

City of Crooks
City Council
Regular monthly meeting
Agenda

Date: 08/14/2023

Time: 6:00pm

Location: Crooks Community Center (701 S West Ave, Crooks, SD, 57020)

- 1) Call to order / Roll call
- 2) Pledge of allegiance & Invocation
- 3) Agenda
- 4) Meeting minutes
- 5) Financials
- 6) Claims
- 7) Consent calendar items:
 - a) Approve disbursement of funds to Crooks Veterans Park Committee
- 8) Open comments [The opportunity for anyone not listed on the agenda to speak to the council, speaking times will be limited to three (3) minutes. No action will be taken on questions or items not on the agenda.]
- 9) Public hearing(s):
 - a) Crooks Comprehensive Plan
 - b) Conditional Use Hearing – Storage units / Address: 209 Industrial Court / Applicant: Premiere Storage
 - c) Conditional Use Hearing – Home-based business / Address: 205 W 6th Street / Applicant: Daniel Foster
- 10) Reports/Other business:
 - a) Utility
 - b) Economic Development
 - c) Streets
 - d) Planning and Zoning
 - i. Classification of day care
 - e) Government buildings & IT infrastructure
 - i. City shop & lot
 - f) Parks
 - g) Finance
 - i. Summer sewer rates
 - ii. 2024 Draft budget review
 - h) Code enforcement / animal control
 - i) Other business: None.
- 11) Ordinances, resolutions, policies, motions:
 - a) Second reading of Ordinance #326 – Authorizing and regulating the operation of golf carts on City streets in and for the City of Crooks, South Dakota
 - b) Second reading of Ordinance #329 – Amendment Ordinance #65
 - c) Second reading of Ordinance #330 – Amendment Ordinance #151
 - d) Second reading of Ordinance #331 – Supplemental appropriations
 - e) Resolution 2023-10 – Adopting a Comprehensive Plan

08/14/2023 agenda continued.

- f) Resolution 2023-11 – Street maintenance assessment
 - g) Resolution 2023-12 – Adopting a fee for golf cart permits
 - h) Resolution 2023-13 – Contingency transfer
- 12) Executive session SDCL 1-25-2(3) – Contractual matters & consulting with legal
- 13) Adjourn



**City of Crooks
City Council
Regular Meeting Minutes
July 10, 2023**

1) Call to order/Roll Call. At 6:00pm the meeting was called to order by Mayor Oseby in the Crooks Community Center. Answering roll call were Alderman Harstad (on phone, joined in person at 6:30), Alderman Beyer (on phone), Alderman J. Richardson, Alderman Schuette, and Mayor Oseby. A quorum was present. City staff/officials present were City Administrator/Finance Officer Schantz and City engineer Jake Morris (DGR).

2) Pledge of allegiance was recited by those present. Oseby led invocation.

3) Approve agenda. Motion by J. Richardson to approve agenda, seconded by Harstad. No discussion. All aye, motion carried.

4) Meeting minutes. Governing body reviewed meeting minutes. Motion by J. Richardson to approve June 12, 2023 meeting minutes and June 22, 2023 special meeting minutes, seconded by Harstad. No discussion. All aye, motion carried.

5) Financials. Governing body reviewed financials. Motion by J. Richardson to approve financials, seconded by Beyer. No discussion. All aye, motion carried.

6) Claims. Governing body reviewed claims and wages for July 10, 2023. Motion by J. Richardson to approve claims and wages, seconded by Schuette. No discussion. All aye, motion carried.

Approved claims.

Vendor	Date incur.	Description	Amount
A&B Business Solutions	7/6/2023	copier lease	\$ 290.99
Active Data Systems	7/1/2023	cloud storage & document mgmt. services	\$ 101.00
Aflac	6/26/2023	Aflac payable	\$ 138.34
Alliance Communications	7/1/2023	utilities office & sewer	\$ 375.98
American Engineering Testing	6/27/2023	east side lift station	\$ 915.50
American Engineering Testing	6/27/2023	analytical chemistry testing	\$ 448.00
Banyon Data Systems, Inc.	7/1/2023	software support	\$ 1,425.00
Bender's Sewer & Drain	6/21/2023	cleaning of sanitary sewer lines	\$ 17,197.10
CC Storage	7/1/2023	storage unit rental	\$ 69.00
CHS INC.	6/26/2023	weed chemical	\$ 161.88
Clayton Energy Corporation	7/3/2023	reservation & monthly service fee	\$ 2,204.59
Crooks Country Corner	7/7/2023	supplies	\$ 101.75

Crooks Country Corner	6/26/2023	oil	\$ 18.95
Crooks Municipal Utilities	7/7/2023	utilities	\$ 2,027.08
Dept. of Treasury / EFTPS	6/30/2023	payroll tax deposit	\$ 5,759.83
DGR Engineering	6/16/2023	east side lift station construction admin.	\$ 5,465.50
DGR Engineering	6/16/2023	2023 slurry seal prof. service	\$ 1,211.00
DGR Engineering	6/16/2023	05-2023 professional services	\$ 2,616.00
Ecolab	6/29/2023	pest control services	\$ 97.29
Ferguson Waterworks	6/30/2023	water registers	\$ 3,344.73
Ferguson Waterworks	6/21/2023	water registers	\$ 5,640.00
First Interstate Bank	7/7/2023	purchase card payment	\$ 1,835.54
First Interstate Bank	6/28/2023	returned item fee	\$ 3.00
First Interstate Bank	6/15/2023	stop orders	\$ 51.00
First Interstate Bank	6/14/2023	returned item fee	\$ 4.00
Garbage'N'More	7/1/2023	garbage service	\$ 927.50
Goebel Printing	7/7/2023	safety clothing staff	\$ 408.51
Goebel Printing	7/5/2023	Welcome bags for new customers/residents	\$ 694.32
Groebner & Associates	7/6/2023	supplies	\$ 648.00
Groebner & Associates	7/5/2023	meters	\$ 1,673.88
Groebner & Associates	7/5/2023	meters	\$ 3,255.96
Groebner & Associates	6/26/2023	orifice generator new lift station	\$ 15.22
Health Pool of SD	7/1/2023	health + life insurance	\$ 3,883.85
Hydrogreen	7/7/2023	utility deposit refund	\$ 73.95
Lacey Rentals, Inc.	7/5/2023	portable restroom rental	\$ 200.00
Lacey Rentals, Inc.	6/26/2023	portable restroom rental	\$ 145.00
Minnehaha Comm. Water Corp.	7/1/2023	06-2023 water purchase	\$ 14,927.70
New Century Press	6/16/2023	06/12/23 mtg mins	\$ 248.64
New Century Press	6/16/2023	notice of adoption Ord. 325	\$ 8.46
New Century Press	6/9/2023	sports previews ad	\$ 9.52
New Century Press	6/9/2023	06/05/23 mtg mins	\$ 11.76
New Century Press	5/31/2023	Crooks Comm. Days ad	\$ 25.00
Payment Service Network, Inc.	7/3/2023	monthly service fee	\$ 89.95
Q3 Contracting	7/6/2023	service retirement & lower gas main	\$ 9,599.84
Raztech LLC	7/3/2023	managed IT services	\$ 763.75
SD One Call	6/30/2023	monthly message fees	\$ 124.95
SDRS Supplemental Retirement	6/21/2023	ROTH contribution	\$ 300.00
Sign Design & Labeling	6/20/2023	decals	\$ 325.00
TFR Leasing	7/7/2023	utility deposit return	\$ 52.44

Tri-State Garage Door	6/26/2023	repair	\$ 180.50
U Drive Technology	7/1/2023	monthly txt msg fees	\$ 241.64
US Postal Service	7/7/2023	mailing fee utility bills	\$ 324.26
Verizon Wireless	6/23/2023	bldg. ins phone & jetpack	\$ 91.25
Waleska Juarez	7/5/2023	CCC deposit Return	\$ 550.00
Xcel Energy	7/3/2023	utilities	\$ 4,789.52
		Total claims	\$ 96,093.42

Approved purchase card payments.

Vendor	Date incur.	Description	Amount
ABC Rentals	6/5/2023	remaining stage rental	\$ 619.83
Amazon	6/26/2023	thermostat covers	\$ 62.97
Bargain Barn	6/23/2023	tires mower	\$ 250.00
Crooks Country Corner	6/26/2023	fuel	\$ 66.41
DocuSend	7/7/2023	non-Crooks ebills	\$ 4.97
DocuSend	7/7/2023	Crooks ebills	\$ 6.32
Dudley Laundry d/b/a Appeara	7/5/2023	mat, mop, towel, rag, rug service	\$ 98.09
JCL Solutions	6/23/2023	supplies/soap	\$ 27.78
Matheson Tri-Gas	6/30/2023	gas charts	\$ 34.25
Nyberg's Ace Hardware	6/23/2023	supplies	\$ 49.95
Pump'N'Stuff	7/5/2023	fuel	\$ 29.36
Pump'N'Stuff	7/6/2023	fuel	\$ 32.58
Pump'N'Stuff	7/6/2023	fuel	\$ 31.15
Pump'N'Stuff	6/21/2023	fuel	\$ 24.10
Pump'N'Stuff	6/26/2023	fuel	\$ 36.53
Pump'N'Stuff	6/21/2023	fuel	\$ 47.12
Pump'N'Stuff	6/27/2023	fuel	\$ 58.11
Pump'N'Stuff	6/27/2023	fuel	\$ 31.98
Pump'N'Stuff	6/28/2023	fuel	\$ 17.69
Pump'N'Stuff	6/29/2023	fuel	\$ 161.28
Renner Corner	6/28/2023	fuel	\$ 30.77
Renner Corner	6/30/2023	fuel	\$ 87.55
Scooby's	6/28/2023	equipment wash	\$ 14.25
Scooby's	6/23/2023	equipment wash	\$ 5.00
US Postal Service	6/22/2023	certified postage delinquent invoices	\$ 7.50
		Total purchase card	\$ 1,835.54

Approved gross wages by department for June 2023.

Council	\$ 750.00
Mayor	\$ 750.00
Planning & Zoning Commission	\$ 471.08
Finance Office	\$ 2,690.62
Government Buildings	\$ 1,576.75

Building Inspector	\$ 1,125.00
Highway & Streets	\$ 2,351.96
Snow Removal	\$ 1,519.78
Solid Waste Collection	\$ 327.50
Code Enforcement	\$ 542.75
Animal Control	\$ 49.34
West Nile	\$ 90.14
Parks	\$ 2,769.53
Water	\$ 5,567.62
Sewer	\$ 5,668.98
Gas	\$ 5,630.03
Total wage claims	\$ 31,881.08

7) Consent calendar items.

Oseby spoke on Willow Creek Development infrastructure acceptance, stating streets need to be swept and erosion control measures need to be ensured prior to acceptance.

The governing body discussed the annexation agreement's contents and property to be annexed. Motion by Harstad to approve consent calendar items with acceptance of infrastructure of Willow Creek to require streets be swept and erosion control measures ensured, seconded by J. Richardson. No discussion. All aye, motion carried.

Approved consent calendar items:

Tri-Valley agreement for Crooks Community Center parking lot, GFP – Heritage Park grant agreement, Willow Creek Development acceptance with stipulation, Annexation agreement, and special event liquor license for the Wooden Nickel.

8) Open comment(s).

- a) Tammy Ramstad, resident, spoke on nuisances at property neighboring hers in Crooks.
- b) William Papke, resident, stated Planning and Zoning Commissioners should be consulted and involved on zoning items.
- c) Chris Langloss, resident, addressed governing body on vacating alley behind his property. The process to vacate an alley was discussed.

9) Public hearing(s).

- a) Conditional use application for placement of an oversized accessory building at 112 E 9th Street. Oseby opened hearing at 6:28pm. Oseby invited applicant, Bartley Mack, to speak on application. Mack addressed governing body, stating the accessory building he intends to place is 16' by 16', instead of the original 16' by 20'. Floor was then opened for comments from public. No comments were received. Hearing was closed at 6:30pm. Discussion ensued whether application had been reviewed by Planning and Zoning. Motion by Harstad to approve conditional use, seconded by Schuette. No further discussion. All aye, motion carried.

10) Reports/Other business.

a) Utility.

- i. Contracting out garbage service. The contracting out of city-wide garbage service was discussed by governing body. The public present was afforded an opportunity to speak on matter and comments were taken.
- ii. Extend completion date for east side lift station improvements. Morris stated contractor for the east side lift station is presently accruing liquidated damages as final completion date had passed. Morris received correspondence from the contractor providing a tentative final completion date of August 9, 2023. Contractor's suggestion and implications of moving the completion date were discussed by governing body. No action was taken on the item.

b) Economic development. Harstad and Oseby gave report. Economic development activity in Crooks has decreased due to the cost of borrowing. The Crooks Development Corporation's development on the north end of town was discussed.

c) Streets.

- i. Discussion W 4th Street. J. Richardson spoke on complaints received regarding the speeding along W 4th St./257th Street; additionally, the maintenance of the street, ownership of the street, and jurisdictional issues and potential resolutions were discussed.

d) Planning and Zoning. No report. A public hearing will be held on July 31st concerning the adoption of a new comprehensive plan for the City of Crooks by the Crooks Planning and Zoning Commission.

e) Government buildings & IT infrastructure. Beyer gave report.

- i. Update security cameras at government facilities. Quotes for cameras at government facilities and parks were reviewed and discussed. Additional information needs to be obtained prior to making a final decision.
- ii. Waiver request Crooks Community Center. A waiver for the Crooks Community Center was submitted by Maria Kendle for a bible camp at the facility on July 28. Waiver request was reviewed. Motion by Harstad to approve waiver request, seconded by Schuette. No further discussion. All aye, motion carried.

f) Parks. Harstad gave report. The baseball season is wrapping up. An update on the fields at City parks and changes at fields was provided. The water use for the irrigation and its associated costs at Sunset Park were spoken about by Oseby.

g) Finance. J. Richardson gave report. Ongoing finance office projects and concerns were discussed.

- i. Disbursement authorization. Auditing firm's recent comment concerning City's disbursements procedure and differing opinion provided by legal counsel were discussed by governing body. Motion by J. Richardson to reaffirm motion to authorize finance officer to prepare disbursements up to \$1,000 with prior approval, as made at the December 11, 2017 regular meeting, seconded by Beyer. No discussion. All aye, motion carried.

h) Code enforcement/Animal control. The issue of unlicensed animals in town was spoken on by Schantz. The status of the abatement concerning the outside and inside nuisances at a property in town were discussed by governing body. Code violations in other areas of town and steps to address them were discussed.

i) Other business:

- i. Disburse property tax received from Rural Service District to Benton Township. Oseby spoke on the item, stating the funds should be remitted to Benton Township, as township needs them for road maintenance. Motion by Beyer to disburse property tax received year-to-date of \$298.32 and future receipts for Rural Service District property tax receipts to Benton Township, seconded by Harstad. No discussion. All aye, motion carried.
- ii. Appointment Eric Schuette as Streets chairman. Motion by J. Richardson to appoint Eric Schuette as Streets chairman based on the recommendation of Oseby, seconded by Harstad. No discussion. All aye, motion carried.

11) Ordinances, resolutions, policies, motions.

- a) Second reading of Ordinance #326 (Authorizing and regulating the operation of golf carts on City streets in and for the City of Crooks, South Dakota) was given by Oseby. Motion by J. Richardson to amend Ordinance #326, Section 2 and insert after a golf cart “may operate on said portions of County Highway 137 under the City’s jurisdiction with a speed limit of 25mph or less,” and amend Section 6, inserting “plus court costs” after one hundred dollars (\$100), seconded by Schuette. No discussion. All aye, motion carried.
Ordinance could not be considered for adoption as the amendment substantially altered its substance. Governing body then discussed the term for a golf cart permit, costs associated with a permit, transfer of ownership of golf carts and its implications on permit, and implementation of permitting procedures.
- b) Second reading of Ordinance #327 (Water & sewer rates for the City of Crooks) was given by Oseby. Motion by Harstad to approve ordinance, seconded by J. Richardson. Roll call vote: Harstad – aye, J. Richardson – aye, Beyer – aye, Schuette – aye. Motion carried.
- c) Second reading of Ordinance #328 (Supplemental appropriations) was given by Oseby. Motion by Harstad to approve ordinance, seconded by J. Richardson. Roll call vote: Harstad – aye, J. Richardson – aye, Beyer – aye, Schuette – aye. Motion carried.
- d) First reading of Ordinance #329 (Amendment to Ordinance #65) was given by Oseby.
- e) First reading of Ordinance #330 (Amendment to Ordinance #151) was given by Oseby.
- f) First reading of Ordinance #331 (Supplemental appropriations) was given by Oseby.
- g) Reading of Resolution 2023-09 (Annexation resolution) was given by Oseby. Motion by Harstad to approve resolution, seconded by J. Richardson. No discussion. All aye, motion carried (4-0).

