847.72
COMMUNITY DEVELOPMENT		34,869.83
POLICE/A.C./DISPATCH		256,701.99
FIRE		18,099.55
ENGINEERING / SR. CITIZENS		61,799.38
STREETS		64,886.87
SNOW & ICE		2,390.14
TRAFFIC CONTROL		5,306.99
LIBRARY		38,515.69
PARKS / SAC		93,110.98
MEMORIAL POOL		-
MARNE CREEK		5,132.00
WATER		58,147.15
WASTEWATER		57,609.90
CEMETERY		5,817.04
SOLID WASTE		32,281.95
LANDFILL / RECYCLE		28,141.38
GOLF COURSE		20,381.49
CENTRAL GARAGE		11,042.54
		899,882.80

**NEW HIRES**

## Personnel Changes &amp; New Hires

Sara Carr	11.00 hr.	Library
Chad Jurado	9.65 hr.	Recreation Division
Michael Kopren	9.50 hr.	Recreation Division
Jacob Larson	9.50 hr.	Recreation Division
James Leyden	9.50 hr.	Recreation Division
Emily Lundgren	11.00 hr.	Library
Emerson McClure	9.50 hr.	Recreation Division
Alison Sorlien	11.00 hr.	Library
Larissa Trainer	20.00 hr.	Recreation Division

**WAGE CHANGE**

Samantha Altwine	10.15 hr.	Recreation Division
Dawn Bergeson	10.50 hr.	Recreation Division

Paige Bishop	9.75 hr.	Recreation Division
Karie Forman	12.75 hr.	Recreation Division
Tyler Hudson	14.05 hr.	Recreation Division
Kylie Roth	10.00 hr.	Recreation Division
Lexi Rust	9.75 hr.	Recreation Division
Patty Schieffer	11.75 hr.	Recreation Division
Amber Thompson	10.35 hr.	Recreation Division
Austin Walker	9.75 hr.	Recreation Division
Hannah Williams	10.10 hr.	Recreation Division

**STATUS CHANGE**

Lanee Schindler	1324.04 bi-wk.	part-time Dispatch to full-time
Scott Schindler	1965.46 bi-wk.	Police Officer to Sergeant

**City of Yankton Building Report  
November 2018**

Issue Date	Permit #	Owner Name & Address	Use	Valuation	Contractor Name & Address	Fees
11/01/2018	BLDG-18-0282	Rupiper Rentals 1701 BROADWAY AVE	Commercial - Remodel	\$10,000.00	Rupiper Rentals 317 Broadway Ave. Yankton, SD 57078	\$64.50
11/02/2018	BLDG-18-0283	WELLS, ALVIN 1210 WHITING ST	Deck	\$8,000.00	Nate Eastman 30991 434th Ave. Yankton, SD 57078	\$56.50
11/02/2018	BLDG-18-0284	BOCKHOLT, JENNIFER L 1201 EAST 19 ST YANKTON, SD 57078	Deck	\$600.00	Robert Walsh Construction 1107 E. 19th St. Yankton, SD 57078	\$11.50
11/02/2018	BLDG-18-0285	VITEK, CHARLOTTE 1804 JOHN ST YANKTON, SD 57078	Siding Replacement	\$4,000.00	Robert Walsh Construction 1107 E. 19th St. Yankton, SD 57078	\$20.00
11/06/2018	BLDG-18-0286	Permit Cancelled				
11/06/2018	BLDG-18-0287	PAULSON, DELIGHT M REV TRUST 506 WEST 2 ST	Window Replacement	\$900.00	I Saw It 770 Rolling Hills Dr. Yankton, SD 57078	\$20.00
11/08/2018	BLDG-18-0288	DALE, RICHARD M 1303 GREEN ST YANKTON, SD 57078	Demolition of Storage Shed	N/A	Joel Finck 30448 427th Ave. Tabor, SD 57063	\$0.00
11/15/2018	BLDG-18-0289	HOWEY-FOX, WANDA L 616 EAST 5 ST	Single Family Home Addition	\$9,777.60	HOWEY-FOX, WANDA L 411 LEWIS & CLARK TRL YANKTON, SD 57078	\$64.50
11/14/2018	BLDG-18-0290	DVORAK, MATTHEW J 416 CAPITAL ST	Shingle Garage	\$5,000.00	Terry Anstine 44847 305th St. Volin, SD 57072	\$20.00
11/19/2018	BLDG-18-0291	WIEST, TERRY A 2505 MULLIGAN DR YANKTON, SD 57078	Egress Window	\$2,500.00	Robert Walsh Construction 1107 E. 19th St. Yankton, SD 57078	\$20.00
11/19/2018	BLDG-18-0292	DIEKMANN, GERALD 304 GOLF LN YANKTON, SD 57078	Window Replacement	\$25,000.00	Robert Walsh Construction 1107 E. 19th St. Yankton, SD 57078	\$20.00
11/19/2018	BLDG-18-0293	YASAT, KIMBERLY K 110 EAST 6 ST	Shingle	\$2,500.00	YASAT, KIMBERLY K 110 EAST 6 ST YANKTON, SD 57078	\$20.00
11/20/2018	BLDG-18-0294	KIRBY HOFER CONST CO INC 2804 ARLINGTON AVE	Single Family Home - New	\$209,100.40	KIRBY HOFER CONST CO INC 30992 430 AVE TABOR, SD 57063	\$502.00
11/20/2018	BLDG-18-0295	Permit Cancelled				

**City of Yankton Building Report  
November 2018**

11/20/2018	BLDG-18-0296	TRAN, CAMTU T 405 MULBERRY ST YANKTON, SD 57078	Single Family Home Remodel	\$10,000.00	Hong Lim 601 BROADWAY AVE Yankton, SD 57078	\$64.50
11/26/2018	BLDG-18-0297	DROTZMANN, STEVE 1603, 1605,1607,1609 GALAXY St.	4 Unit Apartment Extra Territorial Jurisdiction	\$310,220.80	DROTZMANN, STEVE PO BOX 1082 YANKTON, SD 57078	\$45.00
11/26/2018	BLDG-18-0298	B & K RENTAL PROPERTIES LLC 816 BURLEIGH ST	Single Family Home Remodel	\$1,500.00	B & K RENTAL PROPERTIES LLC 29636 431 AVE LESTERVILLE, SD 57040	\$25.00
11/28/2018	BLDG-18-0299	KIRBY HOFER CONST CO INC 2805 ARLINGTON AVE	Single Family Home - New	\$185,626.40	KIRBY HOFER CONST CO INC 30992 430 AVE TABOR, SD 57063	\$466.00
11/29/2018	BLDG-18-0300	WEBERT, RANDY L 905 WEST 12 ST	Single Family Home - Remodel / Repair	\$400.00	WEBERT, RANDY L 905 WEST 12 ST YANKTON, SD 57078	\$10.00

**November 2018 Total Valuation: \$785,125.20**

**Total Fees: \$1,429.50**

**November 2017 Total Valuation: \$718,976.64**

**2018 to Date Valuation: \$25,446,081.38**

**2017 to Date Valuation: \$58,367,290.94**

	<b>GENERAL SUMMARY</b>			
	<b>THIS MONTH</b>		<b>Year To Date</b>	
	<b>This Year</b>	<b>Last Year</b>	<b>This Year</b>	<b>Last Year</b>
<b>POLICE INCIDENTS</b>	<b>748</b>	<b>818</b>	<b>9252</b>	<b>8512</b>
<b>SHERIFF INCIDENTS</b>	<b>137</b>	<b>135</b>	<b>1685</b>	<b>1494</b>
<b>AMBULANCE CALLS (YPD)</b>	<b>20</b>	<b>32</b>	<b>273</b>	<b>269</b>
<b>FIRE / HAZMAT CALLS</b>	<b>4</b>	<b>5</b>	<b>46</b>	<b>54</b>
<b>FOREIGN AID CALLS</b>	<b>27</b>	<b>23</b>	<b>267</b>	<b>161</b>
<b>ALARMS</b>	<b>21</b>	<b>9</b>	<b>183</b>	<b>177</b>
<b>ANIMAL CALLS/COMPLAINTS</b>	<b>59</b>	<b>96</b>	<b>785</b>	<b>1040</b>
<b>ANIMALS CLAIMED OR IMPOUNDED (HHS)</b>	<b>16</b>	<b>15</b>	<b>146</b>	<b>193</b>
<b>ANIMALS DISPOSED</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>18</b>

	<b>ACCIDENT SUMMARY</b>			
	<b>THIS MONTH</b>		<b>Year To Date</b>	
	<b>This Year</b>	<b>Last Year</b>	<b>This Year</b>	<b>Last Year</b>
<b>STATE REPORTABLE</b>	<b>19</b>	<b>17</b>	<b>167</b>	<b>168</b>
<b>NON REPORTABLE AND HIT &amp; RUN</b>	<b>27</b>	<b>27</b>	<b>341</b>	<b>319</b>
<b>SIGNAL 1 INJURY</b>	<b>2</b>	<b>3</b>	<b>45</b>	<b>47</b>
<b># PERSONS INJURED</b>	<b>4</b>	<b>2</b>	<b>46</b>	<b>41</b>
<b>FATALITIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PEDESTRIAN ACCIDENT</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>

November 2018 YPD Citations

	THIS MONTH		YEAR TO DATE	
	This Year	Last Year	This Year	Last Year
<b>DUI</b>	<b>12</b>	<b>16</b>	<b>120</b>	<b>149</b>
<b>DRIVING UNDER REVOCATION</b>	<b>4</b>	<b>5</b>	<b>56</b>	<b>73</b>
<b>SUSPENDED, EXPIRED OR UNLICENSED DRIVER</b>	<b>8</b>	<b>20</b>	<b>145</b>	<b>213</b>
<b>CARELESS DRIVING</b>	<b>2</b>	<b>2</b>	<b>20</b>	<b>19</b>
<b>EXHIBITION DRIVING</b>	<b>1</b>	<b>3</b>	<b>8</b>	<b>10</b>
<b>SPEEDING</b>	<b>6</b>	<b>28</b>	<b>149</b>	<b>243</b>
<b>STOP SIGN, RED LIGHT VIOLATION</b>	<b>4</b>	<b>5</b>	<b>45</b>	<b>63</b>
<b>IMPROPER TURNING</b>	<b>0</b>	<b>2</b>	<b>12</b>	<b>21</b>
<b>YIELD RIGHT OF WAY</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>13</b>
<b>OPEN CONTAINER</b>	<b>1</b>	<b>4</b>	<b>16</b>	<b>32</b>
<b>CONSUMPTION UNDERAGE (18-20 yoa)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>62</b>
<b>LIQUOR VIOLATIONS / FURNISHING ALCOHOL TO A MINOR</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
<b>MISDEMEANOR DRUG CITATIONS AND (Poss. Of Drug Paraph.)</b>	<b>19</b>	<b>25</b>	<b>154</b>	<b>179</b>
<b>TOBACCO VIOLATIONS</b>	<b>2</b>	<b>1</b>	<b>33</b>	<b>10</b>
<b>PETTY THEFT</b>	<b>9</b>	<b>4</b>	<b>60</b>	<b>29</b>
<b>INTENTIONAL DAMAGE TO PROPERTY</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>5</b>
<b>OTHER VIOLATIONS</b>	<b>21</b>	<b>40</b>	<b>210</b>	<b>404</b>
<b>TOTAL TRAFFIC CITATIONS</b>	<b>90</b>	<b>157</b>	<b>1038</b>	<b>1526</b>

November 2018 YPD Adult Arrest

	THIS MONTH		YEAR TO DATE	
	This Year	Last Year	This Year	Last Year
<b>MURDER</b>	0	0	0	0
<b>RAPE</b>	0	0	0	3
<b>ROBBERY</b>	0	0	0	0
<b>BURGLARY</b>	0	1	15	12
<b>ASSAULT AGGRAVATED</b>	1	1	12	12
<b>ASSAULT SIMPLE</b>	2	3	27	28
<b>CRIMES AGAINST FAMILY / DOMESTIC VIOLENCE</b>	8	4	68	58
<b>DISORDERLY CONDUCT</b>	2	0	8	7
<b>SEXUAL CONTACT/SEX OFFENSES</b>	0	0	2	6
<b>THEFT PETTY</b>	1	0	21	15
<b>THEFT GRAND</b>	0	0	3	5
<b>THEFT AUTO</b>	0	0	3	1
<b>FORGERY &amp; COUNTERFEITING</b>	0	0	0	5
<b>FRAUD</b>	0	0	0	0
<b>EMBEZZLEMENT</b>	0	0	0	0
<b>INTENTIONAL DAMAGE</b>	0	0	10	12
<b>NARCOTIC DRUG CHARGES</b>	26	33	278	350
<b>LIQUOR ARRESTS</b>	1	0	5	3
<b>WEAPONS VIOLATION</b>	1	0	4	11
<b>WARRANTS</b>	10	12	144	195
<b>PROTECTIVE CUSTODY</b>	0	0	0	0
<b>ALL OTHER OFFENSES</b>	43	41	452	433
<b>TOTAL ARRESTS</b>	<b>95</b>	<b>95</b>	<b>1052</b>	<b>1156</b>



## November 2018 YPD Juvenile Arrests

	THIS MONTH		YEAR TO DATE	
	This Year	Last Year	This Year	Last Year
<b>CURFEW</b>	0	0	14	20
<b>RUNAWAY</b>	0	1	21	9
<b>MIC</b>	2	7	50	18
<b>MURDER</b>	0	0	0	0
<b>RAPE</b>	0	0	0	0
<b>ROBBERY</b>	0	0	0	1
<b>BURGLARY</b>	0	0	1	2
<b>ASSAULT AGGRAVATED</b>	0	0	1	11
<b>ASSAULT SIMPLE</b>	2	0	12	0
<b>CRIMES AGAINST FAMILY/ DOMESTIC VIOLENCE</b>	0	0	4	5
<b>DISORDERLY CONDUCT</b>	0	2	7	0
<b>SEXUAL CONTACT / SEX OFFENSES</b>	0	0	3	8
<b>THEFT PETTY</b>	0	0	1	0
<b>THEFT GRAND</b>	0	0	1	0
<b>THEFT AUTO</b>	0	0	0	0
<b>FORGERY &amp; COUNTERFEITING</b>	0	0	0	0
<b>FRAUD</b>	0	0	0	0
<b>EMBEZZLEMENT</b>	0	0	0	0
<b>INTENTIONAL DAMAGE</b>	1	0	2	3
<b>NARCOTIC DRUG CHARGES</b>	5	2	41	43
<b>LIQUOR ARRESTS</b>	0	0	0	0
<b>WEAPONS VIOLATIONS</b>	0	0	0	2
<b>ALL OTHER OFFENSES</b>	1	0	29	13
<b>TOTAL ARRESTS</b>	11	12	187	135



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

**MINUTES**  
**YANKTON PARK ADVISORY BOARD**  
**Monday, November 5, 2018**  
**CMTEA Building, Community Room, 1200 W. 21<sup>st</sup> Street – 5:30 PM**

**I. ROUTINE BUSINESS**

Roll Call:

Present: Darcie Briggs, Bryan Schoenfelder, Katelyn Schramm and Commissioner Stephanie Moser.

Absent: Dave Withrow, Dave Spencer, and Catherine Crandall.

Also present Director of Parks and Recreation Todd Larson, and Parks Secretary Chasity McHenry.

High School Appearances: Noel Kusek.

Public Appearances: None.

Minutes: October 1, 2018 minutes approved. Briggs motion, Schramm second. Motion carried 3-0.

**II. OLD BUSINESS**

A. None.

**III. NEW BUSINESS**

A. Parks improvements update for 2018.

- Project at the Summit Activities Center will be finished by November 16- new Heat, Ventilation, Air-Conditioning (HVAC) unit will be installed for the pool. The pool floor tile will be replaced and grouted. The main entrance doors and windows into the pool area will also be replaced.
- New swing set, two-bay, for Morgen Park. Fund raised by Larry Nickels. Swings will be delivered by Monday, November 19. Will reduce three sand diggers down to one. Sand fall material has been removed and wood chips installed. Sand digger will have its own sand pit.
- Sand digger has been added to Ridgeway Park.
- Open-air shelter at Sertoma Park.
  - Working with Mead Lumber to build shelter on-site.
  - Dave Stevens has poured the concrete pad for shelter.

B. Update for Dive-in-Yankton.

1. The Special Election has been set for Tuesday, December 11.
2. Dave Spencer sent an email to Todd saying he thinks the special election for the pool will see the opt-out pass.



The MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

C. General Discussion

- Christmas Decorating at Riverside Park. Will look to have organizational meetings in 2019 to see if community is in support of project, both financially and in volunteering. Can the decorating be a “decorate-a-tree” contest where civic groups, businesses, citizens can decorate a tree on their own time and own money?

**IV. OTHER BUSINESS**

- A. Commission information Memorandums (2 CIM attachments).
- B. Next Meeting Monday, December 3, 2018.

**V. ADJOURN**

Briggs motioned, Schramm second. Motion carried 3-0.

**CITY of YANKTON**  
**PLANNING COMMISSION MEETING MINUTES**  
for  
**Monday, November 5th, 2018 @ 5:30PM**

The meeting was called to order at 5:30 PM by Chairman Pier.

**ROLL CALL:**

Present – Deb Specht, Marc Mooney, Brad Wenande, Mike Healy, Jon Economy, Chairman Steve Pier, and City Commission Liaison Dave Carda. Bruce Viau arrived at time noted below

Unable to attend: Dr. Scott Shindler and Lynn Peterson

Chairman Pier called for consideration of the October 8th, 2018 meeting minutes.

18-52 **MINUTES** – October 8th, 2018

**MOTION** – It was moved by Commissioner Specht and seconded by Commissioner Economy to approve the minutes from October 8th, 2018.

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

**MOTION – PASSED**

Bruce Viau arrived at 5:32 PM

**CONSENT ITEMS:**

Chairman Steve Pier stated there were no Consent Items.

**OLD BUSINESS:**

Chairman Steve Pier state there was no Old Business.

**NEW BUSINESS:**

Chairman Pier moved on to New Business to discuss the Plat review of Tract 1 and Tract 2 of Lot B of Smith Farming Enterprises, Inc. Subdivision, Lying in the NE 1/4 of the NE 1/4 of Section 31, T94N, R55W of the 5th P.M., Yankton County, South Dakota.

Address, 3715 and 3717 Peninah Street. Russell A. Leonard, Gloria Leonard and Russell H. Leonard, owners.

Dave Mingo provided background on the subject and stated the location of the proposed plat is in the City’s three mile plating jurisdiction. This allows the City to require the dedication of right-of-way along the extension of the planned street grid. The proposed plat is located in a previously approved subdivision that addressed the necessary right of way dedication requirements. The division of the larger tract into two tracts maintains conformance with lot size requirements in the zoning district. Although very close, the plat is not adjacent to the City’s corporate limits so the Subdivision Ordinance requirements do not apply. Staff recommends approval of the proposed plat.

18-53 **MOTION** – It was moved by Commissioner Wenande and seconded by Commissioner Healy to approve review of Tract 1 and Tract 2 of Lot B of Smith Farming Enterprises, Inc. Subdivision, Lying in the NE 1/4 of the NE 1/4 of Section 31, T94N, R55W of the

5th P.M., Yankton County, South Dakota. Address, 3715 and 3717 Peninah Street.  
Russell A. Leonard, Gloria Leonard and Russell H. Leonard, owners.  
**VOTE** – Voting “Aye” – all members present. Voting “Nay” – none.

**MOTION – PASSED**

**HEARING SCHEDULE:**

November 13th, 2018: City Commission reviews the plat and makes final decision.

Chairman Pier continued on with New Business to discuss the Plat review of Lot 70, Crestview Homes Subdivision in the NE 1/4 of Section 21, T93N, R56W of the 5th P.M., Yankton County, South Dakota. Planned address, 401 Tulip Lane. Matthew Christensen, Managing Member, White Crane Estates, L.L.C., owner.

Dave Mingo provided background on the subject and stated the location of the proposed plat is in the City’s three mile plating jurisdiction. This allows the City to require the dedication of right-of-way along the extension of the planned street grid. The proposed plat is located in a previously approved subdivision with identified right-of-way corridors serving as the primary access to the property. The previous right-of-way dedications meet the requirements of the City’s review process for the location. The plat is not adjacent to the City’s corporate limits so the Subdivision Ordinance requirements do not apply. The proposal will be subject to county platting and land use approval requirements as it moves forward through that process. Staff recommends approval of the proposed plat.

18-54 **MOTION** – It was moved by Commissioner Economy and seconded by Commissioner Viau Plat review of Lot 70, Crestview Homes Subdivision in the NE 1/4 of Section 21, T93N, R56W of the 5th P.M., Yankton County, South Dakota. Matthew Christensen, Managing Member, White Crane Estates, L.L.C., owner.

**VOTE** – Voting “Aye” – Mooney, Economy, Viau, Wenande, Healy and Pier.

**ABSTAINED** – Commissioner Specht

**MOTION – PASSED**

**HEARING SCHEDULE:**

November 13th, 2018: City Commission reviews the plat and makes final decision.

Chairman Pier moved on to discuss the October 2018 Building Permit Report. The total valuation for October 2018 was \$287,791.86 which is lower than October, 2017. Overall year to date for 2018 is slightly ahead of 2017 if the 2017 Water Treatment Plant Project is not included in the calculation.

