

Hartford City Council Agenda

Tuesday, March 7, 2023

7:00 p.m.

Hartford City Hall

Mayor Arden Jones

Ward 1: Mark Brenneman and Travis Kuehl

Ward 2: Mark O'Hara and Chris Woslager

Ward 3: Cindy Matson and Jake Jass

Pledge of Allegiance

Business Items

- Roll Call of Governing Board
- Additions to the Agenda/Approve Agenda
- Approve Minutes of Previous Meeting(s)
 - *Regular Meeting Minutes - 2/21/2023
- Approve Bills submitted for Payment (if any)

Public Comments - Public Input on Non-Agenda Items (Comments Limited to 5 minutes per speaker)

Action cannot be taken on items discussed unless specifically listed elsewhere on the agenda

Applications, Agreements, Hearings, Resolutions & Ordinances

- Resolution 2023-3: Special Assessment Roll for 2023 (Parcel #23488 & #23413)

Reports

- Minnehaha County Sheriff's Deputy Report - Deputy Kardas
- Chamber and Economic Development Director Report - Amy M. Farr
- City Engineer Report - ISG Inc.
- Public Works Superintendent Report - Craig Wagner
 - *Approve Purchase of Hustler Mower
- Finance Officer Report - Karen Wilber
 - *Draw for Name Placement on 2023 Election Ballot
- City Administrator Report -Teresa Sidel
 - *Update on Hwy 38 Water Loop Project

Old Business

- Review/Discuss Pool Admission Rates
- Review/Approve Request to Allocate 2023 Operating Budget Funds to the HAFR - \$30,000

New Business

- Review/Approve Park & Recreation Board Recommendation for the Purchase of Benches for Swenson Park
- Approve Elderly Property Freeze on Parcel 23403
- Review/Approve Request to Allocate 2023 Operating Budget Funds to the HADF - \$55,590
- Review/Approve Request to Allocate 2023 Operating Budget Funds to the HACC - \$32,000

Executive Session (SDCL 1-25-2) (SDCL 9-34-19)

Adjournment

Next Regular City Council Meeting: Tuesday, March 21, 2023

Hartford City Council Meeting – Regular Meeting February 21, 2023

Mayor Arden Jones called the meeting to order at 7:00pm with the following city council members present: Chris Woslager, Cindy Matson, Mark Brenneman, Travis Kuehl, Jake Jass, and Mark O’Hara. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, City Engineer Michael Redenbaugh, and 6 people from the public.

BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Matson, second by Kuehl to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** A motion was made by Jass, second by O’Hara to approve the regular meeting minutes from February 7, 2023 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Matson, second by Jass to approve the bills submitted for payment – all voted yes, motion carried.

PUBLIC COMMENTS: Hartford Resident Shaun Boen addressed the Council about the traffic issues on Main Ave. With speeding on Main Ave continuing to be an issue, Boen is in favor of a 4-way stop being implemented at the intersection of 1st St & Main Ave. With the narrowness of the street due to the parking on Main Ave, sight lines at this intersection are severely impaired. Adding a 4-way stop at this intersection would slow down traffic in addition to making this a safer corner.

VISITORS: Callie Tuschen, on behalf of DHI, was present to discuss the Walking Action Plan for the downtown area that was put together by herself, with the help of AARP. After the completion of the walking audit of the downtown area last fall, this plan was established to address the problem areas. One area identified is the intersection of 1st St & Main Ave. Sight lines at this intersection are limited due to parking along Main Ave and speeding on Main Ave continues to be an issue. Tuschen is proposing implementing temporary bump outs and crosswalks at this intersection. Several different low-cost options for the bump outs were presented in the plan. Tuschen is proposing paint. Tuschen has obtained a grant through AARP that she feels should cover the cost of the project. DHI also has funds in their City account as well. At this point, Tuschen is requesting approval to move forward with a plan for temporary bump outs and crosswalks. If granted, she would then work with City staff on placement and come back to the Council with a concept map and cost estimate. A motion was made by Kuehl, second by Jass to approve moving forward with implementing a plan for temporary bump outs and crosswalks at the intersection of 1st St & Main Ave. – all voted yes, motion carried.

ORDINANCES, RESOLUTIONS, APPLICATIONS, AGREEMENTS AND HEARINGS:

- **Special Event Permit – DHI Hartford Downtown Market:** Callie Tuschen, on behalf of Downtown Hartford, Inc., was present to submit a special event permit application to hold a farmer’s market and artisan vendor event from 3:30-9pm on the first Thurs of each month running June 1st through Sept 7th and also Thurs Sept 28th. They are requesting the closures of Main Ave from Modish to South Bar and 1st St from the intersection of 1st St & Main Ave to the alley east of Main Ave and to allow for the use of alcohol in this area during the event. Tuschen indicated the only change from last year is that they are requesting to close the street a half hour earlier at 3:30pm rather than 4pm to allow more time for the street to be clear of cars before the vendors are there to set up at 4pm. Benjamin Parker, who owns a business in the downtown area, was present to voice his concerns at it is inconvenient to lose parking in the downtown area before close of business at 5pm. A motion was made by Matson, second by Woslager to approve the special event permit for the Hartford Downtown Market as presented – all voted yes, motion carried

REPORTS:

- **Fire Department Report:** HAFR’s monthly report was provided. For the month of Jan there was a total of 32 calls with 14 in city limits. An update was given on the various trainings held during the month of Feb.
- **Sheriff’s Department Report:** Deputy Kardas was not present. His report for the month of Jan was provided. There were 177 calls for service for the month.
- **Chamber & Economic Development Report:** CEDD Amy Farr was not present. Her report was provided. The Chamber has started the planning of this year’s Hartford Block Party. The Chamber hosted two Legislative Coffees in Feb. Both coffees were well attended. Continues to work on the new My Community app. The HADF continues working on development concepts for recently purchased land. Also continues efforts on RFI’s and Envision 2025 retention.
- **Engineer Report:** Michael Redenbaugh reported the following:
 - As designed, the City needs an easement for a property owner to have the trail entirely on the north side of the creek. The property owner has declined the City’s request to provide this easement. After

discussions with the GF&P, it has been determined that crossing the creek and continuing the bike trail on the south side of the creek is not an option without resubmitting the grant. Engineers are now reviewing requirement with the GF&P to see if any adjustments can be made that would allow the trail to run entirely on the north side.

- Design plans for the Hwy 38 water main extension are now complete. Bidding and funding of this project will be discussed later in this meeting.
- Design work on the WRRF is ongoing. An update will be provided by ISG and CMAR Rice Lake later in this meeting.
- **Public Works Report:** Public Works Superintendent Wagner provided his report.
 - Streets** – Staff continues to work on snow cleanup and opening the storm sewer inlets from the last storm. There is a plan in place for the impending winter storm as well. The 2023 slurry seal project will be bid on Mar 9th, in conjunction with the City of Sioux Fall’s project. All equipment is now fixed and running well at this time. Wagner has met with Pride Neon Signs. They will be providing pricing on replacing the wood on the billboards, pricing on new billboards, and also pricing on digital billboards.
 - Water** – Next reporting due Apr 10th.
 - Sewer** – The next reporting is due Mar 28th. The lagoon levels are in good shape for now, but staff will start taking samples to see when we can discharge.
 - Bike Trail** – Staff is keeping the trail clear of snow as time allows.
 - Public Buildings** – Wagner & Sidel have met with members of Siouxland Library and the Senior Citizens to discuss renovations plans. Both parties have agreed to the plans, of which a copy was presented to the Council. Wagner estimates that this project will cost roughly 23k with staff doing the labor. The majority of this cost is to update the heating/cooling system. Wagner is also including the lumber needed to reinforce the beams in the basement. A motion was made by Matson, second by O’Hara to approve funding of this project. Further discussion was held on what had previously been approved. At this time, if the Council approves moving forward with this plan, Wagner will secure quotes on the project and bring a firm number back to the Council. Matson amended her motion to move forward with securing quotes on the project, second by O’Hara – Kuehl abstained with all others voting yes, motion carried.
- **Finance Officer Report:** City Finance Officer Wilber’s report was provided. Items included cash balances, sales tax revenue and DHI committee fund balance as of Jan 31st, a recap of bills submitted for payment, and the Feb/Mar calendar of events. The deadline to file nominating petitions is by 5pm Feb 24th. If a property owner would like to appeal their property’s valuation, they must submit an objection form to City Hall no later than 5pm on Mar 16th. All appeals will be heard at the City’s Equalization Meeting on Mar 20th. Wilber has transferred funds that have been earmarked for a future pool and HAFR’s equipment replacement to the new indexed money market account. Moving funds to this account will generate more interests.
- **City Administrator Report:** City Administrator Sidel provided her report. The property owner along the new bike trail project have decided not to grant the City an easements for the new trail. Engineers and staff are working with the GF&P to come up with alternate options. We continue to work on updating our logo. Last week signage along the bike trail and at city hall was updated. Once the weather warms, vinyls for the city truck will be placed. There have also been initial meetings to discuss the redesign of the city’s website. Sidel is taking part in the 5-year review/update of Lincoln & Minnehaha County’s Pre-Disaster Mitigation Plan. The group met on Feb 16th. Being part of this processes allows the City to apply for federal aid the event of a disaster. Bob Yapp has been retained by DHI to conduct a historical assessment of the buildings downtown. The tour will be from 3-5pm on May 6th with follow up gathering at the Methodist Church from 7-9pm. The public is welcome. Sidel informed the Council of this year’s District 3 Meeting to be held on Mar 16th in Alcester. The registration deadline is Mar 2nd. Our application for landfill passes has been sent to the City of Sioux Falls.