CITY OF CROOKS RESOLUTION #2023-09

A RESOLUTION TO ANNEX PROPERTY CONTIGUOUS TO THE CITY OF CROOKS UPON RECEIPT OF A PETITION FOR VOLUNTARY ANNEXATION.

WHEREAS, there has been presented to the City Council of the City of Crooks a written petition signed by the owners and otherwise in compliance with the provisions of SDCL Chapter 9-4 requesting voluntary annexation of certain real property into the municipal boundaries of the City of Crooks. Such real properties being legally described as:

Tract 2 of Benson's Addition in the North Half of the Northeast Quarter of Section 13, Township 102 North, Range 50 West of the 5th Principal Meridian, Minnehaha County, South Dakota.

WHEREAS, the property to be annexed is contiguous to the municipal boundaries of the City of Crooks; and,

WHEREAS, said petition having been signed by not less than three-fourths of the registered voters and by the owners of not less than three-fourths of the value of the property sought to be annexed;

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Crooks, Minnehaha County, South Dakota, grants the relief sought in the aforementioned petition for annexation pursuant to SDCL 9-4-1 and shall extend its boundaries to include the aforementioned and described real property, and that the Municipal Finance Officer of the City of Crooks shall cause a duly certified transcript of this Resolution to be filed with the Register of Deeds, Minnehaha County, South Dakota.

Aye: Harstad, Richardson, Beyer, Schuette

Nay:

Abstain:

Dated this 10th day of July, 2023.

F. Butch Oseby, Mayor

(SEAL)

Attest:

Tobias Schantz, Finance Officer

Passed: 07/10/2023

Published:

Effective:

12) Adjourn. Motion by Harstad to adjourn meeting at 7:58pm, seconded by J. Richardson. No discussion. All aye, motion carried.

Respectfully submitted,
Tobias Schantz
City Administrator/Finance Officer
City of Crooks, SD

Published:

Published once at the approximate cost of: \$

A recording of the meeting can be accessed at

<https://www.youtube.com/@cityofcrookssd5262/streams>. The stream was cancelled after an issue with the audio was discovered.

**City of Crooks
Special Meeting Minutes
August 3, 2023**

1) Call to order/Roll Call. At 5:20pm the meeting was called to order by Mayor Oseby in the Crooks Municipal Office. Answering roll call were Alderman Beyer, Alderman J. Richardson (on phone), Alderman Schuette (on phone), Alderman Harstad (on phone), and Mayor Oseby. City staff present was City Administrator/Finance Officer Schantz.

2) Approve agenda. Motion by Beyer to approve agenda, seconded by Harstad. No discussion. All aye, motion carried.

3) Special event license for Critters for event on 08/05/2023 at the Crooks Community Center. Motion by Beyer to approve special event license, seconded by Harstad. No discussion. All aye, motion carried.

4) Adjourn. Motion by Harstad to adjourn meeting at 5:21pm, seconded by Beyer. No discussion. All aye, motion carried.

Respectfully submitted,
Tobias Schantz
City Administrator/Finance Officer
City of Crooks, SD

Published:
Published once at the approximate cost of: \$

CITY OF CROOKS BUDGET V. ACTUALS

As of August 12, 2023

Appropriation and Accumulations:	2023 Budget	2023 YTD Actuals	Remaining Balance	% Budget spent
101 GENERAL FUND				
410 GENERAL GOVERNMENT				
411 Council	\$ 12,483.00	\$ 7,558.58	\$ 4,924.42	60.55%
411.3 Publications	\$ 5,535.00	\$ 2,457.08	\$ 3,077.92	44.39%
411.5 Contingency	\$ 4,827.00	\$ -	\$ 4,827.00	0.00%
412 Mayor	\$ 11,070.00	\$ 7,164.77	\$ 3,905.23	64.72%
412.3 Planning & Zoning	\$ 11,498.00	\$ 5,098.43	\$ 6,399.57	44.34%
413 Elections	\$ 1,980.00	\$ -	\$ 1,980.00	0.00%
414 Attorney	\$ 12,000.00	\$ 3,030.00	\$ 8,970.00	25.25%
414.2 Finance Office	\$ 48,650.00	\$ 31,529.97	\$ 17,120.03	64.81%
419.2 Government Buildings	\$ 51,358.00	\$ 34,513.56	\$ 16,844.44	67.20%
419.6 Engineer	\$ 4,000.00	\$ 2,815.00	\$ 1,185.00	70.38%
TOTAL GENERAL GOVERNMENT	\$ 163,401.00	\$ 94,167.39	\$ 69,233.61	57.63%
420 PUBLIC SAFETY				
421 Police	\$ 51,935.00	\$ 38,951.25	\$ 12,983.75	75.00%
422 Fire	\$ 40,000.00	\$ 40,000.00	\$ -	100.00%
423.2 Protective Inspection	\$ 44,471.00	\$ 22,085.58	\$ 22,385.42	49.66%
TOTAL PUBLIC SAFETY	\$ 136,406.00	\$ 101,036.83	\$ 35,369.17	74.07%
430 PUBLIC WORKS				
431.1 Highway and Streets	\$ 127,179.00	\$ 69,582.49	\$ 57,596.51	54.71%
431.5 Storm Drainage	\$ 23,525.00	\$ -	\$ -	0.00%
431.6 Street Lighting	\$ 26,350.00	\$ 21,708.41	\$ 4,641.59	82.38%
431.7 Snow Removal	\$ 99,560.00	\$ 74,015.00	\$ 25,545.00	74.34%
431.8 Sidewalks & Crosswalks	\$ 200,000.00	\$ 878.00	\$ 199,122.00	0.44%
432.2 Street Cleaning	\$ -	\$ 3,537.50	\$ (3,537.50)	#DIV/0!
432.3 Solid Waste Collection	\$ 12,337.00	\$ 5,615.05	\$ 6,721.95	45.51%
TOTAL PUBLIC WORKS	\$ 488,951.00	\$ 175,336.45	\$ 62,238.10	35.86%
440 HEALTH AND WELFARE				
441 Code Enforcement	\$ 5,713.00	\$ 1,943.49	\$ 3,769.51	34.02%
441.2 Animal Control	\$ 883.00	\$ 464.12	\$ 418.88	52.56%
441.3 West Nile	\$ 4,509.00	\$ 1,096.75	\$ 3,412.25	24.32%
444.0 Humane Society	\$ 650.00	\$ 521.04	\$ 128.96	80.16%
446.0 Ambulance Services	\$ 10,000.00	\$ 10,000.00	\$ -	100.00%
TOTAL HEALTH & WELFARE	\$ 21,755.00	\$ 14,025.40	\$ 7,729.60	64.47%
450 CULTURE AND RECREATION				
452 Parks	\$ 261,573.00	\$ 217,828.13	\$ 43,744.87	83.28%
TOTAL CULTURE & RECREATION	\$ 261,573.00	\$ 217,828.13	\$ 43,744.87	83.28%
465 ECONOMIC DEVELOPMENT & ASSIST.				
465.3 Promoting the City	\$ 6,672.00	\$ 4,034.37	\$ 2,637.63	60.47%
TOTAL ECONOMIC DEVELOP'T	\$ 6,672.00	\$ 4,034.37	\$ 2,637.63	60.47%
470 DEBT SERVICE				
470 Debt Service	\$ 39,957.00	\$ 39,956.00	\$ 1.00	100.00%
TOTAL DEBT SERVICE	\$ 39,957.00	\$ 39,956.00	\$ 1.00	100.00%
TOTAL GENERAL FUNDS	\$ 1,118,715.00	\$ 646,384.57	\$ 220,953.98	57.78%
211 - Gross Receipts	\$ 25,000.00	\$ 13,436.12	\$ 11,563.88	53.74%
220 - Street Maintenance	\$ 93,000.00	\$ 1,432.21	\$ 91,567.79	1.54%
602 - Water	\$ 341,161.00	\$ 199,381.04	\$ 141,779.96	58.44%
604 - Sewer	\$ 404,073.00	\$ 155,176.42	\$ 248,896.58	38.40%
617 - Natural Gas	\$ 1,082,903.00	\$ 672,131.43	\$ 410,771.57	62.07%

CITY OF CROOKS
Budget v Actuals - Means of Finance

08/11/23 4:50 PM

Page 1

Account Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2023 % of Budget Remain
101 General Fund					
R 101-31110 GEN PROP TAXES CURRENT YEAR	\$284,790.00	\$156,808.51	\$127,981.49	55.06%	44.94%
R 101-31130 GEN PROP TAXES PRIOR YR	\$2,000.00	\$1,890.62	\$109.38	94.53%	5.47%
R 101-31300 GEN SALES AND USE TAXES	\$200,000.00	\$199,394.03	\$605.97	99.70%	0.30%
R 101-31900 PENALTIES & INTEREST DELINQ.	\$200.00	\$536.10	-\$336.10	268.05%	-168.05%
R 101-32001 CITY LIQUOR LICENSE	\$4,000.00	\$0.00	\$4,000.00	0.00%	100.00%
R 101-32002 CITY MALT BEVERAGE LICENSE	\$300.00	\$300.00	\$0.00	100.00%	0.00%
R 101-32003 CITY VIDEO LOTTERY FEE	\$900.00	\$0.00	\$900.00	0.00%	100.00%
R 101-32004 BUILDING PERMITS	\$40,000.00	\$40,517.83	-\$517.83	101.29%	-1.29%
R 101-32005 GARBAGE LICENSES	\$600.00	\$600.00	\$0.00	100.00%	0.00%
R 101-32006 PET LICENSES	\$0.00	\$8.00	-\$8.00	0.00%	0.00%
R 101-32007 PEDDLERS LICENSE	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-32008 CONTRACTORS LICENSE	\$500.00	\$1,000.00	-\$500.00	200.00%	-100.00%
R 101-33403 STATE GRANT - PUBLIC HEALTH	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-33499 STATE GRANTS - OTHER	\$0.00	\$366.32	-\$366.32	0.00%	0.00%
R 101-33510 BANK FRANCHISE TAX	\$9,000.00	\$12,042.50	-\$3,042.50	133.81%	-33.81%
R 101-33530 LIQUOR TAX REVERSION	\$8,000.00	\$6,774.66	\$1,225.34	84.68%	15.32%
R 101-33540 MOTOR VEHICLE TAX 5%	\$8,000.00	\$7,360.87	\$639.13	92.01%	7.99%
R 101-33550 PRORATE LICENSE FEES	\$750.00	\$426.84	\$323.16	56.91%	43.09%
R 101-33580 LOCAL GOV HWY AND BRIDGE FUND	\$9,650.00	\$8,046.78	\$1,603.22	83.39%	16.61%
R 101-33830 COUNTY WHEEL TAX	\$1,450.00	\$1,344.92	\$105.08	92.75%	7.25%
R 101-33900 OTH. INTERGOVERNMENTAL REV	\$0.00	\$93,600.00	-\$93,600.00	0.00%	0.00%
R 101-34103 HEARING FEES	\$0.00	\$350.00	-\$350.00	0.00%	0.00%
R 101-34110 ZONING AND SUBDIVISION FEES	\$0.00	\$508.00	-\$508.00	0.00%	0.00%
R 101-34203 PROTECTIVE INSPECTION FEES	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-34399 HIGHWAY & STREETS OTHER	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-34530 ANIMAL CONTROL FINES COLLECTED	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-35000 FINES AND FORFEITS	\$0.00	\$50.00	-\$50.00	0.00%	0.00%
R 101-35100 COURT FINES AND FORFEITS	\$0.00	\$97.50	-\$97.50	0.00%	0.00%

CITY OF CROOKS
Budget v Actuals - Means of Finance

08/11/23 4:50 PM
Page 2

Account Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2023 % of Budget Remain
R 101-36100 INVESTMENT EARNINGS	\$50.00	\$13,204.28	-\$13,154.28	26408.56%	26308.56%
R 101-36201 RENTALS	\$5,000.00	\$10,780.00	-\$5,780.00	215.60%	-115.60%
R 101-36300 SPECIAL ASSESSMENTS	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-36700 CONTRI & DONATION PRIVATE SOUR	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-36900 OTHER MISCELLANEOUS REVENUE	\$1,500.00	\$2,063.50	-\$563.50	137.57%	-37.57%
R 101-36901 CABLE TELEVISION FRANCHISE FEE	\$5,500.00	\$3,308.92	\$2,191.08	60.16%	39.84%
R 101-36903 RECOVERY PR YR EXPENDITURES	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-36904 DIVIDEND INCOME	\$1,500.00	\$1,422.30	\$77.70	94.82%	5.18%
R 101-39101 TRANSFERS IN (SDCL 9-21-26.1)	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-39110 OPERATING TRANSFERS IN	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-39129 OTHER LONG TERM DEBT ISSUED	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 101-39130 SALES OF MUNICIPAL PROPERTY	\$0.00	\$1,034.25	-\$1,034.25	0.00%	0.00%
R 101-39140 COMP FOR LOSS OR DAM GEN FIX A	\$0.00	\$1,039.03	-\$1,039.03	0.00%	0.00%
101 General Fund	\$583,690.00	\$564,875.76	\$18,814.24	96.78%	3.22%
211 Liquor, Lodging, Dining					
R 211-31300 GEN SALES AND USE TAXES	\$10,000.00	\$8,405.69	\$1,594.31	84.06%	15.94%
R 211-36700 CONTRI & DONATION PRIVATE SOUR	\$0.00	\$0.00	\$0.00	0.00%	0.00%
211 Liquor, Lodging, Dining	\$10,000.00	\$8,405.69	\$1,594.31	84.06%	15.94%
220 Special Maintenance Fund					
R 220-36401 SPECIAL MAINTENANCE FEE	\$93,000.00	\$56,183.75	\$36,816.25	60.41%	39.59%
220 Special Maintenance Fund	\$93,000.00	\$56,183.75	\$36,816.25	60.41%	39.59%
221 Special Park Gift Fund					
R 221-36700 CONTRI & DONATION PRIVATE SOUR	\$0.00	\$1,410.00	-\$1,410.00	0.00%	0.00%
221 Special Park Gift Fund	\$0.00	\$1,410.00	-\$1,410.00	0.00%	0.00%
602 Water Fund					
R 602-33900 OTH. INTERGOVERNMENTAL REV	\$0.00	\$10,000.00	-\$10,000.00	0.00%	0.00%
R 602-36100 INVESTMENT EARNINGS	\$0.00	\$2,371.99	-\$2,371.99	0.00%	0.00%
R 602-36201 RENTALS	\$2,280.00	\$1,520.88	\$759.12	66.71%	33.29%

CITY OF CROOKS
Budget v Actuals - Means of Finance

08/11/23 4:50 PM
Page 3

Account Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2023 % of Budget Remain
R 602-36900 OTHER MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 602-36904 DIVIDEND INCOME	\$0.00	\$515.39	-\$515.39	0.00%	0.00%
R 602-37200 MONTHLY BASE CHARGE	\$190,000.00	\$126,518.72	\$63,481.28	66.59%	33.41%
R 602-37902 BULK SALES	\$0.00	\$100.96	-\$100.96	0.00%	0.00%
R 602-38100 WATER METERED REVENUE	\$145,000.00	\$104,703.50	\$40,296.50	72.21%	27.79%
R 602-38104 TAP FEE	\$0.00	\$7,500.00	-\$7,500.00	0.00%	0.00%
R 602-38105 HYDRANT HOOKUP	\$0.00	\$100.00	-\$100.00	0.00%	0.00%
R 602-38120 WATER PENALTY REVENUE	\$0.00	\$1,422.75	-\$1,422.75	0.00%	0.00%
R 602-38310 RECONNECT FEES	\$0.00	\$600.00	-\$600.00	0.00%	0.00%
R 602-39101 TRANSFERS IN (SDCL 9-21-26.1)	\$0.00	\$0.00	\$0.00	0.00%	0.00%
602 Water Fund	\$337,280.00	\$255,354.19	\$81,925.81	75.71%	24.29%
604 Sewer Fund					
R 604-33199 ARPA - CFDA 21027	\$0.00	\$450,696.74	-\$450,696.74	0.00%	0.00%
R 604-33400 STATE GRANT	\$0.00	\$4,404.09	-\$4,404.09	0.00%	0.00%
R 604-33404 SD DANR Grants	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 604-33900 OTH. INTERGOVERNMENTAL REV	\$0.00	\$0.00	\$0.00	0.00%	0.00%
R 604-36100 INVESTMENT EARNINGS	\$0.00	\$2,371.98	-\$2,371.98	0.00%	0.00%
R 604-36900 OTHER MISCELLANEOUS REVENUE	\$0.00	\$14,446.93	-\$14,446.93	0.00%	0.00%
R 604-36904 DIVIDEND INCOME	\$0.00	\$978.04	-\$978.04	0.00%	0.00%
R 604-37100 CW-04SURCH AS SECURITY OF DEBT	\$56,304.00	\$33,780.47	\$22,523.53	60.00%	40.00%
R 604-37101 CW-05SURCH AS SECURITY OF DEBT	\$24,480.00	\$14,687.16	\$9,792.84	60.00%	40.00%
R 604-37200 MONTHLY BASE CHARGE	\$230,000.00	\$157,031.11	\$72,968.89	68.27%	31.73%
R 604-38300 SEWER METERED REVENUE	\$53,000.00	\$47,965.00	\$5,035.00	90.50%	9.50%
R 604-38304 TAP FEE	\$0.00	\$7,500.00	-\$7,500.00	0.00%	0.00%
R 604-38320 SEWER PENALTY REVENUE	\$1,000.00	\$1,417.75	-\$417.75	141.78%	-41.78%
R 604-39101 TRANSFERS IN (SDCL 9-21-26.1)	\$0.00	\$0.00	\$0.00	0.00%	0.00%
604 Sewer Fund	\$364,784.00	\$735,279.27	-\$370,495.27	201.57%	-101.57%
617 Natural Gas Fund					