18-55 **ADJOURNMENT**

**MOTION** – It was moved by Commissioner Healy and seconded by Commissioner Wenande to adjourn at 5:59 PM.

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

**MOTION – PASSED**

Respectfully submitted,

Dave Mingo, Secretary

**Memorandum #18-257**

**To:** Amy Leon, City Manager  
**From:** Michael Hofer, Building Inspector  
**Subject:** Mobile Home Park License Renewals  
**Date:** November 30, 2018

As part of the annual re-licensing, the Office of Community and Economic Development conducts an annual inspection of the mobile home parks. The purpose of this inspection is to assess the parks compliance with City of Yankton Code of Ordinances, Chapter 23, "Trailers and Trailer Parks" as well as other applicable City Ordinances. Inspections were conducted the week of September 24-27, 2018. Letters were sent to park owners listing the deficiencies and a re-inspection showed considerable progress to full compliance with the ordinance.

The following mobile home parks, have addressed major deficiencies noted in their parks and have submitted applications for license renewal. Staff is confident that the few remaining minor issues will be addressed very soon. It is staff's recommendation that the following parks be approved for license renewal:

<u>Court</u>	<u>Address</u>	<u>Owner</u>	<u>Spaces</u>
Capitol Court	8 <sup>th</sup> & Capital Street	Ken L. Hansen	4
Peninah Court	1100 E. 8 <sup>th</sup> Street	Ken L. Hansen	12
Avenell Court	1104 E. 11 <sup>th</sup> Street	Randy Avenell	2
Hansen Court	911 E. 12 <sup>th</sup> Street	Ken L. Hansen	2
Douglas Street Park	2200 Douglas Ave.	Matthew Archer	65
Northgate Manor	2400 Douglas Ave.	Brian and Marie Steward	65
Airport Acres Court	2800 Broadway Ave.	Rocky Schultz	70
DP Enterprises	415 W. 15 <sup>th</sup> Street	Daniel L. Pospishil	17
Bonnie's Shear Design	1024 Broadway Ave.	Bonnie Kozak	1
Tripp Park Court	905 ½ Broadway Ave.	Marvin E. or Shirley M. Tramp	6
Shull Court	608 ½ W. 8 <sup>th</sup> Street	Judie A. Shull	<u>1</u>
		<b>TOTAL</b>	<b>245</b>

There are homes on 195 of the 245 licensed spaces, leaving 50 spaces available for homes.

Respectfully submitted,



Michael Hofer  
 Building Inspector

***Recommendation: It is recommended that the City Commission approve Memorandum #18-257 approving the renewal of the 2018 Mobile Home Park Licenses as outlined above.***

I concur with this recommendation.

I do not concur with this recommendation.

  
\_\_\_\_\_  
Amy Leora  
City Manager

\_\_\_\_ Roll call

AGENDA  
NOTICE OF CALL  
SPECIAL CITY COMMISSION MEETING

A Special Meeting of the Board of City Commissioners shall be held on Friday, December 14, 2018, at 12:00 noon, in Meeting Room A at City Hall.

The following item shall be on the Agenda:

1. Canvass of the Election Returns of the City of Yankton  
Municipal Opt Out Election held December 11, 2018.

The above mentioned item and no other shall be discussed at said Special Meeting.

By Order of

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Nathan Johnson  
Mayor

ATTEST:

Al Viereck  
Finance Officer



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 new Retail (on-off sale) Wine License for January 1, 2019, to December 31, 2019, from GL Management, LLC, d/b/a Fox Run Golf Course, (Thomas P. Walsh, Chairman), 600 W. 27<sup>th</sup> Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Thursday, December 20, 2018, at 12:00 p.m. in the City of Yankton, City Hall Meeting Room, 416 Walnut 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 10<sup>th</sup> day of December, 2018.



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 transfer of ownership of a Retail (on-off sale) Malt Beverage License for July 1, 2018, to June 30, 2019, from City of Yankton d/b/a Fox Run Golf Course to GL Management, LLC, d/b/a Fox Run Golf Course, (Thomas P. Walsh, Chairman), 600 W. 27<sup>th</sup> Street, Yankton, S.D.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Thursday, December 20, 2018, at 12:00 p.m. in the City of Yankton, City Hall Meeting Room, 416 Walnut 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 10<sup>th</sup> day of December, 2018.



Al Viereck  
FINANCE OFFICER

\_\_\_\_\_ Voice vote

NOTICE OF HEARING UPON APPLICATION  
FOR SALE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN that an application has been received by the Board of City Commissioners of the City of Yankton, South Dakota, for a Special Events RETAIL (on-sale) Liquor License for 1 day, January 26, 2019, from Boomer's Inc., (Gary W. Boom, President) d/b/a Boomer's Lounge, NFAA, 800 Archery Lane, Yankton, South Dakota.

NOTICE IS FURTHER GIVEN that a Public Hearing upon the application will be held on Thursday, December 20, 2018, at 12:00 p.m. in the City of Yankton, City Hall Meeting Room, 416 Walnut 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 10<sup>th</sup> day of December, 2018.



Al Viereck  
FINANCE OFFICER

\_\_\_\_ Voice vote

## *Memorandum #18-245*

**To:** City Commission  
**From:** Finance Officer  
**Date:** 12/5/2018  
**Subject:** Second Reading and Public Hearing of Ordinance #1013, Amending Ordinance #1001, the 2018 Annual Appropriation Ordinance

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Attached to this Memorandum is Ordinance #1013, the second supplement to Ordinance #1001, the 2018 annual appropriation ordinance. The individual supplements are described and the amounts are as such:

1. **City Attorney** from \$7,000.00 to \$57,000.00, an increase of \$50,000.00 in account 101.103.202 for Professional Services for McGrath, North, Mullin (Steve Bogue) for working with the City in labor relations with the proposed FOP unit and for expenditures by Attorney DenHerder for litigating and negotiating legal disputes between the City and other entities. This increases City Attorney total appropriations from \$56,591.00 to \$106,591.00, an increase of \$50,000.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.
2. **Total General Government** from \$2,553,355.00 to \$2,603,355.00, an increase of \$50,000.00 as described in **number (1)** above.
3. **Snow and Ice Removal** from \$12,000.00 to \$85,000.00, an increase of \$73,000.00 in account 101.124.103 for overtime wages (note: this would account for approximately two major snowstorms before fiscal year 2018's end) in Snow and Ice. This increases Snow and Ice total appropriations from \$175,810.00 to \$248,810.00, an increase of \$73,000.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.
4. **Chan Gurney Airport** from \$6,000.00 to \$106,000.00 an increase of \$100,000.00 in account 101.127.202 for Professional Services from Kadrmas, Lee & Jackson for the apron expansion and hanger relocation (note: this will eventually be funded 90% Federal, 5% State, and 5% City match once all grant agreements are finalized). This increases Chan Gurney Airport total appropriations from \$604,368.00 to \$704,368.00, an increase of \$100,000.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.
5. **Total Public Works** from \$3,964,082.00 to \$4,137,082.00, an increase of \$173,000.00 as outlined **Numbers (3 & 4)** above.
6. **Senior Citizens Center** from \$4,500.00 to \$39,500.00, an increase of \$35,000.00 in account 101.141.223 Repair and Maintenance Building for repairs to air conditioning units and kitchen exhaust fans. This increases Senior Center total appropriations from \$65,984.00 to \$100,984.00,

an increase of \$35,000.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.

7. **Community Library** from \$39,000.00 to \$59,000.00, an increase of \$20,000.00 in account 101.142.202 for Professional Services for software license increases and professional janitorial services and from \$4,000.00 to \$10,000.00, an increase of \$6,000.00 in account 101.142.223 Repair and Maintenance Building for plumbing and structural repairs. This increases Community Library total appropriations from \$777,878.00 to \$803,878.00, an increase of \$26,000.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.
8. **Total Culture and Recreation** from \$843,862.00 to \$904,862.00, an increase of \$61,000.00 as outlined in **numbers (6-7)** above.
9. **Other Financing Uses / Transfers Out** from \$1,243,246.00 to \$1,300,646.00, an increase of \$57,400.00 in account 101.182.620 Transfer to Parks & Recreation as outlined in **number (14)** below; from \$103,837.00 to \$129,337.00, an increase of \$25,500.00 in account 101.182.623 Transfer to Marne Creek as outlined in **number (16)** below; from \$310,256.00 to 365,256.00 an increase of \$55,000 in account 101.182.625 Transfer to Summit Activity Center as outlined in **number (15)** below; from \$101,144.00 to \$114,644.00, an increase of \$13,500.00 in account 101.182.661 Transfer to Cemetery as outlined in **number (35)** below; and from \$200,000.00 to \$342,500.00, an increase of \$142,500.00 in account 101.182.663 Transfer to Golf Course as explained in **number (36)** below. This increases Other Financing Uses / Transfers out to \$3,524,558.00 to \$3,818,458.00, an increase of \$293,900.00. Financing for this increase will be from an increase in un-appropriated fund balance carried forward from 2017.
10. **Total Other Financing Uses** from \$3,524,558.00 to \$3,818,458.00, an increase of \$293,900.00.
11. **Total General Fund Appropriations** from \$15,625,178.00 to \$16,203,078.00, an increase of \$577,900.00 as outlined in **numbers (1-10)** above.
12. **Un-appropriated Fund Balance** from \$3,631,763.00 to \$4,209,663.00, an increase of \$577,900.00 in un-appropriated fund balance (2017 carry-over).
13. **Total Means of Finance** from \$15,625,178.00 to \$16,203,078.00, an increase of \$577,900.00 as outlined in **number (12)** above.
14. **Parks and Recreation** from \$0.00 to \$25,000.00, an increase of \$25,000.00 in account 201.201.205 Midwest Region Conference for expenses for hosting this conference; from \$55,000.00 to \$85,000.00, an increase of \$30,000 in account 201.201.223 Repairs and Maintenance – Buildings for structural roof repairs to the Parks / Grove building; and from \$0.00 to \$2,400.00, an increase of \$2,400.00 in account 201.201.262 Mileage to reimburse Todd for use of his own vehicle versus driving a City vehicle. This increases Parks and Recreation total appropriations from \$1,260,976.00 to \$1,318,376.00, an increase of \$57,400.00. Financing for this increase will be from an increased transfer from the General Fund as outlined in **number (9)** above.

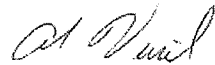
15. **Summit Activity Center** from \$148,000.00 to \$168,000.00, an increase of \$20,000.00 in account 203.203.102 Temporary Wages for increase part time hours and wages at the SAC; from \$37,600.00 to \$62,600.00 an increase of \$25,000.00 in account 203.203.204 Contracted Services for software increases, cleaning services, and Johnson Controls; and from \$3,500.00 to \$13,500.00, an increase of \$10,000.00 in account 203.203.223 Repairs and Maintenance – Buildings for various repairs to the SAC. This increases Summit Activity Center total appropriations from \$778,826.00 to \$833,826.00, an increase of \$55,000. Financing for this increase will be from an increased transfer from the General Fund as outlined in **number (9)** above.
16. **Marne Creek** from \$51,533.00 to \$66,533.00, an increase of \$15,000.00 in account 204.204.101 Regular Wages for increases in labor expenses due to training of a new employee and retirement of a previous employee; from \$500.00 to \$5,500.00, an increase of \$5,000.00 in account 204.204.202 Professional Services for hiring out some tree and stump removal along the Marne Creek; and from \$4,500.00 to \$10,000.00, an increase of \$5,500.00 in account 204.204.221 Repair and Maintenance – Equipment for increased repair costs for Marne Creek equipment. This increase Marne Creek total appropriations from \$171,137.00 to \$196,637.00, an increase of \$25,500.00. Financing for this increase will be from an increased transfer from the General Fund as outlined in **number (9)** above.
17. **Bridge and Street** from \$1,412,321.00 to \$1,962,321.00, an increase of \$550,000.00 in account 207.221.391 Pine Street Bridge for the increased costs of the Pine Street Bridge Replacement. This increases Bridge and Street total appropriations from \$1,497,321.00 to \$2,047,321.00, an increase of \$550,000.00. Financing for this increase will be from an increased transfer from the Special Capital Improvement (Second Penny Fund) as outlined in **number (28)** below.
18. **Business Improvement District** from \$137,200.00 to \$337,200.00, an increase of \$200,000.00 in account 209.209.202 Professional Services for increased expenses approved by the BID Board and City Commission for NFAA and Yankton Convention and Visitor Bureau funding. This increases Business Improvement District total appropriations from \$140,000.00 to \$340,000.00, an increase of \$200,000.00. Financing for this increase will be a \$200,000.00 increase in the unappropriated fund balance as explained in **number (22)** below.
19. **Lodging Tax (BBB)** from \$0.00 to \$25,000.00, an increase of \$25,000.00 in account 211.231.552 Missouri River Corridor / MSAC; and from \$0.00 to \$5,000.00 an increase of \$5,000.00 in account 211.231.558 Cramer – Kenyon House for funding authorized at a previous City Commission meeting. This increases Lodging Tax total appropriations from \$758,839.00 to \$788,839.00, an increase of \$30,000.00. Financing for this increase will be a \$30,000.00 increase in the unappropriated fund balance as explained in **number (22)** below.
20. **Infrastructure Improvement Revolving – Transfer** from \$44,720.00 to \$694,720.00, an increase of \$650,000.00 in account 241.241.656 Transfer to Infrastructure Improvement – Construction due to increased payments (revenue) of Special Assessments by individuals and corporations previously assessed. This increases Infrastructure Improvement total appropriations from \$44,720.00 to \$694,720.00, an increase of \$650,000.00.

21. **Special Revenue Total Appropriations** from \$6,316,445.00 to \$7,884,345.00, an increase of \$1,567,900.00 as explained in **numbers (14-20)** above.
22. **Special Revenue Unappropriated Fund Balance** from \$1,050,659.00 to \$1,280,659.00, an increase of \$230,000.00 as explained in **numbers (18-19)** above.
23. **Infrastructure Improvement Revolving** revenue from \$44,720.00 to \$694,720.00, an increase of \$650,000.00 as explained in **number (20)** above.
24. **Total Special Revenue** from \$2,398,146.00 to \$3,048,146.00, an increase of \$650,000.00 as explained in **number (20)** above.
25. **Transfer From General Fund** from \$3,115,852.00 to \$3,253,752.00, an increase of \$137,900.00 as explained in **numbers (14-16)** above.
26. **Transfer From Special Capital Fund** from \$712,130.00 to \$1,262,130.00, an increase of \$550,000.00 as explained in **number (17)** above and **number (28)** below.
27. **Special Revenue Total Means of Finance** from \$7,276,787.00 to \$8,844,687.00, an increase of \$1,567,900.00 as explained in **numbers (22-26)** above.
28. **Special Capital Improvement (Second Penny)** from \$79,875.00 to \$904,875.00, an increase of \$825,000.00 in account 506.571.350 for repairs to the Pool Pak system, doors, and tiles as previously approved at the July 9, 2018 City Commission meeting; and from \$621,018.00 to \$1,171,018.00, an increase of \$550,000.00 in account 506.572.626 Transfer to Bridge and Street as explained in **number (17)** above. This increases Special Capital Improvement total appropriations from \$9,506,681.00 to \$10,881,681.00, an increase of \$1,375,000.00. Financing for this increase will be a \$1,375,000.00 increase in the unappropriated fund balance as explained in **number (31)** below.
29. **Tax Increment District #6** from \$17,573.00 to \$267,573.00, an increase of \$250,000.00 in account 511.588.566 for Tax Increment reimbursement to YAPG (the developer for Westbrook Estates Phase 1). This increases Tax Increment #6 total appropriations from \$17,573.00 to \$267,573.00, an increase of \$250,000.00. Financing for this increase will be a \$250,000.00 increase in the tax increment revenues as outlined in **number (32)** below.
30. **Total Capital Appropriations** from \$10,870,237.00 to \$12,495,237.00, an increase of \$1,625,000.00 as explained in **numbers (28-29)** above.
31. **Capital Projects Unappropriated Fund Balance** from \$6,566,078.00 to \$7,941,078.00, an increase of \$1,375,000.00 as explained in **number (28)** above.
32. **TID #6 Westbrook Estates Phase 1 Revenue** from \$17,573.00 to \$267,573.00, an increase of \$250,000.00 in Tax Increment Revenue as explained in **number (29)** above.
33. **Total Capital Projects Revenue** from \$6,414,728.00 to \$6,664,728.00, an increase of \$250,000.00 as explained in **number (29 and 32)** above.

34. **Total Capital Projects Means of Finance** from \$13,192,397.00 to \$14,817,397.00, an increase of \$1,625,000.00 as explained in **numbers (31-33)** above.
35. **Cemetery Operation** from \$2,500.00 to \$4,000.00, an increase of \$1,500.00 in account 621.621.221 Repair and Maintenance – Equipment for increased equipment repairs; and from \$27,000.00 to \$39,000.00, an increase of \$12,000 in account 621.621.350 for equipment approved at a previous City Commission meeting. This increases Cemetery total appropriations from \$130,385.00 to \$143,885.00, an increase of \$13,500.00. Financing for this increase will be from an increased transfer from the General Fund of \$13,500.00 as explained in **number (9)** above.
36. **Fox Run Golf Course** from \$1,000.00 to \$81,000.00, an increase of \$80,000.00 in account 641.641.202 Professional Services for increased lease payments to Great Life; from \$8,000.00 to \$23,000.00, an increase of \$15,000.00 in account 641.641.204 Contracted Services for increased lease payments to Toro and golf cart rentals; from \$3,500.00 to \$11,000.00, an increase of \$7,500.00 in account 641.641.211 Advertising; from \$15,000.00 to \$45,000.00, an increase of \$30,000 in account 641.641.221 Repair and Maintenance – Equipment for increased repairs; and from \$25,000.00 to \$35,000.00, an increase of \$10,000.00 in account 641.641.223 Repair and Maintenance – Building for increased repairs. This increases Fox Run Golf Course total appropriations from \$1,079,311.00 to \$1,221,811.00, an increase of \$142,500.00. Financing for this increase will be from an increased transfer from the General Fund of \$142,500.00 as explained in **number (9)** above.

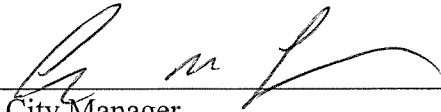
It is recommended that the City Commission conduct the second reading and public hearing of Ordinance #1013, amending Ordinance #1001, the 2018 Fiscal Year Budget Ordinance, and adopt said Ordinance.

Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation  
 I do not concur with the above recommendation




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Amy Leon, City Manager



ORDINANCE NO . 1013

AN ORDINANCE AMENDING ORDINANCE NO. 1001, THE 2018 ANNUAL APPROPRIATION  
ORDINANCE OF THE CITY OF YANKTON, S.D.

