



**Special Meeting Agenda
City Council**

12:00 p.m. (noon) Special Meeting
Monday, February 3, 2014
Eagle Creek Building
1012 Princeton Street
Vermillion, South Dakota 57069

1. **Roll Call**
2. **Informational Session – Tour of Eagle Creek Building – 1012 Princeton Street.**
3. **Briefing on the February 3, 2014 City Council Regular Meeting Agenda-** Briefings are intended to be informational only and no deliberation or decision will occur on this item.
4. **Adjourn**

Access the City Council Agenda on the web – www.vermillion.us

Addressing the Council: Persons addressing the Council shall use the microphone at the podium. Please state your name and address. Presentations are limited to 5 minutes. For those who do not appear on the agenda, no decision is to be expected at this time.

Meeting Assistance: If you require assistance, alternative formats and/or accessible locations consistent with the Americans with Disabilities Act, please contact the City Manager's Office at 677-7050 at least 3 working days prior to the meeting.

Council Meetings: City Council regular meetings are held the first and third Monday of each month at 7:00 p.m. If a meeting falls on a City holiday, the meeting will be scheduled for the following Tuesday.

Live Broadcasts of Council Meetings On Cable Channel: Regular City Council meetings are broadcast live on Cable Channel 3.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.

City of Vermillion Council Agenda

7:00 p.m. Regular Meeting

Monday, February 3, 2014

City Council Chambers

25 Center Street

Vermillion, South Dakota 57069



1. **Roll Call**
2. **Pledge of Allegiance**
3. **Minutes**
 - a. January 20, 2014 Special Session; January 20, 2014 Regular Session, January 28, 2014 Special Policy and Procedures meeting.
4. **Adoption of the Agenda**
5. **Visitors To Be Heard**
6. **Public Hearings**
7. **Old Business**
8. **New Business**
 - a. Asian Carp in the Missouri River -8th grade Middle School students.
 - b. Business Improvement District #1 Plan.
 - c. Resolution of Intent to impose a lodging establishment fee.
 - d. Agreement between City of Vermillion and Vermillion Chamber of Commerce and Development Company to allocate TIF 6 bond proceeds for improvements.
 - e. Resolution for Financial Agreement between the South Dakota Department of Transportation and the City of Vermillion for Project No. AP0056-2013.
9. **Bid Openings**
 - a. Fuel quotes.
 - b. Water and Waste Water Chemicals.
 - c. Surplus Street Department Skid Steer.
10. **City Manager's Report**
11. **Invoices Payable**
12. **Consensus Agenda**
 - a. Set a public hearing date of February 18, 2014 for a retail on-off sale wine license for Varsity Pub, LLC for the Varsity Pub at 113 E Main Street.
13. **Adjourn**

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Addressing the Council: Persons addressing the Council shall use the microphone at the podium. Please raise your hand to be recognized, go to the podium and state your name and address.

a. Items Not on the Agenda Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

b. Agenda Items: Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Mayor and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the governing body for possible action. At this point, only City Council members and staff may discuss the current agenda item unless a Council member moves to allow another person to speak and there is unanimous consent from the Council. Questions from Council members, however, may be directed to staff or a member of the public through the presiding officer at any time.

Meeting Assistance: The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

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Vermillion City Council's Values and Vision

This community values its people, its services, its vitality and growth, and its quality of life and sees itself reinforcing and promoting these ideals to a consistently increasing populace.



Unapproved Minutes
Council Special Session
January 20, 2014
Monday 12:00 noon

The special session of the City Council, City of Vermillion, South Dakota was held on Monday, January 20, 2014 at 12:00 noon at the City Hall large conference room.

1. Roll Call

Present: Collier-Wise, Davies, Grayson, Meins, Ward, Willson, Zimmerman, Mayor Powell

Absent: Osborne

2. Informational Session - Norbeck Street Standards - Jose Dominguez

Jose Dominguez, City Engineer, reported that the City will be paving a two block portion of Norbeck Street from Clark Street to Roosevelt Street this summer. Jose noted that the area to be paved is zoned R-3 and is a dense development area. Jose reported that the Comprehensive Plan designated Norbeck Street as a collector street. He stated that collector streets move traffic from local streets to arterial streets. As such, collector streets may have parking and/or access restricted. Jose stated that North Norbeck Street was also designated as a "bike route". He stated that in 2009 the City Council approved typical road sections to serve as examples to developers of road sections to be considered during development. Jose stated that three typical sections would apply to this section of Norbeck Street between Clark and Roosevelt Streets but was concerned about having a separate bike path that only went the two blocks. Jose noted that the typical sections also assumed an eighty foot right-of-way and this section of Norbeck was platted with a sixty-six foot right-of-way. As such, Jose proposed another option that would have wider driving lanes that would be shared with bike traffic and no on street parking. Jose stated that other cities use this option that included signs designating the shared use. Jose stated that he was looking for some direction from the City Council on the design option to pass along to the consultant designing the street. Discussion followed on the options including the ability to modify the option for a bike lane at a future date. The consensus of the City Council was to move forward with the Norbeck Street option with the shared driving and bike lane for the two block section planned for this summer.

3. Informational Session - Storm Drainage Policy - Jose Dominguez

Jose Dominguez, City Engineer, provided a brief history of storm drainage standards that were first adopted with the subdivision ordinance in 2012. The ordinance required a drainage study or the need to meet the City Engineer requirements until such time as defined policies were adopted. Jose stated that the drainage study was completed in 2013 which included recommendations for drainage design standards. Jose stated that the drainage study divided the city into ten watershed districts. He stated that the Engineering Department has been reviewing the recommended drainage design standards and will be revising the standards before a formal presentation will be made to the City Council. Jose reviewed a sample of drainage from a single lot that was developed as single family and multifamily demonstrating the different drainage issues. He reported on current development projects and the drainage options that were included in each. Jose answered questions on the drainage policies noting that when they are completed the policies will be presented to the City Council for consideration.

4. Briefing on the January 20, 2014 City Council Regular Meeting

Council reviewed items on the agenda with City staff. No action was taken.

5. Adjourn

19-14

Alderman Ward moved to adjourn the Council special session at 12:56 p.m. Alderman Meins seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 20th day of January, 2014.

THE GOVERNING BODY OF THE CITY
OF VERMILLION, SOUTH DAKOTA
BY _____
John E. (Jack) Powell, Mayor

ATTEST:

BY _____
Michael D. Carlson, Finance Officer

Unapproved Minutes
City Council Regular Session
January 20, 2014
Monday 7:00 p.m.

The regular session of the City Council, City of Vermillion, South Dakota was called to order on January 20, 2014 at 7:00 p.m. by Mayor Powell.

1. Roll Call

Present: Collier-Wise, Davies, Grayson (arrived at 7:02 p.m.), Meins, Ward, Willson, Zimmerman, Mayor Powell

Absent: Osborne

2. Pledge of Allegiance

3. Minutes

A. Minutes of January 6, 2014 Special Session; January 6, 2014 Regular Session

20-14

Alderman Zimmerman moved approval of the January 6, 2014 Special Session and January 6, 2014 Regular Session. Alderman Meins seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

4. Adoption of Agenda

Mayor Powell stated that there is one change to the agenda being the date in Item 12 A should be March 12, 2014 vs. February 26, 2014.

21-14

Alderman Willson moved approval of the agenda with the change in 12A date to March 12, 2014. Alderman Zimmerman seconded the motion. Motion carried 7 to 0. Mayor Powell declared the motion adopted.

5. Visitors to be Heard

Alderman Grayson arrived at 7:02 p.m.

A. South Dakota Kayak Challenge 2014 - Jarett Bies

Jerett Bies, representing South Dakota Kayak Challenge, reported that this will be the fifth year of the event that travels on the Missouri River from Yankton to Sioux City. Jerett wanted to thank the Vermillion Community and volunteers for their past and ongoing support of the SD Kayak Challenge. Jerett stated that the event this year is May 24-25, Memorial Day weekend, and invited the community to participate in the event as a participant, spectator or volunteer. Jerett stated that they are anticipating 150 participants this year and have had over 160 in prior years.

6. Public Hearings - None

7. Old Business - None

8. New Business

A. Resolution adopting a Master Plan for Prentis Park

Jim Goblirsch, Parks & Recreation Director, stated that, in planning for the end of the current pool life, the City Council in 2012 approved a Pool Committee to investigate options for a new Prentis Park swimming pool. The Pool Committee presented a conceptual pool design with a projected cost of \$6.7 million dollars. Jim stated that when he started as Parks & Recreation Director the pool plan was on his desk and he saw this as an opportunity to establish a master plan for Prentis Park that would include the new pool feature. The City Council authorized the Prentis Park master plan and staff, working with TSP Architectural Firm, developed a master plan that was presented to the City Council on November 18, 2013 for input. The plan was revised and four versions were available for the public meeting on November 25, 2013. The input from that public meeting was presented to the City Council on December 16, 2013 at which time the consensus of the City Council was to bring a resolution in support of Master Plan D. Jim presented the master plan that was revised to reduce the parking and provided a greater safety zone from the driveway to the baseball entrance. He stated that the resolution is to adopt the master plan to serve as the game plan for Prentis Park with the major item being the swimming pool. Jim stated that there is no funding included in this resolution and that is something that will take City Council action in the future and all that is committed by the City is the \$500,000 of sales tax funds restricted for this project.

22-14

After reading the same once, Alderman Grayson moved adoption of the following:

RESOLUTION ADOPTING MASTER PLAN FOR PRENTIS PARK

WHEREAS, Prentis Park is a community treasure that serves as the cornerstone of the Vermillion Park system; and

WHEREAS, Prentis Park serves a variety of users both local, regionally and statewide; and

WHEREAS, it is essential that the City have a strategic plan for a large improvement such as a swimming pool and for a community-wide park such as Prentis Park; and

WHEREAS, the City Council hired a consultant to inventory existing conditions, identify where improvements were needed and to assist the community, Council and staff to develop a Master Plan for Prentis Park; and

WHEREAS, multiple Master Plan concepts were presented to the City Council on November 18, 2013 and December 16, 2013 furthermore a public meeting was held to gather public comment on the four Master Plan proposals on November 25, 2013; and

WHEREAS, the comments have been compiled, considered, and adjustments made as feasible; and

WHEREAS, having a Master Plan provides the City Council, community and staff with a vision of what Prentis Park could be in the future; and

WHEREAS, the City Council finds and determines that the new Master Plan promotes the health, safety, and general welfare of the community and promotes the coordinated and harmonious development in a manner that conserves and enhances its natural environment; and

WHEREAS, Concept D of the four Master Plan proposals best represents the future vision of the community for Prentis Park; and

WHEREAS, a Master Plan serves as a planning document that does not allocate any resources but instead provides direction on what may need to be funded so that potential costs and funding opportunities can be identified for future City Council consideration.

NOW THEREFORE, BE IT RESOLVED, that the Vermillion City Council does hereby adopt Concept D as the Master Plan for Prentis Park.

BE IT FURTHER RESOLVED, by the Governing Body of the City of Vermillion that the City Council and staff will work toward developing Prentis Park in accordance with the Master Plan as feasible and as funding provides.