CITY OF CROOKS
Budget v Actuals - Means of Finance

08/11/23 4:50 PM
Page 4

Account Descr	2023 Budget	2023 YTD Amt	2023 YTD Balance	%YTD Budget	2023 % of Budget Remain
R 617-37901 GAS METERED REVENUE	\$784,000.00	\$637,978.96	\$146,021.04	81.37%	18.63%
R 617-37903 GAS CUSTOMER SERVICE CHARGE	\$141,000.00	\$86,333.10	\$54,666.90	61.23%	38.77%
R 617-37904 GAS PENALTY	\$1,000.00	\$3,994.50	-\$2,994.50	399.45%	-299.45%
R 617-37905 GAS RETURNED CHECKS/NFS	\$0.00	\$270.00	-\$270.00	0.00%	0.00%
R 617-37906 GAS RECONNECT FEE	\$0.00	\$850.00	-\$850.00	0.00%	0.00%
R 617-37907 DIVIDEND INCOME	\$0.00	\$48.39	-\$48.39	0.00%	0.00%
R 617-37908 INTEREST INCOME	\$0.00	\$1,786.16	-\$1,786.16	0.00%	0.00%
R 617-37909 CIAC	\$0.00	\$2,500.00	-\$2,500.00	0.00%	0.00%
R 617-37910 OTHER INCOME	\$14,000.00	\$15,358.59	-\$1,358.59	109.70%	-9.70%
R 617-39101 TRANSFERS IN (SDCL 9-21-26.1)	\$0.00	\$0.00	\$0.00	0.00%	0.00%
617 Natural Gas Fund	\$940,000.00	\$749,119.70	\$190,880.30	79.69%	20.31%

CITY OF CROOKS
MONTHLY FUND CASH & INVESTMENT BALANCE REPORT
As of July 31, 2023

Fund Accounting FUND DESCRIPTION	Cash Balance
101 General	\$ 380,859.63
211 Liquor, Lodging, Dining	\$ 13,746.32
220 Street Maintenance Fund	\$ 56,560.59
221 Special Park Gift Fund	\$ 6,080.00
602 Water	\$ 247,424.13
604 Sewer	\$ 368,820.82
617 Natural Gas	\$ 751,213.96
Totals	<u>\$ 1,824,705.45</u>

Bank Accounts	Cash Balance
38	\$ 5,021.31
206	\$ 243,830.59
916	\$ 1,534,148.62
5164	\$ 50,069.05
Totals	<u>\$ 1,833,069.57</u>

	Deposits in transit	\$ 947.07
	Outstanding checks	\$ (9,311.19)
Book versus Bank	+/- difference	\$ (8,364.12)

Investments

101 General	SD Fit - 102	\$ 1,119.52
101 General	SD Fit - 104	\$ 20,642.25
602 Water	SD Fit - 103	\$ 37,012.67
604 Sewer	SD Fit - 103	\$ 37,012.64
617 Natural Gas	SD Fit - 102	\$ 193.54
		<u>\$ 95,980.62</u>
Utility	SD Fit - 102	\$ 1,313.06
Palmira SRF reserve	SD Fit - 103	\$ 74,025.31
USDA pay loader reserve	SD Fit - 104	\$ 20,642.25
		<u>\$ 95,980.62</u>

Investments	Balance
Sewer Sanitary Sewer Cost Recovery Fees	\$ 53,462.00
Sewer Sanitary Sewer Cost Recovery Fees	\$ 13,389.30
Sewer Tap Fees	\$ 21,345.68
Water Tap Fees	\$ 7,500.00
Natural Gas Reserve	\$ 250,000.00
General Fund Heritage Park playground set & West Ave Ph. 3	\$ 224,590.00

City of Crooks
August 14, 2023 Claims

Gross wages by department for the month of July 2023

Council	\$	900.00
Mayor	\$	750.00
Planning & Zoning Commission	\$	261.52
Finance Office	\$	2,651.57
Government Buildings	\$	1,667.76
Building Inspector	\$	887.50
Highway & Streets	\$	2,135.33
Snow Removal	\$	1,402.72
Solid Waste Collection	\$	258.29
Code Enforcement	\$	98.68
Animal Control	\$	49.34
West Nile	\$	84.47
Parks	\$	2,430.95
Water	\$	5,416.14
Sewer	\$	5,511.06
Gas	\$	5,464.04
Total wage claims	\$	29,969.37

Claims listing

Vendor	Date incur.	Description	Amount
A&B Business Solutions	8/4/2023	copier lease	\$ 303.11
Active Data Systems	8/1/2023	09-2023 electronic records mgmt. & storage	\$ 101.00
Adam or Katie Hall	8/8/2023	utility deposit refund	\$ 91.24
Aflac	7/26/2023	supplemental insurances	\$ 138.34
Alliance Communications	8/1/2023	utilities	\$ 374.85
Banyon Data Systems, Inc.	8/1/2023	UB email support	\$ 195.00
Banyon Data Systems, Inc.	8/4/2023	receivables & purchase order module & training	\$ 2,880.00
Benton Township	7/31/2023	Rural service district property tax receipt	\$ 298.32
Border States Electric	7/19/2023	3/4" plex pipe	\$ 349.05
Border States Electric	7/26/2023	1/2" CTS plex pipe	\$ 207.40
Border States Electric	8/9/2023	cable stripper & tracer wire	\$ 555.76
CC Storage	8/1/2023	08-2023 storage unit fees	\$ 69.00
Chad Rezac	7/20/2023	Pump'N'Stuff - fuel - used personal card	\$ 35.20
CHS Inc.	7/17/2023	weed chemical	\$ 440.60
City of Sioux Falls	7/12/2023	bacteria testing water	\$ 87.00
Clayton Energy Corp.	7/14/2023	06-2023 commodity purchase	\$ 4,875.22
Clayton Energy Corp.	8/1/2023	reservation & monthly service fee / 617 438 422	\$ 2,204.59
Clayton Energy Corp.	8/11/2023	07-2023 commodity purchase	\$ 4,863.95
Crooks Country Corner	7/3/2023	oil change black truck	\$ 69.95
Crooks Country Corner	8/7/2023	parts for Kubota mower	\$ 52.95
Crooks Country Corner	8/8/2023	tire repair	\$ 25.95
Crooks Country Corner	8/10/2023	tire repair	\$ 24.95
Crooks Municipal Utilities	8/8/2023	utilities - gas, water, sewer	\$ 1,287.92
DGR Engineering	7/19/2023	471st DRS construction staking	\$ 699.10
DGR Engineering	7/19/2023	sanitary sewer expansion & new main lift station	\$ 1,440.00
DGR Engineering	7/19/2023	CW #5 east side lift station	\$ 6,420.88
Ecolab	7/26/2023	pest control	\$ 97.29
Emily Maras	8/8/2023	utility deposit refund	\$ 25.17
Ferguson Waterworks	8/2/2023	water supplies	\$ 5,747.96
Ferguson Waterworks	8/3/2023	mud plugs	\$ 201.82
Ferguson Waterworks	8/7/2023	mud plugs	\$ 237.86
First Interstate Bank	8/12/2023	purchase card payment	\$ 4,539.80
First Interstate Bank	7/7/2023	returned item fee	\$ 4.00
First Interstate Bank	7/13/2023	returned item fee	\$ 4.00

First Interstate Bank	7/26/2023	returned item	\$	3.00
Frederick Middagh	7/31/2023	CDL testing reimbursement	\$	105.00
Groebsner & Associates, Inc.	7/13/2023	"Caution Pipeline" decal	\$	220.73
Groebsner & Associates, Inc.	7/19/2023	meter sets	\$	2,413.48
Groebsner & Associates, Inc.	7/20/2023	gas supplies	\$	143.92
Groebsner & Associates, Inc.	7/21/2023	supplies	\$	376.42
Harland Clarke	7/18/2023	deposit ticket order	\$	20.00
Hazel Shuck	8/7/2023	CCC deposit & key refund	\$	475.00
Health Pool of SD	8/1/2023	health & life insurance payable	\$	3,883.85
Hydro Tech Service	7/8/2023	service call & repair n. lift station	\$	2,703.00
John Reck	7/17/2023	CCC deposit refund	\$	1,650.00
Kelly DeCourcy	8/8/2023	utility deposit refund	\$	93.75
Kendle's Auto	7/20/2023	repair black truck	\$	919.23
Lacey Rentals, Inc.	7/25/2023	portable restroom rental	\$	145.00
Lacey Rentals, Inc.	8/1/2023	Portable restroom rental at Sunset Park	\$	490.00
Lacey Rentals, Inc.	8/2/2023	Portable ADA restroom rental at Sunset Park	\$	200.00
McKenzie Finke	8/8/2023	utility deposit refund	\$	24.60
Menards - West	7/11/2023	pot hole patch	\$	217.55
Mid-American Technology Inc.	7/25/2023	direct connection lead	\$	165.00
Minnehaha Community Water Corp.	8/1/2023	07-2023 water purchase	\$	13,662.90
Minnehaha County Sheriff	7/6/2023	Q3 law enforcement services	\$	12,983.75
Mitchell Construction Inc.	8/9/2023	hot mix for patching	\$	130.00
New Century Press	7/14/2023	bid notice 1st run	\$	19.04
New Century Press	8/4/2023	hearing notice comprehensive plan	\$	17.82
New Century Press	7/14/2023	hearing notice	\$	20.72
New Century Press	7/14/2023	07/10/2023 mtg mins	\$	164.54
New Century Press	7/14/2023	Ord 328 publication	\$	15.68
New Century Press	7/14/2023	Ord 327 publication	\$	40.32
New Century Press	7/20/2023	bid notice 2nd run	\$	16.91
New Century Press	7/20/2023	hearing notice	\$	18.41
New Century Press	7/28/2023	hearing notice	\$	16.24
New Century Press	7/28/2023	hearing notice	\$	20.16
New Century Press	7/28/2023	hearing notice	\$	16.24
New Century Press	6/23/2023	NoH - CU - oversized accessory building	\$	16.80
New Century Press	6/30/2023	Meeting minutes publication 06/22/2023	\$	44.80
Novak Sanitary	8/1/2023	delivery roll off dumpster at City shop	\$	110.20
Nyberg's Ace Hardware	7/20/2023	paint	\$	34.95
PAPA	3/10/2023	annual dues & mailings	\$	715.00
Payment Service Network, Inc.	8/3/2023	monthly service fee	\$	89.95
Q3 Contracting	6/7/2023	Lowering gas line, new gas service, new main	\$	53,824.12
Q3 Contracting	7/26/2023	professional services	\$	10,500.34
Q3 Contracting	8/2/2023	new residential gas services	\$	3,129.82
Q3 Contracting	8/9/2023	new residential gas services	\$	2,212.18
Ray Schmidt	8/8/2023	utility deposit refund	\$	244.77
Raztech LLC	8/1/2023	Managed IT services	\$	763.75
SD Assoc. of Rural Water Systems	7/20/2023	supplemental insurances	\$	337.39
SD Assoc. of Rural Water Systems	7/20/2023	Excising of water valves	\$	300.00
Sd Dept. of Revenue	7/14/2023	06-2023 sales tax return	\$	1,207.67
Sd Dept. of Revenue	7/14/2023	Excise tax return 0123-0623	\$	40.84
SD One Call	7/31/2023	monthly service charge & message fees	\$	176.40
SD Retirement System	7/18/2023	SDRS Monthly contribution	\$	3,260.44
SDRS Supplemental Retirement	7/6/2023	ROTH contribution	\$	300.00
SDRS Supplemental Retirement	7/21/2023	ROTH contribution	\$	300.00
SDRS Supplemental Retirement	8/4/2023	ROTH contribution	\$	300.00
Sign Design & Labelling, Inc.	7/18/2023	decals	\$	175.00
Sioux Valley Energy	7/13/2026	electric utilities	\$	254.00
Sioux Valley Energy	7/13/2023	469th St lift station utilities	\$	228.25
Sioux Valley Energy	7/13/2023	N. lift station utilities	\$	129.08

Sioux Valley Energy	8/11/2023	street lights	\$	254.00
Sioux Valley Energy	8/11/2023	utilities 469th St. lift station	\$	253.90
Sioux Valley Energy	8/11/2023	sewer utilities	\$	124.97
Tobias Schantz	8/10/2023	Reimbursement filing fee ROD 2023-09	\$	30.00
Tri-State Garage Door	8/8/2023	repair shop door	\$	175.00
U Drive Technology	8/1/2023	monthly txt msg fees	\$	175.52
US Dept. of Treasury	7/18/2023	payroll tax deposit	\$	2,103.25
US Dept. of Treasury	8/3/2023	payroll tax deposit	\$	5,725.95
US Postal Service	8/8/2023	postage - July UB mailing	\$	332.90
US Specialty Coatings	6/8/2023	marking paint	\$	155.19
Utility Safety and Design Inc.	7/25/2023	district regulator station moving prof. services	\$	5,765.30
Utility Safety and Design Inc.	7/31/2023	district regulator station moving prof. services	\$	11,324.50
Verizon Wireless	7/23/2023	utilities	\$	91.26
Wigham Trucking, Inc.	8/7/2023	street sweeping Willow Creek Addition	\$	577.50
Wigham Trucking, Inc.	8/7/2023	street sweeping City	\$	2,960.00
Xcel Energy	8/2/2023	electric utilities	\$	461.89
			Total claims	\$ 189,548.37