BE IT ORDAINED by the City of Yankton, South Dakota that Ordinance No. 1001 is hereby amended by the Board of  
Commissioners of the City of Yankton, S.D., as such:

SECTION I - GENERAL FUND

A. Appropriations								
General Government:	p							
Board of City Commissioners		\$ 162,242						
City Manager		390,799	1.	6,000	396,799			
City Attorney		56,591				1.	50,000	106,591
Finance Office		636,143						
Information Services		454,110	2.	83,257	537,367			
Community Development		464,213						
Contingency		300,000						
TOTAL GENERAL GOVERNMENT		<u>2,464,098</u>	3.	89,257	<u>2,553,355</u>	2.	<u>50,000</u>	<u>2,603,355</u>
Public Safety:								
Police Department		3,124,774	4.	476,369	3,601,143			
Animal Control		74,303						
Fire Department		901,396	5.	19,000	920,396			
Civil Defense		3,415						
TOTAL PUBLIC SAFETY		<u>4,103,888</u>	6.	495,369	<u>4,599,257</u>			
Public Works:								
Engineering & Inspection		616,459						
Street & Highways		1,943,683						
Snow & Ice Removal		175,810				3.	73,000	248,810
City Hall		199,862						
Traffic Control		423,900						
Chan Gurney Airport		601,368	7.	3,000	604,368	4.	100,000	704,368
TOTAL PUBLIC WORKS		<u>3,961,082</u>	8.	3,000	<u>3,964,082</u>	5.	<u>173,000</u>	<u>4,137,082</u>

	Ord 1003		Ord 1013		
Special Appropriations	<u>130,064</u>	9.	10,000	<u>140,064</u>	
TOTAL SPECIAL APPROPRIATIONS	<u>130,064</u>	9.	10,000	<u>140,064</u>	
Culture - Recreation:					
Senior Citizens Center	65,984			6. 35,000	100,984
Community Library	<u>777,878</u>			7. 26,000	<u>803,878</u>
TOTAL CULTURE - RECREATION	<u>843,862</u>			8. 61,000	<u>904,862</u>
Other Financing Uses / Transfers Out	<u>2,784,348</u>	10.	740,210	<u>3,524,558</u>	9. <u>293,900</u> 3,818,458
TOTAL OTHER FINANCING USES	<u>2,784,348</u>	10.	740,210	<u>3,524,558</u>	10. <u>293,900</u> 3,818,458
TOTAL APPROPRIATIONS	<u>\$ 14,287,342</u>	11.	1,337,836	<u>\$ 15,625,178</u>	11. <u>\$577,900</u> <u>\$16,203,078</u>
B. Means of finance					
Unappropriated Fund Balances	<u>\$ 2,293,927</u>	12.	1,337,836	<u>\$ 3,631,763</u>	12. <u>577,900</u> <u>\$ 4,209,663</u>
Current Property Taxes	2,596,887				
Sales & Other Taxes	5,758,215				
Licenses & Permits	344,675				
Intergovernmental Revenue	799,255				
Charges for Goods & Services	2,212,122				
Fines & Forfeits	9,000				
Miscellaneous Revenues	<u>35,500</u>				
TOTAL REVENUE	<u>11,755,654</u>				
Other Financing Sources / Transfers In	<u>237,761</u>				
TOTAL MEANS OF FINANCE	<u>\$ 14,287,342</u>	13.	1,337,836	<u>\$ 15,625,178</u>	13. <u>577,900</u> <u>\$ 16,203,078</u>

SECTION II - SPECIAL REVENUE

	Ord 100:			Ord 101:	
A. Appropriations					
Parks & Recreation	\$ 1,260,976			14	57,400 \$ 1,318,376
Memorial Park Pool	213,900				
Summit Activies Center	778,826			15.	55,000 833,826
Marne Creek	171,137			16.	25,500 196,637
Casualty Reserve Fund	5,000				
Bridge & Street Fund	1,497,321			17.	550,000 2,047,321
911/Dispatch	798,516	14.	647,210	1,445,726	
Business Improvement District	140,000			18.	200,000 340,000
Lodging Sales Tax	727,639	15.	31,200	758,839	19. 30,000 788,839
Infrastructure Improvement Revolving - Transfer to Infr. Imp. Constr.	44,720			20.	650,000 694,720
TOTAL APPROPRIATIONS	<u>\$ 5,638,035</u>	16.	678,410	<u>\$ 6,316,445</u>	21. <u>1,567,900</u> <u>\$ 7,884,345</u>
B. Means Of Finance					
Unappropriated Fund Balance	\$ 1,019,459	17.	31,200	<u>1,050,659</u>	22. <u>230,000</u> <u>\$ 1,280,659</u>
Parks & Recreation Revenue	17,730				
Memorial Pool Revenue	57,100				
Summit Activies Center Revenue	468,570				
Marne Creek Revenue	300				
Casualty Reserve - Interest	250				
Bridge & Street Revenue	876,527				
911/Dispatch	144,013				
Business Improvement District	142,500				
Lodging Tax	646,436				
Infrastructure Improvement Revolving	44,720			23.	<u>650,000</u> <u>694,720</u>
TOTAL REVENUE	<u>2,398,146</u>			24.	<u>650,000</u> <u>3,048,146</u>
Transfer From General Fund	2,468,642	18.	647,210	<u>3,115,852</u>	25. <u>137,900</u> <u>3,253,752</u>
Transfer From Special Capital Fund	712,130			26.	<u>550,000</u> <u>1,262,130</u>
TOTAL MEANS OF FINANCE	<u>\$ 6,598,377</u>	19.	678,410	<u>\$ 7,276,787</u>	27. <u>1,567,900</u> <u>\$ 8,844,687</u>

SECTION III - CAPITAL PROJECT FUNDS

A. Appropriations						
Public Improvement	\$ -					
Airport Capital Projects	875,000					
Park Capital Projects	50,000	20.	66,000	116,000		
Infrastructure Improvement Construction	100,000					
Special Capital Improvement	8,167,164	21.	1,339,517	9,506,681	28.	1,375,000 10,881,681
Tax Incr. District #2 Morgan Square	50,393					
Tax Incr. District #5 Menards	194,590					
Tax Incr. District #6 Westbrook Estates	17,573				29.	250,000 267,573
Tax Incr. District #7 West 10th Street	10,000					
<b>TOTAL APPROPRIATIONS</b>	<u>\$ 9,464,720</u>	22.	1,405,517	<u>\$ 10,870,237</u>	30.	<u>1,625,000</u> <u>\$ 12,495,237</u>
B. Means of Finance						
Unappropriated Fund Balance	\$ 5,226,561	23.	1,339,517	\$ 6,566,078	31.	<u>1,375,000</u> <u>\$ 7,941,078</u>
Airport Capital Projects	798,750					
Special Capital Improvement	5,397,731					
TID #2 Morgan Square	50,393					
TID #5 Menards	140,281					
TID #6 Westbrook Estates	17,573				32.	250,000 267,573
TID #7 West 10th Street	10,000					
<b>TOTAL REVENUE</b>	<u>6,414,728</u>				33.	<u>250,000</u> <u>6,664,728</u>
Transfer from General Fund	41,562	24.	66,000	107,562		
Transfer from BBB Fund	59,309					
Transfer from Infrastructure Impr. Fund	44,720					
<b>TOTAL OTHER FINANCING SOURCES</b>	<u>145,591</u>	25.	66,000	<u>211,591</u>		
<b>TOTAL MEANS OF FINANCE</b>	<u>\$ 11,786,880</u>	26.	1,405,517	<u>\$ 13,192,397</u>	34.	<u>1,625,000</u> <u>\$ 14,817,397</u>

SECTION IV - ENTERPRISE FUNDS  
MEMO ONLY

	Cemetery						
Unappropriated Fund							
Balance	<u>\$ 1,491</u>						
Estimated Revenues:							
Operations	26,000	Ord 1003			Ord 1013		
Other	<u>1,750</u>						
TOTAL REVENUE	<u>27,750</u>						
Operating Transfer In	<u>74,144</u>	27.	27,000	<u>101,144</u>	35.	13,500	114,644
Depreciation	<u>-</u>						
Amortization	<u>-</u>						
Revolving Loan Funds	<u>-</u>						
Grant Funds	<u>-</u>						
TOTAL FUNDS AVAILABLE	<u>\$ 103,385</u>	27.	27,000	<u>\$ 130,385</u>	35.	13,500	<u>\$ 143,885</u>
Appropriations:							
Operating	\$ 99,394				35.	1,500	100,894
Non-Operating	-						
Operating Transfer Out	-						
Improvement & Exts/Capital	2,500	27.	27,000	29,500	35.	12,000	41,500
Unobligated	<u>1,491</u>						
TOTAL APPROPRIATIONS	<u>\$ 103,385</u>	27.	27,000	<u>\$ 130,385</u>	35.	13,500	<u>\$ 143,885</u>

SECTION IV - ENTERPRISE FUNDS

MEMO ONLY

	Fox Run Golf			
Unappropriated Fund Balance	\$ 102,766			
Estimated Revenues:				
Operations	719,800			
Other	<u>1,000</u>			
TOTAL REVENUE	<u>720,800</u>			
Operating Transfer In	<u>200,000</u>			
Depreciation	<u>55,745</u>			
Amortization	<u>-</u>			
Revolving Loan Funds	<u>-</u>			
Grant Funds	<u>-</u>			
TOTAL FUNDS AVAILABLE	<u>\$1,079,311</u>			
Appropriations:				
Operating	\$ 794,877			
Non-Operating	-			
Operating Transfer Out	-			
Improvement & Exts/Capital	82,000			
Unobligated	<u>202,434</u>			
TOTAL APPROPRIATIONS	<u>\$1,079,311</u>			
		Ord 1013		
		36.	142,500	342,500
			36.	142,500
			\$	<u>1,221,811</u>
			36.	142,500
			\$	<u>1,221,811</u>

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

Adopted:

\_\_\_\_\_  
Nathan V. Johnson  
Mayor

ATTEST :

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

Introduction and first reading: November 26, 2018

Second reading: December 10, 2018

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

I so certify

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

## *Memorandum #18-246*

**To:** City Commission  
**From:** Finance Officer  
**Date:** 12/5/2018  
**Subject:** Second Reading and Public Hearing of Ordinance #1014, Amending Chapter 13, Article III, Division 4, Section 13-99 of the Yankton Code of Ordinances

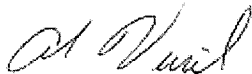
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The City Commission has requested the Finance Office to bring forth a proposal changing our Peddler/Solicitor licensing procedure. An out of State Company had expressed concern about the three to four-week process necessary to put said licenses on a City Commission agenda. His particular business responds to phone calls received by Yankton customers requesting his services in a more time constrained period.

City Attorney DenHerder has submitted an ordinance amendment allowing the City Manager and/or the City Manager's designee to approve the application, rather than requiring the City Commission to take such action at a public meeting. The applicants would still have to follow the rest of the City Code to apply for said licenses. City Attorney DenHerder has also added an appeal process to the City Commission should applicants be denied by the City Manager and wish reconsideration.

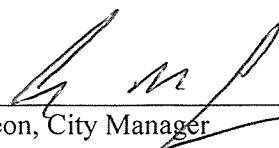
**It is recommended that the City Commission conduct the second reading and public hearing of Ordinance #1014 and adopt said ordinance amendment.**

Thank you,



Al Viereck  
Finance Officer

I concur with the above recommendation  
 I do not concur with the above recommendation

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

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



## ORDINANCE #1014

AN ORDINANCE AMENDING CHAPTER 13 OF THE CODE OF ORDINANCES OF THE CITY OF YANKTON BY AMENDING VARIOUS SECTIONS THEREIN REGARDING THE LICENSING OF PEDDLERS AND SOLICITORS OPERATING WITHIN CITY LIMITS.

BE IT ORDAINED, BY THE CITY COMMISSION OF THE CITY OF YANKTON, SOUTH DAKOTA THAT:

CHAPTER 13, LICENSES AND BUSINESS REGULATIONS, BE AMENDED AS FOLLOWS:

### Chapter 13 LICENSES AND BUSINESS REGULATIONS

#### Sec. 13-99. Issuance of license; scope.

- (a) In those cases where all of the requirements for a peddler or solicitor license required by this division are met and upon payment of the license fee, in advance, by the applicant, ~~the board of city commissioners~~ the City Manager or the City Manager's designee upon reviewing the application and all pertinent information may, in their discretion, approve the issuance of a license for the time for which the license fee has been paid in advance 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 peddler or solicitor 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 conducted business, 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 signature of the licensee; the kind of goods to be sold; the date of issuance, the length of time that the license shall be operative; as well as the license number and other identifying description of the vehicle used by the applicant in connection with the business. The finance officer shall keep a permanent record of all licenses issued. No peddler or solicitor shall operate beyond the initial licensing period without filing a new application and obtaining a new license from the City Manager or the City Manager's designee or from the Board of City Commissioners in accordance with this Section.

First Reading: November 26, 2018

Second Reading and Adoption:

Publication:

Effective Date:

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Nathan V. Johnson, Mayor

Attest: \_\_\_\_\_

Al Viereck, Finance Officer

## Memorandum #18-253

**To:** Amy Leon, City Manager  
**From:** Todd Larson, Director of Parks, Recreation, & City Events  
**Subject:** GreatLIFE four-year lease for golf operations at Fox Run Golf Course  
**Date:** December 3, 2018

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The work session on November 26 was held between the City Commission, City Staff, and the public in regards to the proposed golf operations four-year lease starting January of 2019 with GreatLIFE Golf and Fitness. There has been two weeks for additional input from the public in regards to the proposed lease. The lease presented for approval is the same lease which was presented at the November 26 work session.

City Manager Leon, City Attorney DenHerder, City Finance Officer Viereck, Parks Director Larson, Commissioner Benson, Commissioner Hoffner, and Commissioner Moser have been negotiating a golf operations lease with Donn Hill, President of GreatLIFE Golf and Fitness. The proposed four-year lease has been presented to the Golf Advisory Board at the October and November meetings for review, questions, and concerns.

The lease is a four-year term based on the current golf cart lease the City has in place that will expire in the year 2022. With the four-year lease in place, the City would work with GreatLIFE to negotiate a longer-term lease that can be presented to the City Commission in the future. Ultimately, if things go well for GreatLIFE at the course, the City will have found a successful partner to operate Fox Run Golf Course for decades to come.

**Recommendation: City Staff recommends approving the four-year lease with GreatLIFE Golf and Fitness for golf operations at Fox Run Golf Course to begin January 1, 2019.**

Respectfully submitted,



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

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

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

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

## FOX RUN GOLF COURSE FULL-LEASE AGREEMENT

This Agreement is made and entered into by and between City of Yankton, South Dakota, a South Dakota municipal corporation (hereafter referred to as "City"), whose address is 416 Walnut Street, P.O. Box 176, Yankton, South Dakota 57078, and GL Management L.L.C. (a.k.a. GreatLIFE Golf and Fitness), hereafter referred to as "GL", whose address is 4600 South Tennis Lane, Sioux Falls, SD 57106.

**WHEREAS**, the purpose of this agreement is to provide services, on a contract basis, related to public recreational golfing for Fox Run Municipal Golf Course, consistent with the mission and goals of the City of Yankton.

**WHEREAS**, the MISSION of the City of Yankton is to provide exemplary experiences, services & spaces that create opportunities for everyone to learn, engage, and thrive.

**WHEREAS**, the City desires to continue to provide a high quality and well-maintained public golf facility with competitive fees and a customer service level commensurate with the best public access golf courses in the region. The City has identified goals for Fox Run Golf Course (listed in Exhibit A); and

**WHEREAS**, the City of Yankton is the owner of Fox Run Golf Course; and

**WHEREAS**, GL Management L.L.C. desires to lease Fox Run Golf Course under this agreement for use as a public golf course.

**NOW, THEREFORE**, in consideration of the promises, agreements and mutual covenants made herein, it is agreed by and between the City of Yankton and GL Management L.L.C. as follows:

1. PREMISES. For and in consideration of the sum to be paid annually by GL, the City does hereby lease unto GL a nonexclusive right to the real property commonly described as the Fox Run Golf Course, together with the buildings and related improvements erected thereon (hereafter the "Premises"), and with all the fixtures, tools, equipment, and other moveable property owned by the City and utilized in connection with the golf operations, with all of the rights, privileges, easements and appurtenances thereto according to the terms and conditions of this agreement.

2. TERM. This Agreement shall be effective as of the 1st day of January, 2019, and shall continue until the 31st day of December, 2022, at which time the contract shall terminate. This Agreement may be renewed, renegotiated, extended, or terminated with mutual written agreement between the parties.

3. COMPENSATION. GL agrees to compensate City, Forty Thousand Dollars (\$40,000.00) each of the fiscal years 2019, 2020, 2021, and 2022. Rent shall be paid in twelve equal monthly installments prospectively due on the first day of each month. Rent shall be considered delinquent if not tendered to City by the 10<sup>th</sup> day of the month in which it is due.

3.1 PERFORMANCE BOND. GL will be required to provide the City with a performance bond in the amount of One Hundred Fifty Thousand Dollars (\$150,000.00) for the faithful performance of its obligations under this Contract, which shall be posted upon the execution of this contract. The bond shall remain in place during the pendency of this Agreement. Bonds may be renewable bi-annually, for both the initial term and the renewal terms, provided that neither non-renewal nor cancelation by the Surety, nor failure, nor

inability of the Vendor to file a replacement bond shall not constitute a loss or claim recoverable under the bond.

4. OPERATION OF FACILITY. GL shall operate Fox Run Golf Course as an 18-hole public golf course. GL, as the lease-holder, shall be an independent contractor and shall furnish all management, supervision, and labor, including, but not limited to, golf course maintenance, golf course operations, clubhouse operations, retail operations, concessions, special events, promotion/marketing, and facility maintenance and improvements (in accordance with paragraphs 6 and 7 below), consistent with generally accepted operations of a public golf course facility.

4.1 GL shall notify the City in writing if it is proposing to subcontract any of the golf course operations. GL shall not be permitted to subcontract without written consent of the City Manager or his or her designee.

4.2 City shall have no obligation regarding payment of overtime, FICA or income tax withholdings, retirement or other benefits, unemployment insurance, workers compensation insurance or any other cost obligations associated with the employees of GL.

5. LEASE HOLDER PERFORMANCE OBLIGATIONS. GL shall maintain the course with excellent playing conditions and continue to operate as an accessible, affordable, nondiscriminatory, and user-friendly golf facility for players of all ages and skill levels. In addition, GL shall:

5.1 Provide high-quality, state-of-the-art golf course operations with emphasis on excellent course playability and an exceptional level of customer service.

5.1.1 GL shall provide a full-time Class A PGA Golf Professional or equivalent professional through related experience and education to supervise those who operate, manage and supervise the clubhouse employees, and to supervise those who plan and implement tournaments, outings, merchandise selection and sales, and the golf instruction programs.

5.1.2 GL shall provide a full-time maintenance superintendent dedicated to these facilities.

5.1.3 GL shall provide a staffing matrix identifying the key personnel and their current contact information.

5.1.4 All services to be provided by GL pursuant to this Agreement shall be provided by personnel experienced and properly trained in their respective fields and in a manner consistent with the standards of care, diligence, and skill ordinarily exercised by professionals in similar fields and circumstances in accordance with sound professional practices.

5.2 Operate and manage the pro shop, golf cart operation, and golf cart facilities.

5.2.1 Parties acknowledge that the four golf cart storage buildings are a part of the leased golf course and shall be maintained by GL along with all other structures located upon the premises. As tenant, GL shall be solely responsible for ordinary

and routine maintenance and repair of all buildings. The Capital Improvement Plan for the course, which shall be proposed by GL and subject to approval by the City Manager or City Manager's designee, may allow for the significant repairs or replacement of any buildings, the cost of which shall be shared by the parties in accordance with Section 7.6 below. Any repair or replacement is "significant" if the total project cost exceeds Five Thousand Dollars (\$5,000.00) or is otherwise included within the capital improvement plan. GL shall not charge the City for storage of the City's leased golf carts within the golf cart storage buildings.

5.2.2 GL shall permit the use of private carts at Fox Run Golf Course. However, GL shall be permitted to restrict the use of private carts only as follows:

- (a) GL may restrict use of private carts to those who pay an annual trail fee, and who purchase a GL membership that includes golf privileges at Fox Run;
- ((b) GL may not prohibit, but may determine the policy and fees for storage of private carts in the golf cart storage buildings, subject to reasonable cart storage capacity;
- (c) GL may determine the policy and fees for private cart use at Fox Run;
- (d) GL may rescind the right of an owner to utilize a private golf cart for violations of GL golf cart policies; and
- (e) GL may require private cart users to sign an indemnification and release that holds the City and GL harmless from any damage and/or casualty or liability associated with the use or storage of private carts at the Course.

5.3 Provide food, refreshment, and event catering service in the clubhouses and on the course.

5.4 Promote and market the course to grow Fox Run's regional golf market.

5.5 Exercise reasonable efforts to accommodate and host tournaments and outings (existing and new), including the possibility of hosting local/sectional qualifiers of USGA tournaments.

5.6 Foster existing programs, and/or initiate new programs and services to increase usage of the golf course.

5.6.1 Provide high-quality golf instruction programs for players of all ages and abilities, including individual and group lesson opportunities with well-qualified instructors.

5.7 Continue to enhance and promote golf leagues (men's, women's, seniors, juniors) as a mechanism to promote increased activity and group camaraderie at the facility.

5.8 Cooperate with the City in good faith to reasonably accommodate the City's requests to utilize the golf course facilities for hosting special events on terms mutually agreeable between the parties. In addition, GL shall reasonably cooperate and coordinate with the Yankton School District (YSD) and Mount Marty College to:

- (a) Provide use of the golf course by the Yankton High School golf teams for practices and meets at no charge on terms and on a schedule mutually agreed to between GL and YSD;

- (b) Provide use of one of the nine-holes of the golf course to host YHS cross-country meets at no charge on terms and on a schedule mutually agreed to between GL and YSD;
- (c) Work with Mt. Marty golf teams to coordinate practices and meets on the golf course on terms and on a schedule mutually agreed to between GL and Mount Marty College; and
- (d) Work with Mt. Marty to host cross-country for meets at the golf course on terms and on a schedule mutually agreed to between GL and Mount Marty College;
- (e) Honor existing scheduled cross-country and golf meets to which the City has already committed to hosting as of the date this Agreement becomes effective on the same terms as agreed to by the City when the event was scheduled.

5.9 Establish and maintain effective working relationships with City officials, golf patrons, and the general public.

5.10 Prohibit smoking in any building and strictly enforce the prohibition.

5.11 Obtain and maintain all alcohol licenses, permits, and insurance necessary for alcohol operations on the golf course property.

5.12 Provide and maintain equipment, procedures, and systems for the security of the golf course, clubhouse, and other buildings on the premises, including but not limited to a fire and burglar alarm system.

5.13 Follow all applicable federal, state, county and city laws and regulations pertaining to the operation of the golf course and covenants not to discriminate or engage in any practice that has the effect of discriminating against any person on the basis of religion, race, creed, color, national origin, sex, sexual orientation, age or disability, in furnishing or by refusing to furnish to such person or persons the use of any facility or participation in any program, including any and all services, privileges, accommodations and activities provided therein.

5.14 Maintain and improve facilities in a manner designed to exceed accessibility requirements whenever possible and not simply provide the minimum level required consistent with the GL capital improvement plan approved by the City Manager or the City Manager's designee.