Dated at Vermillion, South Dakota this 20th day of January, 2014.

FOR THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

The motion was seconded by Alderman Collier-Wise. Discussion followed on the master plan. John Prescott, City Manager, stated that the plan is what the City Council wants to see for Prentis Park. This plan is what will be used to consider grant proposals, for developing future budgets and there were discussions of a General Obligation Bond as possible funding that will require an election that the City Council will need to provide direction on. The pool, like the library, is short funding but, with the master plan, staff can continue to solicit funding options for the project. The question of the adoption of the Resolution was presented for a vote of the Governing Body. 8 members voted in favor of and 0 members voted in opposition to the Resolution. Mayor Powell declared that the Resolution was adopted.

B. Declaration of surplus parks & golf course equipment

Jason Anderson, Assistant City Engineer, reported that the 2005 Toro Workman 3200 utility vehicle, 2003 Toro 3200 greens reel mower and 2000 Goosen Versa Vac 2000 turf sweeper were all budgeted to be replaced in the 2014 Equipment Replacement Fund budget. Jason stated that to sell the used equipment the City Council will need to declare it surplus and authorize the appraisal by the Surplus Property Appraisal Committee to be sold by sealed bids. Discussion followed.

23-14

Alderman Zimmerman moved to declare the 2005 Toro Workman 3200 utility vehicle, 2003 Toro 3200 greens reel mower and 2000 Goosen Versa Vac 2000 turf sweeper as surplus and authorize the appraisal by the Surplus Property Appraisal Committee to be sold by sealed bids. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

C. Business Improvement District #1 report on development of the Plan

John Prescott, City Manager, reported that in September 2013 the City Council designated the boundaries of the Business Improvement District (BID) # 1 as the corporate city limits. John stated that the City Council also established the five member Board of Directors and adopted bylaws for the Board. John stated that there are two types of business improvement districts of which this was for a lodging fee of up to \$2 per night per occupied room. John stated that the BID Board has met several times in the last few months and have developed a plan. John reported that the Board researched how other communities in South Dakota have used the receipts of a lodging fee to promote their communities. The plan developed by the BID Board includes the following uses of the funds.

The Board finds that there is a city wide need to fund a portion of the costs of creation, promotion and marketing of visitor facilities, events, attractions and activities which benefit the City and hotels. Eligible expenses may include payment for costs of acquisition, construction, maintenance, operation and funding of public improvements, facilities for the enhancement, expansion, marketing, and promotion of visitor facilities, events, attractions and activities, and the necessary staff to execute these efforts.

John reported that the Board is recommending an initial amount of \$1 per night and that the amount be reviewed annually to determine if it should be adjusted.

John noted that state statute requires that the findings of the Board be presented at one meeting and City Council action take place no sooner than the next meeting thus tonight is the report of the BID Board to the City Council.

John stated that the next step in the process is the presentation of the plan at the February 3rd meeting. John stated that, if the City Council accepts the Plan, a resolution to set a public hearing for consideration of adoption of the Ordinance would be set. The hearing on the Ordinance must be at least 30 days after the resolution is adopted. This would have the public hearing at the March 17th meeting which would also be the consideration of the first reading of the ordinance. The BID Board will be recommending implementation of the fee effective June 1.

John stated that no action is required tonight and this information will be presented again at the February 3rd meeting.

9. Bid Openings

A. Electric wire and transformers

Jason Anderson, Assistant City Engineer, reported that bids were opened on January 14th for the annual supply of primary underground electric wire and padmount transformers for the electric department projects for this year. Jason reported that five bids with appropriate bid security were received for electric wire. The low bidder on 20,000 feet of 1/0 wire was RESCO for a total amount of \$32,180.

Jason reported on the transformers where seven bids with appropriate bid security were received. Jason stated that the transformer bids are evaluated for operating losses over the transformer life cycle in determining the low bidder. The total base price is the initial cost to acquire the transformers, while the total evaluation price represents the total life cost of the transformers including operating losses. Staff recommends rejecting the low bid from Stuart Irby Company as it does not meet specifications. The second low bidder on transformers was RESCO with an initial purchase price of \$58,077 and a total evaluated bid of \$95,469.40.

Jason recommended awarding the wire bid to RESCO, for 20,000 feet of 1/0 wire for a total amount of \$32,180. On the transformers, Jason recommends rejecting the low bid from Stuart Irby Company for padmount transformers as it does not meet specifications and awarding the padmount transformer bid to the second low bidder, RESCO, with an initial purchase price of \$58,077 and a total evaluated bid of \$95,469.40.

Bids for 20,000 feet of 1/0 Solid Aluminum, 15KV, 175 mil, EPR Conductor with 8 #14 AWG neutrals: Border States Electric \$34,300.00, Wesco \$35,260.00, Stuart Irby \$33,480.00, RESCO Bid One \$32,180.00, RESCO Bid Two \$34,700.00

Bids for single & three phase pad mounted transformers: Border States Electric base bid \$70,365.00, total evaluation price \$109,884.40; Wesco base bid \$70,483.00, total evaluation price \$105,046.00; DSG base bid \$61,688.00, total evaluation price \$99,646.80; Stuart Irby bid one base bid \$58,940.00, total evaluation price 96,493.40; Stuart Irby bid two (does not meet specifications) base bid \$65,744.00, total evaluation price \$95,078.40; RESCO bid one base bid \$58,077.00, total evaluation price \$95,469.40; RESCO bid two base bid \$58,839.00, total evaluation price \$97,146.60

Alderman Willson moved approval of the low bid of RESCO, for 20,000 feet of 1/0 wire for a total amount of \$32,180 and, on the transformers, to reject the low bid from Stuart Irby Company for padmount transformers as it does not meet specifications and to award the padmount transformer bid to the second low bidder, RESCO, with an initial purchase price of \$58,077 and a total evaluated bid of \$95,469.40. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

B. Surplus Fire Truck

Jason Anderson, Assistant City Engineer, reported that the 1992 Smeal Charger C801 pumper truck was replaced and declared surplus on November 18, 2013. The truck was appraised by the Surplus Property Appraisal Committee at \$40,000 and advertized for sale by sealed bids. Jason stated that bid specifications were sent to two potential bidders but no bids were received on the bid opening date of January 14, 2014. Jason stated that, since no bids were received, the City may sell the surplus property by private sale for not less than 90% of the appraised value. At this time, staff recommends looking for interested parties willing to pay at least 90% of the appraised value. If staff is unable to locate a buyer, the pumper may be reappraised at a lower amount. Jason requested the City Council approval of awarding the sale of the surplus pumper truck for not less than 90% of the appraised value with the sale information included in the future Council packet.

25-14

Alderman Ward moved that, as no bids were received for the 1992 surplus pumper truck, the truck may be sold for not less than 90% of the appraised value to any interested party with the sale results included in the next Council packet. Alderman Grayson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

C. Surplus Motor Grader

Jason Anderson, Assistant City Engineer, reported that bids were opened on January 15, 2014 for the sale of the surplus 1998 Caterpillar 120H motor grader. Jason stated that the motor grader was appraised for \$84,500 and may not be sold for less than 90% of the appraised value or \$76,050. He stated that bid information was sent to five potential bidders and two bids were received. Jason recommended awarding the sale of the surplus motor grader to Derek Lee for \$76,560.

Bidders: Butler Machinery \$76,050, Derek Lee \$76,560

26-14

Alderman Davies moved approval of the sale of the surplus 1998 Caterpillar 120H motor grader to Derek Lee for \$76,560. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

10. City Manager's Report

A. John reminded citizens that sidewalks are to be cleared of snow 24 hours after the end of a snow event. John stated snow should be stored on your property not across the street on neighbor's property without permission. John noted that, if snow is moved across the street, windrows of snow should not be left on the street.

B. John reported that the Council Policies and Procedures Committee will be meeting to discuss the proposed Minimum Standards for the Airport on Tuesday, January 28th at 9:00 a.m. in the large conference room on the second floor of City Hall.

C. John reported that a Citizens Academy program will be starting on Tuesday, February 18th. He stated that the program will consist of 7 evening sessions that will provide insight and a firsthand look at City services and facilities. John asked interested individuals to contact City Hall for additional information.

PAYROLL ADDITIONS AND CHANGES

Police: Crystal Brady \$27.49/hr, Luke Trowbridge \$25.37/hr; Recreation: Shawn Clark \$20.00/game, Alex Devries \$20.00/game; Recycling: Mitch Lang \$9.25/hr

11. Invoices Payable

27-14

Alderman Davies moved approval of the following invoices:

2013 INVOICES

A & B BUSINESS, INC	COPIES	261.41
ALLIED 100	SUPPLIES	78.99
AVERA QUEEN OF PEACE HEALTH	TESTING	424.50
BANNER ASSOCIATES, INC	PROFESSIONAL SERVICES	10,641.40
BORDER STATES ELEC SUPPLY	PARTS	2,089.60
BOUND TREE MEDICAL, LLC	SUPPLIES	965.45
BROADCASTER PRESS	ADVERTISING	1,568.43
BRUNICKS SERVICE INC	FUEL	9,443.33
BUREAU OF ADMINISTRATION	TELEPHONE	226.95
BUTLER MACHINERY CO.	PARTS	3,007.99

CAMPBELL SUPPLY	SUPPLIES	539.24
CENTURY BUSINESS PRODUCTS	COPIER CONTRACT	250.00
CITY OF VERMILLION	LANDFILL VOUCHERS	72.00
CLAY-UNION ELECTRIC CORP	ELECTRICITY	924.33
DAKOTA PC WAREHOUSE	SUPPLIES	144.97
DANKO EMERGENCY EQUIPMENT	SUPPLIES	355.51
DEPT. ENVIRONMENT NATL RES	LANDFILL OPERATIONS FEE	2,395.69
EBSCO	SUBSCRIPTIONS	3,260.40
ECHO ELECTRIC SUPPLY	SUPPLIES	174.68
ENERGY LABORATORIES	TESTING	600.00
FDFRIENDLY.COM LLC	REPAIRS	60.00
FLINT TRADING INC	TOOL KIT	2,000.00
GREGG PETERS	MANAGERS PROFIT	24,642.85
IN CONTROL, INC	PROFESSIONAL SERVICES	2,852.24
INGRAM	BOOKS	3,080.48
INTERSTATE ALL BATTERY CEN	BATTERIES	501.80
INTL ASSOC OF FIRE CHIEFS	MEMBERSHIP DUES	209.00
JACKS UNIFORM & EQPT	UNIFORMS	1,518.25
KALINS INDOOR COMFORT	REPAIRS	204.75
KOMLINE-SANDERSON	PARTS	35.63
LOCATORS AND SUPPLIES, INC	SHIRTS/OVERALLS	2,205.00
LOREN FISCHER DISPOSAL	HAUL CARDBOARD	210.00
MATHESON TRI-GAS, INC	OXYGEN	424.52
MEDICAL WASTE TRANSPORT, I	HAUL MEDICAL WASTE	189.20
MIDAMERICAN ENERGY COMPANY	GAS MAIN EXTENSION	48,590.00
MIDWEST BUILDING MAINTENANCE	MAT SERVICE	189.80
MIDWEST READY MIX & EQUIPM	MATERIALS	131.75
MISSOURI VALLEY MAINTENANCE	REPAIRS	1,973.90
MOORE WELDING & MFG	REPAIRS	378.00
NCL OF WISCONSIN, INC	SUPPLIES	520.23
NETSYS+	PROFESSIONAL SERVICES	405.49
OVERHEAD DOOR OF YANKTON	REPAIRS	78.50
PARKSON CORPORATION	PARTS	206.62
PAUL CONWAY SHIELDS	FIRE SAFETY EQUIPMENT	497.70
PUMP N PAK	FUEL	2,507.41
QUILL	SUPPLIES	259.73
RANDY VOSS	PROFESSIONAL SERVICES	230.00
REPORTING SYSTEMS INC	FIRE PACKAGE	1,937.00
RESCO	SUPPLIES	2,037.00
RIVERSIDE HYDRAULICS & LAB	REPAIRS	601.55
SCHAEFFER MFG. CO	SUPPLIES	595.20
SD ELECTRICAL COMMISSION	LICENSE FEE	20.00
SD ONE CALL	LOCATES	310.25