OLD BUSINESS:

- **Update on Summit Carbon Solution Pipeline:** Sidel provided an update on the SCS pipeline. SCS filed a motion to ask the PUC Board to reconsider the schedule previously approved of Sept 2023 for the hearings. This motion was denied, and the schedule will remain the same. The PUC also set a date of Nov 15th for a final decision on the application.

NEW BUSINESS:

- **Review/Approve Allocation of 2023 Operating Budget Funds to HAFR:** HAFR is requesting the 2023 budget appropriation of \$30,000 for operating expenses. A motion was made by Kuehl, second by Jass to release the 2023 appropriation of \$30,000 for operating expenses to HAFR. Discussion was held on what control, if any, the City has over what the entity uses the funds for. Staff explained that to release equipment funds, HAFR needs to provide an invoice for the equipment they purchased. The Council can then consider releasing funds to reimburse them for this purchase. For their operating expense appropriation, the Council can certainly ask for financial

statements and/or an explanation of spending before releasing funds. However, once the funds are released, the City cannot dictate what HAFR spends the funds. A substitute motion was made by Brenneman, second by Kuehl to table this item until the next meeting – all voted yes, motion carried.

- **Review/Discuss Pool Admission Rates:** Information on pool admission rates comparing Hartford to surround communities was provided. Also provided was the yearly breakdown comparing revenue & expenses over the last 6 years along with a breakdown of the revenue detailing how many passes were sold in 2021 vs 2022. Last year the City made the decision to eliminate the family pass and only offer a single pass. The rate for the single pass was also increased from \$30 to \$40 at that time. Currently the daily admission rate is \$3 for ages 5+ and ages 0 to 4yrs are free. For this coming season, staff is recommending changing the daily admission rate to flat rate of \$4 for all ages. Discussion was held on the burden the current pass structure has on those families that are larger. Some on the Council would be interested in considering some type of discount if multiple passes are purchased for the same family unit. A motion was made by Kuehl, second by Matson to table this item until the next meeting – all voted yes, motion carried.
- **Review/Discuss Funding Options for Hwy 38 Water Loop Project:** The plans for the Hwy 38 Water Loop project are now complete and ready to bid. Financing of the project, which is estimated at just over 1M, needs to be finalized. After reviewing the water fund reserves, the current debt schedule, and upcoming project costs, Staff is recommending using 500k from water reserves and applying for a 500k SRF loan. Since our water revenue to debt ratio is high enough, a SRF loan would not require a surcharge and a SRF loan would yield the best interest rate as well. In regard to bidding, the best scenario is to bid the project now in a more competitive bid market. However, the State does not issue SRF loans until June. In the event that the City is not approved for the SRF loan, there is always the option to pursue a private bank loan. A motion was made by Kuehl, second by Matson to approve funding the Hwy 38 Water Loop project using 500k from water reserves and applying for a 500k SRF loan and to move forward with bidding the project at this time – all voted yes, motion carried.
- **Update on WRRF:** Rachel Kloos & John Gliko with ISG and Wade Leonard with CMAR Rice Lake were present to provide their monthly update on the WRRF. Plans are currently 90% complete and are under review. Cost estimates are being revised as plans are nearing completion and under reviewed. Leonard indicated that within a month of getting plans that are 90% complete, a final cost number on the project will be obtained. The project is currently on schedule. In March, plans and specifications will be submitted to DANR for review/approval. Tentative date for bidding of bid packages is in April/May. Ground breaking to be this summer. It is estimated to be a 2-year project.

EXECUTIVE SESSION: A motion was made by O’Hara, second by Jass to enter executive session pursuant to SDCL 1-25-2(3) for legal at 8:25pm – all voted yes, motion carried.

Minutes recorded by Finance Officer Karen Wilber.

I, the undersigned, Karen Wilber, Finance Officer in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

Karen Wilber, Finance Officer

EXECUTIVE SESSION: A motion was made by O’Hara, second by Jass to exit executive session at 8:29pm – all voted yes, motion carried.

ADJOURNMENT: A motion was made by O’Hara, second by Woslager to adjourn at 8:30pm – all voted yes, motion carried.

Minutes recorded by City Administrator Teresa Sidel.

I, the undersigned, Teresa Sidel, City Administrator in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

Teresa Sidel, City Administrator



Agenda Item Staff Report

DATE: March 7, 2023

AGENDA ITEM: Resolution 2023-3: Special Assessment Roll for 2023 (Parcel #23488 & #23413)

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approve Resolution 2023-3

Loan

Background/Summary:

Last fall the city pursued two property abatements for code violations. Both properties were for junk violations, abandoned vehicles, and parking on the grass. One property was at 200 N Main Avenue (James & Levi Binkerd) and the other property was at 106 N Mundt Avenue (Wilbur Gabbert). Both owners were given the chance multiple times to address the violations within a reasonable timeframe – neither property owners complied. After discussing with the city attorney, the city decided to go in and abate the nuisances ourselves. On November 1, 2022, city personnel, with the help of law enforcement, went in and cleaned up both properties. The cost of this expense, which includes dumpsters, wages, and equipment, is the amount the city is assessing the property owner with resolution 2023-3. With passage of resolution 2023-3, this amount will then be sent to the county to place against the property. Once the property is sold, refinances, or changes ownership, the assessment will need to be paid and the city will then be reimbursed for our expenses.

Prior Council/Board Action:

None

Possible Action:

1. Approve Resolution 2023-3
2. Do not approve Resolution 2023-3

Fiscal Impact:

The abatement of these 2 properties came at a cost to the city. Approval of resolution 2023-3 will reimburse the city this expense once the property is sold, refinanced, or changes ownership.

Attachments:

- Resolution 2023-3



MCSO HARTFORD OFFICE MONTHLY REVIEW, FEBRUARY 2023



Total calls for service including Deputy initiated: 177 (same). 6.32 calls for service per day (28 days)

Accidents: 4 (decrease of 4)

 With injury: 0 (decrease of 1)

 Without injury: 4 (decrease of 3)

Assaults:/Domestic Violence: 2 (same)

Sex Offenses: 0 (decrease of 2)

DWI: 2 (increase of 2)

Suicide Threat/Attempts: 2 (increase of 2)

Check well being: 6 (increase of 3)

Burglary: 2 (increase of 2)

Unattended Death: 1 (increase of 1)

Disorderly Subjects: 6 (increase of 4)

Suspicious Person/Activity: 6 (increase of 4)

Assist other Agency: 1 (decrease of 1)

Public Assist: 5 (decrease of 2)

Animal problems: 4 (increase of 1)

Vandalism: 2 (increase of 1)

Missing Persons/runaways: 0 (same)

Traffic complains/Enforcement/Control/Hazards: 50
(increase of 14)

Parking Complaints: 5 (decrease of 7)

Motorist Assist: 3 (decrease of 2)

Theft: 1 (decrease of 10)

Narcotics/Drugs: 1 (increase of 1)

Intoxicated Person/Liquor Law: 0 (same)

Fraud/Forgery/Identity Theft: 1 (same)

Juvenile Delinquents: 1 (increase of 1)

Noise Complaints: 1 (increase of 1)

Fireworks: 0 (same)

SO Landlines: 11 (increase of 3)

Found/Missing Property: 0 (decrease of 1)

Civil process: 11 (decrease of 1)

Warrant Service: 2 (same)

Case Reports: 11 (decrease of 3)

Arrest: 3 (increase of 2)



Hartford Area Chamber of Commerce

Continued onboarding for new members where the board of directors, each committee and the CEDD take part in implementation.

Committee Reviews

Ambassador Committee

(**Lana Snyder**, Sherri Goebel, Lexi Nelson, Roxy Whalen, Jean Rodriguez, Lynnae Redenius & Casie Goebel):

- Monthly welcome bags
 - Create cards for the apartment/townhomes for welcome bags - Ongoing
- Continued efforts on contacting current and new members.
 - Will be going door to door to visit members.

Events Committee

(Dr. Joel Martens, Brian Grocott, Mark O'Hara, Jeremy Johnson, Abby O'Hara & Kristi Sidel):

- Hartford Block Party – planning in process.

Marketing Committee

(Amy Larson, Brittany Glanzer, Stacy Wengler, Stephanie Minckler, Dr. Kim Yingst):

- Adding new member social media posts - ongoing
- Working to add social media posts for Legacy Leaders – done and are scheduled for FB
- Working to add board member profiles on social media - ongoing
- Assisting on newsletter and other promotional items as needed

CEDD

- Scheduling breakfast/luncheons/Mixers
- Ribbon cuttings
- Continued work on the mobile app – App My Community.
- Continued updates to Chamber website
- Continued work on membership printed list for welcome bags – ongoing
- Weekly E-Newsletter - ongoing
- Visiting with members wanting to join committees and get more involved.
- Participating on Zoom calls with the SD Chamber of Commerce pertaining to legislative issues.
- Designing digital newsletter will be out next week
- Designing member contact forms for new members, 30 day call, 90 days and 120 days



UPCOMING EVENTS/MEETINGS:

EVENTS

MEETINGS

Wednesday, March 1

Hartford Area Development Foundation meeting, 7:30 a.m., Stomping Grounds, 700 Vandemark Ave

Tuesday, March 7

Ambassador Committee meeting, 7:00 a.m., Stomping Grounds, 700 Vandemark Ave.