5.15 Within thirty (30) days of a request by the City Manager or the City Manager's designee, provide the City Manager with data regarding golf course operations to help the City responsibly evaluate the ongoing physical and financial health of its public golf course, including, but not limited to the number of rounds played, course conditions, unforeseen maintenance and capital improvement needs outside of the capital improvement plan, and other data reasonably requested. GL agrees that it will have an "open book" policy as it relates to its gross revenues at or attributable to the Fox Run business operations, and that the City may utilize the services of either its internal or external auditors to review such records on the City's behalf at reasonable times.

5.16 Maintain and update a website and/or use social media to keep the public informed of course hours and important information regarding course operations.

5.17 Honor all gift certificates and golf shop credit issued by the City prior to the effective date of this Agreement, which shall be reimbursed within Thirty (30) days by the City to GL upon proof of such redemption (i.e. return of the paper certificates and/or accounting for credit utilized) tendered by GL to the City.

6. MAINTENANCE AND REPAIR. GL has examined the Premises and accepts it in its present condition. GL will maintain the golf course, all structures and facilities, and property to preserve and enhance the City's investment. GL will maintain all areas of the Premises reasonably litter and trash free. GL shall comply with all environmental laws in the operation and maintenance of the golf course.

6.1 GL shall maintain the golf course and property consistent with generally accepted operations of a public golf course facility in accordance with the Golf Course Maintenance Standards & Guidelines attached hereto as Exhibit B and fully incorporated herein by this reference.

6.2 GL shall maintain the clubhouse and buildings consistent with generally accepted operations of a public golf course facility as per attached Exhibit C- Building Maintenance Standards/Custodial Maintenance Standards. City shall be responsible for snow and ice removal at City's expense if any portion of the facilities are open to the public when snow or ice is present. City shall be responsible for garbage and recycling collection at City's expense in accordance with the City's waste collection terms and conditions and its ordinary collection schedule.

6.3 During the term of this Agreement, GL shall be permitted to utilize all City-owned golf course equipment located at and intended for use at the Fox Run Golf Course. All City equipment utilized by GL shall be reasonably maintained by GL at its sole expense, subject to the following:

6.3.1 City of Yankton shall complete an inventory of all of its equipment at Fox Run Golf Course, which shall be provided to GL by Dec. 31, 2018.

6.3.2 GL will create an inventory of equipment purchased by GL for use exclusively at Fox Run and provide the inventory list to the City of Yankton by Dec. 31 of each year.

6.3.3 Except as agreed between the parties in writing, all fixtures or equipment purchased as part of the capital improvement plan with cost-sharing of the City shall be deemed owned by the City at the conclusion of this Agreement.

6.3.4 When City-owned equipment is no longer needed for GL operations, GL shall return such equipment to the City so that it can be surplus and sold or disposed of in accordance with applicable law.

6.4 GL shall not make any significant alterations, additions or improvements to the Premises not within the capital improvement plan without the prior written consent of City Manager or City Manager's designee, which shall not be unreasonably withheld. Any alteration, additions or improvement is "significant" if the total project cost exceeds Five Thousand Dollars (\$5,000.00).



- 6.5 All erections, alterations, additions and improvements, whether temporary or permanent in character, which may be made upon the premises either by City or GL, except furniture or movable trade fixtures installed at the expense of GL, shall be the property of City and shall remain upon and be surrendered with the premises in the event of termination, without compensation to GL, unless otherwise agreed to between the parties in writing.
- 6.6 At the discretion of the City Manager or the City Manager's designee, GL shall submit to an annual City-led maintenance audit, inclusive of all structures and grounds. Recommendations to GL may be made from these audits for implementation in the following season. Responsiveness to these audits will be considered in the contract extension negotiations.
- 6.7 Inspection. City shall have the privilege of inspecting the premises during normal business hours without prior notice of such inspection. The City Manager or the City Manager's designee may maintain one full set of keys to access all structures upon the Premises for purposes of inspection. GL shall keep and provide to the City records of all individuals to whom GL has issued keys or granted access to the Course facilities and shall immediately notify the City if any keys are lost, stolen, or remain in the possession of individuals whose authority to utilize such keys has been rescinded.
- 6.8 Damage or Destruction. In the event that any structure upon the Premises is destroyed or otherwise rendered unusable by an insured cause (i.e. fire or weather damage), the City shall restore and/or rebuild such structures utilizing insurance proceeds unless the parties have otherwise agreed in writing.

7. CAPITAL IMPROVEMENT PLAN. In budget year 2019, the City shall make capital improvements as budgeted. GL will work with and assist the City in making the improvements. If GL desires additional capital improvements in 2019, GL may make such improvements subject to City approval by the City Manager or the City Manager's designee.

Beginning in budget year 2020, GL shall work with the City annually to formulate, submit, and execute a proposed five-year plan for capital improvements. Any capital improvement, which may include building construction, significant repairs or renovations, cart path construction, City equipment replacement, and redevelopment of holes, shall be subject to City approval by the City Manager or the City Manager's designee.

- 7.1 Annually assess needs and develop plans, including implementation strategies, for necessary and desirable capital level improvements to the golf course, training facilities, clubhouse, pro shop, food and beverage facilities, and maintenance facilities. GL shall describe all proposed capital work and provide to the City cost estimates for each capital project, along with a timetable that clearly outlines proposed improvements and the anticipated commencement and completion dates for these improvements.
- 7.2 GL shall be responsible for all planning, expenses, permits, contracting, etc. for capital improvement projects. Significant renovation and improvement projects in excess of Five

Thousand Dollars (\$5,000.00) shall be subject to City review by the City Manager or City Manager designee and shall require written City approval by City Manager or City Manager designee prior to implementation.

- 7.3 Prior to commencing construction of any alteration, addition or improvement exceeding the statutory limits for competitively bid work and where GL intends to use an outside non-affiliated third party contract, GL shall utilize the competitive bidding process required by law and shall obtain and provide the City with a copy of payment and performance bonds in a manner and form approved by the City Manager or City Manager's designee.
  - 7.4 The City makes no representations regarding the adequacy of utilities currently in place upon the Premises. GL will be required to connect to, maintain, and/or upgrade any utility service necessary to the performance of this Agreement, and obtain the appropriate permits and approvals.
  - 7.5 All capital improvements and fixed assets become the property of the City upon installation, unless otherwise agreed to between the parties in writing. All debts or obligations related to the improvements by GL will remain GL's sole obligation, and the City shall not be responsible for any of these debts or obligations.
  - 7.6 Beginning in 2020 and consistent with the capital improvement plan approved by the parties, GL shall be required to make all necessary repairs and necessary/desirable facility improvements and the City shall fund the approved capital improvement projects on an annual basis at seventy-five percent (75%) of proposed costs up to a maximum amount of Seventy-Five Thousand Dollars (\$75,000). Beginning in 2021, the City shall fund the approved capital improvement projects on an annual basis at fifty percent (50%) of proposed costs up to a maximum amount of Fifty Thousand Dollars (\$50,000.00) per year. All capital work by GL shall be completed in such a manner so as to create a minimum amount of interference with golf course availability to customers.
  - 7.7 Cost Reduction. GL is encouraged to identify alternative approaches or methodologies, which if adopted, would reduce capital project costs. GL and the City should work together to identify and modify aspects of GL's ongoing operations that contribute unnecessarily to increased capital costs. The parties also shall work together to identify cost savings opportunities within the capital improvement plan and its implementation.
8. LICENSED ENGINEER. GL will be required to retain a professional South Dakota state-licensed engineer or registered architect for design of proposed capital new construction and renovation projects involving structural changes to existing facilities. GL will be required to submit the engineer's or architect's qualifications and designs to the City Manager or City Manager's designee for approval.
  9. CHARGES AND TAXES. GL shall pay all of the following, when due, during the term hereof:
    - 9.1 All charges for utilities incurred at the premises including user fees, deposits, and repairs. All utilities must be placed in the name of GL during the term of this Agreement.

- 9.2 All Service contracts (i.e. cable, phone, security systems and cameras, IT security firewalls, and system(s), golf software, credit card security, Toro irrigation maintenance contract, etc.) shall be the exclusive responsibility of GL during the term of this Agreement, excepting only the NB Golf Cars Inc. cart lease and the Shark Experience (or similar applicable cart screen) base contract which shall remain the City's exclusive responsibility. GL shall be permitted to add to the carts additional available screen module subscriptions and/or Bluetooth speaker equipment at GL's expense. The parties recognize that the City will exercise reasonable efforts to terminate the Shark Experience program. If successful, GL shall be permitted to work within the existing leased cart screen system to sell advertising.
- 9.3 All taxes and other such amounts required by federal, state and local law, including but not limited to federal income tax and FICA withholdings, workers' compensation, unemployment insurance, sales taxes, and property tax imposed as a result of operation of facility during the term of this Agreement.

10. INSURANCE. It shall be the responsibility of GL to carry the following insurance:

- 10.1 Comprehensive General Liability. GL shall maintain occurrence based commercial general liability insurance or equivalent form with a limit of not less than \$2,000,000 each occurrence, including coverage for bodily injury, personal injury and property damage. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit. Such insurance shall add the City and its employees and volunteers as additional insureds.
- 10.2 Alcohol Liability. If any alcoholic beverages are involved (including beer or wine), the Golf Operations Manager shall maintain Liquor Liability insurance with a limit of not less than \$1,000,000 each accident. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two times the occurrence limit. Such insurance shall add the City and its employees and volunteers as additional insureds.
- 10.3 Workers' Compensation and Employers Liability Insurance. GL shall provide proof of workers' compensation coverage as required by the State of South Dakota, for all its employees who are to work per this Agreement. GL shall also supply proof of workers' compensation and employer's liability insurance on each and every subcontractor before allowing that subcontractor on the job site.
- 10.4 Equipment Casualty and Liability Insurance. GL shall during the entire term of this Agreement maintain casualty insurance on all of the City's equipment utilized by GL during the term of this agreement sufficient to provide for replacement value of said equipment. GL shall also maintain liability insurance covering use of all of the City's equipment utilized during the term of this agreement with a limit of not less than \$1,000,000 for each occurrence.
- 10.5 Facility Casualty Insurance. City shall during the entire term of this Agreement maintain casualty insurance on all of the City's structures utilized during the term of this agreement sufficient to provide for replacement value of said facilities.

- 10.6 Coverage. All policies required under this Agreement shall be in effect for the duration of this Agreement and projects. All policies shall be primary and not contributory. GL shall pay the premiums on all insurance policies and insurance certificates must include a clause stating that the insurance may not be revoked, cancelled, amended or allowed to lapse until the expiration of at least thirty (30) days advance written notice to the City.
- 10.7 Additional Insured. All insurance policies required by this contract, except workers' compensation, shall name the City as an additional insured, and shall contain a waiver of subrogation against the City, its agents and employees. GL shall provide a Certificate of Insurance showing the coverage outlined above and showing the City of Yankton as an additional insured.
- 10.8 City's Right To Reject. City reserves the right to reject a certificate of insurance if GL's insurance company is widely regarded in the insurance industry as financially unstable.
- 10.9 Cancellation. There shall be no cancellation, material change, potential exhaustion of aggregate limits or intent to not renew insurance coverage without thirty (30) days written notice from GL or their insurers to CITY. Any failure to comply with the reporting provision of this insurance, except for the potential exhaustion of aggregate limits, shall not affect the coverage provided to CITY and its division, officers and employees.

11. DEFAULT. Any one or more of the following acts or omissions of this Agreement shall constitute an event of default hereunder (Event of Default):

- (a) Failure to satisfactorily perform any obligation set forth herein;
- (b) Failure to submit any report or provide notice required hereunder;
- (c) Failure to maintain the course or facilities in accordance with Exhibits B or C or to perform any other covenant or condition required herein;
- (d) Failure to meet, or the existence of a reasonable basis of a party to believe that a prescribed assurance and/or commitment outlined in this Agreement may not be met;
- (e) Failure to apply City funds in accordance with this Agreement;
- (f) Bankruptcy or insolvency of the GL; or
- (g) Acting in any manner construed as being fraudulent, materially incorrect, or materially misleading.

11.1 Breach of contract; remedy process. In the event either party believes the other party has committed an Event of Default, the aggrieved party shall serve notice of such Event of Default to the other party in accordance with Section 13.15, and within ten (10) days of the date the notice is given, both parties agree to meet and negotiate in good faith to resolve such matter. If the parties are unable to resolve the matter, both parties agree to submit to non-binding mediation with a neutral mediator agreed upon by both parties and

to negotiate in good faith resolution of the default within such process. The costs of mediation shall be equally shared by the parties.

12. TERMINATION. This Agreement may only be terminated in accordance with this Section. Upon termination for any reason, all customer information gathered by GL during the term of this Agreement shall be turned over to the City. It is agreed this contract may be terminated for good and sufficient cause by either party upon 180-days written notice. Such good and sufficient cause shall include, but not be limited to, the following:

- 12.1 Failure to cure an Event of Default within thirty (30) days following receipt of notice by the defaulting party or upon failure of mediation to resolve the default to the satisfaction of the non-defaulting party;
- 12.2 Dissolution of GL by the South Dakota Secretary of State for any reason;
- 12.3 Dishonest, illegal, or immoral conduct by GL employee(s) or agent(s);
- 12.4 Persistent or repeated disregard of laws, ordinances, rules, regulations, or orders of public authorities having jurisdiction;
- 12.5 Filing by GL of a voluntary petition for protection under federal bankruptcy laws; or the failure to obtain the dismissal of an involuntary petition under federal bankruptcy laws within 90 days;
- 12.6 Discontinuance of business activities or abandonment of the facilities; or
- 12.7 Intentional damage to the Course or facilities by GL employee(s) or agent(s); or
- 12.8 Any other substantial breach of the Lease Agreement.

13. GENERAL PROVISIONS.

- 13.1 Public Information Requests. Information, documentation, and other materials submitted under this agreement are subject to public disclosure under open records laws. GL is hereby notified that the City strictly adheres to this open records requirement and the interpretations thereof rendered by presiding courts and tribunals. GL shall be deemed to have knowledge of these laws and how to protect the legitimate interests of the City.
- 13.2 Amendments. Both parties recognize the need for flexibility and that unforeseen conditions may arise during the term of this contract which could give rise to the need for amendments to this contract. Either party may suggest to the other party, during the term of this contract following execution of this contract, that changes or modifications are desirable. The parties agree to negotiate such matters in good faith. All changes shall be mutually agreed upon and executed in writing and attached to the original contract. Any verbal agreement or conversation shall be nonbinding.
- 13.3 Applicable Law. The construction, interpretation and enforcement of this Agreement shall be governed by the laws of the State of South Dakota. The Courts of appropriate

jurisdiction in and for Yankton County, South Dakota shall have jurisdiction over this Agreement and the parties.

- 13.4 Compliance with Law. GL represents and warrants that it has and shall continue to comply with all federal, state and local laws and regulations applicable to GL's performance, including, but not limited to, licensing, employment and purchasing practices, wages, hours and conditions of employment. GL warrants that it possesses current valid appropriate licensure, including, but not limited to, driver's license, professional license, or permits, required to perform the work.
- 13.5 Entirety of Agreement. Only those terms in writing are enforceable. No other terms or oral promises not contained in this written agreement may be legally enforced and the parties hereto may change the terms only by another written agreement or an amendment as provided in 13.2.
- 13.6 Force Majeure. Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- 13.7 Customer Information. The parties agree to not use customer-specific information for any purpose other than carrying out their obligations under this Agreement.
- 13.8 Independent Contractor. In the operation of the golf course, GL is an independent contractor and not an agent, officer or employee of City. The parties mutually understand that this Agreement is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association with the City. As an independent contractor, GL is not subject to the direction and control of City except as to the final result under this Agreement. Any persons employed by GL shall be under GL's exclusive direction, supervision, and control. GL shall determine all conditions of employment including hours, wages, working conditions, discipline, hiring and discharging or any other condition of employment. GL shall assume sole responsibility for any debts or liabilities that may be incurred and for the payment of all federal, state and local taxes that may accrue in fulfilling the terms of this Agreement. Nothing in this Agreement shall be interpreted as authorizing GL or its agents and/or employees to act as an agent or representative for or on behalf of City, or to incur any obligation of any kind on the behalf of the City. City agrees that no health/hospitalization benefits, workers' compensation and/or similar benefits available to City employees will inure to the benefit of GL's agents and/or employees as a result of this Agreement.
- 13.9 Indemnification. GL shall indemnify and hold harmless the City and its agents, employees, Commissioners, and volunteers from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from (i) the management of the Premises or of any business therein by GL, (ii) any act, omission, or

negligence of GL or the partners, directors, officers, agents, employees, customers, invitees or contractors of GL.

13.10 Assignment/Transferability. This agreement shall only be assignable to another party upon the consent of the original parties and such assignment must be agreed to in writing as an amendment pursuant to 13.2. Any unauthorized assignment shall be void and shall, at the option of City, act as a termination of this Agreement.

13.11 Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed to create such status. The rights, duties and obligations contained herein shall operate only between the parties and shall inure solely to their benefit. The provisions hereof are intended only to assist the parties in determining and performing their obligations under this Agreement. The parties hereto intend and expressly agree that only signatories shall have any legal or equitable right to seek enforcement, any remedy arising out of a party's performance or failure to perform any terms or conditions hereof, or to bring an action for the breach of this Agreement.

13.12 Americans with Disabilities Act. GL shall not discriminate against a qualified individual with a disability and shall comply with the Americans with Disabilities Act, P.L. 101-336, 42 U.S.C. 12101, et seq., and/or any properly promulgated rules and regulations related thereto.

13.13 Nondiscrimination. In rendering services under this Agreement, GL shall comply with all applicable federal, state and local laws, rules and regulations and shall not discriminate based on age, ancestry, color, gender, marital status, medical condition, national origin, physical or mental disability, race, religion, sexual orientation, or other protected status.

13.14 Kickbacks. GL certifies and warrants that no gratuities, kickbacks or contingency fees were paid, nor were any fees, commissions, gifts, or other considerations made in connection with or contingent upon the execution of this Agreement.

13.15 Liaison and Notice. GL's and City's Designated Representatives. All notices arising out of, or from, the provisions of this Agreement shall be in writing and given to all parties at the addresses provided in this agreement, either by regular mail, email, or delivery in person.

13.15.1 City's designated representative is the City Manager, whose address is P.O. Box 176, 416 Walnut Street, Yankton, South Dakota 57078; telephone number (605) 668-5221.

13.15.2 GL's designated representative is the GL President, whose address is 4600 South Tennis Lane, Sioux Falls, SD 57106; telephone number (605) 275-0999.

13.15.3 If notice is given by personal delivery, notice is effective as of the date of personal delivery. If notice is given by mail or through another carrier (e.g., UPS or FedEx), notice is effective as of the day following the date of mailing or the

date of delivery reflected upon a return receipt, whichever occurs first. If notice is given by email, notice is effective as of the date sent.

13.16 Severability. The provisions of this agreement shall be deemed severable. If any part of this agreement is held to be invalid, illegal, or unenforceable, the remainder of this agreement will remain fully enforceable and in effect as written or subsequently amended.

13.17 Contingency. This Agreement is contingent upon the City Commission’s approval of this Agreement and the City continuing to have sufficient funding allocated to GL in its budget.

13.18 Signature Authority. The parties executing this Agreement represents, covenants, and warrants that the making and execution of this agreement and all other documents and instruments required or related hereunder have been fully authorized by the necessary corporate action of each such party and are valid, binding, and enforceable obligations of each party in accordance with the respective terms. Following the execution of this Agreement, the City Manager or the City Manager’s designee shall have lawful authority to grant any consent of the City for any matter requiring the City’s consent in this Agreement.

13.19 Titles Not Controlling. Titles of paragraphs are for reference only, and shall not be used to construe the language in this Agreement.

13.20 Waiver. Any failure of a party to assert any right under this Agreement shall not constitute a waiver or a termination of that right or any provision hereof.

13.21 Time is of the Essence. Time is of the essence in all provisions of the Agreement.

13.22 Binding effect. This agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

DATED THIS \_\_\_\_\_ DAY OF DECEMBER, 2018.

Fox Run Golf Course  
City of Yankton

Lease Holder  
GL Management, L.L.C.

\_\_\_\_\_  
By: Amy Leon, City Manager

\_\_\_\_\_  
By: Donn Hill, President

ATTEST:

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



## FOX RUN FULL-LEASE AGREEMENT Exhibit A

### City of Yankton Goals for Fox Run Golf Course:

- Provide a guaranteed annual payment (or limitation of losses) to the City for operation of the golf course (turn-key operating lease).
- Provide the citizens of Yankton with a great and affordable customer experience—including ease of obtaining tee times.
- Enhancement of golf facilities.
- Eliminate or reduce future taxpayer support for golf course operations.
- Limit City expenditure growth by efficient golf course management.
- Ensure that the golf course assets (both existing and new) are properly maintained.
- Continue capital improvements and timely maintenance.
- Work with the Lease Holder to develop a comprehensive capital improvement plan.
- Maintain highly effective customer communication and support in the operation of a public golf course.
- Continue to provide leagues, tournaments, outings, and other types of organized play and programming while maintaining good public access to the course.

