



City Council Meeting Agenda
City Council Chambers, City Hall, 612 N. Main Street
April 1, 2024

- 1. 6:00 PM Call to Order**
- 2. Pledge Of Allegiance**
- 3. Invocation: River Tree Wesleyan**
- 4. Roll Call**
- 5. Approval Of Consent Agenda Items**
Items appearing on the Consent Agenda may be removed by a City Council Member for discussion at the beginning of the formal agenda items.
 - A. City Council Minutes**
 - B. Committee Reports**
 - C. Raffle Permits**
 - D. 2023 Annual Report**
 - E. Authorization to Apply for the South Dakota Community Foundation Big Idea Grant**
 - F. Authorization to Apply for South Dakota Game, Fish, and Parks Grant**
 - G. SD DOT Capital Grant Application**
 - H. Approve Main Arena Replacement Heater Purchase**
 - I. Approve Property Tax Abatement for 2020 Tax Year Payable 2021**
 - J. Updates to the Annual Volunteer List**
 - K. Approval of Gasoline & Fuel Quotes**
 - L. Pay Estimates**
 - M. Approve Bills, Payroll, Salary Adjustments and New Hires, and Authorize Payment of Recurring and Other Expenses in Advance as Approved by the Finance Officer**
- 6. Motion To Approve, Request Public Comment, Roll Call**
- 7. Citizens Input**
If you need to address the Mayor and members of the City Council on an item that was not on the agenda, excluding personnel items, please come forward to the podium and state your name and your concern. Presentations are limited to three minutes. Items will be considered but no action will be taken at this time.
- 8. BOARD OF ADJUSTMENT: Entertain a Motion For The City Council To Recess And**

Sit As The Board Of Adjustment

A. Hearing and Action on an Application for Erika Hennessey-Conditional Use Permit (Postponed from 3-18-24)

Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

B. Action to Set Date for Board of Adjustment Hearing 4-15-24

Lori Schulz has applied for a Variance Permit for a front yard setback of 15' vs 25' to build a 17' x 9' front porch; located at 714 E 1st Ave, legally described as Lot 11, Block 21 F.M. Greens Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

C. Action to Set Date for Board of Adjustment Hearing 4-15-24

Lynn Eckmann has applied for a Variance Permit for a side yard corner setback of 8' vs 20' to place a 12' x 20' storage shed; located at 1528 Pebble Beach Road, legally described as Lot 29, Block 4, Lakeview 1st Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

9. RECONVENE AS CITY COUNCIL: Entertain a Motion For The Board of Adjustment To Adjourn And The City Council To Reconvene In Regular Session

10. Hearing and action on the following Alcohol License Applications

a. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for April 20, 2024 for a Wedding.

b. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for May 10, 2024 for a Wedding.

11. Action to Approve Special Event Permit Application Mitchell Main Street & Beyond 1st Fridays on Main (May through September)

- Street Closure(s)
- Parking Lot Closure(s)
- Noise Permit
- Special Event Liquor License
- Consumption Permit

Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.

12. Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Memorial Weekend in Mitchell on Saturday, May 25, 2024

- Street Closure(s)
- Parking Lot Closure(s)
- Noise Permit
- Special Event Liquor License
- Consumption Permit

Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.

13. Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Oktoberfest & OutKasts Car Show on Saturday, September 21, 2024

- Street Closure(s)
- Parking Lot Closure(s)
- Noise Permit
- Special Event Liquor License
- Consumption Permit

Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.

14. Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Parade of Lights on Tuesday, December 3, 2024

- Street Closure(s)
- Parking Lot Closure(s)
- Parade Permit
- Noise Permit

Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.

15. Action to Approve Special Event Permit Application For Heart & Sole Cancer Walk on Friday, June 14, 2024

- Street Closure(s)
- Parking Lot Closure(s)
- Noise Permit

The Mitchell Heart & Sole Cancer Walk is requesting that the City Council waive all permit and Park & Rec fees associated with the Special Event Permit.

16. Action to Approve Palace City Pre-Sturgis Party 2024 License For Limited Use of City of Mitchell Intellectual Property Assets Agreement with The Window Shop

- 17. Action to Award Bid for Marina Improvements Phase I and II Project #2023-3, EDA # 05-79-06173**
- 18. Action to Award Bid for Rock Chips Project #2024-10**
- 19. Action to Award Bid for Petroleum Products Project #2024-13**
- 20. Action to Approve Request for Three (3) New Street Lights on Sam Street North of Maui Drive**
- 21. Action to Approve a Moving Permit for Abbott House Inc to move a 30' x 50' shed from Ethan, SD to 1812 N Minnesota Street**
- 22. Action to Agree to Renew the Corn Palace Service Agreement for the 2025 Summer Season**
- 23. Action to approve Permanent Easement with Frances M. Smith Revocable Living Trust in Relation to 540 North Harmon Drive**
- 24. Grant the City of Mt. Vernon Permission to Haul Sanitary Waste to Mitchell Landfill**
- 25. Action to Approve Agreement #A2024-13, Mitchell Water Distribution System Model Support with AE2S**
- 26. Hearing and Action to Approve Agreement #A2024-14, Real Estate Purchase Agreement-Kiner Property**
- 27. Action to Approve Resolution #R2024-23; Plat of Tract 1 of Volesky Properties Addition, in the West 7 Rods of the NE 1/4 of the NE 1/4; and in Lot 3B of the NW 1/4 of the NE 1/4 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota**
- 28. Action to Approve Resolution #R2024-24, Plat of Lot 1 of Finley First Addition**
- 29. Action to Approve Resolution #R2024-25, Plat of Lot 1 of Archer First Addition**
- 30. Action to Approve Resolution #R2024-26, Plat of Lots 12 and 14, Block 4 of the Woods First Addition**
- 31. Hearing and First Reading on Ordinance #O2024-03, Rezoning Lot 4 and North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota from CB Central Business to R4 High Density Residential District**
- 32. Motion to Enter Into Executive Session According to SDCL 1-25-2 (4) Employee Negotiations**
- 33. Adjourn**

Individuals with disabilities who require special assistance to take part in this meeting may contact one of the following at City Hall (605) 995-8420 at least 24 hours prior to the meeting with requests for assistance: Human Resources Officer or the City Administrator.

**REGULAR MEETING OF THE CITY COUNCIL
COUNCIL CHAMBERS, CITY HALL
MITCHELL, SOUTH DAKOTA**

**March 18, 2024
6:00 P.M.**

PRESENT: Mike Bathke, John Doescher, Tim Goldammer, Kevin McCardle,
Dan Sabers, Susan Tjarks

ABSENT: Marty Barington, Jeffrey Smith

PRESIDING: Mayor Bob Everson

AGENDA:

Moved by McCardle, seconded by Tjarks, to approve the following items on the consent agenda:

- a. City Council Minutes
 - 1. City Council March 4, 2024.
- b. Committee Reports
 - 1. Planning Commission February 26, 2024 and
 - 2. Planning Commission March 11, 2024 (unsigned).
- c. Department Reports
 - 1. Sales Tax Collections (February),
 - 2. Building Permits (February),
 - 3. Police (February),
 - 4. Fire (February),
 - 5. Palace Transit (January/February),
 - 6. Water (February), and
 - 7. Airport (February).
- d. Automatic Supplements
 - 1. Parks-Sports Complex in the amount of \$135.64 from a donation of funds.
- e. Raffle Permits
 - 1. VFW Post 2750 with the drawing to be held on July 15, 2024.
- f. Surplus mini excavator from Cemetery to be traded in.
- g. Purchase of mini excavator and attachments off of Sourcewell contract #011723.
- h. Special Event Permit for Corn Palace Shrine Circus on Sunday, April 28th through Thursday, May 2nd.
- i. Authorization to apply for SD Department of Health Regional Designation Grant.
- j. Change Order #1 for Cadwell Park Press Box and Shade Structure Project #2022-34 decreasing the contract amount by \$2,071.84 to Rexwinkel Concrete, adjust contract amount to \$557,928.16.

- k. Set date 1:30 p.m., April 3, 2024 for bid opening for 7th & Main Traffic Light Improvement Project #2022-08.
- l. Set date of March 18, 2024 for hearing and action on the following applications
 - 1. Corn Palace Shrine Club for a Special Event Liquor License located at the Masonic Hall for April 20, 2024 for a wedding and
 - 2. Corn Palace Shrine Club for a Special Event Liquor License located at the Masonic Hall for May 10, 2024 for a wedding.
- m. Pay Estimates March 18, 2024
 - Pay Estimate #6 in the amount of \$8,666.66 for Mitchell Airport Snow Removal #2019-53R2 contracted to Quality Cut Lawn & Snow,
 - Pay Estimate #10 in the amount of \$276,746.42 for Above Ground Storage Tank #2020-20 contracted to Rice Lake West,
 - Pay Estimate #9 in the amount of \$726.25 for Above Ground Storage Tank #2020-20 contracted to GeoTek Engineering,
 - Pay Estimate #23 in the amount of \$4,931.57 for Lake Mitchell-Phase II #2021-20 contracted to Barr Engineering,
 - Pay Estimate #36 in the amount of \$39,587.25 for North Wastewater Improvements #2021-31 contracted to HDR Engineering,
 - Pay Estimate #21 in the amount of \$83,888.50 for North Wastewater Improvements #2021-31 contracted to PKG Contracting,
 - Pay Estimate #7 in the amount of \$1,160.00 for Spruce Street Railroad Crossing #2021-39 contracted to Brosz Engineering,
 - Pay Estimate #14 in the amount of \$169,154.88 for Wastewater Treatment Plant-Phase II #2022-01 contracted to HDR Engineering,
 - Pay Estimate #1 in the amount of \$855.00 for Cadwell Park Crow's Nest & Shade Structure #2022-34 contracted to Foerster Testing Limited,
 - Pay Estimate #1 in the amount of \$8,960.00 for East 5th-Burr to Foster #2024-02 contracted to Brosz Engineering, and
 - Pay Estimate #1 in the amount of \$41,870.50 for Randall Regional Waterline #2024-07 contracted to Randall Community Water District.
- n. Approve Bills, Payroll, Salary Adjustments and New Employee Hires and Authorize Payment of Recurring and other expenses in advance as approved by the Finance Officer.

PAYROLL FEBRUARY 18, 2024 – MARCH 2, 2024: City Council \$3,626.48, Mayor \$1,567.54, City Administrator \$6,369.23, Administrative Boards \$2,325.00, Attorney \$5,332.08, Finance \$14,477.70, Human Resources \$4,379.84, Municipal Building \$3,588.19, Information Technology \$3,286.77, Police \$79,822.02, Traffic \$5,034.60, Fire \$43,024.08, Street \$32,631.52, Public Works \$25,257.43, Cemetery \$6,033.99, Library \$18,663.52, Recreation & Aquatics \$6,894.21, Recreation Center \$22,486.14, Sports Complexes \$10,852.55, Parks \$13,522.08, Supervision \$6,441.14, Corn Palace \$24,457.05, E911 \$23,593.42, MVP \$938.88, Palace Transit \$31,411.51, JVCC \$1,670.02, Nutrition \$4,444.42, Airport \$3,643.78, Water Distribution \$15,820.62, Sewer \$13,956.01, Recycling Program \$7,646.12, Waste Collection \$6,838.45, Landfill \$10,657.05, Golf Course \$4,689.85, Emergency Medical Services \$38,608.14

NEW HIRES:

CEMETERY: Andrew Gunnare-\$13.70

SALARY ADJUSTMENTS:

CORN PALACE: Jeffery Hanson-\$32.088, Diane Mutziger-\$25.325

FIRE: Andrew Shank-\$27.811

PALACE TRANSIT: Chad Mowry-\$22.259

STREET: Spencer James-\$23.853

TRAFFIC: Joshua Harvey-\$31.768

WARRANTS: Accounts Management, Garnishment-\$312.12; Advanced Engineering and Environmental Services, 2024-37 P.E. #1-\$98.50; AFLAC, Aflac Withholding-\$11,067.66; AFSCME Council 65, Union Dues-\$533.45; Alivia Siegel, Department of Health Grant-\$15.00; Amazon Capital Services, Supplies-\$1,017.17; Aramark, Professional Service-\$288.25; Avera Occupational Medicine, Physicals Screenings-\$519.00; Avera Queen of Peace, Supplies-\$160.00; Avera Queen of Peace Hospital, Liability Insurance-\$1,805.00; Bailey Metal Fabricators, Supplies-\$420.00; Big Daddy D's, Contract Services-\$2,658.80; Blackstrap, Supplies-\$1,955.47; Brosz Engineering, 2021-39 P.E. #6-\$15,280.00; Buckin' Wild Ranch, Sports Authority Promo-\$1,500.00; Butler Machinery, Supplies-\$562.51; C&B Operations, Supplies-\$1,747.13; California State Disbursement, Garnishment-\$92.30; Carquest Auto Parts, Supplies-\$4.79; CDW Government, Supplies-\$2,558.00; Center Point Large Print, Books-\$94.08; Central Electric, Utilities-\$263.96; Century Link, Utilities-\$13.66; Chesterman, Supplies-\$3,396.80; CHR Solutions, Postage-\$3,486.54; CHS Farmers Alliance, Maintenance-\$419.01; City of Mitchell, Golf Course Deductions-\$1,291.28; City of Mitchell, Recreation Deductions-\$2,374.83; Converge One, Supplies-\$4,957.66; Core & Main, Supplies-\$80.00; Core-Mark Midcontinent, Supplies-\$7,339.57; Corn Palace, Supplies-\$29.50; Corporate Translation Service, Translation Service-\$211.65; Corsica Stickney School District, Corn Palace Games-\$3,374.10; County Fair, Supplies-\$49.94; CTM Services, Maintenance-\$331.72; Cummins Sales & Service, Maintenance-\$487.02; Dakota Pump, Repair-\$2,309.27; Dakota Supply Group, Repair-\$672.57; Davison County Register of Deeds, Easement-\$60.00; Delta Dental Plan of South Dakota, Dental Insurance-\$17,405.76; Department of Motor Vehicle, Title-\$16.70; Department of Social Services, Child Support-\$864.46; DLT Solutions, Subscription-\$5,127.60; Dockendorf Equipment, 2021-51 P.E. #3-\$78,988.97; Easyvista, Renewal-\$354.00; Elfstrand's Ace Hardware, Supplies-\$40.98; Emergency Education, Training-\$945.00; Eric Hieb, Contract Services-\$5,402.71; Ethan Coop Lumber, Supplies-\$97.50; Ethan School District, Corn Palace Games-\$494.50; Fastenal, Supplies-\$99.38; Fbi-Leeda, Membership-\$50.00; First National Bank Omaha, Supplies-\$20,763.34; Geotek Engineering & Testing, 2020-20 P.E. #8-\$2,881.00; Grainger, Supplies-\$99.49; Great Plains Roofing, Supplies-\$316.33; H&W Contracting, 2020-20 P.E. #4-\$66,002.72; Harve's Pro Prints, Supplies-\$12.00; Hawkins,

Supplies-\$50.00; Helms and Associates, AIP '28 Airport P.E. #32-\$96,545.58; Henry Schein, Supplies-\$516.50; I-State Truck Centers, Supplies-\$2,162.60; Ingram Library Services, Books-\$1,217.40; Innovative Intelligent Pro, Supplies-\$495.83; Innovative Office Solution, Supplies-\$303.96; Intellipro Security, Maintenance-\$2,995.50; Interstate Glass & Door, Maintenance-\$519.91; Interstate Office Products, Supplies-\$522.78; Jennifer O'Connor, Supplies-\$15.00; Joe Dolezal, Reimbursement-\$152.99; Johnson Controls, Maintenance-\$4,673.39; Jones Supplies, Supplies-\$2,031.16; Josh's Tools, Subscription-\$1,068.00; Kimball-Midwest, Supplies-\$323.06; Krohmer Plumbing, Maintenance-\$1,888.60; Larry's I-90 Service, Supplies-\$1,399.50; Lawson Products, Supplies-\$485.76; Leighton Family Farms, Supplies-\$840.00; Lewis Family Drug, Supplies-\$5.98; Lucky Devils Adult Hockey, Sports Authority Promotion-\$3,000.00; Make it Mine Designs, Supplies-\$205.70; MC&R Pools, Supplies-\$164.25; McLaury Engineering, 2020-8 P.E. #13-\$24,112.50; McLeod's Printing, Supplies-\$129.80; Menard's, Supplies-\$491.13; Mettler Implement, Supplies-\$279.73; Michael Todd Industrial, Supplies-\$1,524.40; Microsoft Corporation, Subscription-\$910.00; Midcontinent Communication, Utilities-\$101.87; Midcontinent Communication, Advertising-\$2,380.70; Midwest Oil, Supplies-\$83.68; Midwest Turf & Irrigation, Supplies-\$1,623.28; Millennium Recycling, Single Stream Fee-\$2,092.25; Mitchell Iron & Supply, Supplies-\$19.17; Mitchell Music Boosters, Mitchell Show Choir Classic-\$5,000.00; Mitchell Power Equipment, Maintenance-\$94.42; Mitchell Quarry, Supplies-\$1,522.51; Mitchell United Way, United Way Deductions-\$198.00; Mueller Lumber, Supplies-\$2,347.65; Muth Electric, Maintenance-\$16,914.67; N-Able Technologies, Software-\$171.64; Napa Central, Supplies-\$1,228.02; North Central Heart Institute, Testing-\$994.30; Northwestern Energy, Utilities-\$31,826.81; Patzer Woodworking, Supplies-\$5,359.19; Paulson Sheet Metal, Maintenance-\$3,214.29; Pepsi Cola, Supplies-\$1,036.32; Peterbilt of Sioux Falls, Supplies-\$1,493.85; Premier Equipment, Supplies-\$18,400.00; Premier Pest Control, Supplies-\$225.00; Qualified Presort, Postage-\$510.13; Rexwinkel Concrete, 2022-34 P.E. #5-\$36,900.00; Riverside Technologies, Software-\$6,888.63; Robert B Everson Jr, Travel-\$166.77; Rod Brown, Department of Health Grant-\$15.00; Runnings Supply, Supplies-\$812.29; Save Our Space, Supplies-\$3,528.46; Savvik Buying Group, Supplies-\$1,032.77; Schmucker, Paul, Nohr, 2022-3 P.E. #11-\$3,775.00; Schoenfelder Portables, Rental-\$160.00; South Dakota Department of Transportation, 2022-36 P.E. #10-\$2,058.64; South Dakota Music Education, Sports Authority Promo-\$500.00; South Dakota Retirement System, Retirement Contributions-\$122,001.28; South Dakota Supplemental Retirement, Supplemental Retirement-\$2,794.50; South Dakota Supplemental Roth 457, Roth 457 Contributions-\$1,421.00; South Dakota Waste Water/Sdwea, Registration-\$160.00; Shannon Lerew, Department of Health Grant Program-\$15.00; Sherwin-Williams, Supplies-\$439.51; Sirchie Acquisition, Supplies-\$521.41; Snap-On Credit, Supplies-\$257.17; Standard Insurance, Life Insurance-\$2,672.08; Staples, Supplies-\$523.80; Sturdevants Auto Value, Supplies-\$1,913.48; Subway, Meals-\$39.95; Sun Gold Sports, Supplies-\$90.00; Tapco, Supplies-\$8,427.92; Tessier's, Maintenance-\$219.00; The Ives Brothers Entertainment, 2024 Deposit-\$2,125.00; Thune True Value & Appliance, Supplies-\$142.29; Titan Machinery-Mitchell, Supplies-\$3.20; TMA Stores, Repair-\$1,695.28; Tobin Transfer, Maintenance-\$360.00; Traditions Prepared Meals, Contract Services-\$3,336.01; Traf-O-Teria System, Supplies-\$789.01; Transource, Supplies-\$125.04; Transwest Trucks of Sioux, Repair-\$551.64; Two Way Solutions, Supplies-\$145.99; United Parcel Service Store #4227, Postage-\$92.06; Verizon Wireless, Utilities-\$360.09; Vern Eide Ford, Supplies-\$416.72; Walmart/Capital One, Supplies-\$65.69; West Plains Engineering, 2021-51 P.E. #10-\$500.00; Wheelco Brake & Supply,

Supplies-\$348.54; Wisconsin Child Support, Garnishment-\$395.58; Ellwein Brothers, Supplies-\$1,274.00.

Members present voting aye: Bathke, Doescher, Goldammer, McCardle, Sabers, Tjarks. Members present voting nay: none. Motion carried.

CITIZENS INPUT:

Mayor Everson congratulated the Mitchell Kernel boys basketball team for winning the State AA Tournament this past weekend.

Terry Sabers recognized Kernel's boys basketball coach Ryker Kreutzfeldt.

Stewart Hanson addressed Council about the potential dredging and draining of the lake.

Jen Bradley reminded the public about the lake informational meeting on Tuesday, March 19th.

Council Member Tim Goldammer stated the Kiwanis Club was hosting a spaghetti feed at Mitchell Technical College on Saturday and Wingapalooza will be held at the Corn Palace from 1-4 also on Saturday.

Council Member Kevin McCardle stated Dr. Margallo's son Chris is a physical therapist in New York and was selected to attend the Paris Olympics with the Track & Field team.

Council Member Kevin McCardle asked when election signs could be placed. Finance Officer Michelle Bathke stated signs could be placed 60 days prior to the election and need to be removed within 10 days after the election date. Police Chief Mike Koster reminded the public that the signs could not be placed in the right-of-way.

Council Member Mike Bathke asked when the leaf and compost site would be open. Public Works Director Joe Schroeder stated it is now open.

BOARD OF ADJUSTMENT:

Moved by Tjarks, seconded by Bathke, for the City Council to recess and sit as the Board of Adjustment. Motion carried.

It was advised that this is the date and time set for hearing on the application of Tara Volesky for a conditional use permit for a multi-family dwelling located at 2221 East Havens Avenue, legally described as Lot 2 in the NE ¼ & Lot 3B in the NW ¼ of the NE ¼ Ex H-1 & W 7 Rods of Lot 1 in the NE ¼ & W 7 Rods of the NE ¼ of NE Ex H1 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. The property is zoned UD Urban Development District. The Planning Commission recommended approval of said application. Moved by Tjarks, seconded by Sabers, to approve said application. Motion carried.

It was advised that this is the date and time set for hearing on the application of Erika Hennessey for a conditional use permit to operate an educational institution located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The property is zoned R2 Single Family Residential District. The Planning Commission recommended approval of said application. Moved by Tjarks, seconded by McCardle, to postpone said application. Motion carried.

Moved by Goldammer, seconded by Tjarks, for the Board of Adjustment to adjourn and the City Council to reconvene in regular session. Motion carried.

HEARING:

It was advised that this is the date and time set for hearing on the application to transfer RL-5768 Retail (on-sale) Liquor License from Puddle Jumper LLC, 221 East 3rd Avenue to Puddle Jumper LLC dba CJ's Bar & Casino, 2700 North Main Street, Suite #1. Video Lottery is included. Notice of hearing has been given and affidavit of publication is on file. Moved by McCardle, seconded by Goldammer, to approve said application. Motion carried.

CONSIDER APPROVAL:

Moved by Goldammer, seconded by Tjarks, to approve a permanent easement with Bradley Theme LLC in relation to 514 North Main Street. Motion carried.

RESOLUTIONS:

Moved by McCardle, seconded by Sabers, to approve Resolution #R2024-07, Plat of Tract 1 of Tupper's Addition in the NE ¼ of the NE ¼ of Section 8, T 102 N, R 60 W of the 5th P.M., Davison County, South Dakota, as follows:

RESOLUTION #R2024-07

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the plat of TRACT 1 OF TUPPER'S ADDITION, IN THE NE 1/4 OF THE NE 1/4 OF SECTION 8, T 102 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Thomas Lynn Week, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the plat of TRACT 1 OF TUPPER'S ADDITION, IN THE NE 1/4 OF THE NE 1/4 OF SECTION 8, T 102

N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Thomas Lynn Week, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by Sabers, seconded by Tjarks, to approve Resolution #R2024-16, Plat of Lot 1A in Block 3 of Stardust Subdivision, as follows:

RESOLUTION #R2024-16

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the plat of LOT 1A IN BLOCK 3 OF STARDUST SUBDIVISION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Aaron J. Norman, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the plat of LOT 1A IN BLOCK 3 OF STARDUST SUBDIVISION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Aaron J. Norman, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail

Motion carried and resolution declared duly adopted.

Moved by McCardle, seconded by Goldammer, to approve Resolution #R2024-17, Plat of a Portion of North Capital Street, a Subdivision of Lot 14, except the West 40 feet, Block 1, Scott's Second Addition, as follows:

RESOLUTION #R2024-17

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF A PORTION OF NORTH CAPITAL STREET, A SUBDIVISION OF LOT 14, EXCEPT THE WEST 40 FEET, BLOCK 1, SCOTT'S SECOND ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul C. Kiepke, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in

the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF A PORTION OF NORTH CAPITAL STREET, A SUBDIVISION OF LOT 14, EXCEPT THE WEST 40 FEET, BLOCK 1, SCOTT'S SECOND ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul C. Kiepke, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by Tjarks, seconded by Sabers, to approve Resolution #R2024-18, Plat of Lots A, B, and C of Fawn Creek Addition, a subdivision of Previously Platted Lot No. 3, in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota; and Lots D and E of Fawn Creek Addition, a subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 within Lot No. 3, in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota, as follows:

RESOLUTION #R2024-18

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF LOTS A, B, AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA; as prepared by Jeremy A. Wolbrink, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOTS A, B, AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, be and the same

is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by Sabers, seconded by Bathke, to approve Resolution #R2024-19, Plat of West Plum Avenue; Lots 13-A thru 26-A, Block 2; Lots 1-A thru 7-A, Block 3; and Drainage Tract 1-A, Block 4, MLC Addition, a subdivision of Block 3; Lot 4B, Block 4; and Block 5, Morningview Addition, as follows:

RESOLUTION #R2024-19

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF WEST PLUM AVENUE; LOTS 13-A THRU 26-A, BLOCK 2; LOTS 1-A THRU 7-A, BLOCK 3; AND DRAINAGE TRACT 1-A, BLOCK 4, MLC ADDITION, A SUBDIVISION OF BLOCK 3; LOT 4B, BLOCK 4; AND BLOCK 5, MORNINGVIEW ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF WEST PLUM AVENUE; LOTS 13-A THRU 26-A, BLOCK 2; LOTS 1-A THRU 7-A, BLOCK 3; AND DRAINAGE TRACT 1-A, BLOCK 4, MLC ADDITION, A SUBDIVISION OF BLOCK 3; LOT 4B, BLOCK 4; AND BLOCK 5, MORNINGVIEW ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by McCardle, seconded by Goldammer, to approve Resolution #R2024-20, Plat of Lots 1 through 6, Block 1-A; Lots 1 through 10, Block 1-B, Tract DR1-A; Block 2-A; Lots 1 through 9, Block 3-A; Lots 1 and 2, Block 4-A; Lots 1 through 13, Block 5-A; Block 6-A; Nagle Lane; Peace Place; Nursia Drive; and North Calhoun Street, all in Ridge View on Foster Addition, as follows:

RESOLUTION #R2024-20

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 11th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF LOTS 1 THROUGH 6, BLOCK 1-A; LOTS 1 THROUGH 10, BLOCK 1-B, TRACT DR1-A; BLOCK 2-A; LOTS 1 THROUGH 9, BLOCK 3-A; LOTS 1 AND 2, BLOCK 4-A; LOTS 1 THROUGH 13, BLOCK 5-A; BLOCK 6-A; NAGLE LANE; PEACE PLACE; NURSIA DRIVE; AND NORTH CALHOUN STREET, ALL IN RIDGE VIEW ON FOSTER ADDITION IN THE NW 1/4 OF SECTION 23, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOTS 1 THROUGH 6, BLOCK 1-A; LOTS 1 THROUGH 10, BLOCK 1-B, TRACT DR1-A; BLOCK 2-A; LOTS 1 THROUGH 9, BLOCK 3-A; LOTS 1 AND 2, BLOCK 4-A; LOTS 1 THROUGH 13, BLOCK 5-A; BLOCK 6-A; NAGLE LANE; PEACE PLACE; NURSIA DRIVE; AND NORTH CALHOUN STREET, ALL IN RIDGE VIEW ON FOSTER ADDITION IN THE NW 1/4 OF SECTION 23, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

Motion carried and resolution declared duly adopted.

Moved by McCardle, seconded by Tjarks, to approve Resolution #R2024-21, A Resolution Amending #R2023-88-2024 Compensation Plan for the City of Mitchell, as follows:

RESOLUTION #R2024-21

A RESOLUTION AMENDING THE 2024 COMPENSATION PLAN FOR THE CITY OF MITCHELL

BE IT RESOLVED, THAT THE FOLLOWING COMPENSATION PLAN FOR THE CITY OF MITCHELL for FY2024 be amended as follows:

<u>APPOINTED/ HIRED FULL TIME POSITIONS</u>			
Status	Dept	Job Title	Wage Grade FLSA
_____	PD	Police Officer (17 FTE)	16 N

Motion carried and resolution declared duly adopted.

Moved by Tjarks, seconded by Goldammer, to approve Resolution #R2024-22, Setting Hearing and Appointing Appraisal Board for Exchange of Property Near 406th Avenue and Firesteel Creek, as follows:

RESOLUTION #R2024-22

A RESOLUTION SETTING A HEARING AND APPOINTING APPRAISERS FOR THE EXCHANGE OF REAL PROPERTY IN THE AREA OF 406th AVENUE AND FIRESTEEL CREEK

WHEREAS, the City of Mitchell owns a parcel of land near 406th Avenue and Firesteel Creek legally defined as:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS Ralph E. and Pamela K. Kiner (Kiner) are the owners of certain property near 406th Avenue and Firesteel Creek legally defined as:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

WHEREAS the City of Mitchell and Kiner desire to exchange certain portions of the above-described properties; and

WHEREAS the proposed exchange would involve the City of Mitchell transferring to Kiner a sum of \$200,000.00 and the portion of land described as follows:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS the proposed exchange would involve Kiner transferring to the City of Mitchell the portion of land described as follows:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

THEREFORE, BE IT RESOLVED by the City Council of the City of Mitchell, SD that, pursuant to SDCL 9-27-34.1, the following individuals shall be appointed to the appraisal board

for the purpose of appraising the above-described City land to be transferred: Kevin Genzlinger, Jacob Sonne, Steve Schoenfelder.

BE IT FURTHER RESOLVED, that the City Council shall hold a hearing relative to the above-described exchange on April 1, 2024 at 6:00 PM in City Hall Council Chambers. Notice of hearing will be published at least 10 days in advance of the hearing in the local newspaper as required by law. Following the hearing, the City shall take such action as it deems appropriate relative to this proposed land exchange.

Motion carried and resolution declared duly adopted.

ADJOURN:

There being no further business to come before the meeting, Mayor Everson adjourned the meeting.



Michelle Bathke
Finance Officer

Published once at the approximate cost of _____.



Planning Commission
City Council Chambers, City Hall, 612 N. Main Street
March 11, 2024

1. Call to Order

Chairperson Larson called the March 11, 2024 City Planning Commission Meeting to order at 12:00 P.M. noon in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items.

Present: Genzlinger, Jirsa (telephonically), Larson, McCardle, Osterloo.

Absent: Doescher, Havlik, Schmitz, Sonne

Staff Present: Dammann, Ellwein, Mayor Everson, Jenniges, J Johnson, Schroeder.

3. Declaration Of Conflicts Of Interests

None.

4. Approve Agenda

Motion by Osterloo, seconded by Genzlinger to approve the proposed agenda. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

5. Approval of Previous Minutes: February 26, 2024

Motion by Genzlinger, seconded by Osterloo to approve the amended minutes of the February 26, 2024 Planning Commission Meeting. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

6. Schedule Next Meeting: March 25, 2024

Motion by Jirsa, seconded by Osterloo to set the date for the next Planning Commission Meeting for March 25, 2024. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

7. Plat: Tract 1 of Tupper's Addition, in the NE 1/4 of the NE 1/4 of Section 8, T 102 N, R 60 W of the 5th P.M., Davison County, South Dakota; as requested by Focus Land & Cattle LLC

Jenniges noted this lies outside the ETJ but within 3 miles of the city limits, therefore it is the

county's zoning jurisdiction. The applicant is parceling off the farmstead to be able to sell in the future. The County Planning Commission approved the plat and recommended approval of the variance in lot size for a dwelling at their March 5, 2024 meeting. The County Commission/Board of Adjustment will hear them on March 12, 2024. The applicant was not present to answer questions.

Motion by Osterloo, seconded by Genzlinger to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

8. Conditional Use Permit: Tara Volesky

Tara Volesky has applied for a Conditional Use Permit for multi-family dwelling; located at 2221 E Havens Ave, legally described as Lot 2 in the NE ¼ & Lot 3B in the NW ¼ of the NE ¼ Ex H-1 & W 7 Rods of Lot 1 in the NE ¼ & W 7 Rods of the NE ¼ of NE Ex H1 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota. The said real property is zoned UD Urban Development District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There was 1 letter received in favor that is included in the packet. The applicant was present to answer questions.

Jenniges also noted that this is the first phase of the applicants' process for developing the land. She has presented a few different ideas for the property which would require the CUP.

Volesky stated she has had a surveyor out there multiple times and has changed the layout of lots multiple times. She is looking at putting duplexes or other multi-family dwellings out there.

Larson questioned if she would be using a septic system, to which was answered that she is working with the city and Davison County Rural Water about her options for the development of the area.

Motion by Jirsa, seconded by Genzlinger to recommend approval of the conditional use. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

9. Conditional Use Permit: Erika Hennessey

Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

Jenniges noted that a notice was sent out to the neighbors, it was published in the official newspaper and sign posted. There were 3 letters received in favor that made the packet and 1 letter in favor that did not make the packet. The applicant was not present to answer questions.

Jenniges explained that the applicant has run a home residential daycare for many years and in May 2023 she was approved for a CUP for Childcare, Preschool & Nursery. The applicant will follow the state guidelines for homeschool which allow up to 22 children and all must be

over the age of 3.

Motion by Genzlinger, seconded by Jirsa to recommend approval of the conditional use with the following conditions; 1) the permit is non-transferable, 2) if the business ceases to operate for six months, then a new application would be required, 3) pass fire inspection. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

10. Plat: Lot 1A in Block 3 of Stardust Subdivision to the City of Mitchell, Davison County, South Dakota; as requested by Jensen Capital & Development LLC

Jenniges gave the history of the area. This parcel is within a PUD that was recently amended to allow unlimited multifamily dwellings. The purpose of this plat is for the development of a 95-unit apartment building. The city staff are reviewing the proposed apartment building plans. The applicant was not present to answer questions.

Motion by Genzlinger, seconded by Osterloo to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

11. Plat: Portion of North Capital Street, a subdivision of Lot 14, except the West 40 feet, Block 1, Scott's Second Addition to the City of Mitchell, Davison County, South Dakota; as requested by City of Mitchell

Jenniges noted there are multiple residential developments that abut Capital Street and the street width ranges from 80' to 48' wide in places. This portion of land was never platted as ROW but has been used as ROW for many years and is currently just part of a platted block that the City of Mitchell owns. The purpose of this plat is to clean up the confusion and designate it as public ROW. The applicant was present to answer questions.

Motion by Genzlinger, seconded by Osterloo to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

12. Plat: Lots A, B, and C of Fawn Creek Addition, a subdivision of previously platted Lot No. 3, in the West 1/2 of the West 1/2 of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota; and Lots D and E of Fawn Creek Addition, a subdivision of previously platted Lot No. 3 and of Irregular Tract No. 2 within Lot No. 3, in the West 1/2 of the West 1/2 of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by City of Mitchell

Jenniges noted portions of this plat are within city limits and portions are outside city limits but within the ETJ. The county will hear this plat at their April meetings, but it is all the city's zoning jurisdiction. The plat shown in the packet is missing the Highway Road Authority signature block but has since been fixed. A lot of this land has not been platted and this will clean up the legal descriptions of the area. There was some land exchanged between Ralph and Pam Kiner and Nicole Kiner prior to platting. This will vacate some existing boundary lines and plat new boundaries for that land exchange. There is an ingress/egress easement from 406th Ave to Lot B, D and E. The applicant was present to answer questions.

Schroeder noted the City is in the process of purchasing Lot A from Ralph and Pam Kiner.

Motion by Jirsa, seconded by Genzlinger to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

13. Plat: West Plum Avenue; Lots 13-A thru 26-A, Block 2; Lots 1-A thru 7-A, Block 3; and Drainage Tract 1-A, Block 4, MLC Addition, a subdivision of Block 3; Lot 4B, Block 4; and Block 5, Morningview Addition to the City of Mitchell, Davison County, South Dakota; as requested by Mueller Lumber Company

Jenniges noted a master plan and plat had previously been approved for this area but the applicant would like to move the road 10' south on the west end to give those lots on the north side of the street some more depth. The previous plat will be vacated for ease of searching the area in the future at the Register of Deeds. There are some utilities already in place in this area that the applicant will be responsible for moving. The lots still meet the required size for the PUD for this area. The applicant was present to answer questions.

Motion by Osterloo, seconded by Genzlinger to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – absent, Sonne – absent. 4 aye, 0 nay, 3 absent; motion carried.

14. Plat: Lots 1 through 6, Block 1-A; Lots 1 through 10, Block 1-B, Tract DR1-A; Block 2-A; Lots 1 through 9, Block 3-A; Lots 1 and 2, Block 4-A; Lots 1 through 13, Block 5-A; Block 6-A; Nagle Lane; Peace Place; Nursia Drive; and North Calhoun Street, all in Ridge View on Foster Addition in the NW 1/4 of Section 23, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by Avera Queen of Peace

Jenniges went over the history of the area and the plat that had previously been approved.

The previous plat will be vacated for ease of searching the area in the future at the Register of Deeds. This plat also vacates Wallace St and creates a different entry location onto E 8th Ave. The applicant was present to answer questions.

Terry Sabers of MAHI gave a brief history of the overall project. He said the neighbors had some issues with the previous layout, so they redesigned it to this better layout that the neighbors are in favor of. He noted there is a lawsuit with the previous plat.

Osterloo questioned why Wallace St had to be vacated, to which Sabers responded it was a \$500,000 expense for the developer if it wasn't vacated, and it widened the lots along 8th by doing so. Osterloo believed there is enough room in the lots to not have to vacate Wallace St.

Genzlinger questioned if it was the block length that the lawsuit was about, to which Sabers answered that it was. Sabers also said that if the plat is approved, the lawsuit will be dropped. Also, all the lots along E 8th Ave will be built by MTC.

Schroeder noted Publid Works has no issues with the new layout and does not affect any of the utilites in the area or for the future development. There is an easement in place for the utilities on the vacated portion of Wallace St.

Larson expressed that he is usually not in favor of vacating roads and would like to see the city

get the east 33' of the vacation.

Osterloo stated he is not in favor of the vacation Wallace St with this plat.

Motion by Genzlinger, seconded by Osterloo to approve the plat. Roll call vote: Genzlinger – aye, Havlik – absent, Jirsa – aye, Larson – aye, Osterloo – nay, Schmitz – absent, Sonne – absent. 3 aye, 1 nay, 3 absent; motion carried.

15. Other Business:

None.

16. Public Input:

None.

17. Adjourn

Chairperson Larson adjourned the meeting at 12:37 P.M.

A handwritten signature in black ink, appearing to read "Jay A. Larson". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Jay A. Larson
Planning Commission Chairperson



Planning Commission
City Council Chambers, City Hall, 612 N. Main Street
March 25, 2024

1. Call to Order

Chairperson Larson called the March 25, 2024 City Planning Commission Meeting to order at 12:00 P.M. noon in the Council Chambers, City Hall, 612 N Main Street.

2. Roll Call

Quorum is met, simple majority vote required for all items. Present:

Doescher, Doescher, Genzlinger, Havlik, Jirsa (telephonically), Larson, Osterloo, Schmitz, Sonne.

Absent: None

Staff Present: Ellwein, Mayor Everson, Jenniges, J Johnson.

3. Declaration Of Conflicts Of Interests

Sonne item #9 and #10.

Jirsa item #9 and #10.

4. Approve Agenda

Motion by Schmitz, seconded by Osterloo to approve the proposed agenda. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

5. Approval of Previous Minutes: March 11, 2024

Motion by Jirsa, seconded by Osterloo to approve the proposed minutes of the March 11, 2024 Planning Commission Meeting. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

6. Schedule Next Meeting: April 8, 2024

Motion by Schmitz, seconded by Genzlinger to set the date for the next Planning Commission Meeting for April 8, 2024. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

7. Rezone Hearing and Recommendation: Harris Properties LLC-909 N Lawler St-be rezoned from Central Business District (CB) to High Density Residential District (R4)

Harris Properties LLC is requesting the following property legally described as; Lot 4 & North 5'

of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business District to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME.

Jenniges noted letters were sent out to neighbors, notice published in the official paper and sign posted. There was one letter in favor and one opposed to the rezone. The applicant was not present to answer questions.

Jenniges also noted all the properties on the west side of Lawler St are legal non-conforming since residences are not permitted or conditional use on the main grade. R4 High Residential District allows dwellings on main grade which is across the street. At this time, the applicant is requesting the rezone so he can put a single family dwelling on the lot. It is noted that the existing lot is 55' wide, so any multi-family dwellings would most likely have to be built with multiple stories. The applicant recently flipped the house to the north and sold that as a single family dwelling.

Terry Sabers of MAHI stated the reason for the rezone is that the applicant can use one of the governor's houses he has allotted for MAHI on this property. The applicant intends to sell the property instead of renting.

Motion by Schmitz, seconded by Sonne to recommend approval of the rezone. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

8. Plat: Tract 1 of Volesky Properties Addition, in the West 7 Rods of the NE 1/4 of the NE 1/4; and in Lot 3B of the NW 1/4 of the NE 1/4 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota; as requested by Volesky Properties LLC

Jenniges noted this lies outside the city limits but within the ETJ, so the zoning jurisdiction is the city's. The county will hear this at their April meetings. The applicant is parceling off one of the dwelling units located on the parcel. It meets the requirements for zoning in Urban Development. The applicant was not present to answer questions.

Motion by Genzlinger, seconded by Schmitz to approve the plat. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

9. Plat: Lot 1 of Finley First Addition to the City of Mitchell, Davison County, South Dakota; as requested by Austen LLC

Jenniges noted the vacated street and alleyway in this area that are noted on the plat. The applicant is replatting the area for future development. The plat meets zoning requirements for Transportation, Warehouse and Commercial. The applicant was not present to answer questions.

Motion by Havlik, seconded by Schmitz to approve the plat. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – abstain, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – abstain. 5 aye, 0 nay, 2 abstain; motion carried.

10. Plat: Lot 1 of Archer First Addition, a subdivision of Lots B-1 and B-2 within Lot B,

and Lot C, formerly a portion of Irregular Tract No. 4A in the South 1/2 of Section 22, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by Austen LLC

Jenniges noted the city has requested utility easements be placed on the first page of the plat, SPN is working on it to have them completed for the Council agenda. The applicant is replatting the area for future development. The plat meets zoning requirements for Highway Business. The applicant was not present to answer questions.

Motion by Genzlinger, seconded by Schmitz to approve the plat with updated first page. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – abstain, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – abstain. 5 aye, 0 nay, 2 abstain; motion carried.

11. Plat: Lots 12 and 14, Block 4 of the Woods First Addition, a subdivision of the East 1/2 of the SW 1/4 of Section 23, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by CJM Consulting Inc

Jenniges noted this follows the master plan for the area. The applicant is platting some of the last lots in the area. The applicant was not present to answer questions.

Motion by Osterloo, seconded by Genzlinger to approve the plat. Roll call vote: Genzlinger – aye, Havlik – aye, Jirsa – aye, Larson – aye, Osterloo – aye, Schmitz – aye, Sonne – aye. 7 aye, 0 nay; motion carried.

12. Other Business:

None.

13. Public Input:

None.

14. Adjourn

Chairperson Larson adjourned the meeting at 12:15 P.M.

Jay A. Larson
Planning Commission Chairperson

Public Library Board of Trustees Minutes
City Council Chambers, City Hall, 612 N. Main Street
January 23, 2024

1. Call to Order

With Board President Nath attending the meeting via Zoom, Board member Temple presided at the meeting. Board member Temple called the meeting to order at 5:15 p.m.

2. Roll Call

The following members were present in person: Deb Everson and Ann Temple. Board members Dennis Nath and Emma DeVos attended via Zoom. Board members Diana Goldammer and Susan Tjarks were excused. Also present were Kevin Kenkel, Library Director and Zack North, Adult Services Librarian.

3. Approval of Agenda

There were no changes to the agenda. Motion by Everson, seconded by Nath, to approve the agenda. All members present voted "Aye". Motion passed.

4. Approval of Minutes

Board members reviewed the minutes from the November 14, 2023 board meeting. Motion by Everson, seconded by Nath, to approve these minutes. All members present voted "Aye". Motion passed.

5. Director's Report

Board members reviewed written reports and monthly statistics for December 2023. Kenkel and North provided additional comments regarding the written reports. Additional discussion about the library's total 2023 usage was held. Motion by Nath, seconded by Everson, to approve the director's report. All members present voted "Aye". Motion passed.

6. Financial Report & Approval of Bills

Kenkel submitted one bill for approval to be paid. Motion by Everson, seconded by DeVos, to approve payment of the submitted bills. All members present voted "Aye". Motion passed.

Board members reviewed the November and December bank statements and financial reports. Motion by Nath, seconded by Everson, to approve the financial reports. All members present voted "Aye". Motion passed.

7. Business Items

A. Action to Approve Funding Requests for January 2024

Kenkel presented seven funding requests.

Program/Project	Requestor	Amount
Community survey incentives	Kevin Kenkel	\$ 150.00
Bookopoly prizes for adults and teens	Zack North	\$ 1,500.00
Adult Summer Reading Programming	Zack North	\$ 2,000.00
YA Summer Reading Programming	Zack North	\$ 1,500.00
Kerry Grombacher program (SDAC)	Zack North	\$ 250.00
Bookopoly prizes for children	Jean Patrick	\$ 975.00
Children's Summer Reading Programming	Jean Patrick	\$ 7,400.00
Total Requested:		\$ 13,775.00

These funding requests are the major requests for the year. Motion by DeVos, seconded by Everson, to approve the seven funding requests. All members present voted "Aye". Motion passed.

B. Action to Approve Policy

Board members reviewed the new "3D Printer Policy". Kenkel informed board members that the proposed policy was reviewed by the city attorney. Motion by Everson, seconded by DeVos, to approve the 3D Printer Policy. All members present voted "Aye". Motion passed.

C. Sales Tax Discussion

Kenkel informed Board members that after discussions with the city's Finance Officer, it was determined that the library needs to begin submitting sales tax from used book sales. Prices for items will increase and sales tax will be included in the new prices rather than added to the price of books.

8. Committee Reports

Kenkel, Everson, and Nath discussed the second meeting of the library's Strategic Planning Committee. The committee met January 18, 2024 with two staff members from the South Dakota State Library. Committee members edited the questions for the community survey. They determined that the survey should run from approximately mid-March through the first weekend in May. The next committee meeting will be February 15, 2024.

9. Board Input

No additional Board input was given.

10. Citizen's Input

No citizen's input was given.

11. Adjournment

12. Board members decided that no training session will be held in February due to the City Council meeting being scheduled for the third Tuesday in February. The next Board of Trustees meeting is scheduled for March 19, 2024 at 5:15 p.m. in City Council Chambers at City Hall.

There being no further business, Temple asked for a motion to adjourn. Motion by Everson, seconded by DeVos, to adjourn the meeting. All members present voted "Aye". Motion passed. The meeting adjourned at 6:13 p.m.



Community Services Board
City Council Chambers, City Hall, 612 N. Main Street
March 14, 2024

1. Call To Order

Jay Larson called the March 14th, 2024 Community Services Advisory Board Meeting to order at 10:01am.

2. Roll Call

Members Present: Al Jacklin, Kristi Bitterman, Jay Larson, Cole Morgan, and Jan Quenzer

Members Absent: Tonya Klingaman, Wendy Linke, and Sarah Beckstrom

Ex-Officio Member Present: John Doescher

Staff Present: Jessica Pickett and Amy Hurt

3. Approval of Agenda

A motion was made by Cole Morgan second by Al Jacklin to approve the agenda. All members present voting aye, motion carried.

4. Approve Minutes From Previous Meeting

A motion was made by Al Jacklin second by Cole Morgan to approve the last meeting minutes. All members present voting aye, motion carried.

5. Introductions

Introductions were done by all board members since Kristi Bitterman joined the board. Kristi is replacing Whitney Kroupa who has resigned from the board.

6. Transit Capital Grant Application

Transit is submitting a Capital Grant Application utilizing the Capital Improvement Plan. The grant application is for a new bus, garage lighting, shop tools, software and office computers.

7. Bus Updates

We finally received the new bus for Palace Transit. The cameras, internet and equipment have been installed, and now we are just waiting for the advertising to be completed. No buses were released due to the high volume of rides. We currently have 13 buses in use.

8. Transit Staff

Two part-time drivers have been hired for Palace Transit. We are now looking for a full-time driver.

9. Transit Software

Palace Transit is currently working on a Request For Proposal (RFP) for new software. The current software that is being used does not meet all the needs of Palace Transit. The process follows the Procurement Policy steps. Palace Transit hopes to have the program in place by the 1st of August. The existing contract with Shah Software goes through September 30th. The grant for software has already been awarded.

10. Transit Rider Appeal

An appeal was presented to the board from a passenger whose behavior had resulted in the suspension of all rides by Palace Transit permanently. The passenger asked in writing for a reconsideration of her suspension with Palace Transit. The board was given documentation of the issues with the passenger. The documents include the three warnings and the permanent suspension. A motion was made by Jan Quenzer second by Cole Morgan to allow the passenger to ride again on a 90-day probation period as long as she pays the fares owed before riding. All members present voting aye, motion carried.

11. Title III B Grant Update

The Mitchell Adult Nutrition Program received notice that they have been approved for the Title III C Funding for the 2024/2025 fiscal year. The Title III C funding had a new application process, which opened it up to a competitive grant for the upcoming fiscal year. The state is still finalizing the numbers and then will get us the contract to sign.

12. JVCC Building Update

The James Valley Community Center has had several updates to the building since the beginning of the year. The exterior lighting has been replaced, the entrance roof replaced due to hail damage, and flashing was put on around the exterior to eliminate water coming in. The retaining wall on the north/west side of the building had holes drilled into it to prevent flooding in the building. The bingo flash board has died and can't be fixed.

13. Citizens Input

No citizens input to record.

14. Department Reports and Updates

A. Palace Transit

The year-to-date Ridership Report for December and January was given to the board members. The report breaks down the rides by special emphasis on elderly riders, handicap riders, school-age riders, and general public riders. The results are then compared to last year's ridership results. The ridership has increased on both rides and miles.

B. Adult Nutrition

Board members were given the January & February Nutrition Reports. We are up 1825 meals to our projections for the fiscal year and up 2,076 meals compared to last year at this time. We

have distributed 5,557 second meals & 2,794 Dine Card meals since June 2023. The total eligible & non-eligible meals served for this fiscal year is 37,552. Overtime in Parkston has been sold, and the new owner is going to continue with the Adult Nutrition Program.

C. Mitchell Volunteer Program

We currently have 156 volunteers enrolled in the MVP Program. The report given to the board members shows the non-profits in the community that the volunteers helped with in January - March 2024.

D. James Valley Community Center

The JVCC Progress Report for January - February 2024 was given to the board members. The report shows activities, events, and fundraisers that are going on at the James Valley Community Center. Kim hosted a JVCC booth at the Women in Blue Jeans Conference.

15. Next Meeting

The next meeting will be Thursday May 9th, 10:00am at City Hall Council Chambers.

16. Adournment

The meeting was adjourned by Jay Larson at 10:40am.

**CITY OF MITCHELL
RAFFLE PERMIT**

Date of Application:

3/19/24

Organization:

Safe Place of Eastern SD

SDCL #22-25-25 authorizes the following organizations or committees to conduct lotteries / raffles. Please indicate your category:

- | | |
|--|--|
| ☐ Chartered veterans' organization | ☐ Religious organization |
| ☒ Charitable organization | ☐ Educational organization |
| ☐ Fraternal organization | ☐ Local civic or service club |
| ☐ Political party | ☐ Volunteer fire department |
| ☐ Political action committee or political committee on behalf of any candidate for a political office | |

Contact Information:

Name:

Teresa Berndt/Development Director

Address:

1809 N Wisconsin St

Phone #:

605.933.9644

Email:

Developmentdir@safeplace-esd.org

501(c) 3 - (Non-Profit): yes ☒ no ☐ eligible ☐

Dates of Ticket Sales:

April 5 - April 30, 2024

Date of Raffle Drawing:

April 30, 2024

Value of Raffle Prize:

2 Hand made Quilts = \$15000

Proceeds Benefitting:

Sexual Assault Month Education/Programs

*Raffle tickets cannot be sold until 30 days after permit is received by Finance Office

Date Received:

3-19-2024

For Finance Office Use Only:

Council Approval Date: _____

Signature: _____

Finance Officer

**CITY OF MITCHELL
RAFFLE PERMIT**

Date of Application: 3/19/24

Organization: Safe Place of Eastern SD

SDCL #22-25-25 authorizes the following organizations or committees to conduct lotteries / raffles. Please indicate your category:

☐ Chartered veterans' organization	☐ Religious organization
☒ Charitable organization	☐ Educational organization
☐ Fraternal organization	☐ Local civic or service club
☐ Political party	☐ Volunteer fire department
☐ Political action committee or political committee on behalf of any candidate for a political office	

Contact Information:

Name: Teresa Berndt / Development Director

Address: 1809 N Wisconsin St

→ Phone #: 605.933.9644

Email: Developmentdir@safeplace-esd.org

501(c) 3 – (Non-Profit): yes ☒ no ☐ eligible ☐

Dates of Ticket Sales: April 15, 2024 / Night at the Races

Date of Raffle Drawing: April 15, 2024

Value of Raffle Prize: Race Bets \$10 / Bingo Rings \$10 / Wagon Raffle \$30 / Barrel Pull \$50 (Table Tickets \$50 per person)

Proceeds Benefitting: Safe Place / Build A Safe Future (Capital Campaign)

*Raffle tickets cannot be sold until 30 days after permit is received by Finance Office

Date Received: 3-19-2024

For Finance Office Use Only:

Council Approval Date: _____

Signature: _____

Finance Officer _____

**CITY OF MITCHELL
RAFFLE PERMIT**

Date of Application: 3/19/24

Organization: Safe Place of Eastern SD

SDCL #22-25-25 authorizes the following organizations or committees to conduct lotteries / raffles. Please indicate your category:

☐ Chartered veterans' organization	☐ Religious organization
☒ Charitable organization	☐ Educational organization
☐ Fraternal organization	☐ Local civic or service club
☐ Political party	☐ Volunteer fire department
☐ Political action committee or political committee on behalf of any candidate for a political office	

Contact Information:

Name: Teresa Bernat / Development Director

Address: 1809 N Wisconsin St

Phone #: 605. 933.9644

Email: Developmentdir@safeplace-esd.org

501(c) 3 – (Non-Profit): yes ☒ no ☐ eligible ☐

Dates of Ticket Sales: Dec 6, 2024 Not A Silent Night Event

Date of Raffle Drawing: Dec 6, 2024

Value of Raffle Prize: TKIS \$25 \$40 \$100+ items \$30

Proceeds Benefitting: Safe Place / Build A Safe Future Capitol Campaign

*Raffle tickets cannot be sold until 30 days after permit is received by Finance Office

Date Received: 3.19.2024

For Finance Office Use Only:

Council Approval Date: _____

Signature: _____

Finance Officer _____

Ticket
Sales
Start
Nov. 4

**MUNICIPALITY OF MITCHELL
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2023**

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:						
Assets:						
Cash and Cash Equivalents	24,789,685.02	1,489,445.22			7,234,760.12	33,513,890.36
106 Cash with Fiscal Agent						0.00
151 Investments						0.00
110 Taxes Receivable--Delinquent	72,665.29					72,665.29
115 Accounts Receivable, Net	2,802.74	1,161.10			18,764.88	22,728.72
117 Unbilled Accounts Receivable						0.00
121 Special Assessments Receivable--Current	6,630.84					6,630.84
122 Special Assessments Receivable--Delinquent	15,533.50					15,533.50
123 Special Assessments Receivable--Noncurrent	6,642.48					6,642.48
125 Interest Receivable--Special Assessments						0.00
126 Governmental Unit's Share of Assessment Improvement Costs						0.00
128 Notes Receivable						0.00
131 Due from Other Funds	469,446.59					469,446.59
132 Due from Other Governments	1,710,751.41				109,915.83	1,820,667.24
129 Due from Component Unit						0.00
135 Interest Receivable						0.00
136 Accrued Interest on Investments Purchased						0.00
137 Dividend Receivable						0.00
141 Inventory of Supplies	399,245.71	47,533.11			831.09	447,609.91
142 Inventory of Stores Purchased for Resale						0.00
154 Deposits						0.00
155 Prepaid Expenses						0.00
157 Unamortized Discounts on Bonds Sold						0.00
133 Advance to _____ Fund						0.00
107.1 Restricted Cash and Cash Equivalents	322,658.81					322,658.81
107.2 Restricted Investments						0.00
Total Assets	27,796,062.39	1,538,139.43	0.00	0.00	7,364,271.92	36,698,473.74
Deferred Outflows of Resources:						
198 Other Deferred Outflows of Resources						0.00
Total Deferred Outflows of Resources	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	27,796,062.39	1,538,139.43	0.00	0.00	7,364,271.92	36,698,473.74

**MUNICIPALITY OF MITCHELL
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2023**

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:						
Liabilities:						
201 Claims Payable	230,216.30	117,874.86			79,501.94	427,593.10
202 Accounts Payable					100,000.00	100,000.00
203 Judgments Payable						0.00
204 Annuities Payable						0.00
205 Notes Payable						0.00
206 Contracts Payable						0.00
207 Contracts Payable--Retained Percentage						0.00
208 Due to General Fund					394,446.59	394,446.59
209 Due to _____ Government						0.00
210 Due to Resigned Employees						0.00
211 Matured Bonds Payable						0.00
212 Matured Interest Payable						0.00
213 Incurred but Not Reported Claims						0.00
215 Accrued Interest Payable						0.00
216 Accrued Wages Payable						0.00
217 Accrued Taxes Payable						0.00
218 Amount Held for Special Assessment Debt Service						0.00
219 Amounts Held for Others						0.00
220 Customer Deposits						0.00
221 Due to Fiscal Agent						0.00
223 Unearned Revenue						0.00
225 Registered Warrants						0.00
226 Bonds Payable Current:						
226.01 General Obligation						0.00
226.02 Revenue						0.00
226.03 Special Assessment						0.00
227 Unamortized Premiums on Bonds Sold						0.00
228 Payable from Restricted Assets						0.00
229 Due to Component Unit						0.00
230 Compensated Absences Payable -- Current						0.00
236 Advance from _____ Fund						0.00
Total Liabilities	230,216.30	117,874.86	0.00	0.00	573,948.53	922,039.69

**MUNICIPALITY OF MITCHELL
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2023**

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
Deferred Inflows of Resources:						
244 Unavailable Revenue--Sales and Use Taxes	1,377,803.08				76,422.45	1,454,225.53
245 Unavailable Revenue--Property Taxes	72,665.29					72,665.29
246 Unavailable Revenue--Special Assessments	28,806.82					28,806.82
247 Other Deferred Inflows of Resources						0.00
Total Deferred Inflows of Resources	1,479,275.19	0.00	0.00	0.00	76,422.45	1,555,697.64
Fund Balances:						
263 Nonspendable	399,245.71	47,533.11			831.09	447,609.91
264 Restricted	322,658.81	1,163,001.30			2,345,902.04	3,831,562.15
265 Committed		209,730.16				209,730.16
266 Assigned	8,992,974.31				4,367,167.81	13,360,142.12
267 Unassigned	16,371,692.07					16,371,692.07
Total Fund Balances	26,086,570.90	1,420,264.57	0.00	0.00	6,713,900.94	34,220,736.41
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	27,796,062.39	1,538,139.43	0.00	0.00	7,364,271.92	36,698,473.74

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 SA Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:									
Assets:									
Cash and Cash Equivalents	3,731,974.06	919,402.81	124,984.16	822,108.89	176,915.99	56,108.42	323,225.76	94,634.22	6,249,354.31
106 Cash with Fiscal Agent									0.00
151 Investments									0.00
110 Taxes Receivable--Delinquent									0.00
115 Accounts Receivable, Net	17,328.01		1,571.72			(193.81)	58.96		18,764.88
117 Unbilled Accounts Receivable									0.00
121 Special Assessments Receivable--Current									0.00
122 Special Assessments Receivable--Delinquent									0.00
123 Special Assessments Receivable--Noncurrent									0.00
125 Interest Receivable--Special Assessments									0.00
126 Governmental Unit's Share of Assessment Improvement Costs									0.00
128 Notes Receivable									0.00
131 Due from _____ Fund									0.00
132 Due from Other Governments		104,309.53		5,458.90			147.40		109,915.83
129 Due from Component Unit									0.00
135 Interest Receivable									0.00
136 Accrued Interest on Investments Purchased									0.00
137 Dividend Receivable									0.00
141 Inventory of Supplies						831.09			831.09
142 Inventory of Stores Purchased for Resale									0.00
154 Deposits									0.00
155 Prepaid Expenses									0.00
157 Unamortized Discounts on Bonds Sold									0.00
133 Advance to _____ Fund									0.00
107.1 Restricted Cash and Cash Equivalents									0.00
107.2 Restricted Investments									0.00
Total Assets	3,749,302.07	1,023,712.34	126,555.88	827,567.79	176,915.99	56,745.70	323,432.12	94,634.22	6,378,866.11
Deferred Outflows of Resources:									
198 Other Deferred Outflows of Resources									0.00
Total Deferred Outflows of Resources	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	3,749,302.07	1,023,712.34	126,555.88	827,567.79	176,915.99	56,745.70	323,432.12	94,634.22	6,378,866.11

MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 SA Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:									
Liabilities:									
201 Claims Payable	49,025.85			5,218.24		9,994.52	15,263.33		79,501.94
202 Accounts Payable									0.00
203 Judgments Payable									0.00
204 Annuities Payable									0.00
205 Notes Payable									0.00
206 Contracts Payable									0.00
207 Contracts Payable--Retained Percentage									0.00
208 Due to _____ Fund									0.00
209 Due to _____ Government									0.00
210 Due to Resigned Employees									0.00
211 Matured Bonds Payable									0.00
212 Matured Interest Payable									0.00
213 Incurred but Not Reported Claims									0.00
215 Accrued Interest Payable									0.00
216 Accrued Wages Payable									0.00
217 Accrued Taxes Payable									0.00
218 Amount Held for Special Assessment Debt Service									0.00
219 Amounts Held for Others									0.00
220 Customer Deposits									0.00
221 Due to Fiscal Agent									0.00
223 Unearned Revenue									0.00
225 Registered Warrants									0.00
226 Bonds Payable Current:									0.00
226.01 General Obligation									0.00
226.02 Revenue									0.00
226.03 Special Assessment									0.00
227 Unamortized Premiums on Bonds Sold									0.00
228 Payable from Restricted Assets									0.00
229 Due to Component Unit									0.00
230 Compensated Absences Payable -- Current									0.00
236 Advance from _____ Fund									0.00
Total Liabilities	49,025.85	0.00	0.00	5,218.24	0.00	9,994.52	15,263.33	0.00	79,501.94

**MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023**

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 SA Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
Deferred Inflows of Resources:									
244 Unavailable Revenue--Sales and Use Taxes		76,422.45							76,422.45
245 Unavailable Revenue--Property Taxes									0.00
246 Unavailable Revenue--Special Assessments									0.00
247 Other Deferred Inflows of Resources									0.00
Total Deferred Inflows of Resources	0.00	76,422.45	0.00	0.00	0.00	0.00	0.00	0.00	76,422.45
Fund Balances:									
263 Nonspendable						831.09			831.09
264 Restricted	151,796.22	815,916.95	126,555.88	666,039.55				94,634.22	1,854,942.82
265 Committed									0.00
266 Assigned	3,548,480.00	131,372.94		156,310.00	176,915.99	45,920.09	308,168.79		4,367,167.81
267 Unassigned									0.00
Total Fund Balances	3,700,276.22	947,289.89	126,555.88	822,349.55	176,915.99	46,751.18	308,168.79	94,634.22	6,222,941.72
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	3,749,302.07	1,023,712.34	126,555.88	827,567.79	176,915.99	56,745.70	323,432.12	94,634.22	6,378,866.11

The notes to the financial statements are an integral part of this statement.

**MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023**

	304 HIGHLAND WAY	313 ANTACH/MHA	320 FIALA HOUSING	350 INDOOR SWIM POOL	Total Nonmajor Governmental Funds
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES:	Fund	Fund	Fund	Fund	
Assets:					
Cash and Cash Equivalents	140,867.34	11,796.17	686.19	832,056.11	985,405.81
106 Cash with Fiscal Agent					0.00
151 Investments					0.00
110 Taxes Receivable--Delinquent					0.00
115 Accounts Receivable, Net					0.00
117 Unbilled Accounts Receivable					0.00
121 Special Assessments Receivable--Current					0.00
122 Special Assessments Receivable--Delinquent					0.00
123 Special Assessments Receivable--Noncurrent					0.00
125 Interest Receivable--Special Assessments					0.00
126 Governmental Unit's Share of Assessment Improvement Costs					0.00
128 Notes Receivable					0.00
131 Due from _____ Fund					0.00
132 Due from County Government					0.00
129 Due from Component Unit					0.00
135 Interest Receivable					0.00
136 Accrued Interest on Investments Purchased					0.00
137 Dividend Receivable					0.00
141 Inventory of Supplies					0.00
142 Inventory of Stores Purchased for Resale					0.00
154 Deposits					0.00
155 Prepaid Expenses					0.00
157 Unamortized Discounts on Bonds Sold					0.00
133 Advance to _____ Fund					0.00
107.1 Restricted Cash and Cash Equivalents					0.00
107.2 Restricted Investments					0.00
Total Assets	140,867.34	11,796.17	686.19	832,056.11	985,405.81

**MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023**

	304 HIGHLAND WAY	313 ANTACH/MHA	320 FIALA HOUSING	350 INDOOR SWIM POOL	Total Nonmajor Governmental Funds
Deferred Outflows of Resources:					
198 Other Deferred Outflows of Resources					0.00
Total Deferred Outflows of Resources	0.00	0.00	0.00	0.00	0.00
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	140,867.34	11,796.17	686.19	832,056.11	985,405.81

**MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023**

	304 HIGHLAND WAY	313 ANTACH/MHA	320 FIALA HOUSING	350 INDOOR SWIM POOL	Total Nonmajor Governmental Funds
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES:					
Liabilities:					
201 Claims Payable					0.00
202 Accounts Payable	100,000.00				100,000.00
203 Judgments Payable					0.00
204 Annuities Payable					0.00
205 Notes Payable					0.00
206 Contracts Payable					0.00
207 Contracts Payable--Retained Percentage					0.00
208 Due to General Fund	394,446.59				394,446.59
209 Due to _____ Government					0.00
210 Due to Resigned Employees					0.00
211 Matured Bonds Payable					0.00
212 Matured Interest Payable					0.00
213 Incurred but Not Reported Claims					0.00
215 Accrued Interest Payable					0.00
216 Accrued Wages Payable					0.00
217 Accrued Taxes Payable					0.00
218 Amount Held for Special Assessment Debt Service					0.00
219 Amounts Held for Others					0.00
220 Customer Deposits					0.00
221 Due to Fiscal Agent					0.00
223 Unearned Revenue					0.00
225 Registered Warrants					0.00
226 Bonds Payable Current:					0.00
226.01 General Obligation					0.00
226.02 Revenue					0.00
226.03 Special Assessment					0.00
227 Unamortized Premiums on Bonds Sold					0.00
228 Payable from Restricted Assets					0.00
229 Due to Component Unit					0.00

**MUNICIPALITY OF MITCHELL
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
December 31, 2023**

	304 HIGHLAND WAY	313 ANTACH/MHA	320 FIALA HOUSING	350 INDOOR SWIM POOL	Total Nonmajor Governmental Funds
230 Compensated Absences Payable -- Current					0.00
236 Advance from _____ Fund					0.00
Total Liabilities	494,446.59	0.00	0.00	0.00	494,446.59
Deferred Inflows of Resources:					
244 Unavailable Revenue--Sales and Use Taxes					0.00
245 Unavailable Revenue--Property Taxes					0.00
246 Unavailable Revenue--Special Assessments					0.00
247 Other Deferred Inflows of Resources					0.00
Total Deferred Inflows of Resources	0.00	0.00	0.00	0.00	0.00
Fund Balances:					
263 Nonspendable					0.00
264 Restricted	(353,579.25)	11,796.17	686.19	832,056.11	490,959.22
265 Committed					0.00
266 Assigned					0.00
267 Unassigned					0.00
Total Fund Balances	(353,579.25)	11,796.17	686.19	832,056.11	490,959.22
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	140,867.34	11,796.17	686.19	832,056.11	985,405.81

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
Revenues:						
310 Taxes:						
311 General Property Taxes	6,170,074.10				764,533.19	6,934,607.29
312 Airflight Property Tax	106.00					106.00
313 General Sales and Use Taxes	14,592,559.87				1,227,743.96	15,820,303.83
314 Gross Receipts Business Taxes	182,675.98					182,675.98
315 Amusement Taxes						0.00
317 Excise Tax						0.00
318 Tax Deed Revenue						0.00
319 Penalties and Interest on Delinquent Taxes	10,005.07					10,005.07
320 Licenses and Permits	497,070.92					497,070.92
330 Intergovernmental Revenue:						
331 Federal Grants	846,401.75				931,860.71	1,778,262.46
332 Federal Shared Revenue						0.00
333 Federal Payments in Lieu of Taxes						0.00
334 State Grants	1,251,408.30	58,885.35			117,492.73	1,427,786.38
335 State Shared Revenue:						
335.01 Bank Franchise Tax	76,690.84					76,690.84
335.02 Prorate License Fees	17,029.05					17,029.05
335.03 Liquor Tax Reversion (25%)	108,267.58					108,267.58
335.04 Motor Vehicle Licenses	132,645.46					132,645.46
335.06 Fire Insurance Premiums Reversion	83,424.15					83,424.15
335.08 Local Government Highway and Bridge Fund	450,504.94					450,504.94
335.09 911 Remittances					272,015.98	272,015.98
335.2 Other						0.00
336 State Payments in Lieu of Taxes						0.00
338 County Shared Revenue:						
338.01 County Road Tax (25%)						0.00
338.02 County Road and Bridge Tax (25%)						0.00
338.03 County Wheel Tax	1.00					1.00
338.99 Other						0.00
339 Other Intergovernmental Revenues						0.00
340 Charges for Goods and Services:						
341 General Government	5,331.60					5,331.60
342 Public Safety	137,977.00				405,066.28	543,043.28
343 Highways and Streets	8,206.50					8,206.50

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
344 Sanitation						0.00
345 Health					412,828.84	412,828.84
346 Culture and Recreation		991,216.75			273,151.36	1,264,368.11
347 Ambulance						0.00
348 Cemetery	132,087.00					132,087.00
349 Other						0.00
350 Fines and Forfeits:						
351 Court Fines and Costs	444.72					444.72
352 Animal Control Fines	7,904.00					7,904.00
353 Parking Meter Fines	13,266.00					13,266.00
354 Library					26,754.17	26,754.17
359 Other						0.00
360 Miscellaneous Revenue:						
361 Investment Earnings	1,544,413.51					1,544,413.51
362 Rentals	945.65					945.65
363 Special Assessments	38,281.05				89,204.30	127,485.35
364 Maintenance Assessments						0.00
367 Contributions and Donations from Private Sources	3,000.00	336,490.50			17,522.00	357,012.50
368 Liquor Operating Agreement Income						0.00
369 Other	118,106.22	1,771.00			103,771.93	223,649.15
Total Revenue	26,428,828.26	1,388,363.60	0.00	0.00	4,641,945.45	32,459,137.31
Expenditures:						
410 General Government:						
411 Legislative	165,634.82					165,634.82
412 Executive	425,770.26					425,770.26
413 Elections	7,551.71					7,551.71
414 Financial Administration	1,197,428.92					1,197,428.92
419 Other	564,338.77					564,338.77
Total General Government	2,360,724.48	0.00	0.00	0.00	0.00	2,360,724.48
420 Public Safety:						
421 Police	3,619,265.73					3,619,265.73
422 Fire	1,519,038.31					1,519,038.31
423 Protective Inspection						0.00

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
429 Other Protection					930,386.04	930,386.04
Total Public Safety	5,138,304.04	0.00	0.00	0.00	930,386.04	6,068,690.08
430 Public Works:						
431 Highways and Streets	5,588,723.28					5,588,723.28
432 Sanitation						0.00
433 Water						0.00
434 Electricity						0.00
435 Airport						0.00
436 Parking Facilities						0.00
437 Cemeteries	265,390.44					265,390.44
438 Natural Gas						0.00
439 Transit						0.00
Total Public Works	5,854,113.72	0.00	0.00	0.00	0.00	5,854,113.72
440 Health and Welfare:						
441 Health	41,000.00				1,743,397.47	1,784,397.47
442 Home Health						0.00
443 Mental Health Centers						0.00
444 Humane Society	19,843.27					19,843.27
445 Drug Education						0.00
446 Ambulance						0.00
447 Hospitals, Nursing Homes and Rest Homes						0.00
449 Other						0.00
Total Health and Welfare	60,843.27	0.00	0.00	0.00	1,743,397.47	1,804,240.74
450 Culture and Recreation:						
451 Recreation	34,000.00	3,554,997.15				3,588,997.15
452 Parks		1,475,363.90			714,795.42	2,190,159.32
455 Libraries	796,276.82				17,264.63	813,541.45
456 Auditorium						0.00
457 Historical Preservation						0.00
458 Museums						0.00
Total Culture and Recreation	830,276.82	5,030,361.05	0.00	0.00	732,060.05	6,592,697.92

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
460 Conservation and Development:						
463 Urban Redevelopment and Housing					34,562.89	34,562.89
465 Economic Development and Assistance						0.00
466 Economic Opportunity	255,317.00				452,017.96	707,334.96
Total Conservation and Development	255,317.00	0.00	0.00	0.00	486,580.85	741,897.85
470 Debt Service	849,007.50				1,384,234.29	2,233,241.79
480 Intergovernmental Expenditures						0.00
485 Capital Outlay						0.00
490 Miscellaneous:						
491 Judgements and Losses						0.00
492 Other Expenditures					178,746.10	178,746.10
493 Liquor Operating Agreements						0.00
Total Miscellaneous	0.00	0.00	0.00	0.00	178,746.10	178,746.10
Total Expenditures	15,348,586.83	5,030,361.05	0.00	0.00	5,455,404.80	25,834,352.68
Excess of Revenues Over (Under) Expenditures	11,080,241.43	(3,641,997.45)	0.00	0.00	(813,459.35)	6,624,784.63
Other Financing Sources (Uses):						
391.01 Transfers In	750,000.00	3,171,505.00			1,842,953.00	5,764,458.00
391.03 Sale of Municipal Property	4,610.00	2,400.00			973,874.83	980,884.83
391.04 Compensation for Loss or Damage to Capital Assets	8,725.29	10,418.41				19,143.70
391.2 Long-Term Debt Issued						0.00
511 Transfers Out	(6,717,023.00)				(420,000.00)	(7,137,023.00)
512 Discount on Bonds Issued						0.00
513 Payments to Refunded Debt Escrow Agent						0.00
Total Other Financing Sources (Uses)	(5,953,687.71)	3,184,323.41	0.00	0.00	2,396,827.83	(372,536.47)
361.06/(514) Special Items-Refunding Bond Payment						0.00
391.05/(515) Extraordinary Items						0.00
Net Change in Fund Balances	5,126,553.72	(457,674.04)	0.00	0.00	1,583,368.48	6,252,248.16

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	General Fund	Park Fund	Fund	Fund	Other Governmental Funds	Total Governmental Funds
Changes in Nonspendable						0.00
Fund Balance - Beginning	20,590,570.59	1,877,938.61			5,599,979.05	28,068,488.25
Adjustments:						
added payables/receivables previously not reported	369,446.59				(469,446.59)	(100,000.00)
						0.00
Adjusted Fund Balance - Beginning	20,960,017.18	1,877,938.61	0.00	0.00	5,130,532.46	27,968,488.25
FUND BALANCE- ENDING	26,086,570.90	1,420,264.57	0.00	0.00	6,713,900.94	34,220,736.41

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 Spec Assess Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
Revenues:									
310 Taxes:									
311 General Property Taxes									0.00
312 Airlight Property Tax									0.00
313 General Sales and Use Taxes		974,198.96							974,198.96
314 Gross Receipts Business Taxes									0.00
315 Amusement Taxes									0.00
317 Excise Tax									0.00
318 Tax Deed Revenue									0.00
319 Penalties and Interest on Delinquent Taxes									0.00
320 Licenses and Permits									0.00
330 Intergovernmental Revenue:									
331 Federal Grants	174,483.39					592,349.44	165,027.88		931,860.71
332 Federal Shared Revenue									0.00
333 Federal Payments in Lieu of Taxes									0.00
334 State Grants						93,391.94	24,100.79		117,492.73
335 State Shared Revenue:									
335.01 Bank Franchise Tax									0.00
335.02 Prorate License Fees									0.00
335.03 Liquor Tax Reversion (25%)									0.00
335.04 Motor Vehicle Licenses									0.00
335.06 Fire Insurance Premiums Reversion									0.00
335.08 Local Government Highway and Bridge Fund									0.00
335.09 911 Remittances				272,015.98					272,015.98
335.2 Other									0.00
336 State Payments in Lieu of Taxes									0.00
338 County Shared Revenue:									0.00
338.01 County Road Tax (25%)									0.00
338.02 County Road and Bridge Tax (25%)									0.00
338.03 County Wheel Tax									0.00
338.99 Other									0.00
339 Other Intergovernmental Revenue									0.00
340 Charges for Goods and Services:									
341 General Government									0.00
342 Public Safety				405,066.28					405,066.28
343 Highways and Streets									0.00
344 Sanitation									0.00
345 Health						312,958.15	99,870.69		412,828.84
346 Culture and Recreation	273,151.36								273,151.36
347 Ambulance									0.00
348 Cemetery									0.00
349 Other									0.00
350 Fines and Forfeits:									
351 Court Fines and Costs									0.00
352 Animal Control Fines									0.00
353 Parking Meter Fines									0.00
354 Library								26,754.17	26,754.17
359 Other									0.00
360 Miscellaneous Revenue:									
361 Investment Earnings									0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 Spec Assess Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
362 Rentals									0.00
363 Special Assessments			55,919.30						55,919.30
364 Maintenance Assessments									0.00
367 Contributions and Donations from Private Sources						7,990.00	9,532.00		17,522.00
368 Liquor Operating Agreement Income									0.00
369 Other				14,943.76		88,792.17	36.00		103,771.93
Total Revenue	447,634.75	974,198.96	55,919.30	692,026.02	0.00	1,095,481.70	298,567.36	26,754.17	3,590,582.26
Expenditures:									
410 General Government:									0.00
411 Legislative									0.00
412 Executive									0.00
413 Elections									0.00
414 Financial Administration									0.00
419 Other									0.00
Total General Government	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Public Safety:									0.00
421 Police									0.00
422 Fire									0.00
423 Protective Inspection									0.00
429 Other Protection				930,386.04					930,386.04
Total Public Safety	0.00	0.00	0.00	930,386.04	0.00	0.00	0.00	0.00	930,386.04
430 Public Works:									0.00
431 Highways and Streets									0.00
432 Sanitation									0.00
433 Water									0.00
434 Electricity									0.00
435 Airport									0.00
436 Parking Facilities									0.00
437 Cemeteries									0.00
438 Natural Gas									0.00
439 Transit									0.00
Total Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440 Health and Welfare:									0.00
441 Health						1,372,244.91	371,152.56		1,743,397.47
442 Home Health									0.00
443 Mental Health Centers									0.00
444 Humane Society									0.00
445 Drug Education									0.00
446 Ambulance									0.00
447 Hospitals, Nursing Homes and Rest Homes									0.00
449 Other									0.00
Total Health and Welfare	0.00	0.00	0.00	0.00	0.00	1,372,244.91	371,152.56	0.00	1,743,397.47
450 Culture and Recreation:									0.00
451 Recreation									0.00
452 Parks	714,795.42								714,795.42
455 Libraries								17,264.63	17,264.63

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	203 Lake Fund	211 Ent Tax Fund	213 BID #3 Fund	214 E-911 Fund	216 Spec Assess Fund	218 Comm Serv Fund	219 Nutrition Fund	226 Library Fund	Total Nonmajor Governmental Funds
456 Auditorium									0.00
457 Historical Preservation									0.00
458 Museums									0.00
Total Culture and Recreation	714,795.42	0.00	0.00	0.00	0.00	0.00	0.00	17,264.63	732,060.05
460 Conservation and Development:									
463 Urban Redevelopment and Housing			34,562.89						34,562.89
465 Economic Development and Assistance									0.00
466 Economic Opportunity		452,017.96							452,017.96
Total Conservation and Development	0.00	452,017.96	34,562.89	0.00	0.00	0.00	0.00	0.00	486,580.85
470 Debt Service	293,347.50								293,347.50
480 Intergovernmental Expenditures									0.00
485 Capital Outlay									0.00
490 Miscellaneous:									
491 Judgements and Losses									0.00
492 Other Expenditures									0.00
493 Liquor Operating Agreements									0.00
Total Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	1,008,142.92	452,017.96	34,562.89	930,386.04	0.00	1,372,244.91	371,152.56	17,264.63	4,185,771.91
Excess of Revenue Over (Under) Expenditures	(560,508.17)	522,181.00	21,356.41	(238,360.02)	0.00	(276,763.21)	(72,585.20)	9,489.54	(595,189.65)
Other Financing Sources (Uses):									
391.01 Transfers In	1,113,400.00			300,000.00					1,413,400.00
391.03 Sale of Municipal Property	951,519.83					22,355.00			973,874.83
391.04 Compensation for Loss or Damage to Capital Assets									0.00
391.2 Long-Term Debt Issued									0.00
511 Transfers Out		(420,000.00)							(420,000.00)
512 Discount on Bonds Issued									0.00
513 Payments to Refunded Debt Escrow Agent									0.00
Total Other Financing Sources (Uses)	2,064,919.83	(420,000.00)	0.00	300,000.00	0.00	22,355.00	0.00	0.00	1,967,274.83
361.06/(514) Special Items									0.00
391.05/(515) Extraordinary Items									0.00
Net Change in Fund Balances	1,504,411.66	102,181.00	21,356.41	61,639.98	0.00	(254,408.21)	(72,585.20)	9,489.54	1,372,085.18
Changes in Nonspendable									0.00
Fund Balance - Beginning	2,195,864.56	845,108.89	105,199.47	760,709.57	176,915.99	301,159.39	380,753.99	85,144.68	4,850,856.54
Adjustments:									0.00
									0.00
Adjusted Fund Balance - Beginning	2,195,864.56	845,108.89	105,199.47	760,709.57	176,915.99	301,159.39	380,753.99	85,144.68	4,850,856.54
FUND BALANCE- ENDING	3,700,276.22	947,289.89	126,555.88	822,349.55	176,915.99	46,751.18	308,168.79	94,634.22	6,222,941.72

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	303	304	305	308	310	313	Total
	TID #7	TID #8	TID#9	TID #14	TID #16	TID#19	Nonmajor
	WESTWOOD	HIGHLAND	VANTAGE PT	WIS-PAC	INNOVATIVE	ANTACH/MHA	Governmental
	Fund	Fund	Fund	Fund	Fund	Fund	Funds
Revenues:							
310 Taxes:							
311 General Property Taxes	207,856.92	130,874.68	103,589.65	57,444.46	123,693.40	23,592.34	647,051.45
312 Airflight Property Tax							0.00
313 General Sales and Use Taxes		109,292.00					109,292.00
314 Gross Receipts Business Taxes							0.00
315 Amusement Taxes							0.00
317 Excise Tax							0.00
318 Tax Deed Revenue							0.00
319 Penalties and Interest on Delinquent Taxes							0.00
320 Licenses and Permits							0.00
330 Intergovernmental Revenue:							
331 Federal Grants							0.00
332 Federal Shared Revenue							0.00
333 Federal Payments in Lieu of Taxes							0.00
334 State Grants							0.00
335 State Shared Revenue:							
335.01 Bank Franchise Tax							0.00
335.02 Prorate License Fees							0.00
335.03 Liquor Tax Reversion (25%)							0.00
335.04 Motor Vehicle Licenses							0.00
335.06 Fire Insurance Premiums Reversion							0.00
335.08 Local Government Highway and Bridge Fund							0.00
335.09 911 Remittances							0.00
335.2 Other							0.00
336 State Payments in Lieu of Taxes							0.00
338 County Shared Revenue:							
338.01 County Road Tax (25%)							0.00
338.02 County Road and Bridge Tax (25%)							0.00
338.03 County Wheel Tax							0.00
338.99 Other							0.00
339 Other Intergovernmental Revenue							0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	303	304	305	308	310	313	Total
	TID #7	TID #8	TID#9	TID #14	TID #16	TID#19	Nonmajor
	WESTWOOD	HIGHLAND	VANTAGE PT	WIS-PAC	INNOVATIVE	ANTACH/MHA	Governmental
	Fund	Fund	Fund	Fund	Fund	Fund	Funds
340 Charges for Goods and Services:							
341 General Government							0.00
342 Public Safety							0.00
343 Highways and Streets							0.00
344 Sanitation							0.00
345 Health							0.00
346 Culture and Recreation							0.00
347 Ambulance							0.00
348 Cemetery							0.00
349 Other							0.00
350 Fines and Forfeits:							
351 Court Fines and Costs							0.00
352 Animal Control Fines							0.00
353 Parking Meter Fines							0.00
354 Library							0.00
359 Other							0.00
360 Miscellaneous Revenue:							
361 Investment Earnings							0.00
362 Rentals							0.00
363 Special Assessments							0.00
364 Street Assessments							0.00
367 Contributions and Donations from Private Sources							0.00
368 Liquor Operating Agreement Income							0.00
369 Other							0.00
Total Revenue	207,856.92	240,166.68	103,589.65	57,444.46	123,693.40	23,592.34	756,343.45
Expenditures:							
410 General Government:							
411 Legislative							0.00
412 Executive							0.00
413 Elections							0.00
414 Financial Administration							0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	303 TID #7 WESTWOOD Fund	304 TID #8 HIGHLAND Fund	305 TID#9 VANTAGE PT Fund	308 TID #14 WIS-PAC Fund	310 TID #16 INNOVATIVE Fund	313 TID#19 ANTACH/MHA Fund	Total Nonmajor Governmental Funds
419 Other							0.00
Total General Government	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Public Safety:							
421 Police							0.00
422 Fire							0.00
423 Protective Inspection							0.00
429 Other Protection							0.00
Total Public Safety	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430 Public Works:							
431 Highways and Streets							0.00
432 Sanitation							0.00
433 Water							0.00
434 Electricity							0.00
435 Airport							0.00
436 Parking Facilities							0.00
437 Cemeteries							0.00
438 Natural Gas							0.00
439 Transit							0.00
Total Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440 Health and Welfare:							
441 Health							0.00
442 Home Health							0.00
443 Mental Health Centers							0.00
444 Humane Society							0.00
445 Drug Education							0.00
446 Ambulance							0.00
447 Hospitals, Nursing Homes and Rest Homes							0.00
449 Other							0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	303 TID #7 WESTWOOD Fund	304 TID #8 HIGHLAND Fund	305 TID#9 VANTAGE PT Fund	308 TID #14 WIS-PAC Fund	310 TID #16 INNOVATIVE Fund	313 TID#19 ANTACH/MHA Fund	Total Nonmajor Governmental Funds
Total Health and Welfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 Culture and Recreation:							
451 Recreation							0.00
452 Parks							0.00
455 Libraries							0.00
456 Auditorium							0.00
457 Historical Preservation							0.00
458 Museums							0.00
Total Culture and Recreation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460 Conservation and Development:							
463 Urban Redevelopment and Housing							0.00
465 Economic Development and Assistance							0.00
466 Economic Opportunity							0.00
Total Conservation and Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00
470 Debt Service	161,952.79	225,150.30	103,589.65	57,444.46	141,862.86	22,145.24	712,145.30
480 Intergovernmental Expenditures							0.00
485 Capital Outlay							0.00
490 Miscellaneous:							
491 Judgements and Losses							0.00
492 Other Expenditures	178,746.10						178,746.10
493 Liquor Operating Agreements							0.00
Total Miscellaneous	178,746.10	0.00	0.00	0.00	0.00	0.00	178,746.10
Total Expenditures	340,698.89	225,150.30	103,589.65	57,444.46	141,862.86	22,145.24	890,891.40
Excess of Revenue Over (Under) Expenditures	(132,841.97)	15,016.38	0.00	0.00	(18,169.46)	1,447.10	(134,547.95)

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	303 TID #7 WESTWOOD Fund	304 TID #8 HIGHLAND Fund	305 TID#9 VANTAGE PT Fund	308 TID #14 WIS-PAC Fund	310 TID #16 INNOVATIVE Fund	313 TID#19 ANTACH/MHA Fund	Total Nonmajor Governmental Funds
Other Financing Sources (Uses):							
391.01 Transfers In							0.00
391.03 Sale of Municipal Property							0.00
391.04 Compensation for Loss or Damage to Capital Assets							0.00
391.2 Long-Term Debt Issued							0.00
511 Transfers Out							0.00
512 Discount on Bonds Issued							0.00
513 Payments to Refunded Debt Escrow Agent							0.00
Total Other Financing Sources (Uses)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
361.06/(514) Special Items							0.00
391.05/(515) Extraordinary Items							0.00
Net Change in Fund Balances	(132,841.97)	15,016.38	0.00	0.00	(18,169.46)	1,447.10	(134,547.95)
Changes in Nonspendable							0.00
Fund Balance - Beginning	132,841.97	100,850.96	0.00	0.00	18,169.46	10,349.07	262,211.46
Adjustments:							
added debt (payables) previously not reported		(469,446.59)					(469,446.59)
							0.00
Adjusted Fund Balance - Beginning	132,841.97	(368,595.63)	0.00	0.00	18,169.46	10,349.07	(207,235.13)
FUND BALANCE- ENDING	0.00	(353,579.25)	0.00	0.00	0.00	11,796.17	(341,783.08)

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	314 TID#20 MORRIS Fund	315 TID#21 HOHN ENT Fund	318 TID#24 PERFORM PET Fund	319 TID #26 WEST BLDG Fund	319 TID #27 FIALA HOUS Fund	350 INDOOR SWIM POOL Fund	Total Nonmajor Governmental Funds
Revenues:							
310 Taxes:							
311 General Property Taxes	17,142.05	21,437.65	71,385.70	4,562.09	2,954.25		117,481.74
312 Airflight Property Tax							0.00
313 General Sales and Use Taxes						144,253.00	144,253.00
314 Gross Receipts Business Taxes							0.00
315 Amusement Taxes							0.00
317 Excise Tax							0.00
318 Tax Deed Revenue							0.00
319 Penalties and Interest on Delinquent Taxes							0.00
320 Licenses and Permits							0.00
330 Intergovernmental Revenue:							
331 Federal Grants							
332 Federal Shared Revenue							0.00
333 Federal Payments in Lieu of Taxes							
334 State Grants							0.00
335 State Shared Revenue:							
335.01 Bank Franchise Tax							0.00
335.02 Prorate License Fees							0.00
335.03 Liquor Tax Reversion (25%)							0.00
335.04 Motor Vehicle Licenses							0.00
335.06 Fire Insurance Premiums Reversion							0.00
335.08 Local Governemnt Highway and Bridge Fund							0.00
335.09 911 Remittances							0.00
335.2 Other							0.00
336 State Payments in Lieu of Taxes							0.00
338 County Shared Revenue:							
338.01 County Road Tax (25%)							0.00
338.02 County Road and Bridge Tax (25%)							0.00
338.03 County Wheel Tax							0.00
338.99 Other							0.00
339 Other Intergovernmental Revenue							0.00
340 Charges for Goods and Services:							
341 General Government							0.00
342 Public Safety							0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	314 TID#20 MORRIS Fund	315 TID#21 HOHN ENT Fund	318 TID#24 PERFORM PET Fund	319 TID #26 WEST BLDG Fund	319 TID #27 FIALA HOUS Fund	350 INDOOR SWIM POOL Fund	Total Nonmajor Governmental Funds
343 Highways and Streets							0.00
344 Sanitation							0.00
345 Health							0.00
346 Culture and Recreation							0.00
347 Ambulance							0.00
348 Cemetery							0.00
349 Other							0.00
350 Fines and Forfeits:							
351 Court Fines and Costs							0.00
352 Animal Control Fines							0.00
353 Parking Meter Fines							0.00
354 Library							0.00
359 Other							0.00
360 Miscellaneous Revenue:							
361 Investment Earnings							0.00
362 Rentals							0.00
363 Special Assessments							0.00
364 Street Assessments							0.00
367 Contributions and Donations from Private Sources						33,285.00	33,285.00
368 Liquor Operating Agreement Income							0.00
369 Other							0.00
Total Revenue	17,142.05	21,437.65	71,385.70	4,562.09	2,954.25	177,538.00	295,019.74

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	314 TID#20 MORRIS Fund	315 TID#21 HOHN ENT Fund	318 TID#24 PERFORM PET Fund	319 TID #26 WEST BLDG Fund	319 TID #27 FIALA HOUS Fund	350 INDOOR SWIM POOL Fund	Total Nonmajor Governmental Funds
Expenditures:							
410 General Government:							
411 Legislative							0.00
412 Executive							0.00
413 Elections							0.00
414 Financial Administration							0.00
419 Other							0.00
Total General Government	0.00	0.00	0.00	0.00	0.00	0.00	0.00
420 Public Safety:							
421 Police							0.00
422 Fire							0.00
423 Protective Inspection							0.00
429 Other Protection							0.00
Total Public Safety	0.00	0.00	0.00	0.00	0.00	0.00	0.00
430 Public Works:							
431 Highways and Streets							0.00
432 Sanitation							0.00
433 Water							0.00
434 Electricity							0.00
435 Airport							0.00
436 Parking Facilities							0.00
437 Cemeteries							0.00
438 Natural Gas							0.00
439 Transit							0.00
Total Public Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440 Health and Welfare:							
441 Health							0.00
442 Home Health							0.00
443 Mental Health Centers							0.00
444 Humane Society							0.00
445 Drug Education							0.00

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	314 TID#20 MORRIS Fund	315 TID#21 HOHN ENT Fund	318 TID#24 PERFORM PET Fund	319 TID #26 WEST BLDG Fund	319 TID #27 FIALA HOUS Fund	350 INDOOR SWIM POOL Fund	Total Nonmajor Governmental Funds
446 Ambulance							0.00
447 Hospitals, Nursing Homes and Rest Homes							0.00
449 Other							0.00
							0.00
Total Health and Welfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450 Culture and Recreation:							
451 Recreation							0.00
452 Parks							0.00
455 Libraries							0.00
456 Auditorium							0.00
457 Historical Preservation							0.00
458 Museums							0.00
							0.00
Total Culture and Recreation	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460 Conservation and Development:							
463 Urban Redevelopment and Housing							0.00
465 Economic Development and Assistance							0.00
466 Economic Opportunity							0.00
							0.00
Total Conservation and Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00
470 Debt Service	17,142.05	21,437.65	71,385.70	4,562.09	2,268.06	261,945.94	378,741.49
480 Intergovernmental Expenditures							0.00
485 Capital Outlay							0.00
490 Miscellaneous:							
491 Judgements and Losses							0.00
492 Other Expenditures							0.00
493 Liquor Operating Agreements							0.00
Total Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	17,142.05	21,437.65	71,385.70	4,562.09	2,268.06	261,945.94	378,741.49

MUNICIPALITY OF MITCHELL
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2023

	314 TID#20 MORRIS Fund	315 TID#21 HOHN ENT Fund	318 TID#24 PERFORM PET Fund	319 TID #26 WEST BLDG Fund	319 TID #27 FIALA HOUS Fund	350 INDOOR SWIM POOL Fund	Total Nonmajor Governmental Funds
Excess of Revenue Over (Under) Expenditures	0.00	0.00	0.00	0.00	686.19	(84,407.94)	(83,721.75)
Other Financing Sources (Uses):							
391.01 Transfers In						429,553.00	429,553.00
391.03 Sale of Municipal Property							0.00
391.04 Compensation for Loss or Damage to Capital Assets							0.00
391.2 Long-Term Debt Issued							0.00
511 Transfers Out							0.00
512 Discount on Bonds Issued							0.00
513 Payments to Refunded Debt Escrow Agent							0.00
							0.00
Total Other Financing Sources (Uses)	0.00	0.00	0.00	0.00	0.00	429,553.00	429,553.00
361.06/(514) Special Items							0.00
391.05/(515) Extraordinary Items							0.00
Net Change in Fund Balances	0.00	0.00	0.00	0.00	686.19	345,145.06	345,831.25
Changes in Nonspendable							0.00
Fund Balance - Beginning	0.00	0.00	0.00	0.00	0.00	486,911.05	486,911.05
Adjustments:							0.00
							0.00
Adjusted Fund Balance - Beginning	0.00	0.00	0.00	0.00	0.00	486,911.05	486,911.05
FUND BALANCE- ENDING	0.00	0.00	0.00	0.00	686.19	832,056.11	832,742.30

**MUNICIPALITY OF MITCHELL
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2023**

	Enterprise Funds							Totals	Internal Service Funds
	Water Fund	Sewer Fund	Airport Fund	Sanitation Fund	Corn Palace Fund	Golf Course Fund	Campground Fund	EMS Fund	
ASSETS:									
Current Assets:									
Cash and Cash Equivalents	5,190,207.93	5,246,577.06	111,088.11	4,014,622.96	98,349.39	873,682.20	103,892.42	583,237.16	16,221,657.23
106 Cash with Fiscal Agent									0.00
151 Investments									0.00
115 Accounts Receivable, Net	279,249.27	811,377.45		197,654.30	16,482.24		94.75	954.00	1,305,812.01
117 Unbilled Accounts Receivable	343,970.48	355,887.70		87,445.23					787,303.41
121 Special Assessments Receivable--Current	83.70								83.70
122 Special Assessments Receivable--Delinquent	83.70								83.70
123 Special Assessments Receivable--Noncurrent	669.59								669.59
125 Interest Receivable--Special Assessments									0.00
126 Governmental Unit's Share of Assessment Improvement Costs									0.00
128 Notes Receivable									0.00
131 Due from _____ Fund									0.00
132 Due from Other Government				220,873.01					220,873.01
129 Due from Component Unit									0.00
135 Interest Receivable									0.00
136 Accrued Interest on Investments Purchased									0.00
137 Dividend Receivable									0.00
141 Inventory of Supplies	549,922.11	24,469.38	6,460.68	14,165.14	8,464.90	21,633.98		19,266.73	644,382.92
142 Inventory of Stores Purchased for Resale					16,778.21				16,778.21
155 Prepaid Expenses									0.00
Total Current Assets	6,364,186.78	6,438,311.59	117,548.79	4,534,760.64	140,074.74	895,316.18	103,987.17	603,457.89	19,197,643.78
Noncurrent Assets:									
107.1 Restricted Cash and Cash Equivalents				27,940.00					27,940.00
107.2 Restricted Investments				1,549,421.36					1,549,421.36
154 Deposits									0.00
157 Unamortized Discounts on Bonds Sold									0.00
133 Advance to _____ Fund									0.00
189 Net Pension Asset	6,077.51	(11,695.07)	(411.07)	368.11	8,214.39	(7,347.46)		(862.67)	(5,656.26)
Capital Assets:									
160 Land	329,365.19	163,091.98	39,742.65	550,372.84	50,650.00	169,842.84			1,303,065.50
162 Buildings	12,935,319.04	291,262.93	571,486.54	2,179,001.61	8,445,555.64	314,500.00	67,500.00		24,804,625.76
164 Improvements Other Than Buildings	27,644,866.68	15,481,084.79	17,237,290.30	3,852,209.36	1,539,115.51	1,171,580.68			66,926,147.32
166 Furnishings and Equipment	4,730,627.95	7,760,792.91	729,039.45	4,539,801.94	816,075.25	566,797.27	66,187.32	155,626.00	19,364,948.09
168 Construction/Development in Progress	7,179,881.40	15,493,907.68		87,435.70					22,761,224.78
169 Infrastructure	2,270,344.16	2,701,455.87							4,971,800.03
Less: Accumulated Depreciation (Credit)	(19,344,965.60)	(10,063,171.37)	(14,784,281.14)	(5,182,273.25)	(3,413,211.07)	(1,741,939.09)	(57,851.60)	(11,347.70)	(54,599,040.82)
171 Intangible Assets		2,500.00							2,500.00
172 Accumulated Amortization (Credit)	()	()	()	()	()	()	()	()	0.00
Total Noncurrent Assets	35,751,516.33	31,819,229.72	3,792,866.73	7,604,277.67	7,446,399.72	473,434.24	75,835.72	143,415.63	87,106,975.76
TOTAL ASSETS	42,115,703.11	38,257,541.31	3,910,415.52	12,139,038.31	7,586,474.46	1,368,750.42	179,822.89	746,873.52	106,304,619.54

**MUNICIPALITY OF MITCHELL
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2023**

		Enterprise Funds								Internal	
		Water Fund	Sewer Fund	Airport Fund	Sanitation Fund	Corn Palace Fund	Golf Course Fund	Campground Fund	EMS Fund	Totals	Service Funds
DEFERRED OUTFLOWS OF RESOURCES:											
196	Pension Related Deferred Outflows	149,526.86	141,517.48	25,482.76	213,081.42	170,947.90	54,119.98		325,686.68	1,080,363.08	
197	Deferred Charge on Refunding									0.00	
198	Other Deferred Outflows of Resources									0.00	
TOTAL DEFERRED OUTFLOWS OF RESOURCES		149,526.86	141,517.48	25,482.76	213,081.42	170,947.90	54,119.98	0.00	325,686.68	1,080,363.08	0.00
LIABILITIES:											
Current Liabilities:											
201	Claims Payable	1,001,563.22	392,277.33	22,757.89	47,341.28	22,749.63	3,593.24	98.00	2,168.25	1,492,548.84	81,667.90
202	Accounts Payable									0.00	
203	Judgments Payable									0.00	
204	Annuities Payable									0.00	
205	Notes Payable									0.00	
206	Contracts Payable									0.00	
207	Contracts Payable--Retained Percentage									0.00	
208	Due to General Fund						75,000.00			75,000.00	
209	Due to _____ Government									0.00	
210	Due to Resigned Employees									0.00	
211	Matured Bonds Payable									0.00	
212	Matured Interest Payable									0.00	
213	Incurred but Not Reported Claims									0.00	220,000.00
215	Accrued Interest Payable									0.00	
216	Accrued Wages Payable									0.00	
217	Accrued Taxes Payable									0.00	
218	Amount Held for Special Assessment Debt Service									0.00	
219	Amounts Held for Others									0.00	
220	Customer Deposits									0.00	
221	Due to Fiscal Agent									0.00	
223	Unearned Revenue									0.00	
225	Registered Warrants									0.00	
226	Bonds Payable Current:										
226.01	General Obligation									0.00	
226.02	Revenue	261,645.03	745,341.29		139,842.25					1,146,828.57	
226.03	Special Assessment									0.00	
227	Unamortized Premiums on Bonds Sold									0.00	
228	Payable from Restricted Assets									0.00	
229	Due to Component Unit									0.00	
230	Compensated Absences Payable -- Current	6,701.05	8,408.46	979.97	10,785.31	6,552.65	1,536.41		3,252.66	38,216.51	
Total Current Liabilities		1,269,909.30	1,146,027.08	23,737.86	197,968.84	29,302.28	80,129.65	98.00	5,420.91	2,752,593.92	301,667.90

**MUNICIPALITY OF MITCHELL
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
December 31, 2023**

		Enterprise Funds							Totals	Internal Service Funds
		Water Fund	Sewer Fund	Airport Fund	Sanitation Fund	Corn Palace Fund	Golf Course Fund	Campground Fund		
Noncurrent Liabilities:										
231	Bonds Payable:									
231.01	General Obligation								0.00	
231.02	Revenue	2,171,861.60	32,819,114.17		158,907.02				35,149,882.79	
231.03	Special Assessment								0.00	
232	Special Assessment Debt with Governmental Commitment								0.00	
233	Accrued Leave Payable	19,803.13	25,225.39	2,939.11	32,355.92	19,657.96	4,609.21	9,757.99	114,348.71	
234	Accrued Leave Payable								0.00	
235	Accrued Landfill Closure and Postclosure Care Costs				1,132,917.48				1,132,917.48	
236	Advance from _____ Fund								0.00	
238	Net OPEB Obligation	28,362.00	33,519.00	5,157.00	51,567.00	30,940.00	8,766.00	67,037.00	225,348.00	
237	Other Long-Term Liabilities								0.00	
239	Net Pension Liability	1,301.72	1,458.62	419.22	1,792.37		130.10		5,102.03	
Total Noncurrent Liabilities		2,221,328.45	32,879,317.18	8,515.33	1,377,539.79	50,597.96	13,505.31	0.00	76,794.99	0.00
TOTAL LIABILITIES		3,491,237.75	34,025,344.26	32,253.19	1,575,508.63	79,900.24	93,634.96	98.00	82,215.90	301,667.90
DEFERRED INFLOWS OF RESOURCES:										
247	Other Deferred Inflows of Resources								0.00	
248	Pension Related Deferred Inflows	81,627.51	56,736.61	15,183.24	114,709.61	85,479.92	15,639.91	206,047.22	575,424.02	
TOTAL DEFERRED INFLOWS OF RESOURCES		81,627.51	56,736.61	15,183.24	114,709.61	85,479.92	15,639.91	0.00	206,047.22	0.00
NET POSITION:										
253.1	Net Investment in Capital Assets	33,311,932.19	1,054,627.69	3,793,277.80	5,727,798.93	7,393,185.33	480,781.70	75,835.72	144,278.30	51,981,717.66
253.2	Restricted for:									
253.21	Revenue Bond Debt Service	68,665.00			27,940.00					96,605.00
253.22	Revenue Bond Retirement									0.00
253.23	Revenue Bond Contingency									0.00
253.24	Special Assessment Bond Guarantee									0.00
253.25	Special Assessment Bond Sinking									0.00
253.26	Equipment Repair and/or Replacement									0.00
253.27	Landfill Closure and Post Closure Costs				1,549,421.36					1,549,421.36
253.28	Permanently Restricted Purposes									0.00
253.29	Other Purposes									0.00
253.9	Unrestricted	5,311,767.52	3,262,350.23	95,184.05	3,356,741.20	198,856.87	832,813.83	103,889.17	640,018.78	13,801,621.65
TOTAL NET POSITION		38,692,364.71	4,316,977.92	3,888,461.85	10,661,901.49	7,592,042.20	1,313,595.53	179,724.89	784,297.08	67,429,365.67

The notes to the financial statements are an integral part of this statement.

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
For the Year Ended December 31, 2023

		Enterprise Funds								Internal	
		Water Fund	Sewer Fund	Airport Fund	Sanitation Fund	Corn Palace Fund	Golf Course Fund	Campground Fund	EMS Fund	Totals	Service Funds
Operating Revenue:											
371	Surcharge as Security for Debt	446,481.16	1,828,399.26							2,274,880.42	
372-389	Charges for Goods and Services	4,692,168.69	2,395,559.11	164,153.80	2,844,010.75	941,613.44	597,625.87	101,493.82	727,344.40	12,463,969.88	
380.05	Lottery Sales									0.00	
367	Contributions and Donations					13,260.33	4,500.00			17,760.33	
369	Miscellaneous									0.00	2,754,775.68
Total Operating Revenue		5,138,649.85	4,223,958.37	164,153.80	2,844,010.75	954,873.77	602,125.87	101,493.82	727,344.40	14,756,610.63	2,754,775.68
Operating Expenses:											
410	Personal Services	520,278.39	519,274.60	110,557.53	844,266.69	736,860.38	193,188.61	21,015.10	1,200,550.10	4,145,991.40	
420	Other Current Expense	1,659,619.89	1,173,736.96	251,232.65	1,794,369.73	561,257.08	394,524.42	42,743.79	316,194.53	6,193,679.05	2,670,082.60
426.2	Materials (Cost of Goods Sold)	977,148.47				235,067.99				1,212,216.46	
453	Amortization									0.00	
457	Depreciation	752,991.10	456,400.87	427,858.08	477,733.01	244,026.10	50,056.47	8,349.30	11,347.70	2,428,762.63	
Total Operating Expenses		3,910,037.85	2,149,412.43	789,648.26	3,116,369.43	1,777,211.55	637,769.50	72,108.19	1,528,092.33	13,980,649.54	2,670,082.60
Operating Income (Loss)		1,228,612.00	2,074,545.94	(625,494.46)	(272,358.68)	(822,337.78)	(35,643.63)	29,385.63	(800,747.93)	775,961.09	84,693.08
Nonoperating Revenue (Expense):											
330	Operating Grants			125,953.31	220,873.01					346,826.32	
361	Investment Earnings	199,462.99	199,462.99		280,551.04					679,477.02	
362	Rental Revenue									0.00	
442	Interest Expense (Enter as Negative)	(70,185.62)	(199,752.93)		(12,852.77)					(282,791.32)	
(492)366	Gain (Loss) on Disposition of Assets						6,400.00			6,400.00	
(429)369.01	Other									0.00	
Total Nonoperating Revenue (Expense)		129,277.37	(289.94)	125,953.31	488,571.28	0.00	6,400.00	0.00	0.00	749,912.02	0.00

MUNICIPALITY OF MITCHELL
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
For the Year Ended December 31, 2023

		Enterprise Funds							Internal Service Funds	
		Water Fund	Sewer Fund	Airport Fund	Sanitation Fund	Corn Palace Fund	Golf Course Fund	Campground Fund	EMS Fund	Totals
Income (Loss) Before Contributions, Special Items, Extraordinary Items and Transfers		1,357,889.37	2,074,256.00	(499,541.15)	216,212.60	(822,337.78)	(29,243.63)	29,385.63	(800,747.93)	1,525,873.11
391.07	Capital Contributions	7,158,603.34	(7,126,816.08)		1,174,371.89	54,248.98	137,442.16		162,973.01	1,560,823.30
391.1	Transfers In			94,998.00		574,470.00	550,836.00		902,261.00	2,122,565.00
511	Transfers Out (Enter as Negative)									0.00
391.06/(514)	Special Items									0.00
391.05/(515)	Extraordinary Items									0.00
Change in Net Position		8,516,492.71	(5,052,560.08)	(404,543.15)	1,390,584.49	(193,618.80)	659,034.53	29,385.63	264,486.08	5,209,261.41
Net Position - Beginning		30,175,872.00	9,369,538.00	4,293,005.00	9,271,317.00	7,785,661.00	654,561.00	150,339.26	519,811.00	62,220,104.26
Adjustments:										
GASB 68-Pensions adj										0.00
										0.00
Adjusted Net Position - Beginning		30,175,872.00	9,369,538.00	4,293,005.00	9,271,317.00	7,785,661.00	654,561.00	150,339.26	519,811.00	62,220,104.26
NET POSITION - ENDING		38,692,364.71	4,316,977.92	3,888,461.85	10,661,901.49	7,592,042.20	1,313,595.53	179,724.89	784,297.08	67,429,365.67

MUNICIPALITY OF MITCHELL
STATEMENT OF FIDUCIARY NET POSITION
December 31, 2023

	Private-Purpose Trust Funds	Custodial Funds
ASSETS:		
Cash and Cash Equivalents		846,923.43
Investments, at Fair Value		
Other Assets		58,170.92
TOTAL ASSETS	0.00	905,094.35
LIABILITIES:		
Accounts Payable and Other Payables		1,048.75
Amounts Held for Others		904,045.60
Due to Other Governments		
Total Liabilities	0.00	905,094.35
NET POSITION		
Restricted (list by category)		
TOTAL NET POSITION	0.00	905,094.35

MUNICIPALITY OF MITCHELL
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
For the Year Ended December 31, 2023

	<u>Private-Purpose Trust Funds</u>	<u>Custodial Funds</u>
ADDITIONS:		
Contributions and Donations		\$ 475,579.03
Investment Earnings:		
Net Increase in Fair Value of Investments		
Interest and Dividends		
Other Investments Earnings		
Total Investment Earnings	0.00	0.00
Less Investment Costs:		
Investment Activity Costs		
Other Investment Costs		
Net Investment Earnings	0.00	0.00
Property Tax Collections for Other Governments		
State Shared Revenue Collections for Other Governments		
Other Additions		
Total Additions	0.00	475,579.03
DEDUCTIONS:		
Trust Deductions for _____		
Payments of Property Tax to Other Governments		
Payments of State Shared Revenue to Other Governments		
Other Deductions		639,494.54
Total Deductions	0.00	639,494.54
Change in Net Position	0.00	(163,915.51)
Net Position - Beginning		1,067,961.11
NET POSITION - ENDING	<u>\$ -</u>	<u>\$ 904,045.60</u>

The notes to the financial statements are an integral part of this statement.

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
GENERAL FUND
For the Year Ended December 31, 2023

Page 1

		Budgeted Amounts		Actual Amounts	Variance with
		Original	Final	(Budgetary Basis)	Final Budget - Positive (Negative)
Revenues:					
310	Taxes:				
311	General Property Taxes	6,215,678.00	6,215,678.00	6,170,074.10	(45,603.90)
312	Airflight Property Tax			106.00	106.00
313	General Sales and Use Taxes	11,880,000.00	11,880,000.00	14,592,559.87	2,712,559.87
314	Gross Receipts Business Taxes	198,000.00	198,000.00	182,675.98	(15,324.02)
315	Amusement Taxes				0.00
317	Excise Tax				0.00
318	Tax Deed Revenue				0.00
319	Penalties and Interest on Delinquent Taxes	10,000.00	10,000.00	10,005.07	5.07
320	Licenses and Permits	198,000.00	198,000.00	497,070.92	299,070.92
330	Intergovernmental Revenue:				
331	Federal Grants	10,000.00	10,000.00	846,401.75	836,401.75
332	Federal Shared Revenue				0.00
333	Federal Payments in Lieu of Taxes				0.00
334	State Grants	618,640.00	618,640.00	1,251,408.30	632,768.30
335	State Shared Revenue:				
335.01	Bank Franchise Tax	46,000.00	46,000.00	76,690.84	30,690.84
335.02	Prorate License Fees	15,000.00	15,000.00	17,029.05	2,029.05
335.03	Liquor Tax Reversion (25%)	116,000.00	116,000.00	108,267.58	(7,732.42)
335.04	Motor Vehicle Licenses	136,000.00	136,000.00	132,645.46	(3,354.54)
335.06	Fire Insurance Premiums Reversion	68,000.00	68,000.00	83,424.15	15,424.15
335.08	Local Government Highway and Bridge Fund	430,000.00	430,000.00	450,504.94	20,504.94
335.09	911 Remittances				
335.2	Other				
336	State Payments in Lieu of Taxes				0.00
338	County Shared Revenue:				0.00
338.01	County Road Tax (25%)				0.00
338.02	County Road and Bridge Tax (25%)				0.00
338.03	County Wheel Tax	1.00	1.00	1.00	0.00
338.99	Other				0.00
339	Other Intergovernmental Revenues				0.00
340	Charges for Goods and Services:				
341	General Government	3,800.00	3,800.00	5,331.60	1,531.60
342	Public Safety	130,970.00	130,970.00	137,977.00	7,007.00
343	Highways and Streets	16,000.00	16,000.00	8,206.50	(7,793.50)
344	Sanitation				0.00
345	Health				0.00
346	Culture and Recreation				0.00
347	Ambulance				0.00
348	Cemetery	137,400.00	137,400.00	132,087.00	(5,313.00)
349	Other				0.00
350	Fines and Forfeits:				
351	Court Fines and Costs	3,000.00	3,000.00	444.72	(2,555.28)
352	Animal Control Fines	8,000.00	8,000.00	7,904.00	(96.00)
353	Parking Meter Fines	21,000.00	21,000.00	13,266.00	(7,734.00)
354	Library				0.00
359	Other				0.00
360	Miscellaneous Revenue:				
361	Investment Earnings	232,000.00	232,000.00	1,544,413.51	1,312,413.51
362	Rentals			945.65	945.65
363	Special Assessments	19,500.00	19,500.00	38,281.05	18,781.05
364	Maintenance Assessments				0.00

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
GENERAL FUND
For the Year Ended December 31, 2023

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		Budgeted Amounts		Actual Amounts	Variance with
		Original	Final	(Budgetary Basis)	Final Budget - Positive (Negative)
367	Contributions and Donations from Private Sources			3,000.00	3,000.00
368	Liquor Operating Agreement Income				0.00
369	Other	76,010.00	76,010.00	118,106.22	42,096.22
Total Revenue		20,588,999.00	20,588,999.00	26,428,828.26	5,839,829.26
Expenditures:					
410	General Government:				
411	Legislative	170,245.00	173,245.00	165,634.82	7,610.18
411.5	Contingency	811,628.00	811,628.00		
	Amount Transferred		(701,819.00)		109,809.00
412	Executive	428,021.00	450,542.00	425,770.26	24,771.74
413	Elections	8,000.00	8,000.00	7,551.71	448.29
414	Financial Administration	1,322,077.00	1,392,577.00	1,197,428.92	195,148.08
419	Other	551,149.00	639,954.00	564,338.77	75,615.23
Total General Government		3,291,120.00	2,774,127.00	2,360,724.48	413,402.52
420	Public Safety:				
421	Police	3,925,353.00	4,174,927.00	3,619,265.73	555,661.27
422	Fire	1,784,995.00	1,853,153.00	1,519,038.31	334,114.69
423	Protective Inspection				0.00
429	Other Protection				0.00
Total Public Safety		5,710,348.00	6,028,080.00	5,138,304.04	889,775.96
430	Public Works:				
431	Highways and Streets	5,139,887.00	8,809,370.00	5,588,723.28	3,220,646.72
432	Sanitation				0.00
433	Water				0.00
434	Electricity				0.00
435	Airport				0.00
436	Parking Facilities				0.00
437	Cemeteries	293,494.00	329,494.00	265,390.44	64,103.56
438	Natural Gas				0.00
439	Transit				0.00
Total Public Works		5,433,381.00	9,138,864.00	5,854,113.72	3,284,750.28
440	Health and Welfare:				
441	Health	41,000.00	41,000.00	41,000.00	0.00
442	Home Health				0.00
443	Mental Health Centers				0.00
444	Humane Society	87,533.00	87,533.00	19,843.27	67,689.73
445	Drug Education				0.00
446	Ambulance				0.00
447	Hospitals, Nursing Homes and Rest Homes				0.00
449	Other				0.00
Total Health and Welfare		128,533.00	128,533.00	60,843.27	67,689.73
450	Culture and Recreation:				
451	Recreation	34,000.00	34,000.00	34,000.00	0.00
452	Parks				0.00
455	Libraries	792,443.00	849,836.00	796,276.82	53,559.18
456	Auditorium				0.00
457	Historical Preservation				0.00
458	Museums				0.00

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
GENERAL FUND
For the Year Ended December 31, 2023

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	Budgeted Amounts		Actual Amounts (Budgetary Basis)	Variance with Final Budget - Positive (Negative)
	Original	Final		
Total Culture and Recreation	826,443.00	883,836.00	830,276.82	53,559.18
460 Conservation and Development:				
463 Urban Redevelopment and Housing				0.00
465 Economic Development and Assistance	302,000.00	302,000.00	255,317.00	46,683.00
466 Economic Opportunity				0.00
Total Conservation and Development	302,000.00	302,000.00	255,317.00	46,683.00
470 Debt Service	850,000.00	850,000.00	849,007.50	992.50
480 Intergovernmental Expenditures				0.00
490 Miscellaneous:				
491 Judgements and Losses				0.00
492 Other Expenditures				0.00
493 Liquor Operating Agreements				0.00
Total Miscellaneous	0.00	0.00	0.00	0.00
Total Expenditures	16,541,825.00	20,105,440.00	15,348,586.83	4,756,853.17
Excess of Revenue Over (Under) Expenditures	4,047,174.00	483,559.00	11,080,241.43	10,596,682.43
Other Financing Sources (Uses):				
391.01 Transfers In			750,000.00	750,000.00
391.03 Sale of Municipal Property	13,860.00	13,860.00	4,610.00	(9,250.00)
391.04 Compensation for Loss or Damage to Capital Assets			8,725.29	8,725.29
391.2 Long-Term Debt Issued				0.00
511 Transfers Out	(6,287,470.00)	(6,717,023.00)	(6,717,023.00)	0.00
512 Discount on Bonds Issued				0.00
513 Payments to Refunded Debt Escrow Agent				0.00
Total Other Financing Sources (Uses)	(6,273,610.00)	(6,703,163.00)	(5,953,687.71)	749,475.29
391.06 (514) Special Items-Refunding Bond Payment				0.00
391.05 (515) Extraordinary Items				0.00
Net Change in Fund Balances	(2,226,436.00)	(6,219,604.00)	5,126,553.72	11,346,157.72
Changes in Nonspendable				0.00
Fund Balance - Beginning	20,590,570.59	20,590,570.59	20,590,570.59	0.00
Adjustments:				
added payables/receivables previously not reported			369,446.59	0.00
				0.00
				0.00
Adjusted Fund Balance - Beginning	20,590,570.59	20,590,570.59	20,960,017.18	0.00
FUND BALANCE - ENDING	18,364,134.59	14,370,966.59	26,086,570.90	11,346,157.72

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
SPECIAL REVENUE FUND-PARK FUND
For the Year Ended December 31, 2023

Page 1

		Budgeted Amounts		Actual Amounts	Variance with
		Original	Final	(Budgetary Basis)	Final Budget -
					Positive (Negative)
Revenues:					
310	Taxes:				
311	General Property Taxes				0.00
312	Airflight Property Tax				0.00
313	General Sales and Use Taxes				0.00
314	Gross Receipts Business Taxes				0.00
315	Amusement Taxes				0.00
317	Excise Tax				0.00
318	Tax Deed Revenue				0.00
319	Penalties and Interest on Delinquent Taxes				0.00
320	Licenses and Permits				0.00
330	Intergovernmental Revenue:				
331	Federal Grants				0.00
332	Federal Shared Revenue				0.00
333	Federal Payments in Lieu of Taxes				0.00
334	State Grants	10,000.00	10,000.00	58,885.35	48,885.35
335	State Shared Revenue:				0.00
335.01	Bank Franchise Tax				0.00
335.02	Prorate License Fees				0.00
335.03	Liquor Tax Reversion (25%)				0.00
335.04	Motor Vehicle Licenses				0.00
335.06	Fire Insurance Premiums Reversion				0.00
335.08	Local Government Highway and Bridge Fund				0.00
335.09	911 Remittances				0.00
335.2	Other				0.00
336	State Payments in Lieu of Taxes				0.00
338	County Shared Revenue:				0.00
338.01	County Road Tax (25%)				0.00
338.02	County Road and Bridge Tax (25%)				0.00
338.03	County Wheel Tax				0.00
338.99	Other				0.00
339	Other Intergovernmental Revenues				0.00
340	Charges for Goods and Services:				0.00
341	General Government				0.00
342	Public Safety				0.00
343	Highways and Streets				0.00
344	Sanitation				0.00
345	Health				0.00
346	Culture and Recreation	989,290.00	989,290.00	991,216.75	1,926.75
347	Ambulance				
348	Cemetery				0.00
349	Other				0.00
350	Fines and Forfeits:				
351	Court Fines and Costs				0.00
352	Animal Control Fines				0.00
353	Parking Meter Fines				0.00
354	Library				0.00
359	Other				0.00
360	Miscellaneous Revenue:				
361	Investment Earnings				0.00
362	Rentals				0.00
363	Special Assessments				0.00
364	Maintenance Assessments				0.00
367	Contributions and Donations from Private Sources	56,200.00	56,200.00	336,490.50	280,290.50

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
SPECIAL REVENUE FUND-PARK FUND
For the Year Ended December 31, 2023

Page 2

		Budgeted Amounts		Actual Amounts	Variance with
		Original	Final	(Budgetary Basis)	Final Budget - Positive (Negative)
368	Liquor Operating Agreement Income				0.00
369	Other	1,532.00	1,532.00	1,771.00	239.00
Total Revenue		1,057,022.00	1,057,022.00	1,388,363.60	331,341.60
Expenditures:					
410	General Government:				
411	Legislative				0.00
411.5	Contingency				
	Amount Transferred				0.00
412	Executive				0.00
413	Elections				0.00
414	Financial Administration				0.00
419	Other				0.00
Total General Government		0.00	0.00	0.00	0.00
420	Public Safety:				
421	Police				0.00
422	Fire				0.00
423	Protective Inspection				0.00
429	Other Protection				0.00
Total Public Safety		0.00	0.00	0.00	0.00
430	Public Works:				
431	Highways and Streets				0.00
432	Sanitation				0.00
433	Water				0.00
434	Electricity				0.00
435	Airport				0.00
436	Parking Facilities				0.00
437	Cemeteries				0.00
438	Natural Gas				0.00
439	Transit				0.00
Total Public Works		0.00	0.00	0.00	0.00
440	Health and Welfare:				
441	Health				0.00
442	Home Health				0.00
443	Mental Health Centers				0.00
444	Humane Society				0.00
445	Drug Education				0.00
446	Ambulance				0.00
447	Hospitals, Nursing Homes and Rest Homes				0.00
449	Other				0.00
Total Health and Welfare		0.00	0.00	0.00	0.00
450	Culture and Recreation:				
451	Recreation	2,776,840.00	4,212,828.00	3,554,997.15	657,830.85
452	Parks	1,451,687.00	1,603,623.00	1,475,363.90	128,259.10
455	Libraries				0.00
456	Auditorium				0.00
457	Historical Preservation				0.00
458	Museums				0.00
Total Culture and Recreation		4,228,527.00	5,816,451.00	5,030,361.05	786,089.95

REQUIRED SUPPLEMENTARY INFORMATION
MUNICIPALITY OF MITCHELL
BUDGETARY COMPARISON SCHEDULE - BUDGETARY BASIS
SPECIAL REVENUE FUND-PARK FUND
For the Year Ended December 31, 2023

Page 3

		Budgeted Amounts		Actual Amounts	Variance with
		Original	Final	(Budgetary Basis)	Final Budget - Positive (Negative)
460	Conservation and Development:				
463	Urban Redevelopment and Housing				0.00
465	Economic Development and Assistance				
466	Economic Opportunity				
	Total Conservation and Development	0.00	0.00	0.00	0.00
470	Debt Service				
480	Intergovernmental Expenditures				0.00
490	Miscellaneous:				
491	Judgements and Losses				0.00
492	Other Expenditures				0.00
493	Liquor Operating Agreements				0.00
	Total Miscellaneous				0.00
	Total Expenditures	4,228,527.00	5,816,451.00	5,030,361.05	786,089.95
	Excess of Revenue Over (Under) Expenditures	(3,171,505.00)	(4,759,429.00)	(3,641,997.45)	1,117,431.55
Other Financing Sources (Uses):					
391.01	Transfers In	3,171,505.00	3,171,505.00	3,171,505.00	0.00
391.03	Sale of Municipal Property			2,400.00	2,400.00
391.04	Compensation for Loss or Damage to Capital Assets			10,418.41	10,418.41
391.2	Long-Term Debt Issued				0.00
511	Transfers Out				0.00
512	Discount on Bonds Issued				0.00
513	Payments to Refunded Debt Escrow Agent				0.00
	Total Other Financing Sources (Uses)	3,171,505.00	3,171,505.00	3,184,323.41	12,818.41
391.06 (514)	Special Items				0.00
391.05 (515)	Extraordinary Items				0.00
	Net Change in Fund Balances	0.00	(1,587,924.00)	(457,674.04)	1,130,249.96
	Changes in Nonspendable				0.00
	Fund Balance - Beginning	1,877,938.61	1,877,938.61	1,877,938.61	0.00
	Adjustments:				0.00
					0.00
					0.00
	Adjusted Fund Balance - Beginning	1,877,938.61	1,877,938.61	1,877,938.61	0.00
	FUND BALANCE - ENDING	1,877,938.61	290,014.61	1,420,264.57	1,130,249.96

MUNICIPALITY OF MITCHELL
SCHEDULE OF CHANGES IN LONG-TERM DEBT
For the Year Ended December 31, 2023

Indebtedness	Long-Term Debt January 1, 2023	Add New Debt	Less Debt Retired	Long-Term Debt December 31, 2023
Governmental Long-Term Debt:				
231.01 General Obligation Bonds				
231.02 Revenue Bonds	8,775,344.58		1,306,553.34	7,468,791.24
231.03 Special Assessment Bonds				
236 Advance from Other Funds				
237 Other Long-Term Liabilities	1,309,490.87		227,923.78	1,081,567.09
238 Net OPEB Liability	974,457.00		287,067.00	687,390.00
Enterprise Long-Term Debt: (only cash basis entities need to complete the enterprise section)				
231.01 General Obligation Bonds				
231.02 Revenue Bonds				
231.03 Special Assessment Bonds				
235 Accrued Landfill Closure and Postclosure Care Costs				
236 Advance from Other Funds				
237 Other Long-Term Liabilities				
238 Net OPEB Liability				
Total	11,059,292.45	0.00	1,821,544.12	9,237,748.33

(Do not include interest in the above figures)

MUNICIPALITY OF MITCHELL
SCHEDULE OF CHANGES IN LONG-TERM DEBT
For the Year Ended December 31, 2023

Indebtedness	Long-Term Debt January 1, 2023	Add New Debt	Less Debt Retired	Long-Term Debt December 31, 2023
Governmental Long-Term Debt:				
231.02 Revenue Bonds				
2006 TID #7-Westwood Develop	156,843.51		156,843.51	0.00
2010 TID #14-Pepsi	252,494.78		44,712.18	207,782.60
2012 TID #16-Innovative Systems	261,829.00		141,862.86	119,966.14
2012 TID #18-Starlite Estates	0.00		0.00	0.00
2013 TID #19-Antach Corporation	124,922.78		14,755.34	110,167.44
2013 TID # 20-Morris Equipment	121,642.51		9,496.98	112,145.53
2015 TID # 21-Hohn Enterprises	258,100.32		21,342.63	236,757.69
2016 TID # 8-Highland Conf Center	435,724.42		214,257.19	221,467.23
2017 TID # 9-Vantage Point	198,787.26		33,282.65	165,504.61
2019 Community Projects (2012)	6,965,000.00		670,000.00	6,295,000.00
	8,775,344.58	0.00	1,306,553.34	7,468,791.24
237 Other Long-Term Liabilities				
2007 TID #8-Promissory Note	100,000.00			100,000.00
2017 Indoor Pool-Cert of Participation	1,209,490.87		227,923.78	981,567.09
	1,309,490.87	0.00	227,923.78	1,081,567.09
238 Net OPEB Obligation	974,457.00		287,067.00	687,390.00
Total	11,059,292.45	0.00	1,821,544.12	9,237,748.33

Indebtedness	Long-Term Debt January 1, 2023	Add New Debt	Less Debt Retired	Long-Term Debt December 31, 2023
Enterprise Funds Long-Term Debt:				
231.02 Revenue Bonds				
2002 B-Y Water-SRF	300,986.35		198,654.21	102,332.14
2004 Landfill Construction-SRF	261,732.78		84,222.35	177,510.43
2004 Regional Landfill Loan	65,148.56		25,478.91	39,669.65
2005 Regional Landfill Loan	107,179.32		25,610.13	81,569.19
2009 Foster Street Lift Station-SRF	707,665.63		79,704.63	627,961.00
2009 Water Tower-SRF	893,166.58		85,090.55	808,076.03
2009 NPS Gabions-SRF	73,560.24		7,771.76	65,788.48
2013 Norway Ave Lift Station -SRF	357,676.93		25,791.22	331,885.71
2019 Near Lake Property	3,645,000.00		175,000.00	3,470,000.00
2019 Sanborn Ph II & III-SRF (DW-03)	951,939.70		41,298.99	910,640.71
2019 E Central Drain-SRF (DW-04)	641,210.02		28,752.27	612,457.75
2019 Sanborn Ph II & III-SRF (CW-05)	7,653,074.10		175,507.65	7,477,566.45
2019 E Central Drain-SRF (CW-06)	3,690,249.95		161,227.14	3,529,022.81
2021 E Central Drain II-SRF (CW-07)	1,074,225.00		41,021.96	1,033,203.04
2021 Dailey Dr Lift Stat-SRF (CW-08)	1,663,000.00		143,175.03	1,519,824.97
2022 WWTP Improve-SRF (CW-09)	17,675,902.00			17,675,902.00
2022 Livesay Lane-SRF (CW-12)	1,040,000.00			1,040,000.00
2023 West Water Tower-SRF (DW-05)	0.00	1,175,000.00		1,175,000.00
2023 Ground Storage Tank-SRF (DW-06)	0.00	16,000,000.00		16,000,000.00
	40,801,717.16	17,175,000.00	1,298,306.80	56,678,410.36
237 Other Long-Term Liabilities				
238 Net OPEB Obligation	314,507.00		89,158.00	225,349.00
Total	41,116,224.16	17,175,000.00	1,387,464.80	56,903,759.36
Grand Total	52,175,516.61	17,175,000.00	3,209,008.92	66,141,507.69

(Interest not included in the above figures)

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Kevin DeVries
Desired Action of City Council:	Authorize		
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Authorization to Apply for the South Dakota Community Foundation Big Idea Grant		
Explanation/Background of Agenda Item Requested:	We will be applying for funding to create programming in conjunction with Dakota Counseling Inc. to address social, emotional and mental health among our youth at the Rec Center.		



Beyond Idea Grant (BIG) Program Application

Notice that data fields with asterisks (*) are required information.

Date

About the Organization

* Name of Organization:

* Address:

* City:

* State:

* Zip Code:

* Employer Identification Number (EIN):

* Website:

Primary Contact

* Name:

Title:

* Email Address:

* Contact Phone Number:

* Are you applying through a fiscal sponsor? --

If yes, provide fiscal sponsor's name and EIN.

Fiscal Sponsor:

Fiscal Sponsor EIN:

* Organization Type: --

* How long has your organization been in operation? --

How many paid staff work for your organization?

* Full-Time:

* Part-Time:

Total Paid Staff:

About the Project

* Idea Title:

* What is your proposed project timeline?

* Start Date:

* End Date:

* How much money are you requesting from the SDCF for this work?

*** What is your idea and how will it move your community forward?** 1000 character limit

*** Project Budget - (Attachment Required)**

*** Please provide a short description of the types of things you would spend these funds on. (Examples: salaries, program expenses, equipment, software/hardware, travel expenses, indirect up to 10%, etc.)** 1000 character limit

*** Where will your project take place in South Dakota?** Please list Towns, list Counties, or indicate whether the project is Statewide. 200 character limit

*** How many individuals will your project serve?**

Is your project led by or serving (please select all that apply):

- | | |
|--|--|
| ☐ - Does not apply | ☐ - Indigenous People |
| ☐ - Black People | ☐ - People from rural communities |
| ☐ - People of Color | |

*** Does your project address a disparity? --**
If yes, please describe. 500 character limit

*** What is the problem you are trying to solve? Describe the steps you intend to take to develop, test, and/or spread your idea.**

3500 character limit

EXAMPLE ONLY

*** How does the project align with your organization's mission/vision? *1500 character limit***

*** BIG Intends to inspire, equip, and connect leaders. Describe the people leading this project. Who are other key stakeholders and what is their role in the project? *2000 character limit***

*** How do you plan on measuring the impact of your project? What do you hope to achieve? (What might increase, decrease, improve, etc.)** *2000 character limit*

EXAMPLE ONLY

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Kevin Nelson
Desired Action of City Council:	Approve		
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Authorization to Apply for South Dakota Game, Fish, and Parks Grant		
Explanation/Background of Agenda Item Requested:	Intention is to pursue funding through Recreational Trails Program grant application. The estimated cost of this segment project is \$197,728. Related funding would provide reimbursement for up to 80% this cost.		

Exhibit 1

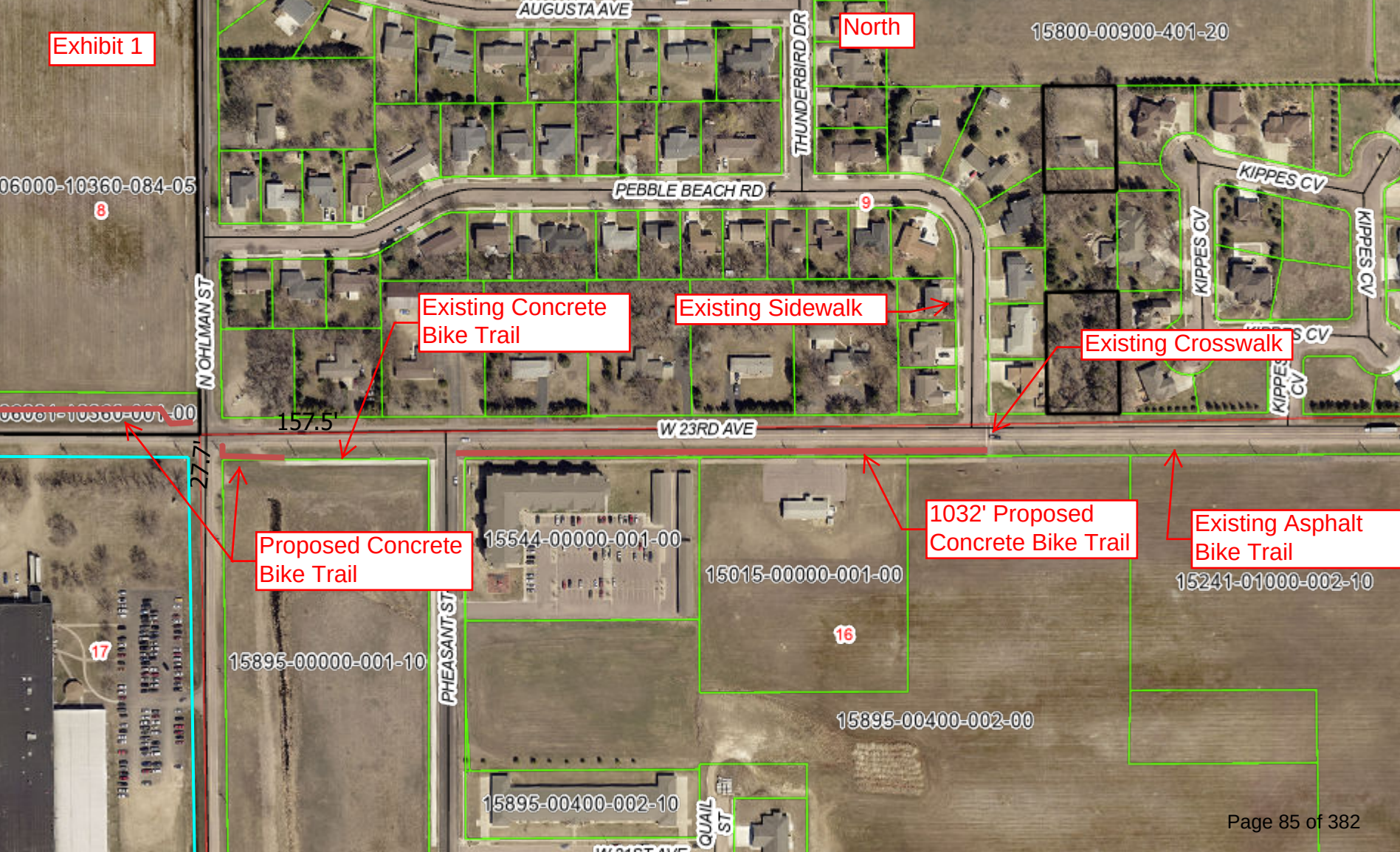
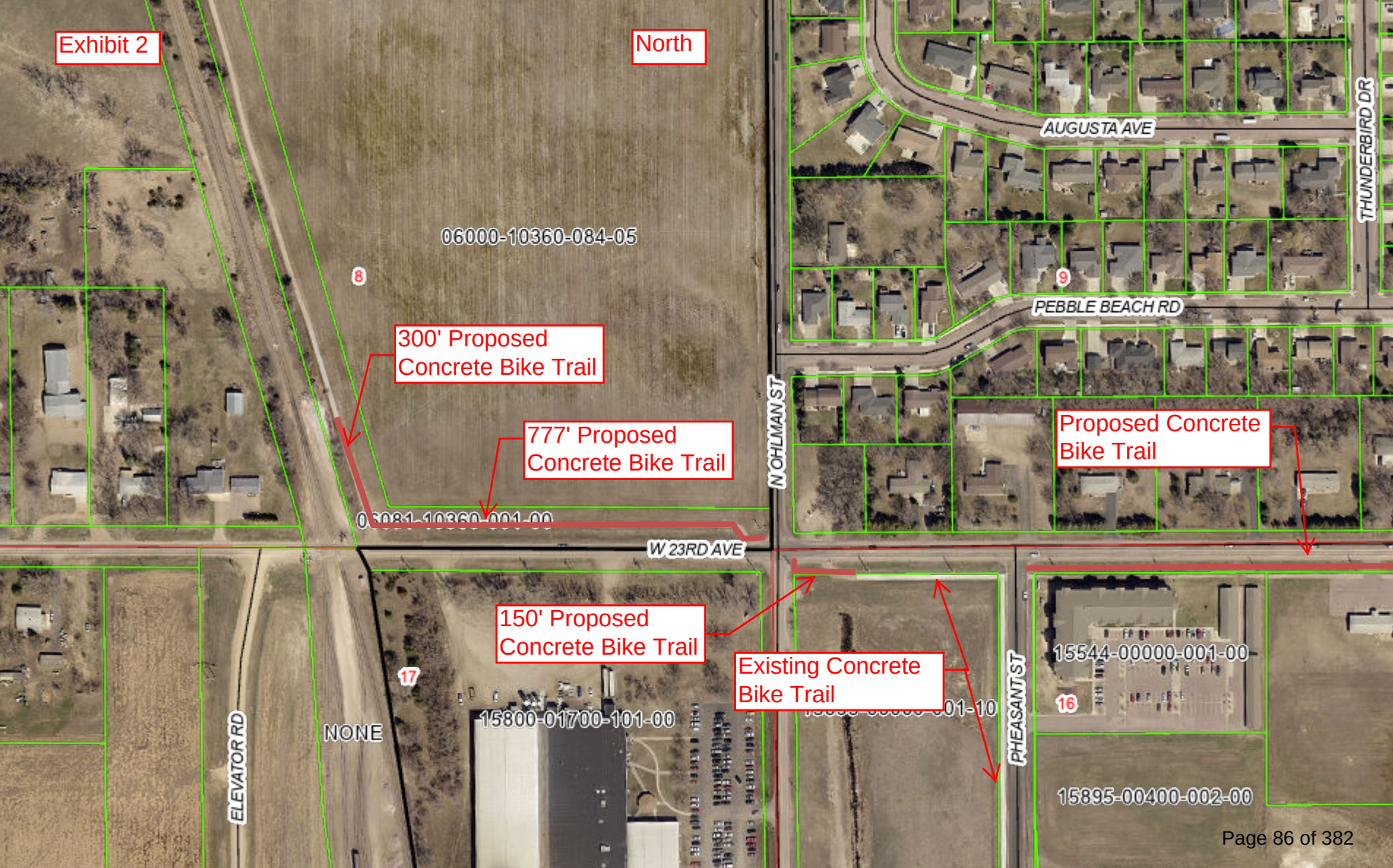


Exhibit 2

North



06000-10360-084-05

8

300' Proposed
Concrete Bike Trail

777' Proposed
Concrete Bike Trail

06000-10360-001-00

W 23RD AVE

150' Proposed
Concrete Bike Trail

Existing Concrete
Bike Trail

15800-01700-101-00

NONE

17

AUGUSTA AVE

PEBBLE BEACH RD

Proposed Concrete
Bike Trail

15544-00000-001-00

16

15895-00400-002-00

Park and Recreation Bike Trail Surfacing Estimate

[illegible]

Amount	In-Kind Work	Grant
\$ 9,035.00	\$ 9,035.00	
\$ 144,560.00		\$ 144,560.00
\$ 10,000.00	\$ 10,000.00	
\$ 20,000.00		\$ 20,000.00
\$ 33,000.00		\$ 33,000.00
\$ 21,441.20	\$ 21,441.20	
\$ 238,036.20	\$ 40,476.20	\$ 197,560.00
Unit		
SF		
SF		
SF		

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:
Equipment Projects
 Safety Equipment - \$560 Federal (\$140 Local)
 Shop Tools \$3,600 - Federal (\$900 Local)
 Dispatch Software - \$70,400 Federal (\$17,600 Local)
 Dispatch Computers & Monitors - \$1,600 Federal (\$400 Local)
 Tires - \$15,200 Federal (\$3,800 Local)

Facility Projects
 Garage Lighting - \$5,600 Federal (\$1,400 Local)

Amount of funds applied for:
\$91,360 Federal \$22,840 Local \$114,200 Total

This will be budgeted in the next fiscal year after the grant is awarded.