Purchase card payments & returns			
Vendor	Date incur.	Description	Amount
A SmartSign Store	7/25/2023	reflective post panels	\$ 180.96
Amazon	7/17/2023	A/C thermostat covers	\$ 62.97
Amazon	8/3/2023	weed edger	\$ 299.99
Amazon	7/21/2023	paint	\$ 65.92
Amazon	7/21/2023	reflective spray can holder	\$ 12.89
Amazon	7/17/2023	refund thermostat covers not delivered	\$ (62.97)
Dudley Laundry d/b/a Appera	7/19/2023	mat, mop, towel rag, rug service	\$ 95.67
Dudley Laundry d/b/a Appera	8/2/2023	mat, mop, towel rag, rug service	\$ 95.67
Crooks Country Corner	7/31/2023	fuel	\$ 62.78
Crooks Country Corner	7/10/2023	fuel	\$ 59.41
Crooks Country Corner	7/24/2023	fuel	\$ 57.08
Crooks Country Corner	6/26/2023	fuel	\$ 66.41
Dakota Supply Group	7/24/2023	part water truck	\$ 11.43
Dakota Supply Group	7/24/2023	tools	\$ 87.24
DocuSend	8/8/2023	Crooks ebills	\$ 6.38
DocuSend	8/8/2023	non-Crooks ebills	\$ 5.09
Epic Sports	7/12/2023	replacement ratchet pickleball court	\$ 125.09
JCL Solutions	7/27/2023	supplies	\$ 214.03
Mac's	7/19/2023	paint	\$ 111.89
Matheson Tri-Gas	7/31/2023	gas charts	\$ 35.06
Microsoft	7/20/2023	365 basic subscription	\$ 54.00
Microsoft	7/20/2023	365 business standard subscription	\$ 100.00
Nyberg's Ace Hardware	7/12/2023	LED garage door	\$ 19.99
Nyberg's Ace Hardware	8/9/2023	supplies	\$ 113.80
Nyberg's Ace Hardware	8/3/2023	supplies	\$ 19.99
Nyberg's Ace Hardware	7/21/2023	supplies	\$ 130.91
Nyberg's Ace Hardware	7/31/2023	supplies	\$ 99.95
ODP Business Solutions	8/7/2023	fasteners	\$ 25.98
ODP Business Solutions	8/7/2023	receipt books	\$ 26.22
ODP Business Solutions	7/18/2023	ledger paper	\$ 69.54
ODP Business Solutions	7/17/2023	plastic totes	\$ 80.01
Pfeifer Implement	7/24/2023	Kubota part	\$ 208.22
Pump'N'Stuff	7/20/2023	fuel	\$ 58.54
Pump'N'Stuff	7/21/2023	fuel	\$ 55.93
Pump'N'Stuff	7/25/2023	fuel	\$ 46.29
Pump'N'Stuff	7/26/2023	fuel	\$ 41.10
Pump'N'Stuff	7/13/2023	fuel	\$ 28.29
Pump'N'Stuff	7/20/2023	fuel	\$ 35.20
Pump'N'Stuff	8/10/2023	fuel	\$ 42.62
Pump'N'Stuff	7/13/2023	fuel	\$ 27.83
Pump'N'Stuff	7/11/2023	fuel	\$ 52.56
Pump'N'Stuff	7/28/2023	fuel	\$ 54.16
Pump'N'Stuff	8/8/2023	fuel	\$ 58.75
Pump'N'Stuff	7/28/2023	fuel	\$ 29.45
Pump'N'Stuff	7/19/2023	fuel	\$ 34.83
Pump'N'Stuff	7/13/2023	fuel	\$ 36.70
Pump'N'Stuff	8/7/2023	fuel	\$ 28.21
Pump'N'Stuff	7/10/2023	fuel	\$ 20.88
Pump'N'Stuff	8/8/2023	fuel	\$ 32.36
Pump'N'Stuff	7/31/2023	fuel	\$ 78.26
Pump'N'Stuff	7/20/2023	fuel	\$ 7.26
Pump'N'Stuff	7/24/2023	fuel	\$ 79.77
Pump'N'Stuff	8/8/2023	fuel	\$ 84.40
Schoeneman's	7/11/2023	field marker grid lime	\$ 112.50
Scooby's	7/10/2023	vehicle/equipment maintenance	\$ 4.00
Scooby's	7/12/2023	vehicle/equipment maintenance	\$ 25.00

Sturdevant's	7/21/2023	supplies	\$	56.98
The Hotel Sturgis	6/9/2023	conference hotel	\$	111.00
Tractor Supply	7/13/2023	hose	\$	29.99
US Postal Service	8/11/2023	postage delinquency mailing	\$	376.35
US Postal Service	8/4/2023	postage code letter	\$	9.65
US Postal Service	7/13/2023	delinquency letter	\$	339.34
Total Purchase card & returns			\$	4,539.80

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item(s): 7) Consent calendar items.

Narrative:

7a) Approve disbursement of funds to Crooks Veterans Park. This would permit the immediate disbursement of the funds held on behalf of the Crooks Veterans Park once the appropriations ordinance establishing the spending authority goes into effect. The amount disbursed would be \$4,680.00.

Previous Council action:

N/A

Possible action:

- 1) Approval of item(s).
- 2) Approval of item(s) with modifications.
- 3) Disapprove item(s).
- 4) No action.

Staff recommendation:

Staff makes the following recommendations:

- 7a) Approve.

Misc. comment:

Applicable items are included in the packet for review.



Crooks Veterans Park

7-18-2023

PO Box 524

Crooks, SD 57020

To:

City of Crooks

Crooks, SD 57020

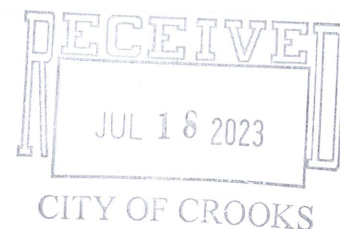
I am submitting a funding request in the return of money the Crooks Veterans Park had handed over to the City of Crooks to hold in safe keeping until the Crooks Veterans Park could get a 501C3 and Banking account set up.

We are requesting the \$4000.00 in cash and \$680.00 in Checks for a total of \$4680.00 be returned to the Crooks Veterans Park.

Thank you,

Julie Melius

Crooks Veterans Park Treasurer



CITY OF CROOKS
CROOKS CITY COUNCIL
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Crooks City Council will hold a public hearing on August 14th, 2023 regarding adoption of the proposed Crooks Comprehensive Plan.

Crooks is in the process of developing a Comprehensive Plan. Some of the issues addressed in this plan include transportation, population projections and future land use development. A draft Comprehensive Plan has been prepared by the Crooks Planning and Zoning Commission and the South Eastern Council of Governments. A copy of the proposed Comprehensive Plan is available for public review at the Crooks City Hall by request of the City Administrator.

The City Council public hearing will be held at the following time, date and location:

Time: 6:00pm
Date: August 14th, 2023
Location: Crooks Community Center (701 S West Ave, Crooks, SD)

The purpose of this hearing is to explain the proposed Comprehensive Plan to interested persons, to answer questions regarding this item and to hear public comment on this item. The Crooks City Council invites all interested persons to attend and offer their comments. Those interested persons not able to attend are invited and encouraged to send written or submit comments, prior to the hearing, to the Crooks Finance Officer, 701 S West Ave/PO Box 785, Crooks, SD.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this hearing, please contact the Crooks Municipal Office at (605) 543-5238. Anyone who is deaf, hard-of-hearing or speech-disabled may utilize Relay South Dakota at (800) 877-1113 (TTY/Voice). Notification two (2) business days prior to the hearing will enable the City to make reasonable arrangements to ensure accessibility to this hearing.

Tobias Schantz
City Administrator/Municipal Finance Officer

Published: _____ & _____
Published twice at the approximate cost of _____ & _____.

Publish weeks of: 07/24/2023 07/31/2023

City of Crooks
Crooks City Council
Notice of Hearing upon receipt of an application for a conditional use

Notice is hereby given that a hearing will be held before the Crooks City Council at 6pm on the 14th day of August, 2023 in the Crooks Community Center (701 S West Ave, Crooks, SD, 57020) upon receipt of an application for a conditional use by Premiere Storage for the property located at 209 Industrial Court, Crooks, SD (Legal: Lot 12 of CDC North Addition to the City of Crooks, SD; County parcel: #96629). The conditional use application is for storage units at the aforementioned property.

Notice is further given that at the time and place of aforesaid any person may appear and be heard upon all matters pertaining to said application. Interested parties may appear personally or through their designated agent(s), attorney(s), or representative(s). Anyone unable to attend may submit written comments prior to the hearing to the Crooks Municipal Office (701 S West Ave, Crooks, SD) by 5pm on the day of the hearing.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this hearing, please contact the Crooks Municipal Office at (605) 543-5238. Anyone who is deaf, hard-of-hearing or speech-disabled may utilize Relay South Dakota at (800) 877-1113 (TTY/Voice). Notification two (2) business days prior to the hearing will enable the City to make reasonable arrangements to ensure accessibility to this hearing.

Tobias Schantz
City Administrator/Municipal Finance Officer

Published:
Published once at the approximate cost of: \$

Publish week of: 07/24/2023

Please complete the form and return it to our office
with a \$50 for the hearing fee for the application.

CITY OF CROOKS

Please check appropriate box

(Print or Type

APPLICATION #:

06-2023

NAME:

Premiere Storage

ADDRESS:

2601 S. Minnesota Ave. #105-223 SF, SD 57105

DAYTIME PHONE#:

605-261-9079

PROPERTY ADDRESS:

209 Industrial Ct. Crooks, SD

CONDITIONAL USE



REZONING

☐

VARIANCE

☐

LEGAL:

Lot 12, CDC North Addition

DATE OF BUILDING PERMIT REQUEST:

ASAP

DATE OF DENIAL:

REASON FOR BUILDING PERMIT DENIAL:

EXISTING USE OF PROPERTY:

Bare

PRESENT ZONING CLASSIFICATION

LI-Light Industrial

PROPOSED ZONING CLASSIFICATION

N/A - TS

SECTION OF CODE

9.02, 12.02, 12.04, 12.05, 12.06, 12.10, 12.16, 19.01

REASON FOR REQUEST:

Requesting conditional use/permit to proceed forward with construction

LIST SPECIFIC HARDSHIPS:

Applications for Conditional Use Permits and/or Rezoning Requests will not be accepted until the following information has been provided by the applicant:

- A) Detailed Site Plan (Refer to handout)
- B) Location and Use of Adjacent Structures
- C) Application Fee

SCHEDULED FOR PLANNING COMMISSION ACTION (Date):

SCHEDULED FOR BOARD OF ADJUSTMENT ACTION (Date): 08/14/2023 at 6pm

*TENTATIVE DATE (IF APPEALED): Final date announced at Planning Commission Meeting:

APPLICATION FEE: Already pd. CHECK #: Already pd. RECEIPT #: Already pd.

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of the application and certifies that the property described by the provided legal description, is not tax delinquent.

Troy Jansme

7/18/23

Troy Jansme

7/18/23

Name of Applicant/Owner

Date

Signature of Applicant/Owner

Date

City of Crooks – 701 S West Ave, Crooks, SD, 57020 – PO Box 785

Site plan for variance / conditional use / rezoning application / building permit

Dear applicant:

Please provide a drawing of your anticipated project you have submitted for your variance/conditional use/rezoning/building permit application. The drawing needs to identify the project and provide an idea/concept of the project.

--


Crooks Planning and Zoning

Crooks Building Inspection

Site plan

- please see attached drawings

Location and use of adjacent structures (not applicable for building permits):

 7/18/23
Signature applicant Date

Troy Jansing
Name applicant

Plans for Proposed Site Plan Jansma Storage Units Crooks, SD



Vicinity Map

Index of Sheets

SHEET NO. A1	TITLE SHEET
SHEET NO. H1	EXISTING CONDITIONS
SHEET NO. J1	PROPOSED SITE PLAN
SHEET NO. K1	PROPOSED GRADING PLAN
SHEET NO. L1	EROSION CONTROL
SHEET NO. N1 THRU N3	GENERAL NOTES/DETAILS/STANDARD PLATES



Location Map

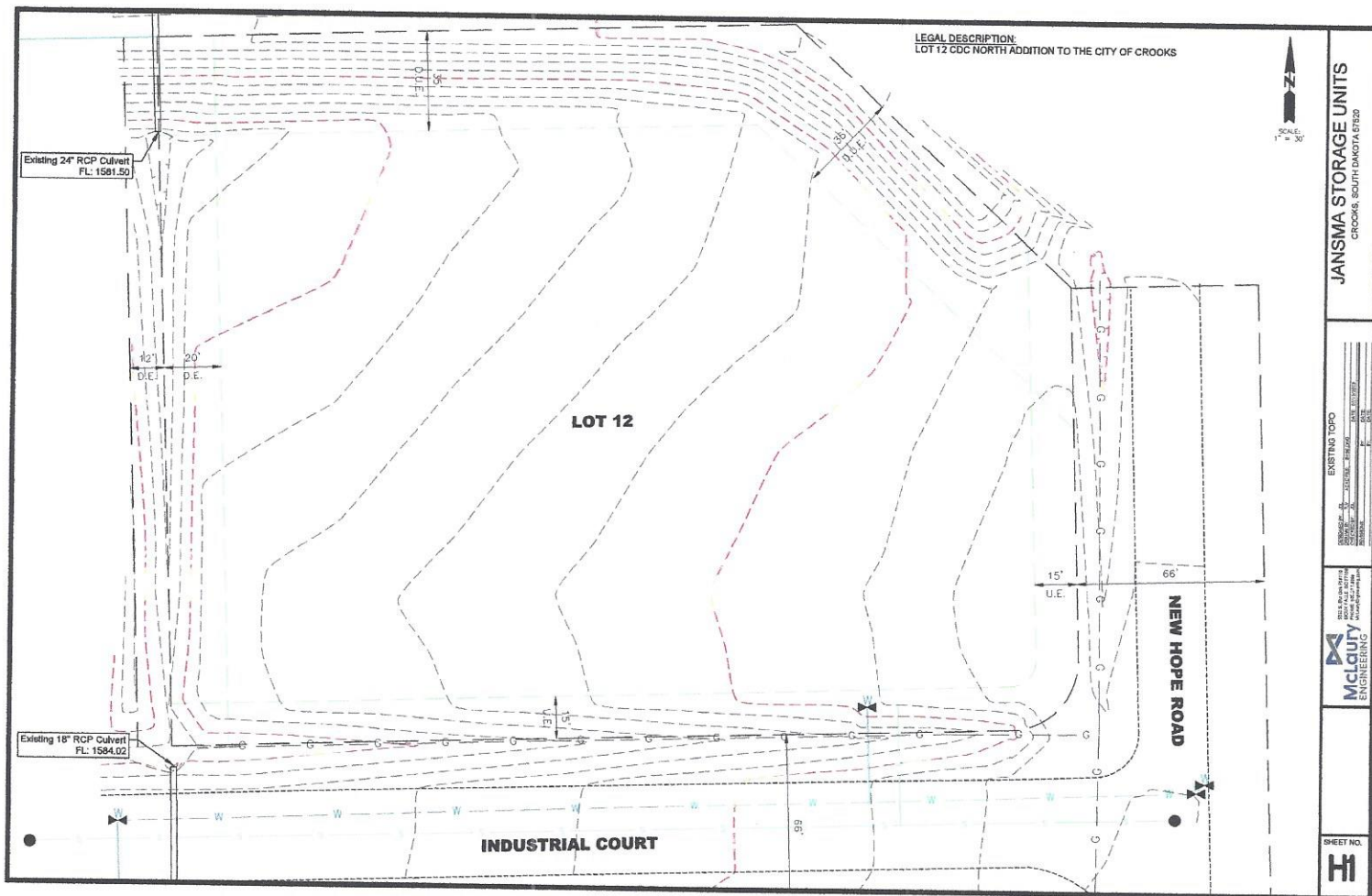
Drawing indicates general utility locations only. Neither the correctness or completeness of locations are guaranteed.
Prior to excavation contact:
SOUTH DAKOTA ONE CALL (1-800-781-7474)

Plans By:

McLaury
ENGINEERING
5032 S. Bur Oak Pl #110
Sioux Falls, SD 57108
605-271-8998

I, Josh Larson, hereby certify that these plans were prepared by me, or under my direct supervision and that I am a duly registered engineer under the laws of the State of South Dakota.