## FOX RUN FULL-LEASE AGREEMENT Exhibit B

### Golf Course Maintenance Standards & Guidelines

The work includes maintenance of grass on greens (including putting greens and perimeter slopes), tees (including practice tees), approaches, collars, ditches, fairways, roughs, sand traps, driving range, ponds and maintenance of trees, shrubs and landscaping throughout the entire acres covered by this contract. Note: Where specific fertilizers, chemicals, seed, supplies, products, or techniques are specified below, similar items or techniques of equal or better effectiveness that are without additional cost to the City may be used if preapproved by the Director of Parks and Recreation or appointee.

The maintenance practices included in this section are intended to be an overall outline for the agronomic, horticultural, and recurring service practices of Lease Holder's golf course maintenance operations. While the guidelines are detailed, they are intended to be only minimum rules of operation. The Lease Holder's primary responsibility is for ensuring the integrity of the golf course. Variances from the guidelines will be necessary at times to allow for adjustments resulting in climatic conditions, pest infestations, golf course traffic, tournaments, and other unforeseen problems.

If the course does not have needed equipment to meet guidelines, the Lease Holder will make arrangements to rent or utilize another organization's equipment, or the specific piece of equipment will be incorporated into the Capital Improvement Plan outlined in Section 7 of this agreement.

#### 1. Mowing Guidelines:

- a. Greens will be mowed every day the course is open for play at a height of cut that is acceptable to the City without causing undue stress to the turf. Typically, a cutting height between 1/8 inches to 1/10 inch will be maintained. Greens should be maintained to achieve at least an "8-foot stimpmeter" reading. The integrity of the original size of greens shall be maintained.
- b. Tees will be mowed three times per week. A mowing height of 1/4 inch to 1/2 inch will be maintained. The integrity of the original size and design of tees shall be maintained.
- c. Fairways, approaches, and collars will be mowed a minimum of three times per week during the height of the active growing season and two times per week during the cooler periods. A height of cut of 1/2 inch to 3/4 inch will be maintained. There may be certain times during the summer when this frequency may increase or decrease due to changes in climatic conditions. The integrity of the original size of fairways shall be maintained.
- d. Tee and green slopes and roughs will be mowed weekly during the active growing season and as needed the balance of the year. A height of cut of 2 inch to 2-1/2 inch will be maintained.
- e. Growth regulators may be utilized.

## 2. Aeration Guidelines:

- a. Greens will be aerated as needed to provide the soil with the proper air, water, and soil ratio required for healthy putting surfaces. A minimum of one conventional core aeration (3 inches deep on 2-inch centers, minimally) or one deep tine aeration during the year. Spiking of all greens shall be performed between aerations to maintain proper water infiltration.
- b. Tees will be aerated once during the year with a conventional aerator to alleviate compaction and help control thatch.
- c. Fairways will be aerated one time a year to alleviate compaction. Also, supplemental aerations will be done on the heavily compacted areas and may be accomplished with a deep-tine aerator.
- d. Roughs will be aerated as needed and determined by the Lease Holder or when over-seeding the roughs.

## 3. Verticutting/Spiking Guidelines:

- a. Greens will be vertically mowed during the active growing season to help promote quality putting surfaces. Typically, once or twice a month during the active growing season. Spiking of the greens will be performed regularly.
- b.

## 4. Top Dressing Guidelines:

- a. Greens will be top dressed in conjunction with the verticutting/spiking and aeration operations. This will be accomplished with a soil/sand mix.
- b. Greens will be top dressed at least once a month during the active growing season to help maintain a smooth putting surface.
- c. Tees will be top-dressed in conjunction with the aeration operations. In addition, the divots will be filled in on a weekly basis, minimally, to ensure an even playing surface.

## 5. Fertilization Guidelines:

- a. Greens will be fertilized at a rate of 4 pounds of nitrogen per year with an analysis or ratio of N, P, and K determined by soil and tissue testing. Only "miniprill" and materials specifically formulated for putting surfaces will be utilized. Minor nutrients will be applied as a foliar application in addition to what is available in the granular fertilizer.
- b. Tees will be fertilized at a rate of .75 pounds of nitrogen four times a year.
- c. Fairways, irrigated roughs, and slopes will be fertilized with .75 pounds of nitrogen 3 to 4 times a year through granular applications. Supplemental amounts of fertilizer will be applied to weak and thin areas. Any additional amounts of N, P, and K will be determined by soil tissue tests and adjusted accordingly.

6. Bunker Maintenance Guidelines:

- a. Mechanical raking of the bunkers will be performed three to five times per week. In addition to mechanical raking, the bunkers will be spot hand raked during the days the bunkers are not mechanically raked.
- b. Edging of the bunkers will be performed as needed to ensure a manicured appearance at all times.
- c. Mowing of the bunker faces will be performed weekly throughout the growing season and as needed throughout the remainder of the year.
- d. Additional sand will be added as needed throughout the year to maintain consistent playing conditions.

7. Equipment Repair Maintenance Guidelines:

- a. The Lease Holder will follow all manufacturers' guidelines in the maintenance and repair of equipment. All of the Lease Holder's equipment technicians will be qualified and are encouraged to attend industry workshops and seminars to stay updated on the latest trends and repairs of equipment.
- b. If the equipment is City owned and the repairs needed are beyond normal golf course maintenance staff abilities/knowledge, the City will manage repairs.

8. Irrigation Guidelines:

- a. The irrigation systems will be repaired and maintained on a regular basis by qualified staff of the lease holder.
- b. These employees should attend service seminars to keep updated on the latest irrigation development and trends in the industry.

9. Integrated Pest Management Guidelines:

- a. The goal is to have the City of Yankton Fox Run Golf Course weed and insect free as possible and to prevent any damaging outbreaks of pests. The Lease Holder's approach to the control of damaging pests and weeds will include curative and preventative types of control measures using the most appropriate products available. The removal of ash trees on the course, due to the spread and eventual infestation by the Emerald Ash Borer will be the responsibility of the City of Yankton as a part of its EAB Mitigation Plan.
- b. The Lease Holder will be responsible for the implementation of an integrated pest management (IPM) program for all playing areas of the courses including roughs via regular monitoring, problem and potential problem identification, preventative measures, diagnosis and treatment. All greens will be inspected daily for the presence of damaging pests, insects, or fungus. All greens shall be treated as required to prevent or control fungus and insect activity and damage to the turf. An application of Merit, or Sevin, or equivalent shall be applied to

control the insect population in the fairways and roughs to allow optimum turf root growth. All fairways will be inspected weekly for the presence of damaging pests, insects, or fungus and treated appropriately to prevent turf damage.

- c. Ant mounds throughout the golf course will be controlled on an as-needed basis.
- d. Fairways should be treated preventively for fungal diseases three times per year.

10. Other Maintenance/Service:

The Lease Holder will be responsible for properly moving the cups and tee markers and repairing ball marks every day the courses is open for play. In addition, all trash will be removed, divot buckets will be filled, and the ball washers checked for clean towel and soap solution daily. The ball washer soap will be changed a minimum of once per week throughout the year.

11. Trash and Debris Removal:

During the course of the day, any trash or nonorganic debris on the golf course will be picked up. This will be hauled to the City provided dumpster and disposed of. Trash removal from the provided dumpster will remain the responsibility of the City.

12. Organic Materials and Tree Debris Removal:

During the course of the day, any tree debris or organic materials on the golf course will be picked up. This debris will be hauled to the established on-site disposal area and unloaded. Removal from the City property, when necessary and with notification from the Lease Holder, will be handled by the City.

13. Deep Rough/Natural Areas Maintenance:

- a. The Lease Holder will maintain the natural areas within the boundaries of the Premises. These areas are to be kept free of fallen limbs, sucker growth, undesirable vegetation, and weeds. Any removal of healthy trees (with the exception of the Ash trees that the City will be removing) is the responsibility of the Lease Holder, with City Manager or City Manager designee approval. Approval is not needed for trees which are determined to be dead, diseased, hazardous, or are leaning at more than a 45-degree angle.
- b. The Lease Holder will be responsible for pruning any plant material and clearing debris that obstructs the cart paths throughout the golf courses.

14. Cart Path Maintenance:

Standing water problems on cart paths will be promptly corrected by the Lease Holder. The City will continue to allow the use of crushed asphalt/concrete material for gravel paths. The City will deliver the crushed asphalt/concrete material when requested by the Lease Holder and as City supplies allow. The Lease Holder will be responsible for hauling, spreading, and packing the material on the Premises. The Lease Holder will repair or is responsible for repair to cart path breaks due to irrigation repairs.

15. Lakes, Ponds and Streams Maintenance:

All aquatic weed control is the responsibility of the Lease Holder. The Lease Holder's personnel will remove litter and trash from the water bodies on a regular basis. All lakes and ponds shall be kept free of all unwanted aquatic plant life.

16. Landscape Beds Maintenance:

The Lease Holder will install and maintain flowering plants in select landscape beds in the parking lot, around the clubhouse, and throughout the golf course. This will include weed control, watering, fertilization, and pest control. The Lease Holder will work with the City Parks Department Staff in determining planting varieties and designs.

17. Buildings:

The Lease Holder will maintain the landscapes surrounding the maintenance building, comfort station, cart sheds, and clubhouse building on the golf course in an attractive, operable, and sanitary order. Any required repairs, replacement, rebuilding, and restoration of buildings or property should be brought to the attention of the Director of Parks and Recreation immediately. All such repairs, replacements, rebuilding, and restoration will be the responsibility of the Lease Holder unless the amount is above \$5,000. If the amount is above \$5,000, then the project will be incorporated into the Capital Improvement Plan outlined in Section 7 of this agreement.

**FOX RUN FULL-LEASE AGREEMENT Exhibit C**

Building Maintenance Standards/Custodial Maintenance Standards

Daily Custodial Duties and Requirements for Clubhouse and Comfort Stations.

- 1 Empty waste receptacles and replace plastic liners as needed. Refuse removal is the responsibility of the Lease Holder.
- 2 Pick up litter, trash and debris at entryways, parking lots and grounds, as needed; this is to include areas around the trash dumpsters and recycling corral.
- 3 Vacuum all areas of the building's interior carpet. Vacuum any floor mats and entry mats located at entry/exit doors. Spot clean carpets and hard floors as needed.
- 4 Dust mop all non-carpeted floors then damp mop afterwards.

- 5 Clean and sanitize drinking fountains and remove encrustations, watermarks, etc. Polish as needed, using approved metal polish.
- 6 Remove cobwebs on walls, ceiling corners, or any other places.
- 7 Vacuum all fabric upholstery on chairs. Spot clean as necessary. Clean all vinyl upholstered chairs.
- 8 At entranceways, remove lint, cobwebs, debris, and mud from walkways, steps, floors, canopies, and ceiling corners. If necessary, remove bird droppings.
- 9 Clean and sanitize public telephones and any ledges and side panels of phone area.
- 10 Clean entry door surfaces, door glass, and adjacent glass and frames. Clean entry door handles, push plates, and kick plates.
- 11 Clean top surface of exterior patio tables and chairs.
- 12 In restrooms and kitchen area, clean sinks and counter tops using sanitizing agent.
- 13 In eating areas, clean counter tops, table tops and chairs.
- 14 In kitchen, clean microwave oven inside and outside and exterior surface of refrigerator door.
- 15 In restrooms, clean mirrors, countertops, sinks, and fixtures using germicidal solution.
- 16 Clean toilet seats, inside bowl, bowl rims of toilet, base (including hold-down bolts), using germicidal solution as well as unclog toilets as necessary. Clean urinals in like manner. DO NOT USE ACID BASED TOILET BOWL CLEANER ON ANY METAL SURFACES.
- 17 Resupply towels, paper towels, soap, toilet paper, and other items as required.
- 18 Mop bathrooms with germicidal solution.
- 19 In restrooms and comfort stations, spot clean ceramic tile/concrete walls, removing stains, heavy soil, graffiti, candy, gum, or any other foreign material. Clean stall partitions in like manner.
- 20 Clean and polish all stainless steel and chrome.
- 21 Clean and organize custodial closet at end of each shift.
- 22 Report needed building repairs to Director of Parks and Recreation.

#### Weekly

- 23 Blinds and other window coverings are to be dusted or vacuumed on both sides.
- 24 Dust around cleared areas of furniture tops, desk tops, vacant shelves, windowsills, ledges, chairs, benches, door frames, top of doors, frames of cork boards, etc.
- 25 Wipe dust accumulation on wall artwork, photographs, white boards, bulletin boards, plants, etc.
- 26 Vacuum behind equipment using a vacuum wand. This will avoid damage to equipment and/or equipment cords.
- 27 Clean all washable non-fabric seating.
- 28 Clean interior and exterior window surfaces.
- 29 Spot clean walls and cubicle partitions.
- 30 Sanitize the interior and exterior surface of all trash containers

- 31 Heavy sweep all loose soil, rocks, debris, etc. from patio areas, vestibules, building stairwells/steps, and handicap ramps.
- 32 Spot clean baseboards to remove build-up of dirt and foreign matter.
- 33 Cart barns- clean and sweep floors in cart barns A, B, C, and leased cart shed.
- 34 Pour one-gallon germicidal or detergent solution into floor drains. Clean grate to remove mildew or other stains.

#### Monthly

- 35 Buff floors coated with floor finish restoring luster and dust mop afterwards.
- 36 Vacuum and clean HVAC supply, return vents, and surrounding ceiling.
- 37 Clean ceiling and light diffusers/covers (only if diffusers and covers are removable without tools). Dust/wipe bulbs.
- 38 Remove any floor finish, dirt, or other foreign matter from all baseboards.
- 39 Clean stairwell rails, landings, and steps. Clean rails located on handicap ramps to remove dust accumulation and residue.

#### Semiannual or as Needed

- 40 Strip, seal, and refinish all floors.
- 41 Machine scrub and apply four coats of floor finish to all VCT floors.
- 42 Extract/shampoo all carpeted areas.

#### Additional Duties as Needed (but not limited to)

- 43 Change ceiling tiles.
- 44 Paint facilities' interior/exterior.
- 45 Repair sheetrock.
- 46 Replace base covers.
- 47 Change out lightbulbs.
- 48 Change out flags.
- 49 Minor plumbing repairs.



**Memorandum #18-255**

**To:** Amy Leon, City Manager  
**From:** Kyle Goodmanson, Environmental Services Director  
**Subject:** Bid Award for the 2019 Annual Supply of Chemicals for the Water and Wastewater Treatment Plants  
**Date:** December 10, 2018

Bids were received on November 29, 2017 for the annual supply of chemicals for the water and wastewater treatment plants. The acceptable low bids for each chemical are listed below.

- |                                     |                                      |                            |
|-------------------------------------|--------------------------------------|----------------------------|
| <b>1. Powdered Activated Carbon</b> | <b>Thatcher, Salt Lake City, UT</b>  | <b>\$ 1,440.00 Per Ton</b> |
| <b>2. Pebble Lime</b>               | <b>Graymont, Superior, WI</b>        | <b>\$ 188.15 Per Ton</b>   |
| <b>3. Carbon Dioxide</b>            | <b>Ethanol Products, Wichita, KS</b> | <b>\$ 250.00 Per Ton</b>   |
| <b>4. Ferric Chloride (Liquid)</b>  | <b>Hawkins , Inc. Roseville, MN</b>  | <b>\$ .22 Per Pound</b>    |
| <b>5. Liquid Polyphosphate</b>      | <b>Did not bid</b>                   |                            |
| <b>6. Liquid Fluoride</b>           | <b>Hawkins , Inc. Roseville, MN</b>  | <b>\$ .29 Per Pound</b>    |
| <b>7. Sodium Hypochlorite</b>       | <b>Hawkins , Inc. Roseville, MN</b>  | <b>\$ .1595 Per Pound</b>  |
| <b>8. 50% Caustic Soda</b>          | <b>Hawkins , Inc. Roseville, MN</b>  | <b>\$ .2386 Per Pound</b>  |

The bids listed above are the low bids that meet the specifications. There were 9 bids total, but not all bidders bid on each chemical. The specifications are set up so that the City is able to award each chemical to the low bidder for that chemical. The 2019 chemical budget for the water department is \$250,000.00. All bids were comparable to the previous year. Based on the bids received, City staff recommends that the bids be awarded as listed above.

Respectfully submitted,



Kyle Goodmanson  
 Environmental Services Director

**Recommendation: We recommend that the City Commission award the chemical bids for the Water and Wastewater Treatment Plants as detailed in Memorandum #18-255.**

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



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

**Annual Supply of Water Treatment & Wastewater Treatment Chemicals 2019**

**Bid Opening: November 28, 2018**

Bidders Name	Powdered	Pebble	Carbon	Ferric	Liquide	Liquid	Waste-	Sodium	50%
	Activated	Lime	Dioxide	Chloride	Polyphos-	Hydrofluoro	water	Hypo-	Caustic
	Carbon			(Liquid)	phate	silicic	Polymer	chlorite	Soda
	Per Ton	Per Ton	Per Ton	Per Ton	Per Ton	Per Ton	Per Lb.	Per Tote	Per Tote
DPC Industries						0.49		0.245	0.291
Farmers Elevator Company									
Hawkins, Inc.				\$0.22		0.29		0.1595	0.2385
Air Liquide									
Ecowater Systems of Yankton									
Praxair, Inc.									
Pristine Water Solutions									
Shannon									
Univar				\$0.39		\$ 0.34		\$0.33	\$0.36
Carus Corp									
Thatcher Company of Montana	\$1,440.00								
Graymont		\$188.15							
EPCO									
POET			\$250.00						
Lindsay Water									
Cabot Nitri	\$1,700.00								
Pete Lien & Sons		\$262.00							
Prominent Systems									
Lhoist N America		\$312.40							

**Present at Bid Opening for November 28, 2018**

1. _____ Kyle Goodmanson _____	5. _____
2. _____ Al Viereck _____	6. _____
3. _____	7. _____
4. _____	8. _____

2018 Chemical Prices	Chemical	Supplier	\$ Per Unit Bid
	Powdered Activated Carbon		\$1,460.00 Per Ton
	Pebble Lime		\$182.00 Per Ton
	Carbon Dioxide		\$240.00 Per Ton
	Ferric Chloride (Liquid)		.216/lbs Per lbs
	Polyphosphate		.334/lbs Per lbs
	Silicofluoride		.305/lbs Per lbs
	Wastewater Polymer		lb Per ton
	Sodium Hypochlorite		.1585/lbs Per lbs
	50% Caustic Soda		.225/lbs Per lbs

MEMORANDUM 18-256

To: Amy Leon, City Manager  
 From: Kyle Goodmanson, Director of Environmental Services  
 Date: December 10, 2018  
 Subject: Recommendation for Vehicle Purchase from the State Bid List for the Environmental Services Department

The 2018 budget provides for the purchase of a replacement pickup for the Environmental Services Department. The vehicle to be replaced is a 2002 Chevy 1500 4x4 with 83,000 miles. Replacement of this vehicle meets the approved equipment replacement plan for ten years or 100,000 miles. The department will pass on the vehicle to another department or it will be surplus.

The State of South Dakota has completed their bidding for 2019 models. Wegner Motors of Pierre, South Dakota has the State bid contract for the proposed vehicle which allows the City to purchase the new vehicle from Wegner Motors at the State bid price. The vehicle requested for purchase is a 2019 Dodge Ram 1500 4x4. The Dodge Ram 1500 has a base price of \$23,776.00. The 2018 budget provides \$29,000 for this vehicle.

Therefore, it is recommended the commission approve the vehicle be purchased from Wegner Motors of Pierre, South Dakota based on the State bid amount. Delivery of the vehicle will be approximately 60-90 days.

Respectfully submitted,



Kyle Goodmanson  
 Director of Environmental Services

**Recommendation: It is recommended that the City Commission approve Memorandum #18-256 for the purchase of one 2019 Dodge Ram 1500 in the amount of \$23,776.00 for the Environmental Services Department from Wegner Motors of Pierre, South Dakota from the State bid contract.**

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

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

\_\_\_\_ Roll call

**RESOLUTION #18-84**

**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, 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 SOLD OR DESTROYED

2002 Chevrolet K1500 VIN: 1GCEK14V62Z320756

Adopted:

---

Nathan V Johnson  
Mayor

ATTEST:

---

Al Viereck  
Finance Officer

## *Memorandum #18-254*

*To: City Commission*  
*From: Finance Officer*  
*Date: November 30, 2018*  
*Subject: Write Off of Uncollectible Utility Accounts*

---

Attached is Departmental Correspondence from Deputy Finance Officer, Ann Clough. Ann has reviewed the uncollectible accounts and is recommending a write off of \$1,417.05. This was last done in November 2017 and is completed on an annual basis. This is \$3,946.59 less than last year's write off. This year's write offs are comprised of five residential customers and one closed business. The total amount represents approximately 0.0001% (one-ten thousandth of one percent) of our total operating revenues (approximately \$11,982,818.96) for water, waste water, and solid waste collection for the one-year period.

I would like to point out at this time that the philosophy behind penalties and enforcement of shut-offs, is to assess any increased expenses occurring from this process to the customers that caused these expenses rather than to absorb them and spread them among all the regular paying customers. When accounts are written off in the above manner, they technically become an expense to these regular customers. We currently have approximately 5,427 customers. This write off thus becomes an annual expense to these customers of approximately \$0.26 (compared to \$0.99 last year) per customer.

Attached is a list of accounts returned by the collection agency since December 2017 with the account holder's name and reason the account was returned.