Capital Application and Guide

Fiscal Year 2025

Based on availability of FTA Section 5310 and 5339 funds.

Equipment

- Dispatch Software
- Tablets
- Cameras
- Etc.

Rolling Stock

- Minivans
- Narrow Body
- Wide Body
- Etc.

Facility

- Expansion
- Renovation
- New construction
- Etc.



Introduction

Each of the grant applications will be reviewed and ranked. Failure to complete all applicable questions will affect your score. Awards are based on the application ranking in comparison to all the applications in that category. Please do not modify the application, additional pages can be inserted only as directed. Your CIP is an essential reference tool to help determine the projects to apply for in this application.

Any agency receiving a vehicle through the capital assistance program offered through this grant application will be required to submit information to the South Dakota Department of Transportation (SDDOT) regarding the service provided with that vehicle. The agency must record several different categories of information in detail and report the information to SDDOT on a monthly, quarterly or annual basis. Any agency receiving assets through the program must maintain the assets per the specification recommended by the manufacturer. Applicants must meet program requirements when receiving federal fund reimbursements for purchases defined in funding agreements and the SDDOT State Management Plan. Applicants who receive 5339 funds must also have a SDDOT approved drug and alcohol policy.

Section 5310

Any agency (applicant) receiving Section 5310 funds under this grant application is required to have a community coordination plan. The agency must be part of this plan, before funds can be utilized for capital expenditures.

Section 5310 funds in most cases are 80/20 local match programs. The local agency is required to provide local match funds totaling 20% or more of the total purchase price at time of delivery. FTA's cost share of 80% or less will be provided by FTA funds administered by the SDDOT.

ADA and vehicles that meet the Clean Air Act (CAA) will be funded at the 85/15 local match. For ADA and CAA vehicles, the local agency is required to provide local match funds totaling 15% or more of the total purchase price at time of delivery and the balance, 85% or less, will be provided by FTA funds administered by the SDDOT. The total federal funds allowed are capped at a maximum of 85% or at your specific award total.

Purpose

This program is intended to enhance mobility of seniors and individuals with disabilities. This section of funds will provide for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

Eligible Activities

Traditional

- Buses and vans
- Wheelchair lifts
- Ramps
- Vehicle maintenance
- Securement devices
- Transit-related information technology systems (software & hardware)
- Mobility management programs
- Acquisition of transportation services under a contract
- Lease or other arrangement
- Both capital and operating costs associated with contracted service are eligible capital expenses

Nontraditional

- Travel for training
- Volunteer driver programs
- Building an accessible path to a bus stop including curb-cuts, sidewalks

This is not an all-inclusive list.

In addition, mobility management is eligible for 5310 funding along with other projects not listed above. Please contact SDDOT transit staff for assistance in determining if a project is eligible.

Section 5339

To receive Section 5339 funds the agency must provide public transportation. Section 5339 funds in most cases are 80/20 local match programs. The local agency is required to provide local match funds totaling 20% or more of the total purchase price at time of delivery. FTA's cost share of 80% or less will be provided by FTA funds administered by the SDDOT.

ADA vehicles that meet the Clean Air Act (CAA) will be funded at the 85/15 local match. For ADA and CAA vehicles, the local agency is required to provide local match funds totaling 15% or more of the total purchase price at time of delivery and the balance, 85% or less, will be provided by FTA funds administered by the SDDOT. The total federal funds allowed are capped at a maximum of 85% or at your specific award total.

Purpose

This program provides financing to replace, rehabilitate, purchase vehicles, equipment, and projects for bus-related facilities.

Common Eligible Projects

- Technological changes
- Innovations to modify low or no emission vehicles
- Transit-related information technology systems (software & hardware)
- Surveillance Equipment
- Communication Equipment
- Non-revenue Vehicles
- Fare Boxes
- Shop and Garage Equipment
- Facilities
 - Design
 - Environmental Compliance
 - Appraisals
 - Engineering Services
 - Construction/Acquisition
 - Energy Efficient Modifications
- Passenger amenities such as:
 - Passenger Shelters
 - Bus Stops
 - Fare Cards

This is not an all-inclusive list.

Application Instructions

An application must be submitted for each appropriate applicant. **Failure to complete all applicable questions will affect your score. Refer to guidance in each attachment for content requirements.**

Definitions:

- Designated State Agency: SDDOT – Office of Air, Rail & Transit
- Applicant/Subrecipient: the organization undertaking legal, financial, and technical capacity to administer projects.

Eligible applicants

Section 5310

- Private nonprofit organizations
- Public organizations/entities approved by SDDOT to coordinate transportation services for seniors and individuals with disabilities.
- Public organizations/entities, which certify to the State of South Dakota and are approved by the SDDOT that no nonprofit organizations are readily available to provide transportation services for seniors and individuals with disabilities.

Section 5339

- Public agencies
- Local governments
- Private nonprofit corporations engaged in public transportation, including those providing services open to a segment of the general public, as defined by age, disability, or low income

IMPORTANT SUBMISSION INFORMATION

Applications can be submitted either by hard copy or electronically. All the required signatures must be included in the submission before an application can be accepted.

All applicants requesting funds shall submit applications to

SD Department of Transportation
Office of Air, Rail and Transit
Attn: Transit Staff
700 E. Broadway Avenue
Pierre, SD 57501

Or via email to:

Brenda.Sharkey@state.sd.us and
Jennifer.Boehm@state.sd.us

Applications not received by the SDDOT imposed deadline will be considered ineligible for consideration.

Applications are due to SDDOT:

April 5, 2024

Technical Assistance

SDDOT intends to assist any prospective subrecipient in the preparation of applications for projects under this program including those that provide service to predominately low-income, minority populations, individuals with disabilities and the elderly. Applications prepared with SDDOT assistance will be evaluated on the same basis as those which are not.

Any applicant seeking assistance in preparing an application should contact:

Brenda Sharkey
Phone: 605-773-8082
E-mail: Brenda.Sharkey@state.sd.us

Jennifer Boehm
Phone: 605-773-7038
E-mail: Jennifer.Boehm@state.sd.us

SUBMISSION DOCUMENTS

Title
Application Cover Sheet - Attachment 1
System Description - Attachment 2
Rolling Stock Project - Attachment 3
Equipment Project - Attachment 4
Facility Project - Attachment 5
Project Description, Justification and Prioritization - Attachment 6
Public Notice - Attachment 7
Application Assurances - Attachment 8
Assurance of Compliance with Title VI of The Civil Rights Act of 1964 - Attachment 9
Certification of Equivalent Service – Attachment 10

Attachment 1
Application Cover Sheet

All applicants are required to complete the information below.

APPLICANT AGENCY

Legal Name: [City of Mitchell](#)

DBA Name: [Palace Transit](#)

Address: [300 W 1st Ave., Mitchell, SD 57301](#)

The applicant certifies that to the best of their knowledge and belief, the statements in this application are true and correct.

[Bob Everson](#)

(Typed Name of Authorized Representative of Board)

[Mayor](#)

(Title)

[605-995-8420](#)

(Telephone Number)

(Signature of Authorized Person)

(Date of Application)

CONTACT PERSON FOR QUESTIONS PERTAINING TO THIS APPLICATION

Name: [Jessica Pickett](#)

Address: [300 W 1st Ave, Mitchell, SD 57301](#)

Telephone Number: [605-995-8440](#)

E-Mail Address: jessica.pickett@cityofmitchellsd.gov

Attachment 2

System Description

Describe system and service level characteristics.

1. Provide a detailed description of the transportation services your agency currently provides or will provide. Palace Transit provides a demand response service to the City of Mitchell and Davison County. Regular operational hours are Monday thru Friday 5 AM to 6 PM, 7 AM to 4 PM Saturday and 7 AM to 2 PM on Sunday. Palace Transit serves the basic needs of all Davison County residents, including the disadvantaged, by providing access to jobs, education, shopping medical services and much more.
2. Provide plans for growth in ridership and any increasing services offered. Areas for growth and increased ridership included the expansion of the "summer activity pass" which allows the public to purchase a single pass for passengers to summer parks and recreation programs and city library programming. We reopened on Sundays this past spring due to the large demand for transportation and the lack of transportation available in Mitchell. Palace Transit also continues to find new organizations to collaborate with in order to provide transportation services for their programs.
3. What percentage of increase in ridership has your organization experienced for the last completed Federal Fiscal Year (FFY) reporting period based on the figures provided to SDDOT? Choose an item.
4. Provide a detailed description of the current transportation services being provided by other public or private agencies in the service area. There is currently NO taxi service provided in the City of Mitchell. No services are currently being offered on Sundays. Jefferson Lines = Stopping in Mitchell station daily west to Rapid City & east to Sioux Falls. Foreman Bus Service = Provides private school bus and charter service. LifeQuest = Provides transportation only to their clients on a daily basis. Firesteel Health Care and Avera Brady = Provides transportation only to their residents as needed.
5. Provide a description of the services your agency is currently providing or will be providing:
 - a) Days service is provided: Monday thru Sunday
 - b) Hours of service: 12 hours per day
 - c) Current fare structure: \$2 per one-way trip regular hours, \$3 per one-way trip extended hours/weekends, and \$10 per one-way trip same day request
 - d) Total number of vehicles organization currently has in service: 12
 - e) Type of service being provided: Demand Response
 - f) List communities and counties in your service area: Davison County (Mitchell, Ethan & Mt Vernon)
6. Enter the percentage of customers served for each:
 - a) Minority or low-income population 13
 - b) Senior Citizens 16
 - c) Individuals with disabilities 25
 - d) Youth (under the age of 18) 35
 - e) General public 11
7. Does your transit agency have the following written policies?
 - a) Personnel and driver training policies per SDDOT requirements Yes
 - b) Vehicle operating policy Yes
 - c) SDDOT Approved Asset Maintenance plan Yes

If you are a **NEW** entity OR if you have not received these types of funds in the past 3 years, attach your agency's above-mentioned policies to this application.

Project Coordination Initiative

The questions below are to document coordination of services between with existing transit and paratransit providers, both public and private. The initiative is to meet the needs without duplication and fragmentation of services. Use last year's update as your source.

8. Does your transit agency have a current SDDOT approved coordination plan? [Yes](#)
9. Name of other transit agencies that operate, and you coordinate within your service area. [River Cities Public Transit](#), [People's Transit & ROCS Transit](#)
10. Are there other transit agencies in your service area which you do not coordinate with? [No](#)
11. Name of new communities that have been added to your service area this past federal fiscal reporting year? [NA](#)

Attachment 3, 4 & 5 Definitions
Rolling Stock, Equipment and Facility Project

Failure to complete all applicable questions will affect your score. Refer to guidance in each attachment for content requirements.

Vehicle Type: Indicate the type of vehicle requesting using the dropdown options in this field. If multiple vehicles are requested which are identical, indicate the quantity in one line item. However, if identical vehicles are being requested for replacement, expansion, and new starts those should be separated. If different configurations for vehicle type, put information on separate line items.

Quantity: Enter the quantity requesting per project line item.

Seating Configuration: Indicate the total number seats; one per ambulatory, one per wheelchair passenger (i.e. 8+2, 12+6, 5+0 etc.).

Federal funds amount needed: Determine how much the project will cost. See federal fund requirements under Introduction section. Enter the federal amount required.

Local match source: Determine how your agency will provide the match for the project. See local fund requirements under Introduction section.

Eligible sources of local match include the following: contracts, cash from non-Government sources other than revenues from providing public transportation services; revenues derived from the sale of advertising and concessions; amounts received under a service agreement with a state or local social service agency or private social service organization, etc.

Local Match Need or Secured: Based on the above local match resource information, indicate if the match will be raised or is already secured through a contract, MOU or cash in hand. If local funds need to be raised, what is your source and expected date of receipt. Will these funds be earmarked for the projects listed.

Service or Revenue: Will the vehicle purchased be used for administrative services or to give rides to the paying public which will produce revenue?

Description of Benefits (Refer to Questions #15, 24, 30, 36): Describe how the proposed project will improve the condition of the transit system, improve the reliability of transit service for its riders, staff, general public, and/or community.

Demonstration of need (Refer to Questions #16, 25, 31, 37): Applicants must demonstrate how the proposed project will address unmet needs for capital investment in assets and/or supporting facilities, enhance the safety of the transit system for transit vehicle operators, riders, and the general public, community, or improve the connectivity of bus systems with other networks through the use of deployment-ready information technologies. For example, an applicant may demonstrate a substantial backlog of deferred capital investment, insufficient size or capacity of maintenance facilities, excessive reliance on vehicles that are beyond their intended service life, a vehicle fleet that is insufficient to meet current ridership demands, or passenger facilities that are insufficient for their current use. For safety, an applicant may demonstrate safety concerns with vehicles, equipment, or facilities that are beyond their intended useful life, or that are no longer appropriate for use due to safety concerns. To improve connectivity, bus systems may deploy Intelligent Transportation Systems (ITS) technologies or software that link buses with other transportation modes. Applicants should also describe how the proposed

project will improve the operation of the transit system. **As a part of the response for demonstration of need, applicants should provide the following information:**

a. For vehicle projects (replacement, rehabilitation, new start or expansion): Applicants must provide information on the age, condition, and performance of the asset(s) to be replaced or rehabilitated by the proposed project. For service expansion requests, applicants must provide information on the proposed service expansion and the benefits for transit riders and the community from the new service. For all vehicle projects, the proposal must address how the project conforms to FTA's spare ratio guidelines.

b. For facility and equipment projects (replacement or rehabilitation): Applicants must provide information on the age and condition of the asset to be rehabilitated or replaced relative to its minimum useful life.

Planning Efforts (Refer to Questions #17, 26, 32, 38): Applicants must demonstrate how the proposed project will be consistent with local and regional long-range planning documents and local government priorities. This will involve assessing whether the project is consistent with the transit priorities identified in the long-range plan; and/or contingency/illustrative projects included in that plan; the human services public transportation coordinated plan or the Capital Improvement Plan (CIP). Applicants are not required to submit copies of such plans but should describe how the project will support regional goals. Applicants may also address how the proposed project will impact overall system performance, asset management performance, or specific performance measures.

Enhanced Access and Mobility (Refer to Questions #18, 27, 33, 39): The State will evaluate the potential for the project to improve access to employment opportunities, education, and other services. The State will also evaluate the potential for the project to improve mobility for passengers. Proposed benefits should be based on documented ridership demand and be well-described.

**Attachment 3
Rolling Stock Project**

Note: If you applied for vehicles in a discretionary application, list them here as well. If awarded discretionary funding, SDDOT will contact you about the duplication.

12. Calculate the spare ratio using the below formula with vehicles in current fleet. **Spare ratio should be calculated per location.**

- a) What is the number of revenue vehicles? [Click here to enter text.](#)
- b) What is the number of revenue vehicles required for maximum service? [Click here to enter text.](#)
- c) What is the number of spare vehicles (a-b)? [Click here to enter text.](#)
- d) Spare ratio (c/b): [Click here to enter text.](#)

13. Replacement – in this section choose the type of new vehicle that will replace an older vehicle

Line Item	Vehicle Type	Quantity <i>Note if also on Disc. App</i>	Seating Configuration (8+2, 16+3, 5+0 etc.)	Federal Fund Amount Needed	Local Match Source (United Way, Medicare, etc.)	Local Match Need or Secured?	Service or Revenue	Propulsion Type (Gas, Propane, Electric)
a.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	City General Funds	Choose an item.	Choose an item.	Click here to enter text.
b.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
c.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
d.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
e.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.

14. If local funds need to be raised, what is your source and expected date of receipt? Will these funds be earmarked for the projects listed above?
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
15. Describe how the benefit associated to the above vehicles will provide to the services.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
16. Provide the demonstration of need for the above vehicles.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
17. Describe how the above projects are related to planning efforts
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
18. Describe how the above projects will improve enhanced access and mobility.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
19. Below, list the specific vehicle(s) in your current fleet that no longer meet the State of Good Repair (SOGR) standards you are replacing.
“Vehicle(s) to be determined” is not an acceptable response.

Vehicle Type	Model Year	Asset Rating	Vehicle Mileage	VIN # (last 6 digits)	Indicate vehicle from above replacing this vehicle
Choose an item	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Choose an item	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Choose an item	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Choose an item	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.
Choose an item	Click here to enter text.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.

20. Expansion of Services, New Starts **or Increase Spare Ratio** – in this section choose the type of vehicle you wish to add to your fleet to fulfill the need for expanded services if applicable (additional routes, hours of operation, days of service) or a New Start for a new service area (city or county).

Line Item	Expansion, New Start or Spare Ratio	Vehicle Type	Quantity <i>Note if also on Disc. App</i>	Seating Configuration (8+2, 16+3, 5+0 etc.)	Federal Fund Amount Needed	Local Match Source (United Way, Medicare, etc.)	Local Match Need or Secured?	Service or Revenue	Propulsion Type (Gas, Propane, Electric)
a.	Choose an item.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
b.	Choose an item.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
c.	Choose an item.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
d.	Choose an item.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.

e.	Choose an item.	Choose an item	Click here to enter text.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Choose an item.	Click here to enter text.
----	---------------------------------	--------------------------------	---	---	---	---	---------------------------------	---------------------------------	---

21. Provide an explanation about why this is an expansion or a new start including additional routes, hours of operation, days of service and city/county service area.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
22. Provide a summary of programs and services the requested vehicle(s) will be utilized in and how it will increase ridership and improve efficiency.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
23. If local funds need to be raised, what is your source and expected date of receipt? Will these funds be earmarked for the projects listed above?
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
24. Describe how the benefit associated to the above vehicles will provide to the services.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
 - [Click here to enter text.](#)
25. Provide the demonstration of need for the above vehicles.
- [Click here to enter text.](#)
 - [Click here to enter text.](#)

- c. [Click here to enter text.](#)
- d. [Click here to enter text.](#)
- e. [Click here to enter text.](#)

26. Describe how the above projects are related to planning efforts.

- a. [Click here to enter text.](#)
- b. [Click here to enter text.](#)
- c. [Click here to enter text.](#)
- d. [Click here to enter text.](#)
- e. [Click here to enter text.](#)

27. Describe how the above projects will improve enhanced access and mobility.

- a. [Click here to enter text.](#)
- b. [Click here to enter text.](#)
- c. [Click here to enter text.](#)
- d. [Click here to enter text.](#)
- e. [Click here to enter text.](#)

28. For the expansion or new start vehicles, estimate the number of passenger types and trip purposes for proposed vehicle(s) for one year. Count each estimated passenger in one trip purpose and one passenger type only. ***Trip Purpose and Passenger Type must be Equal.***

Trip Purpose	Number	Passenger Type	Number
Medical	Click here to enter text.	Elderly Persons 60+	Click here to enter text.
Employment	Click here to enter text.	Persons w Disabilities	Click here to enter text.
Nutrition	Click here to enter text.	Youth	Click here to enter text.
Social-Recreation	Click here to enter text.	General Public	Click here to enter text.
Education	Click here to enter text.	Total	Click here to enter text.
Shopping/Personal	Click here to enter text.		
Business	Click here to enter text.		
Other	Click here to enter text.		
Total	Click here to enter text.		

Attachment 4 Equipment Project

Be sure to include annual maintenance costs for things such as routing software, push to talk radios, etc. Consider all components of a project and list together on one line (i.e. routers, access points, etc.), otherwise list each item individually. Are the software programs and licensing costs included with the unit price?

Line Item	Project Type	Quantity	Project Description	Federal Fund Amount Needed	Local Match Source (United Way, Medicare, etc.)	Local Match Need or Secured?
a.	Replace existing equipment	13	Safety Equipment – First Aid & AED	\$560 (\$140 local)	City general funds	Secured
b.	Increase efficiency	1	Shop Tools	\$3,600 (\$900 local)	City general funds	Secured
c.	Annual fee	1	Dispatch Software	\$70,400 (\$17,600 local)	City general funds	Secured
d.	Replace existing equipment	2	Dispatch Computers & Monitors	\$1,600 (\$400 local)	City general funds	Secured
e.	Replace existing equipment	72	Tires	\$15,200 (\$3,800 local)	City general funds	Secured

29. If local funds need to be raised, what is your source and expected date of receipt? Will these funds be earmarked for the projects listed above?

- a. NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.
- b. NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.
- c. NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.
- d. NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.
- e. NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.

30. Describe how the benefit associated to each equipment project listed above will provide to the services provided.

- a. Having the proper equipment available in case of an emergency is beneficial to the agency and the public we serve.
- b. The shop will need to replace its scanning tool to properly diagnose the vehicles.
- c. Software is used for dispatching and routing the transit services.
- d. Computers are used for dispatching and reporting data.
- e. Tires need to be replaced throughout their life cycle to meet safety standards and proper operation of our fleet.

31. Provide the demonstration of need for the above equipment.
- a. We need to update all our First Aid kits, CPR kits, Spill kits and Bleeding Control Kits with non-expired items. The AED battery has also met its useful life and needs to be replaced to operate.
 - b. The shop will need to replace its scanning tool to properly diagnose the vehicles.
 - c. Each login needs a license to operate the dispatching software. With increased staffing needs due to increased ridership additional licenses are needed. The dispatching software is the hub for the passengers and vehicle information.
 - d. The current office computers will have met their 5-year life cycle. New computers are needed to operate the required software and perform any needed updates.
 - e. Tires need to be replaced as they wear and before tread depth does not meet safety standards.
32. Describe how the above projects are related to planning efforts.
- a. Preventative maintenance is based off 5-year actuals and approved by the city council budget process.
 - b. Preventative maintenance is based off 5-year actuals and approved by the city council budget process.
 - c. We are currently in the process of procuring new dispatch software which is included in our annual operating budget approved by city council.
 - d. The computers are part of our 5-year capital needs plan and are monitored by the city's IT department.
 - e. Preventative maintenance is based off 5-year actuals and approved by the city council budget process.
33. Describe how the above projects will improve enhanced access and mobility.
- a. Updated first aid equipment plays a crucial role in enhancing access and mobility in public transit by instilling confidence among passengers and staff.
 - b. The proper tools allow for a quicker return time on repairs and maintenance keeping the vehicles on the road to serve the public.
 - c. Software is able to measure ridership and coordination results and can produce the reports needed/requested. The software will continue to help us meet those needs, especially with our increasing ridership, as well as provide high quality of coordination and mobility to the public.
 - d. The system is designed to meet the needs of community members who must access transportation services to participate in daily living activities. The needed computers will continue to help us meet those needs and provide high quality coordination and mobility to the public.
 - e. By having tires on hand we will be able to replace them on a timely manner and get the vehicles back out for service.
34. Provide an explanation as to how each category of equipment requested would increase efficiency.
- a. Updating the first aid equipment and AED battery bolsters the emergency response capabilities for our staff to the public.
 - b. Having proper shop tools allows for the ability to keep our fleet up to date with maintenance and repairs without having to send it to a third party.
 - c. The software is how all the transit routes are assembled and distributed to the bus operators.
 - d. Having updated and working hardware will keep an efficient program without adding additional work onto dispatch and operators.
 - e. With better tread depth, new tires improve safety and increased efficiency by reducing the risk of accidents and delays due to tire-related issues.

**Attachment 5
Facility Project**

Note: If you applied for a facility in a discretionary application, list it here as well. If awarded discretionary funding, SDDOT will contact you about the duplication.

A facility project may include items such as construction, expansion, renovation, or improvement. Before a facility project can be added, the project needs to be in the CIP, according to guidance, and if applicable, the environmental review needs to be complete before requesting construction funds. If a future facility project is planned, you may select the project type from the dropdown. Pre-construction Activity could consist of: Design, Environmental Compliance, Appraisals, Engineering Services, Construction/Acquisition, or Energy Efficient Modifications (provide details in Attachment 6).

Line Item	Project Type	Project Description <i>Note if also on Disc. App</i>	Federal Fund Amount Needed	Local Match Source (United Way, Medicare, etc.)	Local Match Need or Secured?	Legal Description (IF new construction or acquisition)	Temporary or Permanent Repair
a.	Safety improvement	Replace bus garage LED lighting	\$5,600	\$1,400	Secured	NA	Permanent
b.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Choose an item.
c.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Choose an item.
d.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Choose an item.
e.	Choose an item.	Click here to enter text.	Click here to enter text.	Click here to enter text.	Choose an item.	Click here to enter text.	Choose an item.

35. If local funds need to be raised, what is your source and expected date of receipt? Will these funds be earmarked for the projects listed above?

- [NA. These funds will be budgeted in the city's annual budget. Application for the grant funds was approved by city council.](#)
- [Click here to enter text.](#)
- [Click here to enter text.](#)
- [Click here to enter text.](#)
- [Click here to enter text.](#)

36. Describe how the benefit associated to the above facility(s) will provide to the services.

- [LED lighting is needed to replace the interior lights that are no longer working in the bus garage.](#)
- [Click here to enter text.](#)
- [Click here to enter text.](#)
- [Click here to enter text.](#)

- e. [Click here to enter text.](#)
37. Provide the demonstration of need for the above facility(s).
- a. [By replacing the interior lighting, the drivers will be able to perform their pre/post trip inspection in a controlled environment with proper lighting rather than outside in unknown conditions.](#)
 - b. [Click here to enter text.](#)
 - c. [Click here to enter text.](#)
 - d. [Click here to enter text.](#)
 - e. [Click here to enter text.](#)
38. Describe how the above projects are related to planning efforts.
- a. [The lighting is part of our 5-year capital needs plan.](#)
 - b. [Click here to enter text.](#)
 - c. [Click here to enter text.](#)
 - d. [Click here to enter text.](#)
 - e. [Click here to enter text.](#)
39. Describe how the above projects will improve enhanced access and mobility.
- a. [Well-lit garages promote a secure environment for both passengers and staff, facilitating smoother operations during early mornings or late evenings.](#)
 - b. [Click here to enter text.](#)
 - c. [Click here to enter text.](#)
 - d. [Click here to enter text.](#)
 - e. [Click here to enter text.](#)
40. If project is for a new facility or acquisition, do you own the land or have an MOU with the current landowner? Please attach.
41. If project is for a new facility or acquisition do you have a feasibility study completed? Please attach.
42. If project is for a new facility or acquisition, do you have a letter of support for the project from the community, interested parties, or city? Please attach.
43. If this is for a new facility or acquisition, do you have a letter of support for the local match? Please attach
44. If project is for new construction or acquisition, have environmental studies been completed according to the National Environmental Policy Act (NEPA) <https://www.epa.gov/nepa> ? Please attach

Attachment 6

Project Description, Justification and Prioritization

All applications must include a **detailed** project description and justification which includes information about the applicant's project that is not found elsewhere in the application. The project description and justification must include the importance of the project to your agency and how it will improve the agency's future service to the citizens of your area. Divide the project description out for each category (Rolling Stock, Facility and Equipment) applied for in the application. Provide priority list including all project(s) in this application. Include documentation that supports your request (photos, preliminary plans, etc. can be submitted with the application to assist in justifying the project).

Use additional pages as necessary.

Equipment Project

1. Updated first aid equipment and AED battery in public transit can greatly improve access and mobility by ensuring swift and effective response to medical emergencies. This will allow for improved response time by providing up to date equipment and allows transit staff to respond promptly to emergencies, reducing the time it takes to administer aid to passengers in need. This also increases the confidence of our passengers and the public by knowing that the transit system is equipped to handle medical emergencies effectively.
2. The shop tool we will need to replace is the scanning tool. This tool can quickly identify and diagnose issues with the vehicles allowing for faster repairs and minimizing downtime. Regular scans can detect potential problems before they become serious, reducing the risk of breakdowns and can ensure that vehicles meet regulatory standards.
3. Dispatch software plays a crucial role in improving the efficiency and effectiveness in public transportation. The software can ensure that resources are utilized efficiently, minimizing idle time and maximizing service coverage and allow for real-time monitoring of vehicle locations and make adjustments as needed. Also critical to public transit is the data analytics that the software provides. The software collects data on service performance, passenger demand and operational metrics. Analyzing this data allows us to identify trends, make data-driven decisions and continuously improve service quality and efficiency over time.
4. Two new computers and monitors are necessary for all operations and dispatch at Palace Transit. All trips are put into the software via computer, billing is completed using the computer and all reports are generated through the computer. A computer is an essential tool in today's working society.
5. Investing in new tires for public transportation can lead to improved fuel efficiency, safety, and cost-effectiveness, contributing to more sustainable and reliable transportation services. We are currently replacing approximately 36 tires on the transit vehicles each year requiring us to properly secure those tires each time one needs to be replaced.

Facility Project

New LED lighting is needed to replace the interior lights that are no longer working in the bus garage. LED lighting was installed in three different phases and the first phase will be completed this year. The second phase lighting is the center row lights in the main part of the garage, which are partially working, and our third phase lighting is the additional section of the garage. Replacing the lighting will

increase the bus operator's ability to perform safe and efficient pre and post trip inspections as well as building safety and maintenance checks.

With the current lights not working at the bus garage, pre and post trips have been difficult to perform as well as building safety and maintenance checks due to the low visibility. Bus operators need to utilize a flashlight to ensure they are covering all areas of the bus and the garage during these inspections. This increased visibility can contribute to quicker bus inspections, and maintenance, ultimately reducing downtime and improving overall service reliability.

Attachment 7 Public Notice

Before the application can be approved by SDDOT, the applicant must provide a public notice offering the opportunity for a public hearing on the proposed project and invite service proposals from private and public transit providers.

The applicant must publish the public notice in newspaper(s) of general circulation in the service area. This notice shall be published at least twice, with the first publication at least ten days before the application is submitted to SDDOT. The public should be given thirty days from the first publication to respond. If a sample public notice is needed, please contact the SDDOT transit office.

The applicant must document the results of the public notice. If there is a request for a hearing, SDDOT will publish a notice of intent to hold a public hearing in a newspaper of general circulation in the service area. This notice shall be published at least twice before the public hearing with the first publication occurring not less than thirty days before the date of the hearing. SDDOT will make a transcript of the hearing.

A copy of the PUBLIC NOTICE must be sent by direct mail or email to all public and private transit or paratransit providers in the proposed service area at the time the notice is sent to the newspaper(s) for publishing. Any response to this mailing must be documented and submitted with this application.

Attachment 8
Application Assurances

The application assurance is required to be signed and submitted with the grant application.

Applicant Name: [City of Mitchell – Palace Transit](#)

The Board of Directors in approving the submission of this document certifies:

1. The transit organization herein meets the eligible subrecipient definition that serves elderly individuals and individuals with disabilities and or public and
2. Sufficient funds will be available to provide the required local match and to operate the capital project and
3. Sufficient managerial and fiscal resources exist to implement and manage the grant as outlined in this document and with all applicable laws and regulations and
4. The project items purchased under this grant shall be maintained in accordance with the detailed maintenance schedules as stipulated by the manufacturer and
5. The subrecipient agrees to meet the applicable federal requirements including charter requirements and
6. The subrecipient will not engage in school bus operations exclusively for the transportation of students and school personnel in competition with private school bus operators and
7. The subrecipient will conform to the 200 CFR part 200 requirements as it pertains to this funding.

I am an officer of the above-mentioned applicant herein and authorized to make this verification on its behalf. I hereby verify that the foregoing statements are true and correct to the best of my knowledge.

Signature

[4/1/2024](#)
Date

[Bob Everson](#)
Name (Printed)

[Mayor](#)
Title (Printed)

Attachment 9

Assurance of Compliance with Title VI of the Civil Rights Act of 1964

The Assurance of Compliance is required to be signed and submitted with the grant application.

Applicant Name: City of Mitchell – Palace Transit

HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by the U.S. Department of Transportation, to the end that, in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department under Federal Transit Administration programs; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Recipient by the Department under Federal Transit Administration program, this assurance shall obligate the subrecipient, or in the case of any of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided this assurance shall obligate the Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Recipient for the period during which the Federal financial assistance is extended to it by the Department under the Federal Transit Administration programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the recipient by the Department under Federal Transit Administration programs. The Recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the subrecipient, its successors, transferees, and assignees. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

Signed by: _____
(Authorized Official)

Date: 4/1/2024

Bob Everson

Name (Printed)

Mayor

Title (Printed)

Attachment 10
Certification of Equivalent Service

The certification is required if your agency intends to purchase non-ADA vehicles with grant funds received through this application. A separate certification is required to be signed and submitted with the grant application for each type of vehicle.

Certification of Equivalent Service

Description of Purchase: [Click here to enter text.](#)

Quantity: [Click here to enter text.](#)

[Click here to enter text.](#) certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the **most integrated setting feasible** and is equivalent with respect to:

- (1) Response time.
- (2) Fares.
- (3) Geographic service areas.
- (4) Hours and days of service.
- (5) Restrictions or priorities on trip purpose.
- (6) Any constraints on capacity or service availability; and
- (7) Availability of information and reservation capability.

In accordance with 49 CFR 37.77, public funded entities operating demand-responsive service which receive financial assistance from the Federal Transit Act must file this certification before procuring any inaccessible vehicle. This certification is valid for no longer than one year from its date of filing.

[Click here to enter text.](#)

Name of Authorized Official:

Signature:

[Click here to enter text.](#)

Title:

[Click here to enter text.](#)

Date:

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Kevin Nelson
Desired Action of City Council:	Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	None - this request is for contingency funding		
Agenda Item:	Approve Main Arena Replacement Heater Purchase		
Explanation/Background of Agenda Item Requested:	One of of the north rink (arena) bleacher overhead radiant heaters has failed, and the other is from the same era. Thus, both are requested to be replaced at this time at an estimated installed cost of \$16,103.07, which includes an unanticipated (attempted) repair cost of the one which is no longer working and electrical hook-up for the new unit.		



radiant heat
of south dakota

MARCH 27, 2024

TO: CITY OF MITCHELL
1609 W. FIRST STREET
SIOUX FALL, S.D. 57104

RE: ICE ARENA

ATTN: KEVIN

We are pleased to offer for your consideration the following equipment on the above referenced project:

ONE ROBERTS GORDON VANTAGE NP Radiant heating systems, consisting of **TWO 150,000 btu** burners, tubing, accessories with all controls and vacuum pumps as per design.

TOTAL \$ 11,387.00

Any additional material needed for alterations of original design will change the price of this quote.

Thank you for your consideration,

Sincerely,

radiant heat of south dakota LLC
jeff kluck



radiant heat
of south dakota

The **ROBERTS GORDON** equipment is submitted for the following job with ratings, dimensions, specifications, standard equipment, and accessories as specified on the following pages.

JOB **MITCHELL ICE ARENA**

LOCATION **MITCHELL, S.D.**

ENGINEER **RQE**

DATE **MARCH 27, 2024**

REPRESENTATIVE radiant heat of P.O. BOX 477 SIOUX FALLS, SD. 57101
south dakota

MODEL **CTHN-150N** NO. OF UNITS **TWO**

UNIT INPUT **150,000** EA BTU/HR

TOTAL INPUT **300,000** BTU/HR

- NOTE:** 1. All dimensions are from the surfaces of all tubes, couplings and elbows.
2. Clearances B, C and D can be reduced by 50% after 25' (7.5 m) of tubing downstream from where the burner and burner tube connect.

FIGURE 4: ONE SIDE REFLECTOR

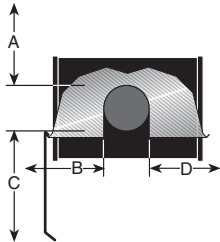
	Model	(inches)				(centimeters)			
		A	B	C	D	A	B	C	D
	CTHN-40	5	6	46	35	13	15	117	88
	CTHN-60	5	6	55	44	13	15	140	110
	CTHN-80	5	6	64	49	13	15	163	123
	CTHN-100	5	6	66	51	13	15	168	128
	CTHN-125	5	6	69	53	13	15	175	145
	CTHN-150	5	6	75	60	13	15	191	150
	CTHN-175	8	6	77	62	20	15	196	170
	CTHN-200	8	6	79	70	20	15	201	175

FIGURE 5: TWO SIDE REFLECTORS

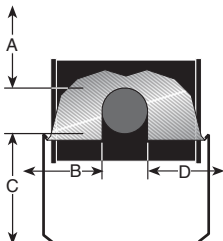
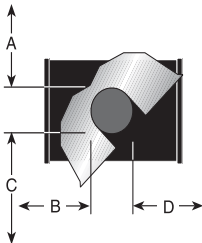
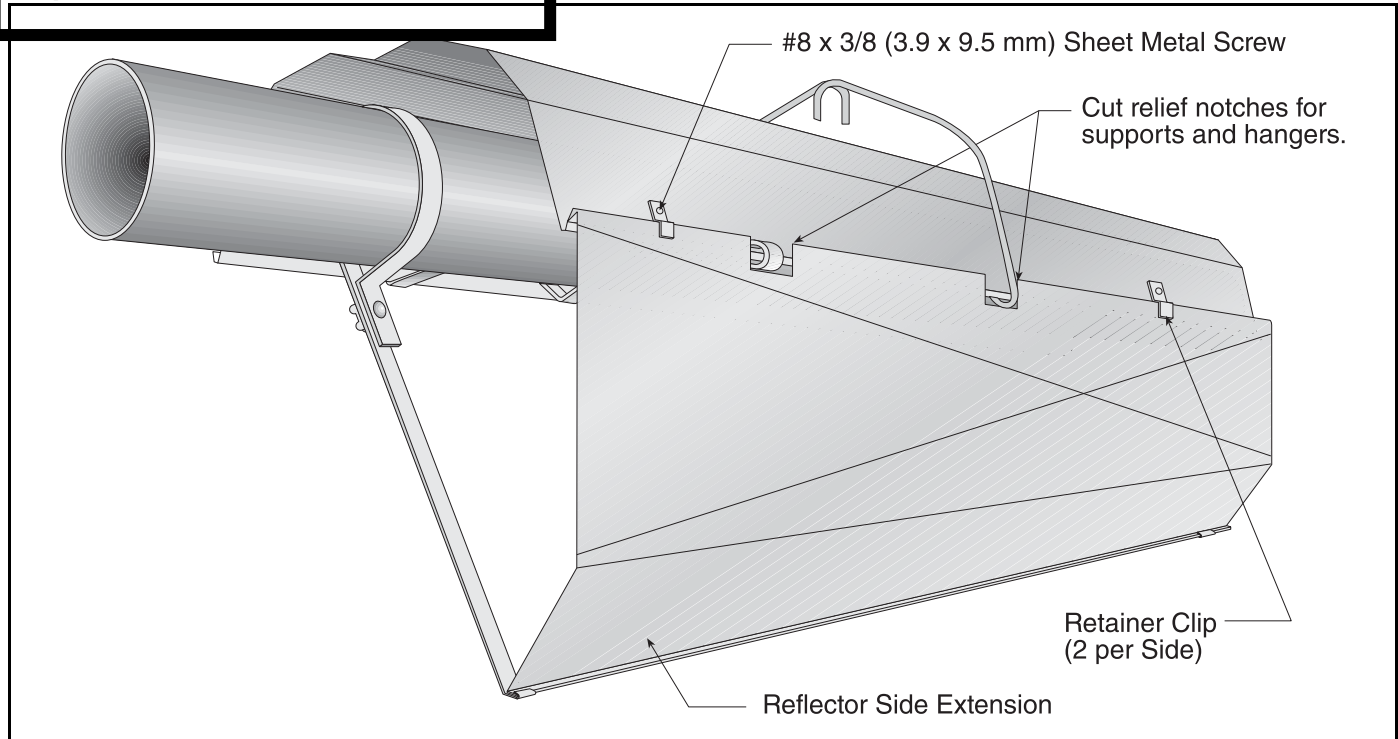
	Model	(inches)				(centimeters)			
		A	B	C	D	A	B	C	D
	CTHN-40	5	16	47	16	13	41	119	41
	CTHN-60	5	18	56	18	13	46	142	46
	CTHN-80	5	21	65	21	13	53	165	53
	CTHN-100	5	23	68	23	13	58	178	58
	CTHN-125	5	26	73	26	13	66	185	66
	CTHN-150	5	30	76	30	13	76	193	76
	CTHN-175	8	32	88	32	20	81	224	81
	CTHN-200	8	33	90	33	20	84	229	84

FIGURE 6: 45° TILT REFLECTOR

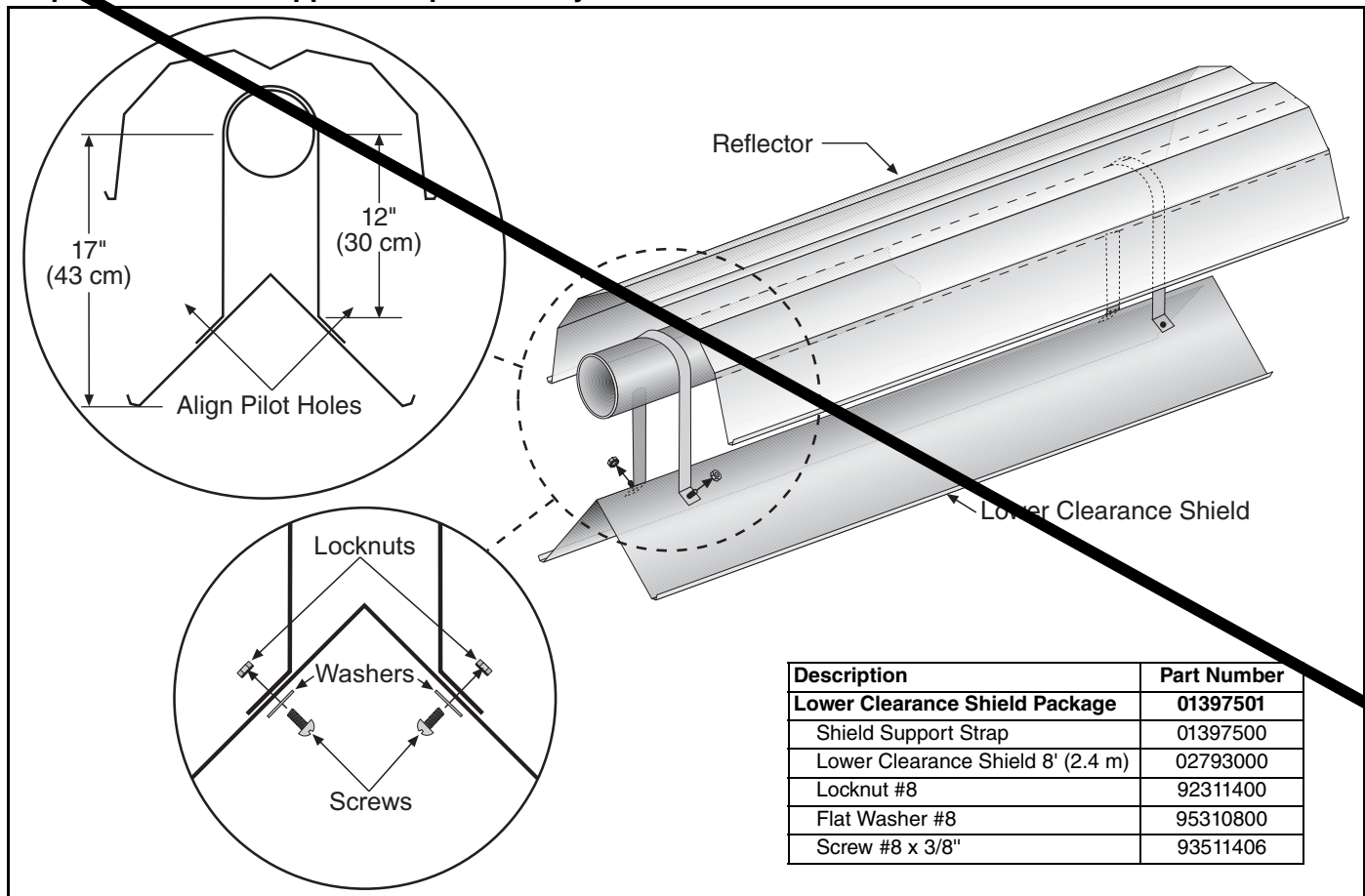
	Model	(inches)				(centimeters)			
		A	B	C	D	A	B	C	D
	CTHN-40	8	4	35	43	20	10	89	109
	CTHN-60	8	4	45	45	20	10	114	114
	CTHN-80	9	4	54	55	23	10	137	140
	CTHN-100	10	4	57	56	25	10	145	142
	CTHN-125	10	4	63	58	25	10	160	147
	CTHN-150	10	4	66	61	25	10	166	155
	CTHN-175	10	4	69	68	25	10	175	173
	CTHN-200	10	4	73	71	25	10	185	180

Step 10.2.2 Side Reflector Installation



10.3 Lower Clearance Shield Installation

Step 10.3.1 Shield Support Strap Assembly



13.4 EP-100 Pump Models

See EP-100 Installation, Operation and Service Manual (P/N 127201NA) for assembly details.

13.5 EP-200 Pump Series

See EP-200 Installation, Operation and Service Manual (P/N 127200NA) for assembly details.

13.6 EP-300 Pump Series

See EP-300 Series Installation, Operation and Service Manual (P/N 127202NA) for assembly details.

13.7 Installation Precautions



Severe Injury Hazard

Pumps are shipped partially assembled.

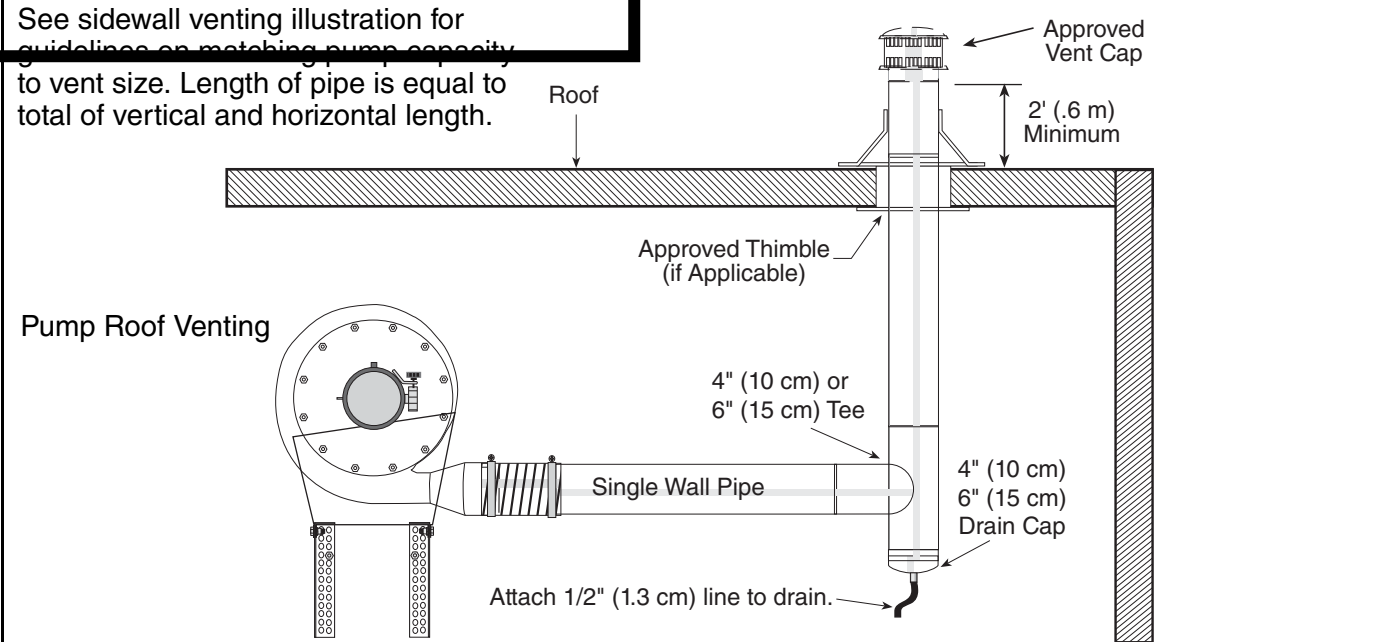
Do not operate a partially assembled pump.

Failure to follow these instructions can result in death or injury.

The pump scroll attaches to the pump frame (See Page 61, Figure 30) with either right- or left-hand discharge as the job requires. Please note that the motor must be wired differently depending on discharge direction. The discharge must be bottom horizontal. Any other arrangement will permit condensate to collect in the scroll.

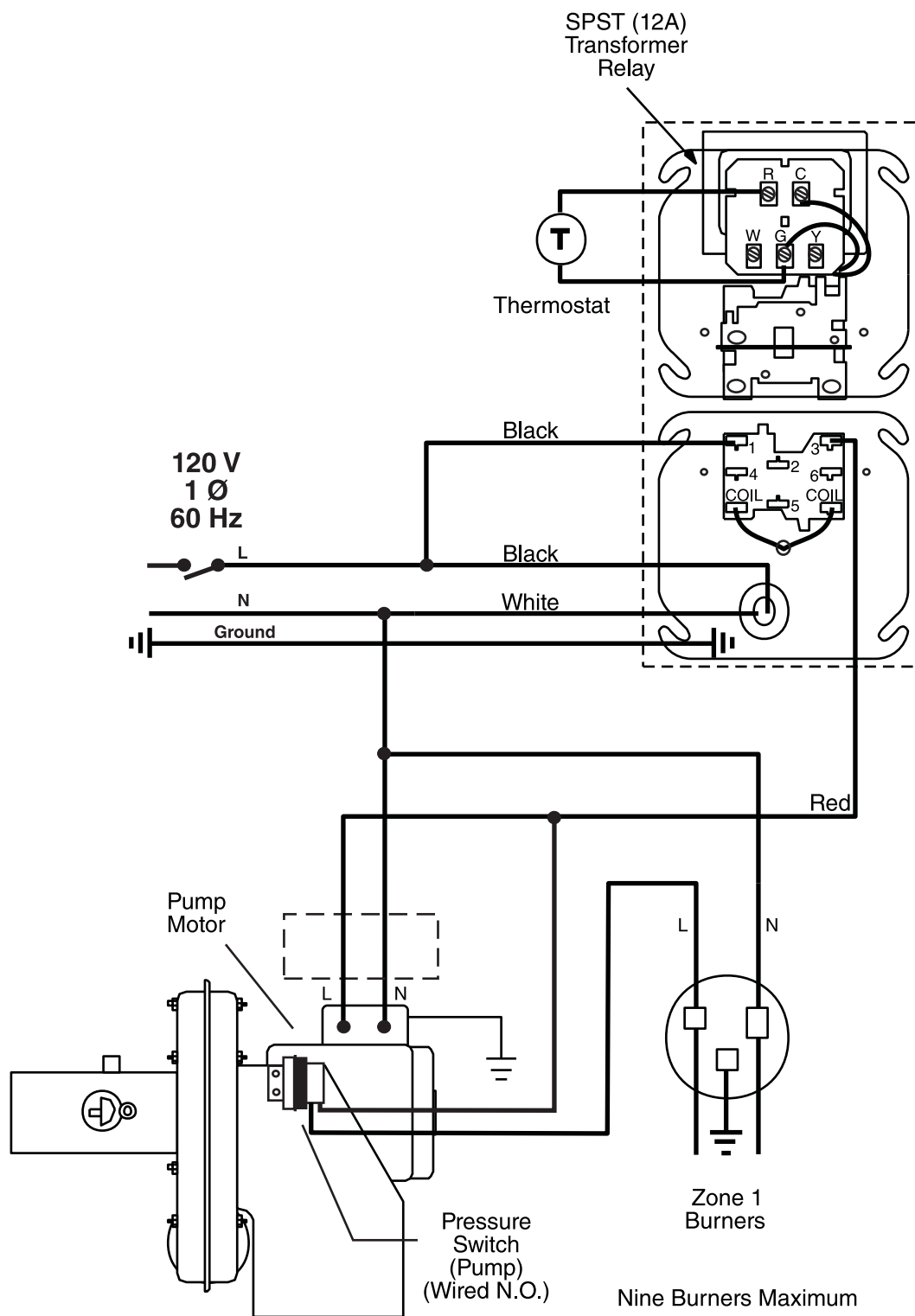
FIGURE 29: Roof Venting of Pump

See sidewall venting illustration for guidelines on matching pump capacity to vent size. Length of pipe is equal to total of vertical and horizontal length.



Description	Part Number
Drain Cap, 4" (10.2 cm) dia	02718851
Drain Cap, 6" (15.2 cm) dia	02718852
Tee, 4" (10.2 cm)	01330203

Description	Part Number
Tee, 6" (15.2 cm)	01330204
Vent Cap, 4" (10.2 cm)	90502300
Vent Cap, 6" (15.2 cm)	90502302

FIGURE 36: One Zone Operation without Control Panel (Multiburner)

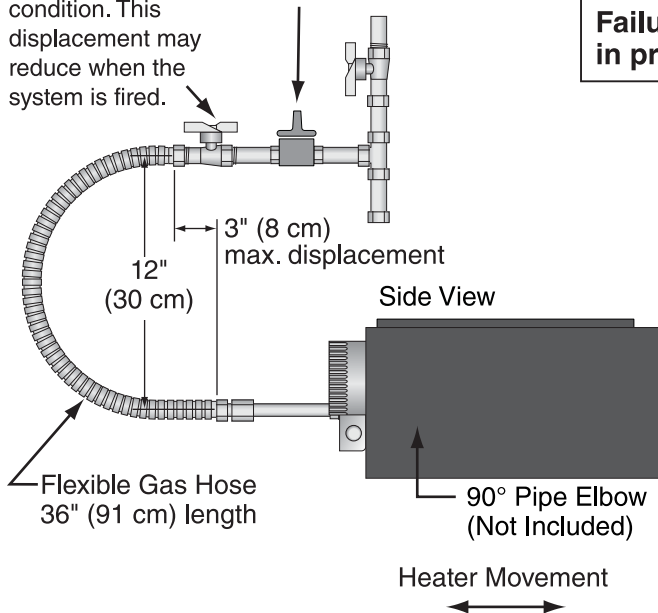
Description	Part Number
SPST Transformer Relay	90417600K

FIGURE 38: Gas Connection with Flexible Gas Hose

CORRECT POSITIONS

Shut-Off Valve (included with gas hose) must be parallel to burner gas inlet. The 3" (8 cm) displacement shown is for the cold condition. This displacement may reduce when the system is fired.

High Gas Pressure Regulator to be installed upstream of flexible gas hose if inlet pressure exceeds maximum allowance. See Page 93, Section 20

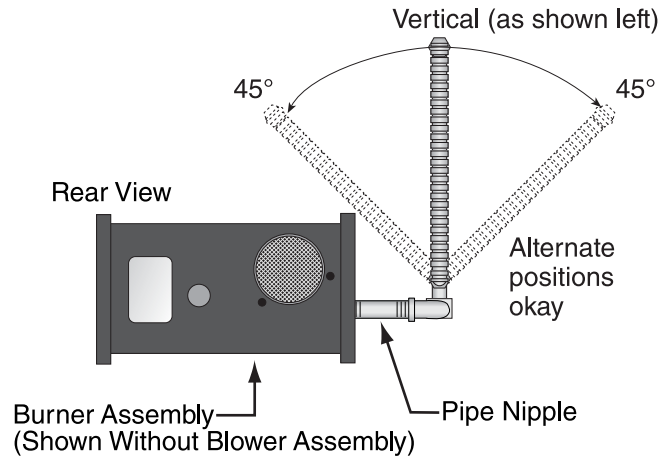


CAUTION

Product Damage Hazard

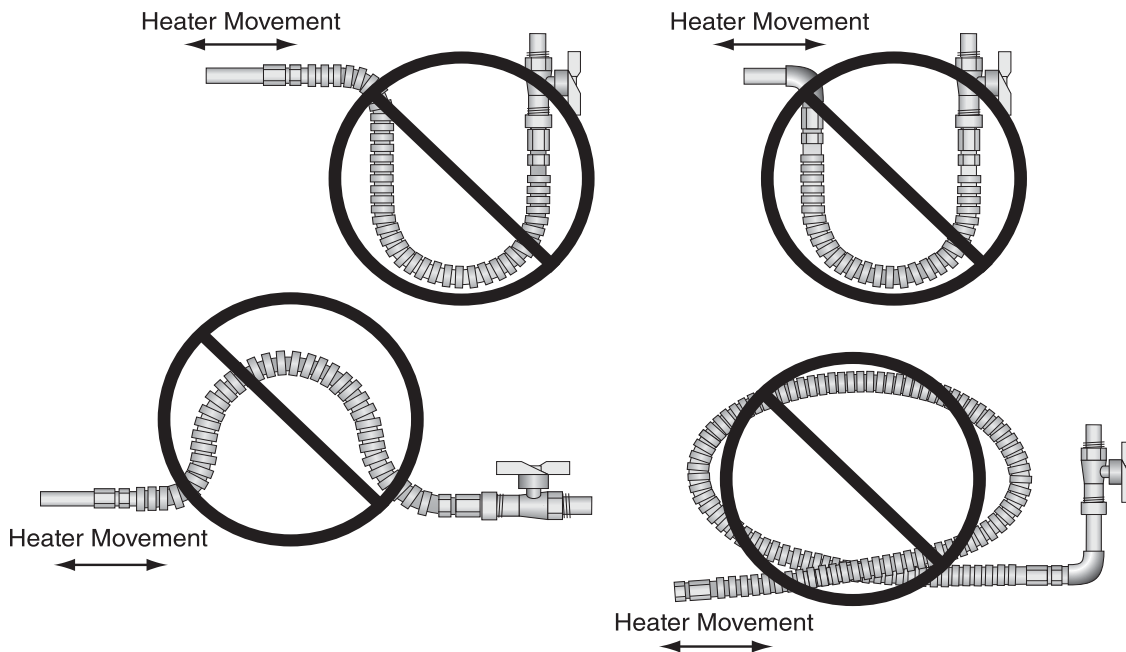
Hold gas nipple securely with pipe wrench when attaching gas hose.

Failure to follow these instructions can result in product damage.



Description	Part Number
High gas pressure regulator 1/2" – 2 PSI	90207600
High gas pressure regulator 3/4" – 5 PSI	90207602

INCORRECT POSITIONS (WRONG INSTALLATION)



Description	Part Number
1/2" Flexible Stainless Steel Gas Hose (US Models)	91412200
3/4" Flexible Stainless Steel Gas Hose (US Models)	91412204
1/2" Rubber Type 1 Gas Hose (Canadian Models)	91412206
3/4" Rubber Type 1 Gas Hose (Canadian Models)	91412207

SECTION 20: GENERAL SPECIFICATIONS**20.1 Material Specifications****20.1.1 Reflectors**

.024 Aluminum
(Optional .024 Stainless Steel Type 304)

20.2 Heater Specifications**20.2.1 Control System**

Fully automatic, three-try, direct spark, electronic ignition control, 100% safety shut-off.

20.3 Suspension Specifications

Hang heater with materials with a minimum working load of 75 lbs (33 kg). See Page 13, Figure 14.

20.4 Controls Specifications

Time switches, thermostats, etc. can be wired into the electrical supply. External controls supplied as an optional extra.

General Specifications for the heaters are as follows:

Model	Heat Input Rate (Btu/h) x (1000)	Length "A"		Recommended	
		Unitary	Multiburner	Minimum Mounting Height* Space	Spot
CTHN-40	40	10' (3 m)	20' (6 m)	8'-10' (2.4 - 3 m)	8' (2.3 m)
CTHN-60	60	20' (6 m)	30' (9 m)	10'-12' (3 - 3.6 m)	9' (2.7 m)
CTHN-80	80	20' (6 m)	30' (9 m)	12'-15' (3.6 - 4.5 m)	11' (3.3 m)
CTHN-100	100	30' (9 m)	40' (12 m)	12'-15' (3.6 - 4.5 m)	12' (3.7 m)
CTHN-125	125	40' (12 m)	50' (15 m)	15'-20' (4.5 - 6 m)	15' (3.7 m)
CTHN-150	150	40' (12 m)	50' (15 m)	20'-25' (6 - 7.6 m)	20' (4.6 m)
CTHN-175	175	50' (15 m)	60' (18 m)	25' (7.6 m)	25' (7.6 m)
CTHN-200	200	50' (15 m)	60' (18 m)	25' (7.6 m)	25' (7.6 m)

*See Page 5, Section 3 for clearances to combustibles.

GAS PRESSURE AT MANIFOLD:

Natural Gas: 3.5" wc
LP Gas: 10.5" wc

PIPE CONNECTION:

1/2" NPT (for CTHN-40, 60, 80, 100, 125)
3/4" NPT (for CTHN-150, 175 & 200)

DIMENSIONS:

Vent Connection Size: 4" (10 cm)
Outside Air Connection Size: 4" (10 cm)
Refer to figure above for dimensional information.

GAS INLET PRESSURE:**Natural Gas:**

for CTHN-40, 60, 80,
100, 125, 150
for CTHN-175, 200

LP Gas: All Models

4.6" wc Minimum

5.0" wc Minimum

14.0" wc Maximum

11.0" wc Minimum

14.0" wc Maximum

ELECTRICAL RATING:

Unitary Models 40-150: 120 V - 60 Hz, 1 A

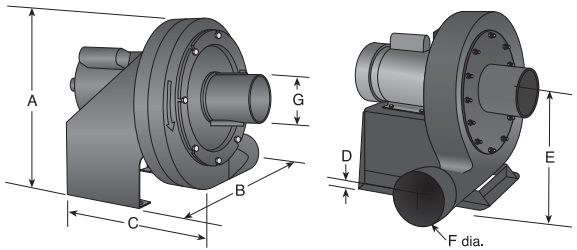
Unitary Models 175-200: 120 V - 60 Hz, 2 A

Multiburner All Models: 120 V - 60 Hz, 0.1 A

General Specifications for fans and pumps are as follows:

Pump Dimensional Data (in.)

Model	A	B	C	D	E	F	G
EP-100	17	14.5	21	3.75	10	4	4
EP-201/203	17.75	17	20.25	3.25	10	4.5	4.5
EP-301/303	25.6	24.8	22.7	4.8	15.2	6	6



Fan and Pump Specifications

Model	05220000	05220000	EP-100	EP-201	EP-203	EP-301	EP-303
Horsepower (Hp)	.134	.23	1/3	3/4	3/4	2*	3*
Phase (Ø)	1	1	1	1	3	1	3
Hertz (Hz)	60	60	60	60	60	60	60
Voltage (V)	115	115	120/230	120/208/230	208/230/460	120/208/230	208/230/460
Full Load Amp (Amps)	.9	1.3	5.2/2.7	8.0/4.42/2.0	2.5/1.26/1.3	17.4/9.62/8.7	5.46/4.94/2.47
R.P.M.	3200	3200	3490	3500	3475	3495	3520
Motor Frame	-	-	56	56	56	90	90
Motor Enclosure	-	-	TENV	TEFC	TEFC	TEFC	TEFC
Noise Level @ 5' (DBA)	-	-	-	70	70	-	-
Inlet/Outlet (In.)	4/4	4/4	4/4	4.5/4.5	4.5/4.5	6/6	6/6
Weight (lbs.)	30	12	62	112	112	170	170

* For starter, see National Electric Code (NEC) requirement for motors 1 hp or higher.

Air Supply Blower Specifications

Capacity	240 CFM @ 0.75 in wc
Power (W)	167
Phase	1
Hertz (Hz)	60
Voltage (V)	120
Full Load Amp (Amps)	1.5
R.P.M.	3000
Motor Enclosure	OPEN FC
Inlet/Outlet (In.)	5/5
Weight (lbs.)	10

SECTION 21: THE ROBERTS GORDON® VANTAGE® NP LIMITED WARRANTY**ROBERTS-GORDON LLC WILL PAY FOR:**

Within 36 months from date of purchase by buyer or 42 months from date of shipment by Roberts-Gordon LLC (whichever occurs first), replacement parts will be provided free of charge for any part of the product which fails due to a manufacturing or material defect.

Roberts-Gordon LLC will require the part in question to be returned to the factory. Roberts-Gordon LLC will, at its sole discretion, repair or replace after determining the nature of the defect and disposition of part in question.

ROBERTS GORDON® Replacement Parts are warranted for a period of 12 months from date of shipment from Roberts-Gordon LLC or the remaining ROBERTS GORDON® VANTAGE® NP warranty.

ROBERTS-GORDON LLC WILL NOT PAY FOR:

Service trips, service calls and labor charges.

Shipment of replacement parts.

Claims where the total price of the goods have not been paid.

Damage due to:

- Improper installation, operation or maintenance.
- Misuse, abuse, neglect, or modification of the ROBERTS GORDON® VANTAGE® NP in any way.
- Use of the ROBERTS GORDON® VANTAGE® NP for other than its intended purpose.
- Incorrect gas or electrical supply, accident, fire, floods, acts of God, war, terrorism, or other casualty.
- Improper service, use of replacement parts or accessories not specified by Roberts-Gordon.
- Failure to install or maintain the ROBERTS GORDON® VANTAGE® NP as directed in the Installation, Operation and Service manual.
- Relocation of the ROBERTS GORDON® VANTAGE® NP after initial installation
- The use of the ROBERTS GORDON® VANTAGE® NP in a corrosive atmosphere containing contaminants.
- The use of the ROBERTS GORDON® VANTAGE® NP in the vicinity of a combustible or explosive material.
- Any defect in the ROBERTS GORDON® VANTAGE® NP arising from a drawing, design, or specification supplied by or on behalf of the consumer.
- Damage incurred during shipment. Claim must be filed with carrier.

WARRANTY IS VOID IF:

The ROBERTS GORDON® VANTAGE® NP is not installed by an contractor qualified in the installation and service of gas fired heating equipment.

You cannot prove original purchase date and required annual maintenance history.

The data plate and/or serial number are removed, defaced, modified or altered in any way.

The ownership of the ROBERTS GORDON® VANTAGE® NP is moved or transferred. This warranty is nontransferable.

Roberts-Gordon LLC is not permitted to inspect the damaged equipment and/or component parts.

READ YOUR INSTALLATION, OPERATION AND SERVICE MANUAL.

If you have questions about your equipment, contact your installing professional. Should you need Replacement Parts or have additional questions, call or write:

Roberts-Gordon LLC

1250 William Street

P.O. Box 44

Buffalo, New York 14240-0044

Telephone: +1.716.852.4400

Fax: +1.716.852.0854

Toll Free: 800.828.7450

www.robertsgordon.com

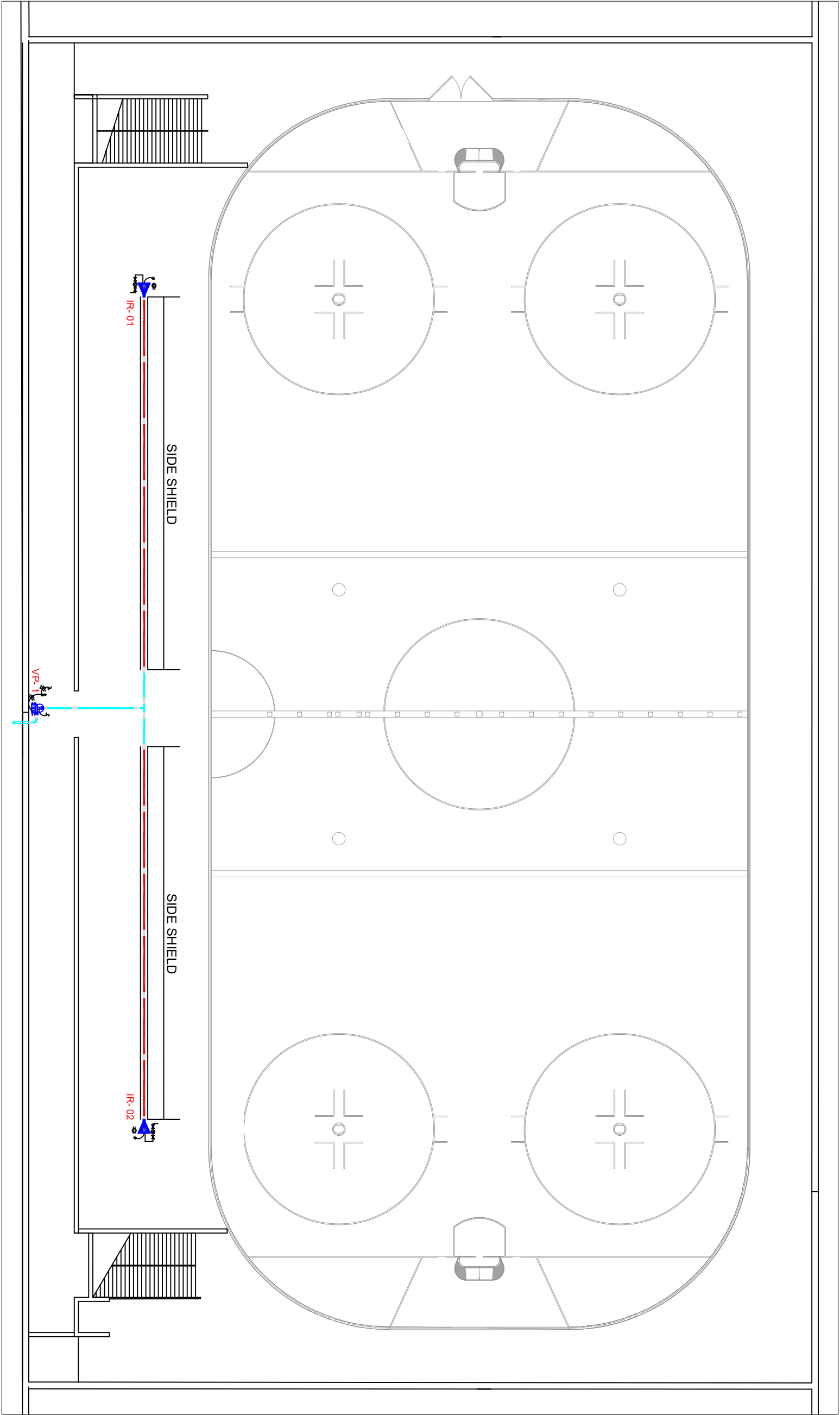
Roberts-Gordon LLC's liability, and your exclusive remedy, under this warranty or any implied warranty (including the implied warranties of merchantability and fitness for a particular purpose) is limited to providing replacement parts during the term of this warranty. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so this limitation may not apply to you. There are no rights, warranties or conditions, expressed or implied, statutory or otherwise, other than those contained in this warranty.

Roberts-Gordon LLC shall in no event be responsible for incidental or consequential damages or incur liability for damages in excess of the amount paid by you for the ROBERTS GORDON® VANTAGE® NP. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so this limitation or exclusion may not apply to you. This warranty gives you specific legal rights, and you may also have other rights which vary from jurisdiction to jurisdiction.

Roberts-Gordon LLC shall not be responsible for failure to perform under the terms of this warranty if caused by circumstances out of its control, including but not limited to war, fire, flood, strike, government or court orders, acts of God, terrorism, unavailability of supplies, parts or power. No person is authorized to assume for Roberts-Gordon LLC any other warranty, obligation or liability.

LIMITATIONS ON AUTHORITY OF REPRESENTATIVES:

No representative of Roberts-Gordon LLC, other than an Executive Officer, has authority to change or extend these provisions. Changes or extensions shall be binding only if confirmed in writing by Roberts-Gordon LLC's duly authorized Executive Officer.