Josh Larson S.D. No. 6181 Date

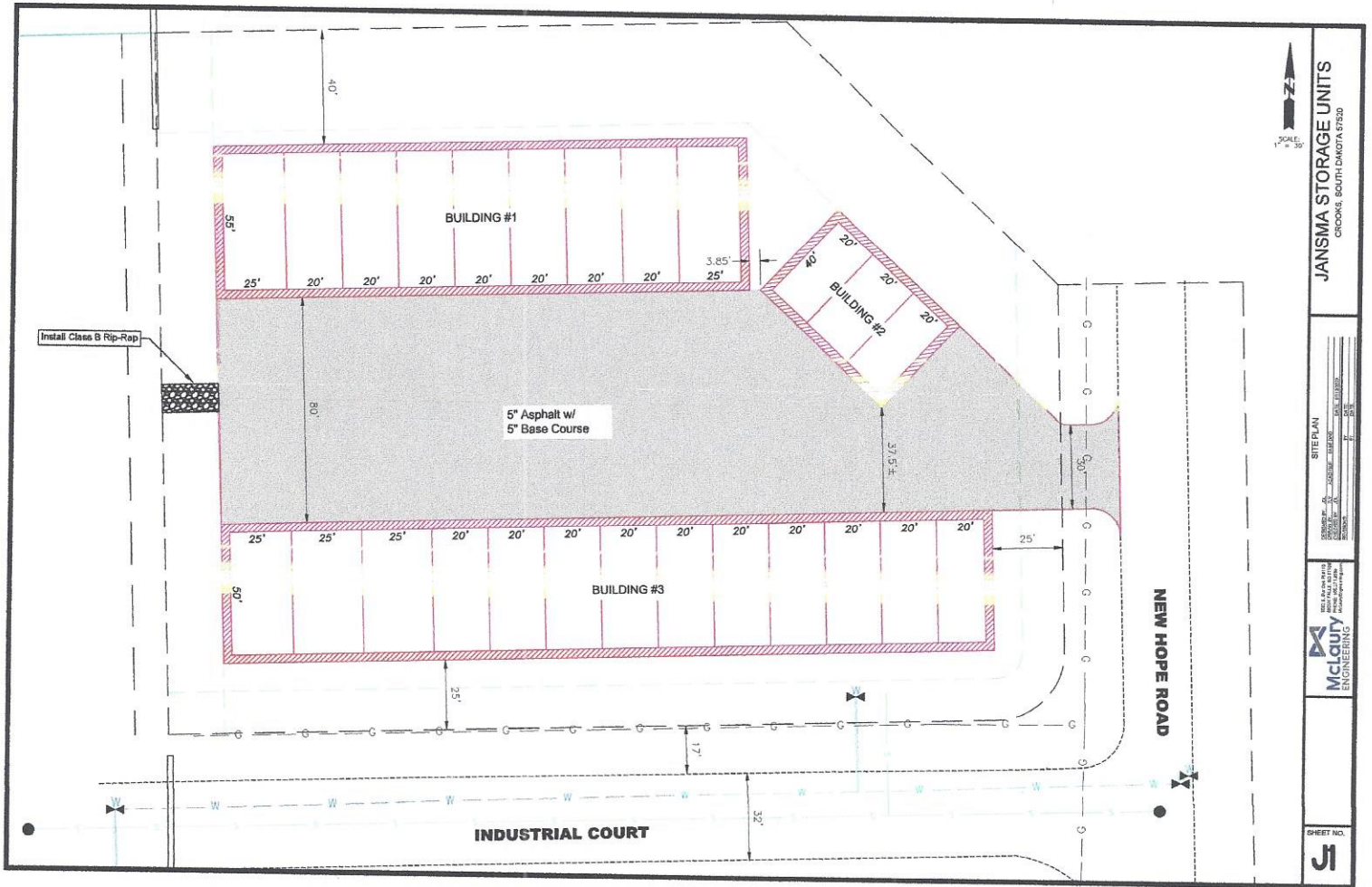


JANISMA STORAGE UNITS
CROOKS, SOUTH DAKOTA 57120

ENRITING TOPO

McClary
ENGINEERING

SHEET NO.
H



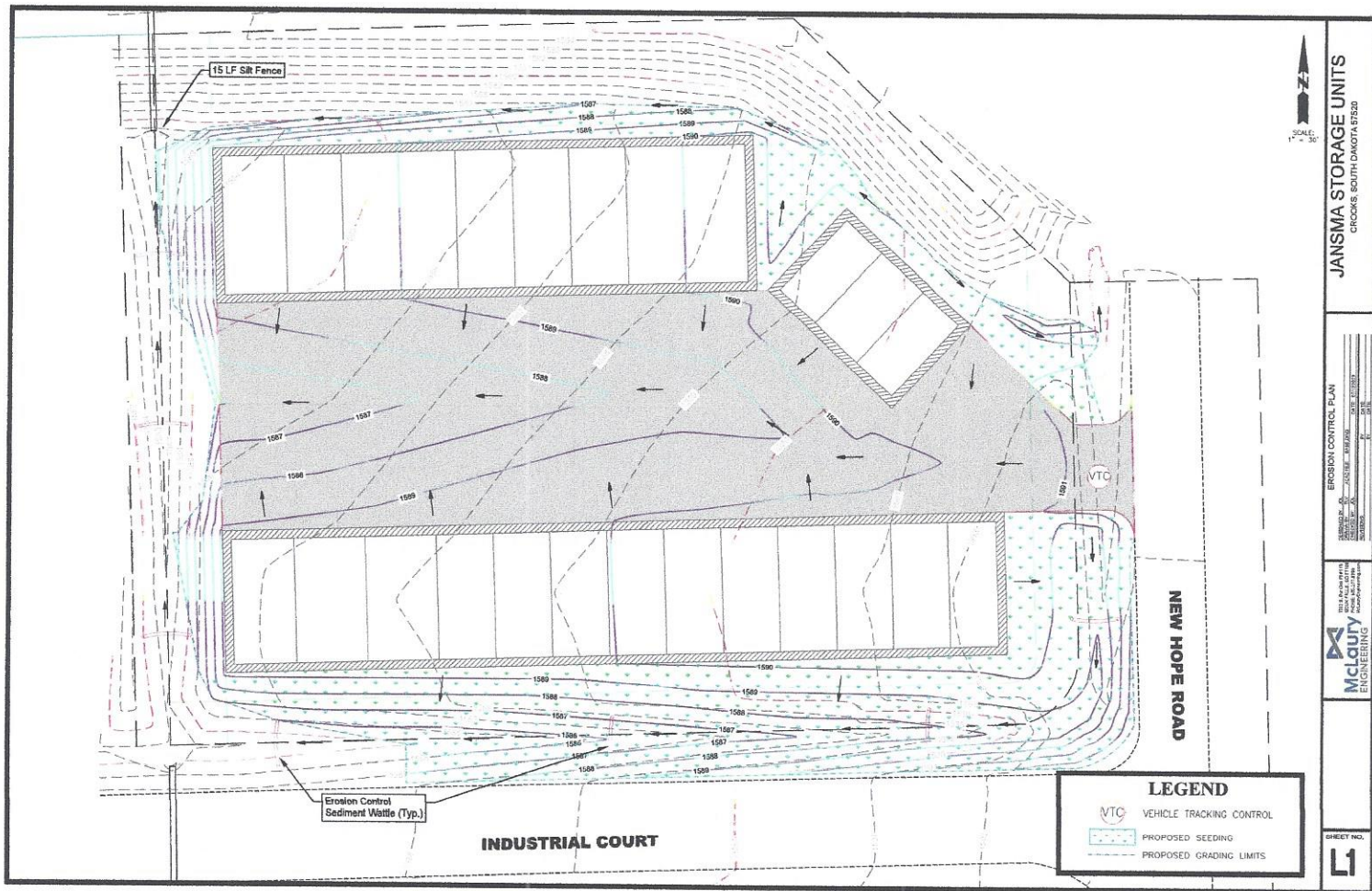
JANSMAS STORAGE UNITS
CROOKS, SOUTH DAKOTA 57530

SITE PLAN

PROJECT NO.	DATE
DESIGNED BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE

McClary ENGINEERING
1014 S. 10th Street
Sioux Falls, SD 57105
(605) 336-1111

SHEET NO.
1



City of Crooks
Crooks City Council
Notice of Hearing upon receipt of an application for a conditional use

Notice is hereby given that a hearing will be held before the Crooks City Council at 6:00pm on the 14th day of August 2023 in the Crooks Community Center (701 S West Ave, Crooks, SD, 57020) upon receipt of an application for a conditional use by Daniel Foster for the property located at 205 W. 6th Street, Crooks, SD (Lot 6 in Block 6 of Sunset Addition to the City of Crooks, South Dakota; County parcel #77297). The conditional use application is for a home-based business at the aforementioned property.

Notice is further given that at the time and place of aforesaid any person may appear and be heard upon all matters pertaining to said application. Interested parties may appear personally or through their designated agent(s), attorney(s), or representative(s). Anyone unable to attend may submit written comments prior to the hearing to the Crooks Municipal Office (701 S West Ave, Crooks, SD) by 5pm on the day of the hearing.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this hearing, please contact the Crooks Municipal Office at (605) 543-5238. Anyone who is deaf, hard-of-hearing or speech-disabled may utilize Relay South Dakota at (800) 877-1113 (TTY/Voice). Notification two (2) business days prior to the hearing will enable the City to make reasonable arrangements to ensure accessibility to this hearing.

Tobias Schantz
City Administrator/Finance Officer

Published:
Published once at the approximate cost of: \$

Publish week of: 07/24/2023

Please complete the form and return it to our office
with a \$50 for the hearing fee for the application.

CITY OF CROOKS

Please check appropriate box

(Print or Type

APPLICATION #:

05-2023

NAME:

Daniel Foster

ADDRESS:

PO Box 644, Crooks, SD 57020
205 6th St, Crooks, SD

DAYTIME PHONE#:

605-251-9452 dan.foster@aviortaxi.com

PROPERTY ADDRESS:

205 6th St, Crooks, SD

CONDITIONAL USE ☒

REZONING ☐

VARIANCE ☐

LEGAL:

DATE OF BUILDING PERMIT REQUEST:

6/30/23

DATE OF DENIAL:

N/A

REASON FOR BUILDING PERMIT DENIAL:

N/A

EXISTING USE OF PROPERTY:

Residential

PRESENT ZONING CLASSIFICATION

R-1, Single Family Residential

PROPOSED ZONING CLASSIFICATION

N/A

SECTION OF CODE

4.02, 12.11, 19.01

REASON FOR REQUEST:

Home-based business

LIST SPECIFIC HARDSHIPS:

N/A

Applications for Conditional Use Permits and/or Rezoning Requests will not be accepted until the following information has been provided by the applicant:

- A) Detailed Site Plan (Refer to handout)
- B) Location and Use of Adjacent Structures
- C) Application Fee

SCHEDULED FOR PLANNING COMMISSION ACTION (Date):

N/A

SCHEDULED FOR BOARD OF ADJUSTMENT ACTION (Date):

*TENTATIVE DATE (IF APPEALED): Final date announced at Planning Commission Meeting:

APPLICATION FEE: \$50.00

CHECK #:

220

RECEIPT #:

607329

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of the application and certifies that the property described by the provided legal description, is not tax delinquent.

DANIEL FOSTER
Name of Applicant/Owner

06/30/23
Date

X [Signature]
Signature of Applicant/Owner

6/30/23
Date

City of Crooks – 701 S West Ave, Crooks, SD, 57020 – PO Box 785

Site plan for variance / conditional use / rezoning application / building permit

Dear applicant:

Please provide a drawing of your anticipated project you have submitted for your variance/conditional use/rezoning/building permit application. The drawing needs to identify the project and provide an idea/concept of the project.

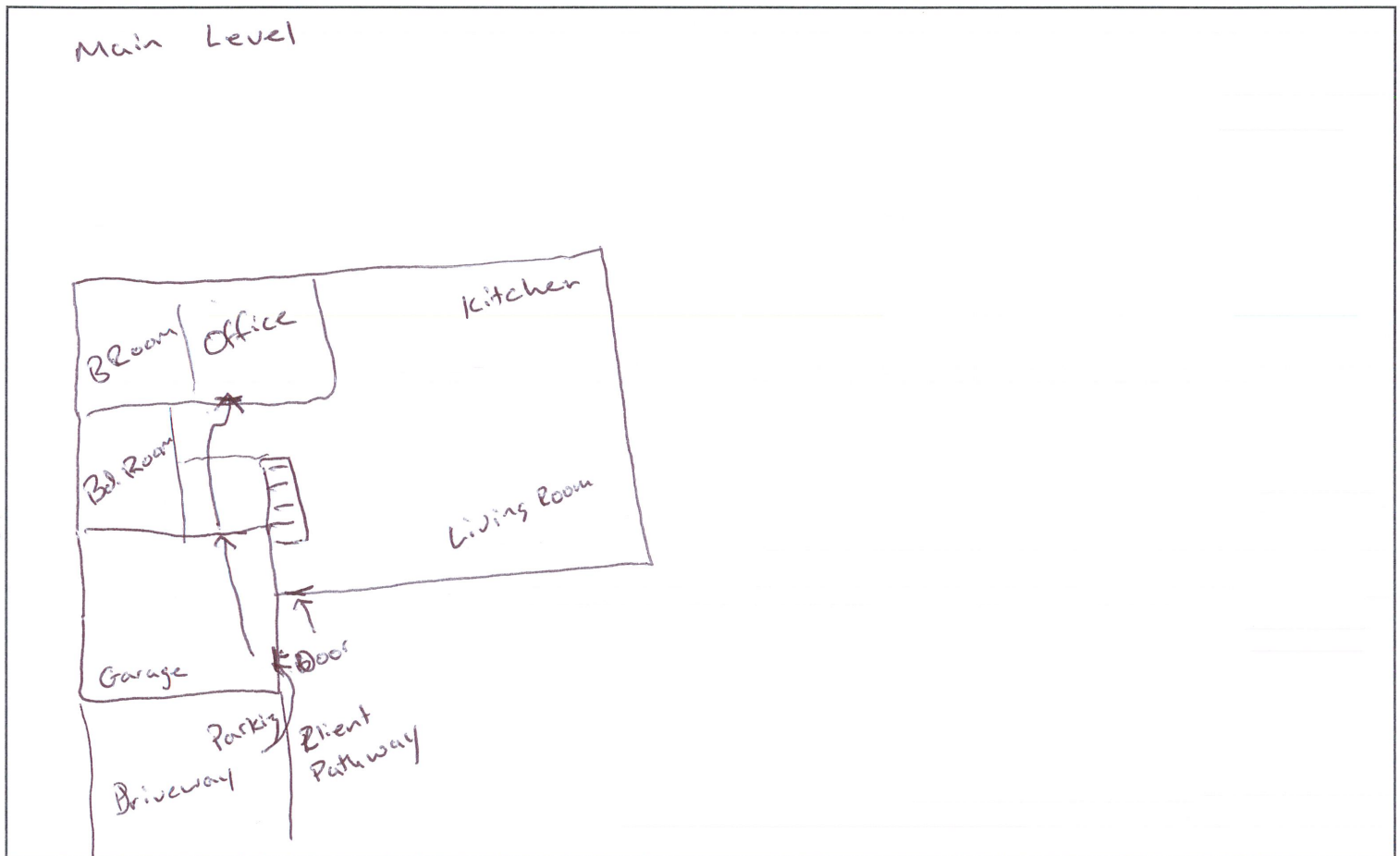
--

Crooks Planning and Zoning

Crooks Building Inspection

Site plan

South



6th Street

North



Location and use of adjacent structures (not applicable for building permits):

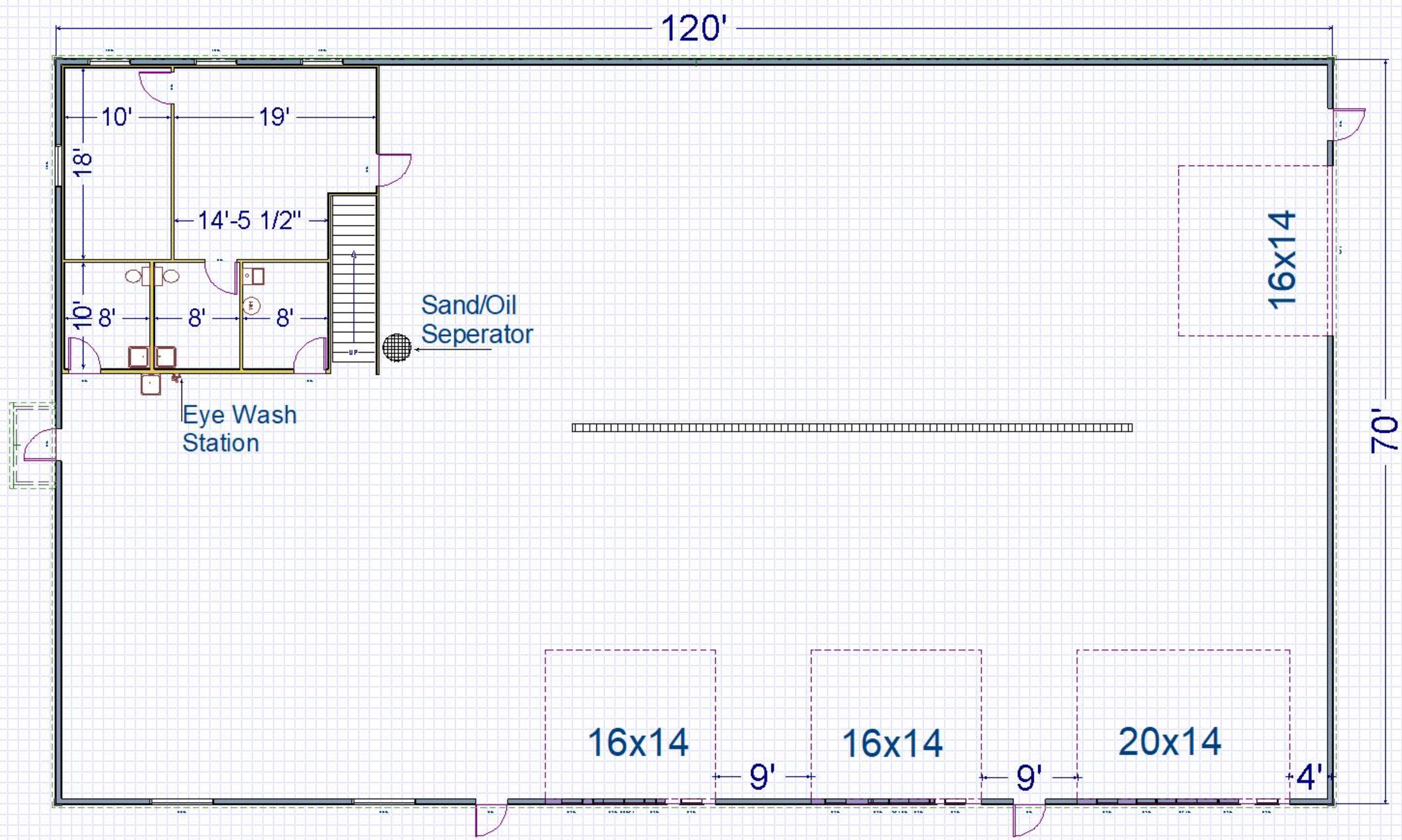
House in residential neighborhood.