***It should be noted that although these accounts have been returned, the collection agency still keeps them on file for possible future collection. We also keep a list at the City Finance Office in case one of these customers' attempts to receive City utilities in the future. At that time, we will require payment of the old amount plus a deposit before a new account is authorized.***

Good accounting practice dictates we remove old accounts receivable from our records on a regular basis.

The following are explanations of the reasons used on the list:

- Skipped – customer has left town with no forwarding address and all attempts to locate them have been unsuccessful
- Imprisonment – customer in prison-unable to collect
- Bankruptcy-no legal ability to collect
- Deceased-no assets at time of death to allow collection
- Uncollectible – the collection agency has made numerous contacts with the customer but is unable to obtain payment. The agency notes that the individuals are uncooperative, refuse payment, are often credit abusers and cannot force payment. Litigation is at times filed to garnish wages but these attempts are unsuccessful.

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

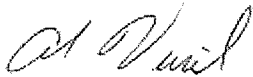
The accounts in question were returned by the collection agency as uncollectible, so all possible avenues have been exhausted. Therefore, I request the Board of City Commissioners write off the uncollectible accounts as authorized by SDCL 9-22-4 (see below).

*9-22-4. Assignment of delinquent accounts receivable--Disposition of uncollectible accounts. Every municipality may assign for collection any or all delinquent accounts receivable. After reasonable collection efforts the governing body may determine that an account is uncollectible, and by formal action direct that the uncollectible amount be removed from the records and disclosed on that year's financial report. Evidence of the debt removed from the records by the formal action of the governing body shall be retained by the municipality to support possible subsequent collection of that debt.*

*Source: SDC Supp 1960, § 45.0201-1 (23) as added by SL 1964, ch 138; SL 1974, ch 74; SL 1979, ch 57.*

***It is recommended that the City Commission authorize the write-off of \$1,417.05 as uncollectible per SDCL 9-22-4.***

Respectfully Submitted,



Al Viereck  
Finance Officer

  X   I concur with this recommendation.

       I do not concur with this recommendation.

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

       Roll call

## *Departmental Correspondence*

To: *Finance Officer*  
From: *Deputy Finance Officer*  
Date: *November 30, 2018*  
Subject: *Utilities, Accounts Receivable Write Off*

---

As authorized in SDCL 9-22-4, I am recommending the Board of Commissioners write off the attached utility accounts in the amount of \$1,417.05 against the reserve balance of \$49,834.76. Utility accounts were sent to a local collection agency and have been returned as uncollectible due to a number of reasons. Reasons they are uncollectible include: skipped-14%, uncooperative/no assets-12%, bankruptcy-36%; and deceased-38%. The \$1,417.05 has accumulated since the prior year write off and represents account balances from 2015 through November 2018 as follows: 2015-\$686.76, 2016-\$321.34, and 2017-\$408.95. This reflects 1.5% of all delinquent accounts receivable. Delinquent accounts are categorized as follows:

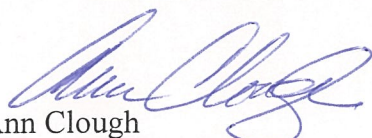
Customers on Service (30 days delinquent)	\$ 14,779.25
Credit Collection Agency	\$ 76,408.56
Uncollectible	\$ 1,417.05
Total Delinquent Accounts Receivable	<u>\$ 92,604.86</u>

The aged analysis of the accounts receivable remaining at the Credit Collection Service as of November 2018 is:

30 days or less	\$ 242.86
30 to 60 days	\$ 3,982.78
60 to 90 days	\$ 23,291.64
Over 90 days	\$ 48,891.28
Total	<u>\$ 76,408.56</u>

I have attached documentation on those accounts that we request be removed from our records and to be disclosed on the City's 2018 financial report.

Respectfully Submitted,

  
Ann Clough  
Deputy Finance Officer

## Utility Write Offs - November 2018

<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>NAME</u>	<u>REASON</u>
81-1448-01-01	\$ 409.55	Orr, John	Deceased
81-1449-01-01	\$ 172.16	Blakeley, David	Uncollectible
81-1450-01-01	\$ 277.21	Goudy, Kayla	Bankruptcy
81-1451-01-01	\$ 236.79	Yankton Discount Grocery	Bankruptcy
81-1452-01-01	\$ 203.46	Pena, Michelle	Skipped
81-1453-01-01	\$ 117.88	Frank, Lawrence	Deceased
<b>TOTAL</b>	<b>\$ 1,417.05</b>		



## *Memorandum #18-258*

To: Amy Leon, City Manager  
From: Dave Mingo, AICP Community and Economic Development Director  
Subject: Airport Grant PreApplication for Apron Expansion, Remove One Hangar,  
Relocate Two Hangars Project # 3-46-0062-029-2019.  
Date: November 29, 2018

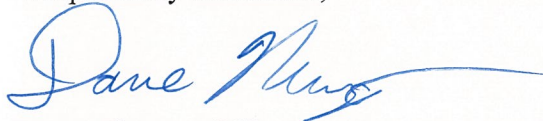
---

The attached PreApplication is for an Airport Improvement Program Grant for the Chan Gurney Airport Apron Expansion, Remove One Hangar, Relocate Two Hangars Project that is planned for construction in 2019. You may remember that we have had a number of agenda items over the past year related to this project. The previous agenda items addressed the planning, design engineering and environmental aspects of the project. All of those processes have been completed so we are able to begin the paperwork for the construction project.

You will note that this application includes the moving of two private hangars as originally discussed with federal officials. As discussed, they have informed us of a policy decision on their part that may mean the level of funding available for moving the private hangars could be short of what is needed. We will continue to work with state and federal officials on the issue but we must also be prepared if the policy decision holds.

This project is in the City's Capital Improvement Plan and we look forward to having a new, larger apron at the airport to better serve our growing needs.

Respectfully submitted,



Dave Mingo, AICP  
Community and Economic Development Director

**Recommendation: It is recommended that the City Commission approve Memorandum 18-258 authorizing the City Manager to sign the referenced documents.**

I concur with this recommendation.

I do not concur with this recommendation.



---

Amy Leon, City Manager

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



## Airport Grant PreApplication Checklist

(COMPLETE ONE CHECKLIST PER GRANT)

**Airport Name:** Chan Gurney Municipal Airport

**Date Prepared:** 11/09/2018

**SAM CAGE code #:** 3T5U5

**SAM Expiration Date:** 2/26/2019

**Project Description:** Construct Apron Expansion, Remove One Hangar, Relocate Two Hangars

**We do not plan on having a project this fiscal year.**  
**The FAA is authorized to:**  
 **Carry our entitlements into the next fiscal year.** *(If checked, sign below, and return to ADO.)*  
 **Transfer the entitlements. Transfer of Entitlements Form Attached.**

### Items Required with PreApplication

No.	Document	Yes	No	N/A	Comments Attached
1.	Project Schedule ( <i>NOTE FAA DUE DATES</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Standard Form 424, Form 5100-100 ( <i>parts II-IV for airport development grants</i> ), Form 5100-101 ( <i>parts II-IV for planning grants</i> ) ( <i>Includes project cost breakdown and sketch</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Project Narrative and Justification ( <i>for Planning or Environmental Projects include Scope of Work</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Environmental Documentation ( <i>Is the complete environmental documentation matching the potential application project description included?</i> ) ( <i>Attached or previously submitted to ADO</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Construction Safety Phasing Plan/Airspace	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Exhibit A (SOP available) ( <i>attached or previously submitted to ADO</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Title Certificate or Long Term Lease Agreement ( <i>at the request of ADO</i> )	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Note:** If you cannot complete any of the above documents with this submittal, explain in the space provided on page 2 and provide the expected submittal date, but no later than the date specified in the Federal Register.

\_\_\_\_\_  
 Sponsor's Designated Official Representative (*Official with authority to sign Grant Agreement*) (*Type or Print*)

\_\_\_\_\_  
 Date:

\_\_\_\_\_  
 Sponsor's Designated Official Representative (*Signature*)

The purpose of this checklist is to identify some of the requirements and considerations associated with requesting Airport Improvement Program (AIP) funds. Airport Sponsors should read and consider each of the items carefully.

**Some of the items can be answered by simply checking the "Yes" and "No" boxes while others require providing additional information as part of the airport's request for AIP funds.**

## **Common Key Requirements or Considerations**

### **Clear Approaches** Per 49 USC § 47107(a)(9).

The sponsor must take appropriate action to ensure that terminal airspace required to protect instrument and visual operations to the airport (including operations at established minimum flight altitudes) will be cleared and protected by mitigating existing, and preventing future, airport hazards. (see 5010-Airport Master Record)

### **Bid Protest Procedures.**

The sponsor requirements for bid protests and appeals is contained in 49 CFR § 18.36(b)(12)

### **Reimbursable Agreement.**

The cost for reimbursable agreements between the sponsor and a federal agency is allowable if the cost is necessary for the project and the other federal agencies statutes allow this action. For instance, 49 USC § 106(l)(16) allows the FAA to enter into reimbursable agreements in order to carry out the functions of the FAA. An example of this is a reimbursable agreement between a sponsor and the FAA Air Traffic Organization (ATO) for the purpose of having the ATO relocate an FAA-owned navigational aid that is required by an AIP funded project.

### **Non-Fed Coordination.**

If any type of NAVAID (PAPI, PLASI, VASI, MALS, MALSR, ILS, etc.) is to be installed or relocated as part of the project, the FAA Non-Fed Coordinator must be notified and appropriate airspace studies completed. The airspace studies must be completed before the work can be included in a Federal aid project. These studies can take up to a year to complete.

### **Required Forms** (as applicable).

Agreement for Transfer of Entitlements (FAA Form 5100-110); NAVAID Forms (PAPIs, AWOS, REILs); Modification of Airport Design Standards, Buy American Approval, Certificate of Economic Necessity, SRE Calculation, and necessary attachments. Please contact your Program Manager if you cannot find the above forms on the Airports web site.

### **ADDITIONAL INFORMATION:**

Construction Safety Phasing Plan shall be submitted by 2/15/2019.

## AIRPORT PROJECT SCHEDULE

LOCATION:

PROJECT NO:

No.	ITEM (If appropriate)	DATE		COMMENTS
		FAA (Due)	Sponsor (Sent or will send)	
1.	Submission of Environmental Document	10/1/2018	11/15/2018	FONSI approved by the FAA on 7/25/2018
2.	Provide Airspace <i>(For new structures only)</i>	12/15/2018		
3.	Verify Project is on ALP <i>(*Update to ALP)</i>	12/15/2018		
4.	Submission of a Benefit-Cost Analysis	12/15/2018		
5.	Selection of Sponsor's Engineer <i>(Within 5 year term or project included in associated RFQ)</i>			
6.	Provide DBE plan and/or revisions to AGL-9 <i>(See DBE and ACDBE Reporting Requirements for Airport Grants)</i>			
7.	Provide PreApplication Package to ADO	12/15/2018	12/15/2018	
8.	Provide Final Notice of Intent to Use Funds <i>(via PreApplication Package)</i>	See Date in Federal Register		
9.	Professional Services Agreement	1/15/2019		
10.	Submit Preliminary Engineers Design Report <i>(Verify rehabilitation method or pavement section)</i>	2/1/2019	2/1/2019	
11.	Request deviations to FAA design standards form with supporting documents		2/1/2019	
12.	Submit project safety phasing plan for FAA approval	2/15/2019	2/15/2019	
13.	90% Complete Plans and Specs (Part 139) <i>(45 days prior to advertising bids)</i>			
14.	90% Complete Plans and Specs (Other) <i>(30 days prior to advertising bids)</i>		3/15/2019	
15.	Submit all transfer agreements to FAA office	5/15/2019		
16.	Obtain wage rates		3/15/2019	
17.	Advertise for bids			TBD
18.	Bid Opening			TBD
19.	Bid Tab Submitted			TBD
20.	Application Submitted <i>(Submit by date required by FAA/MnDOT)</i>	See Date in Federal Register		
21.	Acceptance of Grant Offer			
22.	Award of Contract			TBD
23.	Const. Management Plan			
24.	Preconstruction Meeting/Notice to Proceed			TBD
25.	Construction Start			TBD
26.	Construction Completion			TBD
27.	NAVAIDS Commissioned			
28.	Exhibit A revised			
29.	5010 updated			
30.	ALP revised/Construction As-Built			
31.	AGIS Updated			
32.	Project Closeout Report		1/1/2020	

<b>Application for Federal Assistance SF-424</b>	
*1. Type of Submission: <input checked="" type="checkbox"/> Preapplication <input type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application      *If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation      *Other (Specify) _____ <input type="checkbox"/> Revision
*3. Date Received: _____ 4. Applicant Identifier: _____	
5a. Federal Entity Identifier: AIP # 3-46-0062-029-2019	*5b. Federal Award Identifier:
<b>State Use Only:</b>	
6. Date Received by State: _____	7. State Application Identifier: _____
<b>8. APPLICANT INFORMATION</b>	
*a. Legal Name: City of Yankton	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 46-6000567	*c. Organizational DUNS: 042999185
<b>d. Address:</b>	
*Street 1: <u>PO Box 176</u>	
Street 2: <u>416 Walnut Street</u>	
*City: <u>Yankton</u>	
County: <u>Yankton</u>	
*State: <u>South Dakota</u>	
*Country:                  United States of America	
*Zip / Postal Code: <u>57078</u>	
Department Name: _____	Division Name: _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
Prefix: <u>Mr.</u> _____	*First Name: <u>Dave</u> _____
Middle Name:              _____	
*Last Name: <u>Mingo</u> _____	
Suffix:                      _____	
Title:                        Community Development Director	
Organizational Affiliation: Chan Gurney Municipal Airport	
*Telephone Number: 605-668-5252	Fax Number: _____
*Email: Dmingo@cityofyankton.org	

**Application for Federal Assistance SF-424****\*9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

**\*10. Name of Federal Agency:****11. Catalog of Federal Domestic Assistance Number:**20.106

CFDA Title:

Airport Improvement Program**12. Funding Opportunity Number:**

Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Yankton, Yankton County, South Dakota

**\*15. Descriptive Title of Applicant's Project:**Construct Apron Expansion, Remove One Hangar, Relocate Two Hangars  
Construction Administrative/Observation Services**Attach supporting documents as specified in agency instructions.****16. Congressional Districts Of:**

\*a. Applicant: SD

\*b. Program/Project: SD

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\*a. Start Date: May 2019

\*b. End Date: January 2020

**Application for Federal Assistance SF-424****18. Estimated Funding (\$):**

*a. Federal	_____	\$1,225,800
*b. Applicant	_____	
*c. State	_____	\$68,100
*d. Local	_____	\$68,100
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	\$1,362,000

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_.
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

Yes       No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\*I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix: Mrs. \_\_\_\_\_ \*First Name: Amy

Middle Name: \_\_\_\_\_

\*Last Name: Leon

Suffix: \_\_\_\_\_

\*Title: City Manager

\*Telephone Number: 605-668-5221      Fax Number: \_\_\_\_\_

\*Email: Aleon@cityofyankton.org

\*Signature of Authorized Representative:  \*Date Signed: \_\_\_\_\_

**Authorized State Representative:**

\*First Name: Jack

\*Last Name: Dokken

\*Title: Program Manager, Office of Air, Rail and Transit

\*Telephone Number: 605-668-5221      Fax Number: \_\_\_\_\_

\*Email: jack.dokken@state.sd.us

\*Signature of Authorized Representative: \_\_\_\_\_ \*Date Signed: \_\_\_\_\_

## Application for Federal Assistance (Development Projects)

### PART II – PROJECT APPROVAL INFORMATION

SECTION A	
<p><b>Item 1.</b> Does this assistance request require State, local, regional, or other priority rating?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Name of Governing Body:</p> <p>Priority:</p>
<p><b>Item 2.</b> Does this assistance request require State, or local advisory, educational or health clearances?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Name of Agency or Board:</p> <p>(Attach Documentation)</p>
<p><b>Item 3.</b> Does this assistance request require clearinghouse review in accordance with OMB Circular A-95?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>(Attach Comments)</p>
<p><b>Item 4.</b> Does this assistance request require State, local, regional, or other planning approval?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Name of Approving Agency:</p> <p>Date:</p>
<p><b>Item 5.</b> Is the proposal project covered by an approved comprehensive plan?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Check one:   State   <input type="checkbox"/>                            Local   <input type="checkbox"/>                            Regional   <input type="checkbox"/></p> <p>Location of Plan:</p>
<p><b>Item 6.</b> Will the assistance requested serve a Federal installation?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Name of Federal Installation:</p> <p>Federal Population benefiting from Project:</p>
<p><b>Item 7.</b> Will the assistance requested be on Federal land or installation?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Name of Federal Installation:</p> <p>Location of Federal Land:</p> <p>Percent of Project:        %</p>
<p><b>Item 8.</b> Will the assistance requested have an impact or effect on the environment?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>(See instructions for additional information to be provided.)</p>
<p><b>Item 9.</b> Will the assistance requested cause the displacement of individuals, families, businesses, or farms?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>Number of:              Individuals:              Families:              Businesses:              Farms:</p>
<p><b>Item 10.</b> Is there other related Federal assistance on this project previous, pending, or anticipated?</p> <p style="text-align: center;"><input type="checkbox"/> Yes   <input checked="" type="checkbox"/> No</p>	<p>(See instructions for additional information to be provided.)</p>



**PART II – SECTION C**

The Sponsor hereby represents and certifies as follows:

**1. Compatible Land Use** – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

The Sponsor affirms it promotes development of the property adjacent to the airport for uses that are compatible with the airport.

**2. Defaults** – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

The Sponsor is not in default on any applicable obligations.

**3. Possible Disabilities** – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

The Sponsor affirms there are not any circumstances that may preclude the successful completion of the project or complying with all applicable grant assurances.

**4. Consistency with Local Plans** – The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

The Sponsor affirms the project is consistent with the approved ALP.

**5. Consideration of Local Interest** – It has given fair consideration to the interest of communities in or near where the project may be located.

The Sponsor affirms it has given fair consideration to applicable community interest associated with the project.

**6. Consultation with Users** – In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport which project is proposed.

The Sponsor affirms it has undertaken reasonable consultation with affected airport users.

**7. Public Hearings** – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

The proposed project does not require a public hearing.

**8. Air and Water Quality Standards** – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

No Applicable.

**PART II – SECTION C (Continued)**

**9. Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

The Sponsor affirms there is no grant of an exclusive right for the conduct of any aeronautical activity on the airport.

**10. Land** – (a) The sponsor holds the following property interest in the following areas of land\* which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A":

The Sponsor maintains property interest as depicted with the property table on the Exhibit A property map dated September 2003.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land\* on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A":

Not Applicable.

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land\* which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A"

Not Applicable.

\*State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

**PART III – BUDGET INFORMATION – CONSTRUCTION**

<b>SECTION A – GENERAL</b>			
1. Federal Domestic Assistance Catalog Number: <u>20.106</u>			
2. Functional or Other Breakout: <u>Airport Improvement Program</u>			
<b>SECTION B – CALCULATION OF FEDERAL GRANT</b>			
Cost Classification	Use only for revisions		Total Amount Required
	Latest Approved Amount	Adjustment + or (-)	
1. Administration expense	\$	\$	\$ 6,000.00
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			
5. Other Architectural engineering fees			
6. Project inspection fees			140,000.00
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			1,216,000.00
12. Equipment			
13. Miscellaneous			
14. Total (Lines 1 through 13)			1,362,000.00
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. Less: Ineligible Exclusions			
18. Add: Contingencies			
19. Total Project Amt. (Excluding Rehabilitation Grants)			1,362,000.00
20. Federal Share requested of Line 19			1,225,800.00
21. Add Rehabilitation Grants Requested (100 Percent)			
22. Total Federal grant requested (lines 20 & 21)			1,225,800.00
23. Grantee share			61,800.00
24. Other shares			61,800.00
25. Total Project (Lines 22, 23 & 24)	\$	\$	\$ 1,362,000.00

<b>SECTION C – EXCLUSIONS</b>		
Classification	Ineligible for Participation (1)	Excluded From Contingency Provision (2)
a.	\$	\$
b.		
c.		
d.		
e.		
f.		
g. <b>Totals</b>	\$	\$
<b>SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE</b>		
27. Grantee Share		
a. Securities		\$
b. Mortgages		
c. Appropriations (By Applicant)		
d. Bonds		
e. Tax Levies		61,800.00
f. Non Cash		
g. Other (Explain)		
h. TOTAL - Grantee share		61,800.00
28. Other Shares		
a. State		61800
b. Other		
c. Total Other Shares		61,800.00
<b>29. TOTAL</b>		\$ 136,200.00
<b>SECTION E – REMARKS</b>		
<p>The following items are incorporated by reference:</p>		

**PART IV – PROGRAM NARRATIVE (Attach – See Instructions)**

**PART IV**  
**PROGRAM NARRATIVE**  
*(Suggested Format)*

**PROJECT :** Construct Apron Expansion, Remove One Hangar, Relocate Two Hangars

**AIRPORT :** Chan Gurney Municipal Airport

**1. Objective:**

The project will consists of the construction of an apron expansion approximately 7,116 S.Y, removing one hangar, and relocating two hangars.

**2. Benefits Anticipated:**

The proposed apron expansion will allow for increased aircraft parking. Approximately 5,600 S.Y. of pavement will also be removed that is past its service life.