IR HEATER LAYOUT

1

NOT TO SCALE



 rhdsd - emails: jeff@radiantheatsd.com roger@radiantheatsd.com		 rhdsd - emails: jeff@radiantheatsd.com roger@radiantheatsd.com	
radiant heat of south dakota www.radiantheatsd.com		post office box 477 sioux falls, sd 57101-0477 phone: 605/334-3238 fax: 605/334-3655	
ROBERTS GORDON INFRARED HEATING BASICS OF INFRARED HEATING PDF OVERVIEW OF INFRARED PRODUCT SPECS		MacroAIR engineers of air™ INTRO TO AIR/OLUTIOND FANS PDF OVERVIEW OF MACROAIR PRODUCT SPECS	
ZOO FANS Lowering the Cost of High Ceilings INTRO TO DESTRAT FANS VIDEO ABILITY ONE PRODUCT SPECS		☒ PRELIMINARY: NOT FOR CONSTRUCTION ☐ SUBMITTAL PLAN ☐ LAYOUT FOR INCLUSION OF ENGINEERED DOC. 03-21-24	
Project Name: MITCHELL ICE ARENA		Sheet # 1 OF 1	
Address: -		IR-1	
			



Muth Electric Inc.

730 North Kimball • PO Box 1400 • Mitchell, SD 57301
PHONE (605) 996-7300 • FAX (605) 996-6201
www.muthelectric.com



March 27, 2024

Attn: Jeremy Nielsen

Re: Radiant Heat – Ice Arena
Quote # 60097

City of Mitchell
1001 N. Minnesota
Mitchell, SD 57301

Jeremy,

We hereby submit an estimate of **1,561.00** to furnish labor and material to wire new radiant heat for the south ice, per your request.

Proposal needs to be signed and returned prior to scheduling work.

Invoicing of quoted projects will not show a breakdown of material and labor. The payment is to be made within 20 days after receipt of the invoice.

If you have any questions, feel free to call me at the above phone number. All work will be completed in a workmanlike manner.

Any alteration or change from the above scope of work involving extra costs will be completed only upon written authorization and will need to be an extra charge over and above this proposal.

Sincerely,

MUTH ELECTRIC, INC.

Todd Hohn
Service Manager
TH/jks

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified.

Date of Acceptance: _____

Signature: _____

"Professional Answers For All Your Electrical Needs"

CORPORATE
(605) 996-3983

MITCHELL, SD
(605) 996-7300

SIOUX FALLS, SD
(605) 338-6586

WATERTOWN, SD
(605) 882-2680

HURON, SD
(605) 352-8579

ABERDEEN, SD
(605) 226-8424

BROOKINGS, SD
(605) 692-0800

OMAHA, NE
(402) 551-7780



PROPOSAL

by: Paulson Sheet Metal, Inc./Paulson Air
1500 West 3rd Ave.
Mitchell, SD 57301
605-996-8616

Date: March 25th 2024

Project: City of Mitchell

From:

To:

Description of services included in this proposal

This quote is to include Labor and material of installing
customer supplied radiant heaters.

*1,855

Total(Tax not included)

I accept these terms and authorize Paulson Sheet Metal, Inc. to proceed with this proposal in it's entirety.

Customer Signature

Date

In acceptance of this proposal Paulson Sheet Metal, Inc. will fulfill all facets of this project as listed in this proposal.

Paulson Air Signature

March 25th 2024
Date



JOHNSON CONTROLS
Building Efficiency
Federal ID 39-0380010

ORIGINAL INVOICE

Invoice #: 1-132344378180 Invoice Date: 03/13/2024
PO #/Auth: Service Request: 1-131954977877
Customer WO#: SR Type: L&M
Customer Acct: 1179094 Branch Name: JOHNSON CONTROLS SIOUX FALLS SD CB - 0N44

Bill To:
CITY OF MITCHELL
612 N MAIN
MITCHELL SD 57301

Service Site:
MITCHELL ACTIVITY CENTER
1001 N MINNESOTA ST ,
MITCHELL SD 57301

Contractor/License Information :

Requested By: Jeremy Nielsen
Phone: 6057702004

Service Requested: north rink radiant heat not working

Service Provided: north rink west heater not working found bad gas valve, replaced gas valve checked operation of heater, found intermittent problems with pressure switch, replaced the pressure switch, checked operation of heater found it burning really dirty, pulled exhasut pipe and found all 50 foot of tubing plugged up with soot, quoting repairs
Thank you for your business.

Qty	Description	UOM	Unit Price	Sub Total	Tax	Net Price
Labor						
3	03/06/2024 Regular Mechanical Heavy	Hour	\$172.00	\$516.00	\$10.32	\$526.32
Sub-Total				\$516.00	\$10.32	\$526.32
Materials						
1	Pressure Switch	Each	\$248.85	\$248.85	\$4.98	\$253.83
1	Gas Valve	Each	\$420.53	\$420.53	\$8.41	\$428.94
Sub-Total				\$669.38	\$13.39	\$682.77
Fees						
1	Disposal, Environmental & Usage Charge	Each	\$45.00	\$45.00	\$0.90	\$45.90
1	Fuel Surcharge Adjustment	Each	\$35.00	\$35.00	\$0.70	\$35.70
Sub-Total				\$80.00	\$1.60	\$81.60
Mileage						
5	Mileage	Each	\$1.84	\$9.20	\$0.18	\$9.38
Sub-Total				\$9.20	\$0.18	\$9.38
Invoice Sub-Total						\$1,274.58
Excise Tax						\$25.49
Sales Tax						\$0.00
Total Due					USD	\$1,300.07

Direct Billing Inquiries(866) 818-5508

Terms: Unless otherwise agreed in the contract between Johnson Controls and Customer, payment shall be due full upon receipt, and interest shall be due at a rate of 1.5% per month (18% annually) on invoices not timely paid along with any other recoverable costs of collection.

Disposable, Environmental & Usage (DEU) fee listed on this invoice may include charges for one or more of the following miscellaneous: Electrical,



JOHNSON CONTROLS
Building Efficiency
Federal ID 39-0380010

ORIGINAL INVOICE

Invoice #: 1-132344378180 Invoice Date: 03/13/2024
PO #/Auth: Service Request: 1-131954977877
Customer WO#: SR Type: L&M
Customer Acct: 1179094 Branch Name: JOHNSON CONTROLS SIOUX FALLS SD CB - 0N44

pneumatic, welding supplies, hardware materials, cleaning supplies, or refrigerant reclaim disposal. A lump sum charge was applied rather than itemizing usage.

We hereby certify that these goods are produced in compliance with all applicable requirements of sections 6, 7 and 12 of the Fair Labor Standards Act of 1938, as amended, and of regulations and orders of the Administrator of the Wage and Hour Division issued under section 14 thereof.



Please reference the invoice number and amount with all payments. Remit to only the address below.

Payment Terms: NET 30

Direct Billing Inquiries

To Service Department: (866) 818-5508

To Remit Via Credit Card:

Call the phone number listed above.

INVOICE#: 1-132344378180

AMOUNT DUE: USD \$1,300.07

Remit Payment To:

JOHNSON CONTROLS

PO BOX 730068

DALLAS, TX, 75373-0068

To Remit Via ACH Wire Transfers:

JP Morgan Chase

One Chase Manhattan Plaza

New York, NY 10005

Credit to: Johnson Controls Inc.

ABA# 071-000013 Depositor Acct #55-14347

Type of Account: Checking

co-cashappusa@jci.com

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	CINDY ROTH
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Approve Property Tax Abatement for 2020 Tax Year Payable 2021		
Explanation/Background of Agenda Item Requested:	Taxpayer destroyed Mobile Home and did not notify the Department of Equalization.		

APPLICATION FOR ABATEMENT AND/OR REFUND OF PROPERTY TAXES

Board of County Commissioners of Davison County, South Dakota

Tax Year Payable 2021

Tax Bill # 10826

NAME Brandon Wawraske

MAILING ADDRESS 200 S Lowry lot 9

CITY Mitchell STATE SD ZIP CODE 57301

Legal Description of Property Lot 11 T.1berg mobile Home Court serial 056716362645

Parcel # 15995-00080-01100

Application for an abatement/refund of taxes is being presented due to the following reason (check applicable provision)

☐ An error has been made in any identifying entry or description of the real property, in entering the valuation of the real property or in the extension of the tax, to the injury of the complainant;

☐ Improvements on any real property were considered or included in the valuation of the real property, which did not exist on the real property at the time fixed by law for making the assessment;

☐ The complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment;

☐ Taxes have been erroneously paid or error made in noting payment or issuing receipt for the taxes paid;

☐ The same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax for the year has been paid;

☐ A loss occurred because of flood, fire, storm, or other unavoidable casualty; Date of Loss _____

☐ Structures have been removed after the assessment date (upon verification by the director of equalization)
Date structures removed _____

☐ Applicant, having otherwise qualified for the Assessment Freeze for the Elderly and Disabled, but missed the deadline as prescribed in § 10-6A-4

☐ Applicant, having otherwise qualified for classification of owner-occupied single family dwelling, but missed the deadline as prescribed by law due to temporary duty assignment for the military.

☒ Other / Comments Taxpayer purchased the MH 1/2020 but was unaware the MH was to be moved. The MH was in poor condition so he opted to destroy it. He did not know to notify DOE.

(No tax may be abated on any real property which has been sold for taxes while a tax certificate is outstanding – Any abatement on property within corporate limits of a municipality must be first approved by the governing body of the municipality.)

I hereby apply for an abatement / refund of property taxes for the above reasons.

Brandon Wawraske
Applicant's Signature



Subscribed and sworn to, before me this 22nd
Day of March, 2024
James M. Smith Notary Auditor / Deputy Auditor

Approved / Disapproved by City or Township Board _____ Date _____

Approved / Disapproved by County Chairman _____ Date _____

DATE RECEIVED in the County Auditor's office _____ Received by _____

Current Tax \$ 223.55

Adjusted Tax 0

Amt Abated/Refunded \$ 223.55

Date Approved _____

Check Number if Refund _____

Tax Bill #2021-10826

X

Breakout

Taxpayer: WOODRASKA BRANDON S
Legal: LOT 11 TILBERG MOBILE HOME COURT SERIAL# 0567163626AB
Acres: 0
Property Address: 700 S ROWLEY ST LOT 11
Mailing Address: 700 S ROWLEY ST LOT 9 MITCHELL SD 57301
Parcel Number: 159950008001100
Certificate Number:

SCHOOL-OT	\$98.00
CITY	\$50.30
COUNTY	\$36.77
WATER DISTRICT	\$0.55
First Payment	\$92.81
Second Payment	\$92.81
Total	\$185.62
Outstanding	\$185.62
Interest	\$30.93
Advertising	\$7.00

[Edit Fees](#)

Total Outstanding **\$223.55**

Payment

Amount Due	Paid By *	Method *	Check #
\$223.55	WOODRASKA BRANDON S	Check ▼	

☐ Paid in Protest☐ Tendered Prior[Process](#)**Receipts**

Tax Bill Has No Payment History

Abatements

Tax Bill Has No Abatements

[Abatement](#)[Close](#)

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Elizabeth Kitchens
Desired Action of City Council:	Approval of the Updated Annual Volunteer List		
Amount Budgeted in current fiscal year for this item (if applicable):	NA		
Agenda Item:	Updates to the Annual Volunteer List		
Explanation/Background of Agenda Item Requested:	The volunteers need to be added to the ERU (Emergency Response Unit) Team • Mike Brown • Josh Starzman • Thomas Fridley • Grant Lanning		

City of Mitchell | Street & Sanitation Department
612 North Main Street | Mitchell, SD 57301
Phone: 605-995-8465 | Fax: 605-995-8467
cityofmitchellsd.gov



February 5, 2024

TO: MAYOR & CITY COUNCIL

RE: On Road & Off-Road Diesel Fuel & Unleaded Gasoline

Howes Oil Company Inc.

On Road Diesel- #2	0	0	\$0	\$0
Unleaded Gas-10% Ethanol	7,500	7,500	\$2.785	\$20,887.50*
Unleaded Gas-No Ethanol	0	0	\$0	\$0
Off Road Diesel- #2	0	0	\$0	\$0
Total:				\$20,887.50*

Vollan Oil

On Road Diesel- #2	0	0	\$0	\$0
Unleaded Gas-10% Ethanol	7,500	7,500	2.791	\$20,932.50
Unleaded Gas-No Ethanol	0	0	\$0	\$0
Off Road Diesel- #2	0	0	\$0	\$0
Total:				\$20,932.50

Howes Oil was the low quote for the items marked with asterisk. They were awarded the quote.

Sincerely,
Kevin Roth
Street & Sanitation Superintendent

cc: Howe's Oil Company
Vollan Oil

Handwritten notes at the bottom of the page: "2024-02-05" and "2024-02-05" with some illegible text.



March 26, 2024

TO: MAYOR & CITY COUNCIL

RE: On Road & Off-Road Diesel Fuel & Unleaded Gasoline

Howes Oil Company Inc.

On Road Diesel- #2	3200	3200	\$3.0425	\$9,736.00*
Unleaded Gas-10% Ethanol	0	0	\$0	\$0
Unleaded Gas-No Ethanol	0	0	\$0	\$0
Off Road Diesel- #2	4300	4300	\$2.7675	\$11,900.25*
Total:				\$21,636.25*

Vollan Oil

On Road Diesel- #2	3200	3200	\$3.0621	\$9,798.72
Unleaded Gas-10% Ethanol	0	0	\$0	\$0
Unleaded Gas-No Ethanol	0	0	\$0	\$0
Off Road Diesel- #2	4300	4300	\$2.8035	\$12,055.05
Total:				\$21,853.77

Howes Oil was the low quote for the items marked with asterisk. They were awarded the quote.

Sincerely,
 Kevin Roth
 Street & Sanitation Superintendent

cc: Howe's Oil Company
 Vollan Oil

PAY ESTIMATES FOR APRIL 1, 2024

CONTRACTORS	PROJECT	P.E. #	AMOUNT	PAID TO DATE	CONTRACT AMOUNT
Infrastructure Design Group	#2020-20 Ground Storage Tank - Piping	#33	\$ 6,241.40		
Infrastructure Design Group	#2020-20 Ground Storage Tank - Piping	#34	\$ 22,837.75	\$ 1,183,062.65	\$ 1,462,687.34
Barr Engineering Co.	#2021-20 Lake Mitchell - Phase II	#PH2-24	\$ 3,674.05	\$ 513,469.09	\$ 767,500.00
SPN & Associates	#2021-45 Highway #37 Utility Design-Sewer	#31	\$ 1,151.25	\$ 58,806.55	\$ 57,000.00
SPN & Associates	#2022-3 23rd & Ohlman Lift Station Replacement	#12	\$ 866.25	\$ 35,103.37	\$ 49,500.00
SPN & Associates	#2023-7 West Harmon Watermain Loop	#9	\$ 11,456.71	\$ 51,227.86	\$ 31,900.00
Halme, Inc	#2023-7 West Harmon Watermain Loop	#1	\$ 273,833.55	\$ 273,833.55	\$ 399,084.50
SPN & Associates	#2023-8 12th & 13th Avenue Watermain Loop	#9	\$ 300.00	\$ 29,888.30	c
SPN & Associates	#2023-16 Ohlman & S. Harmon Lift Station	#12	\$ 600.00	\$ 31,943.60	\$ 42,900.00
SPN & Associates	#2023-19 Cadwell Booster Station Rehab.	#9	\$ 800.00	\$ 14,096.25	\$ 10,700.00
Randall Community Water District	#2024-7 Randall Regional Waterline Study	#2	\$ 59,549.70	\$ 101,420.20	
GeoTek Engineering & Testing	#2024-28 Old Landfill Leachate Monitoring	#2	\$ 820.00	\$ 5,365.00	\$ 10,475.00
GeoTek Engineering & Testing	#2024-29 New Landfill Monitoring	#2	\$ 1,532.50	\$ 11,298.50	\$ 22,590.00
Helms & Associates	AIP '28 Airport ALP/Master Plan	#33	\$ 11,158.88	\$ 351,504.91	\$ 371,962.87
B-Y Water District	B-Y Water - Engineering Reviews Add Flow	#1	\$ 55,127.00	\$ 55,127.00	
	TOTALS		\$ 449,949.04	\$ 2,716,146.83	\$ 3,226,299.71

Prepared by Deb Hanson-Sudbeck

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 1110 CITY COUNCIL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-04015	CORN PALACE					
		I-MIT03192024	101-41110-42600	SUPPLIES & MA CITY COUNCIL WATER	201359	14.75
01-09268	FORUM COMMUNICATIONS CO					
		I-MP2466030224	101-41110-42300	LEGAL PUBLICA CITY COUNCIL MINUTES	201380	732.72
DEPARTMENT 1110 CITY COUNCIL					TOTAL:	747.47

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1440 HUMAN RESOURCES

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-04779	AVERA OCCUPATIONAL MEDI					
		I-00107702-00	101-41440-42231	EMPLOYEE PHYS SCREENINGS	201335	503.00
01-09120	CONDREY & ASSOCIATES IN					
		I-03182024	101-41440-42210	PROFESSIONAL COMPENSATION & CLASSIFCTN STDY	201357	3,750.00
				DEPARTMENT 1440 HUMAN RESOURCES	TOTAL:	4,253.00

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 1460 INSURANCE & BONDS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-02488	CLAIMS ASSOCIATES INC					
		I-03052024	101-41460-42110	LIABILITY, PR CLAIM #GC19099150	201355	5,000.00
DEPARTMENT 1460 INSURANCE & BONDS						TOTAL: 5,000.00

BUDGET TO USE: CB-CURRENT BUDGET

100.28

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 1935 INFORMATION TECHNOLOGY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
		I-2279-1680	101-41935-42615	POSTAGE POSTAGE 03.01-15.2024	201435	215.86
		I-594866	101-41935-42615	FLATS POSTAGE 03.01-15.2024	201435	7.12
DEPARTMENT 1935 INFORMATION TECHNOLOGY TOTAL:						222.98

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 2110 POLICE DEPARTMENT
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00712	NAPA CENTRAL					
		I-798244	101-42110-42500	REPAIR & MAIN BRAKE PADS, ROTOR	201421	226.48
01-01199	STURDEVANTS AUTO VALUE					
		I-815032721	101-42110-42500	REPAIR & MAIN OIL FILTERS, ALTERNATOR	201456	454.76
01-08252	CORPORATE TRANSLATION S					
		I-264616	101-42110-42200	PROFESSIONAL TRANSLATION SERVICES	201400	73.71
01-08281	ARAMARK					
		I-6380177641	101-42110-42200	PROFESSIONAL MAT CLEANING	201333	56.27
DEPARTMENT 2110 POLICE DEPARTMENT						TOTAL: 811.22

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00259	BLACKBURN MANUFACTURING					
	I-0729665-IN	101-42130-42600	SUPPLIES	LOCATE FLAGS	201343	118.96
01-00424	RUNNINGS SUPPLY INC					
	I-1807902	101-42130-42530	TRAFFIC LIGHT INSERT BIT,TORX WRENCH		201439	10.51
01-00428	CARQUEST AUTO PARTS INC					
	I-4977-306763	101-42130-42530	TRAFFIC LIGHT STAR BIT SET		201346	9.99
01-00712	NAPA CENTRAL					
	I-798311	101-42130-42530	TRAFFIC LIGHT TORX DRIVER		201421	10.34
01-01450	MUTH ELECTRIC INC					
	I-669197	101-42130-42535	LIGHT MAINTEN REPLACE TWO LIGHTS ON POLES		201419	351.12
01-01490	MUELLER LUMBER CO. INC.					
	I-294777	101-42130-42545	PAINT	MARKING PAINT	201418	101.90
	I-294869	101-42130-42545	PAINT	MARKING PAINT	201418	101.90
01-01830	NORTHWESTERN ENERGY					
	I-2576730-2.03.24	101-42130-42810	UTILITIES-TRA N SANBORN AND 5TH AVE		201423	123.72
	I-2577687-3.03.24	101-42130-42810	UTILITIES-TRA N SANBORN AND 7TH AVE		201423	68.79
	I-2577895-2.03.24	101-42130-42810	UTILITIES-TRA 710 N MINNESOTA ST		201423	12.50
	I-2578443-0.03.24	101-42130-42840	BUILDING UTIL 705 N CAPITAL ST		201423	495.90
	I-2579139-3.03.24	101-42130-42810	UTILITIES-TRA 901 N MINNESOTA ST		201423	13.02
	I-2579461-1.03.24	101-42130-42810	UTILITIES-TRA N SANBORN AND 12TH AVE		201423	118.79
	I-2580311-5.03.24	101-42130-42810	UTILITIES-TRA 1204 N KIMBALL ST		201423	13.52
	I-2580312-3.03.24	101-42130-42810	UTILITIES-TRA N MAIN AND 12TH AVE		201423	51.37
	I-2580491-5.03.24	101-42130-42810	UTILITIES-TRA 1403 N KIMBALL ST		201423	13.52
	I-2581249-6.03.24	101-42130-42520	EMERGENCY SIR E GOLF COURSE SIREN		201423	27.23
	I-2581250-4.03.24	101-42130-42520	EMERGENCY SIR 800 W 8TH AVE		201423	26.05
	I-2581251-2.03.24	101-42130-42520	EMERGENCY SIR 1221 S MINNESOTA ST		201423	26.23
	I-2581252-0.03.24	101-42130-42520	EMERGENCY SIR 100 MATTIE ST		201423	29.10
	I-2581521-8.03.24	101-42130-42835	UTILITIES-STR W HAVENS AND OHLMAN		201423	128.23
	I-2582741-1.03.24	101-42130-42835	UTILITIES-STR I 90 AND OHLMAN		201423	662.37
	I-2583138-9.03.24	101-42130-42810	UTILITIES-TRA W UNIV AND NORWAY		201423	14.04
	I-2583139-7.03.24	101-42130-42810	UTILITIES-TRA 1309 W UNIVERSITY AVE		201423	12.00
	I-2583145-4.03.24	101-42130-42810	UTILITIES-TRA 1522 W UNIVERSITY AVE		201423	13.35
	I-2583147-0.03.24	101-42130-42810	UTILITIES-TRA 310 W NORWAY		201423	13.87
	I-2583319-5.03.24	101-42130-42810	UTILITIES-TRA HAVENS AND MINN ST		201423	97.36
	I-2583840-0.03.24	101-42130-42810	UTILITIES-TRA S SANBORN AND HAVEN ST		201423	131.51
	I-2719916-5.03.24	101-42130-42520	EMERGENCY SIR CABELA AND SPRUCE EMERGENCY		201423	26.90
	I-2734281-5.03.24	101-42130-42520	EMERGENCY SIR 900 BLOCK OF E 11TH ST SIREN		201423	27.06
	I-2735044-6.03.24	101-42130-42835	UTILITIES-STR 801 N KIMBALL ST		201423	12.00
	I-2745956-9.03.24	101-42130-42520	EMERGENCY SIR W END BOAT RAMP		201423	24.36
	I-2784889-4.03.24	101-42130-42810	UTILITIES-TRA 1120 W CEDAR		201423	12.68
	I-2784890-2.03.24	101-42130-42810	UTILITIES-TRA 1501 W CEDAR		201423	12.85
	I-2943370-3.03.24	101-42130-42810	UTILITIES-TRA SPRUCE AND CABELA DR TRAFFIC		201423	84.07
	I-3045379-9.03.24	101-42130-42810	UTILITIES-TRA 800 N CAPITAL		201423	13.02

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2130 TRAFFIC DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01830	NORTHWESTERN ENERGY	continued				
		I-3045401-1.03.24	101-42130-42810	UTILITIES-TRA 921 N CAPITAL	201423	13.02
01-01964	DAKOTA SUPPLY GROUP					
		I-S103582786.001	101-42130-42535	LIGHT MAINTEN MOG BASE, ACCT2552	201363	22.78
01-02537	SHERWIN-WILLIAMS COMPAN					
		I-8317-3	101-42130-42545	PAINT PAINT	201451	104.28
01-02880	THUNE TRUE VALUE & APPL					
		I-B286504	101-42130-42600	SUPPLIES SUPER GLUE	201462	7.29
01-03686	NEWMAN SIGNS INC					
		I-TRFINV052758	101-42130-42540	SIGNS PUNCHES	201422	990.27
01-06045	TRAFFIC CONTROL CORPORA					
		I-149857	101-42130-42530	TRAFFIC LIGHT TORX PUSH BUTTON	201467	505.00
01-07335	TAPCO					
		I-1774360	101-42130-42540	SIGNS POSTER	201460	42.61
01-08010	METTLER IMPLEMENT INC-M					
		I-69676	101-42130-42500	REPAIRS ROLLER PAWL,BEARINGS,DRIVE BLT	201409	1,274.94
01-10382	SIGN SOLUTIONS					
		I-410695	101-42130-42540	SIGNS ALUMINUM DRIVE RIVET	201453	803.95
		I-410697	101-42130-42540	SIGNS YELLOW, GREEN SHEETS	201453	373.02
DEPARTMENT 2130 TRAFFIC DEPARTMENT					TOTAL:	7,147.29

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 2200 FIRE DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01202	TK ELECTRIC					
		I-20681	101-42200-43300	IMPROV OTHER REPLACED TRANSFER SWITCH	201465	25,730.00
01-02051	MIDCONTINENT COMMUNICAT					
		I-02609470213911	101-42200-42810	UTILITIES ACCT #026094702	201410	8.50
01-03267	WALMART/CAPITAL ONE					
		I-8940.03182024	101-42200-42600	SUPPLIES MONITOR	201469	37.98
01-03334	MOTOROLA SOLUTIONS INC					
		I-8281830254	101-42200-43400	MACHINERY AND CHARGER,MICROPHONE	201417	2,169.09
01-05276	M & T FIRE AND SAFETY I					
		I-11695	101-42200-42641	PROTECTIVE CL BUNKER GEAR	201405	16,830.00
01-09703	AMAZON CAPITAL SERVICES					
		I-1C46-LW4N-9JQF	101-42200-42550	REPAIR-SELF-C REPLACEMENT SMOKE TUBES	201331	48.38
				DEPARTMENT 2200 FIRE DEPARTMENT	TOTAL:	44,823.95

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3100 STREET DEPARTMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00145	AMERICAN GARAGE DOOR CO					
	I-M41006	101-43100-42500	REPAIRS	BAD LOGIC BOARD,SHOP DOOR	201332	296.94
01-00210	BAILEY METAL FABRICATOR					
	I-62545	101-43100-42500	REPAIRS	STREET LDRPA REPAIR	201337	365.02
01-00424	RUNNINGS SUPPLY INC					
	I-1801856	101-43100-42600	SUPPLIES	RAINSUIT,GLOVES	201439	61.97
	I-1801857	101-43100-42600	SUPPLIES	RAINSUIT,GLOVES	201439	44.97
	I-1804550	101-43100-42500	REPAIRS	PIPE	201439	38.98
01-00436	CHS FARMERS ALLIANCE					
	I-IZ1645	101-43100-42500	REPAIRS	MOUNT TIRES	201352	120.00
	I-IZ1648	101-43100-42500	REPAIRS	HANKOOK TIRES,MOUNT	201352	859.32
	I-IZ1649	101-43100-42500	REPAIRS	HANKOOK TIRES,MOUNT	201352	966.40
01-00712	NAPA CENTRAL					
	I-797744	101-43100-42500	REPAIRS	COUPLINGS	201421	60.16
01-00864	DOCKENDORF EQUIPMENT CO					
	I-3283	101-43100-42500	REPAIRS	VALVE TOP COMBO	201370	1,107.48
01-00917	DAKOTA FLUID POWER INC					
	C-7150443	101-43100-42600	SUPPLIES	RETURNED TANK,FILTERS	201360	1,253.73-
	I-7175100	101-43100-42600	SUPPLIES	ORINGS,PIPE CAP&PLUG KITS	201360	431.46
	I-7179130	101-43100-42600	SUPPLIES	FEMALE JIC SWIVEL	201360	234.22
01-01117	WHEELCO BRAKE & SUPPLY					
	I-INV484251	101-43100-42500	REPAIRS	LED MINIBAR	201470	372.84
01-01199	STURDEVANTS AUTO VALUE					
	I-815032719	101-43100-42600	SUPPLIES	BATTERY,OIL,WIPER,FILTERS	201456	325.95
01-01830	NORTHWESTERN ENERGY					
	I-2576521-5.03.24	101-43100-42800	UTILITIES	1405 W 8TH AVE	201423	1,259.84
01-02679	MENARD'S INC					
	I-66631	101-43100-42600	SUPPLIES	COUPLINGS,PIPE INSULATIONS	201407	42.05
	I-66688	101-43100-42500	REPAIRS	PIPE INSULATION	201407	2.11
01-02811	JONES SUPPLIES					
	I-145731	101-43100-42600	SUPPLIES	PAPER TOWELS	201397	37.06
	I-145849	101-43100-42600	SUPPLIES	TISSUE FOR CRACK SEALING	201397	331.65
01-09138	MIDSTATES EQUIPMENT & S					
	I-224188	101-43100-43427	CRACK SEALING SWITH WITH RUBBER CAP		201411	33.85
DEPARTMENT 3100 STREET DEPARTMENT					TOTAL:	5,738.54

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 3110 PUBLIC WORKS ADMIN
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01313	FRONTIER PRECISION INC					
		I-294796	101-43110-42700	TRAVEL CONF D FRONTIER PRECISION TRAINING	201381	900.00
01-03114	SUBWAY					
		I-1/A-650814	101-43110-42750	PLANNING COMM PLANNING COMMISSION	201458	31.96
01-10412	JON THURMAN					
		I-03212024	101-43110-42700	TRAVEL CONF D SF PRECISION CLASS MEALS	201463	28.00
DEPARTMENT 3110 PUBLIC WORKS ADMIN						TOTAL: 959.96

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3120 STREET & SIDEWALK CONST

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-02170	DAVISON COUNTY REGISTER					
		I-03192024	101-43120-42200	PROF SERVICES ROAD ANNEXATION-S MARSHALL	201367	30.00
		I-031924	101-43120-43300	STREET OVERLA PLAT RECORDING-N CAPITAL ST	201367	60.00
01-08317	DOUG'S CONCRETE SAWING					
		I-03062024	101-43120-42520	HAZARDOUS SID CUT IN 8" CONCRETE WALL	201371	457.50
DEPARTMENT 3120 STREET & SIDEWALK CONST TOTAL:						547.50

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 3130 SNOW REMOVAL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-10619	DMC WEAR PARTS LLC					
	I-4065		101-43130-42600	SUPPLIES & MA STREET PLOW,GRADER BLADES	201369	9,089.00
DEPARTMENT 3130 SNOW REMOVAL					TOTAL:	9,089.00

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3150 STORM DRAINAGE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01830	NORTHWESTERN ENERGY					
		I-3288018-9.03.24	101-43150-42800	UTILITIES CABELA DR	201423	40.40
01-02939	DEPARTMENT OF AGRICULTU					
		I-SDR00A241.24	101-43150-42200	PROF FEES/SER STORMWATER INDUSTRIAL	201368	200.00
				DEPARTMENT 3150 STORM DRAINAGE	TOTAL:	240.40

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 3700 CEMETERY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-2312/1	101-43700-42600	SUPPLIES & MA MARK FLAGS	201374	12.99
01-00445	CITY OF MITCHELL					
		I-04.000400.00.03.24	101-43700-42830	UTILITIES-WAT 600 W 23RD AVE	201353	73.51
01-00712	NAPA CENTRAL					
		I-798018	101-43700-42600	SUPPLIES & MA GEAR OIL,OIL	201421	58.02
		I-798409	101-43700-42600	SUPPLIES & MA GASKET MAKER	201421	12.28
01-00985	HONDA OF MITCHELL					
		I-136232	101-43700-42600	SUPPLIES & MA BOLT,SPARK SCREEN	201391	6.44
01-01199	STURDEVANTS AUTO VALUE					
		C-815033531	101-43700-42600	SUPPLIES & MA RETURNED DIST CAP	201456	12.46-
		I-815031973	101-43700-42500	REPAIR & MAIN MUFFLER,CLAMP,OXYGEN SENSOR	201456	50.47
		I-815033413	101-43700-42600	SUPPLIES & MA DIST ROTOR,CAP	201456	17.62
		I-815033465	101-43700-42600	SUPPLIES & MA MEDIUM HORSE POWER	201456	15.99
01-01322	LARRY'S I-90 SERVICE IN					
		I-101080	101-43700-42500	REPAIR & MAIN REBUILT TRANSMISSION ASSEMBLY	201401	2,768.00
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.03.24	101-43700-42800	UTILITIES 700 W 23RD AVE	201423	208.26
		I-2581641-4.03.24	101-43700-42800	UTILITIES W 23RD	201423	12.00
		I-2939180-2.03.24	101-43700-42800	UTILITIES 825 INDIAN VILLAGE RD	201423	23.24
01-02607	SD FEDERAL PROPERTY AGE					
		I-553766284	101-43700-42600	SUPPLIES & MA TOOLS,PADS,BINDERS,CLIPS	201449	77.50
01-06461	YOUNG GRAVE SERVICE					
		I-1652	101-43700-42510	HEADSTONE REP RESTORATION	201471	2,800.00
				DEPARTMENT 3700 CEMETERY	TOTAL:	6,123.86

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 4120 ANIMAL CONTROL
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01193	KROHMER PLUMBING INC					
		I-79823	101-44120-42500	REPAIRS	REPLACE RELIEF VALVE WATER HTR 201399	305.30
DEPARTMENT 4120 ANIMAL CONTROL						TOTAL: 305.30

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 101 GENERAL
DEPARTMENT: 5000 CULTURE & RECREATION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01414	MITCHELL PREHISTORIC IN					
	I-03212024		101-45000-42908	MIT PREHISTOR 2024 2ND QTR ALLOCATION	201416	4,750.00
DEPARTMENT 5000 CULTURE & RECREATION						TOTAL: 4,750.00

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 101 GENERAL

DEPARTMENT: 5500 LIBRARY

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00019	DATA443 RISK MITIGATION					
		I-38449	101-45500-42902	COMPUTER SOFT SMART SHIELD SUBSCRIPTION	201366	243.80
01-00138	SCHOLASTIC LIBRARY PUBL					
		I-58061199	101-45500-43420	BOOKS CHILDREN'S BOOKS	201448	195.39
01-00891	EBSCO					
		I-2404762	101-45500-42692	PERIODICALS NEWSPAPER RATE ADJUSTMENT	201372	95.52
01-01015	INGRAM LIBRARY SERVICES					
		I-80762788	101-45500-43420	BOOKS BOOKS	201394	813.02
		I-80773167	101-45500-43420	BOOKS BOOKS	201394	29.39
		I-80814391	101-45500-43420	BOOKS BOOKS	201394	250.72
		I-80830824	101-45500-43420	BOOKS BOOKS	201394	151.40
		I-80841400	101-45500-43420	BOOKS BOOK	201394	33.00
		I-80887833	101-45500-43420	BOOKS BOOKS	201394	74.40
		I-80907922	101-45500-43420	BOOKS BOOKS	201394	59.07
		I-80916137	101-45500-43420	BOOKS BOOKS	201394	300.98
01-02679	MENARD'S INC					
		I-66313	101-45500-42600	SUPPLIES & MA MINI BRASS BRUSH	201407	3.48
01-02811	JONES SUPPLIES					
		I-145696	101-45500-42600	SUPPLIES & MA ROLL TOWEL	201397	42.44
01-05088	BLACKSTONE PUBLISHING					
		I-2144489	101-45500-43421	AUDIO-VISUAL AUDIOBOOKS	201344	171.97
01-06583	BAKER & TAYLOR					
		I-2038142706	101-45500-43420	BOOKS CHILDRENS BOOK	201338	16.16
01-08281	ARAMARK					
		I-6380175507	101-45500-42600	SUPPLIES & MA MAT CLEANING	201333	55.63
01-09703	AMAZON CAPITAL SERVICES					
		I-1XC4-JC9N-3VN4	101-45500-42600	SUPPLIES & MA DISPOSABLE WIPES	201331	123.05
01-10499	K-LOG INC.					
		I-24-326647-1	101-45500-42600	SUPPLIES & MA PRO SIT-STAND DESK	201398	286.45
DEPARTMENT 5500 LIBRARY					TOTAL:	2,945.87

FUND 101 GENERAL					TOTAL:	93,806.62

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-08707	CITY OF MITCHELL					
		I-32624	201-346369	REFUNDS AND R START-UP FUNDS-CADWELL	201354	2,000.00
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL: 2,000.00

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 201 PARK FUND
DEPARTMENT: 5110 RECREATION & AQUATICS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01590	MCLEOD'S PRINTING					
		I-74595	201-45110-42605	SUPPLIES & MA TIME CARD BOOKS	201406	161.40
	PROJ: J50-SM-OFFIC		OUTDOOR AQUATIC CENTER	SUPPLIES/MATERIAL-OFFICE		
01-09703	AMAZON CAPITAL SERVICES					
		I-1YVK-1WGF-W1GF	201-45110-42600	SUPPLIES & MA STORAGE BIN	201331	49.99
	PROJ: J51-SM-EQUIP		P&A YOUTH PROGRAMS	SUPPLIES/MATERIAL-EQUIPMENT		
DEPARTMENT 5110 RECREATION & AQUATICS TOTAL:						211.39

3/27/2024 10:39 AM
PACKET : 06815 06816
VENDOR SET: Mult
FUND : 201 PARK FUND
DEPARTMENT: 5140 RECREATION CENTER
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 21

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
		I-2279-1680	201-45140-42600	SUPPLIES & MA POSTAGE 03.01-15.2024	201435	10.68
01-00449	CENTENNIAL CARPET INC					
		I-40032	201-45140-43300	CAPITAL IMPRO HEARTH STONE FLOORING	201347	1,571.85
01-01193	KROHMER PLUMBING INC					
		I-79821	201-45140-42500	REPAIR & MAIN REPAIR PUMP,INSTALL IMPELLER	201399	177.55
	PROJ: J02-RM-PLUMB	INDOOR AQUATIC CTR		REPAIR/MAINT-PLUMBING		
01-01450	MUTH ELECTRIC INC					
		I-668883	201-45140-42500	REPAIR & MAIN REPLACED CUBE RELAY IN HEATER	201419	159.53
	PROJ: J06-RM-ELEC	REC CTR-GENERAL BLDG		REPAIR/MAINT-ELECTRICAL		
01-01497	GRAINGER					
		I-9048345905	201-45140-42600	SUPPLIES & MA SPRING SNAP,SHACKLE	201383	63.96
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
01-01830	NORTHWESTERN ENERGY					
		I-3510842-2.03.24	201-45140-42800	UTILITIES 1300 N MAIN BLDG AQUATICS	201423	4,842.57
	PROJ: J02-ELE/GAS	INDOOR AQUATIC CTR		UTILITIES-ELECTRIC/GAS		
01-02560	PEPSI COLA COMPANY					
		I-97792122	201-45140-42601	CONCESSION SU POPS, JUICES, GATORADES	201430	303.90
	PROJ: J05-CONC SUP	REC CTR CONCESSIONS		CONCESSION SUPPLY		
01-02567	S & M PRINTING INC					
		I-82125	201-45140-42600	SUPPLIES & MA POLICIES FORMS	201442	69.00
	PROJ: J06-SM-OFFIC	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-OFFICE		
01-02880	THUNE TRUE VALUE & APPL					
		I-B286246	201-45140-42600	SUPPLIES & MA QUICK LINK	201462	15.58
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
01-03279	INTERSTATE GLASS & DOOR					
		I-64639	201-45140-42500	REPAIR & MAIN REPLACE BROKEN ELECTRIC WNDW	201395	3,784.00
	PROJ: J06-RM-BLDG	REC CTR-GENERAL BLDG		REPAIR/MAINT-BUILDING		
01-09494	SANFORD HEALTH					
		I-117	201-45140-42600	SUPPLIES & MA JAN 2024 PLANNING,EVENTS	201443	210.00
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
		I-118	201-45140-42600	SUPPLIES & MA FEB 2024 PLANNING,EVENTS	201443	200.00
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
		I-118.03.24	201-45140-42600	SUPPLIES & MA COMMUNITY EVENTS	201443	100.00
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
01-09633	STAPLES					
		I-3561434778	201-45140-42600	SUPPLIES & MA LEGAL PAPER	201455	12.52
	PROJ: J06-SM-OFFIC	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-OFFICE		

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 201 PARK FUND
DEPARTMENT: 5140 RECREATION CENTER
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-09633	STAPLES		continued			
		I-3562022586	201-45140-42600	SUPPLIES & MA HAND TOWELS	201455	79.14
	PROJ: J06-SM-JANIT	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-JANITORIAL		
01-09703	AMAZON CAPITAL SERVICES					
		C-17KH-V3HR-9KL1	201-45140-42600	SUPPLIES & MA RETURNED UNFINISHED LETTERS	201331	2.18-
	PROJ: J06-SM-GENER	REC CTR-GENERAL BLDG		SUPPLIES/MATERIAL-GENERAL		
		I-1VYP-7TP7-TVDV	201-45140-42600	SUPPLIES & MA YOGA WEDGE, SENSORY SWING	201331	82.93
	PROJ: J02-SM-EQUIP	INDOOR AQUATIC CTR		SUPPLIES/MATERIAL-EQUIPMENT		
DEPARTMENT 5140 RECREATION CENTER					TOTAL:	11,681.03

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-2279/1	201-45160-42600	SUPPLIES & MA CAUTION TAPE,FASTENERS	201374	24.93
	PROJ: H04-42600	BASEBALL		SUPPLIES/MATERIALS		
01-00424	RUNNINGS SUPPLY INC					
		I-1801064	201-45160-42650	UNIFORMS TEGELS LOGOD HOODIE	201439	54.99
		I-1805642	201-45160-42500	REPAIR & MAIN HAND WINCH	201439	49.91
	PROJ: H04-42500	BASEBALL		REPAIR/MAINTENANCE		
01-00712	NAPA CENTRAL					
		I-798016	201-45160-42500	REPAIR & MAIN HOSE FITTINGS	201421	22.32
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
01-00839	PIONEER MANUFACTURING C					
		I-INV918838	201-45160-42600	SUPPLIES & MA BRITE WHITE STRIPE PAINT	201431	1,298.85
	PROJ: H07-42600	PEPSI COMPLEX		SUPPLIES/MATERIALS		
		I-INV918840	201-45160-42600	SUPPLIES & MA WHITE STRIPE PAINT	201431	1,298.90
	PROJ: H05-42600	SOFTBALL		SUPPLIES/MATERIALS		
01-00917	DAKOTA FLUID POWER INC					
		I-7180165	201-45160-42500	REPAIR & MAIN FEMALE JIC SWIVEL COUPLING	201360	100.05
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
		I-7182291	201-45160-42500	REPAIR & MAIN PUMP REPAIR/REPLACEMENT	201360	972.09
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
01-01199	STURDEVANTS AUTO VALUE					
		I-815032930	201-45160-42500	REPAIR & MAIN OIL,AIR FILTERS	201456	70.71
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
		I-815032992	201-45160-42600	SUPPLIES & MA FITTINGS	201456	6.45
	PROJ: H01-42600	SPORTS COMPLEX EQUIPMENT		SUPPLIES/MAINTENANCE		
		I-815033291	201-45160-42600	SUPPLIES & MA OIL FILTER	201456	9.92
	PROJ: H01-42600	SPORTS COMPLEX EQUIPMENT		SUPPLIES/MAINTENANCE		
01-01497	GRAINGER					
		I-9036155902	201-45160-42600	SUPPLIES & MA CABLE TIES	201383	284.43
	PROJ: H07-42600	PEPSI COMPLEX		SUPPLIES/MATERIALS		
01-01805	FASTENAL COMPANY					
		I-SDMIT170969	201-45160-42600	SUPPLIES & MA PARTS	201377	86.20
	PROJ: H05-42600	SOFTBALL		SUPPLIES/MATERIALS		
01-01830	NORTHWESTERN ENERGY					
		I-2579141-9.03.24	201-45160-42800	UTILITIES 1001 N MINNESOTA EMTR	201423	11,001.09
	PROJ: H06-42800	ARENA-NORTH RINK		UTILITIES		
01-01964	DAKOTA SUPPLY GROUP					
		C-S103563329.001	201-45160-42500	REPAIR & MAIN RETURNED UNION 2" BRS,ACCT704	201363	158.87-
	PROJ: H04-42500	BASEBALL		REPAIR/MAINTENANCE		
		I-S103563440.001	201-45160-42600	SUPPLIES & MA OUTDOOR STRONGHOLD,ACCT704	201363	80.37
	PROJ: H05-42600	SOFTBALL		SUPPLIES/MATERIALS		

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5160 SPORTS COMPLEXES

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-02480	SCHMUCKER, PAUL, NOHR & I-2023-19 P.E. #9		201-45160-43320	CAPITAL IMPRO 2023-19 P.E. #9	201446	800.00
01-02790	SUN GOLD SPORTS LLC I-25782		201-45160-42650	UNIFORMS TEGELS LOGO	201459	12.00
01-02880	THUNE TRUE VALUE & APPL I-A563916		201-45160-42600	SUPPLIES & MA NUTS,BOLTS	201462	12.24
	PROJ: H13-42600	ARENA-SOUTH RINK		SUPPLIES-MAINTENANCE		
01-03594	RINK-TEC INTERNATIONAL I-5708		201-45160-42500	REPAIR & MAIN MAINTENANCE SERVICE	201438	2,480.00
	PROJ: H06-42500	ARENA-NORTH RINK		REPAIR-MAINTENANCE		
01-06290	TURFWERKS I-OI55924		201-45160-42500	REPAIR & MAIN TROWEL,CONNECTOR,FINISHING	201468	707.20
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
01-08130	C & B OPERATIONS LLC I-12618790		201-45160-42500	REPAIR & MAIN BUSHING	201345	106.12
	PROJ: H01-42500	SPORTS COMPLEX EQUIPMENT		REPAIR/MAINTENANCE		
01-08281	ARAMARK I-6380178702		201-45160-42500	REPAIR & MAIN MAT CLEANING	201333	57.43
	PROJ: H06-42500	ARENA-NORTH RINK		REPAIR-MAINTENANCE		
01-10154	SCHOENFELDER PORTABLES I-3563		201-45160-42600	SUPPLIES & MA TOILET RENTALS	201447	320.00
	PROJ: H05-42600	SOFTBALL		SUPPLIES/MATERIALS		
			DEPARTMENT 5160	SPORTS COMPLEXES	TOTAL:	19,697.33

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
		I-2279-1680	201-45210-42600	SUPPLIES & MA POSTAGE 03.01-15.2024	201435	0.68
01-00424	RUNNINGS SUPPLY INC					
		I-1798870	201-45210-42600	SUPPLIES & MA GRAB HOOK	201439	47.96
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
		I-1801529	201-45210-42600	SUPPLIES & MA METAL WHEEL	201439	37.17
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
		I-1804012	201-45210-42600	SUPPLIES & MA HAND WINCH, STRAP	201439	104.97
	PROJ: H50-42600	PARKS EQUIPMENT		SUPPLIES/MATERIALS		
		I-1804136	201-45210-42600	SUPPLIES & MA BOLTS, NUTS, WASHERS	201439	2.71
	PROJ: H50-42600	PARKS EQUIPMENT		SUPPLIES/MATERIALS		
		I-1804366	201-45210-42600	SUPPLIES & MA DRILL BITS, BOLTS, NUTS, WASHERS	201439	32.70
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
		I-1807047	201-45210-42600	SUPPLIES & MA LINE REEL, BULK BIN PRODUCTS	201439	9.53
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
		I-1807150	201-45210-42600	SUPPLIES & MA DRILL BIT SET, SCREWDRIVER	201439	43.87
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
		I-1807942	201-45210-42600	SUPPLIES & MA STEEL TOOL BOX	201439	314.99
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
01-00436	CHS FARMERS ALLIANCE					
		I-IF8483	201-45210-42610	GAS & FUEL P&R RUBY FIELDMASTER	201352	541.97
	PROJ: H50-42610	PARKS EQUIPMENT		GAS/FUEL		
		I-IF8484	201-45210-42610	GAS & FUEL P&R RUBY FIELDMASTER	201352	600.21
	PROJ: H50-42610	PARKS EQUIPMENT		GAS/FUEL		
		I-IF8485	201-45210-42610	GAS & FUEL P&R UNLEADED FUEL BLEND	201352	629.39
	PROJ: H50-42610	PARKS EQUIPMENT		GAS/FUEL		
01-01199	STURDEVANTS AUTO VALUE					
		I-815032552	201-45210-42500	REPAIR & MAIN HOOD HOLD-DOWN LATCH	201456	17.98
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-815032942	201-45210-42500	REPAIR & MAIN BATTERY	201456	143.00
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
01-01450	MUTH ELECTRIC INC					
		I-669258	201-45210-42500	REPAIR & MAIN REPAIRED BOLLARD LIGHT	201419	272.17
	PROJ: H60-42500	NORTH RIDGE PARK		REPAIR/MAINTENANCE		
01-01490	MUELLER LUMBER CO. INC.					
		I-294750	201-45210-42650	UNIFORMS RUBBER GLOVES	201418	5.09
01-01830	NORTHWESTERN ENERGY					
		I-2581647-1.03.24	201-45210-42800	UTILITIES 950 INDIAN VILLAGE RD	201423	27.68
	PROJ: H77-42800	SPORTSMANS CLUB		UTILITIES		
		I-2582639-7.03.24	201-45210-42800	UTILITIES PATTON YOUNG	201423	131.00
	PROJ: H87-42800	PATTON YOUNG		UTILITIES		
		I-2748483-1.03.24	201-45210-42800	UTILITIES ACCESS LOT METER	201423	12.00
	PROJ: H79-42800	LAKE PARK ACCESS AREAS		UTILITIES		

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01830	NORTHWESTERN ENERGY	continued				
		I-2967874-5.03.24	201-45210-42800	UTILITIES 3100 INDIAN VILLAGE RD	201423	48.99
	PROJ: H65-42800	AMPHITHEATER		UTILITIES		
		I-2997129-8.03.24	201-45210-42800	UTILITIES 800 E 11TH AVE	201423	16.06
	PROJ: H60-42800	NORTHBRIDGE PARK		UTILITIES		
		I-3975323-1.03.24	201-45210-42800	UTILITIES 502 S LAWLER ST	201423	72.00
	PROJ: H55-42800	DRY RUN CREEK PARK		UTILITIES		
		I-3975325-6.03.24	201-45210-42800	UTILITIES 612 W ASH AVE	201423	49.07
	PROJ: H55-42800	DRY RUN CREEK PARK		UTILITIES		
01-02679	MENARD'S INC					
		I-66545	201-45210-42500	REPAIR & MAIN CHISEL	201407	6.97
	PROJ: H51-42500	PARK SHOP		REPAIR/MAINTENANCE		
		I-66592A	201-45210-42600	SUPPLIES & MA WOOD	201407	80.00
	PROJ: H50-42600	PARKS EQUIPMENT		SUPPLIES/MATERIALS		
		I-66632	201-45210-42600	SUPPLIES & MA WOOD	201407	80.00
	PROJ: H50-42600	PARKS EQUIPMENT		SUPPLIES/MATERIALS		
		I-66644	201-45210-42600	SUPPLIES & MA RV MARINE	201407	3.29
	PROJ: H60-42600	NORTHBRIDGE PARK		SUPPLIES/MATERIALS		
01-02804	TMA STORES					
		I-101674	201-45210-42500	REPAIR & MAIN TIRE REPAIR	201466	93.91
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
01-02811	JONES SUPPLIES					
		I-145860	201-45210-42600	SUPPLIES & MA LINERS,ROLL TOWELS	201397	220.72
	PROJ: H56-42600	HITCHCOCK PARK		SUPPLIES/MATERIALS		
01-02880	THUNE TRUE VALUE & APPL					
		I-A563974	201-45210-42600	SUPPLIES & MA SNAP LINK	201462	2.99
	PROJ: H51-42600	PARK SHOP		SUPPLIES/MATERIALS		
01-08130	C & B OPERATIONS LLC					
		I-12602031	201-45210-42500	REPAIR & MAIN HYDRAULIC HOSE REPAIR	201345	1,506.42
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12608588	201-45210-42500	REPAIR & MAIN HOSE,BRAKE LINE	201345	175.00
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12610859	201-45210-42500	REPAIR & MAIN HOSE	201345	20.43
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12612538	201-45210-42500	REPAIR & MAIN O-RINGS,HOSE,GASKET,CLAMPS	201345	382.25
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12617279	201-45210-42500	REPAIR & MAIN FUEL FILTERS	201345	179.28
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12626627	201-45210-42500	REPAIR & MAIN BELT	201345	330.50
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-12626701	201-45210-42500	REPAIR & MAIN BELTS	201345	89.04
	PROJ: H50-42500	PARKS EQUIPMENT		REPAIR/MAINTENANCE		

01-09703 AMAZON CAPITAL SERVICES

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 201 PARK FUND

DEPARTMENT: 5210 PARKS

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-09703	AMAZON CAPITAL SERVICES	continued				
		I-19QX-C6MR-LYNM	201-45210-42500	REPAIR & MAIN SPRING CLIPS	201331	36.99
PROJ: H50-42500		PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-1QFL-7TLT-6QPQ	201-45210-42500	REPAIR & MAIN REPLACEMENT SPRING	201331	76.88
PROJ: H50-42500		PARKS EQUIPMENT		REPAIR/MAINTENANCE		
		I-1W13-GVPT-1CDK	201-45210-42600	SUPPLIES & MA NET CENTER STRAP	201331	95.96
PROJ: H56-42600		HITCHCOCK PARK		SUPPLIES/MATERIALS		
01-10154	SCHOENFELDER PORTABLES					
		I-3563	201-45210-42600	SUPPLIES & MA TOILET RENTALS	201447	110.00
PROJ: H65-42600		AMPHITHEATER		SUPPLIES/MATERIALS		
DEPARTMENT 5210 PARKS						TOTAL: 6,651.82

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 201 PARK FUND
DEPARTMENT: 5220 SUPERVISION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01680	NRPA					
		I-438603.2024	201-45220-42700	TRAVEL, CONF. 2024 NRPA MEMBERSHIP	201428	180.00
DEPARTMENT 5220 SUPERVISION					TOTAL:	180.00

FUND 201 PARK FUND					TOTAL:	40,421.57

01/27/2024 10:39 AM
PACKET : 06815 06816
VENDOR SET: Mult
FUND : 202 CORN PALACE FUND
DEPARTMENT: 5650 CORN PALACE
BUDGET TO USE: CB-CURRENT BUDGET

REGULAR DEPARTMENT PAYMENT REGISTER

PAGE: 29

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT					
		I-2279-1680	202-45650-42660	SHIPPING/POST POSTAGE 03.01-15.2024	201435	1.36
01-01450	MUTH ELECTRIC INC					
		I-668856	202-45650-42500	REPAIRS & MAI SOUTH POPCORN WARMER HEATER	201419	104.26
01-01601	ARCTIC REFRIGERATION IN					
		I-53092	202-45650-42500	REPAIRS & MAI SOUTH ICE MACHINE REPAIR	201334	1,721.25
01-01830	NORTHWESTERN ENERGY					
		I-4153312-6.03.24	202-45650-42800	UTILITIES 614 N LAWLER ST	201423	16.88
01-02051	MIDCONTINENT COMMUNICAT					
		I-02644270113856	202-45650-42600	SUPPLIES & MA ACCT #026442701	201410	8.00
		I-02644270113911	202-45650-42600	SUPPLIES & MA ACCT #026442701	201410	8.00
01-02560	PEPSI COLA COMPANY					
		I-97791410	202-45650-42610	COST OF GOODS BUBBLRS,BIBS	201430	766.00
01-02679	MENARD'S INC					
		I-66417	202-45650-42600	SUPPLIES & MA LIGHTS,UTILITY BAR,SUBFLOOR	201407	41.41
01-02811	JONES SUPPLIES					
		I-145711	202-45650-42600	SUPPLIES & MA T-TISSUE,CELL BATTERY,ROLL TWL	201397	370.60
		I-145712	202-45650-42600	SUPPLIES & MA NAPKINS,ROLL TOWELS,GLOVES	201397	320.12
		I-145790	202-45650-42500	REPAIRS & MAI CURE SEALER AND FINISH	201397	500.82
01-02880	THUNE TRUE VALUE & APPL					
		I-B286205	202-45650-42600	SUPPLIES & MA NUTS	201462	0.50
01-03279	INTERSTATE GLASS & DOOR					
		I-64689	202-45650-42500	REPAIRS & MAI CONCEALED HINDGES	201395	180.54
01-03700	CORE-MARK MIDCONTINENT					
		I-1478299	202-45650-42610	COST OF GOODS BURGER,HOT DOGS,PRETZELS,BUNS	201358	2,297.72
		I-1478300	202-45650-42610	COST OF GOODS POPCORN BAGS	201358	337.26
		I-1478301	202-45650-42610	COST OF GOODS PLASTIC FORKS	201358	26.76
		I-1483244	202-45650-42610	COST OF GOODS CHOCOLATE CHIPS	201358	92.57
		I-1483245	202-45650-42610	COST OF GOODS POPCORN BAGS	201358	1,178.87
01-07344	CHESTERMAN COMPANY					
		I-11335280	202-45650-42610	COST OF GOODS MONSTER,BODY ARMOUR,TEA	201350	1,244.25
01-07916	HAIRBALL PRODUCTIONS LL					
		I-03192024	202-45650-42905	ENTERTAINMENT HAIRBALL CONCERT PERFORMANCE	201385	22,000.00
01-08281	ARAMARK					
		I-6380176927	202-45650-42600	SUPPLIES & MA TABLECLOTH CLEANING	201333	33.66

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 202 CORN PALACE FUND
DEPARTMENT: 5650 CORN PALACE
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-09332	PURPLE HAT PRODUCTIONS					
	I-03192024	202-45650-42905	ENTERTAINMENT HAIRBALL LIGHT/SOUND PAYMENT	201434	6,000.00	
01-09473	PEPPER ENTERTAINMENT IN					
	I-1151	202-45650-42905	ENTERTAINMENT 2024 TALENT BUYING	201429	15,000.00	
01-09506	GUILTY PLEASURES ORCHES					
	I-03192024	202-45650-42905	ENTERTAINMENT HAIRBALL OPENER PAYMENT	201384	1,600.00	
01-09703	AMAZON CAPITAL SERVICES					
	I-1T43-3Q1G-C6DN	202-45650-42600	SUPPLIES & MA DRILL BIT SETS	201331	68.98	
01-10254	LEIGHTON FAMILY FARMS					
	I-998	202-45650-42600	SUPPLIES & MA POPCORN	201403	700.00	
01-10425	ETIX					
	I-CP022924	202-45650-42900	TICKETING FEE ETICKET FEES	201376	91.50	
					DEPARTMENT 5650 CORN PALACE	TOTAL: 54,711.31

					FUND 202 CORN PALACE FUND	TOTAL: 54,711.31

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 203 LAKE MITCHELL

DEPARTMENT: 5220 LAKE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-01703	SD NEWSPAPER SERVICES I					
		I-16996	203-45220-43300	LAKE IMPROVEM MARINA BID ADVERTISEMENTS	201450	217.25
01-10410	BARR ENGINEERING CO INC					
		I-2021-20PE#PH2-24	203-45220-42200	PROFESSIONAL 2021-20 P.E. #PH2-24	201339	3,674.05
				DEPARTMENT 5220 LAKE	TOTAL:	3,891.30
				FUND 203 LAKE MITCHELL	TOTAL:	3,891.30

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 209 BUSINESS IMPROV DIST #4

DEPARTMENT: 6530 ** INVALID DEPT **

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-03268	DAKOTA WESLEYAN UNIVERS					
	I-3390	209-46530-42920	SPORTS AUTHOR DWU SPRING GOLF INVITE 04.8-9	201364	1,500.00	
01-03489	SOUTH DAKOTA USBC					
	I-3389	209-46530-42920	SPORTS AUTHOR 2024 SDUSBC STATE OPEN 4.5-5.1	201454	3,000.00	
01-03493	HORSEMEN'S SPORT INC					
	I-3426	209-46530-42920	SPORTS AUTHOR SHOOT OUT AT THE LAKE 06.21-22	201392	5,000.00	
01-09579	MITCHELL KIWANIS CLUB					
	I-3422	209-46530-42920	SPORTS AUTHOR PC KIWANIS HALF MARATHON	201414	1,500.00	
DEPARTMENT 6530 ** INVALID DEPT **					TOTAL:	11,000.00

FUND 209 BUSINESS IMPROV DIST #4					TOTAL:	11,000.00

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 214 E-911 EMERGENCY
DEPARTMENT: 3500 E-911
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-08252	CORPORATE TRANSLATION S					
		I-264616	214-43500-42200	PROFESSIONAL TRANSLATION SERVICES	201400	5.53
				DEPARTMENT 3500 E-911	TOTAL:	5.53

				FUND 214 E-911 EMERGENCY	TOTAL:	5.53

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 218 COMMUNITY SERVICES

DEPARTMENT: 5150 PALACE TRANSIT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00436	CHS FARMERS ALLIANCE					
		I-IZ1924	218-45150-42610	GAS OIL TIRES TIRE REPAIR	201352	18.83
	PROJ: E01-TIR	5311-FY18/19		Tires		
01-00712	NAPA CENTRAL					
		C-797361A	218-45150-42500	REPAIR AND MA RETURNED OUTER TIE ROD,SLEEVE	201421	78.98-
	PROJ: E01-MAINT	5311-FY18/19		Maintenance/Repairs		
		I-798348	218-45150-42500	REPAIR AND MA STEERING STABLIZER	201421	49.99
	PROJ: E01-MAINT	5311-FY18/19		Maintenance/Repairs		
01-01198	SIGN PRO					
		I-73082	218-45150-42320	ADVERTISING ADVERTISING ON BUS	201452	318.00
	PROJ: E01-ADS	5311-FY18/19		Marketing/Ads/Promotion		
01-01199	STURDEVANTS AUTO VALUE					
		I-815032722	218-45150-42500	REPAIR AND MA CLEANERS,RETURN LIFT SUPPOR	201456	14.81
	PROJ: E01-MAINT	5311-FY18/19		Maintenance/Repairs		
01-01322	LARRY'S I-90 SERVICE IN					
		I-101500	218-45150-42610	GAS OIL TIRES MOUNT & BALANCE TIRES	201401	1,340.19
	PROJ: E01-TIR	5311-FY18/19		Tires		
				DEPARTMENT 5150 PALACE TRANSIT	TOTAL:	1,662.84

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 218 COMMUNITY SERVICES
DEPARTMENT: 5180 JVCC
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-02679	MENARD'S INC					
		I-66417	218-45180-42500	REPAIR & MAIN LIGHTS,UTILITY BAR,SUBFLOOR	201407	78.64
				DEPARTMENT 5180 JVCC	TOTAL:	78.64

				FUND 218 COMMUNITY SERVICES	TOTAL:	1,741.48

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 219 NUTRITION
DEPARTMENT: 5140 NUTRITION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-09069	BIG DADDY D'S INC					
		I-897	219-45140-42911	CONTRACT SERV SR MEALS 03.11-15.2024	201342	2,604.40
DEPARTMENT 5140 NUTRITION					TOTAL:	2,604.40

FUND 219 NUTRITION					TOTAL:	2,604.40

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 230 AIRPORT

DEPARTMENT: 3500 AIRPORT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00281	HELMS AND ASSOCIATES					
	I-AIP28AIRPORT #33	230-43500-43320	AIP-RECONSTRU AIP '28 AIRPORT P.E. #33		201388	11,158.88
01-02880	THUNE TRUE VALUE & APPL					
	I-A563906	230-43500-42600	SUPPLIES & MA CLEANERS,TOASTER,LINERS		201462	68.55
01-03492	EFRAIMSON ELECTRIC INC					
	I-2702	230-43500-42500	REPAIR & MAIN MITCHELL AIRPORT SIGN REPLCMNT	201373		4,280.00
DEPARTMENT 3500 AIRPORT					TOTAL:	15,507.43

FUND 230 AIRPORT					TOTAL:	15,507.43

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 602 WATER

DEPARTMENT: 3330 WATER TREATMENT PLANT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		I-1804799	602-43330-42600	SUPPLIES & MA BULK BIN PRODUCTS	201439	126.24
		I-1808306	602-43330-42600	SUPPLIES & MA HEX KEY,WIRE STRIPPER	201439	36.70
01-00520	HAWKINS INC					
		I-6709288	602-43330-42600	SUPPLIES & MA CHLORINE CYLINDERS	201387	50.00
01-01630	NALCO COMPANY LLC					
		I-6602564543	602-43330-42600	SUPPLIES & MA CALCIUM	201420	233.55
01-01805	FASTENAL COMPANY					
		I-SDMIT171062	602-43330-42600	SUPPLIES & MA BOLTS	201377	51.42
01-01830	NORTHWESTERN ENERGY					
		I-2941237-6.03.24	602-43330-42800	UTILITIES 1416 E SPRUCE ST	201423	41.46
01-02602	PUBLIC HEALTH LABORATOR					
		I-10614052	602-43330-42550	LAB FEES LABS	201433	225.00
		I-10614481	602-43330-42550	LAB FEES LABS	201433	225.00
01-08281	ARAMARK					
		I-6380179030	602-43330-42600	SUPPLIES & MA MAT, MOP CLEANING	201333	41.07
DEPARTMENT 3330 WATER TREATMENT PLANT					TOTAL:	1,030.44

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 602 WATER

DEPARTMENT: 3340 WATER DISTRIBUTION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
		I-2279-1680	602-43340-42660	POSTAGE POSTAGE 03.01-15.2024	201435	43.46
01-00424	RUNNINGS SUPPLY INC					
		I-1804851	602-43340-42650	UNIFORMS MCCARDLE JEANS	201439	59.99
		I-1805607	602-43340-42650	UNIFORMS SIBSON LOGOD SHIRTS,SOCKETS	201439	53.97
		I-1805607	602-43340-42600	SUPPLIES & MA SIBSON LOGOD SHIRTS,SOCKETS	201439	59.24
01-00428	CARQUEST AUTO PARTS INC					
		I-4977-306372	602-43340-42600	SUPPLIES & MA THREAD LOCK	201346	9.49
01-00712	NAPA CENTRAL					
		I-798095	602-43340-42600	SUPPLIES & MA DEF	201421	47.96
01-01590	MCLEOD'S PRINTING					
		I-74595	602-43340-42600	SUPPLIES & MA TIME CARD BOOKS	201406	739.25
01-01830	NORTHWESTERN ENERGY					
		I-2576810-2.03.24	602-43340-42800	UTILITIES 1224 1/2 W 5TH AVE	201423	315.64
01-02480	SCHMUCKER, PAUL, NOHR &					
		I-2023-7 P.E. #9	602-43340-43332	WEST HARMON D 2023-7 P.E. #9	201446	11,456.71
		I-2023-8 P.E. #9	602-43340-43331	12TH-13TH LOO 2023-8 P.E. #9	201446	300.00
01-02537	SHERWIN-WILLIAMS COMPAN					
		I-8369-4	602-43340-42600	SUPPLIES & MA PAINT	201451	312.84
01-02679	MENARD'S INC					
		I-67002	602-43340-42600	SUPPLIES & MA 30 GALLON TOTE	201407	25.96
01-03487	RANDALL COMMUNITY WATER					
		I-2024-7 P.E. #2	602-43340-42200	LOCATES 2024-7 P.E. #2	201437	59,549.70
01-03495	HALME INC					
		I-2023-7 P.E. #1	602-43340-43332	WEST HARMON D 2023-7 P.E. #1	201386	273,833.55
01-04692	B-Y WATER DISTRICT					
		I-B-YWATER P.E. #1	602-43340-42225	PROFESSIONAL B-Y WATER P.E. #1	201336	55,127.00
01-06656	PREMIER PEST CONTROL LL					
		I-51831	602-43340-42600	SUPPLIES & MA MAR 2024 PEST CONTROL	201432	75.00
01-08417	INFRASTRUCTURE DESIGN G					
		I-2020-20 P.E. #33	602-43340-43355	ABOVE GROUND 2020-20 P.E. #33	201393	6,241.40
		I-2020-20 P.E. #34	602-43340-43355	ABOVE GROUND 2020-20 P.E. #34	201393	22,837.75
01-08466	CHR SOLUTIONS INC					
		I-767362	602-43340-42660	POSTAGE FEB 2024 BILLING,MAILING SERVC	201351	828.78
		I-767362	602-43340-42910	BILLING OFFIC FEB 2024 BILLING,MAILING SERVC	201351	491.52

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 602 WATER
DEPARTMENT: 3340 WATER DISTRIBUTION
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-09439	ADVANCED ENGINEERING AN					
	I-93502		602-43340-42225	PROFESSIONAL 2021-37 P.E. #10	201330	1,500.00
01-09991	DAKOTA PRO STRIPING LLC					
	I-3992		602-43340-42500	REPAIR & MAIN REPAIR PIPE ALONG 1001 CHLKSTN	201361	459.18
DEPARTMENT 3340 WATER DISTRIBUTION						TOTAL: 434,368.39

FUND 602 WATER				TOTAL:		435,398.83

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3200 WASTE WATER TREATMENT

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-2331/1	604-43200-42600	SUPPLIES CLOTH PLUMBER	201374	7.98
		I-2333/1	604-43200-42600	SUPPLIES BOLT EYE	201374	15.99
01-00356	QUALIFIED PRESORT					
		I-2279-1680	604-43200-42660	POSTAGE POSTAGE 03.01-15.2024	201435	42.10
		I-594866	604-43200-42660	POSTAGE FLATS POSTAGE 03.01-15.2024	201435	7.76
01-00424	RUNNINGS SUPPLY INC					
		I-1805377	604-43200-42650	UNIFORMS HOLLEMAN PANTS,JEANS	201439	109.98
01-00525	DAKOTA PUMP LLC					
		I-17961	604-43200-42600	SUPPLIES FILTERMATS	201362	460.38
01-00750	FISHER SCIENTIFIC					
		I-0978041	604-43200-42600	SUPPLIES CALCIUM CHLORIDE,ELECTRODE	201378	241.90
01-01590	MCLEOD'S PRINTING					
		I-74595	604-43200-42600	SUPPLIES TIME CARD BOOKS	201406	739.25
01-02679	MENARD'S INC					
		I-66647	604-43200-42600	SUPPLIES WALL BRUSH,DAWN	201407	20.15
		I-66689	604-43200-42600	SUPPLIES HIGH PRESSURE NOZZLE,TOWELS	201407	34.95
		I-67059	604-43200-42600	SUPPLIES FILTER SLEEVE,HOSE	201407	40.46
01-06656	PREMIER PEST CONTROL LL					
		I-51826	604-43200-42600	SUPPLIES MAR 2024 PEST CONTROL	201432	75.00
01-08466	CHR SOLUTIONS INC					
		I-767362	604-43200-42660	POSTAGE FEB 2024 BILLING,MAILING SERVC	201351	828.78
DEPARTMENT 3200 WASTE WATER TREATMENT					TOTAL:	2,624.68

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 604 SEWER

DEPARTMENT: 3250 WASTE WATER COLLECTION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00236	BENDER'S SEWER CLEANING					
		I-33395	604-43250-43317	CIPP CAMERA SEWER LINES DEPOT/BART	201341	750.00
01-00424	RUNNINGS SUPPLY INC					
		I-1807210	604-43250-42600	SUPPLIES POWER CLEANER KIT	201439	169.99
		I-1807240	604-43250-42600	SUPPLIES POWER CLEANER KIT DIFFERENCE	201439	50.00
01-00428	CARQUEST AUTO PARTS INC					
		I-4977-306728	604-43250-42600	SUPPLIES PRIM DEF	201346	47.96
01-00525	DAKOTA PUMP LLC					
		I-17973	604-43250-42500	REPAIRS REPAIR 2ND PUMP/MOTOR	201362	2,311.82
		I-17974	604-43250-42600	SUPPLIES REBUILD PUMPS	201362	7,233.49
01-01830	NORTHWESTERN ENERGY					
		I-2572870-0.03.24	604-43250-42800	UTILITIES 1511 N COMMERCE	201423	136.08
		I-2582739-5.03.24	604-43250-42800	UTILITIES 1300 W NORWAY AVE	201423	383.43
		I-2809477-9.03.24	604-43250-42800	UTILITIES 1423 COUNTRY DR	201423	252.97
01-01964	DAKOTA SUPPLY GROUP					
		I-S103583254.001	604-43250-42500	REPAIRS ON OFF TOGGLE,ACCT 2668	201363	32.03
		I-S103584530.001	604-43250-42600	SUPPLIES ON OFF TOGGLE SWITCH,ACCT2668	201363	32.03
01-02480	SCHMUCKER, PAUL, NOHR &					
		I-2021-45 P.E. #31	604-43250-43348	HIGHWAY 37 UT 2021-45 P.E. #31	201446	1,151.25
		I-2022-3 P.E. #12	604-43250-42200	PROFESSIONAL 2022-3 P.E. #12	201446	866.25
		I-2023-16 P.E. #12	604-43250-43350	S HARMON/OHLM 2023-16 P.E. #12	201446	600.00
01-02679	MENARD'S INC					
		I-66898	604-43250-42600	SUPPLIES RATCH,VANITY,WRNSET	201407	113.92
01-02880	THUNE TRUE VALUE & APPL					
		I-A563990	604-43250-42600	SUPPLIES DEEP SOCKET	201462	6.29
01-07430	ELLIOTT EQUIPMENT CO					
		I-178183	604-43250-42500	REPAIRS REPAIR REAR GATE VALVE,FROZE	201375	951.18
01-08466	CHR SOLUTIONS INC					
		I-767362	604-43250-42910	BILLING OFFIC FEB 2024 BILLING,MAILING SERVC	201351	491.54
01-09516	BECHEN ELECTRIC INC					
		I-4554	604-43250-42500	REPAIRS LIFT STATION REPAIR	201340	440.05
DEPARTMENT 3250 WASTE WATER COLLECTION					TOTAL:	16,020.28
FUND 604 SEWER					TOTAL:	18,644.96

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 612 SANITATION

DEPARTMENT: 3220 RECYCLING PROGRAM

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00424	RUNNINGS SUPPLY INC					
		I-1803563	612-43220-42600	SUPPLIES ROPE CLIP,CABLE	201439	63.42
01-01199	STURDEVANTS AUTO VALUE					
		I-815032720	612-43220-42600	SUPPLIES BRAKE PARTS CLEANER	201456	191.52
01-01590	MCLEOD'S PRINTING					
		I-74368	612-43220-42600	SUPPLIES RECYCLING SCALE TICKETS	201406	98.90
01-01830	NORTHWESTERN ENERGY					
		I-3750165-7.03.24	612-43220-42800	UTILITIES 2801 E HAVENS ST	201423	408.32
01-02418	SANITATION PRODUCTS INC					
		I-88474	612-43220-42500	REPAIR & MAIN VANE PUMP	201444	3,525.58
01-02880	THUNE TRUE VALUE & APPL					
		I-B286296	612-43220-42600	SUPPLIES KEY	201462	14.94
DEPARTMENT 3220 RECYCLING PROGRAM					TOTAL:	4,302.68

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 612 SANITATION

DEPARTMENT: 3230 WASTE COLLECTION

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00356	QUALIFIED PRESORT					
		I-2279-1680	612-43230-42660	POSTAGE	POSTAGE 03.01-15.2024	201435 42.78
01-01117	WHEELCO BRAKE & SUPPLY					
		I-INV484065	612-43230-42500	REPAIRS	BATTERY	201470 281.04
01-01830	NORTHWESTERN ENERGY					
		I-2576522-3.03.24	612-43230-42800	UTILITIES	1404 W 5TH AVE SHED	201423 48.72
01-08466	CHR SOLUTIONS INC					
		I-767362	612-43230-42660	POSTAGE	FEB 2024 BILLING,MAILING SERVC 201351	828.78
		I-767362	612-43230-42910	BILLING OFFIC	FEB 2024 BILLING,MAILING SERVC 201351	491.54
				DEPARTMENT 3230 WASTE COLLECTION	TOTAL:	1,692.86

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 612 SANITATION

DEPARTMENT: 3240 LANDFILL

BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-00356	QUALIFIED PRESORT					
	I-2279-1680	612-43240-42600	SUPPLIES	POSTAGE 03.01-15.2024	201435	30.06
01-00424	RUNNINGS SUPPLY INC					
	I-1801127	612-43240-42600	SUPPLIES	BULK BIN PRODUCT	201439	6.76
	I-1801532	612-43240-42600	SUPPLIES	RAKE, SOCKETS, ADAPTERS, DUSTERS	201439	221.84
	I-1807215	612-43240-42600	SUPPLIES	SPRAY PAINT, NABBER	201439	157.93
01-00436	CHS FARMERS ALLIANCE					
	I-IF8486	612-43240-42610	GAS & OIL	LANDFILL RUBY FIELDMASTER	201352	435.76
	I-IF8487	612-43240-42610	GAS & OIL	LANDFILL RUBY FIELDMASTER	201352	481.57
01-00469	GEOTEK ENGINEERING & TE					
	I-2024-28 P.E. #2	612-43240-42205	MONITOR GROUN	2024-28 P.E. #2	201382	820.00
	I-2024-29 P.E. #2	612-43240-42550	LAB FEES	2024-29 P.E. #2	201382	1,532.50
01-01020	CENTRAL ELECTRIC COOPER					
	I-13061001.03.24	612-43240-42800	UTILITIES	ACCT #13061001	201348	850.31
01-01199	STURDEVANTS AUTO VALUE					
	I-815032718	612-43240-42600	SUPPLIES	ALTERNATOR	201456	308.99
01-01590	MCLEOD'S PRINTING					
	I-74470	612-43240-42600	SUPPLIES	LANDFILL STATEMENTS	201406	269.90
01-03099	LAWSON PRODUCTS INC					
	I-9311354552	612-43240-42600	SUPPLIES	ZINC NUTS, HEAD SET SCREWS	201402	193.51
01-04293	JCL SOLUTIONS					
	I-1353845-1	612-43240-42600	SUPPLIES	TISSUES	201396	155.00
01-06890	TITZE ELECTRIC & REMODE					
	I-1988A	612-43240-42500	REPAIR AND MA	REPLACE LIGHT POLE AT ENTRANCE	201464	703.07
01-10414	MIDWAY SERVICE dba VOLL					
	I-63953	612-43240-42600	SUPPLIES	DIESEL EXHAUST FLUID	201412	330.75
DEPARTMENT 3240 LANDFILL					TOTAL:	6,497.95

FUND 612 SANITATION					TOTAL:	12,493.49

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 614 GOLF COURSE

DEPARTMENT: 5250 GOLF COURSE

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00008	ELFSTRAND'S ACE HARDWAR					
		I-2312/1	614-45250-42600	SUPPLIES & MA MARK FLAGS	201374	12.99
01-00445	CITY OF MITCHELL					
		I-04.000400.00.03.24	614-45250-42830	UTILITIES-WAT 600 W 23RD AVE	201353	73.50
		I-04.000800.00.03.24	614-45250-42830	UTILITIES-WAT 3300 N OHLMAN ST	201353	213.66
01-00712	NAPA CENTRAL					
		I-798018	614-45250-42600	SUPPLIES & MA GEAR OIL,OIL	201421	58.01
01-01199	STURDEVANTS AUTO VALUE					
		I-815033414	614-45250-42600	SUPPLIES & MA MULTI PURPOSE	201456	19.99
01-01355	MIDWEST TURF & IRRIGATI					
		I-3925413-00	614-45250-42600	SUPPLIES & MA REELS,BEARINGS,GREASE,BEDKNF	201413	653.00
		I-3925413-01	614-45250-42600	SUPPLIES & MA GROOMING REEL,BALL BEARING	201413	670.62
01-01830	NORTHWESTERN ENERGY					
		I-2581639-8.03.24	614-45250-42800	UTILITIES 700 W 23RD AVE	201423	208.26
		I-2581875-8.03.24	614-45250-42800	UTILITIES GOLF CLUB HOUSE	201423	293.59
		I-2581876-6.03.24	614-45250-42800	UTILITIES GOLF CART SHED	201423	20.30
01-02051	MIDCONTINENT COMMUNICAT					
		I-02630670213911	614-45250-42800	UTILITIES ACCT #026306702	201410	93.39
01-02811	JONES SUPPLIES					
		I-145739	614-45250-42600	SUPPLIES & MA CARRY CADDY	201397	26.85
01-02880	THUNE TRUE VALUE & APPL					
		I-A563855	614-45250-42600	SUPPLIES & MA NUTS,BOLTS	201462	3.48
01-08281	ARAMARK					
		I-6380179020	614-45250-42600	SUPPLIES & MA MAT CLEANING	201333	33.57
01-08892	ERIC HIEB					
		I-03252024	614-45250-42200	GOLF PRO CONT BASE CONTRACT 04.2024	201390	7,961.49
		I-032524	614-45250-42200	GOLF PRO CONT CLOVER CC FEES 04.2024	201390	1,037.83
DEPARTMENT 5250 GOLF COURSE					TOTAL:	11,380.53

FUND 614 GOLF COURSE					TOTAL:	11,380.53

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 619 CAMPGROUND

DEPARTMENT: 5220 CAMPGROUND

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-03100	CENTURY LINK					
		I-605 995-8457.03.24	619-45220-42800	UTILITIES ACCT #605 995-8457	201349	13.66
01-03488	FLOWBIRD AMERICA INC					
		I-IV141669	619-45220-42620	COMPUTER SOFT EMV GATEWAY FEES	201379	65.00
DEPARTMENT 5220 CAMPGROUND						TOTAL: 78.66

FUND 619 CAMPGROUND						TOTAL: 78.66

PACKET : 06815 06816

VENDOR SET: Mult

FUND : 621 EMERGENCY MEDICAL SERVICE

DEPARTMENT: N/A NON-DEPARTMENTAL

BANK: Multi

BUDGET TO USE: CB-CURRENT BUDGET

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-03494	DANIEL DEICHERT					
		I-03182024	621-369	REFUNDS & REI AMB REFUND,SECONDARY PAID	201365	95.86
				DEPARTMENT	NON-DEPARTMENTAL	TOTAL:
						95.86

PACKET : 06815 06816
VENDOR SET: Mult
FUND : 621 EMERGENCY MEDICAL SERVICE
DEPARTMENT: 4600 EMS
BUDGET TO USE: CB-CURRENT BUDGET

BANK: Multi

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
=====						
01-01199	STURDEVANTS AUTO VALUE					
	I-815032704	621-44600-42600	SUPPLIES	STANDARD HALOGEN	201456	10.99
01-02700	HENRY SCHEIN INC					
	I-76596350	621-44600-42600	SUPPLIES	COLD COMPRESS,ELECTRODES	201389	583.87
01-05196	CLIA LABORATORY PROGRAM					
	I-03052024	621-44600-42700	TRAVEL, TRAIN CLIA LICENSE		201356	248.00
01-08340	LEWIS FAMILY DRUG LLC					
	I-432164	621-44600-42600	SUPPLIES	GLUCOSE TEST STRIPS	201404	19.94
01-09800	TELEFLEX LLC					
	I-9508141895	621-44600-42600	SUPPLIES	BOX OF NEEDLES	201461	550.00
	I-9508141896	621-44600-42600	SUPPLIES	POWER DRIVER	201461	302.31
01-09962	QUICK MED CLAIMS					
	I-INV34934	621-44600-42250	CONTRACT-QMC	FEB 2024 MONTHLY CHARGES	201436	4,175.54
01-10568	DR. MATTHEW SCHAFER					
	I-04012024	621-44600-42200	PROFESSIONAL	2024 2ND QTR PAYMENT	201445	1,500.00
DEPARTMENT 4600 EMS					TOTAL:	7,390.65

FUND 621 EMERGENCY MEDICAL SERVICE					TOTAL:	7,486.51

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL	BUDGET	OVER	ANNUAL	BUDGET	OVER
				BUDGET	AVAILABLE	BUDG	BUDGET	AVAILABLE	BUDG
2024-2025	101-41110-42300	LEGAL PUBLICATIONS	732.72	13,000	11,564.76				
	101-41110-42600	SUPPLIES & MATERIALS	14.75	725	396.11				
	101-41440-42210	PROFESSIONAL SERVICES	3,750.00	18,221	10,792.50				
	101-41440-42231	EMPLOYEE PHYSICALS, DRUG TE	503.00	35,115	26,673.97				
	101-41460-42110	LIABILITY, PROPERTY INS &	5,000.00	202,000	13,005.51				
	101-41920-42620	SUPPLIES-CITY HALL	100.28	2,000	1,641.40				
	101-41935-42615	POSTAGE	222.98	7,000	5,625.44				
	101-42110-42200	PROFESSIONAL SERVICES	129.98	29,581	24,053.91				
	101-42110-42500	REPAIR & MAINTENANCE	681.24	13,700	9,966.91				
	101-42130-42500	REPAIRS	1,274.94	3,000	355.99				
	101-42130-42520	EMERGENCY SIREN UTILITIES	186.93	2,700	2,003.66				
	101-42130-42530	TRAFFIC LIGHTS MAINT	535.84	12,500	11,525.16				
	101-42130-42535	LIGHT MAINTENANCE	373.90	27,500	24,300.74				
	101-42130-42540	SIGNS	2,209.85	16,000	13,790.15				
	101-42130-42545	PAINT	308.08	17,000	16,037.51				
	101-42130-42600	SUPPLIES	126.25	3,300	2,904.21				
	101-42130-42810	UTILITIES-TRAFFIC LIGHTS	833.00	38,000	29,876.32				
	101-42130-42835	UTILITIES-STREET LIGHTS	802.60	253,000	202,020.36				
	101-42130-42840	BUILDING UTILITIES	495.90	7,000	5,292.34				
	101-42200-42550	REPAIR-SELF-CONT BREATH AP	48.38	3,800	3,751.62				
	101-42200-42600	SUPPLIES	37.98	15,650	10,630.99				
	101-42200-42641	PROTECTIVE CLOTHING	16,830.00	28,025	10,878.00				
	101-42200-42810	UTILITIES	8.50	46,000	36,556.26				
	101-42200-43300	IMPROV OTHER THAN BLDGS	25,730.00	23,600	2,130.00-	Y			
	101-42200-43400	MACHINERY AND EQUIPMENT	2,169.09	95,361	61,391.91				
	101-43100-42500	REPAIRS	4,189.25	16,000	11,123.59-	Y			
	101-43100-42600	SUPPLIES	255.60	140,000	96,277.99				
	101-43100-42800	UTILITIES	1,259.84	15,000	10,665.11				
	101-43100-43427	CRACK SEALING MACHINE	33.85	90,000	10,966.15				
	101-43110-42700	TRAVEL CONF DUES	928.00	5,000	3,197.04				
	101-43110-42750	PLANNING COMMISSION EXPENS	31.96	1,000	784.27				
	101-43120-42200	PROF SERVICES-DESIGN	30.00	60,000	20,390.34				
	101-43120-42520	HAZARDOUS SIDEWALK REPAIR	457.50	25,000	24,542.50				
	101-43120-43300	STREET OVERLAY MAINT	60.00	1,905,075	1,905,015.00				
	101-43130-42600	SUPPLIES & MATERIALS	9,089.00	70,000	39,931.41				
	101-43150-42200	PROF FEES/SERVICES	200.00	25,538	16,560.50				
	101-43150-42800	UTILITIES	40.40	300	182.92				
	101-43700-42500	REPAIR & MAINTENANCE	2,818.47	5,500	2,585.87				
	101-43700-42510	HEADSTONE REPAIR & MAINTEN	2,800.00	4,500	1,700.00				
	101-43700-42600	SUPPLIES & MATERIALS	188.38	16,000	12,840.59				
	101-43700-42800	UTILITIES	243.50	5,000	4,043.14				
	101-43700-42830	UTILITIES-WATER/SEWER	73.51	1,500	1,426.49				
	101-44120-42500	REPAIRS	305.30	1,400	843.93				
	101-45000-42908	MIT PREHISTORIC IND VILLAG	4,750.00	19,000	9,500.00				
	101-45500-42600	SUPPLIES & MATERIALS	511.05	11,000	8,324.11				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	101-45500-42692	PERIODICALS	95.52	5,000	4,904.48				
	101-45500-42902	COMPUTER SOFTWARE	243.80	1,850	1,606.20				
	101-45500-43420	BOOKS	1,923.53	47,000	37,983.50				
	101-45500-43421	AUDIO-VISUAL	171.97	4,000	3,041.31				
	201-346369	REFUNDS AND REI*NON-EXPENS	2,000.00	10,000-	6,328.36-				
	201-45110-42600	SUPPLIES & MATERIALS	49.99	9,000	7,468.68				
	201-45110-42605	SUPPLIES & MAT-AQUATICS	161.40	5,500	3,556.54				
	201-45140-42500	REPAIR & MAINTENANCE	4,121.08	32,872	22,234.41				
	201-45140-42600	SUPPLIES & MATERIALS	841.63	29,506	22,891.67				
	201-45140-42601	CONCESSION SUPPLIES	303.90	12,000	7,312.43				
	201-45140-42800	UTILITIES	4,842.57	174,300	137,320.94				
	201-45140-43300	CAPITAL IMPROVEMENTS - OTH	1,571.85	98,000	8,987.25				
	201-45160-42500	REPAIR & MAINTENANCE	4,406.96	52,000	41,286.15				
	201-45160-42600	SUPPLIES & MATERIALS	3,422.29	52,535	47,678.74				
	201-45160-42650	UNIFORMS	66.99	1,400	1,333.01				
	201-45160-42800	UTILITIES	11,001.09	150,220	108,093.88				
	201-45160-43320	CAPITAL IMPROV-PRESS BOX	800.00	245,332	206,777.00				
	201-45210-42500	REPAIR & MAINTENANCE	3,330.82	41,150	25,155.46				
	201-45210-42600	SUPPLIES & MATERIALS	1,187.54	64,600	59,569.99				
	201-45210-42610	GAS & FUEL	1,771.57	33,000	28,239.82				
	201-45210-42650	UNIFORMS	5.09	2,100	1,603.22				
	201-45210-42800	UTILITIES	356.80	60,000	53,474.70				
	201-45220-42700	TRAVEL, CONF. & DUES	180.00	2,675	2,495.00				
	202-45650-42500	REPAIRS & MAINTENANCE	2,506.87	72,530	60,339.96				
	202-45650-42600	SUPPLIES & MATERIALS	1,551.27	53,490	42,388.54				
	202-45650-42610	COST OF GOODS SOLD	5,943.43	182,000	104,056.95				
	202-45650-42660	SHIPPING/POSTAGE	1.36	3,000	2,875.32				
	202-45650-42800	UTILITIES	16.88	90,000	77,120.01				
	202-45650-42900	TICKETING FEES	91.50	5,760	5,668.50				
	202-45650-42905	ENTERTAINMENT	44,600.00	221,250	176,650.00				
	203-45220-42200	PROFESSIONAL SERVICES	3,674.05	0	15,635.12-	Y			
	203-45220-43300	LAKE IMPROVEMENTS	217.25	6,000,000	5,999,782.75				
	209-46530-42920	SPORTS AUTHORITY PROMO	11,000.00	100,000	54,550.00				
	214-43500-42200	PROFESSIONAL SERVICES	5.53	3,700	3,670.20				
	218-45150-42320	ADVERTISING	318.00	900	582.00				
	218-45150-42500	REPAIR AND MAINTENANCE	14.18-	8,500	6,343.52				
	218-45150-42610	GAS OIL TIRES	1,359.02	81,000	66,398.68				
	218-45180-42500	REPAIR & MAINTENANCE	78.64	4,000	3,222.33				
	219-45140-42911	CONTRACT SERVICES-MEALS	2,604.40	188,431	148,720.79				
	230-43500-42500	REPAIR & MAINTENANCE	4,280.00	10,000	5,501.00				
	230-43500-42600	SUPPLIES & MATERIALS	68.55	8,500	8,264.08				
	230-43500-43320	AIP-RECONSTRUCT RUNWAY	11,158.88	118,194	75,418.27				
	602-43330-42550	LAB FEES	450.00	22,600	22,150.00				
	602-43330-42600	SUPPLIES & MATERIALS	538.98	17,500	14,726.15				
	602-43330-42800	UTILITIES	41.46	180,000	177,483.72				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
				ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
	602-43340-42200	LOCATES	59,549.70	2,000	99,475.33-	Y			
	602-43340-42225	PROFESSIONAL SERVICES	56,627.00	125,000	63,587.38				
	602-43340-42500	REPAIR & MAINTENANCE	459.18	18,850	15,991.83				
	602-43340-42600	SUPPLIES & MATERIALS	1,269.74	125,300	109,064.93				
	602-43340-42650	UNIFORMS	113.96	1,250	981.08				
	602-43340-42660	POSTAGE	872.24	10,000	7,380.02				
	602-43340-42800	UTILITIES	315.64	11,000	10,037.96				
	602-43340-42910	BILLING OFFICE	491.52	10,700	9,322.11				
	602-43340-43331	12TH-13TH LOOP-EAST OF CAP	300.00	730,415	729,777.50				
	602-43340-43332	WEST HARMON DRIVE LOOPING	285,290.26	504,126	218,405.74				
	602-43340-43355	ABOVE GROUND STORAGE	29,079.15	8,515,013	7,342,603.88				
	604-43200-42600	SUPPLIES	1,636.06	21,650	16,374.12				
	604-43200-42650	UNIFORMS	109.98	1,750	1,052.16				
	604-43200-42660	POSTAGE	878.64	9,000	6,370.19				
	604-43250-42200	PROFESSIONAL SERVICES	866.25	165,000	156,832.00				
	604-43250-42500	REPAIRS	3,735.08	22,000	15,706.20				
	604-43250-42600	SUPPLIES	7,653.68	50,000	41,067.46				
	604-43250-42800	UTILITIES	772.48	51,000	43,486.45				
	604-43250-42910	BILLING OFFICE	491.54	8,000	6,622.10				
	604-43250-43317	CIPP	750.00	555,000	474,690.00				
	604-43250-43348	HIGHWAY 37 UTILITIES	1,151.25	1,595,000	1,593,248.75				
	604-43250-43350	S HARMON/OHLMAN LIFT STATI	600.00	1,373,000	1,370,917.50				
	612-43220-42500	REPAIR & MAINTENANCE	3,525.58	5,000	729.46-	Y			
	612-43220-42600	SUPPLIES	368.78	19,000	13,030.05				
	612-43220-42800	UTILITIES	408.32	5,000	3,599.61				
	612-43230-42500	REPAIRS	281.04	11,000	5,137.94				
	612-43230-42660	POSTAGE	871.56	8,000	5,388.17				
	612-43230-42800	UTILITIES	48.72	600	455.80				
	612-43230-42910	BILLING OFFICE	491.54	8,000	6,622.11				
	612-43240-42205	MONITOR GROUND WATER-OLD L	820.00	20,000	14,635.00				
	612-43240-42500	REPAIR AND MAINTENANCE	703.07	32,000	28,727.86				
	612-43240-42550	LAB FEES	1,532.50	23,000	11,701.50				
	612-43240-42600	SUPPLIES	1,674.74	55,000	49,844.17				
	612-43240-42610	GAS & OIL	917.33	110,000	94,366.66				
	612-43240-42800	UTILITIES	850.31	12,000	9,052.54				
	614-45250-42200	GOLF PRO CONTRACT	8,999.32	66,525	42,171.40				
	614-45250-42600	SUPPLIES & MATERIALS	1,478.51	25,400	17,349.30				
	614-45250-42800	UTILITIES	615.54	20,000	17,908.07				
	614-45250-42830	UTILITIES-WATER/SEWER	287.16	2,682	2,394.84				
	619-45220-42620	COMPUTER SOFTWARE	65.00	4,000	2,168.81				
	619-45220-42800	UTILITIES	13.66	19,750	17,995.48				
	621-369	REFUNDS & REIMB*NON-EXPENS	95.86	0	116.99-				
	621-44600-42200	PROFESSIONAL SERVICES	1,500.00	6,450	3,450.00				
	621-44600-42250	CONTRACT-QMC	4,175.54	54,000	31,842.46				
	621-44600-42600	SUPPLIES	1,467.11	23,500	18,682.09				

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
	621-44600-42700	TRAVEL, TRAINING & CONFERE	248.00	11,165	7,092.48		
	700-45300-42904	CORN PALACE GAMES	1,177.31	0	74,968.88-	Y	
** 2024-2025 YEAR TOTALS **			710,349.93				

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
101-1110	CITY COUNCIL	747.47
101-1440	HUMAN RESOURCES	4,253.00
101-1460	INSURANCE & BONDS	5,000.00
101-1920	MUNICIPAL BUILDINGS	100.28
101-1935	INFORMATION TECHNOLOGY	222.98
101-2110	POLICE DEPARTMENT	811.22
101-2130	TRAFFIC DEPARTMENT	7,147.29
101-2200	FIRE DEPARTMENT	44,823.95
101-3100	STREET DEPARTMENT	5,738.54
101-3110	PUBLIC WORKS ADMIN	959.96
101-3120	STREET & SIDEWALK CONST	547.50
101-3130	SNOW REMOVAL	9,089.00
101-3150	STORM DRAINAGE	240.40
101-3700	CEMETERY	6,123.86
101-4120	ANIMAL CONTROL	305.30
101-5000	CULTURE & RECREATION	4,750.00
101-5500	LIBRARY	2,945.87

101 TOTAL	GENERAL	93,806.62
201	NON-DEPARTMENTAL	2,000.00
201-5110	RECREATION & AQUATICS	211.39
201-5140	RECREATION CENTER	11,681.03
201-5160	SPORTS COMPLEXES	19,697.33
201-5210	PARKS	6,651.82
201-5220	SUPERVISION	180.00

201 TOTAL	PARK FUND	40,421.57

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
202-5650	CORN PALACE	54,711.31

202 TOTAL	CORN PALACE FUND	54,711.31
203-5220	LAKE	3,891.30

203 TOTAL	LAKE MITCHELL	3,891.30
209-6530	** INVALID DEPT **	11,000.00

209 TOTAL	BUSINESS IMPROV DIST #4	11,000.00
214-3500	E-911	5.53

214 TOTAL	E-911 EMERGENCY	5.53
218-5150	PALACE TRANSIT	1,662.84
218-5180	JVCC	78.64

218 TOTAL	COMMUNITY SERVICES	1,741.48
219-5140	NUTRITION	2,604.40

219 TOTAL	NUTRITION	2,604.40
230-3500	AIRPORT	15,507.43

230 TOTAL	AIRPORT	15,507.43
602-3330	WATER TREATMENT PLANT	1,030.44
602-3340	WATER DISTRIBUTION	434,368.39

602 TOTAL	WATER	435,398.83

** DEPARTMENT TOTALS **

ACCT	NAME	AMOUNT
604-3200	WASTE WATER TREATMENT	2,624.68
604-3250	WASTE WATER COLLECTION	16,020.28

604 TOTAL	SEWER	18,644.96
612-3220	RECYCLING PROGRAM	4,302.68
612-3230	WASTE COLLECTION	1,692.86
612-3240	LANDFILL	6,497.95

612 TOTAL	SANITATION	12,493.49
614-5250	GOLF COURSE	11,380.53

614 TOTAL	GOLF COURSE	11,380.53
619-5220	CAMPGROUND	78.66

619 TOTAL	CAMPGROUND	78.66
621	NON-DEPARTMENTAL	95.86
621-4600	EMS	7,390.65

621 TOTAL	EMERGENCY MEDICAL SERVICE	7,486.51
700-5300	AGENCY FUNDS	1,177.31

700 TOTAL	AGENCY FUNDS	1,177.31

** TOTAL **		710,349.93

*** PROJECT TOTALS ***

PROJECT	LINE	ITEM	AMOUNT
E01 5311-FY18/19	ADS	Marketing/Ads/Promotion	318.00
	MAINT	Maintenance/Repairs	14.18CR
	TIR	Tires	1,359.02
		** PROJECT E01 TOTAL **	1,662.84
H01 SPORTS COMPLEX EQUIPMENT	42500	REPAIR/MAINTENANCE	1,978.49
	42600	SUPPLIES/MAINTENANCE	16.37
		** PROJECT H01 TOTAL **	1,994.86
H04 BASEBALL	42500	REPAIR/MAINTENANCE	108.96CR
	42600	SUPPLIES/MATERIALS	24.93
		** PROJECT H04 TOTAL **	84.03CR
H05 SOFTBALL	42600	SUPPLIES/MATERIALS	1,785.47
		** PROJECT H05 TOTAL **	1,785.47
H06 ARENA-NORTH RINK	42500	REPAIR-MAINTENANCE	2,537.43
	42800	UTILITIES	11,001.09
		** PROJECT H06 TOTAL **	13,538.52
H07 PEPSI COMPLEX	42600	SUPPLIES/MATERIALS	1,583.28
		** PROJECT H07 TOTAL **	1,583.28
H13 ARENA-SOUTH RINK	42600	SUPPLIES-MAINTENANCE	12.24
		** PROJECT H13 TOTAL **	12.24
H50 PARKS EQUIPMENT	42500	REPAIR/MAINTENANCE	3,051.68
	42600	SUPPLIES/MATERIALS	267.68
	42610	GAS/FUEL	1,771.57
		** PROJECT H50 TOTAL **	5,090.93
H51 PARK SHOP	42500	REPAIR/MAINTENANCE	6.97
	42600	SUPPLIES/MATERIALS	489.21
		** PROJECT H51 TOTAL **	496.18
H55 DRY RUN CREEK PARK	42800	UTILITIES	121.07
		** PROJECT H55 TOTAL **	121.07
H56 HITCHCOCK PARK	42600	SUPPLIES/MATERIALS	316.68
		** PROJECT H56 TOTAL **	316.68

*** PROJECT TOTALS ***

PROJECT	LINE	ITEM	AMOUNT
H60 NORTHRIDGE PARK	42500	REPAIR/MAINTENANCE	272.17
	42600	SUPPLIES/MATERIALS	3.29
	42800	UTILITIES	16.06
		** PROJECT H60 TOTAL **	291.52
H65 AMPHITHEATER	42600	SUPPLIES/MATERIALS	110.00
	42800	UTILITIES	48.99
		** PROJECT H65 TOTAL **	158.99
H77 SPORTSMANS CLUB	42800	UTILITIES	27.68
		** PROJECT H77 TOTAL **	27.68
H79 LAKE PARK ACCESS AREAS	42800	UTILITIES	12.00
		** PROJECT H79 TOTAL **	12.00
H87 PATTON YOUNG	42800	UTILITIES	131.00
		** PROJECT H87 TOTAL **	131.00
J02 INDOOR AQUATIC CTR	ELE/GAS	UTILITIES-ELECTRIC/GAS	4,842.57
	RM-PLUMB	REPAIR/MAINT-PLUMBING	177.55
	SM-EQUIP	SUPPLIES/MATERIAL-EQUIPMENT	82.93
		** PROJECT J02 TOTAL **	5,103.05
J05 REC CTR CONCESSIONS	CONC SUP	CONCESSION SUPPLY	303.90
		** PROJECT J05 TOTAL **	303.90
J06 REC CTR-GENERAL BLDG	RM-BLDG	REPAIR/MAINT-BUILDING	3,784.00
	RM-ELEC	REPAIR/MAINT-ELECTRICAL	159.53
	SM-GENER	SUPPLIES/MATERIAL-GENERAL	587.36
	SM-JANIT	SUPPLIES/MATERIAL-JANITORIAL	79.14
	SM-OFFIC	SUPPLIES/MATERIAL-OFFICE	81.52
		** PROJECT J06 TOTAL **	4,691.55
J50 OUTDOOR AQUATIC CENTER	SM-OFFIC	SUPPLIES/MATERIAL-OFFICE	161.40
		** PROJECT J50 TOTAL **	161.40
J51 P&A YOUTH PROGRAMS	SM-EQUIP	SUPPLIES/MATERIAL-EQUIPMENT	49.99
		** PROJECT J51 TOTAL **	49.99

1 ERROR

** END OF REPORT **

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Hearing and Action on an Application for Erika Hennessey-Conditional Use Permit (Postponed from 3-18-24)		
Explanation/Background of Agenda Item Requested:	Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District. Planning Commission motioned to recommend approval of the conditional use with the following conditions; 1) the permit is non-transferable, 2) if the business ceases to operate for six months, then a new application would be required, 3) pass fire inspection; motion carried; 4 aye, 0 nay, 3 absent. Motion carried. See Planning Commission Unsigned Minutes 03-11-2024. The applicant requested the item be postponed at the March 18, 2024 Board of Adjustment meeting to be heard at the April 1, 2024 Board of Adjustment meeting due to two members of the board being absent.		



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☐ **Rezoning** \$250 application fee due with the application.

- Applicant is request to rezone property from _____ District to _____ District.

☐ **Variance** \$150 application fee due with application.

- Description of Variance: _____

- Description of Hardship: _____

☒ **Conditional Use Permit** \$150 application fee due with application

- Description of Conditional Use: Educational institution

☐ **Plat Application** \$100 application fee due with application

This Application is for the following described real property:

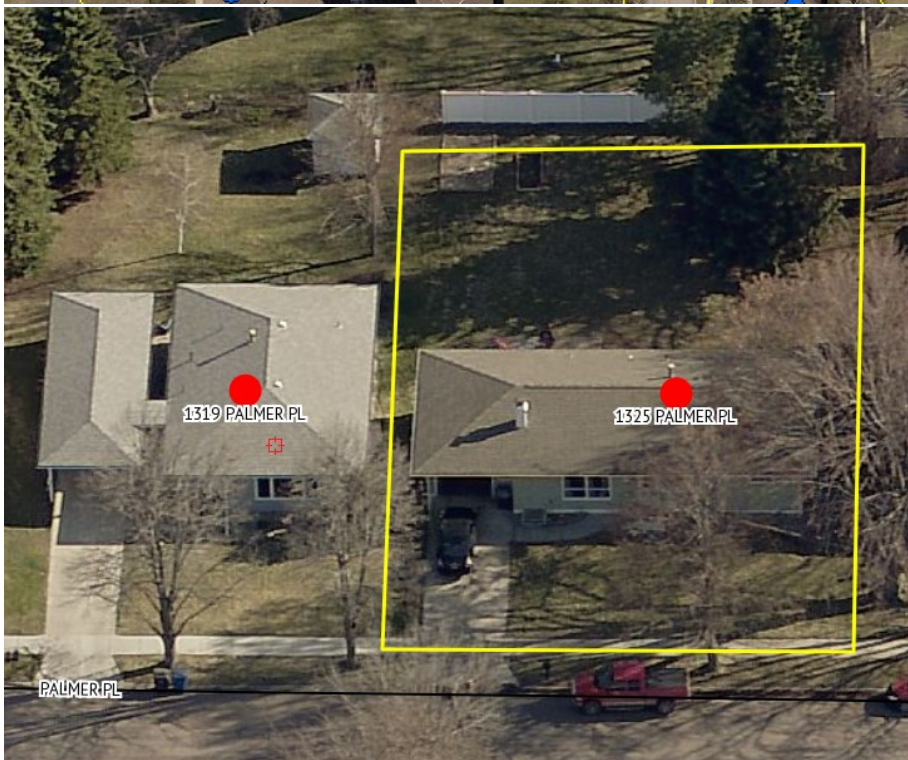
Legal Description: Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota

Property Address: 1325 Palmer Place

Dated this 15th of February, 2024

Ericka Hennessey
APPLICANT

Dale Gullings & Ericka Hennessey
OWNER



NOTICE OF HEARING

To: The Planning Commission, Board of Adjustment of the City of Mitchell, Mitchell South Dakota, and to the general public:

YOU ARE HEREBY NOTIFIED that Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

YOU ARE FURTHER NOTIFIED, that public hearings will be held by the City Planning Commission on Monday, March 11, 2024 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 18, 2024 at 6:00 P.M., at the Council Chambers, Mitchell City Hall, 612 N Main St. All interested parties may attend the public hearings and provide comments in regards to the applicant's request.

Dated at Mitchell, South Dakota, this 22nd day of February, 2024.

Michelle Bathke

FINANCE OFFICER

Publish once: 28th day of February, 2024

Approximate Cost:

Erika Hennessey
Dale Gullings
1325 Palmer Place
Mitchell, SD 57301

Keven & Tina Carlson
1331 Palmer Place
Mitchell, SD 57301

Stephen & Stephanie Gullings
1121 N Wisconsin St
Mitchell, SD 57301

Brian & Roxy Zimmer
1313 Palmer Place
Mitchell, SD 57301

Jeremy & Crystal Nettinga
1307 Palmer Place
Mitchell, SD 57301

Holy Spirit Church
1401 W Cedar St
Mitchell, SD 57301

Joel & Kristie Salmonson
1312 W Cedar Ave
Mitchell, SD 57301

Kenneth & Melody Hoffman
1318 W Cedar Ave
Mitchell, SD 57301

Harris Properties LLC
2312 Dean Dr
Mitchell, SD 57301

Travis & JoElle Dammann
1400 W Cedar Ave
Mitchell, SD 57301

Thomas Schaffner
513 S Dobson St
Mitchell, SD 57301

Michael & Michelle Ommen
507 S Dobson St
Mitchell, SD 57301

Highmark Holdings LLC
109 N Harmon Dr
Mitchell, SD 57301

Todd & Troy Korthour
425 S Dobson St
Mitchell, SD 57301

Brad & Camille Martin
419 S Dobson St
Mitchell, SD 57301

Milo & Karen Bishop
1330 Palmier Place
Mitchell, SD 57301

Stanley & Joy Wollman
1324 Palmer Place
Mitchell, SD 57301

Krista Huber
1318 Palmer Place
Mitchell, SD 57301

Emily Liedtke
1312 Palmer Place
Mitchell, SD 57301

Denise Hohn
1313 W Birch Ave
Mitchell, SD 57301

Letha Rowley
1319 W Birch Ave
Mitchell, SD 57301

Glenn & Diann Murtha
1325 W Birch Ave
Mitchell, SD 57301

Joshua Schmitz
Sarah Zaiser
1331 W Birch Ave
Mitchell, SD 57301

February 28, 2024

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenvue Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing on this application on Monday, March 11, 2024, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 18, 2024 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We Joelle & Travis Dammann
OWNER

1400 W Cedar Ave, Mitchell, SD 57301
ADDRESS

X APPROVE

_____ DISAPPROVE

COMMENTS:

February 28, 2024

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing on this application on Monday, March 11, 2024, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 18, 2024 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We Bryd / Cami Martin
OWNER

419 South Olson Mitchell
ADDRESS

X APPROVE

 DISAPPROVE

COMMENTS:

February 28, 2024

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing on this application on Monday, March 11, 2024, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 18, 2024 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We FR CESAR VALENIA
OWNER

1401 W CEDAR AVE, MITCHELL SD 57301
ADDRESS

X APPROVE

 DISAPPROVE

COMMENTS:

City of Mitchell | Public Works
612 North Main Street | Mitchell, SD 57301
Phone: 605-995-8433 | Fax: 605-995-8410
CityOfMitchell.org



February 28, 2024

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Erika Hennessey has applied for a conditional use permit to operate an Educational Institution, located at 1325 Palmer Place, legally described as Lot 5 and West 3' of Lot 4, Block 8, Gardenview Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing on this application on Monday, March 11, 2024, 12:00 P.M. (Noon) and the Board of Adjustment on Monday, March 18, 2024 at 6:00 P.M, all meetings will be in the Council Chambers, City Hall, 612 N. Main St, Mitchell, SD. All interested parties may attend the hearings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We

Ted & Emily Liedtke
OWNER

1312 Palmer Pl

ADDRESS

X

APPROVE

DISAPPROVE

COMMENTS:

Outside expectations

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Set Date for Board of Adjustment Hearing 4-15-24		
Explanation/Background of Agenda Item Requested:	Lori Schulz has applied for a Variance Permit for a front yard setback of 15' vs 25' to build a 17' x 9' front porch; located at 714 E 1<sup>st</sup> Ave, legally described as Lot 11, Block 21 F.M. Greens Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.		



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☐ **Rezoning** \$250 application fee due with the application.

- Applicant is request to rezone property from _____ District to _____ District.

☒ **Variance** \$150 application fee due with application.

- Description of Variance: Front yard setback of 15' vs 25'
- Description of Hardship: Current house sits at 24'-6" from sidewalk and applicant would like to build a 17' x 9' porch addition.

☐ **Conditional Use Permit** \$150 application fee due with application

- Description of Conditional Use: _____

☐ **Plat Application** \$100 application fee due with application

This Application is for the following described real property:

Legal Description: Lot 11, Block 21, F.M. Greens Addition, City of Mitchell, Davison County, South Dakota.

Property Address: 714 E 1st Ave

Dated this 14 of March, 2024


APPLICANT

Lori Schulz
OWNER



714 E. 1st



Approx. 15'x8'
1' overhangs

24'6" from
sidewalk

- wood or composite Deck
- stack-N-tack column base
- Soffit Ceiling - New wood tone

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Set Date for Board of Adjustment Hearing 4-15-24		
Explanation/Background of Agenda Item Requested:	Lynn Eckmann has applied for a Variance Permit for a side yard corner setback of 8' vs 20' to place a 12' x 20' storage shed; located at 1528 Pebble Beach Road, legally described as Lot 29, Block 4, Lakeview 1st Addition, City of Mitchell, Davison County, South Dakota. The said real property is zoned R2 Single Family Residential District.		



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☐ **Rezoning** \$250 application fee due with the application.

- Applicant is request to rezone property from _____ District to _____ District.

☒ **Variance** \$150 application fee due with application.

- Description of Variance: 8'
- Description of Hardship: Build on cement pad from previous owners

☐ **Conditional Use Permit** \$150 application fee due with application

- Description of Conditional Use: _____

☐ **Plat Application** \$100 application fee due with application

This Application is for the following described real property:

Legal Description: Lot 29 Block 4 LAKEVIEW 1ST Addition, SW 9 Davidson
Property Address: 1528 Pebble Beach Rd - county MITCHELL S.D.

Dated this 18th of March, 2024

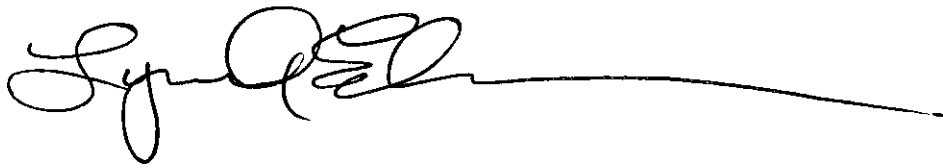

APPLICANT

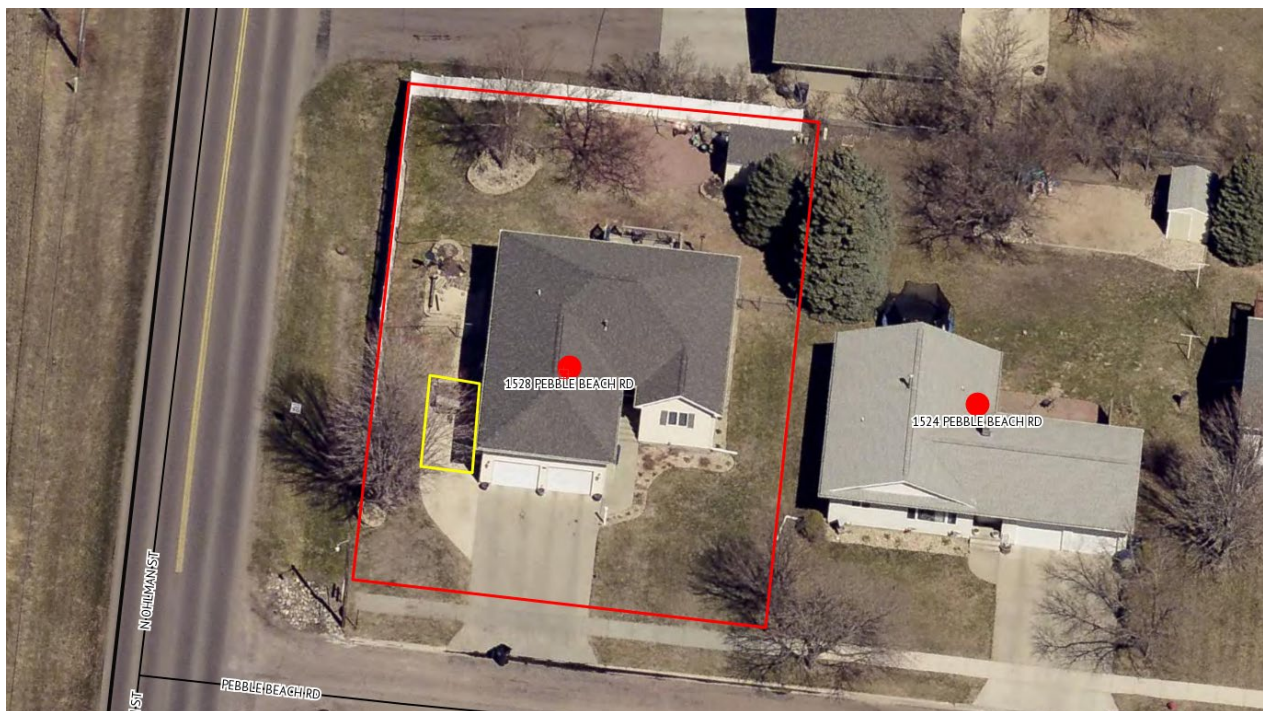
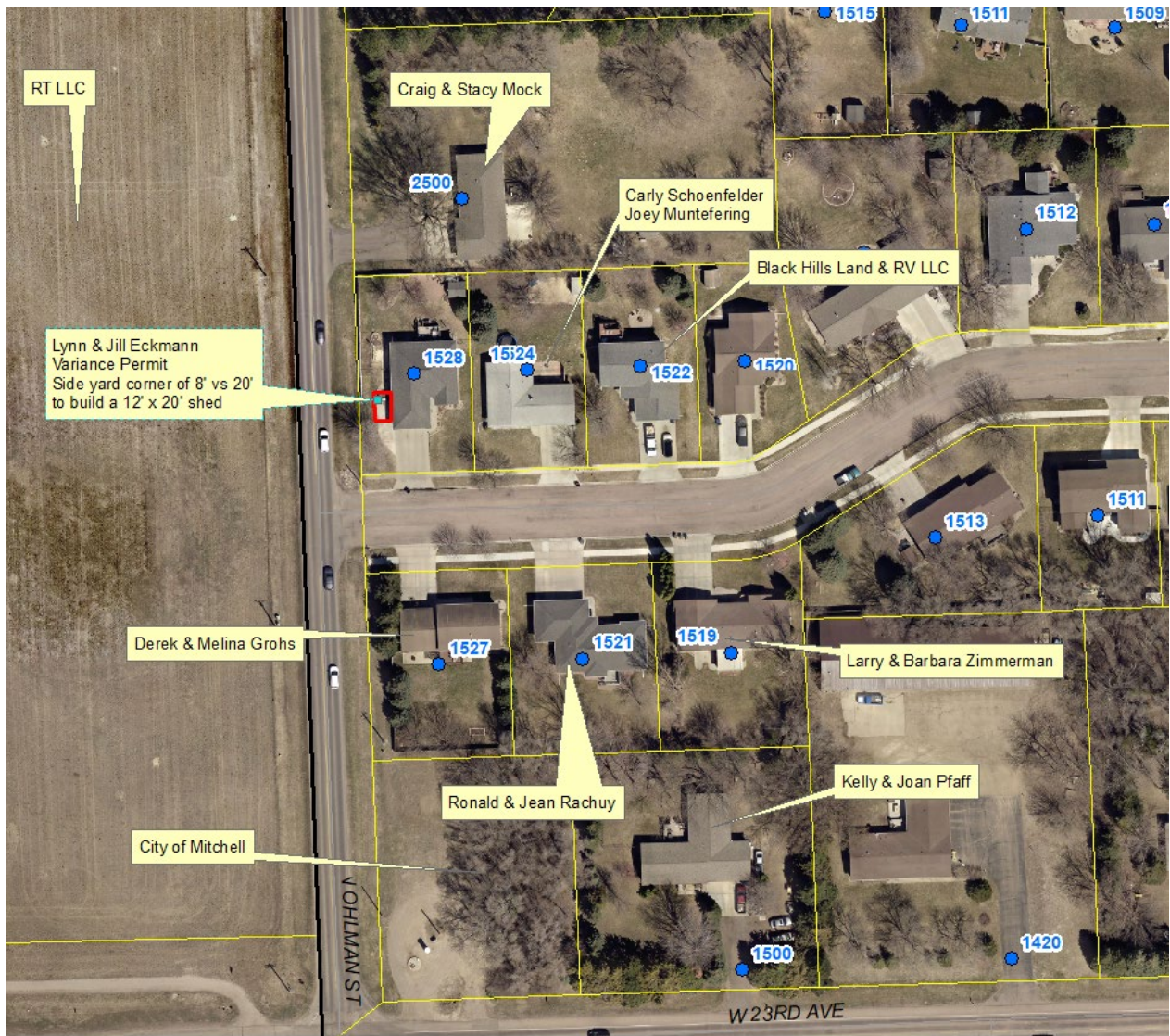
Lynn A. Eckmann
OWNER

Lynn Eckmann
1528 Pebble Beach Rd.
Mitchell SD 57301

March 18, 2024

Previous owner already had cement poured
on west side of garage and a cement pad
for a dog house, which has been removed.
Want to build a storage shed for my FAIRMONT
M19 motorcar to store and work on.

A handwritten signature in cursive script, appearing to read 'Lynn Eckmann', followed by a long horizontal line extending to the right.



CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	CINDY ROTH
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Hearing and action on the following Alcohol License Applications		
Explanation/Background of Agenda Item Requested:	a. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for April 20, 2024 for a Wedding. b. On the application of the Corn Palace Shrine Club for a Special Event Liquor License located at The Masonic Hall for May 10, 2024 for a Wedding. The Corn Palace Shrine Club is tax exempt.		

Date Received _____
Date Issued _____

License No. _____

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Corn Palace Shrine Club
112 E 5th Ave
Mitchell, SD 57301

Owner's Telephone #: _____

B. Business Name and Address

The Masonic Hall
112 E 5th Ave
Mitchell, SD 57301

Business Telephone #: 605-996-4724

Place of business is located in a municipality? ☒ Yes ☐ No

County: _____

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
☐ Retail (on-sale) Liquor - Restaurant
☐ Convention Center (on-sale) Liquor
☐ Package (off-sale) Liquor
☐ Retail (on-off sale) Wine and Cider
☐ Retail (on-off sale) Malt Beverage & SD Farm Wine
☐ Package Delivery
☐ Hunting Preserve
☒ Other Temp. Liquor License weatherford wedding 4/20/24

Is this license in active use? ☒ Yes ☐ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☐ Yes ☒ No If Yes, please list on the back page.

D. Legal description of licensed premise:

Lot 5 & 6 Block 4 MH Pawley
1st Addition to the city of Mitchell
SD

Have you ever been convicted of a felony? ☐ Yes ☒ No

E. State Sales Tax Number _____

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date _____ Print Name Brendan Manchester Signature [Signature]

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on _____, Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ _____

Amount of fee retained \$ _____

Forwarded with application \$ _____

For Local Government Use

Transferred (State Use)

(Seal) _____
Mayor or Chairman

From: _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL _____ REVIEW _____

If disapproved, endorse reason thereon and return to applicant

Please complete the reverse side if applicable

**Company supplement information
(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC Corn Palace Shone Club

Address of office and principal place of business of corporation/partnership/LP/LLC 112 E 5th Ave, Mitchell, SD

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
<u>Brandon Mondaster</u>	<u>Board Member</u>	<u>28 Charles St Mitchell, SD</u>	<u>Fire Fighter / Permitted</u>
<u>Matt Buenzas</u>	<u>Treasurer</u>	<u>40692 Swanse Bridge Dr, Mitchell SD</u>	<u>CPA</u>
<u>James D Taylor</u>	<u>Secretary</u>	<u>723 W 4th Ave, Mitchell SD</u>	<u>Attorney</u>
<u>Jeremy McVary</u>	<u>Building Supervisor</u>	<u>1029 E 2nd Ave, Mitchell, SD</u>	<u>Farmer</u>

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

James D Taylor PC Law Office, 520 N Lawler Suite 100,
PO Box 6 Mitchell, SD 57301

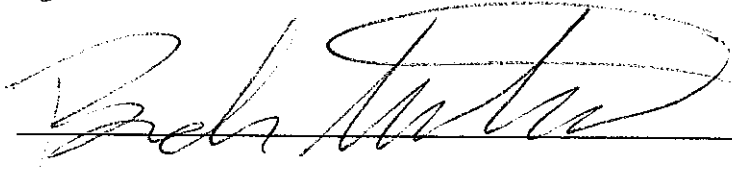
With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner

Date



3-4-24

Date Received _____
Date Issued _____

License No. _____

Uniform Alcoholic Beverage License Application

A. Owner Name and Address

Corn Palace Shrine Club
112 E 5th Ave
Mitchell, SD 57301

Owner's Telephone #: _____

C. Indicate the class of license being applied for (submit separate application for each class of license).

- ☐ Retail (on-sale) Liquor
☐ Retail (on-sale) Liquor - Restaurant
☐ Convention Center (on-sale) Liquor
☐ Package (off-sale) Liquor
☐ Retail (on-off sale) Wine and Cider
☐ Retail (on-off sale) Malt Beverage & SD Farm Wine
☐ Package Delivery
☐ Hunting Preserve
☒ Other Temp. Liquor License

NOVAK
Wedding
5-10-24

Is this license in active use? ☒ Yes ☐ No

Do you or any officers, directors, partners, or stockholders hold any other alcohol retail, manufacturing, or wholesaler licenses?

☐ Yes ☒ No If Yes, please list on the back page.

B. Business Name and Address

The Masonic Hall
112 E 5th Ave
Mitchell, SD 57301

Business Telephone #: 605-996-4724

Place of business is located in a municipality? ☒ Yes ☐ No

County: _____

Do you own or lease this property? ☐ Own ☒ Lease

Are real property taxes paid to date? ☒ Yes ☐ No

D. Legal description of licensed premise:

Lot 5 & 6 Block 4 MH Pawley
1st Addition to the city of Mitchell
SD

Have you ever been convicted of a felony? ☐ Yes ☒ No

E. State Sales Tax Number _____

F. New license ☒ Transfer? (\$150) ☐ Re-issuance ☐

G. CERTIFICATE: The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all of the statutory requirements for the class of license being applied for and in addition agrees to permit agents of the Department of Revenue access to the licensed premises and records as provided in SDCL 35-2-2.1, and agrees this application shall constitute a contract between applicant and the State of South Dakota entitling the same or any peace officers to inspect the premises, books and records at any time for the purpose of enforcing the provisions of Title 35 SDCL, as amended.

Date _____ Print Name Brendan Manchester Signature [Signature]

H. APPROVAL OF LOCAL GOVERNING BODY – Notice of hearing was published on _____ Public hearing on the application was held _____, not less than SEVEN (7) days after official publication. The governing body by majority vote recommends the approval and granting of this license and certifies that requirements as to location and suitability of premises and applicant have been reviewed and conform to the requirements of local and South Dakota law.

Renewal - no public hearing held ☐

Amount of fee collected with application \$ _____

Amount of fee retained \$ _____

Forwarded with application \$ _____

For Local Government Use

(Seal) _____
Mayor or Chairman

If disapproved, endorse reason thereon and return to applicant

Transferred (State Use)

From: _____

Sales tax approval _____ Date _____

STATE LIQUOR AUTHORITY:

APPROVAL _____ REVIEW _____

Please complete the reverse side if applicable

**Company supplement information
(For corporate/partnership/LP/LLC applicants)**

Name of corporation/partnership/LP LLC Corn Palace Shrine Club

Address of office and principal place of business of corporation/partnership/LP/LLC 112 E 5th Ave, Mitchell, SD

Are all managing officers of this corporation/partnership/LP/LLC of good moral character having never been convicted of a felony? ☒ Yes ☐ No

Name, title of office, occupation and address of each of the officers/owners of the corporation, partnership, LP or LLC:

Name	Office	Address	Occupation
<u>Brandon Manchester</u>	<u>Board Member</u>	<u>28 Charles St Mitchell, SD</u>	<u>Fire-fighter / Paramedic</u>
<u>Matt Bueza</u>	<u>Treasurer</u>	<u>40692 Sunset Ridge Dr, Mitchell SD</u>	<u>CPA</u>
<u>James D Taylor</u>	<u>Secretary</u>	<u>723 W 4th Ave, Mitchell SD</u>	<u>Attorney</u>
<u>Jeremy McNary</u>	<u>Building Supervisor</u>	<u>1029 E 2nd Ave, Mitchell, SD</u>	<u>Farmer</u>

Name of any officers, directors, partners or stockholders of applicant having a financial interest or capital stock in any other alcoholic beverage license:

Name	Type of License, License Number, Financial Interest Held, and Address of Business Location

Where and with whom are all company records kept, such as charter, by-laws, minutes, accounts, notes payable, and notes and accounts receivable, etc?

James D Taylor PC Law Office, 520 N Lawler Suite 100,
PO Box 6 Mitchell, SD 57301

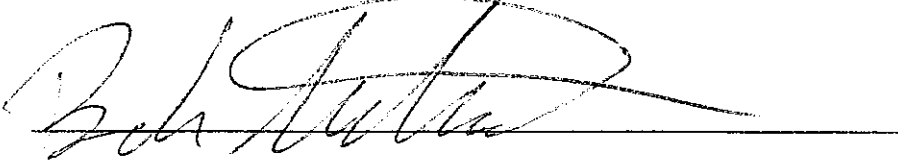
With signature the applicant agrees to the following:

That the applicant company will comply with all provisions of ARSD chapter No. 64:75:02 of the Department of Revenue, relating to the transfer of stock and prior approval of the transfer of such stock by the Secretary of Revenue and violation of any of the provisions of said regulation or failure to comply therewith, whether by the undersigned corporation, partnership/LP/LLC or by any stockholder thereof, or by anyone interested in said company, shall constitute cause for revocation or suspension of any license issued pursuant to and in reliance on this application, or for refusal to renew such license upon expiration thereof.

We the undersigned officers and directors of the applicant company acknowledge that the within supplement application form is true and correct in every respect and that there exists no financial arrangement concerning this or any other alcoholic beverage license than that expressly set forth above. If company stock is to be transferred we ask for approval of such voluntary stock transfer.

Signature of Authorized Officer/Director/Partner

Date



3-4-24

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A - Traffic		
Agenda Item:	Action to Approve Special Event Permit Application Mitchell Main Street & Beyond 1st Fridays on Main (May through September)		
Explanation/Background of Agenda Item Requested:	Mitchell Main Street & Beyond is requesting a Special Event Permit for their 1st Fridays on Main events for 2024. Event hours are from 5:00 PM until 9:00 PM. The events will feature different activities such as: live music, food trucks, kids' activities, adult activities, and vendors. 1st Fridays on Main is free, open to the public, vendor and/or participant fees required, includes the sale or use of alcoholic beverages, items and/or services will be sold, and is held on Mitchell Main Street. The dates requested are as follows: • May 3rd, 2024 • June 7th, 2024 • July 5th, 2024 • Thursday, August 1st, 2024 (Partner with Palace City Pre-Sturgis Party) • September 6th Please refer to the attached Special Event Permit Application for more details about the event(s). The Special Event Permit Application requests the following: • Street Closure(s)-(\$200 Fee) • Parking Lot Closure(s)-(\$200 Fee - waived if also requesting street closure) • Noise Permit • Special Event Liquor License-(\$500 Fee) • Consumption Permit-(\$500 Fee) *Mitchell Main Street & Beyond is requesting a one-time permit(s) fee of \$500 for their 2024 Special Event Permit Applications (1st Fridays on Main, Memorial Weekend in Mitchell, Oktoberfest/OutKast Car Show, & Parade of Lights). By issuing this one-time permit fee, MMS&B can bring a wider range of free, family fun, activities, bands, and more to the Mitchell community. *Please refer to the 2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s) Worksheet, which is included with the application. The following street and parking lot closures are requested from 4:00 PM until 11:00 PM for each 1st Friday on Main: • Main St. from 5th Ave. to 7th Ave.		

- Corn Palace Plaza Parking Lot

***Street closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

Please reference the attached layout map for further information.

Additional equipment needed, along with fees for each 1st Friday on Main:

- 2 bleachers (\$35/*bleacher*)
- 6 picnic tables (\$25/*picnic table*)
- Cones: As needed for street closure(s)
- Electricity in the Corn Palace Plaza Parking Lot

***Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.**

Signage stating "No alcohol beyond this point." will be placed at all consumption permit boundaries.

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print**Special Event Permit Application - Submission #3393****Date Submitted: 3/14/2024**

Special Event Permit Application

Events that are open to the general public and take place within the public right-of-way; require closure of streets or parking lots, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process. Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event. To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Event Name:*

1st Fridays on Main (May through September)

Event Date:*

5/3/2024

Event Hours:*

05:00 PM

—

09:00 PM

Requests included in this application:*

- ☒ Street Closure(s) (\$200 Fee)
- ☒ Parking Lot Closure(s) (\$200 Fee - waived if also requesting street closure)
- ☐ Parade Permit - with escort & closures (\$250 Fee)
- ☐ Parade Permit (\$50 Fee)
- ☒ Noise Permit
- ☐ Fireworks Permit (\$50 Fee)
- ☒ Special Event Liquor License (\$500 Fee)
- ☒ Consumption Permit (\$500 Fee)

*Special Event Permit fee(s) need(s) to be RECEIVED by the City of Mitchell by the day of event to ensure final approval of Special Event Permit.

Time Requested for Street Closure(s)

5/3/2024

04:00 PM

—

5/3/2024

11:00 PM

Time Requested for Parking Lot Closure(s)

5/3/2024

04:00 PM

—

5/3/2024

11:00 PM

Event Information:

Overall Event Description:*

Break Down of Event Dates & Times for Closures

May 3rd, 2024 | Road & Parking Lot Closures 4 PM - 11 PM | Event Time 5 PM - 9 PM

June 7th, 2024 | Road & Parking Lot Closures 4 PM - 11 PM | Event Time 5 PM - 9 PM

July 5th, 2024 | Road & Parking Lot Closures 4 PM - 11 PM | Event Time 5 PM - 10 PM*

August 1st, 2024 | Partnership with the City of Mitchell to host Kid Zone & have our coverage

September 6th, 2024 | Road & Parking Lot Closures 4 PM - 11 PM | Event Time 5 PM - 9 PM

Event Information:

1st Fridays on Main is a free event open to the Mitchell community and neighboring areas. Starting at 5 PM on the first Friday of May, June, July, and September, it offers a range of activities, vendors, and family-friendly events along Main Street, between 5th Ave and 7th Ave.

Each event will feature different activities and live music from 5 PM to 9 PM. Food trucks will be situated in the parking lot southeast of the Corn Palace Plaza. Local businesses will be selling alcoholic beverages in a special 1st Fridays on Main cup. This event aims to create a welcoming atmosphere for visitors near and far to Mitchell, SD.

Kid activities include, but not limited to: Inflatables, Kid Pedal Pulls, arts & crafts, face painting, strider bikes, sidewalk games, slam event, dunk tanks, vender activities, and more

Adult activities included, but not limited to: Smash Room, VIP Parking, dunk tanks, inflatable course, beer garden, live music, and more

Vendor: Open to the entire community and surrounding areas. MMSB members have their booth fees waived (FREE booth space). Non-MMSB members are also encouraged to participate and enjoy the event with a \$25 fee for a 10x10 booth space. Additionally, the space can be expanded with coordination through the MMSB Event Manager.

***Mitchell Main Street & Beyond is requesting a one-time permit(s) fee of \$500 for their 2024 Special Event Permit Applications (1st Fridays on Main, Memorial Weekend in Mitchell, Oktoberfest/OutKast Car Show, & Parade of Lights). By issuing this one-time permit fee, MMS&B can bring a wider range of free, family fun, activities, bands, and more to the Mitchell community.**

Please check all that apply:*

- ☐ This is a first time event.
- ☒ This event is open to the public.
- ☐ Admission will be charged.
- ☒ Vendor and / or participant fees are required.
- ☒ The event includes the sale or use of alcoholic beverages.
- ☒ Items and / or services will be sold at the event.
- ☒ The event will be held in a City Park or Facility.

Total anticipated attendance:*

500-1500+

Name of Group Sponsoring the Event:*

Mitchell Main Street & Beyond

Is your organization a "Tax Exempt", non profit organization?*

- ☒ yes (please attach 501C Exemption Letter)
- ☐ no

501C Exemption Letter Attachment

501C Proof.pdf

Event Application Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number: *

507-995-4637

Day of Event Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number:*

507-995-4637

Facility Use, Route Map, and Impacted Areas

Please provide a detailed description of what facilities and equipment will be used/needed (including bleachers, picnic tables, water, electricity, etc.), and what closures are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Event Map reflects event layout.

- Closure from 5th and Main through 7th and Main including the Southeast Corn Palace parking lot and Corn Palace Plaza.
- Please reference attached map for street closure.

Requests:

- 2 Bleachers
- 6 Picnic Table
- Cones: As needed for Road Closure
- Electricity in the Southeast Corn Palace Parking lot

Thank you!

This event will include the use of:

* Any item(s) selected below needs to be reserved and fee submitted/collected to the respective City Department before application process can proceed.

- ☐ Indoor Park Shelter (\$117.15 Park & Rec Fee)
- ☐ Outdoor Park Shelter (\$58.58 Park & Rec Fee)
- ☒ City Facility or Other City Building
- ☒ Picnic Table Rentals (\$25/each/day- Park & Rec Fee)
- ☒ Bleacher Rentals (\$35/each/day- Park & Rec Fee)
- ☒ Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- ☒ Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Road Closure:

- Coordinate all road closures with the Traffic Department to ensure public safety during event
- 4 PM: Mitchell Main Street & Beyond (MMSB) will use Cones & Signage provided by the Traffic Department to close down event footprint
- Mitchell Main Street & Beyond Staff & Volunteers will monitor cones to ensure they stay in their assigned place
- 9:30 PM: MMSB opens road once all items are off Main Street. Cones & Signage placed back into assigned areas by Traffic Department
- All trash will be picked up & disposed of in appropriate trash receptacles during the event and after in order to maintain a presentable and healthy environment.
- Signage "No Alcohol Beyond this Point" will be place at all consumption permit boundaries.
- If needed, MMSB Staff or Volunteers will contact local Emergency Services (EMT's, Fire, Police, ext.)
- Main Street is Wheel Chair and Handicap accessible.
- Noise Permit: Bands will be performing on the Corn Palace Plaza and local artists will be performing in the Palace Park Mall.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchell.org/specialevents

Will Sound Amplification be used?*

- ☒ Yes
- ☐ No

What time will sound amplification be used?

05:00 PM — 09:00 PM

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- ☐ Yes
☒ No

When will sound checks be preformed?

04:00 PM

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below. Fireworks permits require that the applicant provide a copy of a certificate of liability insurance coverage with a \$1,000,000 per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am — hh:mm am

Type of Fireworks

- ☐ Class B Explosive (special fireworks)
☐ Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?**Insurance Requirements**

Insurance for your event is **REQUIRED** before final permit approval. Special Events: you will need \$1,000,000 commercial general liability insurance. Liquor liability insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental. A minimum of \$500,000 liquor liability is required. Fireworks Permits require \$1,000,000 of liability insurance per occurrence. All required insurance must name the **"City of Mitchell, its officers, employees, and agents"** as an **additional insured**. Insurance coverage must be maintained for the duration of this event.

I have the following coverage(s) and attached a copy of the Certificate(s) showing the City of Mitchell as an additional insured as REQUIRED above.*

- ☒ Special Event Permit: \$1,000,000 Commercial General Liability
- ☐ Special Event Liquor License: \$500,000 per occurrence
- ☐ Fireworks Permit: \$1,000,000 General Liability

Name of Insurance Company*

CORINSURANCE MITCHELL

Agent's Name

Merle Scheiber

Policy Number

RS100/200PA0223-2

Phone Number

605-996-6070

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Elizabeth M. Luczak

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Elizabeth M. Luczak

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Elizabeth M. Luczak

I am attaching the following items:

- ☐ Parade Route Map
- ☒ Street or Parking Lot Closure Map
- ☒ Event Map
- ☒ Certificate of Liability Insurance
- ☐ Certificate of Liquor Liability Insurance
- ☐ Additional Document(s)

Parade Route Map Attachment

Choose File No file chosen

Street or Parking Lot Closure Map Attachment

1ST Friday on Main Overlay Map 2024.pdf

Event Map Attachment

1ST Friday on Main Overlay Map 2024.pdf

Certificate of Liability Insurance Attachment

MMSB 2024 COL.pdf

Certificate of Liquor Liability Insurance Attachment

Choose File No file chosen

Additional Document

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

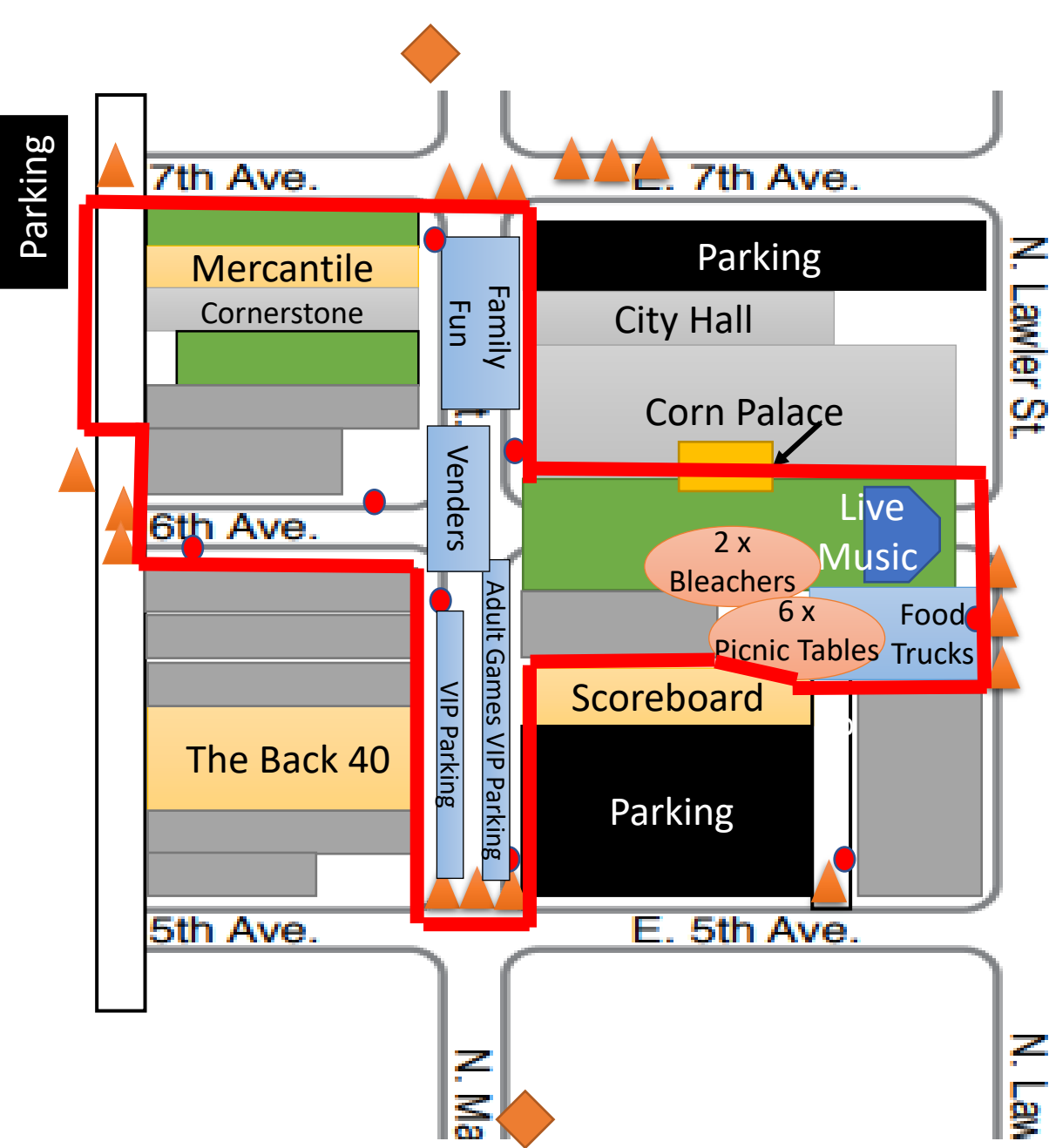
Date Approved: _____

Amount of Fees Paid: _____

2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s)

		4 x 1st Friday's on Main 1 x Pre-Sturgis Partnership	1 x Memorial Weekend in Mitchell	1 x Oktoberfest & OutKast Car Show	1 x Parade of Lights
City of Mitchell Special Event Fee(s) (\$)					
Street/Parking Lot Closure	\$200	\$200	\$200	\$200	\$200
Parade Permit	\$50	\$0	\$0	\$0	\$50
Special Event Liquor License	\$500	\$500	\$500	\$500	\$0
Consumption Permit	\$500	\$500	\$500	\$500	\$0
Noise Permit	\$0	\$0	\$0	\$0	\$0
Bleacher Rentals	\$35	\$70	\$105	\$105	\$0
Picnic Table Rentals	\$25	\$150	\$750	\$500	\$0
		\$1,420	\$2,055	\$1,805	\$250
		x 4 Events	x 1 Event	x 1 Event	x 1 Event
Total Fee's for 2024 Events		\$5,680	\$2,055	\$1,805	\$250
Total Fee's from City of Mitchell Special Events for MMS&B		\$9,790			
Requested Fee to be Waived		\$9,290			

Mitchell Main Street & Beyond is requesting a **one time permit fee of \$500** for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.



1st Fridays on Main is a free event open to the Mitchell community and neighboring areas. Starting at 5 PM on the first Friday of May, June, July, and September, it offers a range of activities, vendors, and family-friendly events along Main Street, between 5th Ave and 7th Ave. Each event will feature different activities and live music from 5 PM to 9 PM. Food trucks will be situated in the parking lot southeast of the Corn Palace Plaza. Local businesses will be selling alcoholic beverages in a special 1st Fridays on Main cup. This event aims to create a welcoming atmosphere for visitors near and far to Mitchell, SD.

Map Key:

	Opportunity to sell alcohol beverages
	Green Space
	1st Friday Activities
	Request from Parks Department
	Request from Traffic Department
	1st Friday Alcohol Boundary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CORINSURANCE MITCHELL 715 NORTH MAIN MITCHELL, SD 57301		CONTACT NAME: Merle Scheiber PHONE (A/C, No, Ext): 605-996-6070 FAX (A/C, No): 605-996-0009 E-MAIL ADDRESS: mscheiber@corinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RedStone	
		INSURER B: RPS	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 20240314084159299**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y	N	RS100/200PA0223-2	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N ☒ N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE ☐ OTH-ER ☐
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Directors & Officers Liab	N	N	NDO1588910B	01/20/2024	01/20/2025	Directors & Officers \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Planned 2024 Events: Wingapoolza ☾ March 23th, 1st Fridays on Main ☾ May, June, July, Aug, September, Memorial Weekend BBQ Championship ☾ May 25th, Oktoberfest ☾ September 21st, Woolworth™s Caramel Apples - October, Parade of Lights ☾ December 3rd

If required by written contract, the City of Mitchell is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Mitchell
612 N Main St
Mitchell SD 57301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Mitchell Main Street & Beyond

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ►

Non Profit Organizaiton 501c6

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

601 N Main Street

6 City, state, and ZIP code

Mitchell SD 57301

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 6 - 1 2 2 4 4 7 0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

9/14/2023

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A - Traffic		
Agenda Item:	Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Memorial Weekend in Mitchell on Saturday, May 25, 2024		
Explanation/Background of Agenda Item Requested:	Mitchell Main Street & Beyond is requesting a Special Event Permit for their Memorial Weekend in Mitchell on Saturday, May 25th, 2024. Event hours are from 11:00 AM until 7:00 PM. The event includes: a Poker Run, Car Show & Shine, Rib Contest, Kid Tractor Pull (Ages 4-12), inflatables, and more family fun. Also, there will be live music at 3rd & Main and by the beer garden. Memorial Weekend in Mitchell is open to the public, vendor and/or participant fees required, includes the sale or use of alcoholic beverages, items and/or services will be sold, and is held on Mitchell Main Street. Please refer to the attached Special Event Permit Application for more details about the event. The Special Event Permit Application requests the following: • Street Closure(s)-(\$200 Fee) • Parking Lot Closure(s)-(\$200 Fee - waived if also requesting street closure) • Noise Permit • Special Event Liquor License-(\$500 Fee) • Consumption Permit-(\$500 Fee) *Mitchell Main Street & Beyond is requesting a one-time permit(s) fee of \$500 for their 2024 Special Event Permit Applications (1st Fridays on Main, Memorial Weekend in Mitchell, Oktoberfest/OutKast Car Show, & Parade of Lights). By issuing this one-time permit fee, MMS&B can bring a wider range of free, family fun, activities, bands, and more to the Mitchell community. *Please refer to the 2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s) Worksheet, which is included with the application. The following street closures are requested on Saturday, May 25th, from 7:00 AM until 9:00 PM: • Main St. from 3rd Ave to The Depot • Railroad St. from 1/2 block west of Main St. to 1/2 block east of Main St. *Street closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).		

The following parking lot closures are requested from 4:00 PM on Friday, May 24th to Saturday, May 25th until 9:00 PM:

- The city parking lot west of Main St., adjacent to Railroad Street.
- The city parking lot east of Main St. south of Casey's General Store and north of Marilyn's Designs.

Please reference the attached layout map for further information.

Additional equipment needed, along with fees:

- 3 bleachers (\$35/*bleacher*)
- 30 picnic tables (\$25/*picnic table*)
- Cones: As needed for street closure(s)
- Barricades: As needed for street closure(s)

***Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.**

Signage stating "No alcohol beyond this point." will be placed at all consumption permit boundaries.

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print**Special Event Permit Application - Submission #3396****Date Submitted: 3/14/2024**

Special Event Permit Application

Events that are open to the general public and take place within the public right-of-way; require closure of streets or parking lots, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process. Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event. To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Event Name:*

Memorial Weekend in Mitchell

Event Date:*

5/25/2024

Event Hours:*

11:00 AM

—

07:00 PM

Requests included in this application:*

- ☒ Street Closure(s) (\$200 Fee)
- ☒ Parking Lot Closure(s) (\$200 Fee - waived if also requesting street closure)
- ☐ Parade Permit - with escort & closures (\$250 Fee)
- ☐ Parade Permit (\$50 Fee)
- ☒ Noise Permit
- ☐ Fireworks Permit (\$50 Fee)
- ☒ Special Event Liquor License (\$500 Fee)
- ☒ Consumption Permit (\$500 Fee)

*Special Event Permit fee(s) need(s) to be RECEIVED by the City of Mitchell by the day of event to ensure final approval of Special Event Permit.

Time Requested for Street Closure(s)

5/25/2024

07:00 AM

—

5/25/2024

09:00 PM

Time Requested for Parking Lot Closure(s)

5/24/2024

04:00 PM

—

5/25/2024

09:00 PM

Event Information:

Overall Event Description:*

This event will be the 22nd Annual Memorial Weekend in Mitchell and we are bringing the Rib contest back to Mitchell! There will be a Poker Run, Show & Shine, Rib Contest, Kid Tractor Pull (Ages 4 -12), Inflatables, and more family fun.

9:00 AM - Closures & Contestants start setting up their cooking stations

11:00 AM - Car Show & Shine Registration

- Poker Run Registration

12:00 PM - Poker Run Starts

1:00 PM - Car Show & Shine Starts

- RTC Pedal Pulls Registration | Inflatables Set Up

2:00 PM - Tractor Pull Starts | Kid Activities

4:00 PM - Ribs are READY TO EAT! Judging Begins

6:00 PM - Car Show awards

6:45 PM - Rib Awards

7:30 PM - Event Complete

There will live music at 3rd & Main and live music by the beer garden. Bars & restaurants in the event area will be invited to participate. All MMSB Members have been notified of MMSB Event dates. Non-MMSB members will be notified pending City Council approval of Special Event Permits.

Mitchell Main Street & Beyond is requesting a one time permit fee of \$500 for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.

Please check all that apply:*

- ☐ This is a first time event.
- ☒ This event is open to the public.
- ☐ Admission will be charged.
- ☒ Vendor and / or participant fees are required.
- ☒ The event includes the sale or use of alcoholic beverages.
- ☒ Items and / or services will be sold at the event.
- ☐ The event will be held in a City Park or Facility.

Total anticipated attendance:*

1500+

Name of Group Sponsoring the Event:*

Mitchell Main Street & Beyond

Is your organization a "Tax Exempt", non profit organization?*☒ yes (please attach 501C Exemption Letter)☐ no**501C Exemption Letter Attachment**

501C Proof.pdf

Event Application Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number: *

507-995-4637

Day of Event Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number:*

507-995-4637

Facility Use, Route Map, and Impacted Areas

Please provide a detailed description of what facilities and equipment will be used/needed (including bleachers, picnic tables, water, electricity, etc.), and what closures are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Street Closures:

Main Street from 3rd Ave South to The Depot

Railroad Street form ½ block West of Main to ½ block East of Main

Both City parking lots @ Main & Railroad | North of Marilyn's Designs

May 24th: Parking Lots Closures at 4 PM – Allow BBQ Teams to set up

May 25th Road Closures from 8 am – 9 pm

Requests:

3 Bleachers

30 Picnic Tables (if possible, 20 picnic tables were packed last year)

Barricades: As needed for Street Closures

Cones: As needed for Street Closures

This event will include the use of:

* Any item(s) selected below needs to be reserved and fee submitted/collected to the respective City Department before application process can proceed.

- ☐ Indoor Park Shelter (\$117.15 Park & Rec Fee)
- ☐ Outdoor Park Shelter (\$58.58 Park & Rec Fee)
- ☒ City Facility or Other City Building
- ☒ Picnic Table Rentals (\$25/each/day- Park & Rec Fee)
- ☒ Bleacher Rentals (\$35/each/day- Park & Rec Fee)
- ☐ Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- ☐ Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Closures:

- Coordinate all road closures with the Traffic Department to ensure public safety during event.

May 24th, 2024 | 4:00 PM | MMSB will cones, signage, and barricades provided by the traffic department to close down parking lots. Parking Lots include NorthWest City Parking Lot at Railroad & Main and the City Parking Lot North of Marilyn's Designers Den.

May 25th, 2024 | 9:00 AM | MMSB will use cones, signage, and barricades provided by the traffic department to close down the event footprint

- MMSB will monitor cones to ensure they stay in their assign place

- 9 PM: MMSB opens road once all items are off and clear. All Traffic Department property place back into assigned areas

- All trash will be picked up & disposed of in appropriate trash receptacles during the event and after in order to maintain a presentable and healthy environment.

- Signage "No Alcohol Beyond this Point" will be placed at all consumption permit boundaries.

- If needed, MMSB Staff & Volunteers will contact local Emergency Services.

- Event is wheelchair and handicap accessible.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchell.org/specialevents

Will Sound Amplification be used?*

- ☒ Yes
- ☐ No

What time will sound amplification be used?

11:00 AM — 07:00 PM

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- ☒ Yes
☐ No

When will sound checks be preformed?

10:00 AM

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below. Fireworks permits require that the applicant provide a copy of a certificate of liability insurance coverage with a \$1,000,000 per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am — hh:mm am

Type of Fireworks

- ☐ Class B Explosive (special fireworks)
☐ Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance Requirements

Insurance for your event is **REQUIRED** before final permit approval. Special Events: you will need \$1,000,000 commercial general liability insurance. Liquor liability insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental. A minimum of \$500,000 liquor liability is required. Fireworks Permits require \$1,000,000 of liability insurance per occurrence. All required insurance must name the "**City of Mitchell, its officers, employees, and agents**" as an **additional insured**. Insurance coverage must be maintained for the duration of this event.

I have the following coverage(s) and attached a copy of the Certificate(s) showing the City of Mitchell as an additional insured as REQUIRED above.*

- ☒ Special Event Permit: \$1,000,000 Commercial General Liability
- ☐ Special Event Liquor License: \$500,000 per occurrence
- ☐ Fireworks Permit: \$1,000,000 General Liability

Name of Insurance Company*

CORINSURANCE MITCHELL

Agent's Name

Merle Scheiber

Policy Number

RS100/200PA0223-2

Phone Number

605-996-6070

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Elizabeth M. Luczak

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Elizabeth M. Luczak

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Elizabeth M. Luczak

I am attaching the following items:

- ☐ Parade Route Map
- ☒ Street or Parking Lot Closure Map
- ☒ Event Map
- ☒ Certificate of Liability Insurance
- ☐ Certificate of Liquor Liability Insurance
- ☐ Additional Document(s)

Parade Route Map Attachment

No file chosen

Street or Parking Lot Closure Map Attachment

Memorial Weekend in Mitchell 2024 Map.pdf

Event Map Attachment

Memorial Weekend in Mitchell 2024 Map.pdf

Certificate of Liability Insurance Attachment

MMSB 2024 COL.pdf

Certificate of Liquor Liability Insurance Attachment

No file chosen

Additional Document

No file chosen

Additional Document

No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

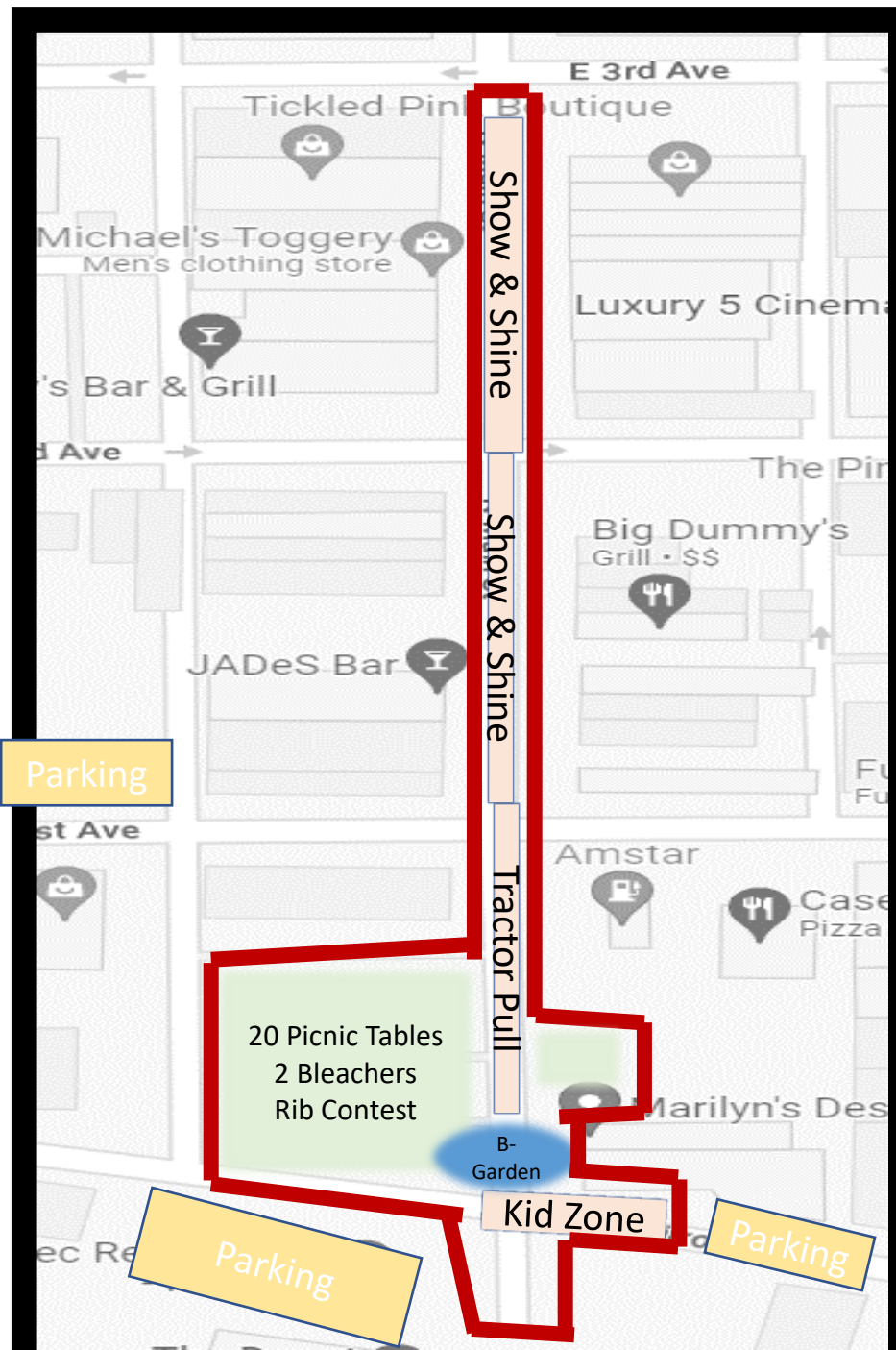
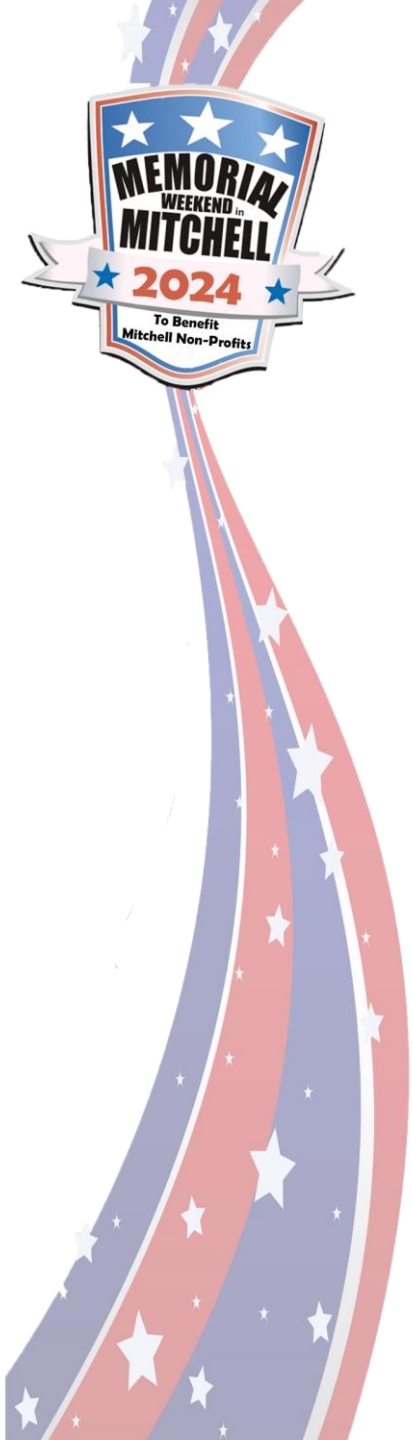
Date Approved: _____

Amount of Fees Paid: _____

2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s)

		4 x 1st Friday's on Main 1 x Pre-Sturgis Partnership	1 x Memorial Weekend in Mitchell	1 x Oktoberfest & OutKast Car Show	1 x Parade of Lights
City of Mitchell Special Event Fee(s)	(\$)				
Street/Parking Lot Closure	\$200	\$200	\$200	\$200	\$200
Parade Permit	\$50	\$0	\$0	\$0	\$50
Special Event Liquor License	\$500	\$500	\$500	\$500	\$0
Consumption Permit	\$500	\$500	\$500	\$500	\$0
Noise Permit	\$0	\$0	\$0	\$0	\$0
Bleacher Rentals	\$35	\$70	\$105	\$105	\$0
Picnic Table Rentals	\$25	\$150	\$750	\$500	\$0
		\$1,420	\$2,055	\$1,805	\$250
		x 4 Events	x 1 Event	x 1 Event	x 1 Event
Total Fee's for 2024 Events		\$5,680	\$2,055	\$1,805	\$250
Total Fee's from City of Mitchell Special Events for MMS&B		\$9,790			
Requested Fee to be Waived		\$9,290			

Mitchell Main Street & Beyond is requesting a **one time permit fee of \$500** for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.



Memorial Weekend in Mitchell 2024

Map Overlay & Street Closure

Street Closures:

- Main Street from 3rd Ave South to The Depot
- Railroad Street form ½ block West of Main to ½ block East of Main
- Both City parking lots @ Main & Railroad | North of Marilyn's Designs
- May 24th: Parking Lots Closures at 4 PM – Allow BBQ Teams to set up
- May 25th Road Closures from 8 am – 9 pm

Requests:

- 3 Bleachers
- 30 Picnic Tables (if possible, 20 picnic tables were packed full in 2023)
- Barricades: As needed for Street Closures
- Cones: As needed for Street Closures

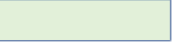
Legend

 : Consumption Boundaries

 : Public Parking

 : Beer Garden

 : Activities

 : Food & Music



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CORINSURANCE MITCHELL 715 NORTH MAIN MITCHELL, SD 57301		CONTACT NAME: Merle Scheiber PHONE (A/C, No, Ext): 605-996-6070 FAX (A/C, No): 605-996-0009 E-MAIL ADDRESS: mscheiber@corinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RedStone	
		INSURER B: RPS	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 20240314084159299**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	Y	N	RS100/200PA0223-2	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Directors & Officers Liab	N	N	NDO1588910B	01/20/2024	01/20/2025	Directors & Officers \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Planned 2024 Events: Wingapoolza ☾ March 23th, 1st Fridays on Main ☾ May, June, July, Aug, September, Memorial Weekend BBQ Championship ☾ May 25th, Oktoberfest ☾ September 21st, Woolworth™s Caramel Apples - October, Parade of Lights ☾ December 3rd

If required by written contract, the City of Mitchell is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Mitchell
612 N Main St
Mitchell SD 57301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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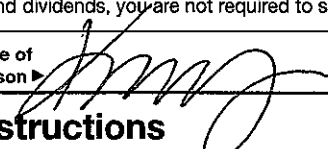
Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Mitchell Main Street & Beyond	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) ► Non Profit Organizaiton 501c6	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.) See instructions. 601 N Main Street	
	6 City, state, and ZIP code Mitchell SD 57301	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)	
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	
Social security number [][] - [][] - [][][][] or Employer identification number 2 6 - 1 2 2 4 4 7 0	

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	
Sign Here	Signature of U.S. person ►  Date ► 9/14/2023

General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9 . Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following. • Form 1099-DIV (dividends, including those from stocks or mutual funds) • Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) • Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) • Form 1099-S (proceeds from real estate transactions) • Form 1099-K (merchant card and third party network transactions) • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) • Form 1099-C (canceled debt) • Form 1099-A (acquisition or abandonment of secured property) Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.	
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CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A - Traffic		
Agenda Item:	Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Oktoberfest & OutKasts Car Show on Saturday, September 21, 2024		
Explanation/Background of Agenda Item Requested:	Mitchell Main Street & Beyond is requesting a Special Event Permit for Oktoberfest & OutKasts Car Show on Saturday, September 21st, 2024. Event hours are from 11:00 AM until 4:00 PM. MMS&B and 301 RODZ are coming together to throw a great community event with 301 RODZ celebrating 20 years of the OutKasts Car Show! The event includes: traditional German foods, activities, drinks, and music. Along with Weiner dog races, stein holding, pumpkin throwing, musical chairs, and best dress. 301 RODZ will be stationed at 3rd & Main St. for vehicle check-in, parking, and providing light music. Oktoberfest & OutKasts Car Show is open to the public, vendor and/or participant fees required, includes the sale or use of alcoholic beverages, items and/or services will be sold, and is held on Mitchell Main Street. Please refer to the attached Special Event Permit Application for more details about the event. The Special Event Permit Application requests the following: • Street Closure(s)-(\$200 Fee) • Parking Lot Closure(s)-(\$200 Fee - waived if also requesting street closure) • Noise Permit • Special Event Liquor License-(\$500 Fee) • Consumption Permit-(\$500 Fee) *Mitchell Main Street & Beyond is requesting a one-time permit(s) fee of \$500 for their 2024 Special Event Permit Applications (1st Fridays on Main, Memorial Weekend in Mitchell, Oktoberfest/OutKast Car Show, & Parade of Lights). By issuing this one-time permit fee, MMS&B can bring a wider range of free, family fun, activities, bands, and more to the Mitchell community. *Please refer to the 2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s) Worksheet, which is included with the application. The following street closures are requested on Saturday, September 21st, from 7:00 AM until 8:00 PM: • Main St. from 7th Ave. to The Depot.		

- East and west streets from Main St and 6th Ave. to Railroad, closing up to each alley on east and west streets.

***Street closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).**

The following parking lot closures are requested on Saturday, September 21st, from 7:00 AM until 8:00 PM:

- The city parking lot west of Main St., adjacent to Railroad Street.
- The city parking lot east of Main St. south of Casey's General Store and north of Marilyn's Designs.

Please reference the attached layout map.

Additional equipment needed, along with fees:

- 3 bleachers (\$35/*bleacher*)
- 20 picnic tables (\$25/*picnic table*)
- Cones: As needed for street closure(s)
- Barricades: As needed for street closure(s)

***Mitchell Main Street & Beyond is requesting that the City Council waive fees as shown in the Special Event Fee(s) Breakdown Worksheet, which is included with the application.**

Signage stating "No alcohol beyond this point." will be placed at all consumption permit boundaries.

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print**Special Event Permit Application - Submission #3397****Date Submitted: 3/14/2024**

Special Event Permit Application

Events that are open to the general public and take place within the public right-of-way; require closure of streets or parking lots, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process. Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event. To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Event Name:*

Oktoberfest & OutKast Club Car Show

Event Date:*

9/21/2024

Event Hours:*

11:00 AM

—

04:00 PM

Requests included in this application:*

- ☒ Street Closure(s) (\$200 Fee)
- ☒ Parking Lot Closure(s) (\$200 Fee - waived if also requesting street closure)
- ☐ Parade Permit - with escort & closures (\$250 Fee)
- ☐ Parade Permit (\$50 Fee)
- ☒ Noise Permit
- ☐ Fireworks Permit (\$50 Fee)
- ☒ Special Event Liquor License (\$500 Fee)
- ☒ Consumption Permit (\$500 Fee)

*Special Event Permit fee(s) need(s) to be RECEIVED by the City of Mitchell by the day of event to ensure final approval of Special Event Permit.

Time Requested for Street Closure(s)

9/21/2024

07:00 AM

—

9/21/2024

08:00 PM

Time Requested for Parking Lot Closure(s)

9/21/2024

07:00 AM

—

9/21/2024

08:00 PM

Event Information:

Overall Event Description:*

Mitchell Main Street & Beyond & 301 RODZ are coming together to throw a great community event! MMS&B hosting the Oktoberfest activates and 301 RODZ celebrating 20 Years of OutKast Car Show! We are going to fill Mitchell's Main Street with amazing activities for all ages to enjoy. All business, restaurants, and bars will be invited to participate in event!

Oktoberfest will be at the south end of Main Street. The event will feature traditional German foods, activities, drinks, and music. Collaboration with different community members is underway to coordinate the activities, food, and entertainment for this exciting event. Wiener Dog Races too! German Games Include: Stein Holding, Pumpkin Throwing, Musical Chairs, Best Dress, & more to come in 2024!

301 RODZ will be stationed at 3rd & Main for vehicle check-in, parking, and light music. The event will kick off with an OutKast Parade! The Parade Permit will be submitted by 301 RODZ at a later date.

The Corn Palace Plaza is invited host a live band on the North End of the Event, transforming all of Main Street into a vibrant hub of music, cars, wiener dog races, food, and entertainment for everyone to enjoy!

Mitchell Main Street & Beyond is requesting a one time permit fee of \$500 for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.

Please check all that apply:*

- ☐ This is a first time event.
- ☒ This event is open to the public.
- ☐ Admission will be charged.
- ☒ Vendor and / or participant fees are required.
- ☒ The event includes the sale or use of alcoholic beverages.
- ☒ Items and / or services will be sold at the event.
- ☐ The event will be held in a City Park or Facility.

Total anticipated attendance:*

2,000+

Name of Group Sponsoring the Event:*

Mitchell Main Street & Beyond

Is your organization a "Tax Exempt", non profit organization?*

- ☒ yes (please attach 501C Exemption Letter)
- ☐ no

501C Exemption Letter Attachment

501C Proof.pdf

Event Application Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number: *

507-995-4637

Day of Event Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number:*

507-995-4637

Facility Use, Route Map, and Impacted Areas

Please provide a detailed description of what facilities and equipment will be used/needed (including bleachers, picnic tables, water, electricity, etc.), and what closures are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

Event Street Closures:

Main Street from 7th Ave going South to The Depot

Side Streets from 6th Ave to Railroad from to the East & West Allies

Both City parking lots @ Main & Railroad | North of Marilyn's Designs

September 21st: 7 AM Street Closure in preparation for OutKast Car Parade and Oktoberfest activities

*OutKast will submit Parade Permit Request at later date

Requests:

3 Bleachers (South End by The Depot)

20 Picnic Tables (South End by The Depot)

Barricades: As needed for Street Closures

Cones: As needed for Street Closures

Bar & Restaurants: Will be invited to participate in event. MMSB Members have been notified of dates. Non-members will be notified pending City Council approval.

This event will include the use of:

* Any item(s) selected below needs to be reserved and fee submitted/collected to the respective City Department before application process can proceed.

- ☐ Indoor Park Shelter (\$117.15 Park & Rec Fee)
- ☐ Outdoor Park Shelter (\$58.58 Park & Rec Fee)
- ☒ City Facility or Other City Building
- ☒ Picnic Table Rentals (\$25/each/day- Park & Rec Fee)
- ☒ Bleacher Rentals (\$35/each/day- Park & Rec Fee)
- ☐ Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- ☐ Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Closures:

- Coordinate all road closures with the Traffic Department to ensure public safety during event.
Sept 21st, 2024 | 7:00 AM | MMSB will cones, signage, and barricades provided by the traffic department to close down parking lots & Street from 7th to the Depot. Parking Lots include NorthWest City Parking Lot at Railroad & Main.
- All trash will be picked up & disposed of in appropriate trash receptacles during the event and after in order to maintain a presentable and healthy environment.
- Signage "No Alcohol Beyond this Point" will be placed at all consumption permit boundaries.
- MMSB Staff, Volunteers, and 301 RODZ will be in the area and coordinate with each other to ensure public safety. If needed, MMSB Staff & Volunteers will contact local Emergency Services.
- Event is wheelchair and handicap accessible.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchell.org/specialevents

Will Sound Amplification be used?*

- ☒ Yes
- ☐ No

What time will sound amplification be used?

11:00 AM — 04:00 PM

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- ☒ Yes
☐ No

When will sound checks be preformed?

10:00 AM

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below. Fireworks permits require that the applicant provide a copy of a certificate of liability insurance coverage with a \$1,000,000 per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name

Address

City

State

Zip Code

Phone Number

Email Address

Date of Display

mm/dd/yyyy

Time of Display

hh:mm am — hh:mm am

Type of Fireworks

- ☐ Class B Explosive (special fireworks)
☐ Class C Common Fireworks

Exact Location of Display:

What are the width perimeter requirements?

Insurance Requirements

Insurance for your event is **REQUIRED** before final permit approval. Special Events: you will need \$1,000,000 commercial general liability insurance. Liquor liability insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental. A minimum of \$500,000 liquor liability is required. Fireworks Permits require \$1,000,000 of liability insurance per occurrence. All required insurance must name the "City of Mitchell, its officers, employees, and agents" as an **additional insured**. Insurance coverage must be maintained for the duration of this event.

I have the following coverage(s) and attached a copy of the Certificate(s) showing the City of Mitchell as an additional insured as REQUIRED above.*

- ☒ Special Event Permit: \$1,000,000 Commercial General Liability
- ☐ Special Event Liquor License: \$500,000 per occurrence
- ☐ Fireworks Permit: \$1,000,000 General Liability

Name of Insurance Company*

CORINSURANCE MITCHELL

Agent's Name

Merle Scheiber

Policy Number

RS100/200PA0223-2

Phone Number

605-996-6070

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Elizabeth M. Luczak

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Elizabeth M. Luczak

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Elizabeth M. Luczak

I am attaching the following items:

- ☐ Parade Route Map
- ☒ Street or Parking Lot Closure Map
- ☒ Event Map
- ☒ Certificate of Liability Insurance
- ☐ Certificate of Liquor Liability Insurance
- ☐ Additional Document(s)

Parade Route Map Attachment

Choose File No file chosen

Street or Parking Lot Closure Map Attachment

Oktoberfest.OutKast Car Show 2024 Map.pdf

Event Map Attachment

Oktoberfest.OutKast Car Show 2024 Map.pdf

Certificate of Liability Insurance Attachment

MMSB 2024 COI.pdf

Certificate of Liquor Liability Insurance Attachment

Choose File No file chosen

Additional Document

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor

(Seal)

Date Approved: _____

Amount of Fees Paid: _____

2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s)

		4 x 1st Friday's on Main 1 x Pre-Sturgis Partnership	1 x Memorial Weekend in Mitchell	1 x Oktoberfest & OutKast Car Show	1 x Parade of Lights
City of Mitchell Special Event Fee(s)	(\$)				
Street/Parking Lot Closure	\$200	\$200	\$200	\$200	\$200
Parade Permit	\$50	\$0	\$0	\$0	\$50
Special Event Liquor License	\$500	\$500	\$500	\$500	\$0
Consumption Permit	\$500	\$500	\$500	\$500	\$0
Noise Permit	\$0	\$0	\$0	\$0	\$0
Bleacher Rentals	\$35	\$70	\$105	\$105	\$0
Picnic Table Rentals	\$25	\$150	\$750	\$500	\$0
		\$1,420	\$2,055	\$1,805	\$250
		x 4 Events	x 1 Event	x 1 Event	x 1 Event
Total Fee's for 2024 Events		\$5,680	\$2,055	\$1,805	\$250
Total Fee's from City of Mitchell Special Events for MMS&B		\$9,790			
Requested Fee to be Waived		\$9,290			

Mitchell Main Street & Beyond is requesting a **one time permit fee of \$500** for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.

Oktoberfest / OutKast Car Show

Map Overlay & Street Closure

Street Closures:

- Main Street from 7th Ave going South to The Depot
- Side Streets from 6th Ave to Railroad from to the East & West Allies
- Both City parking lots @ Main & Railroad | North of Marilyn's Designs
- September 21st: 7 AM Street Closure in preparation for OutKast Car Parade and Oktoberfest activities

Requests:

- 3 Bleachers
- 20 Picnic Tables
- Barricades: As needed for Street Closures
- Cones: As needed for Street Closures

Bar & Restaurants: Will be invited to participate in event. MMSB Members have been notified of dates. Non-members will be notified pending City Council approval.

Legend

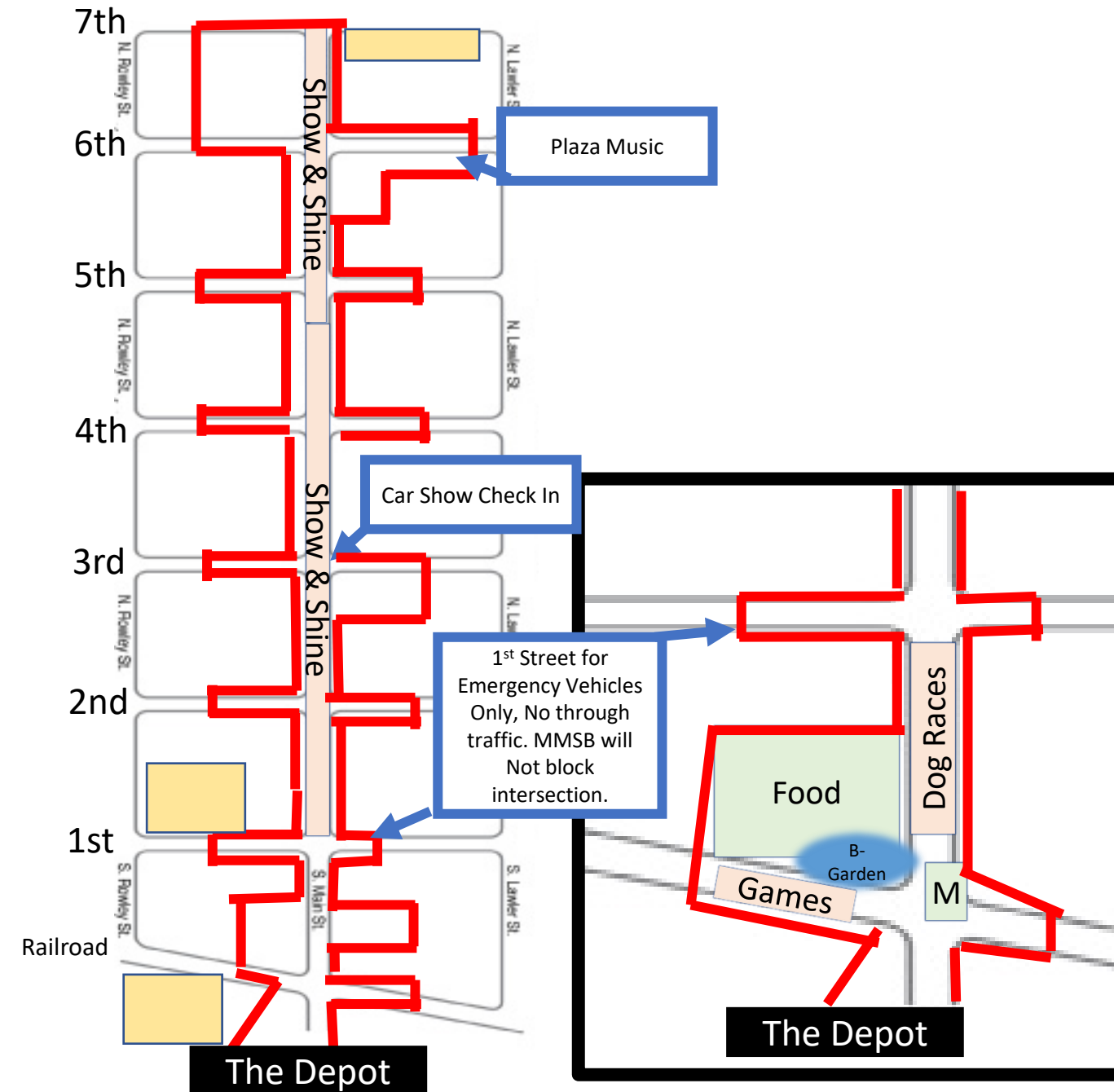
— : Consumption Boundaries

: Public Parking

: Beer Garden

: Activities

: Food & Music





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CORINSURANCE MITCHELL 715 NORTH MAIN MITCHELL, SD 57301		CONTACT NAME: Merle Scheiber PHONE (A/C, No, Ext): 605-996-6070 FAX (A/C, No): 605-996-0009 E-MAIL ADDRESS: mscheiber@corinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RedStone	
		INSURER B: RPS	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 20240314084159299**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	Y	N	RS100/200PA0223-2	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Directors & Officers Liab	N	N	NDO1588910B	01/20/2024	01/20/2025	Directors & Officers \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Planned 2024 Events: Wingapoolza ☾ March 23th, 1st Fridays on Main ☾ May, June, July, Aug, September, Memorial Weekend BBQ Championship ☾ May 25th, Oktoberfest ☾ September 21st, Woolworth™s Caramel Apples - October, Parade of Lights ☾ December 3rd

If required by written contract, the City of Mitchell is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Mitchell
612 N Main St
Mitchell SD 57301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

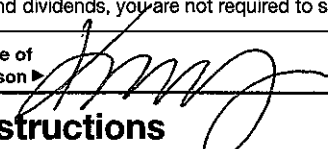
Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Mitchell Main Street & Beyond	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) ► Non Profit Organizaiton 501c6	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.) See instructions. 601 N Main Street	
	6 City, state, and ZIP code Mitchell SD 57301	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)	
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	
Social security number [][] - [][] - [][][][] or Employer identification number 2 6 - 1 2 2 4 4 7 0	

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	
Sign Here	Signature of U.S. person ►  Date ► 9/14/2023

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A - Traffic		
Agenda Item:	Action to Approve Special Event Permit Application Mitchell Main Street & Beyond Parade of Lights on Tuesday, December 3, 2024		
Explanation/Background of Agenda Item Requested:	Mitchell Main Street & Beyond is requesting a Special Event Permit for the Parade of Lights on Tuesday, December 3rd, 2024. Event hours are from 7:00 PM until 8:00 PM. The annual Parade of Lights is open to the public and usually attracts between 2,000 and 4,000 spectators, along with 40 to 60 plus parade floats on display. Please refer to the attached Special Event Permit Application for more details about the event. The Special Event Permit Application requests the following: • Street Closure(s)-(\$200 Fee) • Parking Lot Closure(s)-(\$200 Fee - waived if also requesting street closure) • Parade Permit-(\$50 Fee) • Noise Permit *Mitchell Main Street & Beyond is requesting a one-time permit(s) fee of \$500 for their 2024 Special Event Permit Applications (1st Fridays on Main, Memorial Weekend in Mitchell, Oktoberfest/OutKast Car Show, & Parade of Lights). By issuing this one-time permit fee, MMS&B can bring a wider range of free, family fun, activities, bands, and more to the Mitchell community. *Please refer to the 2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s) Worksheet, which is included with the application. The following street closures are requested on Tuesday, December 3rd, from 3:00 PM until 8:30 PM: • Main St. from Railroad Ave. to 9th Ave. • East and west streets from 1st to 9th Ave. • Staging Area: From alley west of Main St. on Railroad Ave. to S. Langdon St. (This allows access to The Depot and keeps the doors on the south side of the Public Safety Building accessible in case of an emergency and the equipment inside needs to be used.) • Parade Exit: 9th Ave. from Rowley to Lawler St. *Street closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s).		

The following parking lot closure is requested on Tuesday, December 3rd, from 3:00 PM until 8:30 PM:

- The city parking lot to the northwest of Main St and Railroad Ave. intersection.

Please reference the attached layout map.

Additional request:

- We would like to request that the streetlights on Main Street be turned off at 7:00 PM, but leave the Christmas decor lit. Streetlights will be turned back on following the parade.

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

Print**Special Event Permit Application - Submission #3394****Date Submitted: 3/14/2024**

Special Event Permit Application

Events that are open to the general public and take place within the public right-of-way; require closure of streets or parking lots, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process. Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event. To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Event Name:*

Parade of Lights

Event Date:*

12/3/2024

Event Hours:*

07:00 PM

—

08:00 PM

Requests included in this application:*

- ☒ Street Closure(s) (\$200 Fee)
- ☒ Parking Lot Closure(s) (\$200 Fee - waived if also requesting street closure)
- ☐ Parade Permit - with escort & closures (\$250 Fee)
- ☒ Parade Permit (\$50 Fee)
- ☒ Noise Permit
- ☐ Fireworks Permit (\$50 Fee)
- ☐ Special Event Liquor License (\$500 Fee)
- ☐ Consumption Permit (\$500 Fee)

*Special Event Permit fee(s) need(s) to be RECEIVED by the City of Mitchell by the day of event to ensure final approval of Special Event Permit.

Time Requested for Street Closure(s)

12/3/2024

03:00 PM

—

12/3/2024

08:30 PM

Time Requested for Parking Lot Closure(s)

12/3/2024

03:00 PM

—

12/3/2024

08:30 PM

Event Information:

Overall Event Description:*

The Annual Parade of Lights will take place on Main Street on December 3rd at 7:00 PM. This public event usually attracts between 2,000 and 4,000 spectators. Expect to see 40-60+ parade floats representing different businesses, organizations, and community members from Mitchell and neighboring areas!

Please check all that apply:*

- ☐ This is a first time event.
- ☒ This event is open to the public.
- ☐ Admission will be charged.
- ☐ Vendor and / or participant fees are required.
- ☐ The event includes the sale or use of alcoholic beverages.
- ☐ Items and / or services will be sold at the event.
- ☐ The event will be held in a City Park or Facility.

Total anticipated attendance:*

2,000+

Name of Group Sponsoring the Event:*

Mitchell Main Street & Beyond

Is your organization a "Tax Exempt", non profit organization?*

- ☒ yes (please attach 501C Exemption Letter)
- ☐ no

501C Exemption Letter Attachment

501C Proof.pdf

Event Application Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number: *

507-995-4637

Day of Event Contact Person:*

Elizabeth Luczak

Contact Person's Email:*

MMSEvents@MitchellSD.com

Phone Number:*

507-995-4637

Facility Use, Route Map, and Impacted Areas

Please provide a detailed description of what facilities and equipment will be used/needed (including bleachers, picnic tables, water, electricity, etc.), and what closures are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers/dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

1. The street closure will include 1st Ave to 9th Ave on Main Street, traveling North.
2. Main Street will be shut down at 3:00pm, with no parking on Main Street. The east-west streets will remain open until 6:30pm and immediately opened back up following the parade.
3. City Lot at Railroad Street and Mainstreet closure at 4:00 PM.
4. Closure at 4:00 PM - From alley West of Main Street on Railroad Avenue to S. Langdon Street. *This allows access to The Depot and keeps the doors on the south side of the Public Safety Building accessible in case of an emergency and the equipment inside needs to be used. MMS&B Staff & Volunteers will redirect floats from parking in this area - including later arrivals.
5. Parade floats will turn east or west onto 9th Ave at the end of the parade route. We would like for half of the 9th Ave block to remain closed and free of vehicles, both to the east and west, to ensure larger vehicles plenty of space to make the turn onto 9th Ave at the end of the route.
6. Additionally, we would like to request that the street lights on Main Street be turned off at 7:00 pm, but leave the Christmas Decor stay lit up and turned back on following the parade.

Thank you!

This event will include the use of:

* Any item(s) selected below needs to be reserved and fee submitted/collected to the respective City Department before application process can proceed.

- ☐ Indoor Park Shelter (\$117.15 Park & Rec Fee)
- ☐ Outdoor Park Shelter (\$58.58 Park & Rec Fee)
- ☒ City Facility or Other City Building
- ☐ Picnic Table Rentals (\$25/each/day- Park & Rec Fee)
- ☐ Bleacher Rentals (\$35/each/day- Park & Rec Fee)
- ☐ Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- ☐ Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

Closures:

- Coordinate all road closures with the Traffic Department to ensure public safety during event.
- 3 PM: MMSB/Traffic Department/Police Department will use cones, signage, and barricades provided by the street department to close down the event footprint. Police Department & MMSB work together to get vehicles off Main Street.
- MMSB/Traffic Department/Police Department will monitor cones to ensure they stay in their assign place
- 8:15 PM: MMSB/Traffic Department/Police Department opens road once all items are off and clear. All Street Department property place back into assigned areas. *Parade registration forms will reflect parade exit instructions*
- All trash will be picked up & disposed of in appropriate trash receptacles during the event and after in order to maintain a presentable and healthy environment.
- If needed, MMSB Staff & Volunteers will contact local Emergency Services.
- Event is wheelchair and handicap accessible.
- Noise Permit for vehicle Sirens/Horns and music playing from parade floats

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchell.org/specialevents

Will Sound Amplification be used?*

- ☒ Yes
☐ No

What time will sound amplification be used?

—

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- ☐ Yes
☒ No

When will sound checks be preformed?

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below. Fireworks permits require that the applicant provide a copy of a certificate of liability insurance coverage with a \$1,000,000 per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:

Name**Address****City****State****Zip Code****Phone Number****Email Address****Date of Display****Time of Display** — **Type of Fireworks**

- ☐ Class B Explosive (special fireworks)
☐ Class C Common Fireworks

Exact Location of Display:**What are the width perimeter requirements?**

Insurance Requirements

Insurance for your event is **REQUIRED** before final permit approval. Special Events: you will need \$1,000,000 commercial general liability insurance. Liquor liability insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental. A minimum of \$500,000 liquor liability is required. Fireworks Permits require \$1,000,000 of liability insurance per occurrence. All required insurance must name the "City of Mitchell, its officers, employees, and agents" as an additional insured. Insurance coverage must be maintained for the duration of this event.

I have the following coverage(s) and attached a copy of the Certificate(s) showing the City of Mitchell as an additional insured as REQUIRED above.*

- ☒ Special Event Permit: \$1,000,000 Commercial General Liability
- ☐ Special Event Liquor License: \$500,000 per occurrence
- ☐ Fireworks Permit: \$1,000,000 General Liability

Name of Insurance Company*

CORINSURANCE MITCHELL

Agent's Name

Merle Scheiber

Policy Number

RS100/200PA0223-2

Phone Number

605-996-6070

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Elizabeth M. Luczak

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Elizabeth M. Luczak

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Elizabeth M. Luczak

I am attaching the following items:

- ☒ Parade Route Map
- ☒ Street or Parking Lot Closure Map
- ☐ Event Map
- ☒ Certificate of Liability Insurance
- ☐ Certificate of Liquor Liability Insurance
- ☐ Additional Document(s)

Parade Route Map Attachment

2024 Road Closure . Route Map.pdf

Street or Parking Lot Closure Map Attachment

2024 Road Closure . Route Map.pdf

Event Map Attachment

Choose File No file chosen

Certificate of Liability Insurance Attachment

MMSB 2024 COL.pdf

Certificate of Liquor Liability Insurance Attachment

Choose File No file chosen

Additional Document

Choose File No file chosen

Additional Document

Choose File No file chosen

Action of City Council _____

Finance Officer

Mayor
(Seal)

Date Approved: _____

Amount of Fees Paid: _____

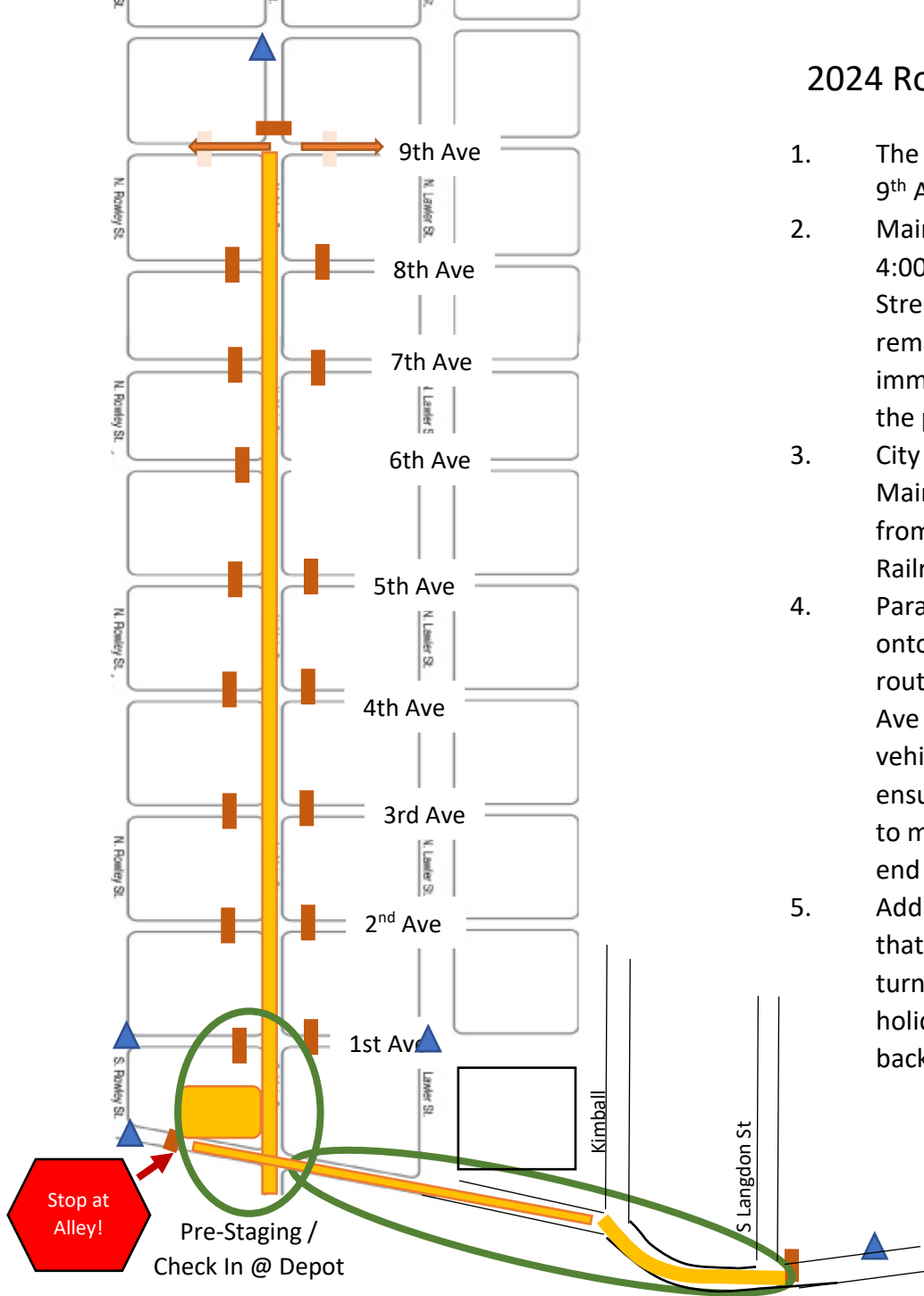
2024 MMSB Event(s) Breakdown for City of Mitchell Special Event Fee(s)

		4 x 1st Friday's on Main 1 x Pre-Sturgis Partnership	1 x Memorial Weekend in Mitchell	1 x Oktoberfest & OutKast Car Show	1 x Parade of Lights
City of Mitchell Special Event Fee(s)	(\$)				
Street/Parking Lot Closure	\$200	\$200	\$200	\$200	\$200
Parade Permit	\$50	\$0	\$0	\$0	\$50
Special Event Liquor License	\$500	\$500	\$500	\$500	\$0
Consumption Permit	\$500	\$500	\$500	\$500	\$0
Noise Permit	\$0	\$0	\$0	\$0	\$0
Bleacher Rentals	\$35	\$70	\$105	\$105	\$0
Picnic Table Rentals	\$25	\$150	\$750	\$500	\$0
		\$1,420	\$2,055	\$1,805	\$250
		x 4 Events	x 1 Event	x 1 Event	x 1 Event
Total Fee's for 2024 Events		\$5,680	\$2,055	\$1,805	\$250
Total Fee's from City of Mitchell Special Events for MMS&B		\$9,790			
Requested Fee to be Waived		\$9,290			

Mitchell Main Street & Beyond is requesting a **one time permit fee of \$500** for the following 2024 Special Event Permits 2024: 1st Friday's on Main, Memorial Weekend on Main, Oktoberfest/OutKast Car Show, and Parade of Lights. By issuing this one-time permit fee, MMS&B can bring a wider range of free family fun, activities, bands and more to the Mitchell Community.

2024

Parade of Lights



2024 Road Closure & Map Route

1. The street closure will include 1st Ave to 9th Ave on Main Street, traveling North.
2. Main Street will be shut down at 4:00pm, with no parking on Main Street. The east-west streets will remain open until 6:30pm and immediately opened back up following the parade.
3. City Lot at Railroad Street and Mainstreet closure at 4:00 PM. Also - from alley West of Main Street on Railroad Avenue to S. Langdon Street.
4. Parade floats will turn east or west onto 9th Ave at the end of the parade route. We would like for half of the 9th Ave block to remain closed and free of vehicles, both to the east and west, to ensure larger vehicles plenty of space to make the turn onto 9th Ave at the end of the route.
5. Additionally, we would like to request that the street lights on Main Street be turned off at 7:00 pm, but leave the holiday décor lighting lit up and turned back on following the parade.

Legend:

- Street Cones
- Parking Lot / Street Closed
- Road Closed Ahead Signs
- Pre-Staging Area





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CORINSURANCE MITCHELL 715 NORTH MAIN MITCHELL, SD 57301		CONTACT NAME: Merle Scheiber PHONE (A/C, No, Ext): 605-996-6070 FAX (A/C, No): 605-996-0009 E-MAIL ADDRESS: mscheiber@corinsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: RedStone	
		INSURER B: RPS	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 20240314084159299**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY	Y	N	RS100/200PA0223-2	02/03/2024	02/03/2025	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Directors & Officers Liab	N	N	NDO1588910B	01/20/2024	01/20/2025	Directors & Officers \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Planned 2024 Events: Wingapoolza ☾ March 23th, 1st Fridays on Main ☾ May, June, July, Aug, September, Memorial Weekend BBQ Championship ☾ May 25th, Oktoberfest ☾ September 21st, Woolworth™s Caramel Apples - October, Parade of Lights ☾ December 3rd

If required by written contract, the City of Mitchell is included as Additional Insured for ongoing operations under General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Mitchell
612 N Main St
Mitchell SD 57301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Mitchell Main Street & Beyond

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ►

Non Profit Organizaiton 501c6

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

601 N Main Street

6 City, state, and ZIP code

Mitchell SD 57301

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

2 6 - 1 2 2 4 4 7 0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ►

9/14/2023

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A - Traffic		
Agenda Item:	Action to Approve Special Event Permit Application For Heart & Sole Cancer Walk on Friday, June 14, 2024		
Explanation/Background of Agenda Item Requested:	The Mitchell Heart & Sole Cancer Walk is requesting a Special Event Permit for their 27th annual event on Friday, June 14th, 2024. Event hours are from 6:00 PM to approx. 10:30 PM. The event includes: musical entertainment during the walk, lights, food, raffle area, and a kids' play area in Hitchcock Park. The Heart & Sole Cancer Walk is open to the public, items and/or services will be sold, and is held in Hitchcock Park. Please refer to the attached Special Event Permit Application for more details about the event. The Special Event Permit Application requests the following: • Street Closure(s)-(\$200 Fee) • Parking Lot Closure(s)-(\$200 Fee-waived if also requesting street closure) • Noise Permit * The Mitchell Heart & Sole Cancer Walk is requesting that the City Council waive all permit and Park & Rec fees associated with the Special Event Permit. At this time, we do not have anyone lined up to do fireworks at the end of the event. If we get something worked out, we will apply for a Fireworks Permit. Also, our event insurance (Certificate of Liability Insurance) is not issued until 45 days before the event, so we don't have a policy number yet. Brea with Martin Trudeau will get the policy information to the City of Mitchell as soon as it is available. The following street and parking lot closures are requested on Friday, June 14th, from 9:00 AM until 11:00 PM: • The entrances to Hitchcock Park and throughout Hitchcock Park: ○ Northwest entrance at the corner of East Hanson / South Gamble ○ Southwest entrance at East Birch Ave. ○ East entrance at Foster St. *Street closures, which require an overnight closure, will begin at 3 AM with proper signage placed in the requested street(s). Please reference the attached layout map for further information.		

Additional equipment requested, along with fees:

- Kitchen Shelter (\$117.15)
- Band Shelter (\$58.58)
- 4 bleachers (\$35/*bleacher*)
- 10 picnic tables (\$25/*picnic table*)
- 3 portable power towers

*** The Mitchell Heart & Sole Cancer Walk is requesting that the City Council waive all permit and Park & Rec fees associated with the Special Event Permit.**

*** Final approval of the Special Event Permit will be contingent upon receiving the Certificate of Liability Insurance Form prior to the event.**

Staff recommends City Council approval of the Special Event Permit as stated in the Special Event Permit Application.

[Print](#)**Special Event Permit Application - Submission #3430****Date Submitted: 3/24/2024**

Special Event Permit Application

Events that are open to the general public and take place within the public right-of-way; require closure of streets or parking lots, sound amplification, fireworks, or are located within a park, are coordinated through the Special Event Permit Application process. Typically, these events require permits, licenses, and approvals from several City departments, depending on the size and nature of the special event. To apply for a Special Event Permit, please complete this application. Your application, including required attachments, needs to be submitted no later than forty-five (45) days before your event. Facility Use Agreements should also be completed at this time (if applicable).

Event Name:*

Heart & Sole Cancer Walk

Event Date:*

6/14/2024

Event Hours:*

6:00 PM — 10:30 PM

Permit(s) & License(s) requests included in this application:*

- ☒ Street Closure(s) (\$200 Fee)
- ☒ Parking Lot Closure(s) (\$200 Fee - waived if also requesting street closure)
- ☐ Parade Permit - with escort & closures (\$250 Fee)
- ☐ Parade Permit (\$50 Fee)
- ☒ Noise Permit
- ☐ Fireworks Permit (\$50 Fee)
- ☐ Special Event Liquor License (\$500 Fee)
- ☐ Consumption Permit (\$500 Fee)

*Special Event Permit fee(s) need(s) to be RECEIVED by the City of Mitchell by the day of event to ensure final approval of Special Event Permit.

Time Requested for Street Closure(s)

6/14/2024	09:00 AM	—	6/14/2024	//:00 PM
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Time Requested for Parking Lot Closure(s)

6/14/2024	09:00 AM	—	6/14/2024	//:00 PM
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Event Information:

Overall Event Description:*

The Heart & Sole Cancer Walk would like to return to the Hitchcock Park for our annual event again this year. This is an annual fundraising event to provide financial assistance to people in our community that are in treatment for cancer. This is the 27th year of this event. The event is Friday June 14, 2024 from 6:00 pm - approx. 10:30 pm. We have musical entertainment during the walk, lights, food, raffle area and a kids play area in the park. We would like Gamble Street from Hanson to Ash closed to allow the Firetruck a place to set up the flag during the national anthem and the entrance to the park closed off on Foster Street over to the south tennis courts so no public traffic drives thru our event as we have lights, luminaries and decorations lining our walking path.

We would like to use the kitchen shelter and the band shelter again this year as well.

*The Mitchell Heart & Sole Cancer Walk is requesting that the City Council waive all permit and Park & Rec fees associated with the Special Event Permit.

Please check all that apply:*

- ☐ This is a first time event.
- ☒ This event is open to the public.
- ☐ Admission will be charged.
- ☐ Vendor and / or participant fees are required.
- ☐ The event includes the sale or use of alcoholic beverages.
- ☒ Items and / or services will be sold at the event.
- ☒ The event will be held in a City Park or Facility.

Total anticipated attendance:*

500-600

Name of Group Sponsoring the Event:*

Mitchell Heart & Sole Cancer Walk

Is your organization a "Tax Exempt", non profit organization?*

- ☒ yes (please attach 501C Exemption Letter)
- ☐ no

501C Exemption Letter Attachment

Tax Exempt Certificate.pdf

Event Application Contact Person:*

Darcy Sabers

Contact Person's Email:*

info@midheartandsole.com

Phone Number: *

605-645-2854

Day of Event Contact Person:*

Darcy Sabers

Contact Person's Email:*

info@midheartandsole.com

Phone Number:*

605-645-2854

Facility Use, Route Map, and Impacted Areas

Please provide a detailed description of what facilities and equipment will be used/needed (including bleachers, picnic tables, water, electricity, etc.), and what closures are needed. Attach a copy of the Event Map with your application. The Event Map should show overall layout and setup locations of the following items: alcoholic concessions, beer gardens, food concessions, food prep areas, first aid facilities, trash containers, dumpsters, fencing/barriers/or barricades, sources of electricity/generators, canopies or tent locations; stages, platforms, seating, or related structures.*

We would be using the same areas of the park as previous years; including the stage area at Hitchcock, kitchen facilities, bathroom facilities, north tennis parking lot. We would need to block off the road coming into the park at two spots, the entrance at Gamble street and the entrance off Foster Street where walkers and decorations will be. Workers will be there setting up starting at 10 am. Previous years we have been allowed to use bleachers (3-4 sets), picnic tables (10) and portable power towers (3 if available).

*The Mitchell Heart & Sole Cancer Walk is requesting that the City Council waive all permit and Park & Rec fees associated with the Special Event Permit.

We have dumpsters delivered for use by Miedema Sanitation, all food is served from the kitchen area. First aid facilities are also kept in the kitchen area as it is air conditioned.

At this time we do not have anyone lined up to do fireworks at the end of the event as we have in the past, the previous lady has retired. We are still looking, if we get something worked out we will apply for a fireworks permit.

Our event insurance is not issued until 45 days before the event so we don't have a policy number yet. Brea with Martin Trudeau will get the policy information to the city as soon as it is available.

This event will include the use of:

* Any item(s) selected below needs to be reserved with fee submitted & collected to the respective City Department before application process can proceed.

- ☒ Indoor Park Shelter (\$117.15 Park & Rec Fee)
- ☐ Outdoor Park Shelter (\$58.58 Park & Rec Fee)
- ☐ City Facility or Other City Building
- ☒ Picnic Table Rentals (\$25/each/day- Park & Rec Fee)
- ☒ Bleacher Rentals (\$35/each/day- Park & Rec Fee)
- ☐ Electricity - Main Street Only (Confirm Fee with the Corn Palace)
- ☐ Water - Main Street Only (Confirm Fee with Corn Palace)

Safety, Security, and Accessibility

Please provide a detailed description of the safety, security, and parking plans for the event. Please describe your procedures for crowd control, internal security, and accessibility plans for individuals with disabilities, as well as what arrangements have been made for First Aid, and parking/shuttle plans to the special event.*

On street parking is available for attendees, there is no need for security or crowd control. It is open to the public and people can come and go at their leisure. We have golf cart aids available for those that need help getting from their cars into the park. First aid facilities are available at the kitchen and we have several nurses on our committee to help if needed.

Noise Permits

Special events that cannot comply with Mitchell City Code Title 5, Chapter 5, Noise Control; are required to obtain a noise permit. MCC 5-5 can be found at: www.cityofmitchell.org/specialevents

Will Sound Amplification be used?*

- ☒ Yes
- ☐ No

What time will sound amplification be used?

04:00 PM — 10:45 PM

Please list the start time and finish time.

Will sound checks be conducted prior to the event?

- ☐ Yes
- ☒ No

When will sound checks be preformed?

hh:mm am/pm

Fireworks Permits

If any fireworks, rockets, or other pyrotechnics will be used, you must complete the information below. Fireworks permits require that the applicant provide a copy of a certificate of liability insurance coverage with a \$1,000,000 per occurrence coverage with the City of Mitchell must be listed as an additional insured.

Contact information for the person(s) in charge of firing the display:**Name****Address****City****State****Zip Code****Phone Number****Email Address****Date of Display****Time of Display**

—

Type of Fireworks☐ Class B Explosive (special fireworks)☐ Class C Common Fireworks**Exact Location of Display:****What are the width perimeter requirements?**

Insurance Requirements

Insurance for your event is **REQUIRED** before final permit approval. Special Events: you will need \$1,000,000 commercial general liability insurance. Liquor liability insurance is required if you are planning to sell alcoholic beverages at your event or facilities rental. A minimum of \$500,000 liquor liability is required. Fireworks Permits require \$1,000,000 of liability insurance per occurrence. All required insurance must name the "City of Mitchell, its officers, employees, and agents" as an additional insured. Insurance coverage must be maintained for the duration of this event.

I have the following coverage(s) and attached a copy of the Certificate(s) showing the City of Mitchell as an additional insured as REQUIRED above.*

- ☒ Special Event Permit: \$1,000,000 Commercial General Liability
- ☐ Special Event Liquor License: \$500,000 per occurrence
- ☐ Fireworks Permit: \$1,000,000 General Liability

Name of Insurance Company*

Martin Trudeau Insurance

Agent's Name

Brea Baumgart

Policy Number

Phone Number

605-996-3106

Affidavit of Applicant

By typing your name by each of the items below, you are providing your acknowledgement of the requirements listed.

I understand that this application is subject to Mitchell City Council approval. Any violations of the approved permits will be grounds for law enforcement to require the immediate termination of the event.*

Darcy Sabers

I acknowledge and agree to allow the City of Mitchell to publish the Contact Person and media referral telephone numbers on the internet in conjunction with the public notices and calendar of upcoming events in the City of Mitchell.*

Darcy Sabers

I certify that the information in the foregoing application is true and correct to the best of my knowledge and belief and that I have read, understand and agree to abide by the rules and regulations governing the proposed special event and I understand that this application is made subject to the rules and regulations established by the City Council of Mitchell. I agree to abide by these rules and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the Event to the City of Mitchell.*

Darcy Sabers

I am attaching the following items:

- ☐ Parade Route Map
- ☒ Street or Parking Lot Closure Map
- ☒ Event Map
- ☐ Certificate of Liability Insurance
- ☐ Certificate of Liquor Liability Insurance
- ☐ Additional Document(s)

Parade Route Map Attachment

[Choose File](#) No file chosen

Street or Parking Lot Closure Map Attachment

Layout Map.jpg

Event Map Attachment

Layout Map.jpg

Certificate of Liability Insurance Attachment

[Choose File](#) No file chosen

Certificate of Liquor Liability Insurance Attachment

[Choose File](#) No file chosen

Additional Document

[Choose File](#) No file chosen

Additional Document

[Choose File](#) No file chosen

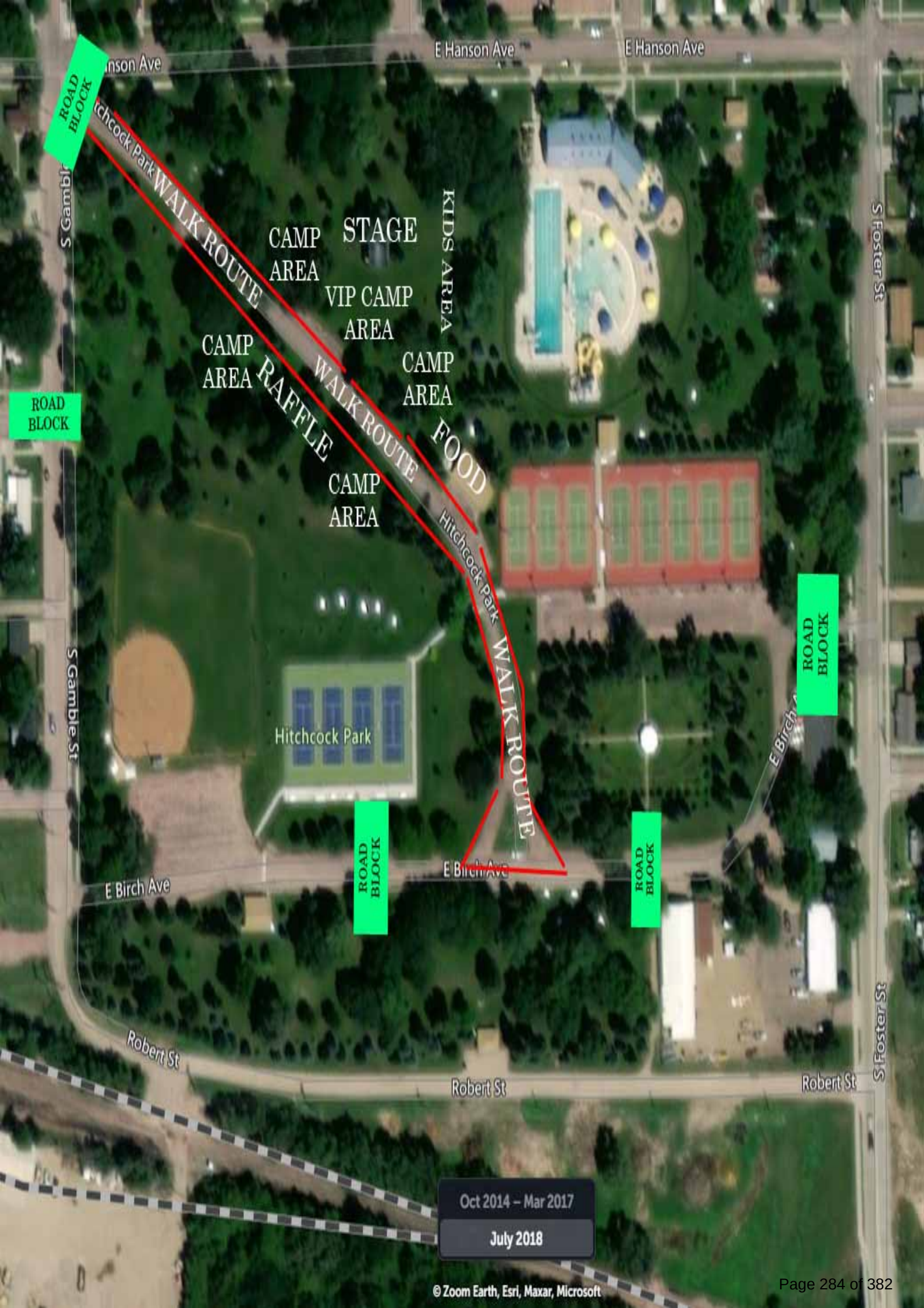
Action of City Council _____

Finance Officer

Mayor
(Seal)

Date Approved: _____

Amount of Fees Paid: _____



Oct 2014 - Mar 2017

July 2018

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 23 2003

Employer Identification Number:
46-0449620

DLN:

17053207723043

MITCHELL AREA CANCER ASSISTANCE INC
PO BOX 1412
MITCHELL, SD 57301

Contact Person:

KATHY L JONES

ID# 31117

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated August 1999, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity during an advance ruling period.

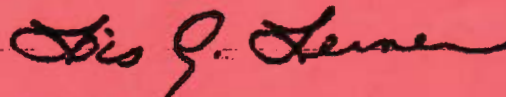
Based on our records and on the information you submitted, we are pleased to confirm that you are exempt under section 501(c)(3) of the Code, and you are classified as a public charity under the Code section listed in the heading of this letter.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:00 a.m. - 6:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Aaron Hieb
Desired Action of City Council:	Authorization & Approval		
Amount Budgeted in current fiscal year for this item (if applicable):	N/A		
Agenda Item:	Action to Approve Palace City Pre-Sturgis Party 2024 License For Limited Use of City of Mitchell Intellectual Property Assets Agreement with The Window Shop		
Explanation/Background of Agenda Item Requested:	Ben Kalovsky, The Window Shop, contacted Aaron Hieb on Thursday, March 21st, requesting permission to use the Palace City Pre-Sturgis Party logo on shirts and koozies that he will give away at his sponsor booth during the August 1st, 2024, Palace City Pre-Sturgis Party. Please refer to the License For Limited Use of City of Mitchell Intellectual Property Assets Agreement that Ben Kalovsky will be required to sign, if approved by City Council.		

LICENSE FOR LIMITED USE OF CITY OF MITCHELL INTELLECTUAL PROPERTY ASSETS



THIS LICENSE AGREEMENT, effective as of the date signed below, between City of Mitchell, a South Dakota Municipal Corporation, (the “Licensor”), and The Window Shop, a Palace City Pre-Sturgis Party Associate Sponsor, (the “Licensee”).

FOR GOOD CONSIDERATION, the Licensor hereby grants permission to Licensee to reprint, publish, or otherwise use City of Mitchell Intellectual Property Assets, described below, in compliance with the Mitchell South Dakota Brand Style Guideline (Guideline) which Guideline is hereby incorporated by reference:

**Logo Variant
Description:**

Palace City Pre-Sturgis Party
2024

Sample:



The Logo shall be used only for the purposes of promoting the following City-affiliated event:

Palace City Pre-Sturgis Party 2024

All Licensee designs containing a City Logo shall be approved by Licensor prior to any actual use of such design. All use must comply with the Guideline and failure to comply is grounds for the immediate termination of this License.

The permission granted by this License shall be in effect only until the above described event has concluded and in no case longer than one (1) year from the date signed below.

Dated this 1st day of April, 2024.

CITY OF MITCHELL

The Window Shop

By: _____

By: _____

Its: _____

Its: _____

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

Bid Schedules to be bid were as follows:

Bid Schedule 1: Base Bid, sidewalk portion of project
Bid Schedule 2: Option 2A - jetty construction with lake full
Bid Schedule 2: Option 2B - jetty construction with lake drawn down
Bid Schedule 3: Base Bid - marina equipment
Bid Schedule 3: Alternate 1 - marina equipment
Bid Schedule 3: Alternate 2 - marina equipment

Four bids were received as follows:

Soukup Construction, Inc.
Bid Schedule 1: Base Bid - \$902,102.75
Bid Schedule 2: Option 2A - \$1,159,199.40
Bid Schedule 2: Option 2B - \$1,164,487.50
Bid Schedule 3: Base Bid - \$402,633.00
Bid Schedule 3: Alternate 1 - \$72,527.23
Bid Schedule 3: Alternate 2 - \$131,533.28

VanderPol Dragline, Inc.
Bid Schedule 1: Base Bid - \$1,092,443.50
Bid Schedule 2: Option 2A - \$1,238,825.35
Bid Schedule 2: Option 2B - \$1,227,291.65
Bid Schedule 3: Base Bid - \$392,210.00
Bid Schedule 3: Alternate 1 - \$61,900.00
Bid Schedule 3: Alternate 2 - \$107,300.00

LinnCo, Inc.
Bid Schedule 1: Base Bid - \$1,352,537.50
Bid Schedule 2: Option 2A - \$1,610,390.00
Bid Schedule 2: Option 2B - \$1,273,099.00
Bid Schedule 3: Base Bid - \$529,082.00
Bid Schedule 3: Alternate 1 - \$81,610.00
Bid Schedule 3: Alternate 2 - \$147,360.00

Halme, Inc.
Bid Schedule 1: Base Bid - \$1,407,942.50

Bid Schedule 2: Option 2A – \$1,148,088.00
Bid Schedule 2: Option 2B – \$1,062,662.00
Bid Schedule 3: Base Bid – \$542,900.00
Bid Schedule 3: Alternate 1 – \$72,000
Bid Schedule 3: Alternate 2 - \$125,000

Please see the attached summary of bids.

Eric Prunty with Brosz Engineering has reviewed all submitted bid information and recommends awarding the project to Soukup Construction, Inc. from Sioux Falls, SD for Bid Schedule 1: Base Bid, Bid Schedule 2: Option 2A (jetty construction with lake full) Bid Schedule 3: Base Bid and Alternates 1 and 2 for a total contract value of \$2,667,995.66. Please see the attached recommendation of award letter from Eric Prunty.

The bid award shall be contingent on approval from US Department of Commerce Economic Development Administration (EDA).

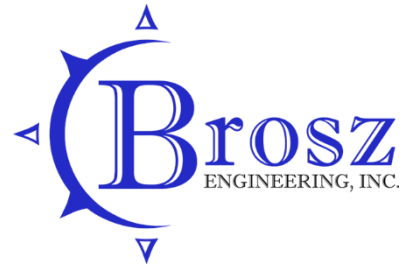
Staff recommends awarding the Bid to Soukup Construction, Inc. from Sioux Falls, SD for Bid Schedule 1: Base Bid, Bid Schedule 2: Option 2A (jetty construction with lake full) Bid Schedule 3: Base Bid and Alternates 1 and 2 for a total contract value of \$2,667,995.66 contingent on EDA approval.

Project Budget: \$2,500,000 (\$1,000,000 EDA Grant)
Current Professional Services - \$136,000
Current Project Cost - \$2,667,995.66
Requested Additional Budget in 2025 - \$550,000



Bidder	Bond	Add. #1	Add. #2	Start Date	Bid Schedule 1 - Base Bid	Bid Schedule 2: Option 2A	Bid Schedule 2: Option 2B	Bid Schedule 3 - Base Bid	Bid Schedule 3 - Alternate 1	Bid Schedule 3 - Alternate 2	Total - Base Bids & Option 2A	Total - Base Bids & Option 2B	Total - Base Bids Opt. 2A + Alternate 1	Total - Base Bids Opt.2B+ Alternate 1	Total - Base Bids + Op. A + Alt. 1 + 2	Total - Base Bids + Op. B + Alt. 1 + 2
A-G-E Corporation	NO BID				\$ -						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
First Rate Excavate, Inc.	NO BID										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Halme, Inc.	x	x	x	7/1/2024	\$ 1,407,942.50	\$ 1,148,088.00	\$ 1,062,662.00	\$ 542,900.00	\$ 72,000.00	\$ 125,000.00	\$ 3,098,930.50	\$ 3,013,504.50	\$ 3,170,930.50	\$ 3,085,504.50	\$ 3,295,930.50	\$ 3,210,504.50
LinnCo, Inc.	x	x	x	4/22/2024	\$ 1,352,537.50	\$ 1,610,390.00	\$ 1,273,099.00	\$ 529,082.00	\$ 81,610.00	\$ 147,360.00	\$ 3,492,009.50	\$ 3,154,718.50	\$ 3,573,619.50	\$ 3,236,328.50	\$ 3,720,979.50	\$ 3,383,688.50
Menning Excavating Inc.	NO BID										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Michels Marine	NO BID										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rexwinkel Concrete Inc.	NO BID										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SCC	NO BID										\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Soukup Construction, Inc.	x	x	x	9/1/2024	\$ 902,102.75	\$ 1,159,199.40	\$ 1,164,487.50	\$ 402,633.00	\$ 72,527.23	\$ 131,533.28	\$ 2,463,935.15	\$ 2,469,223.25	\$ 2,536,462.38	\$ 2,541,750.48	\$ 2,667,995.66	\$ 2,673,283.76
VanderPol Dragline, Inc.	x	x	x	8/1/2024	\$ 1,092,443.50	\$ 1,238,825.35	\$ 1,277,291.65	\$ 392,210.00	\$ 61,900.00	\$ 107,300.00	\$ 2,723,478.85	\$ 2,761,945.15	\$ 2,785,378.85	\$ 2,823,845.15	\$ 2,892,678.85	\$ 2,931,145.15
											\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineer's Opinion of Cost	-	-	-	-	\$ 1,461,730.00	\$ 1,458,465.00	\$ 1,003,610.00	\$ 242,850.00	\$ 68,000.00	\$ 120,000.00	\$ 3,163,045.00	\$ 2,708,190.00	\$ 3,231,045.00	\$ 2,776,190.00	\$ 3,351,045.00	\$ 2,896,190.00





March 12, 2024

Bob Everson, Mayor
City of Mitchell
612 North Main Street
Mitchell, SD 57301

RE: Marina Bay Improvements Phase 1 & Phase 2, EDA Award No. 05-79-06173

Dear Mayor Everson:

We have thoroughly reviewed all bids that were received for the Marina Bay Improvements Phase 1 & Phase 2 on March 12, 2024. All submitted bids included the required documentation and are considered valid. The as-checked low bid, prepared by Soukup Construction, Inc. from Sioux Falls, SD, is responsive and acceptable.

We believe that the bids received by the City were competitive. It is our recommendation to approve the bidding and accept the low bid submitted by Soukup Construction, Inc. for Bid Schedule 1: Base Bid, Bid Schedule 2: Option 2A (Full Lake Condition), Bid Schedule 3: Base Bid with Alternate 1 & 2 for a total contract value of \$2,667,995.66. This is contingent on EDA approval of the proposed contract award.

Attached is the as-checked bid tabulation for the project. If you have any questions, do not hesitate to contact me at (605) 597-4700.

BROSZ ENGINEERING, INC.

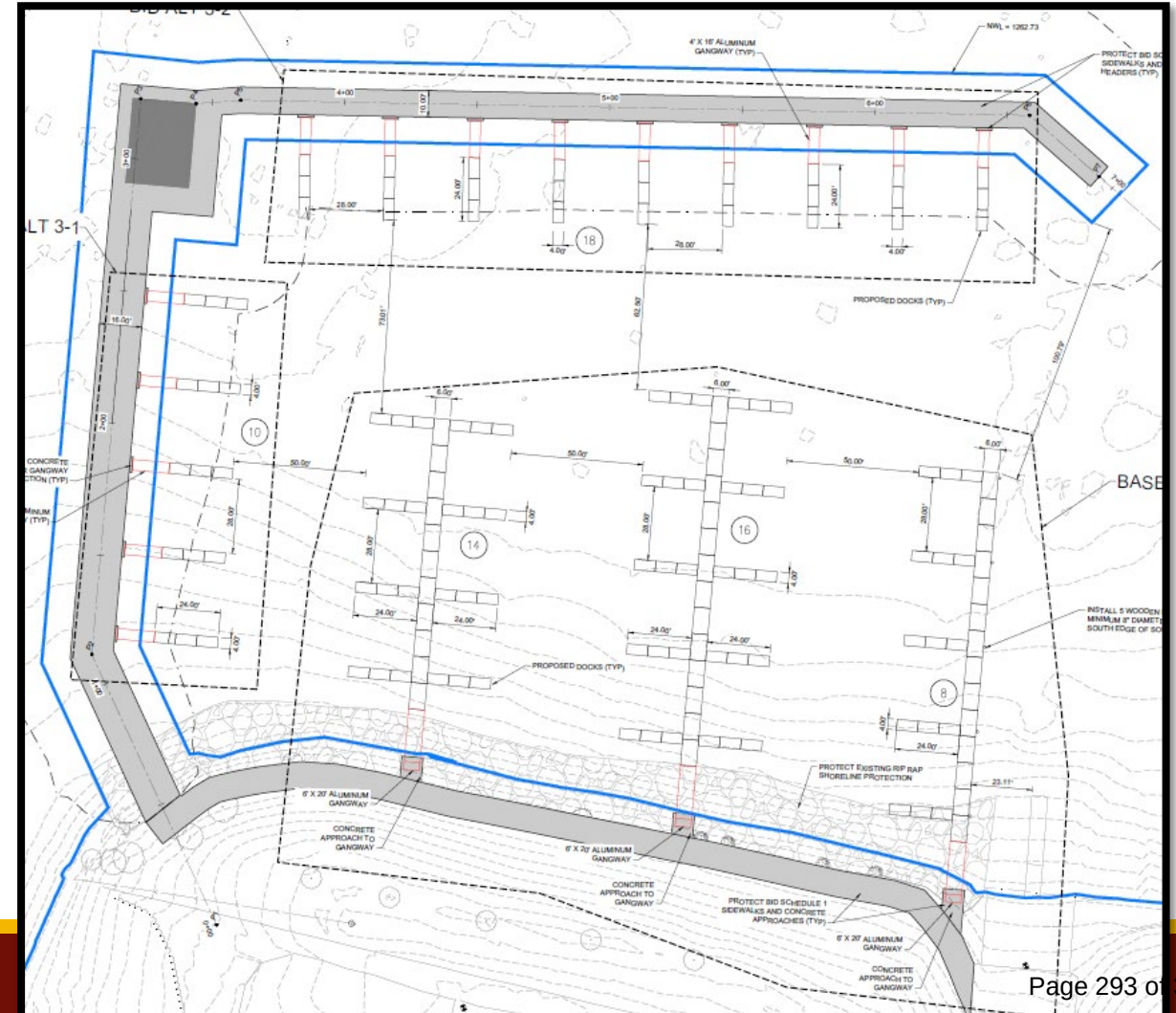
A handwritten signature in blue ink, reading 'Eric Prunty', is displayed on a light gray rectangular background.

Eric Prunty, PE
Senior Engineer
o (605) 597-4700
c (605) 999-7782
e ericp@broszengineering.com



Approximately
6,140 feet of 8'
wide bike trail

Proposed Break
Water Jetty and
Boat Docks



CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	101-43120-42670 - \$77,000
101-43120-42680 - \$310,000		
Agenda Item:	Action to Award Bid for Rock Chips Project #2024-10		
Explanation/Background of Agenda Item Requested:	Award Bid for Rock Chips, Project #2024-10 Bids were opened on March 20, 2024 at 1:30 PM in City Hall Chambers. One bid was received by Spencer Quarries, Inc. The unit price was \$17.60 for a total price of \$44,000. The unit price for 2023 was \$14.00. Please see the attached bid tabulation for information. City staff recommends approving the Rock Chip bid to Spencer Quarries, Inc. Total Budget for Chip Sealing - \$387,000 Total Bid Costs for Chip Sealing - \$382,916.45 Project Contingency - \$4,083.55		

BID TABULATION FOR ROCK CHIPS - CITY PROJECT #2023-10 BID OPENING: 1:30 PM - APRIL 24, 2023 , CITY HALL, MITCHELL, SD					
		Spencer Quarries Inc. 25341 430th Avenue Spencer, SD 57374			
		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1 Furnish Rock Chips 2500 Ton FOB Mitchell Source of Chips		\$ 17.60	\$ 44,000.00	\$ _____	\$ _____
		<u>SPENCER QUARRIES</u>		_____	_____

Prepared by Deb Hanson-Sudbeck

2019	2018	2017	2016	2015	2014	2013	2012	2011	2010
\$ 13.30	\$ 13.20	\$ 13.20	\$ 13.20	\$ 13.20	\$ 13.00	\$ 13.00	\$ 13.00	\$ 12.75	\$ 12.25
2020	2021	2022	2023						
\$ 13.50	\$ 13.80	\$ 13.80	\$ 14.00						

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested: **Requested By:**

Desired Action of City Council:

Amount Budgeted in current fiscal year for this item (if applicable):

Agenda Item:

Explanation/Background of Agenda Item Requested:

BID TABULATION FOR PETROLEUM PRODUCTS CITY PROJECT #2023-13							
BID OPENING: MARCH 20, 2024 - 1:30 PM, CITY HALL, MITCHELL, SD							
			JEBRO INC. 2303 BRIDGEPORT DRIVE SIOUX CITY, IA 51111				
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	CRS-2 P-Emulsion delivered to Street Dept. storage tank in lots of approx 5000 gallons.	365	Ton	\$ 712.52	\$ 260,069.80		
2	CSS1H 75:25	145	Ton	\$ 543.77	\$ 78,846.65		

Prepared by Deb Hanson-Sudbeck

CRS-2 prices

2016 PRICE	2015 PRICE	2014 PRICE	2013 PRICE	2012 PRICE	2011 PRICE
\$ 469.00	\$ 532.61	\$ 573.80	\$ 565.00	\$ 611.11	\$ 532.00
2017 PRICE	2018 PRICE	2018 PRICE	2019 PRICE	2020 PRICE	2021 PRICE
\$ 446.32	\$ 452.61	\$ 452.61	\$ 557.50	\$ 557.50	\$ 557.50
2022 PRICE	2023 PRICE				
\$ 776.62	\$ 705.73				

CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	101-42130-42835, Utilities - Street Lights, \$248,000		
Agenda Item:	Action to Approve Request for Three (3) New Street Lights on Sam Street North of Maui Drive		
Explanation/Background of Agenda Item Requested:	Request for Three (3) New Street Lights on Sam Street North of Maui Drive The City of Mitchell has been given a request for three (3) street lights on Sam Street north of Maui Drive. Northwestern Energy recommends one street light per city block and installed at intersections whenever possible. The aforementioned blocks are longer than the typical City block and it is proposed to place the street lights approximately 360 feet apart as identified on the attached figure. Street lights are installed free of charge to the City of Mitchell if a wood pole is installed by Northwestern Energy. A fee of \$15.99 a month will be charged per light to the City of Mitchell once installed. City staff recommends approval of the street light request		

08000-10460-312-30

15465-00000-000-00

Existing Street
Lights (Blue)

15465-00000-072-00

NONE

SAM ST

31

MAULD

15800-03100-030-10

15465-00000-000-00

Proposed Street
Lights (Orange)

15355-00000-000-00
Page 299 of 382



CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Approve a Moving Permit for Abbott House Inc to move a 30' x 50' shed from Ethan, SD to 1812 N Minnesota Street		
Explanation/Background of Agenda Item Requested:	Abbott House Inc would like to move a 30' x 50' shed from Ethan, SD to 1812 N Minnesota Street. See attachments.		







CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Stephanie Ellwein
Desired Action of City Council:	Action to approve 2025 Summer Season Renewal		
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Agree to Renew the Corn Palace Service Agreement for the 2025 Summer Season		
Explanation/Background of Agenda Item Requested:	The City Council approved Agreement A2023-46, The Mitchell Corn Palace Service Agreement, between the City of Mitchell and Mitichell Area Chamber of Commerce on August 21, 2023. The service agreement allows the Chamber to operate a gift shop-souvenir-novelty business on the main floor of the Corn Palace. Section 5 of the current agreement, requires that the City and Chamber agree before May 1, 2024 to renew the agreement for the 2025 summer season. If the City Council approves the agreement, the 2024 rental rate will be increased by the Consumer Price Index for All Urban Consumers (CPI-U) for the 2025 rental rate. This is also outlined in section 5 of the current agreement. The service agreement is included for reference.		

MITCHELL CORN PALACE SERVICE AGREEMENT (A2023-)

AGREEMENT made and entered this 21st day of August, 2023, to take effect as set forth in Section 3 below, by and between the City of Mitchell, South Dakota, a municipal corporation ("City"), and the Mitchell Area Chamber of Commerce, a South Dakota non-profit corporation, ("Chamber"); WITNESSETH:

Definition of Terms:

- (a) "Chamber Enterprise Division Director" shall mean the individual employed by the Chamber for purposes of the implementation of this Agreement by the Chamber.
- (b) "Corn Palace" shall mean the municipal auditorium of the City and shall include the entry way, lobby, seating area, basketball floor area (sometimes called the "main floor area"), stage area, the hallways on the north and south insides of the building connecting the lobby area to the main floor area and the interior seating area on the west side of the building, and the rooms adjacent to the stage area.
- (c) "Gross Sales" shall mean the total amount of funds collected for all sales of gifts, souvenirs and novelty items upon the Premises by the Chamber, but shall not include any sums collected and remitted for any type of sales or excise tax, any exchange of gifts, souvenirs or novelty items, or the amount of any sale where some or all of the sale is returned and a refund is made.
- (d) "Premises" shall mean that portion of the Corn Palace which shall be used and occupied by the Chamber in its gift shop service operation within the Corn Palace, more particularly described as the main floor area, the stage area, and a room designated by the City for the use of the Chamber adjacent to the stage area.
- (e) "Price Keystone" shall mean the wholesale price for an item plus one hundred percent (100%) plus shipping costs.
- (f) "Service Agreement" shall mean the Agreement described in Section 1 of this Agreement.
- (g) "Summer Season" shall mean the period of time between the first to occur of Memorial Day weekend or after completion of the graduation ceremonies of Mitchell Technical College, Mitchell High School and Dakota Wesleyan University, and extending through the first to occur of

either the completion of Labor Day weekend or the commencement of Corn Palace Week.

1. **PURPOSE - COOPERATION OF PARTIES.** The City owns the Corn Palace which is a major tourist attraction for the City during the Summer Season. To enhance the tourist experience at the Corn Palace, the City desires to enter into a Service Agreement with a South Dakota non-profit entity for a term of two (2) year that will operate a gift shop-souvenir-novelty business on the main floor of the Corn Palace during the Summer Season. The non-profit entity will pay the City a set fee for the opportunity to provide said service, and would agree to use a portion of the profits earned by it from the operation of the gift shop business to promote and market the Corn Palace, provide tours and tour guides and Corn Palace greeters during the Summer Season. In addition, the non-profit entity will assist the City in the development of the Corn Palace and Corn Palace area. In addition to the above services, the non-profit entity will be required to perform other services and acts set forth within this Agreement. The City finds that in accordance with SDCL 5-18A-8 services it is seeking are of a unique nature and that the only non-profit entity in the area that is able to provide such services is the Chamber. The City further finds that said selection of the Chamber is based on the fact that the Chamber has provided these services on behalf of the City over the past many years and is the only practicable source to provide such services based on the uniqueness of the services the city is seeking. Therefore in accordance with SDCL 5-18A-8, the City has determined that this Service Agreement may be awarded to the Chamber without competition. **The parties acknowledge that the implementation of this Agreement is intended to provide benefits to each party. Accordingly, each party shall in good faith seek to cooperate in all respects with the other party; in particular, each party shall be cognizant of the needs of the other party in respect to the implementation and administration of this agreement and any decisions made in respect thereto. Should any conflict or disagreement arise between the parties regarding the implementation and administration of this Agreement which is not resolved by the respective representatives of the parties, each party shall have the right and opportunity to bring the disagreement before the governing board or council of the other party; which Board or Council shall in good faith seek to resolve the disagreement or conflict in a manner which mutually recognizes the needs of each party. Each party acknowledges that an amicable and cooperative relationship between the parties in respect to the implementation and administration of the terms of this Agreement is of paramount importance to the success of the venture undertaken herein for the benefit of each of the parties.**

2. **CHAMBER'S USE OF PREMISES.** Chamber shall have the exclusive right to operate a gift shop-souvenir-novelty business upon the Premises, which shall consist of sales of gifts (including gift baskets which may include prepackaged food), souvenirs, and novelty items. In addition, specific prepackaged food items, as listed on Exhibit A attached hereto and incorporated herein by reference, may also be sold by

Chamber. Exhibit A may be updated upon unanimous, signed agreement of the Corn Palace Director and City Administrator on behalf of the City and the Chamber Executive Director and Chamber Enterprise Director. Chamber shall be permitted to conduct tours of the Corn Palace outside of the Summer Season at times when the Corn Palace is open to the public.

3. TERM. The term of this Agreement shall be for a period commencing on May 1, 2024 and expiring on August 31, 2025.

4. ACCESS - KEY. For purposes of accommodating the set up and tear down by Chamber of its equipment and furnishings, five keys or other security devices to the Corn Palace will be provided by the City to the Chamber Enterprise Division Director which shall not be duplicated, and which shall be returned to the City upon the Completion of set up or tear down, as the case may be. The sole and only person who shall use that key/security device shall be the Chamber Enterprise Division Director, and/or their managers, except on express permission from the City Corn Palace Director or the Mayor of the City.

5. PAYMENT TO CITY. Chamber shall remit to City during the term, as consideration for the services Chamber will provide, the total sum of One Hundred Sixty-Five Thousand Dollars (\$165,000.00) per Summer Season, payable in three equal installments commencing with the first payment due June 15, the second payment due July 15, the third payment due August 15. Any renewal of this Service Agreement by Chamber and City for any Summer Season will be agreed upon no later than May 1 of the year preceding the renewal period. By way of example, City and Chamber must agree on or before May 1, 2024 to renew the Service Agreement for the 2025 Summer Season, and on or before May 1, 2025, to renew the Service Agreement for the 2026 Summer Season, and so forth. If the Parties elect to renew, the Summer Season fee shall be increased by the rate of inflation as indexed to the Consumer Price Index for All Urban Consumers (CPI-U).

Chamber shall, at the time of payment, provide City with a Profit and Loss Statement for the Corn Palace Gift Shop for that year's operations which includes only revenue and expenses from the summer months directly related to Chamber operations in the Corn Palace itself. Any Chamber revenues or expenses which do not solely relate to the in Corn Palace Gift Shop, but are partially attributable to the same, shall be listed separately along with an estimated pro-rated share of the amount of the total revenue or expense that is attributable to the in Corn Palace Gift Shop operation.

6. RESPECTIVE USE OF SOUVENIR COIN MACHINES. City shall be permitted to operate City's souvenir coin machines in the lobby of the Corn Palace throughout the entire year. Chamber shall be permitted to operate Chamber's souvenir coin machines in the Premises during the Summer Season.

7. **WORLD'S ONLY CORN PALACE LOGO LICENSE.** City shall grant to Chamber a separate license to utilize the World's Only Corn Palace Logo for the purposes of promotion and placement onto merchandise which shall not have a shorter effective term than this Agreement. City shall not grant a license to any third party for the purpose of merchandising except with the written permission of Chamber. Notwithstanding the preceding, City may grant third parties a license to use the World's Only Corn Palace Logo in relation to events hosted by or held at the World's Only Corn Palace.

8. **WORLD'S ONLY CORN PALACE BRANDED MERCHANDISE.** Chamber and City shall work together to agree on designs for merchandise branded with the World's Only Corn Palace logo (Branded Merchandise). Branded Merchandise shall be subject to the following terms and conditions.

- (a) Branded Merchandise shall be physically sold exclusively in the Corn Palace. During the Summer Season, Chamber shall have exclusive rights to sell Branded Merchandise and non-branded merchandise in the Corn Palace. However, Chamber will not sell branded concession drink cups or branded popcorn bins sold in City's concessions stands.
- (b) Outside of the Summer Season, City shall have the exclusive right to sell Branded Merchandise and non-branded merchandise in the Corn Palace. In addition, City shall have the right to sell branded concession drink cups and branded popcorn bins in City's concession stands throughout the entire year. City, in its sole discretion, may allow other third parties to sell non-branded merchandise in the Corn Palace in connection with events held at the Corn Palace.
- (c) Terms relating to Branded Merchandise may be updated upon unanimous, signed agreement of the Corn Palace Director and City Administrator on behalf of the City and the Chamber Executive Director and Chamber Enterprise Director. Such modifications, should they take place, shall be attached to this agreement as an exhibit.

9. **OFFICE/STORAGE SPACE WITHIN THE PREMISES.** City shall permit Chamber to utilize portions of the Corn Palace and City Hall area for storage as designated by City. Such storage may not be available due to space constraints, construction/remodeling, or other circumstances making the provision of storage space impracticable. Chamber agrees that it shall store its property at its own risk and that the City is not liable in any manner for any damage, loss, or destruction of Chamber property so stored, and that the Chamber will hold City harmless from any claims by any persons, entities, or organizations for loss, damage, or destruction of Chamber property so stored.

10. INDEMNIFICATION/INSURANCE. Chamber does hereby release City from any and all liability for damages to both person and property of Chamber or its employees occurring incidental to the Chamber's operations upon or within the Premises pursuant to this Agreement, unless the same is caused by the negligent act or inaction of the City, City's employees or agents, and shall hold City harmless from all such claims or damages. Without cost or expense to the City, Chamber shall maintain in effect comprehensive general liability insurance, including property damage, bodily injury and products liability, insuring City and Chamber against all claims for damages arising from the Chamber's operations under this Agreement, with combined limits of at least one million dollars (\$1,000,000.00). Chamber further agrees that it shall hold harmless and indemnify City from any claim for damage arising from the operations under this Agreement. Chamber also agrees to carry fire and extended coverage insurance adequately covering Chamber's fixtures, personal property and equipment, installed in or used in conjunction with Chamber's operations; and Chamber shall maintain in effect workman's compensation insurance as required by law. Chamber shall provide to the City finance officer current certificates of insurance, evidencing such insurance coverage in full force and effect in a company acceptable to City.

11. COVENANTS OF CHAMBER. Chamber covenants and agrees that it shall:

- (a) observe and comply with such rules, directives and/or regulations as City may from time to time issue, including such as are in City's reasonable judgment necessary or desirable for the safety, care, and cleanliness of the Corn Palace, the Premises, and patrons;
- (b) not mark, print, drill into, or in any way deface the walls, ceilings, partitions, or floors, or suffer waste or damage to be committed on the Premises or within the Corn Palace;
- (c) provide all fixtures and equipment necessary to operate the gift, souvenir, and novelty business;
- (d) employ personnel to service its gift shop. All such employees and attendants engaged in the sale of merchandise shall be paid by Chamber, and at all times while being paid by the Chamber shall be employees of the Chamber and not of the City. The parties acknowledge that some employees may, on a given day, work part time for the Chamber and part time for the City;
- (e) not assign this Agreement nor any part hereof without the consent of the City.

- (f) abide by all ordinances of the City and all laws and regulations of the state of South Dakota and of the United States of America, to include, but not limited to licensing and other operations applicable regulations relating to the sale of food or drink for human consumption in all material respects.
- (g) not use the Premises for any purpose except as provided for herein;
- (h) at the end of each summer season, vacate the Premises leaving the same in as good a condition and repair as when such occupancy commenced, reasonable wear and tear excepted;
- (i) will not place on the basketball floor any item or items that will cause damage to the floor. City shall have the right to direct Chamber to alter the method of placement of those items of the basketball floor so as not to cause damage to the floor; and
- (j) will voice any concerns regarding Corn Palace maintenance, the Corn Palace building, or any other concerns through the Corn Palace Director and not directly to City staff.

12. COVENANTS OF CITY. In addition to all other covenants provided by City elsewhere in this Agreement, City also agrees as to the following:

- (a) to consult with Chamber regarding the performance of maintenance or construction upon the Premises or other portions of the Corn Palace, the undertaking of which may disrupt Chamber's operations; and to the extent reasonably possible, will undertake any such construction during a time and in a manner that will not interfere with the Summer Season operations;
- (b) to secure the Premises when the Chamber business is not open to the public. Chamber understands that the Corn Palace will at all times, as deemed appropriate by the City, be accessible to City workers, repairmen, maintenance personnel and other authorized personnel;
- (c) to refrain from selling Corn Palace related souvenirs in the Corn Palace or online except as permitted by Sections 6 and 8 of this Agreement or as may be further agreed by the parties upon unanimous, signed agreement of the Corn Palace Director and City Administrator on behalf of the City and the Chamber Executive Director and Chamber Enterprise Director.
- (d) will be responsible for directing or supervising work and activities of City employees working within the Corn Palace; and

- (e) will address any concerns it has regarding Chamber staff through a designated Chamber staff member.

13. **PARTIALLY DESTROYED OR DAMAGED PREMISES.** It is agreed that the City shall not be liable to the Chamber in the event that the Premises or other portions of the Corn Palace, or any part thereof, shall be destroyed or damaged by fire or other unavoidable casualty, act of nature or act of God, such that the same shall be unfit for occupancy and use by Chamber as provided in this Agreement.

City shall not be liable to Chamber in the event that the Premises or other portions of the Corn Palace become unusable for a period of time due to needed repairs, alterations to the structure, remodeling, or any other type of construction activity that would affect the usage of the Corn Palace or the Premises; however, City will consult and work with the Chamber to attempt to schedule such work so as to minimize its effect on Chamber's Summer Season operations.

14. **DEFAULT.** City shall give Chamber written notice of any default by Chamber in payment due the City or performance of any other obligation to be kept or performed by Chamber, and if such default continues for a period of thirty (30) days after receipt by Chamber of such written notice, City may thereafter without further notice or demand terminate this Agreement and forfeit all rights of the Chamber hereunder; however, if the nature of such default is such that more than thirty (30) days are reasonably required for its cure, then Chamber shall not be deemed to be in default if Chamber commenced such cure within said thirty (30) days period and thereafter diligently pursues such cure to completion. City's remedy provided in this provision is cumulative and shall in no way impair or prevent City from pursuing any other remedies at law or in equity. In the event of default on the part of the City, Chamber shall have such remedies as are provided by the laws of the state of South Dakota, to include specific performance.

15. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State of South Dakota.

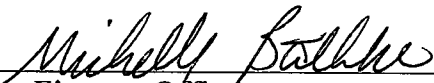
16. **SEVERABILITY.** If any term or covenant of this Agreement or the application thereof to any person or circumstance shall be invalid or unenforceable, the remainder of this Agreement shall be valid and enforceable to the fullest extent provided by law. No waiver of the breach of any provision of this Agreement shall be a waiver of any continuing or subsequent breach of the same or other provision in this Agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands effective the day and date first above written.

CITY OF MITCHELL, SOUTH DAKOTA

By 
Its Mayor

Attest:


City Finance Officer
(Seal)

MITCHELL AREA CHAMBER OF COMMERCE

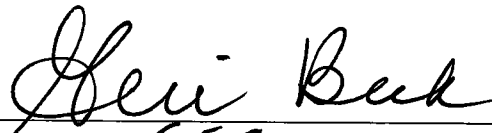
By 
Its CEO

EXHIBIT A
List of Specific Prepackaged Food Items
Permitted to be Sold under Section 2 of the Agreement

Gift Baskets

Individual corn suckers

Large packages of saltwater taffy of no less than thirty (30) pieces

Summer sausages

Specialty jams, jellies, honey, etc.

Unpopped popcorn

Seasonings and cooking mixes

Packages of tea and coffee beans or grounds

Cheese spread, salsa and sauces

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	N/A		
Agenda Item:	Action to approve Permanent Easement with Frances M. Smith Revocable Living Trust in Relation to 540 North Harmon Drive		
Explanation/Background of Agenda Item Requested:	Action to Approve Permanent Easement with Frances M. Smith Revocable Living Trust in Relation to 540 N Harmon Drive The attached easement agreement between the Frances M. Smith Revocable Living Trust and City provides two separate accesses across a City owned piece of property to 540 N Harmon Drive. Please see the attached figure for the approximate location. The easement obligates the grantee to maintain the easement areas at no cost to the City. The City reserves the right to make further roadway, sidewalk and utility improvements in the easement area. Staff recommends council approval and to grant authorization for the Mayor to sign.		

This Document Prepared By:
Don E. Petersen, Esq.
MorganTheeler LLP
P.O. Box 1025, 1718 North Sanborn Blvd.
Mitchell, SD 57301
(605) 996-5588

EASEMENT AGREEMENT

AGREEMENT made the ____ day of _____, 2024, by and between the City of Mitchell, a South Dakota municipal corporation, of 612 North Main Street, Mitchell, South Dakota 57301 (“Grantor”) and Shannon T. Ferrell, Trustee of the Frances M. Smith Revocable Living Trust Agreement dated September 27, 2003, acting in pursuance and by virtue of the powers in his vested by the terms and provisions of said trust indenture (as more fully set forth on **Exhibit A** attached hereto and incorporated herein by reference), of 1317 chemin Gagné, Granby, Québec J2J 0K1, Canada (“Grantee”).

RECITALS

A. Grantor is the owner of the following described real property, to-wit:

Lot 4B of Francis Addition, a Subdivision of Irregular Tracts Two (2) and Three (3) in the South Half (S1/2) of Section Thirty-two (32), Township One Hundred Four (104) North, Range Sixty (60), West of the 5th P.M., Davison County, South Dakota, (hereinafter sometimes referred to as the “Grantor Property”).

B. Grantee is the owner of the following described real property, to-wit:

Lot 4 and 4A of Francis Addition, a Subdivision of Irregular Tracts Two (2) and Three (3) in the South Half (S1/2) of Section Thirty-two (32), Township One Hundred Four (104) North, Range Sixty (60), West of the 5th P.M., Davison County, South Dakota, (hereinafter sometimes referred to as the “Grantee Property”).

C. Grantee desires an easement over and across a portion of the Grantor Property so as to authorize Grantee, its agents, invitees, successors in interest and assigns, access for ingress and egress from North Harmon Drive to the driveway located within the Grantee Property, and Grantor is willing to grant said easement upon the terms and provisions set forth herein.

NOW, THEREFORE, in consideration of the facts and other consideration recited above, which are hereby made a part of this Agreement, and the following mutual promises, the parties hereto agree as follows:

1. Grantor hereby gives, grants and conveys to Grantee its successors in interest and assigns, and Grantee hereby accepts from Grantor, an easement over and across two (2) portions of Lot 4B of Francis Addition, a Subdivision of Irregular Tracts Two (2) and Three (3) in the South Half (S1/2) of Section Thirty-two (32), Township One Hundred Four (104) North, Range Sixty (60), West of the 5th P.M., Davison County, South Dakota, for purpose of ingress to and egress from North Harmon Drive in Mitchell, South Dakota, to the Grantee's driveway located upon Lots 4 and 4A of Francis Addition, a Subdivision of Irregular Tracts Two (2) and Three (3) in the South Half (S1/2) of Section Thirty-two (32), Township One Hundred Four (104) North, Range Sixty (60), West of the 5th P.M., Davison County, South Dakota. The two easement areas are, approximately the south easterly eighty feet (80') and the north westerly forty-five feet (45') of Lot 4B. A depiction of Lots 4, 4A and 4B, as well as the approximate location of the easement areas, is attached hereto as **Exhibit B** and is incorporated herein by reference.

2. Grantee agrees that it shall indemnify and hold Grantor harmless from any claims or causes of action or damages resulting from use of the easement areas by itself, its agents, invitees or employees, its successors in interest and assigns, for so long as this Easement is in effect.

3. Grantee shall be solely responsible for all maintenance associated with the easement areas, at no cost to Grantor.

4. Grantor reserves the right to make further roadway, sidewalk and utility improvements in the easement areas. Such improvements may temporarily limit access in the easement areas during installation. However, Grantor will attempt to provide reasonable alternative access to the Grantee Property during the installation, and access will be restored following the installation of such improvements.

5. This Easement granted herein shall be perpetual in nature, and this Agreement and all terms and conditions hereof shall be binding on and shall inure to the benefit of the parties hereto and their respective heirs, personal representatives, successors in interest and assigns.

6. The parties agree that this Agreement constitutes the sole and only agreement between them respecting the subject matter hereof and that it correctly sets forth their obligations to each other as of its date. It is further agreed that any modification of this Agreement shall be ineffective unless the same shall be in writing and signed by the parties hereto.

7. This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota.

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to accommodate signature pages]

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals as of the day and date first above written.

CITY OF MITCHELL, SOUTH DAKOTA
GRANTOR

By _____
Robert B. Everson Jr., Mayor

ATTEST:

City Finance Officer

STATE OF SOUTH DAKOTA
SS
COUNTY OF DAVISON

On this the ____ day of _____, 2024, before me, the undersigned officer, personally appeared Robert B. Everson, Jr and Michelle Bathke, who acknowledged themselves to be the Mayor and City Finance Officer, respectively, of the City of Mitchell, a South Dakota municipal corporation, and that they as such Mayor and City Finance Officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the City of Mitchell, South Dakota by themselves as Mayor and City Finance Officer, respectively.

In Witness Whereof I hereunto set my hand and official seal.

My Commission Expires:

Notary Public

~~signature page 1 – Easement Agreement~~

FRANCES M. SMITH REVOCABLE LIVING
TRUST AGREEMENT DATED
SEPTEMBER 27, 2003 GRANTEE

By _____
Shannon T. Ferrell, Trustee

STATE OF _____
SS

COUNTY OF _____

On this the _____ day of _____, 2024, before me, the undersigned officer,
personally appeared Shannon T. Ferrell, Trustee of the Frances M. Smith Revocable Living Trust
Agreement dated September 27, 2003, known to me or satisfactorily proven to be the person
described in the foregoing instrument and acknowledged that he executed the same in the
capacity therein stated and for the purposes therein contained.

In Witness Whereof I hereunto set my hand and official seal.

My Commission Expires:

Notary Public

EXHIBIT A
CERTIFICATE OF TRUST

Shannon T. Ferrell, as Trustee named in the Trust dated the 27th day of September, 2003, being first duly sworn upon oath, deposes and states:

1. The name of the trust and the date of the trust instrument is:

The Frances M. Smith Revocable Living Trust Agreement dated September 27, 2003

2. The name of the Grantor is Frances M. Smith, who passed away May 15, 2022

3. Frances M. Smith was the original Trustee of the Trust. The name and address of each Trustee and each trust protector currently empowered to act under the trust instrument on the date of the execution of this Certificate of Trust:

Name	Address
Shannon T. Ferrell	1317 chemin Gagné Granby, Québec J2J 0K1 Canada

4. Affiant further knows of his own information and belief that the said Trust, as amended as set forth above, is still in full force and effect as of today's date. There are no further amendments, additions or modifications to said trust that would cause the representations contained in this Certificate of Trust to be incorrect.

5. The trust has not been terminated or revoked.

6. The Trustee is:

- (a) empowered by the provisions of the trust instrument to sell, convey, pledge, mortgage, lease or transfer title to any interest in real or personal property held in trust; and
- (b) the requisite number of Trustees required by the provisions of the trust instrument to execute and deliver such instruments.

7. The trust is irrevocable as Frances M. Smith has passed away.

8. The Trust is not supervised by a court.

9. This Certificate may be used for the purpose of executing an Easement concerning the following real property owned by the Trust, to-wit:

Lot 4 and 4A of Francis Addition, a Subdivision of Irregular Tracts Two (2) and Three (3) in the South Half (S1/2) of Section Thirty-two (32), Township One Hundred Four (104) North, Range Sixty (60), West of the 5th P.M., Davison County, South Dakota

Dated this ____ day of _____, 2024.

FRANCES M. SMITH REVOCABLE LIVING
TRUST AGREEMENT DATED
SEPTEMBER 27, 2003

By _____
Shannon T. Ferrell, Trustee

STATE OF _____ SS
COUNTY OF _____

Shannon T. Ferrell, being duly sworn, hereby verifies the statements contained in the foregoing Certificate of Trust are true and correct to the best of his knowledge and belief.

FRANCES M. SMITH REVOCABLE LIVING
TRUST AGREEMENT DATED
SEPTEMBER 27, 2003

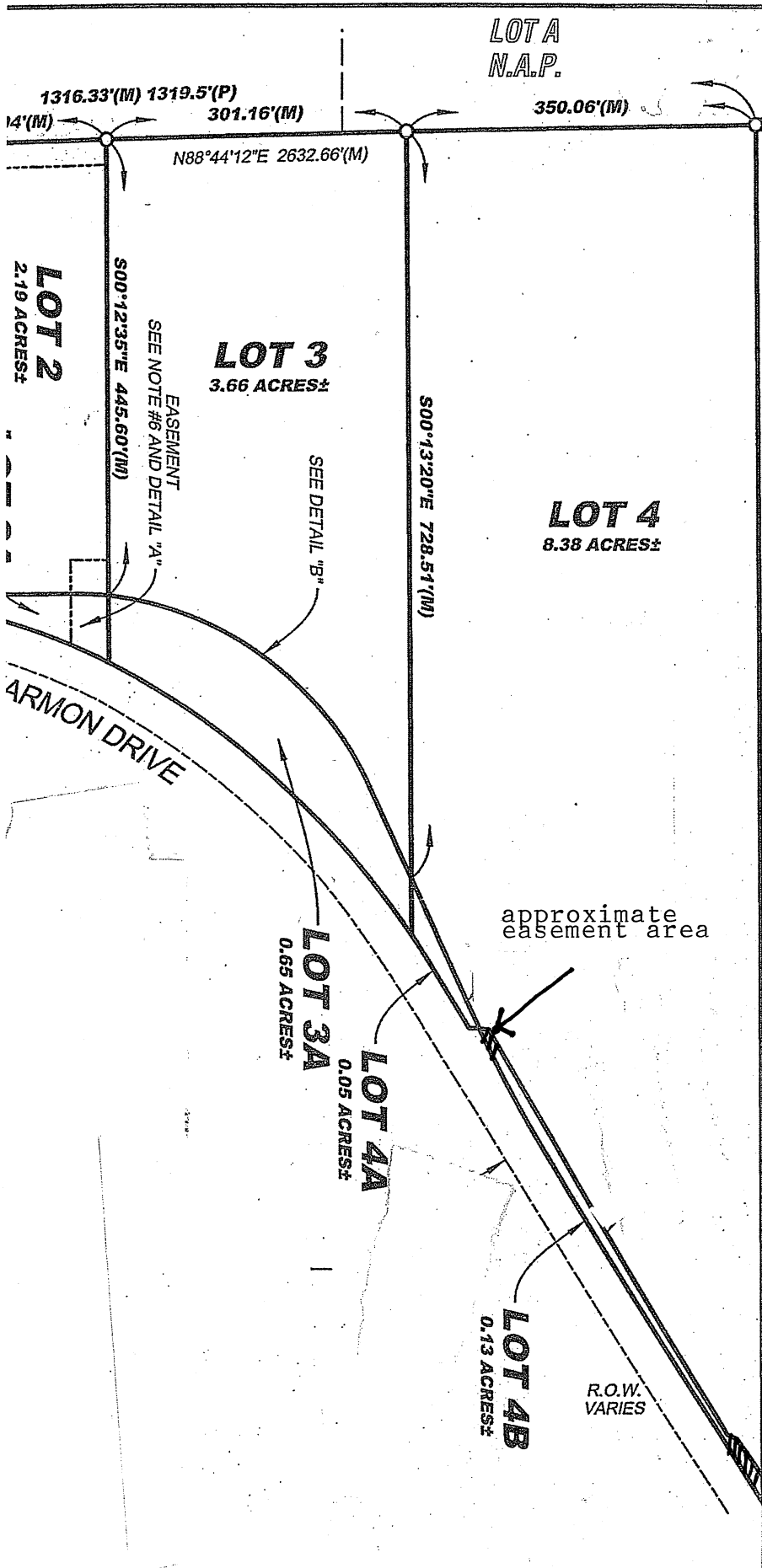
By _____
Shannon T. Ferrell, Trustee

Subscribed and sworn to before me on this the ____ day of _____, 2024.

My commission expires:

Notary Public

EXHIBIT B





CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	N/A		
Agenda Item:	Grant the City of Mt. Vernon Permission to Haul Sanitary Waste to Mitchell Landfill		
Explanation/Background of Agenda Item Requested:	Grant City of Mt. Vernon Permission to Haul Sanitary Waste to Mitchell Landfill. The City of Mt. Vernon has requested permission to haul trash to the Mitchell Sanitary Landfill. The request is inside the landfill's jurisdiction. They will be charged \$45 per ton plus the \$3 per ton fees (\$48/ton).		

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	602-43340-42225, \$10,000		
Agenda Item:	Action to Approve Agreement #A2024-13, Mitchell Water Distribution System Model Support with AE2S		
Explanation/Background of Agenda Item Requested:	Action to Approve Water Model Continuing Services Agreement #A2024-13 with AE2S AE2S developed a water model of our water system in 2019. We utilize their services to complete additional water modeling when needed for future projects. They also update the water model when needed after projects. Staff recommends approval of the attached agreement with AE2S for continuing water model support at a cost not to exceed \$10,000 to be billed hourly for services as needed.		



March 22, 2024

City of Mitchell
Joe Schroeder, PE
612 North Main Street
Mitchell, South Dakota 57301

**RE: Letter Agreement between Client and AE2S
Mitchell Water Distribution System Model Support**

Dear Mr. Schroeder,

Advanced Engineering and Environmental Services, LLC (AE2S) proposes to render engineering services (Assignment) to City of Mitchell (CLIENT).

This Agreement, including Exhibit A, sets forth the terms and conditions under which the CLIENT and AE2S shall be governed regarding the Assignment.

Scope of Basic Services

AE2S will perform the following tasks:

1. General Services:
 - a. Provide project management and administration services.
 - b. Provide the CLIENT with documentation of water distribution model applications as requested to support operational decisions, system planning and conceptual design of capital projects.
2. Consulting Services:
 - a. Provide communication and coordination as required for Engineer to complete services as request by the CLIENT.
 - b. Participate in conference calls and meetings as requested by the CLIENT.
 - c. Review documentation provided by the CLIENT as appropriate to complete requested services.
 - d. Provide services for support of water distribution system model applications, including support to the CLIENT's staff on an as needed basis. Support activities include application of the hydraulic model to support distribution system operational decisions, system planning, and conceptual design on capital projects. System planning to include providing information requested by the CLIENT's water supplier's for the purpose of planning existing and future connections.

Additional Services

Services resulting from significant changes in the general scope, extent, or character of the Assignment are not included as a part of the Scope of Basic Services. If authorized in writing by the CLIENT, AE2S will provide

services beyond the scope of this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B.

CLIENT'S Responsibilities

CLIENT shall do the following in a timely manner, so as not to delay the services of AE2S:

1. Designate a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive information, and interpret and define CLIENT's policies and decisions with respect to services for the Assignment.
2. Provide relevant information regarding requirements for the Assignment. AE2S shall be entitled to use and rely upon all information provided by CLIENT or others in performing AE2S's services under this Agreement.
3. Provide access to the relevant site sufficient for AE2S to perform its services under this Agreement.
4. CLIENT shall, so long as AE2S is not in default, promptly pay AE2S for such services as have been performed satisfactorily hereunder in accordance with the fee terms set forth herein.

CLIENT shall bear all costs incident to compliance with its responsibilities pursuant to this section.

Fees

AE2S shall render services under this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B. The cumulative fee, including reimbursement for all project related expenses, during the performance schedule shall not exceed \$10,000 without written authorization from CLIENT.

Performance Schedule

Project time frame shall be for the calendar year ending December 31, 2024. Consulting services are anticipated to be provided on an as needed basis and as requested by the CLIENT. AE2S shall use commercially reasonable efforts to complete Basic Services within a reasonable time period.

Contract Documents

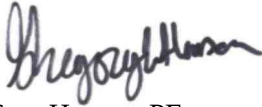
This Agreement includes the following documents, incorporated herein by reference:

1. Exhibit A - Terms and Conditions;
2. Exhibit B - Hourly Fee and Expense Schedule;
3. All other attached Exhibits referenced in this Agreement;
4. Any drawings or specifications provided by the CLIENT in writing; and
5. Any duly executed written amendments.

There are no contract documents other than this Agreement and those documents listed above.

If this Agreement sets forth your understanding of our agreement, including the scope of work desired, fees, terms, and conditions, please sign in the space provided and return a copy to AE2S. Thank you for the opportunity to assist in this project and we look forward to working with you.

Sincerely,

A handwritten signature in dark ink, appearing to read "Greg Hansen", written in a cursive style.

Greg Hansen, PE

AE2S

By: 

Name (Print): Matt Erickson

Title: Operations Manager

Client

Accepted this

By:

Name (Print): Joe Schroeder

Title: Public Works Director – City Engineer

Standard Terms and Conditions

The Agreement is supplemented to include the following terms and conditions:

1. Standard of Care

a. The standard of care for all professional services performed or furnished by AE2S under this Agreement will be the care and skill ordinarily used by members of AE2S's profession practicing under similar circumstances at the same time and in the same locality. AE2S makes no warranties, express or implied, under this Agreement or otherwise, in connection with AE2S's services.

b. CLIENT shall be responsible for, and AE2S may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to AE2S pursuant to this Agreement. AE2S may use such requirements, reports, data, and information in performing or furnishing services under this Agreement.

2. Payments to AE2S

Invoices will be prepared in accordance with AE2S's standard invoicing practices and will be submitted to CLIENT by AE2S monthly, unless otherwise agreed. Invoices are due and payable within 30 days. If CLIENT fails to make any payment due AE2S for services and expenses within 30 days, the amounts due AE2S will be increased at the rate of 1.75% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, AE2S may, after giving seven days written notice to CLIENT, suspend services under this Agreement until AE2S has been paid in full all amounts due for services, expenses, and other related charges. All payments shall be made in United States Dollars. Engineer's compensation is exclusive of any applicable sales or use taxes imposed by any governmental authority on Engineer's compensation under this Agreement. Owner shall reimburse Engineer for the cost of such sales or use taxes. Engineer's invoices shall state all such applicable sales or use taxes, if any.

3. Insurance

AE2S will maintain insurance coverage for Workers' Compensation, Professional Liability, General Liability, and Automobile Liability and will provide certificates of insurance to CLIENT upon request.

4. Exclusion of Special, Incidental, Indirect, and Consequential Damages

To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, AE2S and AE2S's officers, directors, partners, employees, agents, and Consultants, or any of them, shall not be liable to CLIENT or anyone claiming by, through, or under CLIENT for any special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to the Assignment or this Agreement, from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract or warranties, express or implied, of AE2S or AE2S's officers, directors, partners, employees, agents, or AE2S's Consultants, or any of them.

5. Limit of Liability

To the fullest extent permitted by law, notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of AE2S and AE2S's officers, directors, partners, employees, agents, and AE2S's Consultants, and any of them, to CLIENT and anyone claiming by, through, or under CLIENT for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of AE2S or AE2S's officers, directors, partners, employees, agents, or AE2S's Consultants, or any of them, shall not exceed total compensation received by AE2S as part of this agreement.

6. Termination of Contract

Either party may at any time, upon seven days prior written notice to the other party, terminate this Agreement. Upon such termination, CLIENT shall pay to AE2S all amounts owing to AE2S under this Agreement, for all work performed up to the effective date of termination, plus reasonable termination costs.

7. Access

CLIENT shall arrange for safe access to and make all provisions for AE2S and AE2S's Consultants to enter upon public and private property as required for AE2S to perform services under this Agreement.

8. Hazardous Environmental Conditions

It is acknowledged by both parties that AE2S's scope of services does not include any services related to a "Hazardous Environmental Condition," i.e. the presence at the site of asbestos, PCBs, petroleum, hazardous waste, or radioactive materials in such quantities or circumstances that may present a substantial danger to persons or property exposed thereto in connection with the Assignment. In the event AE2S or any other party encounters a Hazardous Environmental Condition, AE2S may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Assignment affected thereby until CLIENT: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the site is in full compliance with applicable laws and regulations. CLIENT acknowledges that AE2S is performing professional services for CLIENT and that AE2S is not and shall not be required to become an "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA), which are or may be encountered at or near the site in connection with AE2S's activities under this Agreement.

9. Patents

AE2S shall not conduct patent searches in connection with its services under this Agreement and assumes no responsibility for any patent or copyright infringement arising therefrom. Nothing in this Agreement shall be construed as a warranty or representation that anything made, used, or sold arising out of the services performed under this Agreement will be free from infringement of patents or copyrights.

10. Ownership and Reuse of Documents

All documents prepared or furnished by AE2S pursuant to this Agreement are instruments of service, and AE2S shall retain an ownership and property interest therein. Reuse of any such documents by CLIENT shall be at CLIENT's sole risk.

11. Use of Electronic Media

a. Copies of Documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by the AE2S. Files in electronic media format of text, data, graphics, or of other types that are furnished by AE2S to CLIENT are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.

b. When transferring documents in electronic media format, AE2S makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by AE2S at the beginning of this Assignment.

c. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

d. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving

party shall be deemed to have accepted the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. AE2S shall not be responsible to maintain documents stored in electronic media format after acceptance by CLIENT.

12. Contractors

AE2S shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall AE2S have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at a project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. AE2S neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between CLIENT and such contractor. AE2S shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except AE2S's own employees) at a project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by AE2S.

13. Force Majeure

AE2S shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond AE2S's reasonable control.

14. No Third Party Beneficiaries

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of CLIENT and AE2S and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either CLIENT or AE2S. AE2S's services under this Agreement are being performed solely for CLIENT's benefit, and no other entity shall have any claim against AE2S because of this Agreement or the performance or nonperformance of services hereunder.

15. Assignment

Neither party shall assign its rights, interests or obligations under this Agreement without the express written consent of the other party.

16. Binding Effect

This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors, and assigns.

17. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and AE2S, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

18. Survival

All express representations, indemnifications, or limitations of liability included in this Agreement will survive its completion or termination for any reason.

19. Headings

The headings used in this Agreement are for general reference only and do not have special significance.

20. Controlling Law

This Agreement is to be governed by the law of the State of South Dakota without regard to its conflicts of laws principles.

21. Notices

Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address shown herein and given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

22. Executed in Counterparts

This Agreement may be executed in counterparts, each of which together will constitute one and the same instrument. Delivery of an executed counterpart of this Agreement shall constitute effective delivery of this Agreement. Each party agrees that the delivery of the Agreement by facsimile or electronic mail shall have the same force and effect as delivery of original signature and that each party may use such facsimile or electronic mail signatures as evidence of the execution and delivery of the Agreement by the parties to the same extent that an original signature could be used.

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Joe Schroeder
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):	Not Budgeted (\$200,000 from Contingency)		
Agenda Item:	Hearing and Action to Approve Agreement #A2024-14, Real Estate Purchase Agreement-Kiner Property		
Explanation/Background of Agenda Item Requested:	Hearing and Action to Approve Agreement #A2024-14, Real Estate Purchase Agreement-Kiner Property The City Council previously approved a resolution setting this matter for hearing and appointing an appraisal board for the property. The land swap as proposed includes the City transferring approximately 1.44 Acres of land just south of the Kiner property and \$200,000 in exchange for approximately 17 acres as shown in the attached location map. The property the City will acquire is low lying crop ground that could be used for potential future Lake Mitchell mitigation.		

REAL ESTATE EXCHANGE AGREEMENT (A2024-14)

This Real Estate Exchange Agreement (“Agreement”), made and entered into this ____ day of April, 2024, by and between Ralph E. and Pamela K. Kiner, husband and wife, hereinafter referred to as “Kiner,” and the City of Mitchell, a South Dakota municipal corporation, hereinafter referred to as “City.”

W I T N E S S E T H:

WHEREAS, the City is the owner of the real property in Davison County, South Dakota, show in Exhibit A, and legally described as:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS, Kiner is the owner of real property in Davison County, South Dakota, shown in Exhibit A, and legally described as:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

WHEREAS it is the intentions of the parties to exchange ownership of the above-mentioned properties so that, upon completion of all the transfers, the City will own:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

and Kiner will own:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS the City of Mitchell has caused the property to be appraised and published a notice of hearing, on March 20, 2024, at least 10 days prior to holding a hearing on the approval of this exchange as required by law.

WHEREAS the parties also wish to set forth supplemental provisions relating to the above property transfers.

NOW THEREFORE, in consideration of the mutual representations, warranties, and covenants set forth herein, and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do agree as follows:

1. **Purchase Price.** In addition to the exchange of the real property as described in Section 1 and the recitals above, City shall pay to Kiner the amount of Two Hundred Thousand Dollars (\$200,000.00), which shall be due and payable within one hundred eighty (180) days of the Closing.

2. **Closing.** Closing shall take place on April 15, 2024 or earlier upon mutual agreement of the Parties. At Closing (the “Closing”), each party shall provide a good and sufficient Warranty Deed for their respective Lots to the other party to be recorded as soon as practicable. The Parties shall also provide for the payment of any costs due under this agreement to each other or to third parties involved in the Closing.

3. **Conditions Precedent to Closing.**

- a. **Survey.** If either party elects, they may cause a survey of the lots to be prepared for the purpose of locating and identifying the boundaries and locations of improvements of the Property (the “Survey”) and any encroachments into or out of the property boundaries. The cost of said Survey shall be borne solely by the requesting party.
- b. **Review of Title Commitment, Title Documents & Survey.** Each party shall examine title to the lots and determine that no issues which may serve to cloud title are known to them, determined in each party’s sole discretion to be exercised in good faith.

4. **Due Diligence.** Each party’s obligation to exchange the lots is specifically subject to a satisfactory inspection, test, and review of the lots, including but not limited to, any feasibility studies, environmental assessments (including but not limited to a Phase I and/or Phase II or other environmental tests, studies or reports), zoning review, examinations, appraisals, boring, or other surveys or tests, and any other test, review or inspection deemed necessary by a party. The costs and expenses incurred in the due diligence review performed by a party shall be the requesting party’s obligation. Such party shall complete the due diligence review prior to April 15, 2024 and agrees to promptly commence its due diligence review. Each party shall have reasonable access to the lots to conduct its inspections, tests, and due diligence review. To the extent the due diligence review is not acceptable to a party, then such party shall have the option to terminate this Agreement. In such event, the parties hereto shall have no further rights, duties or obligations under this Agreement. Each party will provide the other party with copies of any due diligence reviews.

7. **Representations and Warranties.** The parties represent and warrant the following to each other, each of which representation and warranty shall be true and effective as of the date of Closing:

- a. **Ownership.** Except for any interest which may already be vested with City, Kiner has good and marketable fee simple title to Lot A. Kiner shall sell, transfer, convey and assign to City fee simple ownership Lot A free and clear of any and all liens, mortgages, encumbrances, security interests, pledges and restrictions or other interest or obligations of whatever kind and nature, except as permitted pursuant to this Agreement.

City has good and marketable fee simple title to Lot D. The City shall sell, transfer, convey and assign to Kiner fee simple ownership Lot D, free and clear of any and all liens, mortgages, encumbrances, security interests, pledges and restrictions or other interest or obligations of whatever kind and nature, except as permitted pursuant to this Agreement.

- b. **Ability to Contract.** Each party has the full right, power and authority to enter into this Agreement to sell and convey the respective lots to the other party and this Agreement shall be a valid and binding obligation of both parties, subject to the terms and conditions contained herein.
- c. **Proceedings.** To the best of each party's knowledge, there is no action, litigation, investigation, condemnation proceeding, judgment, executions, bankruptcies, zoning changes or any other proceeding of any kind outstanding, pending, or threatened, against either party or any portion of the lots.
- d. **Liens.** No work has been performed or is in the process of being performed by either party or at the direction of either party, and no materials have been furnished to any of the lots or any portion thereof, which might give rise to mechanic's, materialman's or other liens against the lots.
- e. **Familiarity with the Property.** Subject to the completion of their due diligence investigations, each party is familiar with the physical condition of the lots, has inspected the same, and is taking the same in its "AS IS" condition without any warranty or guaranty by the other party, except as otherwise set forth in this Agreement.

8. **Obligations at Closing.** At Closing, the following shall occur:

- a. Kiner shall deliver to City, or its assigns, the following executed documents:
 - (i) A good and sufficient Warranty Deed(s) for Lot A;
 - (ii) Certificate(s) of Real Estate Value;
 - (iii) Such other documents as deemed necessary by City or its counsel to transfer the Property to City or as may be required pursuant to this Agreement.

- b. City shall deliver to Kiner:
 - (i) A good and sufficient Warranty Deed(s) for Lot D;
 - (ii) Certificate(s) of Real Estate Value;
 - (iii) Such other documents as deemed necessary by City or its counsel to transfer the Property to City or as may be required pursuant to this Agreement.
- c. If the parties engage a title company for closing, title insurance, or other transfer related purposes, the parties agree to split the costs thereof with 50% paid by City and 50% paid by Kiner.

9. Miscellaneous.

- a. Possession. Each party shall be entitled to sole, exclusive, and immediate possession and the right to occupy the Property upon the Closing, except as may be provided herein in relation to existing leases and/or delayed recordation.
- b. Governing Law. This Agreement is subject to and shall be governed by and construed and enforced in accordance with the laws of the State of South Dakota without regard to conflict of laws principles.
- c. Survival of Representations and Warranties. The representations and warranties contained herein shall survive Closing and are and shall be deemed to be continuing representations and warranties.
- d. Counterparts/Facsimile/Electronic Signature. This Agreement may be executed by electronic signature, facsimile and in any number of counterparts as deemed appropriate by the parties, all of which taken together shall constitute one and the same instrument. Reproductions of original signature via pdf/scanned signatures shall be deemed an original for purposes of execution of this instrument.
- e. Time is of the Essence. It is expressly understood and agreed by the parties that time is of the essence in this Agreement.
- f. Benefit. This Agreement shall inure to the benefit of and be binding upon the parties hereto and also upon their respective heirs, representatives, successors and assigns.
- g. Severability. Should any provision in this Agreement be deemed unenforceable as to a particular circumstance or set of facts, the unenforceability shall be limited to such circumstance or set of facts and all remaining provisions of this Agreement shall remain fully binding and enforceable as between Kiner and City.
- h. Further Assurances. Each party, upon the request of the other, agrees to perform any further acts, and to execute and deliver any other documents, which are reasonably necessary to carry out the provisions of this Agreement.

- i. Entire Agreement; Waiver. This Agreement contains the entire agreement of the parties. It may not be changed orally but only by an agreement in writing signed by the party against whom enforcement of any waiver, change, modification, extension, or discharge is sought. A waiver of any term or provision shall not be construed as waiver of any other term or provisions or as waiver of subsequent performance of the same provision of this Agreement.
- j. Drafting Presumption. City and Kiner agree that they participated in the drafting of this Agreement and, in the event that any dispute arises in the interpretation or construction of this Agreement, no presumption shall arise that either one party or the other drafted this Agreement.
- k. Notices. All notices or demands given or required to be given hereunder shall be in writing and sent by United States registered or certified mail, postage prepaid, to the last known address of the parties, or at any other address to which the parties designate notices shall be sent.

IN WITNESS WHEREOF, City and Kiner have hereunto executed this Agreement on the date and year first above written.

KINER:

Ralph E. Kiner

Pamela K. Kiner

STATE OF SOUTH DAKOTA)
 :SS
COUNTY OF DAVISON)

On this _____ day of April, 2024, before me, the undersigned officer, personally appeared Ralph E. and Pamela K. Kiner, being authorized to do so, executed the foregoing instrument for the purposes stated therein.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public – South Dakota
My Commission Expires:_____

(seal)

CITY:

CITY OF MITCHELL, SOUTH DAKOTA

Robert B. Everson, Jr., Mayor

Attest:

Michelle Bathke, Finance Officer

(seal)

STATE OF SOUTH DAKOTA)
 :SS
COUNTY OF DAVISON)

On this _____ day of April, 2024, before me, the undersigned officer, personally appeared Robert B. Everson, Jr. and Michelle Bathke, who acknowledged themselves to be the Mayor and Finance Officer, respectively, of the City of Mitchell, a South Dakota municipal corporation, and that in their official capacities, being authorized to do so, executed the foregoing instrument for the purposes stated therein.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public – South Dakota
My Commission Expires:_____

(seal)

NOTICE OF HEARING

NOTICE IS HEREBY GIVEN to the general public and all interested parties that the City Council for the City of Mitchell will conduct a public hearing in the City Hall Council Chambers at 612 North Main Street, Mitchell, South Dakota at 6:00 PM on April 1, 2024 in regards to a proposed exchange of property described below pursuant to SDCL 9-27-34.1.

The City real property to be exchanged is legally described as follows:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

The real property to be received is legally described as follows:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

At the above stated time and place, all interested parties will be afforded a reasonable opportunity to express their views on the proposed exchange. Following such hearing, the City Council may take such action regarding said Lease as the Council deems appropriate.

Dated this 12th day of March, 2024.

Michelle Bathke – Finance Officer

Published once on: _____

Approximate publication cost: _____

RESOLUTION #R2024-22

A RESOLUTION SETTING A HEARING AND APPOINTING APPRAISERS FOR THE EXCHANGE OF REAL PROPERTY IN THE AREA OF 406th AVENUE AND FIRESTEEL CREEK

WHEREAS, the City of Mitchell owns a parcel of land near 406th Avenue and Firesteel Creek legally defined as:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS Ralph E. and Pamela K. Kiner (Kiner) are the owners of certain property near 406th Avenue and Firesteel Creek legally defined as:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

WHEREAS the City of Mitchell and Kiner desire to exchange certain portions of the above-described properties; and

WHEREAS the proposed exchange would involve the City of Mitchell transferring to Kiner a sum of \$200,000.00 and the portion of land described as follows:

Lot D of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3 and of Irregular Tract No. 2 Within Lot No. 3 in the West ½ of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota (Lot D)

WHEREAS the proposed exchange would involve Kiner transferring to the City of Mitchell the portion of land described as follows:

Lot A of Fawn Creek Addition, a Subdivision of Previously Platted Lot No. 3, in the West Half of the West ½ of Section 31, T 104 N, R 60 W of the 5th P.M., Davison County, South Dakota (Lot A)

THEREFORE, BE IT RESOLVED by the City Council of the City of Mitchell, SD that, pursuant to SDCL 9-27-34.1, the following individuals shall be appointed to the appraisal board for the purpose of appraising the above-described City land to be transferred: Kevin Genzlinger, Jacob Sonne, Steve Schoenfelder.

BE IT FURTHER RESOLVED, that the City Council shall hold a hearing relative to the above-described exchange on April 1, 2024 at 6:00 PM in City Hall Council Chambers. Notice of hearing will be published at least 10 days in advance of the hearing in the local newspaper as required by law. Following the hearing, the City shall take such action as it deems appropriate relative to this proposed land exchange.

Adopted by the Mitchell, South Dakota City Council in regular session this ____ day of March, 2024, with:

____ votes cast in favor of adoption,
____ votes cast against adoption, and
____ votes abstaining.

Robert B. Everson, Jr. – Mayor

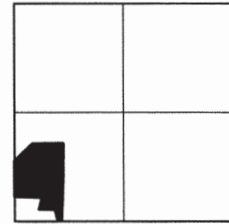
Attest:

(seal)

Michelle Bathke – City Finance Officer



SEC. 31, T 104 N, R 60 W

LOCATION MAP
SCALE: 1" = 3000'

PREPARED BY: JEREMY A. WOLBRINK, R.L.S.
2100 NORTH SANBORN BLVD. - P.O. BOX 398
MITCHELL, SOUTH DAKOTA 57301
PHONE: (605) 996-7761

COORDINATE SYSTEM IS SOUTH DAKOTA SOUTH ZONE,
STATE PLANE - NORTH AMERICAN
DATUM 1983 - GEOID 18
GRID BEARINGS AND GROUND DISTANCES ARE SHOWN.

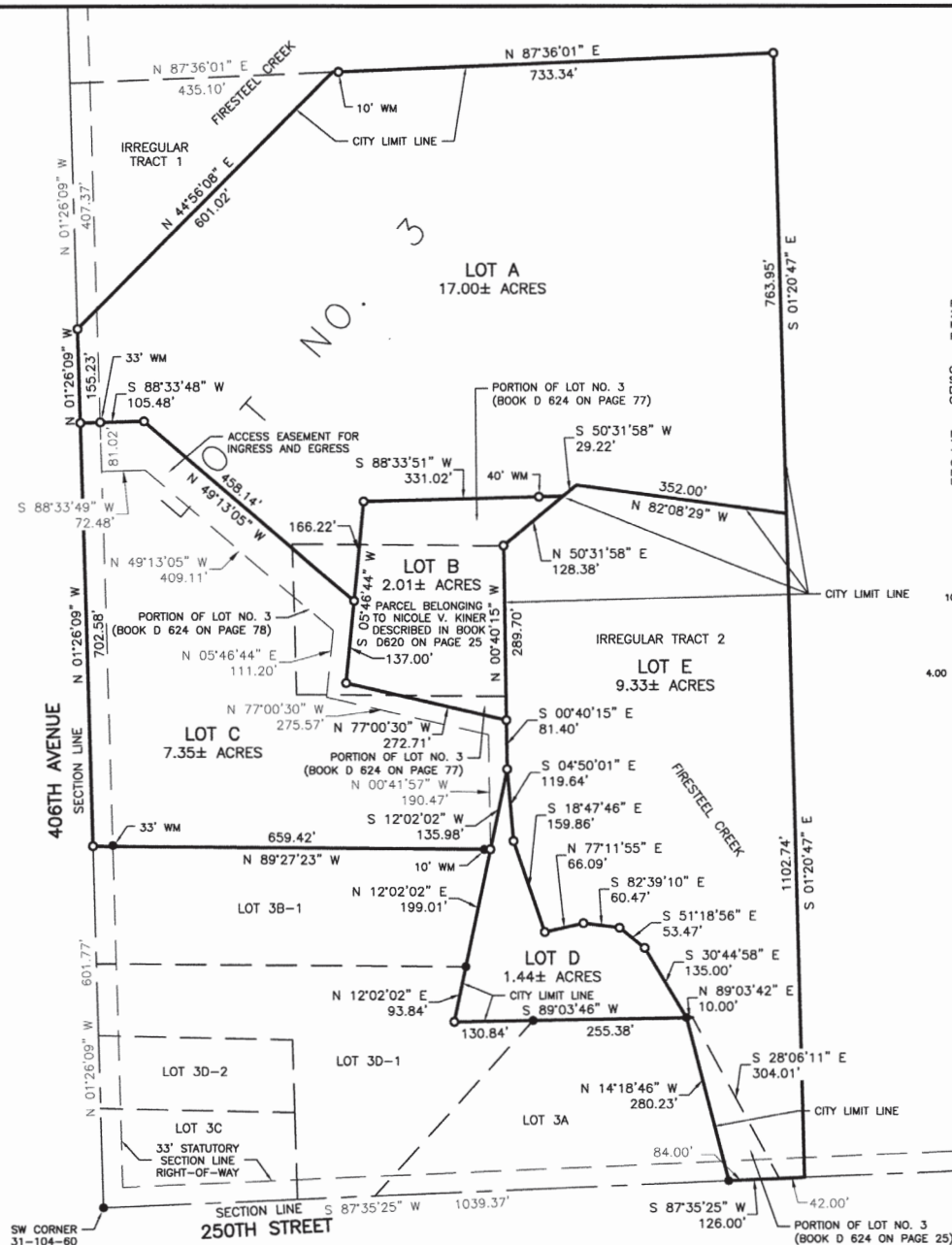
NOTE:
THIS SURVEY WAS PERFORMED WITHOUT
THE BENEFIT OF A TITLE REPORT OR TITLE
COMMITMENT. EASEMENTS OF RECORD WERE
NOT RESEARCHED AND ARE NOT SHOWN
UNLESS OTHERWISE NOTED.

LEGEND

- = FOUND IRON MONUMENT
- = SET 5/8" x 18" REBAR WITH PLASTIC CAP NO. 13714
- 100' (P) = PLATTED BEARING OR DISTANCE
- 100' = MEASURED BEARING OR DISTANCE
- = SET NAIL
- △ = SET SURVEY SPIKE
- 4.00 CH (P) = PLATTED DISTANCE IN CHAINS
- = FOUND NAIL
- ◇ = SET 3/8" x 12" SPIKE W/WASHER JAW-13714
- WM = WITNESS MONUMENT



1 Inch = 200 Feet



A PLAT OF LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

SURVEYOR'S CERTIFICATE

I, Jeremy A. Wolbrink, the undersigned, do hereby certify that I am a Registered Land Surveyor in the State of South Dakota. At the request of the owners as listed in the Owner's Certificate, Dedication and Agreement of Protection of Water, and under their direction for purposes indicated therein, I did on or prior to March 4, 2024, survey those parcels of land described as follows: LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

In my professional opinion and to the best of my knowledge, information and belief, the within and foregoing plat is true and correct.

Dated this _____ day of March, 2024.

Registered Land Surveyor #SD13714

SPN

& Associates

Engineers, Planners and Surveyors

2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015



A PLAT OF LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

OWNER'S CERTIFICATE, DEDICATION AND AGREEMENT OF PROTECTION OF WATER

KNOW ALL MEN BY THESE PRESENTS that we, the undersigned, do hereby certify that we are the absolute and unqualified owners of all of the land included in the within and foregoing plat; the plat is of a parcel of ground located in PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, ALL IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., A PORTION OF WHICH LIES WITHIN THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA; that the plat has been made at our request and under our direction for the purposes indicated therein; which said property as so surveyed and platted shall hereafter be known as LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as shown by this plat; and we hereby dedicate to the public, for public use forever as such, the streets, if any, as shown or described on said plat; and that development of the land included within the boundaries of said Lots A, B, C, D AND E shall conform to all existing applicable zoning, subdivision, erosion, sediment control and drainage regulations and ordinances; further that there now exists 406th Avenue and 250th Street; and that an access easement shall be dedicated by this plat as shown. Pursuant to SDCL 11-3-8.1 and 11-3-8.2 the developer of the property described within this plat shall be responsible for protecting any waters of the state located adjacent to or within such platted area from pollution from sewage from such subdivision and shall, in prosecution of such protections conform to and follow all regulations of the South Dakota Department of Agriculture and Natural Resources relating to the same. Additionally, the developer of the property described within this plat shall be liable for any pollution that occurs from failure to execute such protections or follow such regulations, exception being those lots in subdivisions that show documentation that wastewater drainage shall be connected to a municipal system.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2024.

Ralph E. Kiner, owner portions of Lot No. 3

Pamela K. Kiner, owner of portions of Lot No. 3

STATE OF SOUTH DAKOTA)
)SS
COUNTY OF DAVISON)

On this, the _____ day of _____, 2024, before me, _____, the undersigned officer, personally appeared Ralph E. Kiner and Pamela K. Kiner, known to me or satisfactorily proven to be the persons whose names are subscribed to the within instrument and acknowledged to me that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public, South Dakota
My Commission Expires: _____

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2024.

Nicole V. Kiner, owner of portions of Lot No. 3

STATE OF SOUTH DAKOTA)
)SS
COUNTY OF DAVISON)

On this, the _____ day of _____, 2024, before me, _____, the undersigned officer, personally appeared Nicole V. Kiner, known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public, South Dakota
My Commission Expires: _____

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2024.

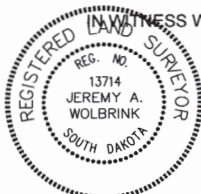
Robert B. Everson, Jr., Mayor
The City of Mitchell, South Dakota, a South Dakota municipal corporation, owner of Irregular Tract No. 2 within Lot No. 3, and a portion of Lot No. 3, described in Book D624 on Page 25

CORPORATION ACKNOWLEDGMENT

STATE OF SOUTH DAKOTA)
)SS
COUNTY OF DAVISON)

On this, the _____ day of _____, 2024, before me, _____, the undersigned officer, personally appeared Robert B. Everson, Jr., of the City of Mitchell, South Dakota, a South Dakota municipal corporation, and that he, as such Mayor, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the municipal corporation by himself as Mayor.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.



SPN

& Associates
Engineers, Planners and Surveyors
2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015

Notary Public, South Dakota
My Commission Expires: _____

A PLAT OF LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

RESOLUTION OF CITY PLANNING COMMISSION

WHEREAS, the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, prepared by Jeremy A. Wolbrink, duly licensed Land Surveyor in and for the State of South Dakota, heretofore filed in the office of the City Finance Officer of Mitchell, South Dakota, has been submitted to the City Planning Commission of the said City of Mitchell, South Dakota; and

WHEREAS, the City Planning Commission, in regular meeting assembled, had duly considered said plat and finds as a fact that said plat is in conformity and does not conflict with the Master Plan for the City of Mitchell, South Dakota, heretofore adopted by this Commission;

NOW THEREFORE, be it resolved by the City Planning Commission of Mitchell, South Dakota, that the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, prepared by Jeremy A. Wolbrink, a Land Surveyor, be and the same is hereby approved and its adoption by the City Council of the City of Mitchell, South Dakota, is hereby recommended.

The undersigned hereby certifies that the foregoing resolution was passed by the City Planning Commission of Mitchell, South Dakota, at a meeting thereof held on the _____ day of _____, 2024.

Chairperson/Vice-Chairperson of Mitchell City Planning Commission

RESOLUTION OF CITY COUNCIL

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the _____ day of _____, 2024; and

WHEREAS, it appears from an examination of the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, a duly licensed Land Surveyor in and for the State of South Dakota, that said plat is in accordance with the system of streets and alleys set forth in the Master Plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota, that the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, prepared by Jeremy A. Wolbrink, be and the same is hereby approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

The undersigned hereby certifies that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting held on the _____ day of _____, 2024.

Finance Officer/Deputy Finance Officer of City of Mitchell

RESOLUTION OF COUNTY PLANNING COMMISSION

WHEREAS, the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, prepared by Jeremy A. Wolbrink, duly licensed Land Surveyor in and for the State of South Dakota, heretofore filed in the office of the County Auditor of Davison County, South Dakota, has been submitted to the County Planning Commission of the said County of Davison, South Dakota; and

WHEREAS, the County Planning Commission, in regular meeting assembled, had duly considered said plat and finds as a fact that said plat is in conformity and does not conflict with the Master Plan for the County of Davison, South Dakota, heretofore adopted by this Commission;

NOW THEREFORE, be it resolved by the County Planning Commission of Davison County, South Dakota, that the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, prepared by Jeremy A. Wolbrink, a Land Surveyor, be and the same is hereby approved and its adoption by the Board of Commissioners of the County of Davison, South Dakota, is hereby recommended.

The undersigned hereby certifies that the foregoing resolution was passed by the County Planning Commission of Davison County, South Dakota, at a meeting thereof held on the _____ day of _____, 2024.

Chairperson/Vice-Chairperson of Davison County
Planning Commission



SPN

& Associates

Engineers, Planners and Surveyors

2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015

A PLAT OF LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

RESOLUTION BY BOARD OF COUNTY COMMISSIONERS

Be it resolved by the Board of County Commissioners of Davison County, South Dakota, that the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, which has been submitted for examination pursuant to law, is hereby approved and the County Auditor is hereby authorized and directed to endorse on such plat a copy of this Resolution and certify the same.

Chairperson/Vice-Chairperson, Board of County Commissioners of
Davison County

AUDITOR'S CERTIFICATE

I do hereby certify that the above resolution was adopted by the Board of County Commissioners of Davison County, South Dakota, at a regular meeting held on _____, 2024, approving the above-named plat.

Auditor/Deputy Auditor, Davison County

CERTIFICATE OF HIGHWAY AUTHORITY

The location of the existing/proposed approaches is hereby approved. Any change in the location of the existing/proposed approaches shall require additional approval.

By: _____ Title: _____ Date: _____
Highway Authority

CERTIFICATE OF COUNTY TREASURER

I hereby certify that all taxes which would, if not paid, be liens upon any of the land included in the within and foregoing plat, as shown by the records of my office, have been fully paid.

Treasurer/Deputy Treasurer, Davison County

Date

DIRECTOR OF EQUALIZATION

I hereby certify that a copy of the plat of LOTS A, B AND C OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA; AND LOTS D AND E OF FAWN CREEK ADDITION, A SUBDIVISION OF PREVIOUSLY PLATTED LOT NO. 3 AND OF IRREGULAR TRACT NO. 2 WITHIN LOT NO. 3, IN THE WEST 1/2 OF THE WEST 1/2 OF SECTION 31, T 104 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, has been received by me and is filed in my office.

Director of Equalization/Deputy Director
of Equalization, Davison County

Date

REGISTER OF DEEDS

STATE OF SOUTH DAKOTA)
)SS
COUNTY OF DAVISON)

FILED for record this _____ day of _____, 2024, at _____, and recorded in Book _____ of Plats on
Page(s) _____ therein and recorded on Microfilm Number _____.

Register of Deeds, Davison County

By _____
Deputy

SPN

& Associates
Engineers, Planners and Surveyors
2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015



CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Approve Resolution #R2024-23; Plat of Tract 1 of Volesky Properties Addition, in the West 7 Rods of the NE 1/4 of the NE 1/4; and in Lot 3B of the NW 1/4 of the NE 1/4 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota		
Explanation/Background of Agenda Item Requested:	Plat of Tract 1 of Volesky Properties Addition, in the West 7 Rods of the NE 1/4 of the NE 1/4; and in Lot 3B of the NW 1/4 of the NE 1/4 of Section 26, T 103 N, R 60 W of the 5th P.M., Davison County, South Dakota; as requested by Tara Volesky. Planning Commission motioned to approve; 7 aye, 0 nay. Motion carried. See Planning Commission Unsigned Minutes 03-25-24.		

RESOLUTION #R2024-23

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 25th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE 1/4 OF THE NE 1/4; AND IN LOT 3B OF THE NW 1/4 OF THE NE 1/4 OF SECTION 26, T 103 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Thomas Lynn Week, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE 1/4 OF THE NE 1/4; AND IN LOT 3B OF THE NW 1/4 OF THE NE 1/4 OF SECTION 26, T 103 N, R 60 W OF THE 5TH P.M., DAVISON COUNTY, SOUTH DAKOTA, as prepared by Thomas Lynn Week, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

I, Michelle Bathke, Finance Officer of the City of Mitchell, South Dakota, do hereby certify that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting thereof held on the 1st day of April, 2024.

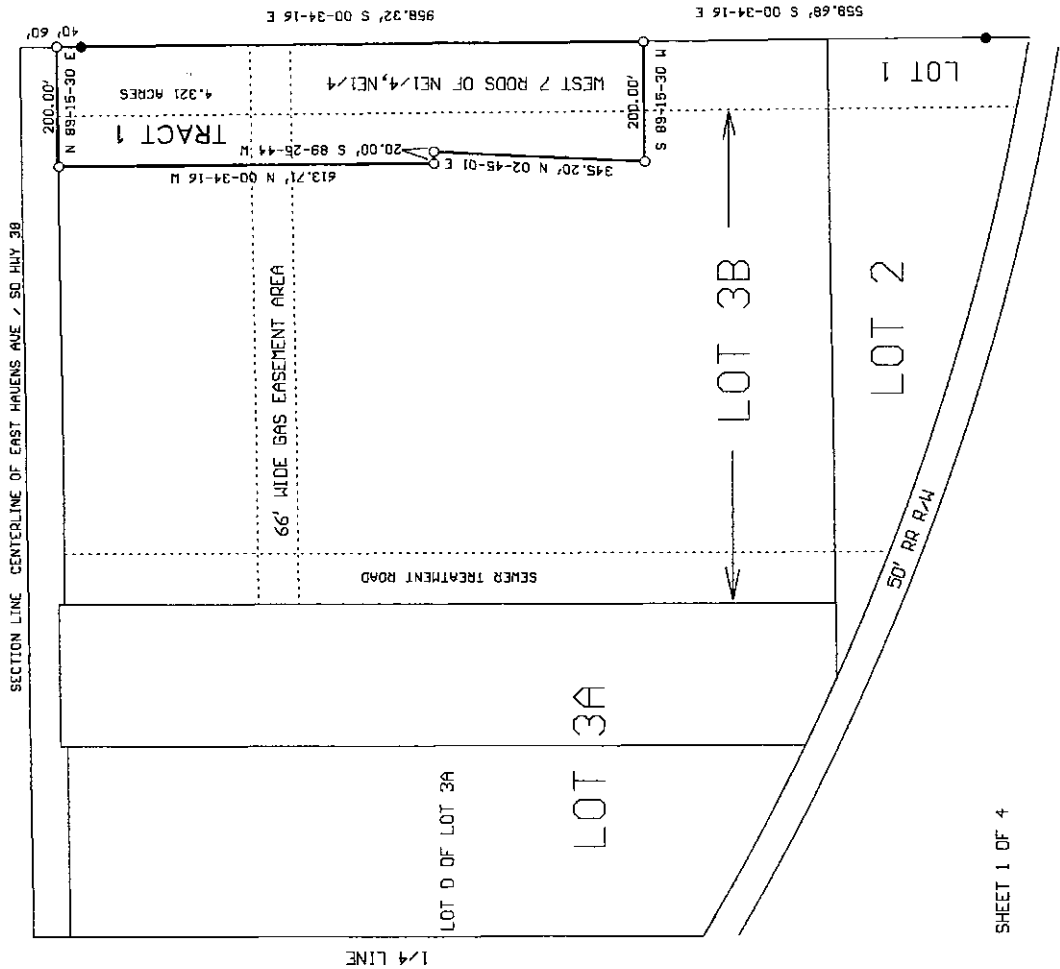
MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}

PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA.



PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA.

SURVEYORS CERTIFICATE

I, THOMAS LYNN WEEK, REGISTERED LAND SURVEYOR IN YANKTON, SOUTH DAKOTA, HAVE AT THE DIRECTION OF THE OWNER, MADE A SURVEY OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA. I HAVE SET IRON PINS AS SHOWN AND SURVEY AND PLAT ARE CORRECT TO MY KNOWLEDGE AND BELIEF.

DATED THIS 9TH. DAY OF MARCH, 2024.

THOMAS LYNN WEEK
REGISTERED LAND SURVEYOR
REG. NO. 2912

CERTIFICATE OF STREET AUTHORITY

ACCESS TO SD HWY 38 IS APPROVED. THIS ACCESS APPROVAL DOES NOT REPLACE THE NEED FOR ANY PERMITS REQUIRED BY LAW TO ESTABLISH THE PRECISE ACCESS LOCATION, INCLUDING PERMIT REQUIREMENTS SET FORTH IN ADMINISTRATIVE RULE OF SOUTH DAKOTA 70:09:01:02.

DATED THIS ____ DAY OF _____, _____.

STATE HIGHWAY AUTHORITY

DIRECTOR OF EQUALIZATION CERTIFICATE

THE UNDERSIGNED, COUNTY DIRECTOR OF EQUALIZATION/DEPUTY DIRECTOR OF EQUALIZATION OF DAVISON COUNTY, SOUTH DAKOTA, HEREBY CERTIFIES THAT HE/SHE HAS RECEIVED A COPY OF THE FOREGOING PLAT. DATED THIS ____ DAY OF _____, _____.

DIRECTOR OF EQUALIZATION/DEPUTY DIRECTOR OF
EQUALIZATION, DAVISON COUNTY, S.D.

TREASURER CERTIFICATE

THE UNDERSIGNED, COUNTY TREASURER/DEPUTY TREASURER OF DAVISON COUNTY, SOUTH DAKOTA, HEREBY CERTIFIES THAT ALL TAXES WHICH ARE LIENS UPON ANY LAND INCLUDED IN THE ABOVE PLAT, AS SHOWN BY THE RECORDS OF THIS OFFICE, HAVE BEEN PAID. DATED THIS ____ DAY OF _____, _____.

TREASURER/DEPUTY TREASURER DAVISON COUNTY, S.D.

PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA.

OWNER'S CERTIFICATE AND AGREEMENT OF PROTECTION OF WATER

I, TARA VOLESKY, AS MEMBER MANAGER OF VOLESKY PROPERTIES LLC., DO HEREBY CERTIFY THAT VOLESKY PROPERTIES LLC., IS THE ABSOLUTE AND UNQUALIFIED OWNER OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA.

THAT THE ABOVE SURVEY AND PLAT WERE MADE AT MY REQUEST AND UNDER MY DIRECTION FOR THE PURPOSE OF LOCATING, MARKING AND PLATTING THE SAME, AND THAT SAID PROPERTY IS FREE FROM ALL ENCUMBRANCES. THE DEVELOPMENT OF THIS LAND INCLUDED IN THE BOUNDARIES OF TRACT 1, SHALL CONFORM TO ALL EXISTING APPLICABLE ZONING SUBDIVISION AND EROSION AND SEDIMENT CONTROL REGULATIONS. PURSUANT TO SDCL 11-3-8.1 AND 11-3-8.2 THE DEVELOPER OF THIS PROPERTY DESCRIBED WITHIN THIS PLAT SHALL BE RESPONSIBLE FOR PROTECTING ANY WATERS OF THE STATE LOCATED ADJACENT TO OR WITHIN SUCH PLATTED AREA FROM POLLUTION FROM SEWAGE FROM SUCH ADDITION, AND SHALL IN PROSECUTION OF SUCH PROTECTION CONFORM TO AND FOLLOW ALL REGULATIONS OF THE SOUTH DAKOTA DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES RELATING TO THE SAME. ADDITIONALLY THE DEVELOPER OF THIS PROPERTY DESCRIBED WITHIN THIS PLAT SHALL BE LIABLE FOR ANY POLLUTION THAT OCCURS FROM FAILURE TO EXECUTE SUCH PROTECTIONS OR FOLLOW SUCH REGULATIONS, EXCEPTION BEING THOSE LOTS IN SUBDIVISIONS THAT SHOW DOCUMENTATIONS THAT WASTE WATER DRAINAGE SHALL BE CONNECTED TO A MUNICIPAL SYSTEM.

DATED THIS _____ DAY OF _____,

TARA VOLESKY
MEMBER MANAGER

STATE OF _____
COUNTY OF _____

ON THIS _____ DAY OF _____, _____, BEFORE ME THE UNDERSIGNED OFFICER, PERSONALLY APPEARED TARA VOLESKY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND WHO ACKNOWLEDGED TO ME THAT SHE AS MEMBER MANAGER, EXECUTED THE SAME FOR THE PURPOSES THEREIN CONTAINED. IN WITNESS WHEREOF I HEREUNTO SET MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES _____

NOTARY PUBLIC

RESOLUTION OF COUNTY PLANNING COMMISSION

BE IT RESOLVED BY THE DAVISON COUNTY, SOUTH DAKOTA, PLANNING COMMISSION THAT THE ABOVE PLAT REPRESENTING TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA, AND FINDS AS A FACT THAT SAID PLAT IS IN CONFORMITY AND DOES NOT CONFLICT WITH THE MASTER PLAN FOR DAVISON COUNTY, AND THE SAME IS HEREBY APPROVED AND ITS ADOPTION BY THE BOARD OF COMMISSIONERS OF DAVISON COUNTY, SOUTH DAKOTA IS RECOMMENDED.

THE FOREGOING RESOLUTION WAS PASSED BY THE COUNTY PLANNING COMMISSION OF DAVISON COUNTY, SOUTH DAKOTA, AT A MEETING THEREOF HELD ON THE _____ DAY OF _____, _____.

CHAIRMAN/VICE CHAIRMAN, PLANNING COMMISSION

RESOLUTION OF APPROVAL

WHEREAS, IT APPEARS THAT THE OWNER THEREOF HAS CAUSED A PLAT TO BE MADE OF THE FOLLOWING REAL PROPERTY: TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA AND HAS SUBMITTED SUCH PLAT TO THE COUNTY COMMISSION OF DAVISON COUNTY, SOUTH DAKOTA FOR APPROVAL. NOW THEREFORE BE IT RESOLVED, THAT SUCH PLAT HAS BEEN EXECUTED ACCORDING TO THE LAW AND SAME IS HEREBY APPROVED. THE COUNTY AUDITOR IS HEREBY AUTHORIZED AND DIRECTED TO ENDORSE ON SUCH PLAT A COPY OF THIS RESOLUTION AND CERTIFY THE SAME.

I, _____, COUNTY AUDITOR/DEPUTY AUDITOR OF DAVISON COUNTY, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE WITHIN AND FOREGOING IS A TRUE COPY OF THE RESOLUTION PASSED BY THE BOARD OF COUNTY COMMISSIONERS OF DAVISON COUNTY, SOUTH DAKOTA, ON THIS _____ DAY OF _____, _____.

COUNTY AUDITOR/DEPUTY AUDITOR

CHAIRMAN/VICE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS

PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA.

RESOLUTION OF CITY PLANNING COMMISSION

WHEREAS, THE PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY THOMAS LYNN WEEK, DULY LICENSED LAND SURVEYOR IN AND FOR THE STATE OF SOUTH DAKOTA, HERETOFORE FILED IN THE OFFICE OF CITY FINANCE OFFICER OF MITCHELL, SOUTH DAKOTA, HAS BEEN SUBMITTED TO THE CITY PLANNING COMMISSION OF THE SAID CITY OF MITCHELL, SOUTH DAKOTA; AND WHEREAS, THE CITY PLANNING COMMISSION, IN REGULAR MEETING ASSEMBLED, HAD DULY CONSIDERED SAID PLAT AND FINDS AS A FACT THAT SAID PLAT IS IN CONFORMITY AND DOES NOT CONFLICT WITH THE MASTER PLAN FOR THE CITY OF MITCHELL, SOUTH DAKOTA, HERETOFORE ADOPTED BY THIS COMMISSION;

NOW THEREFORE, BE IT RESOLVED BY THE CITY PLANNING COMMISSION OF MITCHELL, SOUTH DAKOTA, THAT THE PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY THOMAS LYNN WEEK, A LAND SURVEYOR, BE AND THE SAME IS HEREBY APPROVED AND ITS ADOPTION BY THE CITY COUNCIL OF THE CITY OF MITCHELL, SOUTH DAKOTA, IS HEREBY RECOMMENDED.

I, _____, CHAIRMAN OF THE CITY PLANNING COMMISSION FOR THE CITY OF MITCHELL, SOUTH DAKOTA, DO HEREBY CERTIFY THAT THE FOREGOING RESOLUTION WAS PASSED BY THE CITY PLANNING COMMISSION OF MITCHELL, SOUTH DAKOTA, AT A MEETING THEREOF HELD ON THE _____ DAY OF _____, _____.

CITY PLANNING COMMISSION BY: _____

RESOLUTION OF CITY COUNCIL

WHEREAS, IT APPEARS THAT THE CITY PLANNING COMMISSION OF THE CITY OF MITCHELL, SOUTH DAKOTA, DID DULY CONSIDER AND DID RECOMMEND THE APPROVAL AND ADOPTION OF THE HEREINAFTER DESCRIBED PLAT, AT ITS MEETING HELD ON THE _____ DAY OF _____, _____; AND WHEREAS, IT APPEARS FROM AN EXAMINATION OF THE PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA, AS PREPARED BY THOMAS LYNN WEEK, A DULY LICENSED LAND SURVEYOR IN AND FOR THE STATE OF SOUTH DAKOTA, THAT SAID PLAT IS IN ACCORDANCE WITH THE SYSTEM OF STREETS AND ALLEYS SET FORTH IN THE MASTER PLAN ADOPTED BY THE CITY PLANNING COMMISSION OF THE CITY OF MITCHELL, SOUTH DAKOTA, AND THAT SUCH PLAT HAS BEEN PREPARED ACCORDING TO LAW;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MITCHELL, SOUTH DAKOTA, THAT THE PLAT OF TRACT 1 OF VOLESKY PROPERTIES ADDITION, IN THE WEST 7 RODS OF THE NE1/4 OF THE NE1/4; AND IN LOT 3B OF THE NW1/4 OF THE NE1/4 OF SECTION 26, T103N, R60W OF THE 5TH. P.M., DAVISON COUNTY, SOUTH DAKOTA, PREPARED BY THOMAS LYNN WEEK, A LAND SURVEYOR, BE AND THE SAME IS HEREBY APPROVED AND THE DESCRIPTION SET FORTH HEREIN AND THE ACCOMPANYING SURVEYOR'S CERTIFICATE SHALL PREVAIL.

I, _____, FINANCE OFFICER OF THE CITY OF MITCHELL, SOUTH DAKOTA, HEREBY CERTIFY THAT THE FOREGOING RESOLUTION WAS PASSED BY THE CITY OF MITCHELL, SOUTH DAKOTA, AT A MEETING HELD ON THE _____ DAY OF _____, _____.

FINANCE OFFICER BY: _____

REGISTER OF DEEDS CERTIFICATE

THE UNDERSIGNED, REGISTER OF DEEDS/DEPUTY REGISTER OF DEEDS, DAVISON COUNTY, SOUTH DAKOTA, HEREBY CERTIFIES THAT THE ORIGINAL PLAT WAS FILED FOR RECORD THIS _____ DAY OF _____, _____, _____ O'CLOCK ____ M., AND DULY RECORDED IN BOOK _____, PAGE _____.

REGISTER OF DEEDS/DEPUTY REGISTER OF DEEDS, DAVISON COUNTY, S.D.



CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Approve Resolution #R2024-24, Plat of Lot 1 of Finley First Addition		
Explanation/Background of Agenda Item Requested:	Plat of Lot 1 of Finley First Addition to the City of Mitchell, Davison County, South Dakota; as requested by Austen LLC. Planning Commission motioned to approve; 5 aye, 0 nay, 2 abstain. Motion carried. See Planning Commission Unsigned Minutes 03-25-24.		

RESOLUTION #R2024-24

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 25th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF LOT 1 OF FINLEY FIRST ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul C. Kiepke, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOT 1 OF FINLEY FIRST ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul C. Kiepke, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

I, Michelle Bathke, Finance Officer of the City of Mitchell, South Dakota, do hereby certify that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting thereof held on the 1st day of April, 2024.

MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}



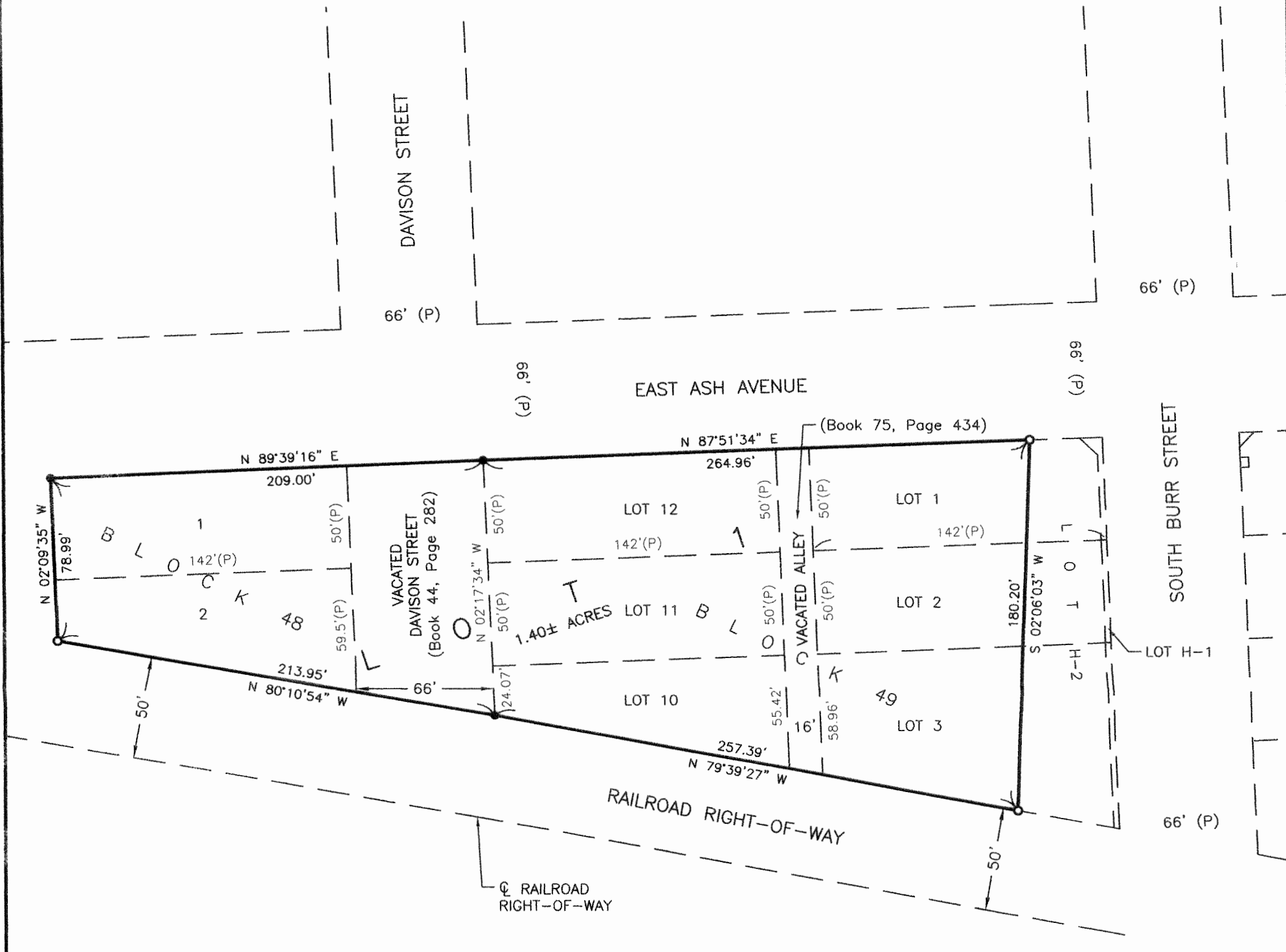
1 Inch = 60 Feet

- LEGEND**
- = FOUND IRON MONUMENT
 - = SET 5/8" X 18" REBAR WITH PLASTIC CAP NO. 8296
 - 100' (P) = PLATTED BEARING OR DISTANCE
 - 100' = MEASURED BEARING OR DISTANCE
 - = SET NAIL
 - ▲ = SET SURVEY SPIKE
 - 4.00 CH (P) = PLATTED DISTANCE IN CHAINS
 - = FOUND NAIL
 - ◇ = SET 3/8" X 12" SPIKE W/WASHER PCK-8296
 - WM = WITNESS MONUMENT

PREPARED BY: PAUL C. KIEPKE, R.L.S.
2100 NORTH SANBORN BLVD. - P.O. BOX 398
MITCHELL, SOUTH DAKOTA 57301
PHONE: (605) 996-7761

COORDINATE SYSTEM IS SOUTH DAKOTA SOUTH ZONE,
STATE PLANE - NORTH AMERICAN
DATUM 1983 - GEOID 18.
GRID BEARINGS AND GROUND DISTANCES ARE SHOWN.

NOTE:
THIS SURVEY WAS PERFORMED WITHOUT
THE BENEFIT OF A TITLE REPORT OR TITLE
COMMITMENT. EASEMENTS OF RECORD WERE
NOT RESEARCHED AND ARE NOT SHOWN
UNLESS OTHERWISE NOTED.



A PLAT OF LOT 1 OF FINLEY FIRST ADDITION TO THE CITY OF MITCHELL,
DAVISON COUNTY, SOUTH DAKOTA

SURVEYOR'S CERTIFICATE

I, Paul C. Kiepke, the undersigned, do hereby certify that I am a Registered Land Surveyor in and for the State of South Dakota. At the request of the owners listed below, and under their direction for purposes indicated therein, I did on or prior to March 11, 2024, survey the parcel of land described as follows: LOT 1 OF FINLEY FIRST ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA. This plat does hereby vacate previously platted LOTS 1 AND 2, BLOCK 48, JOHN LAWLER'S ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, AS RECORDED IN BOOK 1, PAGE 5, AND VACATED DAVISON STREET ABUTTING BLOCK 48, AS RECORDED IN BOOK 44, PAGE 282; AND LOTS 1, 2, 3, 10, 11 AND 12, INCLUDING THE VACATED ALLEY LYING BETWEEN THESE LOTS (RECORDED IN BOOK MR75, PAGE 434), AND EXCEPT LOTS H1 AND H2, ALL IN BLOCK 49, COOLEY AND GUERNSEY'S ADDITION TO THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, AS RECORDED IN BOOK 1, PAGE 147.

In my professional opinion and to the best of my knowledge, information and belief, the within and foregoing plat is true and correct.
Dated this 13th day of March, 2024.

Registered Land Surveyor #SD8296



& Associates
Engineers, Planners and Surveyors
2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015



RESOLUTION OF CITY PLANNING COMMISSION

The undersigned does hereby certify that the foregoing resolution was passed by the City Planning Commission of Mitchell, South Dakota, at a meeting thereof held on the _____ day of _____, 2024.

RESOLUTION OF CITY COUNCIL

The undersigned does hereby certify that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting held on the _____ day of _____, 2024.

CERTIFICATE OF COUNTY TREASURER

Date _____

DIRECTOR OF EQUALIZATION

Date _____

REGISTER OF DEEDS

& Associates
Engineers, Planners and Surveyors
 2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
 Phone: (605) 996-7761 Fax: (605) 996-0015



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Approve Resolution #R2024-25, Plat of Lot 1 of Archer First Addition		
Explanation/Background of Agenda Item Requested:	Plat of Lot 1 of Archer First Addition, a subdivision of Lots B-1 and B-2 within Lot B, and Lot C, formerly a portion of Irregular Tract No. 4A in the South 1/2 of Section 22, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by Austen LLC. Planning Commission motioned to approve with the updated first page; 5 aye, 0 nay, 2 abstain. Motion carried. See Planning Commission Unsigned Minutes 03-25-24.		

RESOLUTION #R2024-25

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 25th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Jeremy A. Wolbrink, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

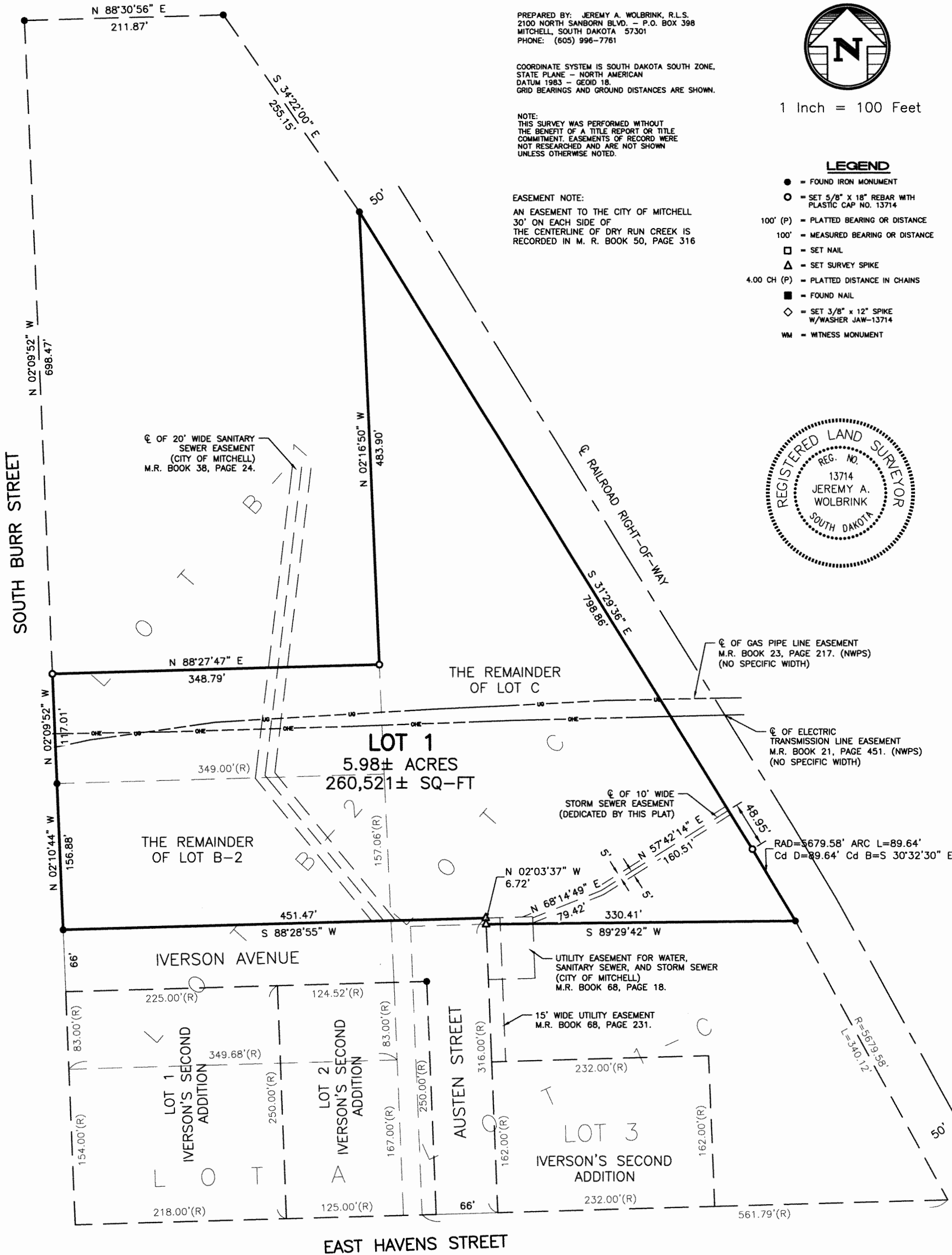
I, Michelle Bathke, Finance Officer of the City of Mitchell, South Dakota, do hereby certify that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting thereof held on the 1st day of April, 2024.

MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}



A PLAT OF LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

SPN

& Associates
Engineers, Planners and Surveyors
2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015

A PLAT OF LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5th P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA

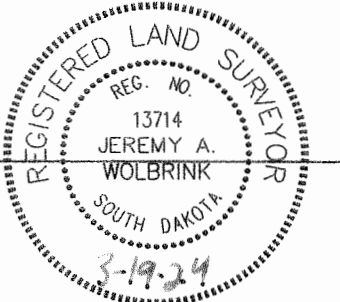
SURVEYOR'S CERTIFICATE

I, Jeremy A. Wolbrink, the undersigned, do hereby certify that I am a Registered Land Surveyor in and for the State of South Dakota. At the request of the owners as listed in the Owner's Certificate, Dedication and Agreement of Protection of Water, and under their direction for purposes indicated therein, I did on or prior to March 11, 2024, survey the parcel of land described as follows: LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

In my professional opinion and to the best of my knowledge, information and belief, the within and foregoing plat is true and correct.

Dated this 19th day of March, 2024.

Jeremy A. Wolbrink
Registered Land Surveyor #SD13714



OWNER'S CERTIFICATE, DEDICATION AND AGREEMENT OF PROTECTION OF WATER

KNOW ALL MEN BY THESE PRESENTS that I, the undersigned, hereby certify that Iverson Chrysler Center, Inc., a South Dakota corporation, Austen LLC, a South Dakota Limited Liability Company, and Austen L. Iverson are the absolute and unqualified owners of all of the land included in the within and foregoing plat; the plat is of a parcel of ground located in previously platted LOT B-1 AND LOT B-2 EXCEPT THE SOUTH 149 FEET, A SUBDIVISION OF PREVIOUSLY PLATTED LOT B; AND THE REMAINDER OF LOT C; ALL FORMERLY A PORTION IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA; that the plat has been made at the request of Iverson Chrysler Center, Inc., a South Dakota corporation, Austen LLC, a South Dakota Limited Liability Company, and Austen L. Iverson, and under their direction for the purposes indicated therein; which said property as so surveyed and platted shall hereafter be known as LOT 1 OF ARCHER FIRST ADDITION, A SUBDIVISION OF LOTS B-1 AND B-2 WITHIN LOT B, AND LOT C, FORMERLY A PORTION OF IRREGULAR TRACT NO. 4A IN THE SOUTH 1/2 OF SECTION 22, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as shown by this plat; and that Iverson Chrysler Center, Inc., a South Dakota corporation, Austen LLC, a South Dakota Limited Liability Company, and Austen L. Iverson hereby dedicate to the public, for public use forever as such, the streets and alleys, if any, as shown and marked on said plat; and that development of the land included within the boundaries of said Lot 1 shall conform to all existing applicable zoning, subdivision, erosion, sediment control and drainage regulations and ordinances; further that there now exists South Burr Street, Iverson Avenue and Austen Street. Pursuant to SDCL 11-3-8.1 and 11-3-8.2 the developer of the property described within this plat shall be responsible for protecting any waters of the state located adjacent to or within such platted area from pollution from sewage from such subdivision and shall, in prosecution of such protections, conform to and follow all regulations of the South Dakota Department of Agriculture and Natural Resources relating to the same. Additionally, the developer of the property described within this plat shall be liable for any pollution that occurs from failure to execute such protections or follow such regulations, exception being those lots in subdivisions that show documentation that wastewater drainage shall be connected to a municipal system.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2024.

Austen L. Iverson, President of Iverson Chrysler Center, Inc.,
a South Dakota corporation, the owner of Lot B-1 within Lot B

CORPORATION ACKNOWLEDGMENT

STATE OF SOUTH DAKOTA)
)SS
COUNTY OF DAVISON)

On this, the _____ day of _____, 2024, before me, _____, the undersigned officer, personally appeared Austen L. Iverson, President of Iverson Chrysler Center, Inc., a South Dakota corporation, and that he, as such President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as President.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Notary Public, South Dakota
My Commission Expires: _____

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2024.

ACKNOWLEDGMENT

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 2024

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

RESOLUTION OF CITY PLANNING COMMISSION

SPN

2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015



CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Action to Approve Resolution #R2024-26, Plat of Lots 12 and 14, Block 4 of the Woods First Addition		
Explanation/Background of Agenda Item Requested:	Plat of Lots 12 and 14, Block 4 of the Woods First Addition, a subdivision of the East 1/2 of the SW 1/4 of Section 23, T 103 N, R 60 W of the 5th P.M., City of Mitchell, Davison County, South Dakota; as requested by CJM Consulting Inc. Planning Commission motioned to approve; 7 aye, 0 nay. Motion carried. See Planning Commission Unsigned Minutes 03-25-24.		

RESOLUTION #R2024-26

WHEREAS, it appears that the City Planning Commission of the City of Mitchell, South Dakota, did duly consider and did recommend the approval and adoption of the hereinafter described plat, at its meeting held on the 25th day of March, 2024; and

WHEREAS, it appears from an examination of the PLAT OF LOTS 12 AND 14, BLOCK 4 OF THE WOODS FIRST ADDITION, A SUBDIVISION OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 23, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, a duly licensed Land Surveyor in and for the State of South Dakota, that said is in accordance with the system of streets and alleys set forth in the master plan adopted by the City Planning Commission of the City of Mitchell, South Dakota, and that such plat has been prepared according to law;

THEREFORE, be it resolved by the City Council of Mitchell, South Dakota that the PLAT OF LOTS 12 AND 14, BLOCK 4 OF THE WOODS FIRST ADDITION, A SUBDIVISION OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 23, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA, as prepared by Paul J. Reiland, be and the same is approved and the description set forth therein and the accompanying surveyor's certificate shall prevail.

I, Michelle Bathke, Finance Officer of the City of Mitchell, South Dakota, do hereby certify that the foregoing resolution was passed by the City of Mitchell, South Dakota, at a meeting thereof held on the 1st day of April, 2024.

MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}



1 Inch = 100 Feet

LOTS LABELED AS PLATTED OR FUTURE
ARE AS OF 03/20/2024 WHICH IS THE
DATE THIS DRAWING WAS CREATED

PREPARED BY: PAUL J. REILAND, R.L.S.
2100 NORTH SANBORN BLVD. - P.O. BOX 398
MITCHELL, SOUTH DAKOTA 57301
PHONE: (605) 996-7761

BEARINGS ARE BASED ON AN
ASSUMED COORDINATE SYSTEM
USING GPS GRID BEARINGS/GROUND
DISTANCES

- LEGEND**
- = FOUND IRON MONUMENT
 - = SET 5/8" X 18" REBAR WITH PLASTIC CAP NO. 6702
 - 100' (P) = PLATTED BEARING OR DISTANCE
 - 100' = MEASURED BEARING OR DISTANCE
 - = SET NAIL
 - ▲ = SET SURVEY SPIKE
 - 4.00 CH (P) = PLATTED DISTANCE IN CHAINS
 - = FOUND NAIL
 - ◇ = SET 3/8" X 12" SPIKE W/WASHER P/R-6702
 - WM = WITNESS MONUMENT

NOTE:
THIS SURVEY WAS PERFORMED WITHOUT
THE BENEFIT OF A TITLE REPORT OR TITLE
COMMITMENT. EASEMENTS OF RECORD WERE
NOT RESEARCHED AND ARE NOT SHOWN
UNLESS OTHERWISE NOTED.

**EASEMENTS WITHIN LOT 14,
BLOCK 4 DEDICATED BY THIS PLAT:**

FRONT ALONG SNEAD AVENUE = 5'
UTILITY EASEMENT

WEST SIDE = 3'
DRAINAGE AND UTILITY EASEMENT

REAR = 5'
DRAINAGE AND UTILITY EASEMENT

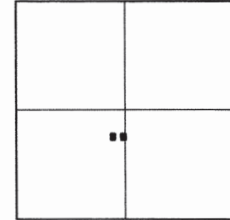
**EASEMENTS WITHIN LOT 12,
BLOCK 4 DEDICATED BY THIS PLAT:**

FRONT ALONG SNEAD AVENUE = 5'
UTILITY EASEMENT

SIDES = 3'
DRAINAGE AND UTILITY EASEMENT

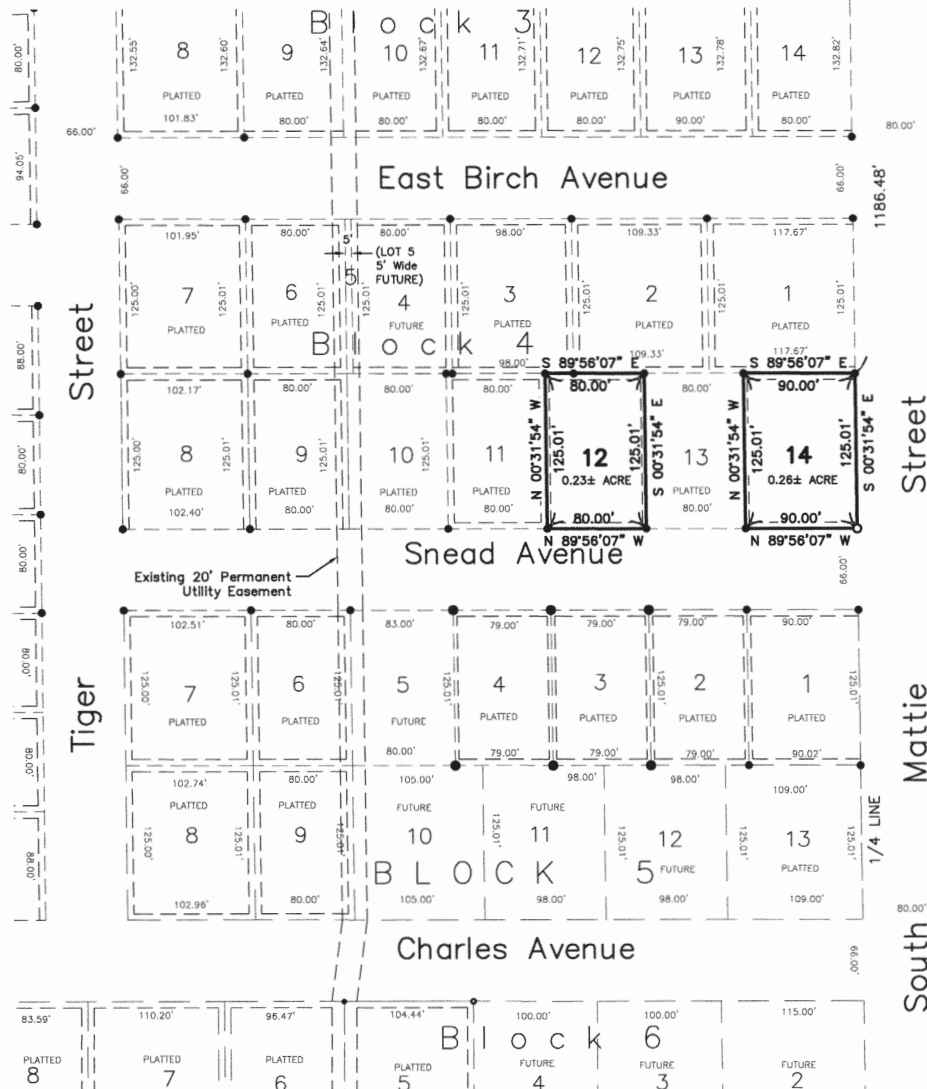
REAR = 5'
DRAINAGE AND UTILITY EASEMENT

SEC. 23, T 103 N, R 60 W



LOCATION MAP
SCALE: 1" = 3000'

Center of Sec.
23/103/60



**A PLAT OF LOTS 12 AND 14, BLOCK 4 OF THE WOODS FIRST ADDITION, A
SUBDIVISION OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 23, T 103 N,
R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA**

SURVEYOR'S CERTIFICATE

I, Paul J. Reiland, the undersigned, do hereby certify that I am a Registered Land Surveyor in and for the State of South Dakota. At the request of CJM Consulting, Inc., a South Dakota corporation, as owner, and under its direction for purposes indicated therein, I did on or prior to March 20, 2024, survey those parcels of land described as follows: LOTS 12 AND 14, BLOCK 4 OF THE WOODS FIRST ADDITION, A SUBDIVISION OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 23, T 103 N, R 60 W OF THE 5TH P.M., CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

In my professional opinion and to the best of my knowledge, information and belief, the within and foregoing plat is true and correct.

Dated this _____ day of _____, 2024.

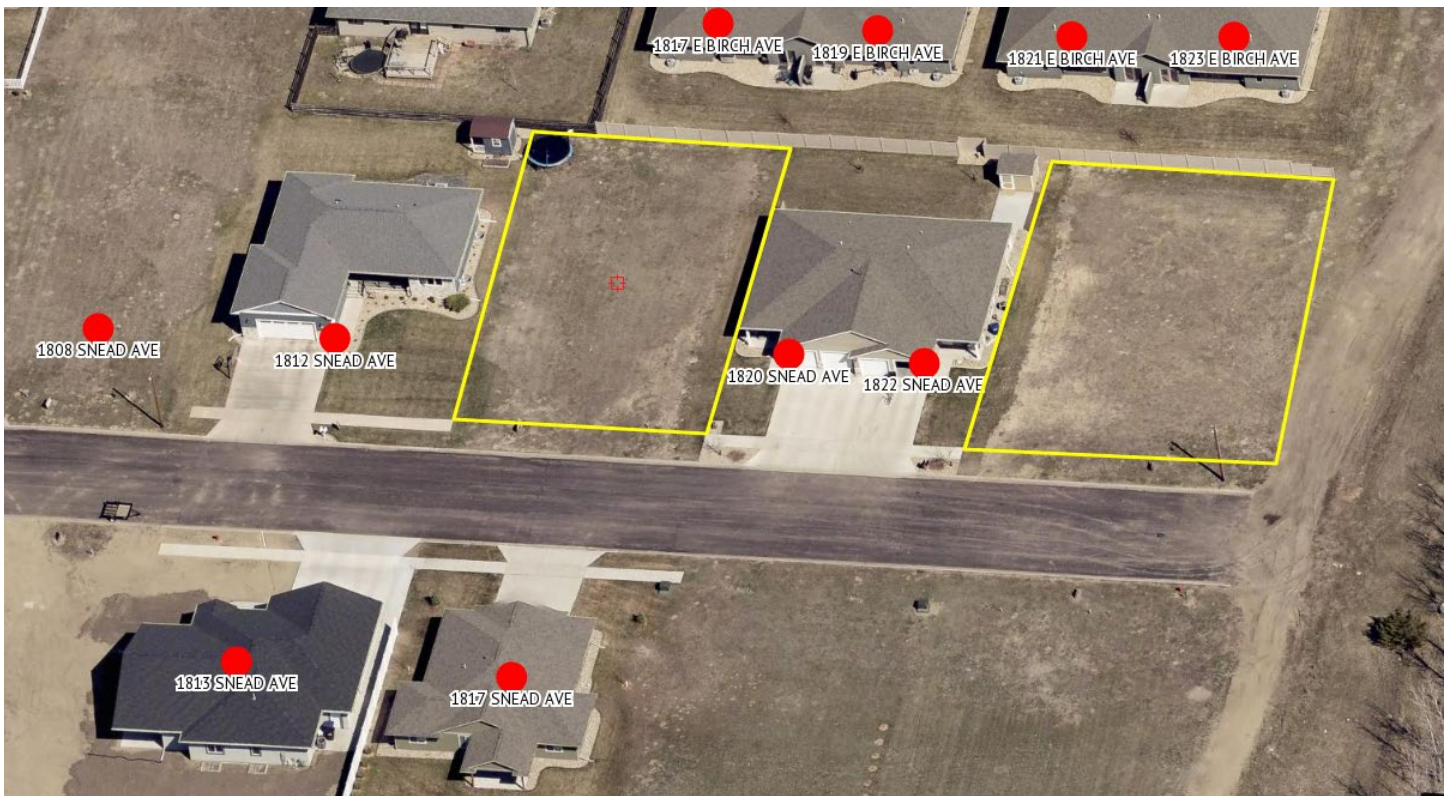
Registered Land Surveyor #SD6702

SPN

& Associates
Engineers, Planners and Surveyors
2100 North Sanborn Blvd. - P.O. Box 398 Mitchell, South Dakota 57301
Phone: (605) 996-7761 Fax: (605) 996-0015



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CITY OF MITCHELL

City Council Meeting
Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	Mark Jenniges
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Hearing and First Reading on Ordinance #O2024-03, Rezoning Lot 4 and North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota from CB Central Business to R4 High Density Residential District		
Explanation/Background of Agenda Item Requested:	AN ORDINANCE OF THE CITY OF MITCHELL, THAT CHANGES THE ZONING DISTRICT CLASSIFICATION OF THE REAL PROPERTY LEGALLY DESCRIBED AS; Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME (909 N Lawler St). Planning Commission recommended approval 7 aye, 0 nay. Motion carried. See Planning Commission Unsigned Minutes 3-25-24.		

ORDINANCE NO. O2024-03

AN ORDINANCE OF THE CITY OF MITCHELL, THAT CHANGES THE ZONING DISTRICT CLASSIFICATION OF THE REAL PROPERTY LEGALLY DESCRIBED AS; Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME.

BE IT ORDAINED BY THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA:

Section 1: THE ZONING DISTRICT CLASSIFICATION OF THE REAL PROPERTY LEGALLY DESCRIBED; Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME.

Section 2. The City Finance Officer shall publish notice of this ordinance and the same shall be effective 20 days after the completed publication thereof, unless the referendum shall be invoked as provided by law.

Passed and approved this the ____ day of _____, 2024.

MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}

FIRST READING: April 1, 2024
SECOND READING: April 15, 2024
ADOPTION: April 15, 2024



TO: THE MITCHELL PLANNING COMMISSION AND CITY COUNCIL OR BOARD OF ADJUSTMENT, THE CITY OF MITCHELL, DAVISON COUNTY, SOUTH DAKOTA.

The undersigned applicant(s) and owner(s) is hereby making an application pursuant to the provisions of the City of Mitchell Zoning Code.

The names and addresses of the current property owners within one hundred and forty feet (140') of the applicant's property (excluding streets and alleys) will be notified upon the filing of this application, plats being the exception.

Applicant(s) request that dates be set for public hearings before the Mitchell Planning Commission and City Council or City Board of Adjustment. Furthermore, the applicant(s) request the City of Mitchell to publish the appropriate notice(s) in accordance with the City of Mitchell's Ordinances.

☒ **Rezoning** *\$250 application fee due with the application.*

- Applicant is request to rezone property from CB District to R4 District.

☐ **Variance** *\$150 application fee due with application.*

- Description of Variance: [Click or tap here to enter text.](#)
- Description of Hardship: [Click or tap here to enter text.](#)

☐ **Conditional Use Permit** *\$150 application fee due with application*

- Description of Conditional Use: [Click or tap here to enter text.](#)

☐ **Plat Application** *\$100 application fee due with application*

This Application is for the following described real property:

Legal Description: Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota.

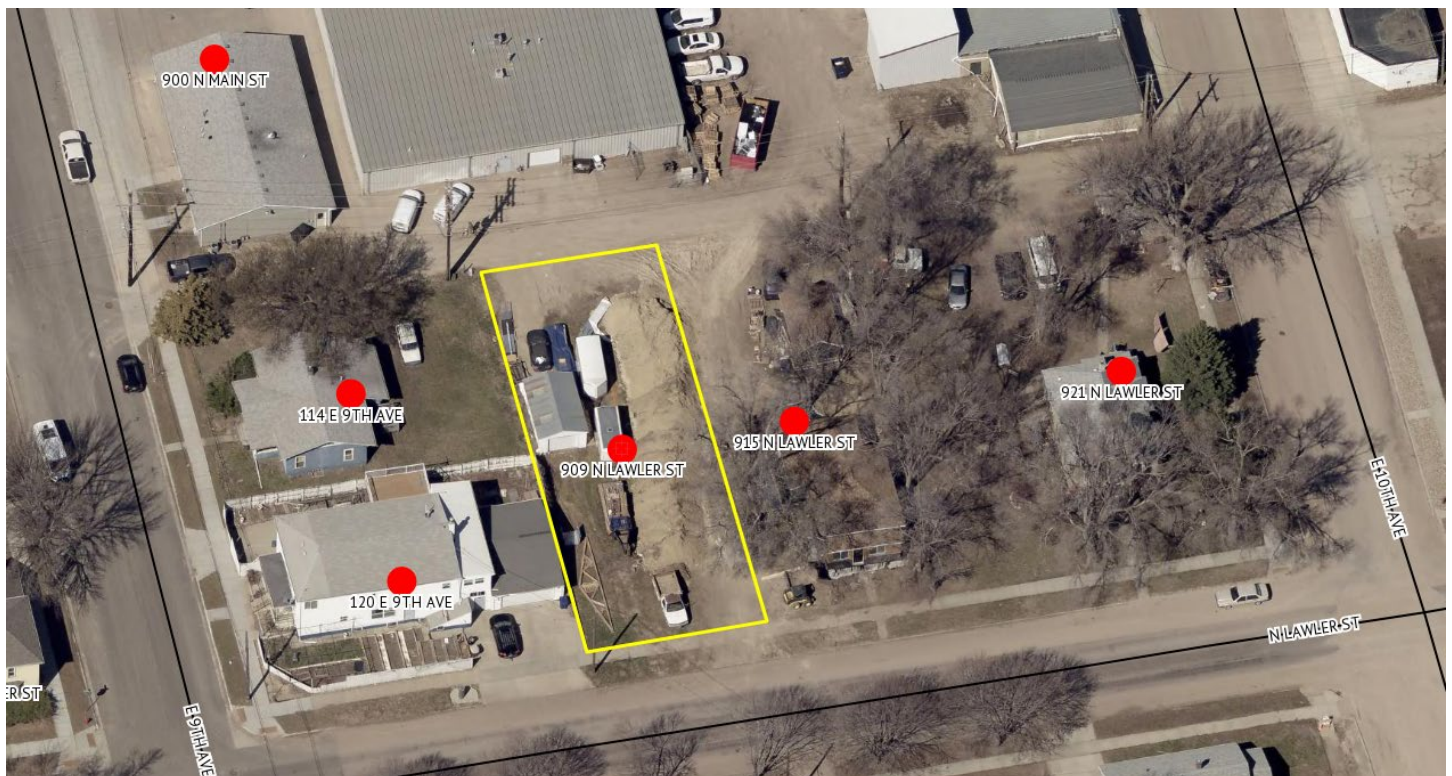
Property Address: 909 N Lawler St

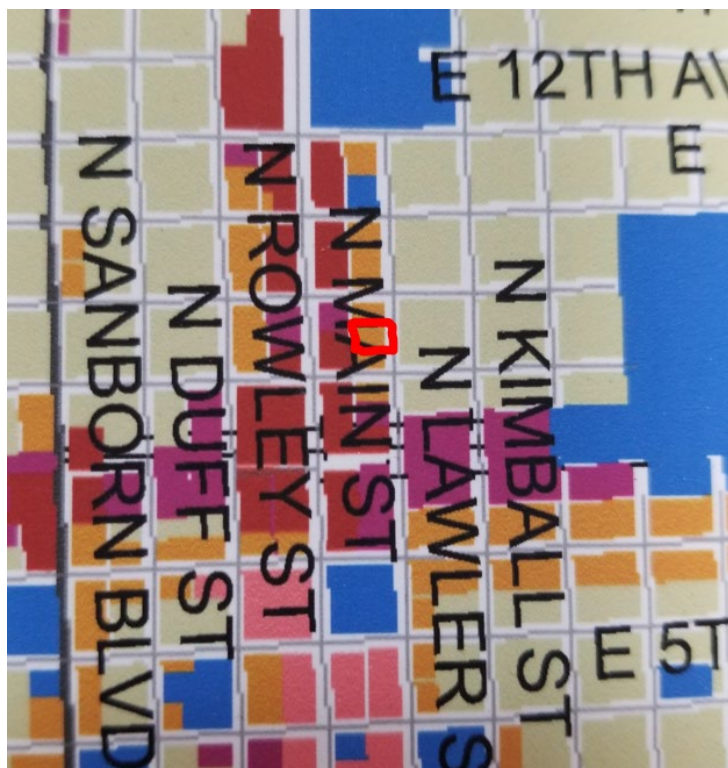
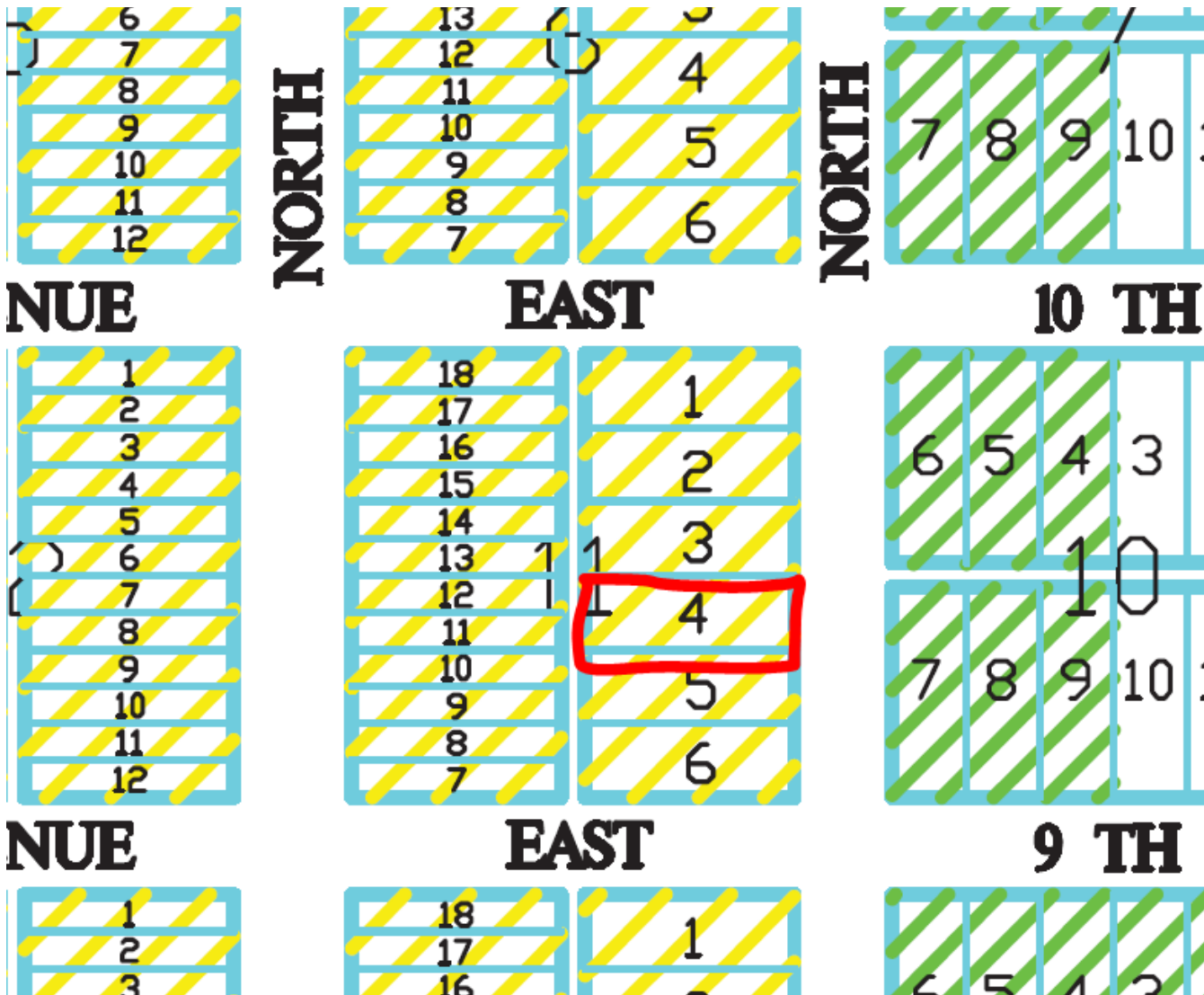
Dated this 5th of March, 2024

A handwritten signature in black ink, appearing to read "Paul Harris", is written over a horizontal line.

APPLICANT

Harris Properties LLC
OWNER





NOTICE OF HEARING

TO: Mitchell City Planning Commission, City Council, and the General Public:

The City Planning Commission has scheduled a public hearing and action on the following ordinance. The Planning Commission hearing will be Monday March 25, 2024 at 12:00 p.m., the City Council will consider 1st Reading of the Ordinance on Monday, April 1, 2024 at 6:00 p.m. and 2nd Reading and Adoption on Monday, April 15, 2024 at 6:00 p.m. all meetings will be held in the Council Chambers, City Hall, 612 N Main St, Mitchell, SD. All interested parties are encouraged to attend the meetings.

ORDINANCE NO. O2024-

AN ORDINANCE OF THE CITY OF MITCHELL, THAT CHANGES THE ZONING DISTRICT CLASSIFICATION OF THE REAL PROPERTY LEGALLY DESCRIBED AS; Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business District to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME.

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MAYOR

ATTEST:

FINANCE OFFICER

{SEAL}

FIRST READING: April 1, 2024
SECOND READING: April 15, 2024
ADOPTION: April 15, 2024

Published three times: March 13 and 20, 2024 and April 3, 2024
Approximate Costs:

Harris Properties LLC
2312 Dean Dr
Mitchell, SD 57301

DEBI LLC
1125 Woods Circle
Mitchell, SD 57301

Steven & Kathleen Feeldy
2704 S Capital St
Mitchell, SD 57301

Terry Reimnitz
Grant Reimnitz
PO Box 883
Mitchell, SD 57301

Todd & Kimberly Vanwalleghen
40813 241st St
Letcher, SD 57359

Zhong Jie Teng, Teng Qu
Chen Feiyan
120 E 9th Ave
Mitchell, SD 57301

Scott & Janet Maeschen
1220 N Edmunds St
Mitchell, SD 57301

Chad & Paula Deckert
3700 N Foster St
Mitchell, SD 57301

Kevin & Tracy Haag
205 E 10th Ave
Mitchell, SD 57301

Bryan Katka
Jennifer Scott
209 E 10th Ave
Mitchell, SD 57301

Darlene Pearson
200 E 9th Ave
Mitchell, SD 57301

Johnson Investment Company
1300 N Kimball St
Mitchell, SD 57301

Garrett Oldenberg
210 E 9th Ave
Mitchell, SD 57301

Riggs Rental Properties LLC
41575 Hwy 32
Ethan, SD 57334

Scott Maeschen
1220 N Edmunds St
Mitchell, SD 57301

Stanley Blow
205 E 9th Ave
Mitchell, SD 57301

Anna Rywelski
915 N Lawler St
Mitchell, SD 57301

March 13, 2024

TO WHOM IT MAY CONCERN:

YOU ARE HEREBY NOTIFIED that Harris Properties LLC is requesting the following property legally described as; Lot 4 & North 5' of Lot 5, Block 11, D.A. Scott's 1st Addition, City of Mitchell, Davison County, South Dakota; be changed from CB Central Business District to R4 High Density Residential District AND THE OFFICIAL ZONING MAP BE CHANGED TO REFLECT THE SAME (909 N Lawler St-see reverse side for location).

YOU ARE FURTHER NOTIFIED that the City Planning Commission will be conducting a hearing on this application on Monday March 25, 2024 at 12:00 p.m., the City Council will consider 1st Reading of the Ordinance on Monday, April 1, 2024 at 6:00 p.m. and 2nd Reading and Adoption on Monday, April 15, 2024 at 6:00p.m. all meetings will be held in the Council Chambers, City Hall, 612 N Main St, Mitchell, SD. All interested parties are encouraged to attend the meetings.

All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We

Joe Harris

OWNER

909 N. Lawler

ADDRESS

☒

APPROVE

DISAPPROVE

COMMENTS:

March 13, 2024

TO WHOM IT MAY CONCERN:

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All interested parties may be present and be heard on said request, either in person or by agent. Please submit written comments by 5:00 P.M. the Friday prior to the meeting, in the City of Mitchell Public Works Office or Finance Office.

I/We

Todd & Kimberly Van Walkeghen
OWNER

114 E. 9th St.

ADDRESS

____ APPROVE

☒

DISAPPROVE

COMMENTS:

High density will Highly impact our property with the main street businesses using the alley and putting multiples on this property impacts the quality of life for our property occupants.

Outside expectations

CITY OF MITCHELL

City Council Meeting Agenda Item Request



The deadline for agenda items is Wednesday at noon, prior to the City Council Meeting

Meeting Date Requested:	April 1, 2024	Requested By:	
Desired Action of City Council:			
Amount Budgeted in current fiscal year for this item (if applicable):			
Agenda Item:	Motion to Enter Into Executive Session According to SDCL 1-25-2 (4) Employee Negotiations		
Explanation/Background of Agenda Item Requested:			