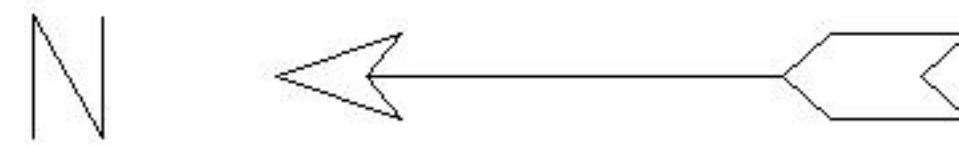
Signature applicant

Date

Name applicant

<div></div>		<div>PO Box 726 Crooks, SD 57020 PH 888.201.5498 FX 605.543.5750</div>	<div></div>
QUOTE DATE: August 11, 2023		EXPIRATION DATE: August 24, 2023	
NAME: City of Crooks			
ADDRESS:			
CITY/STATE/ZIP:			
PHONE:			
LOCATION:			
BUILDING:			
70'W x 120'L x 17'/22'-10"H All-Steel 1:12 Mono-Slope Roof Pitch 26ga Roof Steel with Galvalume Finish 26ga Wall Steel with Central Guard Prime Finish Gutter & Downspouts on Low Sidewall 4'0" Wainscot Around Perimeter of Building (3) 3'x7' Smooth Steel Insulated Commercial Walkdoor with Keyed Lever Lock & Dead Bolt (1) 20' Wide x 14' High, CHI Model 3285, Micro-grooved, 2" Polystyrene Core, Double Sided Steel Overhead Door Installed with Max High Lift Track, Jack Shaft Opener, and (5) 12"x24" Windows (3) 16' Wide x 14' High, CHI Model 3285, Micro-grooved, 2" Polystyrene Core, Double Sided Steel Overhead Door Installed with Max High Lift Track, Jack Shaft Opener, and (4) 12"x24" Windows (5) 6'x3' Fixed Thermal Pane Windows on Front Sidewall Installed 2' Below Eave (4) 4'x3' Fixed Thermal Pane Windows Installed in Office/Meeting Areas (1) Expandable Endwall on South End Building to be Insulated with R40 Simple Saver Roof Insulation with Steel Suspending Straps, & Vapor Seal Blanket, Walls Insulated with R25 Fiberglass Batt Insulation with Thermal Block Tape, & Steel Hanger Straps, Interior Walls to have 6-mil Poly Vapor Barrier, 3/4" Plywood up to 8' High, and White Steel Liner Installed up to Roof above Plywood 380' = 8"x48" Concrete Foundation Walls with 12"x24" Spread Footings, & all Required Piers for Main Frames per Engineered Drawings 8,400 Sq. Ft. = 5" Concrete Floor with Rebar Exterior Concrete to Include (1) 30'x80'x6" Apron off Paved Road, (1) 30'x120'x6" Apron along Front Sidewall, & 6" Bollards Installed in Front of all Garage Doors IBC 2021 Design Loads Engineer Certified Structural & Foundation Drawings Included TOTAL: \$508,555			
INCLUDED:		NOT INCLUDED:	
Materials, & Labor as Specified Above Freight, & Delivery to Jobsite		Any Items not Listed Above Building Permit	
ALLOWANCES / LAND:		Price:	
Interior Office Framing and Finishing for (1) 10'x18' Meeting Room, (1) 19'x18' Office Area, (2) 8'x10' Bathrooms, (1) 8'x10' Utility Room, & Mezzanine Above all Rooms with 3/4" Plywood Deck, & 4' High Hand Railing (Includes Liner Steel Installed on Shop Side, Sheetrock Finish on Inside Primed, & Painted, Rubber Base Cove Molding, & all Required Doors with Hardware)		\$80,000	
Plumbing Rough-in & Fixtures per Drawing for (2) Baths, (1) Eye Wash Station, Channel Drain in Shop with Sand/Oil Separator, & Utility Sink in Shop		\$35,000	
HVAC to Include Furnace and AC for Office Area, Radiant Tube Heat in Shop, & 24" Exhaust Fan/Intake Louver in Shop		\$60,000	
Site Prep to Excavate Footings, Backfill, 6" Gravel Base for all Concrete Floors, & Crushed Asphalt Surface Placed & Compacted Per Drawing		\$80,000	
Excavation to Stub-in Water & Sewer into Building		\$5,000	
Electrical Allowance for LED Shop, & Office Lighting, (30) 110 Duplex Receptacles, (3) 50 amp Welder Receptacles, (4) Ceiling Fans in Shop, (6) LED Exterior Wall Packs, Hook-ups to all Electrical Equipment, & Automatic Transfer Switch with 38KW 3-Phase Generator		\$80,000	
60'x70'x8' High Chain Link Fence Allowance with Manual Gate Access		\$20,000	
15% General Contractor Fee Added onto Final Allowance Invoices (Subject to Change)		\$51,000	
Lot 8 Sold at \$2.70 per Sq. Ft. by CDC		\$288,068	
Total Price with Additional Accessories:		\$1,207,623	
BUILDING COLORS:			
Roof:		Corner Trim:	
Sidewalls:		Base Trim:	
Eave Trim:		Windows:	
Rake Trim:		Overhead Doors:	
PAYMENT TERMS:			
Cash with Order:		1/3	
Cash Upon Delivery:		1/3	
Cash Upon Completion:		1/3	
<div><div>Balance Due - Upon substantial completion or use, whichever occurs first. Price of minor items not immediately available during erection will be deducted, leaving balance payable. Billing shortages will follow their installation. 1.5% per month after 10 days.</div><div>In addition to the price shown above, the buyer agrees to pay the seller any sales, use, occupation, excise or similar tax which becomes due by reason of this transaction. The dealer hereby agrees to furnish the above described materials and services, all work to be completed in a workmanlike manner according to standard practices. Any alteration or diversion from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge. Dealer shall not be liable for loss, damage, delay or failure of delivery resulting from fire, strike, or civil commotion, casualties, delays in transportation, or any cause beyond his control. Purchaser: owner to carry fire, tornado and other necessary insurance. In the event of default of payment under the terms of this agreement, the purchaser-owner agrees to pay service charges at the rate of 1.5% per month, plus any legal fees. This document embodies the entire agreement the parties hereto.</div></div>			
Sales Representative: _____			
Purchaser: _____			
The above subject to terms and conditions stated on reverse side hereof:			





Function: 410 General Government

Subfunction: 411 Legislative

Total

\$ 25,981

Code (Activity)	City Council 411.1	Ordinances, Proceedings, Publishing 411.3	Contingency 411.5
410 Personal Services & Employee benefits:			
411 Salaries and wages	\$ 12,375	\$ -	
412 Social Security/Medicare	\$ 948	\$ -	
413 Retirement	\$ -	\$ -	
414 Workmen's Compensation	\$ -	\$ -	
415 Group Insurance	\$ -	\$ -	
419 Other Employee Benefits	\$ 2,475	\$ -	
Total Personal Services	\$ 15,798	\$ -	
420 Other Current Expenditures:			
421 Insurance	\$ -	\$ -	
422 Professional Services & Fees	\$ 688	\$ 35	
423 Publishing	\$ -	\$ 6,300	
424 Rentals	\$ -	\$ -	
425 Repairs & Maintenance	\$ -	\$ -	
426 Supplies & Materials	\$ 200	\$ -	
427 Travel & Conference	\$ 1,660	\$ -	
428 Utilities	\$ -	\$ -	
429 Other	\$ 1,300	\$ -	
Total Other Current Expenditures	\$ 3,848	\$ 6,335	
430 Capital Assets:			
431 Land	\$ -	\$ -	
432 Building	\$ -	\$ -	
433 Improvements Other than buildings	\$ -	\$ -	
434 Machinery & Equipment	\$ -	\$ -	
Total Capital Assets	\$ -	\$ -	
Totals	\$ 19,646	\$ 6,335	

Function: 410 General Government

Subfunction: 412 Executive

Code (Activity)	Mayor 412.1	City Administrator 412.2	Boards & Commissions 412.3	
410 Personal Services & Employee benefits:				
411 Salaries and wages	\$ 9,000		\$ 11,960	
412 Social Security/Medicare	\$ 689		\$ 916	
413 Retirement	\$ -		\$ -	
414 Workmen's Compensation	\$ -		\$ -	
415 Group Insurance	\$ -		\$ -	
419 Other Employee Benefits	\$ 600		\$ 600	
Total Personal Services	\$ 10,289	\$ -	\$ 13,476	
420 Other Current Expenditures:				
421 Insurance	\$ 750			
422 Professional Services & Fees	\$ 150		\$ 1,072	
423 Publishing	\$ -		\$ 200	
424 Rentals	\$ -			
425 Repairs & Maintenance	\$ -			
426 Supplies & Materials	\$ 200		\$ 500	
427 Travel & Conference	\$ 700		\$ 100	
428 Utilities	\$ -			
429 Other			\$ 200	
Total Other Current Expenditures	\$ 1,800	\$ -	\$ 2,072	
430 Capital Assets:				
431 Land	\$ -			
432 Building	\$ -			
433 Improvements Other than buildings	\$ -			
434 Machinery & Equipment	\$ -			
Total Capital Assets	\$ -	\$ -	\$ -	
Totals	\$ 12,089	\$ -	\$ 15,548	Totals \$ 27,637

Function: 410 General Government

Subfunction: 413 Elections

Code (Activity)	Elections 413
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ 1,320
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ 1,320
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ -
423 Publishing	\$ 450
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ 300
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ 750
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	\$ 2,070

Totals
\$ 2,070

Function: 410 General Government
 Subfunction: 414 Financial Administration

Code (Activity)	Legal 414.1	Finance 414.2
410 Personal Services & Employee benefits:		
411 Salaries and wages	\$ -	\$ 33,603
412 Social Security/Medicare	\$ -	\$ 2,572
413 Retirement	\$ -	\$ 2,017
414 Workmen's Compensation	\$ -	
415 Group Insurance	\$ -	\$ 5,176
419 Other Employee Benefits	\$ -	\$ 300
Total Personal Services	\$ -	\$ 43,668
420 Other Current Expenditures:		
421 Insurance	\$ -	\$ 644
422 Professional Services & Fees	\$ 13,105	\$ 4,600
423 Publishing	\$ -	\$ 150
424 Rentals	\$ -	\$ 100
425 Repairs & Maintenance	\$ -	\$ -
426 Supplies & Materials	\$ -	\$ 1,050
427 Travel & Conference	\$ -	\$ 500
428 Utilities	\$ -	\$ -
429 Other	\$ -	\$ 600
Total Other Current Expenditures	\$ 13,105	\$ 7,644
430 Capital Assets:		
431 Land	\$ -	\$ -
432 Building	\$ -	\$ -
433 Improvements Other	\$ -	\$ -
than buildings	\$ -	\$ -
434 Machinery & Equipment	\$ -	\$ -
Total Capital Assets	\$ -	\$ -
Totals	\$ 13,105	\$ 51,312

Totals
 \$ 64,417

Function: 410 General Government
 Subfunction: 419 Other

Totals
\$ 66,930

Code (Activity)	General Government Buildings 419.2	Data Processing 419.3	Planner 419.5	Engineer 419.6
410 Personal Services & Employee benefits:				
411 Salaries and wages	\$ 21,821			
412 Social Security/Medicare	\$ 1,670			
413 Retirement	\$ 1,128			
414 Workmen's Compensation	\$ -			
415 Group Insurance	\$ 3,805			
419 Other Employee Benefits	\$ 150			
Total Personal Services	\$ 28,574	\$ -	\$ -	\$ -
420 Other Current Expenditures:				
421 Insurance	\$ 3,858			
422 Professional Services & Fees	\$ 1,634	\$ 2,257	\$ 2,445	\$ 5,000
423 Publishing				
424 Rentals	\$ 2,205			
425 Repairs & Maintenance	\$ 3,650			
426 Supplies & Materials	\$ 13,500			
427 Travel & Conference				
428 Utilities	\$ 3,507			
429 Other	\$ 300.00			
Total Other Current Expenditures	\$ 28,654	\$ 2,257	\$ 2,445	\$ 5,000
430 Capital Assets:				
431 Land				
432 Building				
433 Improvements Other than buildings				
434 Machinery & Equipment				
Total Capital Assets	\$ -	\$ -	\$ -	\$ -
Totals	\$ 57,228	\$ 2,257	\$ 2,445	\$ 5,000

Function: 420 Public Safety

Subfunction: 421 Police

Code (Activity)	Police 421
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ -
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ 54,535.00
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ 54,535.00
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	<u>\$ 54,535.00</u>

Function: 420 Public Safety

Subfunction: 422 Fire

Code (Activity)	Fire Fighting 422.2	Volunteer Fire Department 422.9	
410 Personal Services & Employee benefits:			
411 Salaries and wages	\$ -		
412 Social Security/Medicare	\$ -		
413 Retirement	\$ -		
414 Workmen's Compensation	\$ -		
415 Group Insurance	\$ -		
Total Personal Services	\$ -	\$ -	
420 Other Current Expenditures:			
421 Insurance	\$ -		
422 Professional Services & Fees	\$ 25,000.00		
423 Publishing	\$ -		
424 Rentals	\$ -		
425 Repairs & Maintenance	\$ -		
426 Supplies & Materials	\$ -		
427 Travel & Conference	\$ -		
428 Utilities	\$ -		
429 Other	\$ -		
Total Other Current Expenditures	\$ 25,000.00	\$ -	
430 Capital Assets:			
431 Land	\$ -		
432 Building	\$ -		
433 Improvements Other than buildings	\$ -		
434 Machinery & Equipment	\$ -		
Total Capital Assets	\$ -	\$ -	
450 Other objects:			
455 Grants to Other Entities		\$ 15,000	
Totals	\$ 25,000	\$ 15,000	Totals \$ 40,000

Function: 420 Public Safety
 Subfunction: 423 Protective Inspection

Code (Activity)	Building Inspection 423.2
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ 23,983
412 Social Security/Medicare	\$ 1,835
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ 25,818
420 Other Current Expenditures:	
421 Insurance	\$ 322
422 Professional Services & Fees	\$ 10,310
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ 200
427 Travel & Conference	\$ 2,000
428 Utilities	\$ 1,200
429 Other	\$ 255
Total Other Current Expenditures	\$ 14,287
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	\$ 40,105

Function: 420 Public Safety
 Subfunction: 429 Other Protection

Code (Activity)	Other Protection 429
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ -
420 Other Current Expenditures:	
421 Insurance	\$ 900
422 Professional Services & Fees	\$ -
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ 900
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
450 Other objects	
455 Grants to Other Entities	
Totals	\$ 900

Function: 430 Public Works
 Subfunction: 431 Highway and Streets

Totals
\$ 238,349

Code (Activity)	Highway and Streets Administration 431.1	Street Lighting 431.6	Snow Removal 431.7	Sidewalks & Crosswalks 431.8
410 Personal Services & Employee benefits:				
411 Salaries and wages	\$ 33,572		\$ 22,989	
412 Social Security/Medicare	\$ 2,569		\$ 1,760	
413 Retirement	\$ 1,718		\$ 1,130	
414 Workmen's Compensation	\$ -			
415 Group Insurance	\$ 5,798		\$ 3,727	
419 Other Employee Benefits	\$ 350		\$ 350	
Total Personal Services	\$ 44,007	\$ -	\$ 29,955	\$ -
420 Other Current Expenditures:				
421 Insurance	\$ 4,243		\$ 1,078	
422 Professional Services & Fees	\$ 6,369		\$ 5,000	
423 Publishing	\$ 100			
424 Rentals	\$ 1,830		\$ 580	
425 Repairs & Maintenance	\$ 7,750		\$ 3,000	
426 Supplies & Materials	\$ 8,200	\$ 39,502	\$ 6,500	
427 Travel & Conference	\$ 1,000		\$ 200	
428 Utilities	\$ -		\$ -	
429 Other	\$ 35			
Total Other Current Expenditures	\$ 29,527	\$ 39,502	\$ 16,358	\$ -
430 Capital Assets:				
431 Land	\$ -			
432 Building	\$ -			
433 Improvements Other than buildings	\$ -			\$ 73,000
434 Machinery & Equipment	\$ 6,000			
Total Capital Assets	\$ 6,000	\$ -	\$ -	\$ 73,000
Totals	\$ 79,534	\$ 39,502	\$ 46,313	\$ 73,000