**3. Approach:** (See approved Scope of Work in Final Application)

**4. Geographic Location:**

Chan Gurney Municipal Airport is located approximatley 3 miles north of Yankton, SD.

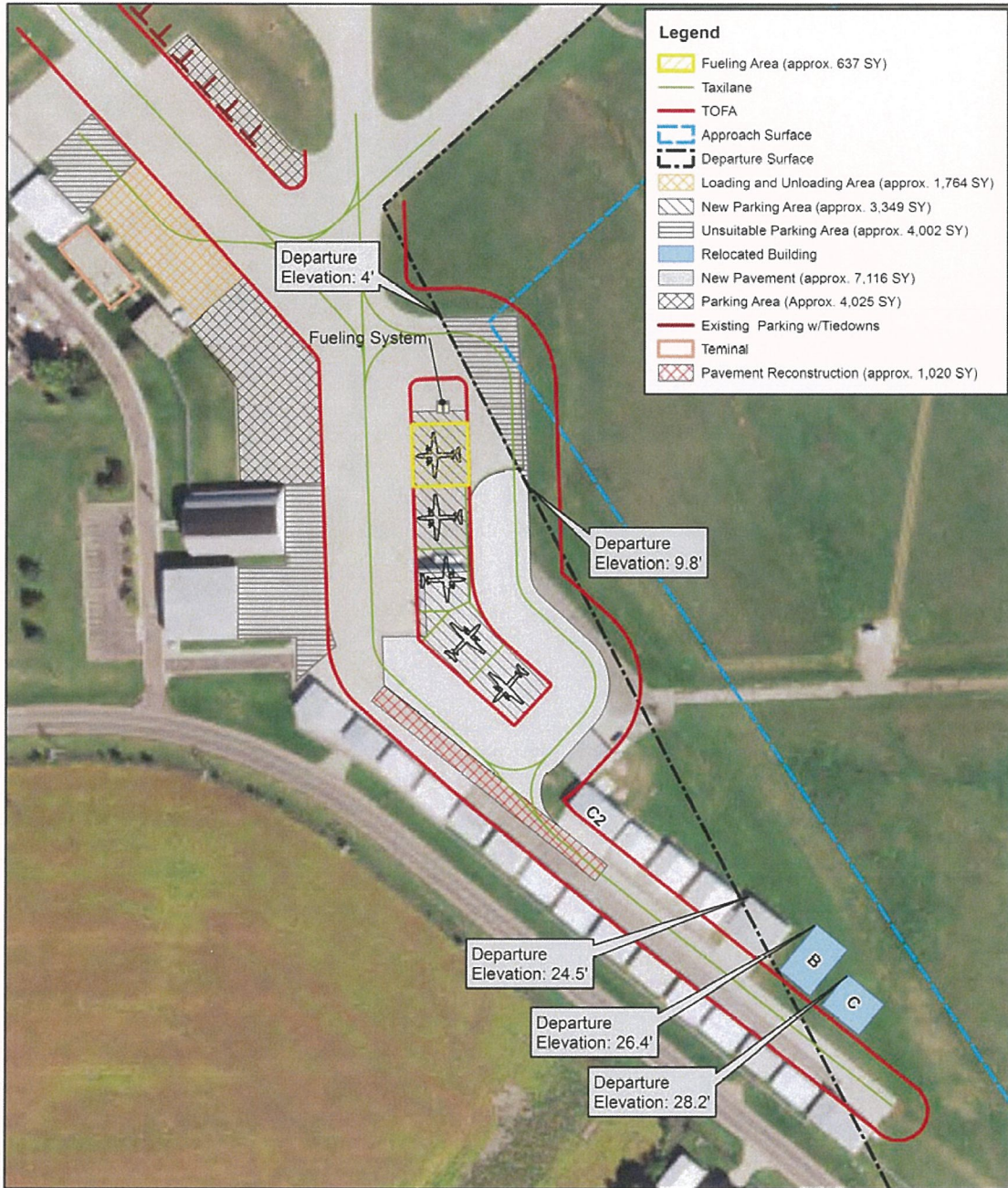
**5. If Applicable, Provide Additional Information:**

**6. Sponsor's Representative:** (include address & telephone number)

Dave Mingo  
Community Development Director  
416 Walnut Street  
Yankon, SD 57078

605-668-5252

Figure 11, Alternative D



## Chan Gurney Municipal Airport - Yankton, SD

### Construct Apron Expansion, Remove One Hangar, Relocate Two Hangars:

The City of Yankton is requesting financial assistance for the design of the proposed apron expansion. The apron expansion is a result of the airport needing additional room to park large aircraft. An environmental assessment was recently completed for the project. Expanding this area will also remove a significant amount of pavement that is past its service life. The project also includes removing one hangar and relocating two hangars that are impacted due to the project. This pavement had a PCI rating in 2015 of 0. The estimated cost of the project is approximately \$1,362,000. This is not an LOI project.

**Chan Gurney Municipal Airport**  
**Yankton, South Dakota**  
**Construct Apron Expansion, Remove One Hangar, Relocate Two Hangars**  
**AIP #3-46-0062-029-2019**  
**Summary of Project Costs**

Description	Project Costs
Administrative	\$ 2,000.00
Construct Apron Expansion, Remove One Hangar	\$ 1,066,000.00
Relocate Two Hangars	\$ 150,000.00
Construction Administration/Observations Services and Testing	\$ 140,000.00
Closeout Report	\$ 4,000.00
<b>Total Estimated Project Costs</b>	<b>\$ 1,362,000.00</b>
	Total Federal Funding = \$ 1,225,800.00
	State Share = \$ 68,100.00
	Sponsor Share = \$ 68,100.00



**Memorandum #18-264**

**To:** Amy Leon, City Manager  
**From:** Joe Morrow, Building Official  
**Subject:** Chan Gurney Municipal Airport Barrel Hangar Re-Roof Final Payment  
**Date:** December 3, 2018

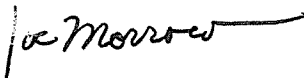
Attached is the final invoice and change order from Roy Johnson Roofing Inc. for the Chan Gurney Municipal Airport Barrel Hangar Re-roof. All of the work for this project has been completed and meets the specifications. City Staff has inspected the project and recommends that Change Order #1 be accepted and that final payment be made to Roy Johnson Roofing Inc. in the amount of \$10,304.15. Below is a break down of costs and payments for this project. The amount budgeted for this project was \$76,000.00

Bid by Roy Johnson Roofing Inc. Contract Amount:	\$ 76,886.02
Partial Payments to date:	\$(69,196.52)
Change Order #1 ( <i>Siding repair, repair &amp; replace galvanized drip edge under dormers with painted wood trim, repair east &amp; west roof overhangs</i> )	<u>\$ 2,615.65</u>
<b>Total Due:</b>	<b>\$10,304.15</b>

The change order was the result of additional work that was required due to water damage and deterioration of the gypsum sheeting that was used in the original construction. Total Cost of Project with change order #1: \$79,501.67 which is \$3,501.67 over the amount budgeted.

City staff recommends that the City Commission approve change order No. 1. and final acceptance of the project.

Respectfully submitted,



Joe Morrow  
Building Official

**Recommendation:** It is recommended that the City Commission approve the Chan Gurney Municipal Airport Barrel Hangar Re-Roof Project with Change Order Number 1 and authorize the Finance Office to issue a manual check in the amount of \$10,304.15 to Roy Johnson Roofing Inc., Yankton South Dakota.

I concur with the recommendation.

I do not concur with the recommendation.

Cc Dave Mingo



Amy Leon  
City Manager

\_\_\_\_ Roll call

Roy Johnson Roofing Inc.  
 PO Box 144  
 500 Burleigh  
 Yankton, SD 57078

**INVOICE**

Date	Invoice #
11/30/2018	3122

Bill To
City of Yankton ATTN: Joe Morrow P.O. Box 176 Yankton, SD 57078

P.O. No.

Item	Description	Amount
Install	Airport Hanger re-roof total contract amount.	76,885.02
Payment	Partial payment # 1	-51,300.00
Payment	Partial payment # 2	-17,896.52
Install	Change order	2,615.65
<b>Total</b>		\$10,304.15
<b>Balance Due</b>		\$10,304.15

TERMS: Payment due upon receipt of statement. A finance charge of 1 1/2% per month will be added after 10 days.

Project No. 2018-005

CHANGE ORDER

PROJECT TITLE: Yankton Airport CHANGE ORDER NO.: 1

PROJECT NO: #2018-005 DATE: 11-30-18

DESCRIPTION: Install bottom board of siding paint

The following changes are hereby made to the Contract Documents:

	Quantity	Each	Total
Siding Repair, Replace GALVANIZED DRIP EDGE W/ DORMERS, REPAIR EAST + WEST ROOF OVERHANGS			\$ 2,615.65

Total Amount of this Change Order \$ 2,615.65

JUSTIFICATION:

Remove and Install bottom piece of siding paint due to bad siding

Original Contract Amount:

\$ 76,885<sup>02</sup>

Current Contract Amt. Adjusted by Previous Change Orders:

\$ 0

Contract Amt. due to this Change Order will be increased (decreased) by:

\$ 2,615<sup>65</sup>

Contract Amount including this Change Order will be:

\$ 79,500.67

Contract Time will be increased (decreased) by 2615<sup>65</sup>

Completion Date for all work will be 11-30-18

APPROVAL:

ORDERED BY: [Signature] 11-30-18  
City of Yankton

ACCEPTED BY: [Signature]  
Contractor

CONTRACTOR  
ROY JOHNSON ROOFING  
P.O. Box 144  
YANKTON SD 57078

**Memorandum #18-259**



**To:** Amy Leon, City Manager  
**From:** Dave Mingo, AICP Community and Economic Development Director  
**Subject:** Planning Commission Action #18-\_\_\_ / Resolution #18-85  
**Date:** December 3, 2018

**PLAT REVIEW**

**ACTION NUMBER:** 18-\_\_\_

**E.T.J. MEMBER ACTION REQUIRED:** No

**APPLICANT / OWNER:** Stewart H. Huber.

**ADDRESS / LOCATION:** 301 W. 31st Street.

**PROPERTY DESCRIPTION:** A Replat of Lot 1 of the Replat of Lots 1, 2, 3, 10, 11 and 12 of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota as filed in Book S11 on Page 15. To Be Hereinafter Know as; Lots 1A and 1B of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota.

**ZONING DISTRICT:** B-2 Highway Business.

**PREVIOUS ACTION:** Original Airport Acres Plat and subsequent replats.

**COMMENTS:** The proposed plat would separate the vacant north portion of the lot from the south portion that contains the multiple family dwelling unit. The original plat met all of the subdivision ordinance requirements at the time of approval. The addition of the five-foot utility easement along the right of way is an upgrade from the original plat.

Staff recommends approval of the proposed plat.

**HEARING SCHEDULE:**

December 10, 2018: Planning Commission reviews the plat and makes a recommendation to the City Commission.

December 10, 2018: City Commission reviews the plat and makes a final decision.

**Planning Commission results:** Planning Commission action on this plat will take place at their meeting at 5:30 PM prior to the City Commission meeting. Staff will report the Planning Commission’s recommendation to the City Commission.

**RESOLUTION #18-85**

WHEREAS, it appears from an examination of A Replat of Lot 1 of the Replat of Lots 1, 2, 3, 10, 11 and 12 of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota as filed in Book S11 on Page 15. To Be Hereinafter Know as; Lots 1A and 1B of Block 2, Airport Acres in the City of Yankton, Yankton County, South Dakota prepared by Brett R. Kennedy, 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 of the above described property is hereby approved.

Adopted:

\_\_\_\_\_  
Nathan V. Johnson, Mayor

ATTEST:

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



# City of Yankton

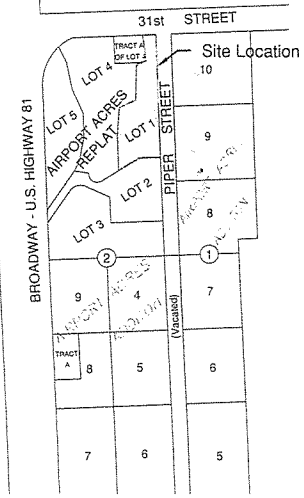
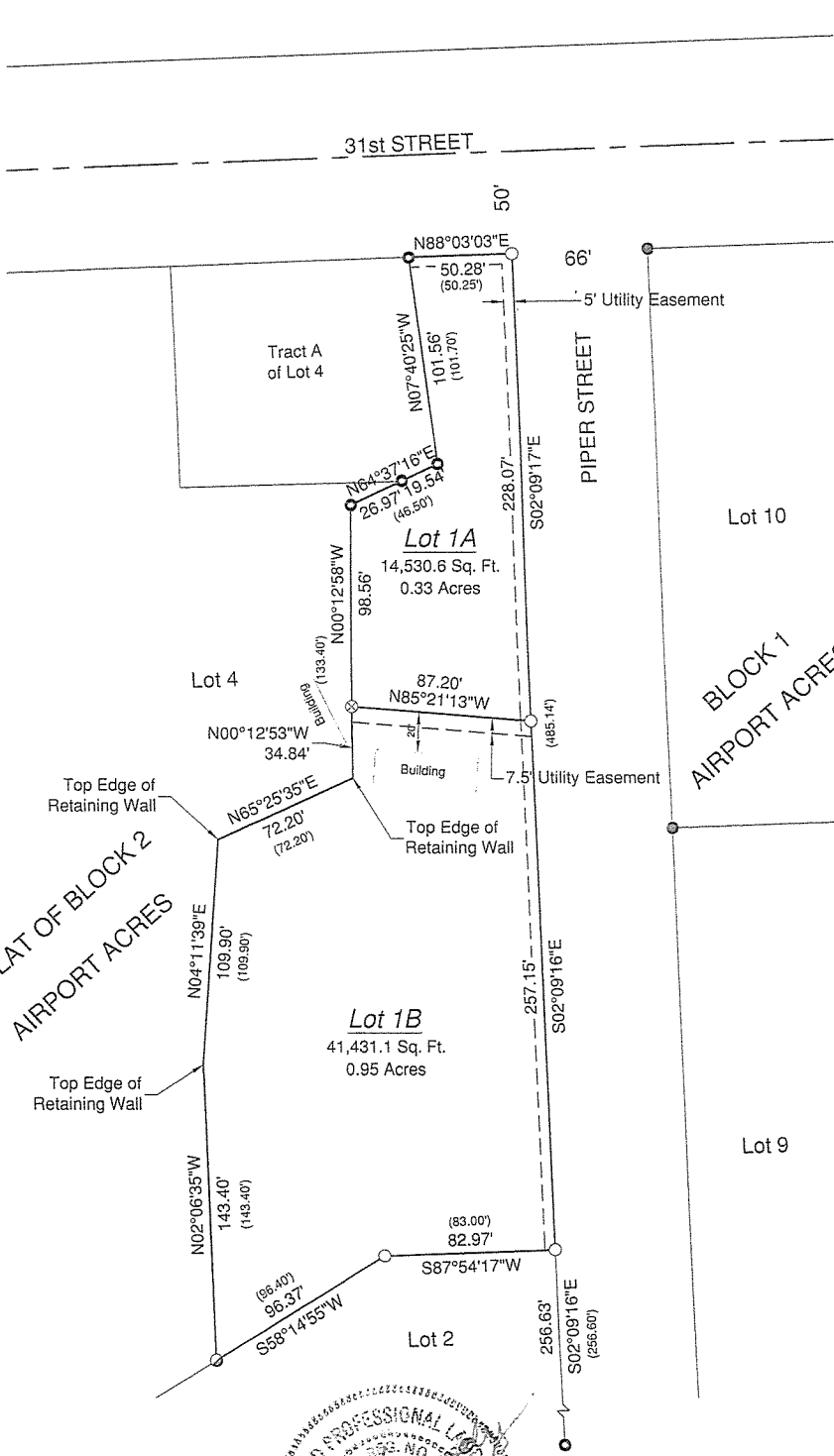
## Plat Location Map

A replat of Lot 1 of the replat of Lots 1, 2, 3, 10, 11, & 12 of Block 2, Airport Acres, in the City of Yankton, Yankton County, South Dakota to be hereafter known as Lots 1A & 1B of Block 2, Airport Acres, in the City of Yankton, Yankton County, South Dakota

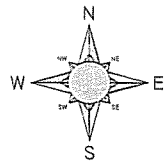
A REPLAT OF LOT 1 OF THE REPLAT OF LOTS 1, 2, 3, 10, 11 and 12 OF BLOCK 2,  
AIRPORT ACRES IN THE CITY OF YANKTON, YANKTON COUNTY, SOUTH DAKOTA  
AS FILLED IN BOOK S11 ON PAGE 15

TO BE HEREAFTER KNOWN AS

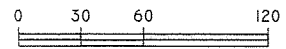
LOTS 1A AND 1B OF BLOCK 2, AIRPORT ACRES IN THE CITY OF YANKTON,  
YANKTON COUNTY, SOUTH DAKOTA



LOCATION MAP  
Scale: 1" = 500'



GRAPHIC SCALE

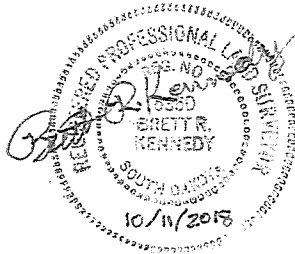


1 INCH = 60 FEET

BASIS OF BEARING  
Yankton City Datum

Legend

- Found 5/8" Rebar w/Cap  
Stamped "BRANDT LS5349"
- ⊙ Found Pipe w/Cap  
Stamped "JOHNSON LS2919"
- Found Pipe
- Set 5/8" x 18" Rebar w/Cap  
Stamped "KENNEDY LS5350"
- ⊗ Chiseled "X"
- (101.70) Recorded Distance in Feet



DATE:	10-10-2018
PROJECT NUMBER:	17001
CREW CHIEF:	B. Kennedy, L.S.
DRAFTED BY:	B. Kennedy, L.S.
REVIEWED BY:	C. Gadeken, CST
SHEET NO. 1 OF 2 TOTAL SHEETS	

PREPARED BY:  
STOCKWELL ENGINEERS, INC.  
215 WALNUT STREET  
YANKTON, SD 57078  
PHONE: 605-665-8092

**Memorandum #18-262**



**To:** Amy Leon, City Manager  
**From:** Dave Mingo, AICP Community and Economic Development Director  
**Subject:** Planning Commission Action #18-\_\_\_ / Resolution #18-86  
**Date:** December 3, 2018

**PLAT REVIEW**

**ACTION NUMBER: 18-\_\_\_**

**E.T.J. MEMBER ACTION REQUIRED: No**

**APPLICANT / OWNER:** Matthew Christensen, Managing Member, White Crane Estates, L.L.C.

**ADDRESS / LOCATION:** 300 block of Tulip & Lilac Lane

**PROPERTY DESCRIPTION:** Lots 30, 45, 59, 71, 72, 73 and 74, Crestview Homes Subdivision in the NE 1/4 of Section 21, T93N, R56W of the 5<sup>th</sup> P.M., Yankton County, South Dakota.

**ZONING DISTRICT:** County jurisdiction.

**PREVIOUS ACTION:** Approval of Subdivision layout and prior development phases in 2007 - 2018.

**COMMENTS:** The location of the proposed plat is in the City’s three-mile plating jurisdiction. This allows the City to require the dedication of right-of-way along the extension of the planned street grid. The proposed lots are located in a previously approved subdivision with identified right-of-way corridors serving as the primary access to the property. The previous right-of-way dedications meet the requirements of the City’s review process for the location. The plat is not adjacent to the City’s corporate limits so the Subdivision Ordinance requirements do not apply.

The proposal will be subject to county platting and land use approval requirements as it moves forward through that process.

Staff recommends approval of the proposed plat

**HEARING SCHEDULE:**

December 10, 2018: The Planning Commission reviews the plat and makes a recommendation to the City Commission.

December 10, 2018: The City Commission reviews the plat and makes a final decision.

**Planning Commission results:** Planning Commission action on this plat will take place at their meeting at 5:30 PM prior to the City Commission meeting. Staff will report the Planning Commission’s recommendation to the City Commission.

\_\_\_\_ Roll call



**RESOLUTION #18-86**

WHEREAS, it appears from an examination of the plat of Lots 30, 45, 59, 71, 72, 73 and 74, Crestview Homes Subdivision in the NE 1/4 of Section 21, T93N, R56W of the 5th P.M., Yankton County, South Dakota prepared by John L. Brandt, 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.