STAN HOUSTON EQPT CO	SUPPLIES	9.99
STURDEVANTS AUTO PARTS	PARTS	493.34
THATCHER COMPANY	SODA ASH	6,837.60
THE BOULDER COMPANY	SUPPLIES	57.70
THE EQUALIZER	ADVERTISING	76.00
THE NEW SIOUX CITY IRON CO	SUPPLIES	647.53
UNITED PARCEL SERVICE	SHIPPING	153.84
USD ATHLETIC DEPARTMENT	BB TOURNAMENT	940.22
VERIZON WIRELESS	WIRELESS COMMUNICATIONS	245.10
VERMILLION ACE HARDWARE	SUPPLIES	148.96
VERMILLION AREA COMMUNITY	ROUND UP PROGRAM	203.26
WAL-MART COMMUNITY	SUPPLIES	137.78
WESCO DISTRIBUTION, INC	SUPPLIES	752.47
WILLSON FLORIST	PLANT	52.95

2014 INVOICES

CANON FINANCIAL SERVICES,	COPIER LEASE	196.27
CENTURYLINK	TELEPHONE	1,486.89
DEPT. ENVIRONMENT NATL RES	DISCHARGE PERMIT	10,500.00
GREGG PETERS	MANAGERS FEE	5,375.00
JESSICA KENNEDY	REGISTRATION	70.00
LUDENS INC	PALLET FORKS	1,230.00
MIDCONTINENT COMMUNICATION	INTERNET SERVICE	118.68
MIDWEST ALARM CO	ALARM MONITORING	303.00
MINN MUNICIPAL UTILITY ASS	MEMBER DUES	350.00
MUNICIPAL ELEC. ASSOC.	MEMBERSHIP DUES	4,181.00
RESERVE ACCOUNT	POSTAGE FOR METER	750.00
RONALD MAHER	REIMB SAFETY BOOTS	100.00
SD ASSOC. OF CODE ENFORCEMENT	MEMBERSHIP DUES	40.00
SD BUILDING OFFICIALS ASSOC	MEMBERSHIP DUES	50.00
SD CHAPTER APWA	REGISTRATION	90.00
SD CITY MGMT ASSOCIATION	MEMBERSHIP DUES	300.00
SD GOVERNMENTAL FINANCE OF	MEMBERSHIP DUES	70.00
SD MUNICIPAL LEAGUE	MEMBERSHIP DUES	3,845.17
SD MUNICIPAL LIQUOR CONTROL	MEMBERSHIP DUES	25.00
SECOG	DUES	11,309.00
SOOLAND BOBCAT	SKID-STEER LOADER	43,765.32
US POSTMASTER	UTILITY BILLS POSTAGE	900.00
VERMILLION CHAMBER OF COMM	CONTRIBUTION	50,000.00
VERMILLION HOUSING AUTHORITY	CONTRIBUTION	1,000.00
WOW! BUSINESS	911 CIRCUIT	1,415.45
HAROLD BUCHMAN	BRIGHT ENERGY REBATE	250.00

MARGARET CREW	BRIGHT ENERGY REBATE	175.00
BUNYANS LLC	BRIGHT ENERGY REBATE	3,036.00

Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

12. Consensus Agenda

A. Set a bid opening date of March 12, 2014 for the 115kV Substation Improvement project

B. Set a bid opening date of February 25, 2014 for a Light & Power Department pickup truck

C. Set a bid opening date of February 25, 2014 for the sale of surplus parks & golf course equipment

28-14

Alderman Davies moved approval of the consensus agenda. Alderman Collier-Wise seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

13. Adjourn

29-14

Alderman Meins moved to adjourn the Council Meeting at 7:35 p.m. Alderman Willson seconded the motion. Motion carried 8 to 0. Mayor Powell declared the motion adopted.

Dated at Vermillion, South Dakota this 20th day of January, 2014.

THE GOVERNING BODY OF THE CITY
 OF VERMILLION, SOUTH DAKOTA
 BY _____
 John E. (Jack) Powell, Mayor

ATTEST:

BY _____
 Michael D. Carlson, Finance Officer

Published once at the approximate cost of _____.

Unapproved Minutes
Council Special Session
Policy and Procedures Committee
January 28, 2014
Tuesday 9:00 a.m.

The City of Vermillion Policy and Procedures Committee was called to order on Tuesday, January 28, 2014 at 9:00 a.m. by Chairman Osborne at the City Hall large conference room. As there was a quorum of the City Council members present it is reported as a special meeting.

1. Roll Call

Committee Present: Davies, Meins, Osborne, Zimmerman
Council members also Present: Mayor Powell

Also Present: Dennis Martens, Dan Christopherson, Dave Howard, Tessa Clark, Dave Hertz, Tom Powell, Mick Odens, Jay Bottolfson, John Prescott, Jose Dominguez, Mike Carlson

2. New Business

A. Harold Davidson Field Airport - Minimum Standards for Operators of Commercial Activities.

Chairman Osborne stated the meeting was to review the Minimum Standards for Operators of Commercial Activities for the airport and asked John Prescott for an update.

John Prescott, City Manager, stated the City Council requested the Policy and Procedures Committee to review and report on the minimum standards. John stated that Jose has handed out the updated minimum standards that include changes as recommended by the FAA Office in Bismarck and the Regional FAA Office. Jose Dominguez, City Engineer, reviewed the changes that were listed in red in the minimum standards document noting that these were based upon the recommendations of the FAA offices that have reviewed the standards.

Dave Howard stated that the FAA Circular is an advisory document thus these items are not required.

Dave Howard stated he was concerned about the amount of insurance coverage that is required by this document. Dave stated that he does not have a problem with having insurance as he has insurance, but not at the coverage amounts. Dave stated that he had a quote of \$8,000 for the insurance coverage required by the minimum standards document. Discussion followed on the insurance amounts with Dave reporting on the

cost of his current coverage noting that he does not currently have product liability coverage. Jose stated that the FAA suggested increasing the coverage amounts.

Jim McCulloch, City Attorney, reported on the state statutes that apply to publicly owned airports. Jim reviewed the statute that set the maximum liability of the municipality for accidents or occurrence at five million dollars and the minimum standards are only requesting one million dollars.

Dave Howard stated that he had a concern about the hours of operations suggesting that the requirement be that hours are to be posted and maintained that are convenient to the customers being served. Discussion followed on the hours of operation noting that the minimum standards require 20 hours per month between the hours of 8 to 5.

Dave Howard was concerned that the minimum standards prohibit the selling of fuel. Dave stated that his current hangar lease allows him to sell fuel noting that he doesn't sell very much fuel and that it is mostly a service to his customers. Dave proposed that commercial users be allowed to sell fuel and pay a five cent flowage fee to the city.

Tom Powell questioned how aerial applicators that haul their own fuel would comply with this requirement. Jose stated that self fueling is allowed just not the sale of fuel.

Dave Howard noted that not all the current leases are the same as to allowing fuel sales. Jose noted that the Kinney lease provides for fuel sales and has two fifteen year renewal options and that the lease Mr. Howard assumed for Amond Hanson will expire in February 2015.

Jim McCulloch stated that he would need to review the leases but he felt that if the City adopted new standards that the leases would need to come into compliance with the new standards. Jim stated that this would remove any proposed discrimination in the leases. Jim stated that he would need to review the leases.

Dan Christopherson questioned how the USD plane is fueled at the airport. Dennis Martens stated that USD purchases fuel from the City fuel system at the airport.

Dave Hertz questioned if the policies are required by the FAA to operate an airport. Jose stated that to apply for grant funds from the FAA the City must make assurances as to the operations of the airport and that the minimum standards will meet some of the assurance requirements that the city currently has by accepting FAA grants for the airport.

Discussion followed on the minimum standards and current lease agreements.

Chairman Osborne stated that from what he has heard there are a few issues to be addressed in the minimum standards. That being hours of operation, insurance requirements, fuel sales and from a letter he received there is also an issue with septic tanks access for the hangers that has not been brought up.

Tom Davies stated that he knows the City Staff and Dave Howard and other airport users have had discussions on the minimum standards and wanted both parties to get together and see if they can resolve the outstanding issues. If these issues cannot then the committee can meet to determine address the issues.

It was noted that Dave Howard made an application to be recognized as a FBO at the airport. An FAA requirement of an FBO is to have bathroom facilities for the business location unless the airport has its own minimum standards that do not have this requirement. Jose stated that this started the development of minimum standards for the airport as advised by the FAA that do not require bathroom facilities. But as Dave Howard is still requesting permission for a septic tank and drain field Jose stated that he has contacted the FAA and the city would need to have a plan that would make available a septic system to as many users of the airport as possible. Jose reviewed the options to make sewer service available to each property that would be expensive and that as the property is outside the city limits the ability to special assess the costs is not allowed.

Zimmerman moved the authorize City staff to continue to work with the airport users to see if there is something that can be resolved on the minimum standards that is acceptable to all and report back to the Policy and Procedures Committee. Clarene Meins seconded the motion. Motion carried 4 to 0. Chairman Osborne declared the motion adopted.

Discussion followed on the septic tank and drain field locations at the airport.

Chairman Osborne asked when the committee wanted to met to review the report. The consensus of the committee was to meet at 9:30 on Tuesday, February 3rd.

3. Adjourn

Dennis Zimmerman moved to adjourn the committee meeting at 10:25 p.m. Clarene Meins seconded the motion. Motion carried 4 to 0. Chairman Osborne declared the motion adopted.

Dated at Vermillion, South Dakota this 28th day of January, 2014.

City of Vermillion, Policy and Procedures Committee
Kent Osborne Chairman

Published once at the approximate cost of _____.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: February 3, 2014
Subject: Asian Carp in the Missouri River
Presenter: John Prescott

Background: Mrs. Natasha Gault is the 8th grade middle school science teacher. She and her students were named the South Dakota winner in the 2014 Samsung Solve for Tomorrow contest.

Discussion: Their topic, Asian Carp Invasion, was chosen for its innovative approach to advancing interest in science, technology and math among students and in the community. As the State winner, the Vermillion Middle School will receive \$20,000 in Samsung technology. The students will now be competing in the national competition.