Function: 430 Public Works

Subfunction: 432 Sanitation

Code (Activity)	Sanitary Administration 432.1	Street Cleaning 432.2	Solid Waste Collection 432.3	
410 Personal Services & Employee benefits:				
411 Salaries and wages	\$ 5,359		\$ -	
412 Social Security/Medicare	\$ 411		\$ -	
413 Retirement	\$ 242		\$ -	
414 Workmen's Compensation	\$ -		\$ -	
415 Group Insurance	\$ 829		\$ -	
Total Personal Services	\$ 6,841	\$ -	\$ -	
420 Other Current Expenditures:				
421 Insurance	\$ 322		\$ -	
422 Professional Services & Fees	\$ -		\$ -	
423 Publishing	\$ -		\$ -	
424 Rentals	\$ -		\$ -	
425 Repairs & Maintenance	\$ -	\$ 6,400	\$ -	
426 Supplies & Materials	\$ -	\$ -	\$ -	
427 Travel & Conference	\$ -		\$ -	
428 Utilities	\$ -		\$ 5,500	
429 Other	\$ -		\$ -	
Total Other Current Expenditures	\$ 322	\$ 6,400	\$ 5,500	
430 Capital Assets:				
431 Land	\$ -			
432 Building	\$ -			
433 Improvements Other than buildings	\$ -			
434 Machinery & Equipment	\$ -			
Total Capital Assets	\$ -	\$ -	\$ -	
Totals	\$ 7,163	\$ 6,400	\$ 5,500	Totals \$ 19,063

Function: 440 Health and Welfare

Subfunction: 441 Health

Code (Activity)	Health 441	Rabies & Animal Control 441.2	West Nile 441.3	
410 Personal Services & Employee benefits:				
411 Salaries and wages	\$ 1,263	\$ 632	\$ 1,161	
412 Social Security/Medicare	\$ 98	\$ 50	\$ 89	
413 Retirement	\$ 76	\$ 38	\$ 70	
414 Workmen's Compensation	\$ -			
415 Group Insurance	\$ 208	\$ 104	\$ 208	
Total Personal Services	\$ 1,645	\$ 824	\$ 1,528	
420 Other Current Expenditures:				
421 Insurance	\$ 322	\$ 322	\$ 345	
422 Professional Services & Fees	\$ 1,000	\$ -	\$ 2,750	
423 Publishing	\$ 200			
424 Rentals	\$ -			
425 Repairs & Maintenance	\$ -	\$ -	\$ 500	
426 Supplies & Materials	\$ 100	\$ 100	\$ 1,800	
427 Travel & Conference	\$ -	\$ -	\$ -	
428 Utilities	\$ -			
429 Other	\$ 50			
Total Other Current Expenditures	\$ 1,672	\$ 422	\$ 5,395	
430 Capital Assets:				
431 Land	\$ -	\$ -	\$ -	
432 Building	\$ -	\$ -	\$ -	
433 Improvements Other than buildings	\$ -	\$ -	\$ -	
434 Machinery & Equipment	\$ -			
Total Capital Assets	\$ -	\$ -	\$ -	
Totals	\$ 3,317	\$ 1,246	\$ 6,923	Totals \$ 11,486

Function: 440 Health and Welfare

Subfunction: 444 Humane Society

Code (Activity)	Humane Society 444
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ -
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ 1,500
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ 1,500
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	<u><u>\$ 1,500</u></u>

Function: 440 Health and Welfare

Subfunction: 446 Ambulance Services

Code (Activity)	Ambulance Services 446
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	<u>\$ -</u>
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ 10,000
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	<u>\$ 10,000</u>
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	<u>\$ -</u>
Totals	<u><u>\$ 10,000</u></u>

Function: 450 Culture-Recreation

Subfunction: 451 Recreation

Code (Activity)	Participant Recreation 451.2
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ -
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ -
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ -
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ 151,180
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ 151,180
Totals	\$ 151,180

Function: 450 Culture-Recreation

Subfunction: 452 Parks

Code (Activity)	Parks 452
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ 41,093
412 Social Security/Medicare	\$ 3,144
413 Retirement	\$ 1,922
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ 6,419
419 Other employee benefits	\$ 350
Total Personal Services	\$ 52,928
420 Other Current Expenditures:	
421 Insurance	\$ 9,704
422 Professional Services & Fees	\$ 5,868
423 Publishing	\$ 50
424 Rentals	\$ 6,569
425 Repairs & Maintenance	\$ 7,000
426 Supplies & Materials	\$ 13,512
427 Travel & Conference	\$ 200
428 Utilities	\$ 4,390
429 Other	\$ -
Total Other Current Expenditures	\$ 47,293
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	<u><u>\$ 100,221</u></u>

Function: 460 Conservation and Development
 Subfunction: 465 Economic Development and Assistance

Code (Activity)	Promoting the City 465.3
410 Personal Services & Employee benefits:	
411 Salaries and wages	\$ -
412 Social Security/Medicare	\$ -
413 Retirement	\$ -
414 Workmen's Compensation	\$ -
415 Group Insurance	\$ -
Total Personal Services	\$ -
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ 4,269
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ -
426 Supplies & Materials	\$ -
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	\$ 4,269
430 Capital Assets:	
431 Land	\$ -
432 Building	\$ -
433 Improvements Other than buildings	\$ -
434 Machinery & Equipment	\$ -
Total Capital Assets	\$ -
Totals	<u>\$ 4,269</u>

Function: 470 Debt Service
Subfunction: 470 Debt Service

Code (Activity)	Debt Service 470
440 Debt Service:	
441 Principal	\$ 68,602
442 Interest	\$ 14,286
	<u>\$ 82,888</u>
Totals	<u>\$ 82,888</u>
Total 2024 Appropriations	<u><u>\$ 941,531</u></u>

2024 Means of Finance - General Fund

	Estimated Means of Finance
311.1 Taxes	
R 101-31110 GEN PROP TAXES CURRENT YEAR	\$ 303,192.00
R 101-31130 GEN PROP TAXES PRIOR YR	\$ 1,500.00
R 101-31300 GEN SALES AND USE TAXES	\$ 215,000.00
 319 Penalties and Interest on Delinquent Taxes	
R 101-31900 PENALTIES & INTEREST DELINQ.	\$ 200.00
 320 Licenses	
R 101-32001 CITY LIQUOR LICENSE - 4 on-sale & 3 off-sale	\$ 4,000.00
R 101-32002 CITY MALT BEVERAGE LICENSE	\$ 300.00
R 101-32003 CITY VIDEO LOTTERY FEE	\$ 1,100.00
R 101-32004 BUILDING PERMITS	\$ 30,000.00
R 101-32005 GARBAGE LICENSES	\$ 600.00
R 101-32008 CONTRACTORS LICENSE	\$ 500.00
 334 State Grants	
R 101-33401 STATE GRANT - PARKS	\$ 75,590.00
 335 State Shared Revenue	
R 101-33510 BANK FRANCHISE TAX	\$ 9,300.00
R 101-33530 LIQUOR TAX REVERSION	\$ 8,500.00
R 101-33540 MOTOR VEHICLE TAX 5%	\$ 5,500.00
R 101-33550 PRORATE LICENSE FEES	\$ 350.00
R 101-33580 LOCAL GOV HWY AND BRIDGE FUND	\$ 10,000.00
 338 County Shared Revenue	
R 101-33830 COUNTY WHEEL TAX	\$ 1,450.00
 361 Investment Earnings	
R 101-36100 INVESTMENT EARNINGS	\$ 50.00
 362 Rentals	
R 101-36201 RENTALS	\$ 5,000.00

369 Other		
R 101-36900 OTHER MISCELLANEOUS REVENUE	\$	2,000.00
R 101-36901 CABLE TELEVISION FRANCHISE FEE	\$	5,500.00
R 101-36909 DIVIDEND INCOME	\$	2,000.00
390 Other Sources		
R 101-39000 Other sources	\$	-
R 101-39101 TRANSFERS IN (SDCL 9-21-26.1)	\$	105,345.00
R 101-39110 OPERATING TRANSFERS IN	\$	-
R 101-39130 SALES OF MUNICIPAL PROPERTY	\$	-
Total Revenue	\$	786,977.00
Fund balance	\$	154,554.00
Total means of finance	<u><u>\$</u></u>	<u><u>941,531.00</u></u>

Fund: 211 Liquor, Lodging, Dining
 Function: 460 Conservation and Development
 Subfunction: 465.3 Promoting the City

2024 Means of Finance

R 31300 GEN SALES AND USE TAXES	\$ 12,500.00
Total means of finance	<u>\$ 12,500.00</u>

Code (Activity)	Promoting the City 465.3
420 Other Current Expenditures:	
421 Insurance	
422 Professional Services & Fees	\$ 2,500
423 Publishing	\$ 300
424 Rentals	
425 Repairs & Maintenance	
426 Supplies & Materials	
427 Travel & Conference	
428 Utilities	
429 Other	
Total Other Current Expenditures	<u>\$ 2,800</u>
450 Other objects	
455 Grants to Other Entities	
CAWT - Community Days Request	\$ 5,000
CDC - Tractor Pull	\$ 1,000
CVFD - Fireworks	\$ 3,700
Total Other objects	<u>\$ 9,700</u>
Totals	<u>\$ 12,500</u>

Fund: 220 Street Assessment Fund
 Function: 430 Public Works
 Subfunction: 431 Highway and Streets
 Activity: 431.2 Highways, Streets, and Roadways

2024 Means of Finance

R 36401 SPECIAL MAINTENANCE FEE	\$ 96,615.00
Total means of finance	<u>\$ 96,615.00</u>

Code (Activity)	Highways, Streets, and Roadways 431.2
420 Other Current Expenditures:	
421 Insurance	\$ -
422 Professional Services & Fees	\$ 3,000
423 Publishing	\$ -
424 Rentals	\$ -
425 Repairs & Maintenance	\$ 93,000
426 Supplies & Materials	\$ 615
427 Travel & Conference	\$ -
428 Utilities	\$ -
429 Other	\$ -
Total Other Current Expenditures	<u>\$ 96,615</u>
Totals	<u>\$ 96,615</u>

Fund: 2xx - TIF #1 - Special Revenye Fund - Heritage Pond Development
Function: 460 Conservation and Development
Subfunction: TBD

2024 Means of Finance		
R 311.01 Current Year Property Taxes	\$	40,563
Total means of finance	\$	40,563

Code (Activity)	TBD
	XXX
450 Other objects	
455 Grants to Other Entities	\$ 40,563
Total other objects	\$ 40,563
Totals	\$ 40,563

Fund: 501 Capital Projects Fund
Function: 410 General Government
Subfunction: 419.2 Government Buildings

2024 Means of Finance

391.24 Other bonds issued	\$	1,300,000
	\$	1,300,000

430 Capital Assets:

431 Land	\$	288,068
432 Building	\$	1,011,932
433 Improvements Other than buildings		
434 Machinery & Equipment		
Total Capital Assets	\$	1,300,000

		602
		Water
		<hr/>
410	Personal Services:	
411	Salaries and wages	\$ 72,213
	Total Personal Services	<hr/> \$ 72,213
412-419	Employee benefits	
412	Social Security/Medicare	\$ 5,524
413	Retirement	\$ 4,143
414	Workmen's Compensation	
415	Group Insurance	\$ 11,801
419	Other Employee Benefits	\$ 700
	Total Personal Services	<hr/> \$ 22,169
420	Other Current Expenditures:	
421	Insurance	\$ 7,813
422	Professional Services & Fees	\$ 20,000
423	Publishing	\$ 300
424	Rentals	\$ 800
425	Repairs & Maintenance	\$ 20,000
426	Supplies & Materials	\$ 153,500
427	Travel & Conference	\$ 800
428	Utilities	\$ 2,500
429	Other	\$ 990
	Total Other Current Expenditures	<hr/> \$ 206,703
430	Capital Assets:	
431	Land	
432	Building	
433	Improvements Other	
	than buildings	
434	Machinery & Equipment	
436	Intangibles	
	Total Capital Assets	<hr/> \$ -
440	Debt Service:	
441	Principal	\$ 27,379
442	Interest	\$ 28,852
	Total debt service	<hr/> \$ 56,231
457	Transfers out	\$ -
	Totals	<hr/> <hr/> \$ 357,316

2024 Means of finance - Water

<u>Operating revenues</u>		
Water base charge	\$	163,770.00
Metered Revenue	\$	166,950.00
Penalty revenue	\$	2,400.00
Reconnect fees	\$	-
Dividend	\$	-
Other Revenue	\$	-
Transfers in	\$	-
	\$	<u>333,120.00</u>

	604 Sewer
410 Personal Services:	
411 Salaries and wages	\$ 73,150
Total Personal Services	\$ 73,150
412-419 Employee benefits	
412 Social Security/Medicare	\$ 5,596
413 Retirement	\$ 4,389
414 Workmen's Compensation	
415 Group Insurance	\$ 12,034
419 Other Employee Benefits	\$ 700
Total Personal Services	\$ 22,719
420 Other Current Expenditures:	
421 Insurance	\$ 6,500
422 Professional Services & Fees	\$ 29,720
423 Publishing	\$ 100
424 Rentals	\$ 146
425 Repairs & Maintenance	\$ 25,500
426 Supplies & Materials	\$ 17,231
427 Travel & Conference	\$ 800
428 Utilities	\$ 2,070
429 Other	\$ 5,400
Total Other Current Expenditures	\$ 87,466
430 Capital Assets:	
431 Land	
432 Building	
433 Improvements Other than buildings	
434 Machinery & Equipment	
436 Intangibles	
Total Capital Assets	\$ -
440 Debt Service:	
441 Principal	\$ 104,696
442 Interest	\$ 96,444
Total debt service	\$ 201,140
457 Transfers out	\$ -
Totals	\$ 384,475

2024 Means of finance - Sewer

Operating revenues

Base charge	\$	250,000.00
Metered Revenue	\$	53,000.00
Tap Fee		
Penalty		
Interest Revenue		
Other Revenue		
	\$	<u>303,000.00</u>

Other revenues

Surcharge as	\$	56,304
Surcharge as	\$	24,480
	\$	<u>80,784.00</u>

	617 Natural Gas
410 Personal Services:	
411 Salaries and wages	\$ 72,638
Total Personal Services	\$ 72,638
412-419 Employee benefits	
412 Social Security/Medicare	\$ 5,557
413 Retirement	\$ 4,358
414 Workmen's Compensation	
415 Group Insurance	\$ 12,008
419 Other Employee Benefits	\$ 700
Total Personal Services	\$ 22,623
420 Other Current Expenditures:	
421 Insurance	\$ 8,157
422 Professional Services & Fees	\$ 190,953
423 Publishing	\$ 600
424 Rentals	\$ 146
425 Repairs & Maintenance	\$ 10,000
426 Supplies & Materials	\$ 468,260
427 Travel & Conference	\$ 850
428 Utilities	\$ 3,000
429 Other	\$ 2,120
Total Other Current Expenditures	\$ 684,086
430 Capital Assets:	
431 Land	
432 Building	\$ 26,000
433 Improvements Other than buildings	\$ 40,000
434 Machinery & Equipment	
436 Intangibles	\$ 205,000
Total Capital Assets	\$ 271,000
440 Debt Service:	
441 Principal	\$ 1,120
442 Interest	\$ 300
Total debt service	\$ 1,420
457 Transfers out	\$ 105,345
Totals	<u>\$ 1,157,112</u>

2024 Means of finance - Natural Gas

Operating revenues

Capacity Fee	\$	13,889.00
Metered Revenue	\$	711,000.00
Customer Charge	\$	146,904.00
Gas Penalty - \$350 a month	\$	-
Interest Revenue	\$	-
Penalty	\$	4,200.00
Other Revenue/Dividend/ etc.	\$	-
Dividend	\$	200.00
CIAC	\$	5,000.00
	\$	<u>881,193.00</u>

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12a) Ord #326 – Golf cart operation on City streets

Narrative:

06/10/2023 - Staff was instructed by an elected official to compile ordinance to permit the operation of golf carts within City limits. Staff conducted review of ordinances of municipalities in area, review of applicable state law, and discussion with elected officials and City attorney on the matter. Ordinance was compiled by staff and City attorney. The ordinance will allow the legal operation of golf carts in the municipality. Per state law an affirmative act by municipality is required to permit the operation of golf carts on city streets. Without an ordinance, golf cart operators could potentially be subject to ticketing and potential fines, as the operation is presently not permitted under state law.

07/08/2023 – Ordinance was first read during 06/12/2023 City council meeting.

08/12/2023 – Ordinance was given second reading during 07/10/2023 City council meeting and amended after second reading, which constituted a substantial amendment requiring an additional reading.

Previous Council action:

None.

Possible actions:

- 1) Additional second reading by mayor, either approve or reject ordinance.
- 2) Additional ~~second~~ reading with amendment.
- 3) Table reading.
- 4) No action.