City Council, 7:00 p.m., City Hall, 125 N. Main Ave.

Wednesday, March 8

Hartford Area Development Foundation meeting, 7:30 a.m., Stomping Grounds, 700 Vandemark Ave

Thursday, March 9

Executive Board of Directors meeting, 7:15 a.m., Stomping Grounds, 700 Vandemark Ave.

Tuesday, March 14

Marketing Committee Meeting, Noon, Stomping Grounds, 700 Vandemark Ave.

Planning & Zoning, 7:00 p.m., City Hall, 125 N. Main Ave.

Wednesday, March 15

Hartford Area Development Foundation meeting, 7:30 a.m., Stomping Grounds, 700 Vandemark Ave.

Thursday, March 16

Events Committee meeting, 8:30 a.m., Stomping Grounds, 700 Vandemark Ave.

Friday, March 17

Happy St. Patrick's Day

Tuesday, March 21

City Council, 7:00 p.m., City Hall, 125 N. Main Ave.

Wednesday, March 22

Hartford Area Development Foundation meeting, 7:30 a.m., Stomping Grounds, 700 Vandemark Ave.

Monday, March 27

Board of Directors meeting, 5:00 p.m., City Hall, 125 N. Main Ave.

Parks and Rec., 6:30 p.m., City Hall, 125 N. Main Ave.

Tuesday, March 28

Planning & Zoning, 7:00 p.m., City Hall, 125 N. Main Ave.

Wednesday, March 29

Hartford Area Development Foundation meeting, 7:30 a.m., Stomping Grounds, 700 Vandemark Ave.



Hartford Area Development Foundation

- Continued efforts meeting with prospective landowners and purchase opportunities.
 - o Creating a spreadsheet for contacts of landowners and what they plan to do with their land if anything (ongoing).
- Continued meetings with developers, investors.
 - o Assisting them with land options and connecting them to the right interests.
 - o HADF purchased 142 acres of land for future development.
 - Working with Infrastructure Design on concepts
- Continued efforts on RFI's from GOED and businesses that have interests in Hartford.
- Envision 2025 invoicing and retention efforts.
 - o Creating list for future investors – ongoing
 - o Invoicing when needed.
 - o Retention efforts as needed.
- Invites to area developers and other economic related speakers to speak at upcoming HADF monthly meetings – ongoing.
 - o Additional request for speakers: PUC Rep., Scott J. Buss, MCWC other candidates for Minnehaha County Commission and others as directed.
- Continued work on HADF website.
- GOED video should be ready in Q1 of 2023. Last week of March
- Participating on Thriverr Zoom calls.

Guest Speakers for HADF Meetings – Scott J. Buss, Minnehaha County Water Corporation provided information on Hartford's water capacity and use. Q&A followed.

Upcoming Meetings:

HADF Board Meetings

Wednesday, March 8, 7:30 a.m., Stomping Grounds

Wednesday, March 15, 7:30 a.m., Stomping Grounds

Wednesday, March 22, 7:30 a.m., Stomping Grounds

Wednesday, March 29, 7:30 a.m., Stomping Grounds

Sioux Metro Growth Alliance Meetings @11:30 a.m.

March 15th (CCSF) – Annual Meeting

April 19th (Xcel Energy Sioux Falls)

May 17th (First Dakota National Bank, Salem)

June 21st (Crooks Community Center)

July – NO MEETING

August 16th (Canton)

September 20th (Humboldt Area)

October 18th (Good Earth State Park)

November 15 (Taopi Hall, Colton)

December – NO MEETING



Special SMGA Meetings/Events

Annual Meeting @CCSF – March 15th

Minnehaha County Bus Tour – May 9th

Gold Shovel Golf Classic, Spring Creek – June 28th

Lincoln County Bus Tour – August 15th

Grow Smarter Conference, Brandon – September (pending)

Future Economic Development Learning Opportunities:

Zoom Call for HEDC Course – March 30th from 8 to 10:30 a.m.

Heartland Economic Development Course in April 2023, Blue Springs, MO – scheduled to attend.

To: City of Hartford
From: ISG
Date: March 7th, 2023
cc: Teresa Sidel

SINCE LAST MEETING

- Reviewed plat in the Turtle Creek Addition
- Currently reviewing revised Hartford Elementary Plans

ONGOING AGENDA ITEMS

- Knapp's Landing Phase 1 and 2 and Turtle Creek Punchlists – No update

6TH & MUNDT ROADWAY RECONSTRUCTION – NO CHANGE

Substantial completion has been met for the project – punchlist items remain to bring the project to final completion. Zacharias Construction plans to complete punchlist items in the spring when the weather is favorable. ISG will review items in the spring for final acceptance.

Generally, the punchlist includes cleaning debris from storm sewer structures, adjusting cleanouts, valves, and castings to the finished surface, seeding and final stabilization of all soil disturbed, removing debris from the curb and gutter, adjusting street signs, and replacing concrete in areas that have cracked.

WATER TOWER PAINTING – NO CHANGE

The tower has been recoated and construction has wrapped up for the year. As part of the amended contract per approved Change Order 3, Maguire Iron has until July 1, 2023, add the new City logo to the south side of the water tower.

WATER RESOURCE RECOVERY FACILITY

General:

Water Resource Recovery Facility is a mechanical plant for treating an average design flow rate of 1.56 million gallon per day (MGD) of wastewater. Wastewater will be collected by gravity to a new lift station northwest of the Interstate-90 and Highway 38 interchange, then pumped to the treatment plant on south side of Interstate. The mechanical treatment is an Aeromod™ Activated Sludge System. After treatment, clarified water will be disinfected before discharge to an unnamed creek, a tributary to Turtle and Skunk Creeks.

Design:

Water Resource Recovery Facility design is progressing well. Design documents have been submitted to the SD DANR for review.

- The process flow has been laid out and equipment has been to the 3-D model. We have developed the Piping and Instrument Diagram (P&ID) to show the pipe network from the existing sewer to the proposed outfall.
- Civil Team is reviewing easements for both the gravity collection line and outfall line.
 - We met with landowners along the gravity sewer to discuss routing and easement widths.



- Plan sheets were provided for their review and we are expecting future construction plans from them to coordinate and ensure we aren't hindering their development.
- Civil team will work with necessary agencies for permitting purposes as design progresses.
 - We have engaged our internal permitting team to prepare documents for permitting along Turtle Creek and various wetlands with SD DANR and U.S. Army Corps of Engineers
- Utilities have been contacted with usage expectations to prepare for electrical, water, and natural gas service.
- We meet with the City Staff biweekly to review design, discuss options, and answer questions

Schedule and Milestones:

March 3, 2023: Plans & Specifications submitted to DANR for 30-day review and approval. *(completed)*

Permit documents also provided to City staff for review

April 2023: DANR review of plans complete, make revisions to plan per DANR comments (if needed)

Mid-April 2023: Establish Guaranteed Maximum Price (GMP)(tentative)

April-May 2023: Tentative bidding of Bid Packages

Mid-Late April 2023: 100% Construction documents

Summer 2023: Break Ground

Tentative Construction Sequence

2023: Aeromod tank, Operations building footings, site utilities

2024: Operations building

TBD: Gravity collection system

January 1, 2026: New Effluent Limits in Effect

ISG, the City, and Rice Lake continue to meet biweekly to discuss equipment selection, site layouts, and other considerations. The City's preferences arising from our meeting and the project implications provided by Rice Lake are then updated and reflected in the plans.

BIKE AND REC TRAIL – MAIN TO FEYDER

ISG is working with City staff to develop a plan that would be able to be constructed and permitted due to the limited availability of land on the north side of Turtle Creek. City staff has been in contact with SD Game, Fish, and Parks (GFP) in regards to variances with design requirements – GFP requested that we provide a concept for their preliminary acceptance as the project progresses.

STORM SHELTER – NO CHANGE

The revised change of scope information has been sent to SECOG where it was compiled and submitted to FEMA for review. We anticipate the FEMA review process will take several months.

After a determination has been made on the change of scope packet, we will begin design of the project. As part of the design process, we will meet with City staff to review as the design progresses. Depending on the review period length and adjusted project completion date, we will discuss project schedule with the City once we have the necessary information.

HIGHWAY 38 WATER MAIN EXTENSION

The proposed watermain begins in the intersection of Railroad Street and VanDemark Avenue run east along Railroad Street, under Highway 38, and north along Colton Road and connect to the existing main near the intersection of Colton Road and 2nd Street. This watermain will provide a loop in the system and allow for future connection as the City expands.

At Vandemark Avenue, a tee will be installed to allow a future connection to the west. Services are planned at the dog park for farm-style hydrants within the dog play area and along the bike trail for a future water fountain. Water main stubs will be installed for the future mains in 464th Avenue south of Railroad Street as well as two stubs for the land recently annexed East of Colton Road adjacent to 2nd Street.

Project permits from the SD DOT and Minnehaha County have been secured. SD DANR Stormwater Permit for Construction Activities has been submitted and anticipated to be in hand prior to construction start.

Following last council meeting, DANR noted that the project could not be bid prior to securing SRF funding. With the decision to move forward with SRF funding, the project will be bid this summer. ISG is working with the City and SECOG to provide the necessary documents for the SRF funding application. The application will be submitted at the end of the month, and it is anticipated to have award of the loan in June. Once award of the funding is provided, the project will bid.

WESTERN AVENUE INTERCHANGE APPROACH – NO CHANGE

The design to date follows the design outlined in the Traffic Impact Study. Western Avenue will be reconstructed to a 3-lane urban section with one lane each for north- and southbound traffic and a shared center left turn lane. Where recommended in the Study, an additional right-hand turn lane will also be installed. The roadway will be constructed of concrete with curb, gutter, and storm sewer. After reviewing the plans with the City, sanitary sewer and water will be extended just past the edge of paving along W. Mickelson Roadway to facilitate future connections.

Currently, the project schedule is as follows:

- 30% Construction Plans & Engineers Estimate of Probable Cost: January 13th, 2022 – *Completed*
- 60% Construction Plans, Specifications, and Estimate of probable cost: July 14th, 2023
- 90% Construction Plans, Specifications, and Estimate of probable cost: November 3rd, 2023
 - 1 month provided to incorporate any necessary design changes
- Final Construction Plans & Engineers Estimate of Probable Cost: December 5th, 2023
- Submit Construction plans to DOT/FHWA for review: December 21st, 2023
- Submit Construction plans for bid letting: March 21st, 2024
- Anticipated ready date: April 15th, 2024

Maintenance Report – 3/7/2023

March 2, 2023

Streets

Roads – We are still working on snow removal and inlets. We are also trying to get the gutters opened to get the water off the streets. The roads are showing the stress from this winter with the cracks and potholes. We are filling the potholes with a cold mix as we see them.

Slurry seal – We our information sent over to Sioux Falls for this year's project. The bid opening is planned for March 9th.

Equipment – All of the equipment is in good shape at this time.

Billboards – I'm still waiting for a quote from Pride Neon Signs for the R&R of the billboard by the lagoons. I also will be meeting with FASTSIGNS next week to get a quote from them. There are a few more companies I will try also.

Water

Reports / DANR – The next report is due April 10th, 2023.

Water main extension – We went over the plans a few weeks ago and the project is moving ahead.

Sewer

List station – All of the lift stations are working well.

Reports –The February DMR has been sent in, the next report is due April 28th.

Lagoons – We will start testing this coming spring to see if we can discharge. We are in good shape for now.

Future facility – I should have a 90% hard copy of the plans on Friday to look over. I received a call from Scott Buss today about getting water for our new facility. It was good news; we will be able to get a 3/4" meter pit; this will be enough water for the office and lab area.

Sewer extension project – The contractor has an updated punch list for this project, with a completion date of May 15th 2023.

Park

Parks – Neil has quotes for the new mower, and is working on quotes for the gator. He met with Travis at HBC to get prices for the partitions, and we will be working on numbers for redoing the floors. The price for the mower is \$27,437.00, this is \$2,500.00 below budget. I would like to get a motion to purchase this from D&D Small Engine and get it ordered.

Bike Trail – We are keeping the trails open as we have time. The trail to Hartford Heights and a stretch along the Colton Road is too deep at this time to efficiently clear the trail. We will try to get it as soon as possible.

Sports complex – The guys have started getting figures together for the storage building, to see what size we can actually get with our budget number. The Park Committee has reviewed the quotes for player benches for the new fields, and would like to get these ordered also. They have \$10,000.00 for a budget price and the total for (8) 15' player benches will come to \$9,879.04.

Public Buildings – I'm working on quotes for the remodeling of the Gage House, I hope to have the numbers for the next meeting. This coming week we are planning on working on the floor joists and supports.

Training- Terry has completed his Commercial Applicator courses.



Agenda Item Staff Report

DATE: March 3, 2023

AGENDA ITEM: Purchase of Hustler Mower

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approve Purchase of Hustler Mower from D&D Small Engine Repair & Sales

Background/Summary:

The city had placed \$30,000 in the 2023 for an additional mower. Two quotes were obtained for a Hustler 104 mower, with the lowest quote being from D&D Small Engine Repair & Sales for \$27,437.00. D&D Small Engine Repair and Sales also does service and repair work. With the low quote being \$2,563 below budget, staff would like council approval of the purchase so we can move forward with ordering and have it ready by spring.

Prior Council/Board Action:

08/30/2022 – City Council approved budgeting \$30,000 for a new mower in 2023.

Possible Action:

1. Approve purchase of mower.
2. Do not approve purchase of mower.

Fiscal Impact:

There is \$30,000 in the 2023 budget for the purchase of a new mower.

Attachments:

- None

FINANCE OFFICER REPORT

March 7, 2023

Financials: Below is a recap of revenue received for the month of February:

State of South Dakota	61,338.46 (1 st Penny Sales Tax)
State of South Dakota	61,338.45 (2 nd Penny Sales Tax)
State of South Dakota	10,757.84 (3 rd Penny Sales Tax)
State of South Dakota	37,741.01 (FEMA Payment – May 2022 Storm)
Minnehaha County Treasurer	10,556.25 (Real Estate Taxes)
Minnehaha County Treasurer	1,967.01 (Street Maintenance Fee)
Minnehaha County Treasurer	69,294.96 (Bank Franchise Tax)
City of Lennox	2,800.29 (Jan 2023 portion of BI/CE)
Misc.	1,400.00 (Contractors License Renewal Fees)
Misc.	827.84 (Sale of Water Meters)
Misc.	326.75 (Building Permit Fees)
Misc.	516.25 (Parking Tickets & Fines)

Cash Balances as of	January 2022	January 2023
Total General Fund	\$2,161,277.19	\$1,815,783.04

Revenue and Expenses for the Month of:	January 2022	January 2023
Revenue - General Fund	\$333,150.86	\$195,871.96
Expenses - General Fund	\$366,000.94	\$562,934.58

Revenue and Expenses	2022 Year-To-Date	2023 Year-To-Date
Revenue - General Fund	\$333,150.86	\$195,871.96
Expenses - General Fund	\$366,000.94	\$562,934.58

Election: The deadline to file petitions was Friday Feb 24th. Two petitions for the Ward 2 seat were filed so an election will be held between Candidate Benjamin Parker and Candidate Shaun Boen. Mayor Jones and Jake Jass filed petitions but were unopposed so they will be retaining their seats for two more years. There were no petitions filed for the Ward 1 seat. At the council meeting, we will be drawing candidate names for ballot position.

Equalization Meeting: Reminder that the Equalization Board Meeting is Monday Mar 20th @ 7pm. The deadline to file an appeal is 5pm on Thursday Mar 16th.

Street Maintenance Fee: Since I now have the City's roll book for 2023, I will start the process of updating the street maintenance fee roll spreadsheet with any changes made this past year. The street maintenance fee resolution/roll will come before the Council later this fall.

Summer Help: We are now advertising for our summer positions. All job descriptions and our employment application can be found on the employment page of our website.

Calendar of Events:

March 2023:

Tuesday, 7 th	City Council Meeting @ City Hall, 7pm
Wednesday, 8 th	HADF Meeting @ Stomping Grounds, 7:30am
Sunday, 12 th	HASR Meeting @ Pizza Ranch, 7pm
Monday, 13 th	Jamboree Committee Meeting @ Fire Station, 6pm
Tuesday, 14 th	Planning & Zoning Meeting @ City Hall, 7pm
Wednesday, 15 th	HADF Meeting @ Stomping Grounds, 7:30am
Thursday, 16 th	Equalization – 5pm deadline for filing an appeal
Monday 20 th	Equalization Meeting @ City Hall, 7pm
Tuesday, 21 st	City Council Meeting @ City Hall, 7pm

Wednesday, 22nd

Monday, 27th

Monday, 27th

Tuesday, 28th

HADF Meeting @ Stomping Grounds, 7:30am

Election – Deadline to Register to Vote for April 11th Election

Park & Rec Board Meeting @ City Hall, 6:30pm

Planning & Zoning Meeting @ City Hall, 7pm

03/07/2023

City Administrator Report

Non-Agenda Updates

- **Summit Carbon Solution Pipeline Update:** I do not have any new information on the SCS pipeline so I did not place it on the agenda. If any new information becomes available, I will provide an update to the council.
- **City Projects:**
 - **Bike Trail** –The initial layout for the new trail between Main Ave and Feyder Ave shows the area between the creek and the city’s property line is pretty narrow along the NE portion of the trail. Craig has met with the property owner at the NE corner of the trail to try and secure an easement for the trail. Initial talks about granting an easement were positive but when they talked again this last week, we found out that the current property owner is going to sell his property and he isn’t willing to sign an easement for the trail – he wants the city to work with the new owner. We found out a couple of weeks ago that the property has sold, and closing is set for 12/15. Craig and I talked with the new property owner and as reported at the last council meeting, she is also unwilling to provide the city with an easement for the trail. I have been in contact with our grant sponsor, SD Game, Fish & Parks, to see what our options are for moving forward. They have indicated that if we alter the path to go on the south side of the creek, it will require another application. They did indicate that we could reduce the width of the path to some degree but want us to keep it as wide as possible. ISG is working on an alternative drawing for the GFP to review.
 - **6th & Mundt Street** (no change)– Project is substantially complete, with a few punch list items and some seeding, restoration and painting to be done in the spring.
 - **Water Tower Painting** – Contractor has completed the project but will return in the spring to paint the logo on the tower (cost approx. \$13,800). ISG did reach out to me for a color code for our new logo. This will be supplied to Maguire.
 - **Hwy 38 Water Main Extension** – The city council previously approved plans to have ISG work on a design for a water extension that will run along Railroad Street & S Colton Road. The plans were reviewed by staff and city council approved moving forward with bidding for this project at their 1/3 meeting and financing was discussed and approved on 2/21. I have included additional information and an update in the packet.
 - **Western Avenue Expansion** - A full traffic study has been conducted (council copy is in your computer box). ISG continues to work on plans. Schedule for plans and bidding was provided by ISG to staff. We are still reviewing.
 - **WRRF** – Staff continues to meet with ISG and Rice Lake on the WRRF. ISG has an update in their reports for the council but just wanted to touch base on a couple of items. We have been working with MCWC to get water to the plant site. The line that serves Cemcast has very little capacity but they think they will be able to service us with another connection. We will probably only get 10-12 gallons but that should be sufficient for our freshwater needs. Also, ISG and I met with Sam & Seth Assam and their engineers to go over easements needed for the truck line. They are willing to grant the city the easements needed but the engineers are just coordinating placement. We will also need an easement for the outflow pipe across Dave and Dianna Tyler’s land. ISG has made initial contact with

the Tyler's at the beginning of the project to ensure they are okay with granting an easement but will contact once again to get this easement secured as well.

- **Stockwell Projects (no change – expect both projects to be closed out this spring):**
 - 9th Street – 2 items still need to be addressed by the contractor – Zacharias Construction. They have been notified and said they will be completed before the year end. Then we can close out this project.
 - Western Sewer Project: A walk through was conducted on 7/20 with staff, Stockwells, and the state. A second walk through was conducted about 3 weeks ago. A list of punch list items was sent to the contractor to be addressed. Final payment will not be granted until all punch list items are completed to the city's satisfaction. (We were notified that the township building was repaired)

- **New Website & Mass Notification System:** Catalis has sent us information on various web layouts and designs. Jenny and I sat down one day to review and give them initial feedback. We need to supply them with some pictures, and they will start working on a few layouts for us. I also received some initial information on the mass notification system to review. We will implement this with the new website. Catalis indicated that the process will take approximately 12 weeks.

- **DSU Cyber Evaluation:** We are still on track to have DSU come and complete a cyber analysis of the city to check for vulnerabilities. I am working with our IT provider and DSU to provide some information on our current system and then they will begin their analysis the week of March 13th.

- **Planning & Zoning Board:** Currently, the P&Z Board is working with SECOG to update the City's Comprehensive Plan. After this has been completed, we will complete a full review of the city's sub-division regulations since it has been 5 years since the last update. The board will then look at updates to our zoning regulations and design standards. One other item the board will be discussing is possibly implementing a fee for fence and small shed permits. Any recommended changes will need to be approved by the council.

- **Park & Recreation Board:** This year the Park & Recreation Board is looking at developing a long-range plan (5-10 plan) that can be used as a guide for the city and future board members. They are also turning their focus to possible improvements at the pool.

Call if you have any questions 605-528-6187 or 605-261-3995.



Agenda Item Staff Report

DATE: March 7, 2023

AGENDA ITEM: Update on Hwy 38 Water Loop Project

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Update – Discussion Only

Background/Summary:

The city's capital improvement plan identified a water connection that was needed to loop the system and allow future connections as the city expands. This water main will run from intersection at Railroad St and Vandemark Ave east along Railroad St, under highway 38, and north along the Colton Road, eventually connection at the intersection of Colton Road & 2nd Street. ISG has completed plans for the project and it is ready for bid. Engineer cost estimate for the project was set at just under \$1,000,000. Financing for the project was discussed at the last city council meeting and it was decided to utilize \$500,000 of reserves from the city's water fund with the balance being funded with an SRF loan. An SRF loan can yield the city the best interest rate and would give us a longer repayment period than a private bank, allowing better cash flow. Since our water revenue to debt ratio is high, this SRF loan will not require a surcharge, we will be able to pledge system revenues for repayment. Knowing that the city will need to come up with extra funding on our WRRF and that we have a future project with Western Avenue, we want to keep our borrowing capacity with private banks as open as possible, so this is another reason to keep pursuing a SRF loan with this project.

SRF applications are being accepted now by the state but will not be approved until June. At our last meeting, we thought that the city would be able to bid the project prior to loan approval but ISG talked with DANR and they indicated that we need to bid after loan approval. This will push bidding back to this summer. I have talked with ISG, Craig and the Mayor and we feel that an SRF loan is still the best option for this project and that bidding this summer will not hurt the project. Bidding in the summer should not adversely impact the project - Timelines for the project can be adjusted to allow for good bidding since a lot of underground contractors look for projects for fall work and later bidding may actually bring better material prices since the price on piping seems to be going down. I have directed SECOG and ISG to continue with the SRF application unless the council directs otherwise.

Prior Council/Board Action:

1/4/2023 – City Council approved moving forward with bid letting for this project.

2/21/2023 – City Council approved financing with reserves and a SRF loan.

Possible Action:

Discussion Only – No Action

Fiscal Impact:

No change

Attachments:

None



Agenda Item Staff Report

DATE: March 7, 2023

AGENDA ITEM: Review/Discuss Pool Admission Rates

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approve changing daily admission to a flat rate of \$4.00 for all.

Background/Summary:

In October of 2021, the city council reviewed the fees charges for pool admission. It was suggested by staff to eliminate the family pass and just allow single passes for the season. The city has always had issues with people trying to get grandparents, babysitters, aunts, uncles, visitors, etc. on one family pass and with making everyone buy a single pass, it eliminated any issues of who is on one family pass. This change was made for the 2022 season.

As the council knows, the city has had to increase pay rates for pool personnel to compete with other local businesses and secure managers and guards for the season. Although municipal pools will never make money, we can try to offset some of the costs. One way to help offset some of these costs is to look at increasing pool rates. Since we just changed the season pass last year, we suggest keeping this rate the same, but we would like to take a look at changing daily admission rates. After discussing this with Karen & Amy Sebert, staff is suggesting a daily admission rate of \$4.00 all ages. This will generate an extra \$1.00 from all that are using the pool, which would have generated approximately \$7,800 in extra income last year if implemented (we don't have a count on kids under 4yrs that were free so this figure would be higher for that age group). If we make small increases every year or two, this will help with the rising costs and will not be a large burden on the patrons of the pool.

The other good point with changing to just one flat fee for all is that pool staff will not have to try and determine the age of each patron using the pool – simplifying their job as well.

Staff has gathered pool rates for surrounding cities and a comparison in in the packet for council review and we believe \$4.00 is in line with other area pools.

This agenda item was tabled at the last council meeting. Councilman Jass was going to gather additional information to present to the Board at our meeting on Tuesday (3/7). Staff has not seen any of this information, so our recommendation has stayed the same as noted above.

Prior Council/Board Action:

For the 2022 season, the city council changed season pass rates – family passes were eliminated, and now all season passes are on an individual basis. This change really helped staff with the issue of trying to determine who was eligible to be on a family and who was not.

Possible Action:

1. Approve changing the daily admission rate to \$4.00 for all ages.
2. Do not approve changing the daily admission rate to \$4.00 for all ages, which will keep daily admission the same.
3. Suggest another change to admission rates.

Fiscal Impact:

Increasing the daily admission rate by \$1.00 and capturing kids under 4 years of age will generate additional revenue for the pool to help offset expenses.

Attachments:

- Pool Rate Comparison
- Pool Revenue/Expense Report
- Pool Revenue 2021 vs 2022

Pool Rate Comparison for 2023

<u>City</u>	<u>Daily Adm-Child</u>	<u>Single Season Pass</u>	<u>Family Season Pass</u>
Hartford	0 to 4yrs – Free 5+yrs -\$3.00	\$40.00	N/A
Tea	0 to 2yrs – Free 3 to 17yrs - \$2.00 18 to 54 yrs - \$4.00 55+yrs - \$2.00	Child - \$35.00 Adult - \$40.00	\$70.00
Montrose	All Ages - \$3.00	\$45.00	\$75.00
Colton	0 to 17yrs - \$3.00 18+yrs - \$5.00	\$40.00	\$75.00
Dell Rapids	0 to 3yrs – Free 4 yr to 11yr - \$2.00 12+yrs - \$3.00	\$30.00	\$75.00
Brandon	0 to 18yrs - \$4.00 19 to 59yrs - \$5.00 60+yrs - \$4.00	Child (0-18) - \$40.00 Adult (19-59) - \$50.00 Senior (60+) - \$40.00	\$100.00
Salem	0 to 17yrs - \$3.00 18+yrs - \$4.00 (Punch Card for 10 Admissions/any age- \$20.00)	\$45.00	\$75.00
Beresford	0 to 18yrs - \$3.00 19+yrs – \$4.00 (Punch Card for 10 Admissions/ any age - \$30.00)	\$75.00	\$125.00
Centerville	0 to 1yrs - Free 2 to 17yrs - \$2.00 18+yrs - \$3.00	\$40.00	\$75.00
Lennox	Child - \$4.00 Adult - \$6.00 Senior - \$5.00	\$60.00	\$120.00
Groton	0 to 17yrs - \$3.00 18 to 61yrs - \$5.00 62+yrs - \$5.00	Child - \$45.00 Adult - \$65.00 Senior - \$35.00	\$130.00
Sioux Falls	0 to 2yrs – Free 2 to 17yrs – \$5.00 18 to 54yrs - \$6.00 55+yrs - \$5.00 (Summer Outdoor pool rates)	Child - \$30.00 Adult - \$70.00 Senior - \$40.00	\$100.00
Vermillion	0 to 6yrs - Free 7+yres - \$6.00	\$50.00	N/A

SWIMMING POOL - REVENUE and EXPENSES

<u>REVENUE</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Swimming Pool Fees	25,764.95	26,636.59	23,095.67	23,450.65	27,860.00	29,322.33
Concession Stand Revenue	4,730.89	5,312.64	6,984.99	4,972.33	7,943.80	6,602.26
Total Revenue	30,495.84	31,949.23	30,080.66	28,422.98	35,803.80	35,924.59
<u>EXPENSES</u>						
Salaries	47,995.18	46,258.06	48,559.21	44,727.83	57,160.58	65,102.56
OASI	3,656.90	3,571.91	3,699.92	3,406.75	4,358.04	4,964.34
Retirement	848.93	875.74	913.89	869.72	1,105.41	980.47
Insurance	4,705.19	4,896.52	944.06	5,488.25	5,207.59	6,777.25
Publishing	30.56	24.39	55.21	-	-	-
Repairs/Maintenance	7,463.81	3,380.78	6,807.66	1,468.81	6,562.30	16,556.59
Supplies/Materials	28,452.09	20,877.56	23,168.18	28,611.06	26,931.45	21,476.87
Travel/Training/Dues	655.76	2,139.90	762.08	439.40	1,060.86	-
Utilities	10,996.68	10,037.95	9,198.88	7,514.35	18,715.65	24,353.22
Books/Furniture/Equipment	4,170.33	-	2,710.09	-	-	-
Capitail Improvements	7,016.06	-	-	-	-	-
Total Expenses	115,991.49	92,062.81	96,819.18	92,526.17	121,101.88	140,211.30
Loss	(85,495.65)	(60,113.58)	(66,738.52)	(64,103.19)	(85,298.08)	(104,286.71)

SWIMMING POOL - REVENUE BREAKDOWN

(2021 VS 2022)

2021 Revenue Breakdown

	<u>Qty</u>	<u>Rate</u>	<u>Total</u>
Single Passes	26	30.00	780.00
Family Passes	86	60.00	5,160.00
	112		5,940.00
Collected at Pool			
Daily Admissions/Pool Parties			21,920.00
Concessions			7,943.80
			35,803.80

2022 Revenue Breakdown

	<u>Qty</u>	<u>Rate</u>	<u>Total</u>
Single Passes	152	40.00	6,080.00
Collected at Pool			
Daily Admissions/Pool Parties			23,242.33
Concessions			6,602.26
			35,924.59



Agenda Item Staff Report

DATE: March 7, 2023

AGENDA ITEM: Hartford Area Fire & Rescue Inc Request to release their 2023 Operating Budget Allocation

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approval

Background/Summary:

In August of 2022, the Hartford City Council approve \$30,000 to be placed in the 2023 budget for the Hartford Area Fire & Rescue. These funds are to be utilized for operating expenses. This is an increase from previous years due largely to increased call volumes and increases in equipment & supply costs.

Note:

- The city also budgeted \$50,000 that goes towards equipment replacement. To date, there is \$155,000 that the city has reserved for fire department equipment replacement. These funds stay with the city until something has been purchased, then it will be paid out per request.
- The city also pays HAFR \$80,000 each year for fire protection services, which is the loan payment on the fire station building.

Prior Council/Board Action:

8/30/2022 – The City Council made a motion to allocate \$30,000 to the Hartford Area Fire & Rescue for 2023 Operating Expenses.

2/21/2023 – City Council tabled this agenda item until our 3/7/23 meeting.

Possible Action:

1. Approve will release the 2023 budget allocation to the HAFR. (council may elect to release a different amount than the \$30,000 that is in budget)
2. Do not approve the release of the 2023 budget allocation to the HAFR.

Fiscal Impact:

The city did pass the 2023 budget with \$30,000 allocated to the HAFR for operating expenses. This amount is in our 2023 budget.

Attachments:

- HAFR Invoice
- HAFR Financials

Hartford Area Fire & Rescue, Inc.
PO Box 163
Hartford, SD 57033

Invoice 270

BILL TO

CITY OF HARTFORD
125 N Main Avenue
HARTFORD, SD 57033

DATE 02/08/2023	PLEASE PAY \$30,000.00	DUE DATE 02/08/2023
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ACTIVITY	QTY	RATE	AMOUNT
Services 2023 Budget Request \$30,000 Operating, \$50,000 to Equipment Fnd	1	30,000.00	30,000.00

We are greatly appreciative of your support and extend our sincere thanks on behalf of the community served by the Hartford Area Fire and Rescue, Inc.

TOTAL DUE **\$30,000.00**

If you have any questions about your gifts, please contact us at 605-528-1670. Thanks again for your generous support to the Hartford Area Fire and Rescue, Inc.

THANK YOU.

Financial Statements

Hartford Area Fire & Rescue, Inc.
December 31, 2022

Prepared by
Buss CPA PC

Prepared on
March 1, 2023

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Accountant's Report

Buss CPA PC
800 S Western Ave, Suite B
Hartford, SD 57033
Phone: 605-528-1670 Fax:866-252-3098

To Management
Hartford Area Fire & Rescue, Inc.
Hartford, SD

The accompanying financial statements of Hartford Area Fire & Rescue, Inc. (a nonprofit organization) as of December 31, 2022 were not subjected to an audit, review, review or compilation by us and accordingly, we do not express an opinion, a conclusion, nor provide assurance on them.

Hartford, SD
February 8, 2023

Balance Sheet

As of December 31, 2022

	Total
ASSETS	
Current Assets	
Bank Accounts	
1010 Reliabank #0835	505,049.76
1020 First Interstate Bank #249	213,216.51
1072 Bill.com Money Out Clearing	350.00
Total Bank Accounts	718,616.27
Accounts Receivable	
11000 Accounts Receivable	1,500.00
Total Accounts Receivable	1,500.00
Total Current Assets	720,116.27
Fixed Assets	
1500 Building	1,286,042.68
1510 Equipment	435,170.04
1520 Vehicles	862,409.86
1610 Accumulated Depreciation	-1,491,625.49
Total Fixed Assets	1,091,997.09
Other Assets	
1810 Loan Fees	2,701.65
1820 Accumulated Amortization	-1,429.83
1910 City Equipment Fund	105,000.00
Total Other Assets	106,271.82
TOTAL ASSETS	\$1,918,385.18
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2110 Accounts Payable	17,049.51
Total Accounts Payable	17,049.51
Total Current Liabilities	17,049.51
Long-Term Liabilities	
Reliabank Loan #0649	459,985.83
USDA Loan #3086	240,698.49
Total Long-Term Liabilities	700,684.32
Total Liabilities	717,733.83
Equity	
3100 Unrestricted Net Assets	197,469.62
3110 Debt Service	80,000.00
Invested in Cap Assets, Net of debt	573,472.03
Temporarily Restricted Funds	212,808.88

	Total
Net Income	136,900.82
Total Equity	1,200,651.35
TOTAL LIABILITIES AND EQUITY	\$1,918,385.18

Profit and Loss

January - December 2022

	Total
INCOME	
Income	
4110 City Taxes	148,000.00
4120 Township Taxes	109,435.00
4130 County Taxes	85,014.00
4140 Insurance Rebate	28,852.30
4150 Service Income	1,500.00
4210 Pop Money	72.04
4500 Donations	7,436.00
4570 Annual Letters	43,006.60
Total 4500 Donations	50,442.60
4640 Grants	4,767.75
4660 Miscellaneous income	2,529.15
Total Income	430,612.84
Total Income	430,612.84
GROSS PROFIT 430,612.84	
EXPENSES	
6100 Admin	
6110 Insurance	13,632.00
6120 Professional Services	7,327.75
6130 Utilities	12,926.35
6140 Office Supplies	4,097.43
6210 Pancake Feed	2,247.63
6250 Telephone	2,769.63
6260 Property Taxes	375.60
Total 6100 Admin	43,376.39
6500 Operations	
6510 Fuel, Oil, Gas	7,348.31
6520 Repairs & Maintenance	41,307.83
6550 Train & Travel	7,966.18
6560 Dues	2,255.00
6580 Supplies	32,924.45
6590 Protec Clothing	7,450.83
6680 Personnel Recognition	8,585.49
Total 6500 Operations	107,838.09
Total Expenses	151,214.48
NET OPERATING INCOME	279,398.36
OTHER INCOME	
8110 Checking Interest	2,173.03
Total Other Income	2,173.03
OTHER EXPENSES	

	Total
6820 Depreciation & Amortization Expense	114,450.60
9100 Interest Expense	30,219.97
Total Other Expenses	144,670.57
NET OTHER INCOME	-142,497.54
NET INCOME	\$136,900.82



Agenda Item Staff Report

DATE: March 7, 2022

AGENDA ITEM: Review/Approve Park Board Recommendation to Purchase Benches for Swenson Park

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approve Park Board Recommendation to Purchase Benches for Swenson Park

Background/Summary:

The city's Park & Recreation Board last met on February 27, 2023. Several items were discussed, along with a review of the 2023 budget. The city budgeted \$10,000 for player benches for the 4 dugouts at Swenson Park. Craig presented a cost estimate of \$9,879.04 to the Park and Recreation Board for 8 – 15 ft benches. This is the total cost since we would be eligible for free shipping. The city would place 2 - 15 ft benches in each of the 4 dugouts for the players – giving them a total of 30 feet. Since the cost estimate is below the \$10,000 in budget, it was the Park & Recreation Board's recommendation to the city council to approve releasing budget funds for the purchase of 8 – 15 ft benches for the dugout at Swenson Park.