As part of their work to build awareness of the project, the students have requested to present to the City Council and the community watching or attending the meeting. The students have a PowerPoint presentation to share.

Financial Consideration: None.

Conclusion/Recommendations: No action is required. The students are only looking to present their information in different public forums.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: February 3, 2014
Subject: Business Improvement District Plan
Presenter: John Prescott

Background: In September 2013 the City Council adopted a resolution designating the boundaries of a Business Improvement District #1. The Council has also adopted a resolution establishing the Board of Directors. Five Board directors have been appointed and bylaws have been approved. The BID Board has met several times over the last couple of months to develop a plan to present to the City Council.

Discussion: City staff have identified thirteen South Dakota communities that have a community-wide BID lodging fee of \$2.00. Mitchell actually has a second BID that only covers three hotels at a \$1.00 a night. The BID receipts are primarily used to market individual communities. A copy of how the various BIDs in South Dakota are used is attached.

Based on the research gathered and a discussion of how a BID could be used to help increase lodging and related tourism expenditures in Vermillion, the BID Board approved a Plan at their January 16, 2014 meeting. The findings of the BID Board Plan were reported at the January 20, 2014 City Council meeting. The main idea of the plan is summarized in the following passage:

The Board finds that there is a city wide need to fund a portion of the costs of creation, promotion and marketing of visitor facilities, events, attractions and activities which benefit the City and hotels. Eligible expenses may include payment for costs of acquisition, construction, maintenance, operation and funding of public improvements, facilities for the enhancement, expansion, marketing, and promotion of visitor facilities, events, attractions and activities, and the necessary staff to execute these efforts.

The Board recommended an initial amount of \$1.00 per night and that the amount be reviewed annually. State law permits a lodging fee of up to \$2.00 per night.

The next step in the process is City Council consideration of the Plan proposed by the BID Board. The Plan for Vermillion was designed to be very general to allow for flexibility in funding a variety of activities that will foster tourism. The actual approval of the annual budget will allocate where the funding is actually spent.

Adoption of the Plan provides an opportunity to continue the discussion. The BID Board is planning a meeting on Thursday, February 20th with the lodging representatives to further explain the proposal.

If the City Council accepts the Plan, a resolution to set a public hearing for consideration of adoption of the Ordinance is the next item on the agenda. The hearing on the Ordinance must be at least 30 days after the resolution is adopted. The proposed scheduled was discussed by the BID Board:

- February 3 Consideration of the Plan & Resolution to set the public hearing
- March 17 Public Hearing to consider the 1st reading of the ordinance
- April 7 2nd Reading of the ordinance (if 1st reading is approved)
- April 18 Publication of the ordinance (if adopted)
- June 1 Proposed implementation date (if adopted)

Financial Consideration: None at this time.

Conclusion/Recommendations: Administration recommends adoption of the Plan for Business Improvement District #1.

VERMILLION BUSINESS IMPROVEMENT DISTRICT PLAN #1 PLAN

Developed by the
Vermillion Business Improvement District #1 Board of Directors

The Vermillion Business Improvement District #1 Board of Directors in compliance with South Dakota Codified Law (SDCL) 9-55-5 has created this plan as a recommendation to the Vermillion City Council. The plan includes the findings of the Board and recommended plan for the use of funds that include the development of equitable improvements and actions that benefit members of the business improvement district.

Conclusion: The Vermillion Business Improvement District #1 relies upon the following findings to support plan for improvements in “the District”.

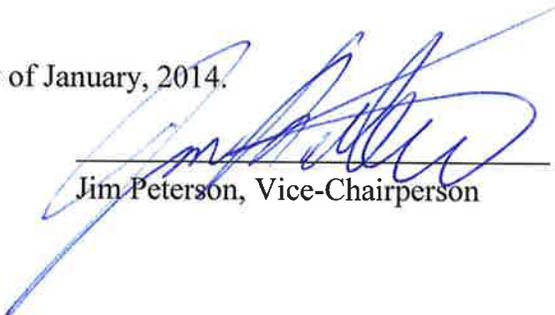
1. The Citizens of Vermillion and visitors participate in a wide range of diverse activities that require the support of public facilities and infrastructure.
2. There is a need for improvements to the expansion of and/or new construction of said facilities and infrastructure.
3. The facilities and infrastructure support events in Vermillion that generate income for businesses that cater to visitors, including hotels, motels and lodging establishments.
4. As a result, the Board finds that there is a city wide need to fund a portion of the costs of creation, promotion and marketing of visitor facilities, events, attractions and activities which benefit the City and the hotels, motels and lodging establishments located in “the District”. Eligible expenses may include payment for the costs of acquisition, construction, maintenance, operation and funding of public improvements, facilities for the enhancement, expansion, marketing, and promotion of visitor facilities, events, attractions and activities, and the necessary staff to execute these efforts.

Plan: The Vermillion Business Improvement District #1 Board of Directors recommends addressing the above described needs through visitor facilities, events, attractions and activities which benefit the City and the hotels, motels, and lodging establishments located in “The District”. Eligible expenses may include payment for public improvements related to the above. It is anticipated that the Vermillion Chamber of Commerce and Development Company will administer the majority of the funding. The activities described above will be ongoing, and will be outlined in the annual budget developed each year by the Vermillion Business Improvement District #1 Board of Directors, subject to the approval of the Vermillion City Council.

The BID District #1 Board recommends that the initial lodging fee be \$1 per night and that the amount be reviewed after a year.

Dated at Vermillion, South Dakota this 28th day of January, 2014.


Dan Kenton, Chairperson


Jim Peterson, Vice-Chairperson

BIDs in South Dakota

City staff has compiled information on all of the BIDs that we are aware of in South Dakota. We have summarized the results of the uses and revenue collected for the respective communities in this report.

Aberdeen

The \$2.00 BID fee is projected to generate \$352,800 in 2013 for the Convention & Visitors Bureau. They had a BID in 2005 for one year. No BID in 2006 & 2007. BID since 2008.

Brandon

A \$2.00 BID was created in 2005. It generates approximately \$55,600 a year. The funds are used to retire a 8,700 square foot conference center built by the City and leased to the Holiday Inn Express. It is estimated that retirement of the debt will take eleven more years.

Brookings

\$2.00 BID fee is projected to generate \$208,000 in 2013. \$200,000 is projected to be transferred to Convention and Visitors Bureau. Began their BID in 2012.

Custer

\$2.00 BID fee was established in 2008. Budgeted to collect \$148,000 in 2013. Most of the funds are used to pay Lawrence & Schiller for a marketing campaign in conjunction with SD Tourism. A portion of the fund is also used to pay a local person \$1,000 a month to update their website. Currently, spending more than collecting as they built up a reserve the first few years. Their monthly remittance forms provide daily occupancy so they can track when room vacancies occur and fund events to fill rooms during slow times.

Fort Pierre

A \$2.00 BID was started effective October 1, 2013. They only had two months of collections when contacted. The funding was being turned over to Development Corporation for promotion.

Hot Springs

A \$2.00 BID was established in 2011. In 2012, it generated \$87,628 of funding. The funds are administered by the Chamber of Commerce for advertising and promotion of the community.

Huron

A \$2.00 BID was started on September 1, 2011. It generated \$125,229.00 in 2013. The funding went toward various events, such as the Huron Art Festival, kart club/rodeo, and tourism promotion. In 2013, \$21,050 went towards Splash Central, which is a water park in Huron, and \$30,000 allocated for 13 hunt camps.

Mitchell

The first BID started in 2013 and is for three motels on the south side of the interstate. This BID fee is for \$2.00 with the funds going for a convention facility. The second BID is for the entire City and is \$1.00 per room with 50 cents going to repay the City of Mitchell for a second sheet of ice and 50 cents going for a sports authority. Both BIDS began this year so revenue and expenses are not yet known.

Rapid City

A \$2.00 BID was started in 1995. Annual collections are \$1.2 to \$1.3 million. The funds are provided to the Rapid City Convention and Visitors Bureau for marketing and promotion of the community.

Sioux Falls

There are two BIDs. The first is for the entire city and at \$2.00 a room generates about \$1,500,000 for the convention and visitors bureau for advertising and promotion. The second BID is also \$2.00 and is for downtown hotels only. This money is spent on improvements along the downtown riverfront area.

Spearfish

A \$2.00 BID has been around for a number of years. In 2013, it is estimated to bring in \$200,000. Initially, the funding was used to pay off the Convention Center. Currently, all of the funding goes to Visit Spearfish for operations and marketing. There has been some talk of using the BID revenue for expansion of the convention center.

Watertown

They have a \$2.00 BID that started in 2010. Funds are passed to the Convention and Visitors Bureau for advertising, fees and funds to get conferences or events to their community. The first 11 months of 2013 had generated \$221,900 of BID revenue.

Yankton

Began their BID of \$2.00 per room per night in 2013. When contacted, no actual expenditures have been made from the fund. Their "Plan" is pretty general. They did reference setting up a grant fund of \$10,000 to \$15,000 which would be provided to the Convention and Visitors Bureau to be used as incentive funds for different conferences or meetings.

Council Agenda Memo

From: John Prescott, City Manager
Meeting: February 3, 2014
Subject: Resolution of Intent to establish a lodging fee
Presenter: John Prescott

Background: As noted over the last couple of months and with the previous agenda item, there are several steps in establishing a Business Improvement District which utilizes a lodging fee. The process started in September 2013 when the City Council adopted a resolution designating the boundaries of a business improvement district. The BID Board was formed, organized and developed a plan for how the funding could be utilized.

Discussion: Assuming the Plan was adopted with the last agenda item, the next step in the process is consideration of a Resolution which provides a Notice of Intent to adopt an ordinance to impose a lodging fee. The Resolution of Intent provides background on the steps that have taken place to date and sets a public hearing date for consideration of an ordinance. State statute requires that the public hearing be at least 30 days after adoption of the Resolution of Intent. As there are not 30 days between February 3, 2014 and March 3, 2014, the Resolution sets the public hearing for March 17, 2014.

The BID Board is planning a public meeting with lodging owners prior to March 17, 2014 to explain how the lodging fee would work and the funds would be utilized. The meeting is currently set for Thursday, February 20 at 1:30 at City Hall. All of the lodging owners will receive notice of the meeting along with a copy of the resolution of intent.

Financial Consideration: None at this time.

Conclusion/Recommendations: Administration recommends adoption of the Resolution of Intent setting a Public Hearing date of March 17, 2014 for consideration of an ordinance to impose a lodging fee.

**RESOLUTION PROVIDING A NOTICE OF INTENT TO ADOPT AN ORDINANCE
TO IMPOSE A LODGING FEE ON HOTEL AND MOTEL ROOMS
IN BUSINESS IMPROVEMENT DISTRICT #1**

WHEREAS, the proposed boundaries of a Business Improvement District were established by a Resolution adopted on September 16, 2013; and

WHEREAS, the City Council has appointed a Business Improvement Board of Directors and adopted bylaws for the Board; and

WHEREAS, the Business Improvement Board has submitted a Plan recommending the imposition of a lodging fee and the use of the proceeds from a collection of the fee; and

WHEREAS, the City Council has approved the Plan and uses of a lodging fee collected through the Business Improvement District; and

WHEREAS, a resolution of intent is required prior to the consideration of an ordinance which provided for the imposition of a lodging fee in Business Improvement District #1.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Vermillion, South Dakota that:

- 1.The boundaries of Business Improvement District #1 are defined as the non-contiguous properties to include all hotels and motels situated within the corporate limits of the City of Vermillion.
- 2.A public hearing shall be held before the Governing Body of the City of Vermillion, South Dakota on the 17th day of March, 2014 at 7:30 p.m. in the City Council Chambers of City Hall at 25 Center Street to consider the imposition of a lodging fee in Business Improvement District #1.
- 3.The BID Board finds and the City Council concurred that there is a city wide need to fund a portion of the costs of creation, promotion and marketing of visitor facilities, events, attractions and activities which benefit the City and the hotels, motels and lodging establishments located in the District.
- 4.Eligible expenses may include payment for the costs of acquisition, construction, maintenance, operation and funding of public improvements, facilities for the enhancement, expansion, marketing, and promotion of visitor facilities, events, attractions and activities, and the necessary staff to execute these efforts.
- 5.The revenue to support the activities within the district shall be raised as follows: \$1 per night, per occupied room lodging fee.
- 6.The Finance Officer shall cause a notice of public hearing for the creation of the proposed business improvement district to be mailed to each property owner or user of space in the proposed district at least thirty (30) days prior to the public hearing.

Dated at Vermillion, South Dakota this 3rd day of February, 2014.

FOR THE GOVERNING BODY OF THE
CITY OF VERMILLION, SOUTH DAKOTA

By _____
John E. (Jack) Powell, Mayor

ATTEST:

By _____
Michael D. Carlson, Finance Officer

Council Agenda Memo

From: John Prescott, City Manager

Meeting: February 3, 2014

Subject: Agreement to Transfer TIF #6 bond proceeds to Vermillion Chamber and Development Company

Presenter: John Prescott

Background: The City Council approved the boundaries of Tax Increment District #6 on July 15, 2013. The boundaries of TIF #6 are Blocks 1-6 of Bliss Pointe Addition. The City Council approved the Project Plan for TIF #6 on August 19, 2013. The purpose of the Project Plan is to assist the VCDC with construction of infrastructure to serve approximately 77 lots in the first phase of the Bliss Pointe development.

Discussion: Financing of the infrastructure improvements is coming from a \$1,732,000 private placement bond. CorTrust Bank, First Bank and Trust, First Dakota Bank, Dakota Hospital Foundation and the University of South Dakota Foundation equally purchased the private placement bond. The bond proceeds will be used to fund street, water, sanitary sewer and street light construction. As with other developments in the community, the City is responsible for storm sewer installation costs.

With this project the private bond proceeds will be repaid from property tax collections in the TIF district. The County will collect the property taxes and transfer the proceeds to the City. Per the TIF Plan, the City will use the TIF funds to repay the bond holders over the 20 year life of the agreement.

The attached agreement is the final step in establishing the TIF. The agreement between the City and VCDC provides for the actual transfer of the bond proceeds. The agreement provides that the City will setup a TIF 6 fund where the property tax receipts will be deposited. The infrastructure must be complete by September 30, 2014 or the City has the option to terminate the agreement. The agreement also restates the eligible costs and dollar amounts from the TIF Plan. The VCDC Board approved the agreement at their meeting on January 20, 2014. The agreement has been reviewed by the City Attorney.

Financial Consideration: The agreement to repay the TIF 6 bond holders will only cause the City to incur minimal costs to facilitate the transfer of funds.

Conclusion/Recommendations: Administration recommends approval of the agreement between the City of Vermillion and Vermillion Chamber of Commerce and Development Company to provide for the repayment of TIF 6 bond holders with TIF 6 proceeds.

Tax Increment District #6 Agreement

Between

The City of Vermillion

&

The Vermillion Chamber of Commerce & Development Company

February 3, 2014

**Related to Allowing the Developer to be Reimbursed for
Infrastructure Costs from Bond Proceeds of the City of Vermillion.**

THIS AGREEMENT, is made and entered into this 3rd day of February, 2014, between the Vermillion Chamber of Commerce and Development Company, a South Dakota Corporation, hereinafter referred to as the “Developer,” and the City of Vermillion, a municipal corporation and political subdivision of the State of South Dakota, hereinafter referred to as the “City”.

SECTION 1. The City created Tax Increment District Number Six by resolution on July 15, 2013. The City approved the Project Plan for Tax Increment District Number Six on August 19, 2013.

SECTION 2. The Developer has acquired the property, and created the Bliss Pointe Planned Development District, with Blocks 1-6 of Bliss Pointe Addition being included in the Tax Increment District Number Six. Contained within Blocks 1-6 of the Bliss Pointe Addition are approximately seventy-seven (77) lots to be developed. The Developer is requesting assistance with the infrastructure improvement costs as contained in the Project Plan so the lots can be sold for residential development. Developer will market the lots within Tax Increment District Number Six and buyers will build housing thus creating the increase in value of taxable property within the district.

SECTION 3. The purpose of this agreement is to allow the Developer to be reimbursed for the infrastructure improvement costs included in the project plan from the proceeds of the private placement tax increment bonds, hereinafter referred to as the “Bonds,” which were closed by the City on December 19, 2013. These reimbursements will be considered grants to the Developer and shall be limited to the net bond proceeds. The tax increment generated in Tax Increment District Number Six will be used to retire the Bonds along with any advances made by the City and Developer to the Tax Increment District Number Six fund.

SECTION 4. The estimated project costs to be paid by the district, as set forth in the Project Plan, are as follows:

Based on the development of the western portion of Bliss Pointe:

Total Estimated Costs to be paid by the TIF District

Capital Costs:	\$ 245,796
Professional Fees:	15,000
Financing Costs:	915,196
Discretionary Costs and Grants:	<u>2,095,810</u>
<u>Total Project Costs</u>	<u>\$3,271,802</u>

SECTION 5. The cost of constructing the improvements contained in Section 4 of this agreement is the responsibility of the Developer. The Developer agrees to construct the improvements contained in Section 4 by Tuesday, September 30, 2014. If the Developer does not complete the improvements in accordance with the above timeline, the City has the option to terminate this agreement as to any improvements that have not been constructed or on which construction has not been started. Prior to the City terminating the agreement, the City shall provide at least seven (7) days written notice to the Developer and/or any entity that has an assignment interest of the date of the meeting at which the City Council will consider terminating the agreement.

SECTION 6. The base value of the property located in Tax increment District Number Six has not been certified by the South Dakota Department of Revenue as of the date of this agreement. The Clay County Director of Equalization has estimated the value at \$ 58,118.00.

SECTION 7. It is understood that the Developer will primarily utilize the bond proceeds from the City as funding for improvements in the approved Tax Increment District Number Six Project Plan. The City has sold five (5) equal amount private placement Bonds at an average interest rate over the life of the loan not to exceed five point five percent (5.5%) per annum. It is understood by the parties that the financing amount included in the Project Plan is based on an interest rate of five (5%) per annum. The City and Developer may advance funds to Tax Increment District Number Six Fund for costs over and above the net bond proceeds or to make interest payments. Any such advance payments by the City will be reimbursed in full from the Fund after the Bonds are retired.

SECTION 8. Developer shall complete the improvements described in the approved Project Plan. During construction and again upon completion, Developer shall certify to the City Finance Office that such improvements have been or are being completed and shall certify the amount of money to be disbursed therefore. Furthermore, the Developer shall provide sufficient documentation to certify that the terms of Section 13 of this agreement are complied with. The City shall have the right to require reasonable documentation to establish that the amounts set forth in the Tax increment District Six Project Plan have, in fact, been disbursed for the project.

SECTION 9. It is understood by the parties that the boundaries of Tax Increment District Six may overlap the boundaries of other tax increment districts. Any increments generated from the areas within overlapping districts will be used to pay for the improvements in the districts based on the chronological order in which the districts were created. Only after the disbursements required of the City in the project plans or developer's agreements for any previously created districts have been satisfied, will the City have a duty to disburse funds under this agreement.

SECTION 10. All positive tax increments received in Tax Increment District Number Six, shall, upon receipt by the City, be deposited in a special fund to be known as the "Tax Increment District Number Six Fund", hereinafter referred to as the "Fund". Subject to Sections 8, 9, 12, and 13 of this agreement and the limitation that at no time shall the cumulative total of payments made from the fund exceed the total of the estimated project costs set forth in the Tax Increment District Number Six Project Plan as well as any other limitations contained herein, the City shall disburse grant funds to the Developer within thirty (30) days after the receipt of necessary documentation. The total of all grants made by the City to the Developer shall not exceed \$1,732,000.00 net of Bond issuance costs.

SECTION 11. The Developer may not assign its interest under this agreement as security for any note or loan agreement, or other financing of advanced funds described in Section 7 hereof.

SECTION 12. It is specifically a condition of this agreement and a condition of the City's obligation to pay that all sums payable shall be limited to the net proceeds of the Bonds. The obligation of the City to pay pursuant to this agreement does not constitute a general indebtedness of the City or a charge against the City's general taxing power. The provisions of SDCL 11-9-36 are specifically incorporated herein by reference. It is also specifically agreed that the City has made no representation that the proceeds from such Fund shall be sufficient to retire the indebtedness incurred under Section 7 hereof. The parties further acknowledge that SDCL 11-9-25 limits the duration of allocability of the positive tax increment payments to the Fund created by Section 10 hereof. The provisions of SDCL 11-9-25 are specifically incorporated herein by this reference.

SECTION 13. It is a condition of this agreement that all provisions of South Dakota law regarding the expenditure of public funds are incorporated herein. The Section 10 tax increment payments shall be made only for SDCL 11-9-32 purposes. The net bond proceeds (Section 10) shall be considered a grant under SDCL 11-9-32.

SECTION 14. Developer agrees to defend, indemnify and hold harmless the City of Vermillion from obligations and liability, including reasonable attorney's fees, arising out of this agreement or the construction of the improvements contemplated by the Tax Increment District Number Six Project Plan. Developer shall maintain a policy of liability insurance, acceptable by the City, with liability limits of at least One Million Dollars (\$1,000,000.00) that names the City of Vermillion as an additional insured.

SECTION 15. Developer agrees to immediately satisfy any and all mechanic's liens or material men's liens that arise as a result of this project. This provision shall not prevent Developer from subsequently seeking compensation from subcontractors or others who may be responsible for such liens or for such payment.

SECTION 16. This document along with the Project Plan for Tax Increment District Number Six constitutes the entire agreement of the parties. No other promises or consideration form a part of this agreement. All prior discussions and negotiations are merged into these documents or intentionally omitted. In the event of a conflict between the Project Plan and this agreement, this agreement shall be controlling.

SECTION 17. This agreement shall be construed and the parties' actions governed by the laws of the State of South Dakota. Any dispute arising out of or related to this agreement shall be litigated in the First Judicial Circuit Court for the State of South Dakota, located in Vermillion, Clay County, South Dakota.

Dated in Vermillion, South Dakota this 3rd day of February, 2014.

City of Vermillion
A Municipal Corporation

Vermillion Chamber of Commerce and
Development Company

By: _____
John E. (Jack) Powell, Mayor

By: _____
Gerry Tracy, President, VCDC

ATTEST:

Michael D. Carlson, Finance Officer

Council Agenda Memo

From: Jose Dominguez, City Engineer

Meeting: February 3, 2014

Subject: Resolution to enter into a Financial Agreement between the South Dakota Department of Transportation and the City of Vermillion for airport Project No. AP0056-2013

Presenter: Jose Dominguez

Background: In 2013 the City completed a couple of repairs at the airport. The repairs consisted of replacing the septic tank and absorption field at the terminal building and replacing a precision approach path indicator (PAPI) light.

Discussion: Although not related in nature, both of the repairs were essential to the airport. Prior to the work performed to the septic system, the septic tank lid had collapsed and it posed a danger to the airport users. Due to the fact that the collapse of the lid occurred during the fall of 2012, the City opted to complete the repairs during the 2013 construction season. During that time we contacted DENR with regard to the required repairs. DENR recommended that we only replace the tank and continue using the existing absorption field since the work to be performed consisted of a repair. However, due to the distance between the septic tank and the building, Staff removed the existing tank and absorption field and relocated it a safe distance from the building so that everything met the required DENR setbacks for septic tank and absorption field installations.

The other repair was related to the PAPI lights at the airport. These lights are used by the pilots during a landing to ensure that they are approaching the runway at the right angle or elevation. The motherboard for the light controls was damaged in 2012. At the time we contacted the DOT and informed them that the PAPI lights were not functioning. We also informed the DOT that the lights would be repaired during the 2013 season. The DOT agreed to the timetable.

The City requested permission from the State to utilize money from the City's portion of the State's Fuel Tax Fund. The State allows the City to utilize this money for repairs and maintenance at the airport. This fund is managed by the State for the City. In order to use the money, the State requires the City to enter into a financial agreement. The agreement

requires that the City assume all maintenance and financial costs associated with the replaced items for the next twenty years.

Financial Consideration: Neither of these items was originally budgeted for during the 2013 budget year. The cost of both of the repairs totaled \$9,175.62. The State will allow us to utilize the maximum amount from our fund. The amount is \$5,000. The money from the State will bring our cost down to \$4,175.62.

Conclusion/Recommendations: Administration recommends entering into a financial agreement with the DOT regarding project no. AP0056-2013.

**STATE OF SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION
DIVISION OF FINANCE AND MANAGEMENT
OFFICE OF AIR, RAIL, AND TRANSIT
BECKER-HANSEN BUILDING
PIERRE, SOUTH DAKOTA
FOR
PROJECT NO. AP0056**

This Agreement is made and entered into by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and the City of Vermillion, South Dakota, referred to in this Agreement as the "SPONSOR."

BACKGROUND:

- A. The STATE and the SPONSOR have entered into an Agency Agreement for the purpose of establishing, constructing, and maintaining an airport on a portion of Sections Twenty-four (24) and Twenty-five (25), of Township Ninety-two North (92N), Range Fifty-two West (52W) of the Fifth Prime Meridian, Clay County, South Dakota, referred to in this Agreement as the "Airport."
- B. The SPONSOR requested financial assistance from the STATE for the development of the Airport.
- C. The SPONSOR acquired satisfactory title to the property on which the Airport will be located and indicated the SPONSOR'S desire to use the same for an Airport.
- D. The SPONSOR proposes the development of the Airport will consist of the following described items, referred to in this Agreement as the "Project":

Reimbursement for repair costs in the terminal and airport lighting.

- E. The total estimated cost of the Project is shown on the Engineer's Estimate, entitled "Summary of Project Costs," attached to this Agreement as Exhibit A.

NOW, THEREFORE, in consideration of these facts and the mutual covenants contained in this Agreement, the Parties agree as follows:

Section 1. Payment

Pursuant to and for the purposes of carrying out the provisions of SDCL 50-7-15, the STATE will share in the cost of the Project in the amount of **one hundred percent (100%) of the total eligible Project costs, but in no event will the STATE'S TOTAL SHARE exceed the amount of Five Thousand Dollars (\$5,000.00).** The STATE will pay the STATE'S share of the eligible Project costs from the SPONSOR'S allocated fuel tax account.

Section 2. Termination

- 1. For Convenience. The STATE may, with the concurrence of the SPONSOR, terminate and cancel this Agreement if both parties agree that the continuation of the Project would not produce beneficial results commensurate with the further expenditure of funds.
- 2. For Cause. The STATE may, by written notice to the SPONSOR, terminate the Project and cancel this Agreement for any of the following reasons:

- (a) The SPONSOR takes any action pertaining to this Agreement without the STATE'S approval and which under the procedures of this Agreement would have required the approval of the STATE.
- (b) The commencement, prosecution, or timely completion of the Project by the SPONSOR is, for any reason, rendered improbable, impossible, or illegal.
- (c) The SPONSOR will be in default under any provision of this Agreement.

Section 3. SPONSOR Assurances

1. The SPONSOR will operate the Airport as such for the use and benefit of the public. The SPONSOR will operate and maintain the Airport as a public use facility for a minimum of twenty (20) years from the date of this Agreement.
2. The SPONSOR will not exercise, grant, or permit any exclusive right for the use of the Airport. This provision will not be construed to prohibit the granting or exercising of an exclusive right for the furnishing of non-aviation products and supplies or any services of a non-aeronautical nature.
3. The SPONSOR will suitably operate and maintain the Airport and all facilities on or connected with which are necessary for airport purposes. The SPONSOR will not allow facilities on Airport property which would interfere with the SPONSOR'S use for aeronautical purposes in a safe manner. Essential facilities, including night lighting systems, when installed, will be operated in such a manner as to assure their availability to all users of the Airport.
4. Insofar as is within the SPONSOR'S powers, the SPONSOR will prevent the use of any land either within or outside the boundaries of Airport in any manner, including construction, which would create a hazard to the landing, taking-off, or maneuvering of aircraft at the Airport, or otherwise limit the usefulness of the Airport. The SPONSOR will notify the STATE as soon as any information is known which may cause or create such hazards to the Airport.
5. The SPONSOR will not enter into any transaction which would operate to deprive the SPONSOR of any of the rights and powers necessary to perform any or all of the covenants made in this Agreement, unless by such transaction the obligation to perform all such covenants is assumed by another public agency. If an arrangement is made for management or operation of Airport by an agency or person other than the SPONSOR or an employee of the SPONSOR, the SPONSOR will reserve sufficient powers and authority to insure that the Airport will be operated and maintained in accordance with these covenants.

Section 4. Special Conditions

1. The SPONSOR will include provisions in its subcontracts requiring its subcontractors to comply with the applicable provisions of this Agreement, to indemnify the STATE, and to provide insurance coverage for the benefit of the STATE in a manner consistent with this Agreement. The SPONSOR will cause its subcontractors, agents, and employees to comply with applicable federal, state, and local laws, regulations, ordinances, guidelines, permits, and requirements and will adopt such review and inspection procedures as are necessary to assure such compliance. Failure to comply with federal requirements related to right-of-way, environmental clearances, utilities, contract provisions, and the bid letting process could jeopardize future federal funding.
2. The SPONSOR will pay subcontractors or supplies within fifteen (15) days of receiving payment for work that is submitted for progress payment by the STATE. If the SPONSOR withholds payment beyond this time period, the SPONSOR will submit written justification to the STATE, upon request. If it is determined that a subcontractor or supplier has not received payment due without just cause, the STATE may withhold future estimated payments or may direct the SPONSOR to make such payment to the subcontractor or supplier.
3. The SPONSOR must submit any proposed change affecting the Project to the STATE in writing for the STATE'S approval prior to any change.

4. This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and be signed by an authorized representative of each of the parties to this Agreement.
5. The SPONSOR will maintain an accurate cost accounting system for all costs incurred under this Agreement with costs clearly identified with activities performed under this Agreement. All Project charges will be subject to audit in accordance with the STATE'S current procedures and 49 CFR Part 18.22.
6. Upon reasonable notice, the SPONSOR will allow the STATE or U.S. Department of Transportation representatives to examine all records of the SPONSOR related to this Agreement during the SPONSOR'S normal business hours. The SPONSOR will keep all such records for a period of three (3) years after the date of final payment by the STATE under this Agreement and all other pending matters are closed.
7. If the SPONSOR expends Five Hundred Thousand Dollars (\$500,000) or more in federal funds during any SPONSOR fiscal year covered, in whole or in part, under this Agreement, the SPONSOR will be subject to the single agency audit requirements of the U. S. Office of Management and Budget (OMB) Circular A-133. If the SPONSOR expends less than \$500,000 in federal funds during any SPONSOR fiscal year, the STATE may perform a more limited program or performance audit related to the completion of Agreement objectives, the allowability of services or costs and adherence to Agreement provisions. The CFDA Number for funds used under this Agreement is 20.106.
8. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, the Agreement may be terminated by the STATE. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.
9. The SPONSOR will provide services in compliance with the American with Disabilities Act of 1990, and any amendments.
10. The SPONSOR certifies, to the best of the SPONSOR'S knowledge and belief, that: No Federal appropriated funds have been paid or will be paid, by or on behalf of the SPONSOR, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement. If any funds other than Federal appropriated funds have been paid or will be paid to any of the above mentioned parties, the SPONSOR will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The SPONSOR will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients will certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification will be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.

11. The SPONSOR certifies, by signing this Agreement, that neither the SPONSOR nor the SPONSOR'S principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency.
12. The SPONSOR will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceeding which may arise as a result of the SPONSOR

performing services under this Agreement. This section does not require the SPONSOR to be responsible for or defend against claims or damages arising solely from acts or omissions of the STATE, its officer, agents, or employees.

- 13. The SPONSOR has designated its Mayor as the SPONSOR'S authorized representative and has empowered the Mayor with the authority to sign this Agreement on behalf of the SPONSOR. A copy of the SPONSOR'S Commission minutes or resolution authorizing the execution of this Agreement by the Mayor as the SPONSOR'S authorized representative is attached to this Agreement as Exhibit B.
- 14. The effective date of this Agreement is **November 26, 2013**.

This Agreement has been executed by the STATE and the SPONSOR, acting by and through their duly authorized representatives.

City of Vermillion, South Dakota

State of South Dakota
Department of Transportation

By: _____

By: _____

Its: Mayor

Its: Program Manager
Office of Air, Rail, and Transit

Date: _____

Date: _____

Attest:

City Auditor/Clerk

(City Seal)

SUMMARY OF PROJECT COSTS		1.Proj. No. AP0056-2013
3.Sponsors Name and Address CITY OF VERMILLION VERMILLION, SD		2. Description Repairs in Terminal/Lighting
5.Official Name and Location of Airport VERMILLION MUNICIPAL AIRPORT 25 CENTER STREET VERMILLION, SD 57069		4. Approved by Aero Comm on 11/26/2013
		6.Max Fuel Tax Funds \$5,000.00
DESCRIPTION	LATEST REVISED TOTAL ESTIMATED COST	ACTUAL COST INCURRED TO DATE
II. CONSTRUCTION		
A. Turner Plumbing, Inc.-Septic Tank	\$6,086.75	\$0.00
B. Hali-Brite, Inc.-PAPI Board	\$3,088.87	\$0.00
TOTAL CONSTRUCTION	\$9,175.62	\$0.00
III. ENGINEERING.		
IV. ADMINISTRATION		
	\$0.00	\$0.00
TOTAL PROJECT COST	\$9,175.62	\$0.00
STATE SHARE-100% w/Max \$5,000.00	\$5,000.00	\$0.00
LOCAL SHARE	\$4,175.62	\$0.00
7.CERTIFICATION:		
DATE:	PREPARED BY:	
SCOPE: Reimbursement for repair costs in the terminal and airport lighting.		

Council Agenda Memo

From: Jason Anderson, Assistant City Engineer
Meeting: February 3, 2014
Subject: Annual Supply of Water & Wastewater Chemicals
Presenter: Jason Anderson

Background: The City annually receives bids for lime and soda ash used in water and wastewater treatment. The City opened bids for the chemicals on January 28, 2014 at 2:00 p.m. The bid summary is attached.

Discussion: Bid documents were sent to eleven prospective bidders and included a diesel fuel surcharge bid item to allow for cost changes due to fluctuating diesel fuel prices. Six bids were received; three for quicklime and three for soda ash. Graymont LLC and Univar USA, Inc. are the lowest bidders for quicklime and soda ash, respectively. The bid prices for both lime and soda ash are lower than last year's bids. The five year history is included on the bid summary for reference.

Financial Consideration: The purchases are budgeted in the Water and Wastewater Treatment Funds. The 2014 water department budget includes \$260,000 for water treatment chemicals in the 'Chemicals' line item. The 2014 wastewater budget includes \$65,000 in the 'Lab Supplies and Chemicals' line item.

Conclusion/Recommendations: Administration recommends awarding Proposal #1 for quicklime to the low bidder, Graymont LLC, at \$153.80/ton for a total of \$76,900.

Administration also recommends awarding Proposal #2 for soda ash to the low bidder, Univar USA, Inc., at \$307.75/ton for a total of \$146,181.25.



25 Center Street Vermillion, SD 57069

BID SUMMARY
Water & Wastewater Chemicals

January 28, 2014 -- 2:00 P.M.

Bidder & Address	Proposal #1 500 ton - Quicklime					Proposal #2 475 ton - Soda Ash			
	Bid Bond	Unit Price FOB Plant	Freight Charge	Fuel Surcharge	Total	Unit Price FOB Plant	Freight Charge	Fuel Surcharge	Total
Graymont (WI) LLC 800 Hill Avenue Superior, WI 54880	10% Bid Bond	\$ 153.80	--	--	\$ 153.80				
Mississippi Lime 3870 S Lindbergh Blvd St. Louis, MO 63127	10% Bid Bond	\$ 180.00	\$ 59.69	--	\$ 239.69				
Pete Lien & Sons, Inc. PO Box 440 Rapid City, SD 57709	10% Bid Bond	\$ 98.00	\$ 68.50	--	\$ 166.50				
Thatcher Company of Montana PO Box 27407 Salt Lake City, UT 84127-0407	10% Bid Bond					\$ 308.52	--	--	\$ 308.52
BHS Specialty Chemicals 2320 W. Indiana Ave Salt Lake City, UT 84127-0955	10% Bid Bond					\$ 334.76	--	--	\$ 334.76
Univar USA, Inc. 7050 W 71st Street Bedford Park, IL 60638	10% Bid Bond					\$ 307.75	--	--	\$ 307.75

Days Required for Delivery After Order Receipt

Graymont	<u>2 days</u>	BHS	<u>3-7 days</u>
Mississippi Lime	<u>3-5 days</u>	Univar	<u>7-10 days</u>
Pete Lien & Sons	<u>2 days</u>	Thatcher Co.	<u>3-5 days</u>

Five Year History

	2009	2010	2011	2012	2013
LIME	\$151.78	\$142.00	\$137.00	\$155.00	\$155.00
SODA ASH	\$340.75	\$315.80	\$312.99	\$323.87	\$310.84

Council Agenda Memo

From: Jason Anderson, Asst. City Engineer
Meeting: February 3, 2014
Subject: Sale of Surplus Skid Steer Loader & Breaker Attachment
Presenter: Jason Anderson

Background: The Street Department's 2001 Bobcat 773T High Flow skid steer loader was budgeted for replacement in 2014, along with its B950 breaker attachment. The new skid loader has been received and is now being utilized. The used skid loader and breaker attachment were declared surplus and appraised at the December 16, 2013 meeting. A bid date of January 29, 2014 was set for the opening of sealed bids.

Discussion: The 2001 surplus skid loader was appraised at \$11,500. The 2001 Bobcat B950 breaker attachment was appraised at \$3,300. The City cannot accept a bid for less than 90% of the appraised value. Bid specifications were sent to 4 potential bidders with one bid received for the amount of \$10,400 for the skid loader and \$3,000 for the breaker attachment.

Financial Consideration: The revenue from the sale of the surplus equipment will be placed in the Equipment Replacement Fund.

Conclusion/Recommendations: Administration recommends awarding the sale of the surplus skid loader and breaker attachment to the only bidder, Sooland Bobcat of Sioux City, Iowa, for the total amount of \$13,400.00.



25 Center St. Vermillion, SD 57609

BID SUMMARY

Sale of Surplus Street Department Skid Steer Loader & Breaker Attachment

January 29, 2014 -- 2:00 P.M.

BIDDER:	Sooland Bobcat			
ADDRESS:	3109 Highway 75 N Sioux City, IA 51105			
BID SECURITY:	\$1,040 Cashier's Check			
PROPOSAL 1	Proposal Price	Proposal Price	Proposal Price	Proposal Price
2001 Bobcat 773T High Flow Skid Steer Loader Appraised at: \$11,500*	\$10,400.00			

*Note: Minimum acceptable bid is 90% of the appraised value; \$10,350.

BIDDER:	Sooland Bobcat			
ADDRESS:	3109 Highway 75 N Sioux City, IA 51105			
BID SECURITY:	\$300 Cashier's Check			
PROPOSAL 2	Proposal Price	Proposal Price	Proposal Price	Proposal Price
2001 Bobcat B950 Breaker Attachment Appraised at: \$3,300**	\$3,000.00			

**Note: Minimum acceptable bid is 90% of the appraised value; \$2,970.

CITY OF VERMILLION
 INVOICES PAYABLE-FEBRUARY 3, 2014

1 A-OX WELDING SUPPLY CO	BULK CO2	1,839.50
2 ADVANCED WORKSTATIONS IN EDUCATION	SUPPLIES	49.00
3 AMSAN	SUPPLIES	165.59
4 ARAMARK UNIFORM SERVICES	UNIFORM CLEANING	314.00
5 ARGUS LEADER MEDIA #1085	SUBSCRIPTION	48.00
6 AUSTIN ANDERSON	SAFETY BOOTS REIMBURSEMENT	100.00
7 AUTOMATIC BUILDING CONTROL	BATTERIES	78.81
8 BAKER & TAYLOR BOOKS	BOOKS	1,068.05
9 BANNER ASSOCIATES, INC	PROFESSIONAL SERVICES	9,376.00
10 BLACKSTONE AUDIO INC	BOOKS	139.96
11 BOB IVERSON	SAFETY BOOTS REIMBURSEMENT	100.00
12 BOMGAARS	SUPPLIES	777.23
13 BOOKPAGE	SUBSCRIPTION	300.00
14 BOUND TREE MEDICAL, LLC	SUPPLIES	971.50
15 BUTCH'S PROPANE INC	PROPANE	4,777.07
16 BUTLER MACHINERY CO.	WHEEL LOADER/PARTS	155,113.17
17 CAMPBELL SUPPLY	SUPPLIES	396.38
18 CASK & CORK	MERCHANDISE	637.88
19 CENTURY BUSINESS LEASING, INC	COPIER CONTRACT	138.25
20 CENTURY BUSINESS PRODUCTS	COPIES	48.95
21 CENTURLINK	TELEPHONE	741.72
22 CHAD CHRISTOPHERSON	SAFETY BOOTS & MEALS REIMBURSEMENT	142.00
23 CHEMCO, INC	SUPPLIES	472.60
24 CHERYL O'CONNOR	WATER HEATER/WIRING REBATE	200.00
25 CITY OF VERMILLION	POSTAGE/COPIES	1,212.55
26 CITY OF VERMILLION	UTILITY BILLS	38,702.81
27 CLAY RURAL WATER SYSTEM	WATER USAGE	47.30
28 COLONIAL LIFE ACC INS.	INSURANCE	2,918.96
29 COYOTE RENTALS	WATER HEATER/WIRING REBATES	340.00
30 D-P TOOLS	SUPPLIES	156.15
31 DAKOTA BEVERAGE	MERCHANDISE	5,687.44
32 DAKOTA PC WAREHOUSE	COMPUTERS/REPAIRS	3,231.63
33 DAKOTA RIGGERS & TOOL SUPPLY	SUPPLIES	40.00
34 DANIELS RESIDENTIAL INC	BALER BUILDING	8,413.20
35 DELTA DENTAL PLAN	INSURANCE	6,542.98
36 DEMCO	SUPPLIES	1,258.37
37 DENNIS MARTENS	MAINTENANCE	833.34
38 DEPT OF REVENUE	TESTING	182.00
39 DGR ENGINEERING	PROFESSIONAL SERVICES	15,088.00
40 DUST TEX	MATS	120.00
41 ECHO ELECTRIC SUPPLY	SUPPLIES	1,189.35
42 ENVIRONMENTAL PRODUCTS	PARTS	41.99
43 ENVIRONMENTAL SERVICES OF IOWA	ELECTRONICS DISPOSAL	3,966.32
44 FAIRBANK EQUIPMENT, INC	PART	512.41
45 FARM COUNTRY TRADER INC	ADVERTISING	41.00
46 FARMER BROTHERS CO.	SUPPLIES	113.06
47 FOREMAN MEDIA	COUNCIL MTG	100.00
48 GEOTEK ENGINEERING	PROFESSIONAL SERVICES	3,710.00

49 GRAINGER	PARTS	185.75
50 GREGG PETERS	FREIGHT/ADVERTISING	1,559.50
51 GREGG PETERS	RENT	937.50
52 HAWKINS INC	CHEMICALS	875.88
53 HD SUPPLY WATERWORKS	PARTS	232.54
54 HDR ENGINEERING, INC	PROFESSIONAL SERVICES	30,505.17
55 HENDERSONS ULTIMATE CAR WASH	CAR WASH CARD	100.00
56 HERREN-SCHEMPP BUILDING	SUPPLIES	42.00
57 HY VEE FOOD STORE	SUPPLIES	132.06
58 INDEPENDENCE WASTE	WASTE HAULING	778.50
59 INGRAM	BOOKS	214.76
60 INTOXIMETERS	SUPPLIES	690.00
61 ISTATE TRUCK CENTER	REPAIRS	3,623.09
62 JACY NELSEN	MEALS REIMBURSEMENT	24.00
63 JOHN A CONKLING DIST.	MERCHANDISE	2,720.70
64 JOHNSON BROTHERS FAMOUS BRANDS	MERCHANDISE	12,878.25
65 JOHNSON CONTROLS	SERVICE AGREEMENT/REPAIRS	2,721.21
66 JONES FOOD CENTER	SUPPLIES	1,240.87
67 JONES LIBRARY SALES, INC	NEW BLDG FURNITURE/SHELVING	2,860.00
68 JOYCE MOORE	MILEAGE REIMBURSEMENT	46.25
69 KALINS INDOOR COMFORT	REPAIRS	76.58
70 KARSTEN MFG CORP	MERCHANDISE	141.58
71 LARRY WITTMEIER	WATER HEATER/WIRING REBATE	200.00
72 LAWSON PRODUCTS INC	SUPPLIES	225.42
73 LAYNES WORLD	AWARD	119.46
74 LEARNING OPPORTUNITIES, INC	BOOK	17.99
75 LEGGETTE, BRASHEARS & GRAHAM	PROFESSIONAL SERVICES	362.10
76 LESSMAN ELEC. SUPPLY CO	SUPPLIES	1,891.49
77 LINCOLN MUTUAL LIFE	INSURANCE	471.89
78 LONGS PROPANE INC	PROPANE	60.00
79 LSC ENVIRONMENTAL PRODUCTS	EQUIPMENT RENTAL FEE	2,200.00
80 MAGUIRE IRON, INC	WATER STORAGE IMPROVEMENTS	31,124.80
81 MAIN STREET CENTER	CONTRIBUTION	15,000.00
82 MANUFACTURERS NEWS, INC	BOOKS	90.45
83 MARK FOLEY	SAFETY BOOTS REIMBURSEMENT	49.99
84 MART AUTO BODY	TOWING	550.00
85 MATHESON TRI-GAS, INC	SUPPLIES	688.83
86 MCCULLOCH LAW OFFICE	PROFESSIONAL SERVICES	1,601.62
87 MEAD LUMBER	SUPPLIES	250.60
88 MEIERHENRY SARGENT LLP	TIF 6 BOND COUNSEL	15,000.00
89 MENARDS	SUPPLIES	54.00
90 MERRICK INDUSTRIES	REPAIRS	4,954.91
91 MICHAEL HEINE	MEALS REIMBURSEMENT	61.00
92 MID-STATES ORG. CRIME INFO CENTER	MEMBERSHIP FEES	150.00
93 MIDWEST ALARM CO	ALARM MONITORING	126.00
94 MIDWEST BUILDING MAINTENANCE	MAT SVC	142.80
95 MIDWEST TURF & IRRIGATION	PARTS	592.19
96 MINN MUNICIPAL UTILITY ASSOC.	SAFETY MGMT PROGRAM	5,770.00
97 MONTY MUNKVOLD	MEALS REIMBURSEMENT	42.00
98 MOUNTAIN PLAINS LIB ASSN	MEMBERSHIP DUES	65.00
99 NATL EMERGENCY NUMBER ASSOC	MEMBERSHIP DUES	137.00

100 NEBRASKA JOURNAL-LEADER	ADVERTISING	34.92
101 NETSYS+	PROFESSIONAL SERVICES	273.75
102 NEW YORK LIFE	INSURANCE	94.02
103 NORTHERN BALANCE & SCALE	SERVICE/CALIBRATION	252.60
104 NORTHLAND	SUPPLIES	657.25
105 OFFICE SYSTEMS CO	CONTRACT/COPIES	501.00
106 OVERHEAD DOOR OF SIOUX CITY	PARTS	47.00
107 PARKER BROKERGE	SUPPLIES	184.54
108 PAUL BRUNICK	MEALS REIMBURSEMENT	61.00
109 PAULS PLUMBING	REPAIRS	159.14
110 PDI NINTH HOUSE	SUBSCRIPTIONS	4,194.00
111 PHIL WIEBELHAUS	MEALS REIMBURSEMENT	42.00
112 PLAIN TALK PUBLISHERS	SUBSCRIPTION	26.00
113 PNC EQUIPMENT FINANCE	DEFIBRILLATOR LEASE	741.27
114 POWERPHONE, INC	REGISTRATION	129.00
115 PRESSING MATTERS	SUPPLIES	322.00
116 PRINT SOURCE	SUPPLIES	41.50
117 QUILL	SUPPLIES	962.40
118 RACOM CORPORATION	MAINTENANCE	395.50
119 RANDOM HOUSE, INC	BOOKS	26.25
120 RANDY CRUM	MEALS REIMBURSEMENT	24.00
121 RANDY ISAACSON	MEALS REIMBURSEMENT	61.00
122 RASMUSSEN MECHANICAL SERVICE	PARTS	943.44
123 RECORDED BOOKS, INC	BOOKS	543.60
124 REPUBLIC NATIONAL DIST.	MERCHANDISE	13,320.78
125 RESCO	SUPPLIES	252.00
126 RICHARD DRAPER	REIMB FIRE EQUIPMENT	415.00
127 RIVERSIDE HYDRAULICS & LAB	PARTS	138.00
128 RODNEY TIEMAN	MEALS REIMBURSEMENT	42.00
129 RS HALSTEAD CORP	LEACHATE POND	60,890.18
130 SANFORD HEALTH PLAN	PARTICIPATION FEES	69.00
131 SCHINDLER ELEVATOR CORP	MAINTENANCE	1,620.00
132 SD BOARD OF OPERATOR CERTIFICATION	CERTIFICATION RENEWAL	132.00
133 SD LIBRARY ASSOCIATION	MEMBERSHIP	590.00
134 SD LIBRARY NETWORK	SD LIBRARY NETWORK	9,173.00
135 SD PUBLIC ASSURANCE ALLIANCE	INSURANCE	147.00
136 SD RETIREMENT SYSTEM	CONTRIBUTIONS	44,953.86
137 SDGCSA	REGISTRATION	475.00
138 SDWWA	MEMBERSHIP DUES	90.00
139 SECURITY SHREDDING SERVICE	PROFESSIONAL SERVICES	35.00
140 SERVALL TOWEL & LINEN	SUPPLIES	16.80
141 SIOUX CITY WINTRONIC	PARTS	14.58
142 SIOUX FALLS TWO WAY RADIO	REPAIRS	346.84
143 SIOUXLAND MAGAZINE	SUBSCRIPTION	13.95
144 SOOLAND BOBCAT	PARTS	69.42
145 SPECIAL T'S AND MORE	UNIFORMS	108.00
146 STERN OIL CO.	AVIATION FUEL	14,806.56
147 STUART C. IRBY CO.	SUPPLIES	377.00
148 STURDEVANTS AUTO PARTS	PARTS	596.17
149 TESTAMERICA LABORATORIES	TESTING	1,409.12
150 THATCHER COMPANY	SODA ASH	13,675.20

151 TOM KRUSE	MEALS REIMBURSEMENT	61.00
152 TRACTOR SALVAGE & WELDING	PARTS	801.00
153 TRI TECH SALES	PARTS	131.30
154 TRUE VALUE	SUPPLIES	1,118.42
155 TURNER PLUMBING	REPAIRS	72.43
156 TYLER ZIMMERMAN	SAFETY BOOTS REIMBURSEMENT	100.00
157 ULTRAMAX	SUPPLIES	767.00
158 UNITED WAY	CONTRIBUTIONS	483.46
159 UNIVERSITY CLEANERS	PROFESSIONAL SERVICES	20.00
160 US POSTAL SERVICE	STAMPED ENVELOPES	301.55
161 US POSTMASTER	BUSINESS REPLY MAIL FEE	200.00
162 VERIZON WIRELESS	CELL PHONES	1,409.65
163 VERMEER HIGH PLAINS	REPAIRS	5,967.29
164 VERMILLION ACE HARDWARE	SUPPLIES	1,354.23
165 VERMILLION CHAMBER OF COMMERCE	MEMBERSHIP	750.00
166 VERMILLION PUBLIC TRANSIT	CONTRIBUTION	7,500.00
167 VERMILLION ROTARY CLUB	DUES/MEALS	163.75
168 VISA/FIRST BANK & TRUST	FUEL/LODGING/SUPPLIES	5,848.43
169 WAL-MART COMMUNITY	SUPPLIES	475.98
170 WALKER PROCESS EQUIPMENT	REPAIRS	4,711.94
171 WESCO DISTRIBUTION, INC	SUPPLIES	3,842.00
172 WOW! BUSINESS	DIALUP SERVICE	49.95
173 YANKTON JANITORIAL SUPPLY	SUPPLIES	408.68
174 ZEE MEDICAL SERVICE	SUPPLIES	43.85
175 ZUERCHER TECHNOLOGIES LLC	SERVER MAINTENANCE	2,425.00
176 APRIL DECKER	BRIGHT ENERGY REBATE	100.00
177 CLG, LLC	BRIGHT ENERGY REBATE	100.00
	GRAND TOTAL	\$630,730.80

City of Vermillion (See reverse side of form for state laws regarding raffles and lotteries)
RAFFLE AND LOTTERY NOTIFICATION FORM

Date: 1/23/14

1. Name of organization/group Children's Miracle Network Dakotathon
Contact person: Name: Nathan Hofer
2. Date(s) that tickets/chances will be sold: from 2/2/14 to 2/2/14
Cost of tickets/chances: \$1 per ticket
3. Date(s) of drawing(s): 2/2/14
4. Can anyone purchase tickets? yes
5. Will the prize winner(s) be selected at random? Yes No
6. Description and approximate value of top prize: 50% of raffle money taken in will be awarded

In the space below, please provide a brief, general summary of the event. Be sure to include information such as the location and reason for the event.

The Dakotathon board would like to hold a 50/50 raffle at the Muenster University Center on February 2nd in conjunction with the Super Bowl party that is being planned as a fundraiser for the Children's Miracle Network (CMN). All of the proceeds raised from this fundraising event will go directly to the Sanford Castle of Care in Sioux Falls and will not be used by the organization in any other way than to donate to CMN.

Nathan Hofer
Applicant's Signature

Approval: John Prescott
City Manager 1-24-14
Date

City of Vermillion (See reverse side of form for state laws regarding raffles and lotteries)
RAFFLE AND LOTTERY NOTIFICATION FORM

Date: 1-29-2014

1. Name of organization/group Cnd - Wells 4 Africa
Contact person: Name: Jadyn Adriaan
2. Date(s) that tickets/chances will be sold: from Feb 3rd to Feb 7th
Cost of tickets/chances: \$1 for one, \$5 for 5
3. Date(s) of drawing(s): Feb. 10
4. Can anyone purchase tickets? Yes
5. Will the prize winner(s) be selected at random? Yes No
6. Description and approximate value of top prize: 50/50 pot

In the space below, please provide a brief, general summary of the event. Be sure to include information such as the location and reason for the event.

We are raising money to build wells in Africa. We will be selling tickets for a 50/50 raffle drawing. Someone, at drawing of names, will receive 50% of the money while the other 50% will go towards wells 4 Africa.

Jadyn Adriaan
Applicant's Signature

Approval: <u>John Preswo</u> City Manager	<u>1-30-14</u> Date
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