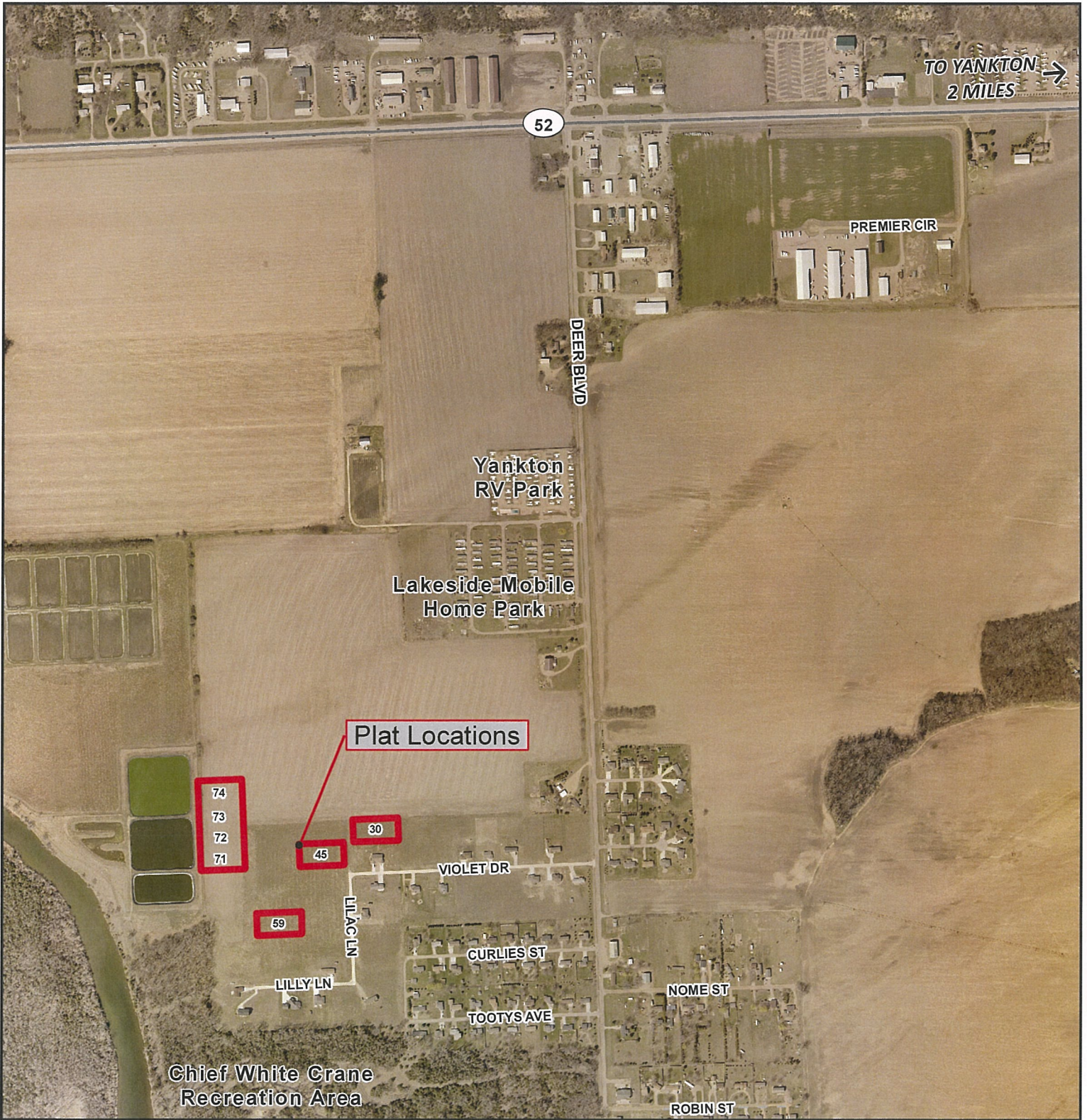
NOW, THEREFORE BE IT RESOLVED by the Board of City Commissioners of the City of Yankton, South Dakota, that the plat for the above described property is hereby approved.

Adopted:

\_\_\_\_\_  
Nathan V. Johnson, Mayor

ATTEST:

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

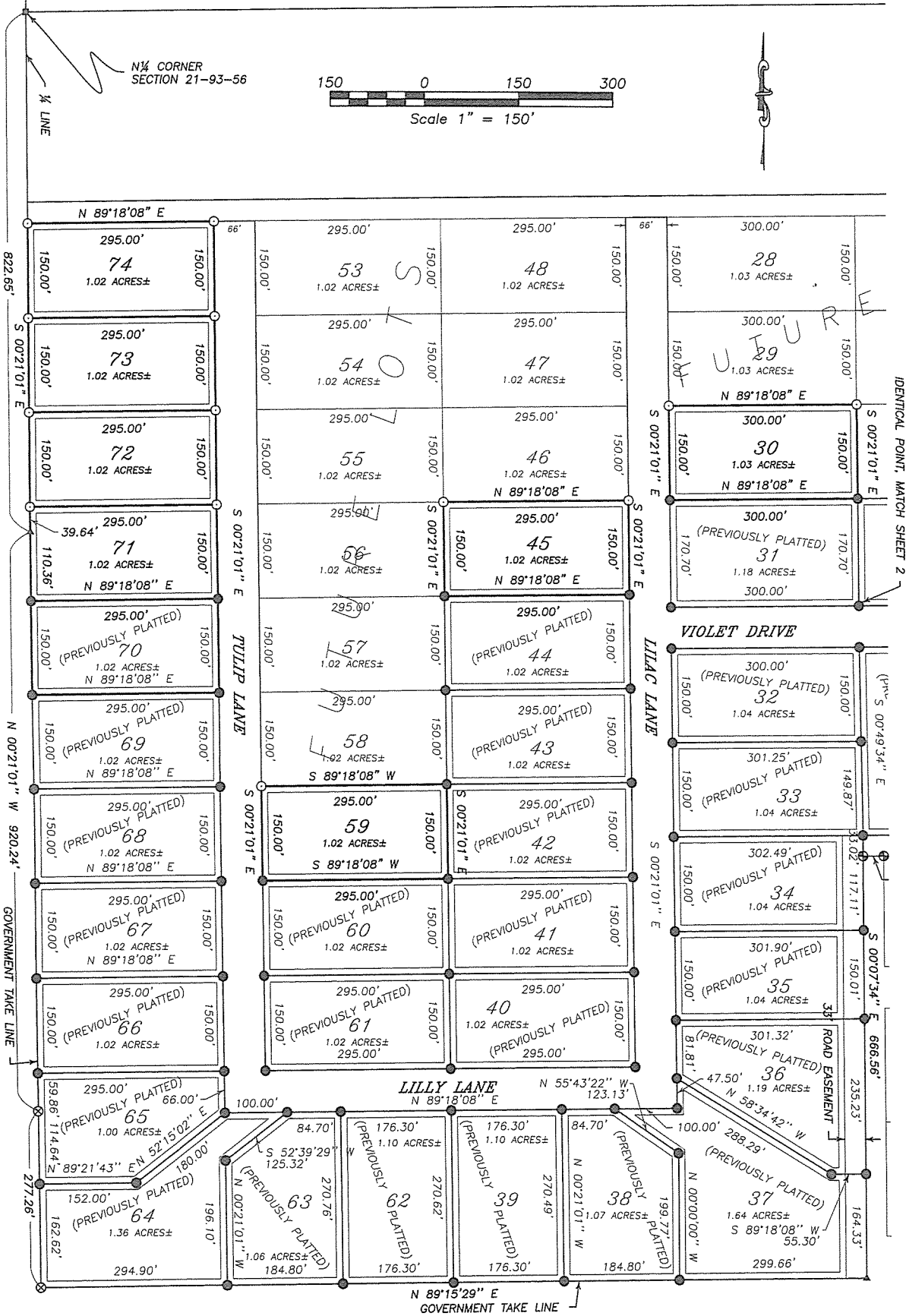


# City of Yankton

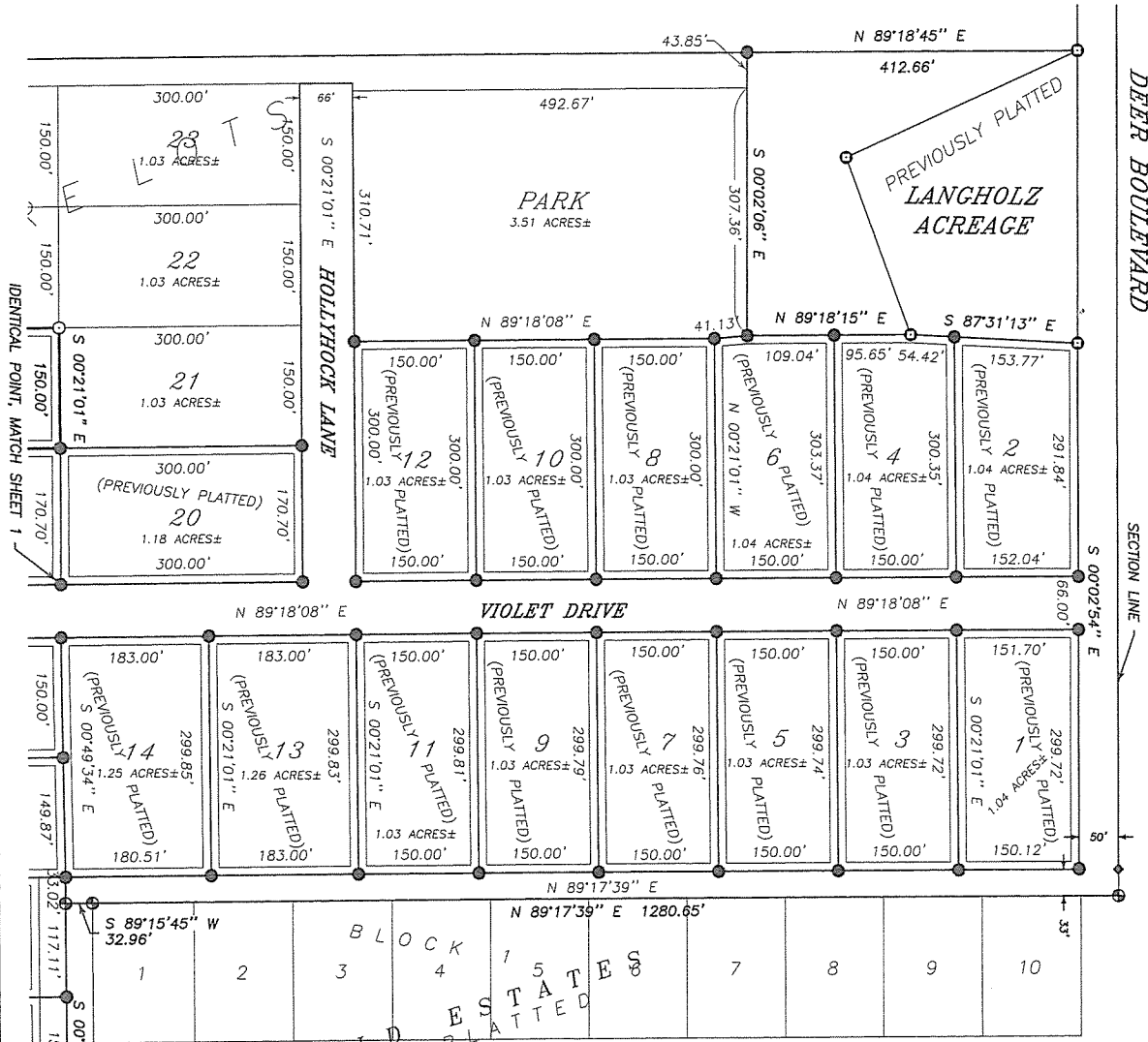
## Plat Location Map

Plat of Lots 30, 45, 59, 71, 72, 73, & 74 of the Crestview Homes Subdivision located in the NE 1/4 of Section 21, T93N, R56W of the 5th P.M., Yankton County, South Dakota

PLAT OF LOTS 30, 45, 59, 71, 72, 73 AND 74, CRESTVIEW HOMES  
 SUBDIVISION IN THE NE¼ OF SECTION 21, T93N, R56W OF THE 5TH  
 P.M., YANKTON COUNTY, SOUTH DAKOTA.



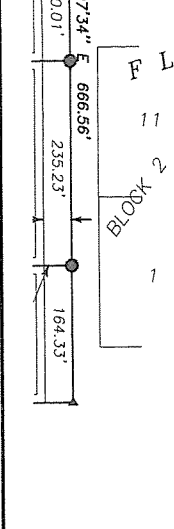
PLAT OF LOTS 30, 45, 59, 71, 72, 73 AND 74, CRESTVIEW HOMES  
 SUBDIVISION IN THE NE¼ OF SECTION 21, T93N, R56W OF THE 5TH  
 P.M., YANKTON COUNTY, SOUTH DAKOTA.



IDENTICAL POINT, MATCH SHEET 1

DEER BOULEVARD

SECTION LINE

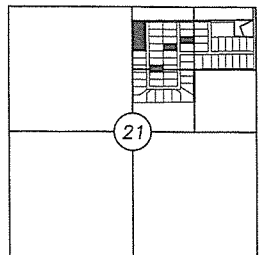


**LEGEND**

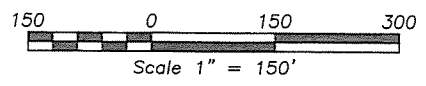
- SET 5/8" REBAR WITH L.S. CAP STAMPED "J. BRANDT R.L.S. 5349"
- FOUND 5/8" REBAR WITH L.S. CAP STAMPED "J. BRANDT R.L.S. 5349"
- ⊙ FOUND 5/8" REBAR WITH L.S. CAP STAMPED "TOM WEEK PELS 2912"
- ▲ FOUND T-BAR
- ⊗ FOUND T-BAR WITH CAP
- FOUND T-BAR WITH CAP INSIDE IRON PIPE
- ◆ FOUND IRON PIPE WITH L.S. CAP
- ⊕ FOUND 5/8" REBAR
- FUTURE LOT LINES

PREPARED BY:  
 BRANDT LAND SURVEYING  
 1202 WILLOWDALE ROAD  
 YANKTON, SD 57078  
 (605) 665-8455

NOTE:  
 BASIS OF BEARING  
 BY GPS OBSERVATION



LOCATION (N.T.S.)



Scale 1" = 150'

**Memorandum #18-263**

**To:** Amy Leon, City Manager  
**From:** Mike Roinstead, Airport Supervisor  
**Subject:** Bid award for 2019 Annual Supply of Transport-Tankwagon Petroleum Products for Chan Gurney Municipal Airport  
**Date:** December 3<sup>rd</sup>, 2018

One bid was received for the City's 2019 supply of Petroleum Products for the Chan Gurney Municipal Airport. The two products that will be consumed are Aviation Gasoline and Jet A fuel with fuel system ice inhibitor. These products are most frequently purchased via transport (7,000 gallon minimum). The bid received represents the supplier's handling costs (profit margin), which are added to the OPIS (Oil Price Information Service) daily published price on the date the product is ordered.

The bid received for these products that will be available at the Airport is listed below:

DESCRIPTION	GERSTNER OIL
<b>Aviation Gas – 100 low lead:</b>	
Transport	\$0.2374
Tankwagon	\$0.4374
<b>Jet A fuel (with fuel system ice inhibitor):</b>	
Transport	\$0.1199
Tankwagon	\$0.3199

City Staff recommends that the bid submitted for the 2019 Supply of Petroleum Products for the Chan Gurney Municipal Airport is awarded to lowest bid by Gerstner Oil for: Aviation Gas – 100 low lead Transport and Tankwagon. This price is slightly lower than last year.

City Staff recommends that the bid submitted for the 2019 Supply of Petroleum Products for the Chan Gurney Municipal Airport is awarded to lowest bid by Gerstner Oil for: Jet A fuel (with fuel system ice inhibitor) Transport and Tankwagon. This price is slightly higher than last year.

Respectfully submitted,



Mike Roinstead  
 Airport Supervisor

**Recommendation: It is recommended that the City Commission award the contract for fuel at the Chan Gurney Municipal Airport to Gerstner Oil for the low bid amounts listed in Memorandum #18-263.**

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



Amy Leon, City Manager

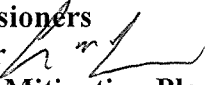
cc: Dave Mingo

\_\_\_\_ Roll call

**2019 Annual Supply of Transport Wagon Petroleum Products**  
**Project No. 2018-002**  
**Bid Opening: November 29th, 2018 @ 3:00PM**

Name	Fuel Type	Total Cost
TNT Wagner 29693 396th Avenue Wagner, SD 57380	NO BID SUBMITTED	
Country Pride Cooperative 211 Main Street Crofton, NE 68730	NO BID SUBMITTED	
Gerstner Oil 3004 E SD-50 Yankton, SD 57078	AV-Gas: Transport	\$0.2374/Gallon
	AV-Gas: Tankwagon	\$0.4374/Gallon
	Jet Fuel: Transport	\$0.1199/Gallon
	Jet Fuel: Tankwagon	\$0.3199/Gallon

**Memorandum No. 18-260**

**TO:** Mayor and City Commissioners  
**FROM:** Amy Leon, City Manager   
**RE:** Yankton County Hazard Mitigation Plan Update  
**DATE:** December 5, 2018

Paul Scherschligt, Yankton County Office of Emergency Management, has invited us to be a participating jurisdiction in the Yankton County Hazard Mitigation Plan Update (YCHMP). The YCHMP is a multi-jurisdictional planning process designed to identify potential hazards, conduct risk assessment, and formulate potential mitigation goals. Examples of hazards include things like flooding events, tornados and other natural or manmade disasters.

In order to be eligible for FEMA public assistance programs and grants, the City of Yankton must be a participant in a Hazard Mitigation Plan.

The attached letter serves as an indication of our willingness and desire to participate in Yankton County's Hazard Mitigation Plan Update.

**Recommendation: It is recommended that the City Commission approve participating in Yankton County's Hazard Mitigation Plan Update and authorize the Mayor to sign the attached letter of commitment.**

# City of Yankton

**December 10, 2018**

Re: Letter of Commitment as participating jurisdiction in the Yankton County Hazard Mitigation Plan Update

As the Federal Emergency Management Agency's (FEMA) Local Mitigation Plan requirements under 44 CFR §201.6 specifically identify criteria that allow for multi-jurisdictional mitigation plans and that many issues are better resolved by evaluating hazards more comprehensively by coordinating at the county, regional, or watershed level, the **City of Yankton** is submitting this letter of commitment to confirm that it has agreed to participate in the Yankton County Multi-jurisdictional Hazard Mitigation Plan.

Further, as a condition to participating in the mitigation planning process, the **City of Yankton** agrees to meet the requirements for mitigation plans identified in 44 CFR §201.6 and to provide such cooperation as is necessary to Yankton County to complete the plan in conformance with FEMA requirements.

The **City of Yankton** understands that it must engage in the following planning process, as more fully described in FEMA's *Local Multi-Hazard Mitigation Planning Guidance*, including, but not limited to:

- Identification of hazards unique to the City addressed in the master planning document;
- The conduct of a vulnerability analysis and an identification of risks, where they differ from the general planning area;
- The formulation of mitigation goals responsive to public input and development of mitigation actions complementary to those goals. A range of actions must be identified specific for each jurisdiction;
- Demonstration that there has been offered an opportunity for participation in the planning process by all community stakeholders (examples of participation include relevant involvement in any planning process; attending meetings; contributing research, data, or other information; commenting on drafts of the plan; etc.);
- Documentation of an effective process to maintain and implement the plan; and,
- Adoption of the Multi-jurisdictional Hazard Mitigation Plan by the City's governing body.

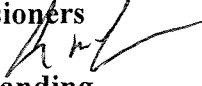
Therefore, with a full understanding of the obligations incurred by participating in the FEMA hazard mitigation planning process as a participant in a multi-jurisdictional plan; I commit the **City of Yankton** to the Yankton County Multi-Jurisdictional Hazard Mitigation Planning effort.

---

Nathan V Johnson, Mayor  
City of Yankton



## Memorandum No. 18-261

**TO:** Mayor and City Commissioners  
**FROM:** Amy Leon, City Manager   
**RE:** Memorandum of Understanding  
**DATE:** December 5, 2018

---

The City of Yankton and the American Federation of State, County, and Municipal Employees, AFL-CIO, Local 3968, have entered into a Memorandum of Understanding regarding Christmas Eve (December 24, 2018) for the calendar year 2018. The Memorandum of Understanding which is attached to this memo, hereby deems Christmas Eve for the calendar year 2018, as an additional recognized City holiday, subject to all applicable rights and obligations afforded to City employees under the CBA and the applicable Employee Personnel Manual.

**Recommendation:** It is recommended that the City Commission approve the Memorandum of Understanding and authorize the City Manager to implement the provisions of the agreement throughout the organization, as applicable.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is entered into by and between the City of Yankton, a political subdivision of the State of South Dakota, hereinafter referred to as the "City," and Local 3968, American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union."

**WHEREAS**, Under the present effective collective bargaining agreement ("CBA") between the parties, Christmas Eve is not a recognized City holiday and constitutes a regular employee work day;

**WHEREAS**, Christmas Eve falls on a Monday for calendar year 2018, which the City recognizes is inconvenient for employees and interferes with holiday travel plans; and

**WHEREAS**, the City recognizes the extra efforts City employees put forth during the 2018 year to accommodate and overcome unexpected challenges that faced the City during the year.

**NOW THEREFORE**, the parties agree that for calendar year 2018 only, Christmas Eve (Monday, December 24, 2018) shall be deemed an additional recognized City holiday, subject to all applicable rights and obligations afforded to City employees under the CBA and the applicable Employee Personnel Manual.


All other provisions contained within the CBA dated November 23, 2016, as amended, are incorporated herein by this reference and remain in full force and effect.

**AMERICAN FEDERATION  
OF STATE, COUNTY AND  
MUNICIPAL EMPLOYEES,  
AFL-CIO, LOCAL 3968**



By:

**CITY OF YANKTON**

  
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Amy Leon, City Manager