Prior Council/Board Action:

12/30/2023 – City Council placed \$10,000 in the Park & Rec budget line for benches at Swenson Park.

Possible Action:

1. Approve the Park & Rec Boards recommendation.
2. Do not approve the Park & Rec Boards recommendation.

Fiscal Impact:

As mentioned, there is \$10,000 budgeted in the Park & Recreation Board's funds for benches at Swenson Park.

Attachments:

- Cost Estimate



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- Basketball
- Cheer
- Football
- Lacrosse
- Playground
- Soccer
- Swimming
- Volleyball
- Fan Gear
- Closeouts









- Baseball Categories:
- Accessories
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 - Gloves
 - Hitting & Training Aids
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 - Kits & Package Deals
 - MLB - Golf Putting Greens
 - MLB - Major League Baseball
 - Outerwear & Warm-ups
 - Pants & Accessories
 - Pitching Machines
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 - Baseball Cap Buying Guide
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 - Equipment Buying Guide
 - Glove Buying Guide
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- Baseball Resources:
- 2022 Baseball Summer Camps
 - 2022 Softball Summer Camps
 - Baseball Bat History
 - Baseball Equipment FAQ
 - Baseball Equipment History
 - Baseball Field History
 - Baseball Glossary
 - Baseball Glove History
 - Baseball Governing Bodies
 - Baseball Hat History
 - Baseball History
 - Baseball Hitting Drills
 - Baseball Pant History
 - Baseball Pitching Drills
 - Baseball Pitching Styles
 - Baseball Rules
 - Baseball Safety Tips
 - Baseball Uniform History
 - BBCOR Certification
 - USSSA Certification
 - USABat Certification
 - HOWTO: Break in a Glove
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 - Softball Equipment FAQ
 - Softball Field History
 - Uniform Decoration Rules
 - General Tips & Drills

Testimonials:
G. L CARPENTER (FL)

Your Shopping Cart

	Unit Price	Quantity	Price
 <p>NRS Portable Bench W/Backrest & Shelf Epic SKU: E1156 COLOR: ALUMINUM W/ ALUMINUM LEGS SIZE: 15' LENGTH/SEATS 10 [Delete] [Save for Later]</p>	\$1234.88	8	\$9879.04
Usually processed within 9 to 11 business days. This product qualifies for FREE SHIPPING.			
 <p>NRS Portable Bench W/Backrest & Shelf Epic SKU: E1156 COLOR: ALUMINUM W/ ALUMINUM LEGS SIZE: 8' LENGTH/SEATS 5 [Delete] [Save for Later]</p>	\$722.36	12	\$8668.32
Usually processed within 9 to 11 business days. This product qualifies for FREE SHIPPING.			
 <p>NRS Portable Bench W/Backrest & Shelf Epic SKU: E1156 COLOR: ALUMINUM W/ ALUMINUM LEGS SIZE: 24' LENGTH/SEATS 16 [Delete] [Save for Later]</p>	\$1983.62	4	\$7934.48
Usually processed within 9 to 11 business days. This product qualifies for FREE SHIPPING.			
Subtotal: \$26481.84			
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NRS Portable Bench W/Backrest & Shelf [E1156]
\$616.26-\$2026.02





Agenda Item Staff Report

DATE: March 7, 2023

AGENDA ITEM: Elderly Property Freeze on Parcel #23403

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approval

Background/Summary:

The county has sent us a tax abatement request. The owner of Parcel #23403 has applied for an elderly tax freeze. Elderly and disabled South Dakotans can apply for property tax relief under this state program. If a person qualifies for the program, their property tax assessment will not increase, thus keeping their taxes the same. There are certain guidelines that must be met in regard to residency, income, age, and physical limits in order to qualify for the program. Abatement number 2023-0009 does meet the legal requirements for an elderly tax freeze. The amount of the tax abatement is \$508.38.

Prior Council/Board Action:

None

Possible Action:

1. Approve elderly tax freeze for parcel #23403.
2. Do not approve elderly tax freeze for parcel #23403.

Fiscal Impact:

If approved, this would reduce the property tax dollars received by the city, but denial of the application could be legally challenged by the applicant since they met all the criteria for the program.

Attachments:

- Abatement Number 2023-0009

Abatement Number 2023-0009

Parcel ID 23403
Legal Description SUBDIVISION BLOCK 5 Lot 5 HARTFORD CITY PROPER 5 HARTFORD CITY PROPER
School District WEST CENTRAL SCHOOL DISTRICT #49-7
Owner [REDACTED]
2nd Name
Owner Address 103 S FEYDER AVE PO BOX 213
Owner City, State HARTFORD, SD 57033
Abatement Status En route

Applicant [REDACTED]

Reason Customer tried applying for elderly tax freeze a few years ago but became overwhelmed and did not finish the application process. She came into the office for help filling out the application this time. Customer is asking to have her 2022 taxes, payable in 2023 abated.

I approve this abatement.

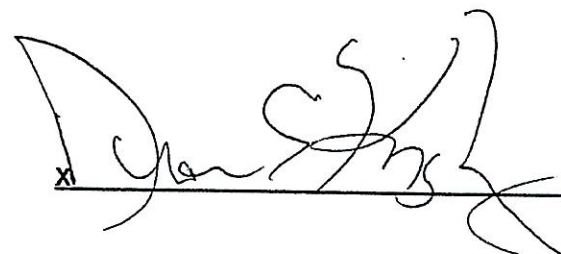
Kris Swanson-Minnehaha County Treasurer

Levy Year 2022 **Taxable Value** \$69,835.00 **Tax** \$1,235.60 **Abatement Amount** \$508.38 **Interest** **Bill Number** 14795

Office	Recommendation	Signed By	Entered By	Entered Date
States Attorney	Legally Sufficient		GILLESPIE, MARGARET	02/10/2023
Treasurer	Recommend Approval	See Scanned Document	SWANSON, KRISTIN	02/06/2023

Recommend Approval

Recommend Not Approving



2023 - 0009

					23403	22 P 23	DATE OF CHANGE	2/8/2023	
PARCEL NO:	23403						NO. OF DAYS	365	TAXABLE
OWNER:							NO. OF DAYS	0	EXEMPT
	103 S FEYDER AVE		HARTFORD						
TAX BILL NO:	14795								
WEST CENTRAL SCHOOL - 56497									
			ADJ FACTOR		MIL RATE	ORIGINAL TAXES	TAXABLE DAYS	TOTAL TAX	
ORIGINAL TAXES									
VALUE OF NA LAND	22,300	0.954		21,275	0.017693	376.42	365	376.42	
VALUE OF NA BLDG	50,900	0.954		48,560	0.017693	859.18	365	859.18	
	73,200			69,835		1,235.60		1,235.60	
	PLUS ST MAINT & DRAINAGE					99.00		99.00	
	TOTAL ORIGINAL TAX					1,334.60		1,334.60	
CORRECTED TAXES						CORRECTED AMT	TAXABLE DAYS	CORRECTED TAX	
VALUE OF NA LAND	17,502	0.954		16,697	0.017693	295.42	365	295.42	
VALUE OF NA BLDG	25,582	0.954		24,405	0.017693	431.80	365	431.80	
VALUE OF NA LAND	-			-		-	-	-	
VALUE OF NA BLDG	-			-		-	-	-	
	43,084			-		-		727.22	
	PLUS ST MAINT & DRAINAGE							99.00	
	TOTAL CORRECTED TAX							826.22	
								AMOUNT TO ABATE 508.38	
								NEW TAX AMOUNT 826.22	
								1,334.60	



Agenda Item Staff Report

DATE: October 4, 2022

AGENDA ITEM: HADF request to release their 2023 Budget Allocation

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approval

Background/Summary:

In August of 2022, the Hartford City Council budgeted \$55,590 in our 3rd Penny Sales Tax Fund for the HADF's 2023 allocation. These funds help support the Hartford Area Development Foundation and their efforts to promote economic development within and around the Hartford area. The funds are primarily used for operating expenses such as marketing, training & travel, insurance, supplies, promotions, etc.

In addition to this annual allocation, the city has hired a full-time employee and pay for the salary and benefits of this employee, who acts as the Director for both the HADF and Chamber.

Prior Council/Board Action:

8/30/2022 – The City Council made a motion to budget \$55,590 to the HADF for 2023.

Possible Action:

1. Approve the release of the 2023 budget allocation to the HADF.
2. Do not approve the release of the 2023 budget allocation to the HADF.

Fiscal Impact:

The city did pass the 2023 budget with \$55,590 budgeted to the HADF. This amount is in our 2023 budget.

Attachments:

- Financials submitted by the HADF.

Hartford Area Development Foundation

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Billboard Rent	1,200.00		1,200.00	
City of Hartford	55,590.00	55,590.00	0.00	100.00 %
Donations	129.43		129.43	
Grant Income		3,000.00	-3,000.00	
Hartford Envision 2025 Income	262,018.51		262,018.51	
Program Service		500.00	-500.00	
Hartford Bucks Income	4,935.00	4,000.00	935.00	123.38 %
Total Program Service	4,935.00	4,500.00	435.00	109.67 %
Total Revenue	\$323,872.94	\$63,090.00	\$260,782.94	513.35 %
GROSS PROFIT	\$323,872.94	\$63,090.00	\$260,782.94	513.35 %
Expenditures				
Annual Meeting	1,006.52	1,200.00	-193.48	83.88 %
Continuing Education	1,035.00	3,854.00	-2,819.00	26.86 %
Dues and Subscriptions	753.75	400.00	353.75	188.44 %
Gifts	0.00		0.00	
Insurance	2,072.00	2,200.00	-128.00	94.18 %
Licenses and Permits	10.00	30.00	-20.00	33.33 %
Office Supplies	1,697.91	800.00	897.91	212.24 %
Payroll Expenses				
Payroll Taxes	136.75	650.00	-513.25	21.04 %
Wages		5,500.00	-5,500.00	
Total Payroll Expenses	136.75	6,150.00	-6,013.25	2.22 %
Postage and Delivery	242.00		242.00	
Professional Fees	992.25		992.25	
Accounting	6,390.00	4,800.00	1,590.00	133.13 %
Engineering	6,096.24		6,096.24	
Legal Fees	1,522.38	2,500.00	-977.62	60.90 %
Total Professional Fees	15,000.87	7,300.00	7,700.87	205.49 %
Program Service Expense				
Hartford Bucks	7,250.00	4,000.00	3,250.00	181.25 %
Hartford Envision 2025	30,000.00		30,000.00	
Office Expense	303.67		303.67	
Property Taxes	1,623.70		1,623.70	
Total Hartford Envision 2025	31,927.37		31,927.37	
Signage Improvement Program		20,000.00	-20,000.00	
Total Program Service Expense	39,177.37	24,000.00	15,177.37	163.24 %
Promotional Expense	1,095.89	20,000.00	-18,904.11	5.48 %
Advertising	10,886.16		10,886.16	
Golf Tournament	1,525.21		1,525.21	
Website & Internet	830.11		830.11	

Hartford Area Development Foundation

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total Promotional Expense	14,337.37	20,000.00	-5,662.63	71.69 %
Repairs	5,675.90		5,675.90	
Travel & Ent				
Convention Fees	425.00		425.00	
Meals	809.44		809.44	
Travel	1,103.66		1,103.66	
Total Travel & Ent	2,338.10		2,338.10	
Total Expenditures	\$83,483.54	\$65,934.00	\$17,549.54	126.62 %
NET OPERATING REVENUE	\$240,389.40	\$ -2,844.00	\$243,233.40	-8,452.51 %
Other Revenue				
Interest Income	20.85		20.85	
Land Sales	2,047,541.88		2,047,541.88	
Allocated Land Costs	-256,234.09		-256,234.09	
Total Land Sales	1,791,307.79		1,791,307.79	
Other Income	10,000.00		10,000.00	
Total Other Revenue	\$1,801,328.64	\$0.00	\$1,801,328.64	0.00%
NET OTHER REVENUE	\$1,801,328.64	\$0.00	\$1,801,328.64	0.00%
NET REVENUE	\$2,041,718.04	\$ -2,844.00	\$2,044,562.04	-71,790.37 %



Agenda Item Staff Report

DATE: October 4, 2022

AGENDA ITEM: HACC request to release their 2023 Budget Allocation

PREPARED BY: Teresa Sidel, City Administrator

Staff Recommendation: Approval

Background/Summary:

In August of 2022, the Hartford City Council budgeted \$32,000 in our 3rd Penny Sales Tax Fund for the HACC's 2023 allocation. These funds help support the Hartford Area Chamber of Commerce and their efforts to support and promote their members and our business community. The funds are primarily used for operating expenses such as marketing, newsletter, website, programs, annual meeting, events, supplies, etc.

In addition to this annual allocation, the city has hired a full-time employee and pays for the salary and benefits of this employee, who acts as the Director for both the HADF and Chamber.

Prior Council/Board Action:

8/30/2022 – The City Council made a motion to budget \$32,000.00 to the HACC for 2023.

Possible Action:

1. Approve the release of the 2023 budget allocation to the HACC.
2. Do not approve the release of the 2023 budget allocation to the HACC.

Fiscal Impact:

The city did pass the 2023 budget with \$32,000 budgeted to the HACC. This amount is in our 2023 budget.

Attachments:

- Financials submitted by the HACC.

Hartford Area Chamber of Commerce

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
400-001 Membership Dues				
400-001.1 Legacy Leader	12,650.00		12,650.00	
400-001.2 Strategic Partner	5,330.00		5,330.00	
400-001.3 Business Collaborator	12,410.00		12,410.00	
400-001.4 Community Supporter	6,040.00		6,040.00	
400-001.5 Non Profit Associate	725.00		725.00	
	450.00		450.00	
Total 400-001 Membership Dues	37,605.00		37,605.00	
400-002 Fundraising				
400-002.5 Bingo	1,139.00		1,139.00	
Total 400-002 Fundraising	1,139.00		1,139.00	
400-003 Events	12,316.85		12,316.85	
400-003.2 Burger Battle	750.00		750.00	
400-003.3 Annual Banquet	10,678.00		10,678.00	
400-003.4 Golf Tournament	4,742.00		4,742.00	
400-003.5 Business in the Park	627.00		627.00	
Total 400-003 Events	29,113.85		29,113.85	
400-004 Marketing Income	0.00		0.00	
400-004.1 Bi-Monthly Mailer Ads	5,050.00		5,050.00	
400-004.2 #DiscoverHartford Ads	575.00		575.00	
Total 400-004 Marketing Income	5,625.00		5,625.00	
400-005 City of Hartford	20,000.00		20,000.00	
Total Revenue	\$93,482.85	\$0.00	\$93,482.85	0.00%
GROSS PROFIT	\$93,482.85	\$0.00	\$93,482.85	0.00%
Expenditures				
600-001 General Marketing				
600-001.2 Quarterly Newsletter	3,237.60		3,237.60	
600-001.4 Bi-Monthly Mailer	8,953.83		8,953.83	
600-001.6 Website Maintenance	6,030.83		6,030.83	
General Advertising	14,603.51		14,603.51	
600-002.1 #Discover Hartford	343.70		343.70	
600-002.1.3 Prizes	495.07		495.07	
Total 600-002.1 #Discover Hartford	838.77		838.77	
Total General Advertising	15,442.28		15,442.28	
Holidays	26.63		26.63	
Total 600-001 General Marketing	33,691.17		33,691.17	
600-002 Marketing Committee				
600-002.2 Burger Battle	486.00		486.00	
Total 600-002 Marketing Committee	486.00		486.00	
600-003 Events Committee				

Hartford Area Chamber of Commerce

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
600-003.1 Business in the Park	4,796.07		4,796.07	
600-003.3 Golf Tournament	7,152.69		7,152.69	
600-003.4 Annual Banquet	12,553.26		12,553.26	
600-003.5 Mixers and Miscellaneous Events	3,156.19		3,156.19	
600-003.6 Halloween	500.00		500.00	
600-003.8 Jamboree Days	442.75		442.75	
Annual Meeting	260.70		260.70	
Total 600-003 Events Committee	28,861.66		28,861.66	
600-004 Meetings				
600-004.1 Meals & Events	2,454.98		2,454.98	
600-004.2 Continuing Education	3,209.08		3,209.08	
Total 600-004 Meetings	5,664.06		5,664.06	
600-005 Memberships				
600-005.2 Dues & Subscriptions	2,959.00		2,959.00	
Total 600-005 Memberships	2,959.00		2,959.00	
600-005.1 Professional Fees	5,666.37		5,666.37	
600-006 Grants				
600-006.1 Community Grants	1,370.00		1,370.00	
Total 600-006 Grants	1,370.00		1,370.00	
600-007 Ambassadors	128.25		128.25	
600-007.2 Member Anniversary Giveaway	269.98		269.98	
Total 600-007 Ambassadors	398.23		398.23	
600-008 Office Costs				
600-008.1 Office Expense	1,791.37		1,791.37	
600-008.2 Insurance	1,453.00		1,453.00	
600-008.4 Credit Card Fees	669.90		669.90	
600-008.5 Rent	1,005.67		1,005.67	
600-008.6 Licenses	297.62		297.62	
Total 600-008 Office Costs	5,217.56		5,217.56	
Bank Charges	20.00		20.00	
Software	1,625.27		1,625.27	
Total Expenditures	\$85,959.32	\$0.00	\$85,959.32	0.00%
NET OPERATING REVENUE	\$7,523.53	\$0.00	\$7,523.53	0.00%
Other Revenue				
Interest Income	3.62		3.62	
Total Other Revenue	\$3.62	\$0.00	\$3.62	0.00%
Other Expenditures				
Amortization	213.00		213.00	
Depreciation	570.00		570.00	
Total Other Expenditures	\$783.00	\$0.00	\$783.00	0.00%
NET OTHER REVENUE	\$ -779.38	\$0.00	\$ -779.38	0.00%

Hartford Area Chamber of Commerce

Budget vs. Actuals: 2022 Budget - FY22 P&L

January - December 2022

			TOTAL	
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET REVENUE	\$6,744.15	\$0.00	\$6,744.15	0.00%