Staff recommendation:

Staff recommends an additional second reading of ordinance and consideration for adoption.

Misc. comment:

Ordinance is included in packet for review. Recommended amendment will be provided once available.

**CITY OF CROOKS
ORDINANCE #326**

AN ORDINANCE OF THE CITY OF CROOKS, SOUTH DAKOTA, AUTHORIZING AND REGULATING THE OPERATION OF GOLF CARTS ON CITY STREETS IN AND FOR THE CITY OF CROOKS, SOUTH DAKOTA.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROOKS, SOUTH DAKOTA, THAT:

Section 1. – Permit required.

It shall be unlawful to operate a golf cart on the public streets, alleys and other roadways within the City unless the owner thereof has received a permit from the City of Crooks. The proper application form shall be furnished and prepared by the City Finance Office. Upon submittal of proper application, the City Finance Office shall issue a permit sticker that shall be displayed in a readily identifiable location upon the golf cart. Permits shall be issued for a one (1) year period, beginning on January 1st and ending on December 31st. Any permit issued after January 1 shall only be effective for that calendar year. New permits need to be obtained by January 1 of each successive year. If the ownership of the vehicle changes, the new owner shall be required to apply for a permit.

Section 2. – Golf cart operation.

Golf carts shall not be allowed to operate within the City except as authorized by state statute or by this ordinance. Golf carts properly permitted pursuant to this ordinance shall be allowed to travel on the roadway portion of public streets, alleys and other roadways within the City except those highways where golf carts are prohibited by state statute, any roadway with a speed limit in excess of 25 miles per hour, and any sidewalk, recreational trail, and bike trail; a golf cart may operate on said portions of County Highway 137 under the City's jurisdiction with a speed limit of 25mph or less, and cross County Highway 137 under the jurisdiction of the City of Crooks. A golf cart may cross the highway at a right angle but only after stopping and yielding the right-of-way to all approaching traffic and crossing as closely as possible to an intersection or approach. An operator of a golf cart shall comply with all City and state traffic rules and regulations applying to vehicles generally, except that a golf cart shall be required to have lights, a rear-view mirror, and a slow-moving vehicle sign, but shall not be required to have a bell, horn, or directional signals. Golf carts may only be operated from dawn until dusk. All occupants of the golf cart must be seated at all times. There cannot be more people in or on said vehicle than the vehicle seating capacity.

Section 3. – Revocation.

Any permit issued under this section may be revoked by the City Finance Office for the violation by licensee of any applicable provisions of this code, state law or city ordinance or for good cause. Notice of revocation shall be given to the owner in person or by mail via US Postal Service. The suspension period for a permit shall be one (1) year upon revocation.

Section 4. – Operator’s license and insurance required.

No person may operate a golf cart on the streets, alleys, roadways, or other public places within the City limits unless the operator has a valid driver’s license and maintains proof that the golf cart is covered by a policy of liability insurance; instructed or restricted minor’s permits will not be allowed or accepted.

Section 5. – Fee.

The fee for a golf cart permit shall be established by Council resolution as determined from time to time. Fees shall not be prorated based upon the date when a permit will be issued.

Section 6. – Penalty for violation.

A violation of this ordinance is a petty offence punishable by a fine in the amount of one hundred dollars (\$100.00) plus court costs. Each violation shall constitute a separate offense.

Aye:

Nay:

Abstain:

Adopted this _____ day of _____, 202_.

(SEAL)

F. Butch Oseby, Mayor

Attest:

Tobias Schantz, Finance Officer

Legislative History:

Public hearing: N/A

First reading: 06/12/2023

Second reading: 07/10/2023

Amendment: 07/10/2023

Additional reading due to substantial amendment:

Passage & adoption:

Publication date:

P:\Council\Legals\Ordinances WIP\2023 - Ord 326 - Golf cart permitted\Ord 326 - golf carts permitted FNL w amendment.docx

Effective date:

Published once at the approximate cost of:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12b) Ordinance #329 – Amendment Ordinance #65

Narrative:

The City of Crooks was contacted by personnel from the Minnehaha County Sheriff's Department concerning a lack of penalty for violations of Ordinance #65. Ordinance #65 establishes and regulates curfews for minors, yet when it was adopted, it did not contain explicit language for fines for violations. This amendment establishes a fine, modifying Section 4 and Section 7.

08/12/2023 – Ordinance was given first reading during 07/10/2023 City council meeting.

Previous Council action:

N/A

Possible action:

- 1) Second reading by mayor, either approve or reject ordinance.
- 2) Second reading by mayor and amendment, amendment will necessitate additional reading.
- 3) Table reading.
- 4) No action.

Staff recommendation:

Staff recommends a second reading of ordinance and consideration for adoption.

Misc. comment:

Ordinance is included in packet for review.

**CITY OF CROOKS
ORDINANCE #329**

AN ORDINANCE OF THE CITY OF CROOKS, SOUTH DAKOTA, AMENDING ORDINANCE #65 BY CHANGING THE LANGUAGE OF SECTION 4, AND ADDING A NEW SECTION FOR PENALTIES “SECTION 7. PENALTY”.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROOKS, SOUTH DAKOTA, THAT ORDINANCE #65 SHALL BE AMENDED TO READ AS FOLLOWS:

Section 1. – Amendment to Section 4. Violations.

Strike:

4. Violations. ~~Any minor violating the provisions of this ordinance shall be dealt with in accordance with in accordance with applicable law, and, if applicable, in accordance with Juvenile Court Law and Procedure.~~

Amend to read as follows:

4. Violations. Any violation of this ordinance shall be considered a petty offense.

Section 2. – Amendment to add Section 7. Penalty.

Insert the following section:

7. Penalty. Penalties charged for curfew violations under Sections 1 through Section 3 shall be one hundred (\$100) per offense plus court costs.

Aye:

Nay:

Abstain:

Adopted this _____ day of _____, 202_.

Mayor

(SEAL)

Attest:

Finance Officer

Legislative History:

Public hearing:

First reading:

Second reading:

Amendment:

Additional reading due to substantial amendment:

Passage & adoption:

Publication date:

Effective date:

Published once at the approximate cost of:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12c) Ordinance #330 – Amendment Ordinance #151

Narrative:

Ordinance #151 establishes and regulates opening burning in the City of Crooks. Recent violations of the ordinance have necessitated amending the fine section to establish increase and appropriate amounts to discourage open burning. The amendment to the ordinance amends Section 6. of Ordinance #151 and increases the fines for the first, second and subsequent offense(s).

Previous Council action:

N/A

Possible action:

- 1) Second reading by mayor, either approve or reject ordinance.
- 2) Second reading by mayor and amendment, amendment will necessitate additional reading.
- 3) Table reading.
- 4) No action.

Staff recommendation:

Staff recommends a second reading of ordinance and consideration for adoption.

Misc. comment:

Ordinance is included in packet for review.



CITY OF CROOKS
ORDINANCE #330

AN ORDINANCE OF THE CITY OF CROOKS, SOUTH DAKOTA, AMENDING
ORDINANCE 151, SECTION 6. PENALTY FOR VIOLATIONS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CROOKS, SOUTH
DAKOTA, THAT ORDINANCE 151, SECTION 6, SHALL BE AMENDED TO READ AS
FOLLOWS:

Section 6. PENALTY FOR VIOLATIONS.

A violation of this Ordinance shall result in a penalty of \$100 plus court costs for the first
offense, each subsequent offense occurring in the same calendar year shall result in a
penalty of \$250 plus courts costs. Each violation shall constitute a separate offense.

Aye:

Nay:

Abstain:

Adopted this _____ day of _____, 202_.

Mayor

(SEAL)

Attest:

Finance Officer

Legislative History:

Public hearing:

First reading:

Second reading:

Amendment:

Additional reading due to substantial amendment:

Passage & adoption:

Publication date:

Effective date:

Published once at the approximate cost of:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12d) Ordinance #331 – Supplemental appropriations

Narrative:

Ordinance #331 creates appropriations permitting the expenditure of funds held by the City for the Crooks Veterans' Memorial Park to the local group. The funds were only held by the City as local group raising funds for the Veterans' Memorial Park did not have an official 501c(3) status or an account to place the money into. An official non-profit has been registered and the funds should be disbursed to the group.

Previous Council action:

N/A

Possible action:

- 1) Second reading by mayor, either approve or reject ordinance.
- 2) Second reading by mayor and amendment, amendment will necessitate additional reading.
- 3) Table reading.
- 4) No action.

Staff recommendation:

Staff recommends a second reading of ordinance and consideration for adoption.

Misc. comment:

Ordinance is included in packet for review.



**City of Crooks
Ordinance #331
Supplemental Appropriations Ordinance**

Be it ordained by the City of Crooks that the following sum is supplementally appropriated to meet the obligations of the municipality for the fiscal year of 2023.

Section 1.

		221 Special Park Gift Fund
		<hr/>
450 Culture-Recreation		
452 Parks		
455.00 Grants to Other Entities		\$ 4,680.00
Total appropriations		<u>\$ 4,680.00</u>

Sources of Funding / Means of Finance

264.98	Restricted Fund Balance - Veterans Mem.	\$ 4,680.00
Total means of finance		<u>\$ 4,680.00</u>

Section 2.

The Finance Officer is hereby directed to transfer the said amount and to show such action on the proper records of the City.

F. Butch Oseby, Mayor

(SEAL)

Attest:

Tobias Schantz, Finance Officer

Legislative history:

First reading:

Amendment:

Second reading:

Adopted & Passed:

Published:

Published once at the approximate cost: \$

Effective:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12e) Resolution 2023-10 – Adopting a Comprehensive Plan

Narrative:

Resolution 2023-10 would adopt the Crooks Comprehensive Plan, which was approved by the Crooks Planning and Zoning Commission, and for which a hearing will be held during the 08/14/2023 regular meeting.

Previous Council action:

N/A

Possible action:

- 1) First and only reading by mayor, approve or reject resolution.
- 2) Table reading.
- 3) No action.

Staff recommendation:

Staff recommends reading of resolution and adoption of document.

Misc. comment:

Resolution is included in packet for review.



**CITY OF CROOKS
RESOLUTION #2023-10**

A RESOLUTION ADOPTING A COMPREHENSIVE PLAN FOR THE CITY OF CROOKS, SOUTH DAKOTA, AS PROVIDED FOR IN SDCL CHAPTER 11-6.

WHEREAS, Chapter 11-6 of South Dakota Codified Law has empowered the Planning and Zoning Commission and City Commission of Crooks to prepare a Comprehensive Plan for the development of the City and the surrounding area; and

WHEREAS, the Crooks Planning and Zoning Commission has developed a Comprehensive Plan for the future land development of the City of Crooks, has held the required Public Hearing, and has made a recommendation for adoption of the Plan to the City Council; and

WHEREAS, the Crooks City Council has received the recommendation of the Planning and Zoning Commission and has held the required Public Hearing; and

WHEREAS, the adoption of the Comprehensive Plan would enhance the responsible development of Crooks and the surrounding area.

NOW THEREFORE, BE IT RESOLVED by the City of Crooks, South Dakota that the Comprehensive Plan for the City of Crooks be hereby adopted and effective upon twenty days after publication of the notice of adoption.

Aye:

Nay:

Abstain:

Dated this ____th day of _____, 202__.

F. Butch Oseby, Mayor

(SEAL)

Attest:

Tobias Schantz, Finance Officer

Passed:

Published:

Effective:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12f) Resolution 2023-11 – Street maintenance assessment

Narrative:

Resolution 2023-11 establishes, adopts, and levies the annual street maintenance assessment fee for 2023 to be collected in 2024. The assessment amount in Resolution 2023-11 is unchanged from 2022. The street maintenance assessment fee can only be used for statutorily identified purposes.

Previous Council action:

N/A

Possible action:

- 1) First and only reading by mayor, approve or reject resolution.
- 2) Table reading.
- 3) No action.

Staff recommendation:

Staff recommends reading of resolution and adoption.

Misc. comment:

Resolution is included in packet for review.



**CITY OF CROOKS
RESOLUTION #2023-11**

A RESOLUTION OF THE CITY OF CROOKS TO LEVY A SPECIAL MAINTENANCE ASSESSMENT FOR THE ANNUAL MAINTENANCE OR REPAIRING OF PUBLIC IMPROVEMENTS AS PROVIDED FOR IN SDCL § 9-43-138.

WHEREAS, SDCL § 9-43-138 provides for the assessment of maintaining or repairing public improvements; and

WHEREAS, the City of Crooks maintains and repairs public improvements within the city limits, and improvements pursuant to Resolution 2020-07-01;

NOW THEREFORE BE IT RESOLVED, that the assessment of annual maintenance and repair of public improvements shall be levied as follows:

1. Designation of lots to be assessed. Pursuant to SDCL § 9-43-138, all lots in the City of Crooks fronting a street shall be assessed at one hundred eighty dollars (\$180.00) per parcel.
2. Assessment. The City Finance Officer is directed to add such assessment to the general assessment against the property and certify the assessment together with the regular assessment to the county auditor to be collected in the same manner as municipal taxes for general purposes.
3. Assessment subject to review. The assessment is subject to review and equalization the same as assessments or taxes for general purposes.

Aye:

Nay:

Abstain:

F. Butch Oseby
Mayor
City of Crooks

ATTEST:

Tobias Schantz
Finance Officer
City of Crooks

P:\Council\Legals\Resolutions\2023\2023-11 - Street Maintenance fee\Resolution 2023-11 Street maintenance assessment fnl.docx

Legislative History:

Adopted:

Published:

Effective:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12g) Resolution 2023-12 – Adopting a fee for golf cart permits

Narrative:

Resolution establishes and sets a fee for golf cart permits pursuant to Ordinance #326. The amount to be established in the resolution is \$10.

Previous Council action:

N/A

Possible action:

- 1) First and only reading by mayor, approve or reject resolution.
- 2) Table reading.
- 3) No action.

Staff recommendation:

Staff recommends reading of resolution and adoption.

Misc. comment:

Resolution is in packet for review.



**CITY OF CROOKS
RESOLUTION #2023-12**

A RESOLUTION OF THE CITY OF CROOKS, SOUTH DAKOTA, ESTABLISHING A FEE FOR GOLF CART PERMITS.

WHEREAS, Ordinance #326 contains a provision to establish fees for the operation of a golf cart in the city of Crooks, South Dakota; and,

WHEREAS, the Crooks City Council wishes to adopt a fee pursuant to Ordinance #326, Section 5;

Now, therefore, be it resolved by the City of Crooks, SD, that the following fee adopted:

Golf cart permit – \$10.00

Aye:
Nay:
Abstain:

F. Butch Oseby, Mayor of Crooks, SD

ATTEST:

Tobias Schantz, Finance Officer

(SEAL)

Legislative History

Adopted:
Effective:
Published:

Date: 08/12/2023

Prepared by: Tobias Schantz, City Administrator/Finance Officer

Agenda item: 12h) Resolution 2023-13 – Contingency transfer

Narrative:

Resolution 2023-13 establishes and creates the necessary appropriations and spending authority for the Activity 432.2 – Street Cleaning in the amount of \$3,537.50.

Previous Council action:

N/A

Possible action:

- 1) First and only reading by mayor, approve or reject resolution.
- 2) Table reading.
- 3) No action.

Staff recommendation:

Staff recommends reading of resolution and adoption.

Misc. comment:

Resolution is included in packet for review.



**CITY OF CROOKS
RESOLUTION #2023-13**

A RESOLUTION OF THE CITY OF CROOKS, SOUTH DAKOTA, TRANSFERRING SPENDING AUTHORITY FROM THE CONTINGENCY FUND TO MEET THE OBLIGATIONS OF THE CITY FOR 2023.

WHEREAS, the City of Crooks did approve a line for contingency transfers in the 2023 annual budget; and,

WHEREAS, the City of Crooks finds it necessary to transfer from said contingency line;

NOW THEREFORE IT IS HEREBY RESOLVED BY THE CROOKS CITY COUNCIL, that the following sums are transferred from the contingency fund to the following departments to meet the obligations of the City:

Fund	Dept. Description	Dept	Object	Object Description	Amount
101	Street Cleaning	432.2	422	Publishing	\$ 3,537.50
		Total sums transferred			\$ 3,537.50
Fund	Dept. Description	Dept.	Object	Object Description	Amount
101	Contingency	411.5	429	Other current expense	\$3,537.50
		Total Contingency transfer			\$3,537.50

Aye:
Nay:
Abstain:

ATTEST:

Tobias Schantz, Finance Officer

F. Butch Oseby, Mayor of Crooks, SD

(SEAL)

P:\Council\Legals\Resolutions\2023\2023-13 - Contingency resolution\Res 2023-13 Contingency transfer resolution.docx

Legislative History

Adopted:

Effective:

Published: