

**SUMMERSET CITY COMMISSION  
ONLINE ZOOM MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY APRIL 16, 2020 6:00 P.M.**

**AGENDA**

**1) ROLL CALL**

Kitzmilller, McCoy, Butler, Hirsch, Lutz

**2) PLEDGE OF ALLEGIANCE**

**3) CALL FOR CHANGES**

Approval of the Agenda of the Regular Meeting of the Summerset City Commission for April 16, 2020 as presented or amended.

**4) CONSENT CALENDAR**

**APPROVAL OF THE MINUTES**

- 4A)** Approval of the minutes of the Regular Meeting from April 2, 2020 as presented or amended.

**APPROVAL OF THE CLAIMS**

- 4B)** Approval of claims and hand checks in the amount of \$58,331.86 from April 3, 2020 to April 16, 2020 as presented or amended.

**5) DISCUSSION AND APPROVAL OF TELEWORKING POLICY AGREEMENT**

**6) PAYROLL CHANGE**

Part time Wastewater Operator, Dan Anderson, within budget, at \$14.50/hour effective April 26, 2020.

**7) PRELIMINARY PLAT APPLICATION**

Approval of Preliminary application: Preliminary Plat of Lots 17A, 17 thru 19, Block 1; Lots 5 thru 8, Block 2; and Lots 1A, 1 thru 12, Block 5; Green Space 1; Green Space 2; and Dedicated Public Right-of-Way for Glenwood Drive and Arapahoe Street of Sun Valley Estates. Formerly a Portion of the Un-platted Portion of the SE ¼ of Section 14 Township 4 North, Range 6 East, Black Hills Meridian, City of Summerset, Meade County, South Dakota.

**8) WATERWARRIORS AND DENR UPDATE**

9) **DEPARTMENT REPORTS**

10) **UPCOMING EVENTS**

11) **CITIZENS INPUT**

12) **ITEMS FROM CITY ATTORNEY**

Executive Session per SDCL 1-25-2 for discussing legal, economic development, and personnel issues.

13) **ADJOURNMENT**

*Information regarding accessibility for the disabled may be obtained by calling the Somerset City Finance Officer at 605-718-9858. Individuals needing special accommodations are asked to call at least 48 hours prior to the meeting.*

***ALL MEETINGS OF THE SOMMERSET CITY COMMISSION ARE OPEN TO THE PUBLIC***

In relation to the COVID-19 virus, and in following guidelines from the CDC in relation to minimizing exposure, the City will have a call-in number available (instructions below) for Thursday's City Commission meeting. For those that wish to participate in the meeting remotely, we encourage you to follow the instructions below.

**Call-in instructions:**

**Topic: Commission Meeting**

**Time: Apr 16, 2020 06:00 PM Mountain Time (US and Canada)**

**Join Zoom Meeting**

**<https://us04web.zoom.us/j/73802396130?pwd=ZTFrYzR0V3JWMe2L2g4WVpFQXRtUT09>**

**Meeting ID: 738 0239 6130**

**Password: 766824**

**One tap mobile**

\*If you are participating telephonically, please ensure that you mute your phone during times where you are not speaking to keep the background noise to a minimum.

**SUMMERSET CITY COMMISSION  
ONLINE ZOOM MEETING  
SUMMERSET MUNICIPAL BUILDING  
7055 LEISURE LANE  
THURSDAY MARCH 26, 2020 6:00 P.M.**

Mayor Lutz called the Online Zoom Meeting (Regular Meeting) to order at 6:00 p.m. Commissioners Kitzmiller, Hirsch, McCoy and Butler were present. Also present was the City Finance Officer and City Administrator. The City Attorney was absent.

Mayor Lutz led the Pledge of Allegiance.

**Motion** by Butler, second by Hirsch to approve the agenda for April 2, 2020. Motion carried

**Motion** by McCoy, second by Kitzmiller to approve the March 26, 2020 Minutes as presented. Motion carried.

**APPROVAL OF CLAIMS**

**Motion** by Hirsch, second by Butler to approve the claims, hand checks and payroll in the amount of \$55,795.97, from March 26, 2020 through April 2, 2020 as amended. Motion carried.

ALLEN, DON	Cell Phone Allowance	50.00
AMBORSE, JONATHAN	Cell Phone Allowance	50.00
ANDERSON, DAN	Cell Phone Allowance	50.00
BUTLER, DAVID	Cell Phone Allowance	50.00
DAKOTA PUMP, INC	WWTP Repairs	637.61
FIRST INTERSTATE BANK	LE Auto Expense	855.74
FIRST INTERSTATE BANK	Govt Building Expense	4,911.76
FORD MOTOR CREDIT CO.	LE Auto Expense	1,479.21
GREENAPSIS	Govt Repairs	420.00
HAMM'S WELDING	Street Auto Expense	80.00
HARMON, LONNIE	Cell Phone Allowance	50.00
HEALTH POOL OF SD	Insurance Expense	8,531.74
HIRSCH, CLYDE	Cell Phone Allowance	50.00
HUNEKE CONSTRUCTION	Erosion Control Refund	1,000.00
HIGH TECH MECHANICAL	WWTP Repairs	1,260.39
JUSO, COLTON	Cell Phone Allowance	50.00
KITZMILLER, MICHAEL	Cell Phone Allowance	50.00
LUTZ, BRYCE	Cell Phone Allowance	50.00
MASTERCARD	General Expenses	5,302.69
MBFS USA LLC	Street Auto Expense	3,068.32
MCKIE FORD LINCOLN	LE Auto Expense	35.14
MCLEOD'S PRINTING	Elections Supplies	112.65
PALMER, BRANDY	Cell Phone Allowance	50.00
REKK PROPERTIES	Street Building Expense	500.00
STEPAHNIE MCCOY	Cell Phone Allowance	50.00
TANNER FENENGA	Cell Phone Allowance	50.00
TAYLOR, JUSTIN	Cell Phone	87.17
TRACY LOCKE	Allowance/Supplies	100.00
	WWTP Deposit Refund	100.00

Payroll:		
LE		\$12,415.76
FINANCE OFFICE		\$8,842.75
WWTP		\$3,866.21
COMMISSION		\$2,797.53
STREET		\$3,568.73

**UTILITY BILLING ADJUSTMENTS**

**Motion** by Butler, second by Hirsch to approve utility billing adjustments of \$16,278.64 for the period March 1-March 31, 2020. Motion carried.

**POSTPONEMENT OF ELECTION**

**Motion** by Kitzmiller, second by Butler to postpone and set the date for the Municipal Election to June 2, 2020. Motion carried.

**UPCOMING EVENTS**

Election-June 2, 2020

Easter weekend-Office will be closed April 10-April 14

**CITIZENS INPUT**

None

**ADJOURNMENT**

**Motion** for adjournment at 6:07 pm by Butler, second McCoy. Motion carried.

(SEAL)

ATTEST:

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Debbie Muzio  
Finance Officer

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Bryce Lutz  
Mayor

# Check Register Report

Date: 04/15/2020

Time: 10:20 am

Page: 1

City of Summerset

BANK: FIRST INTERSTATE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
<b>FIRST INTERSTATE BANK Checks</b>								
22796	04/16/2020	Printed			1098	A&B BUSINESS SOLUTIONS		303.86
22797	04/16/2020	Printed			0322	AFLAC REMITTANCE PROCESSING		124.67
22798	04/16/2020	Printed			0021	BLACK HAWK WATER USERS DISTRIC		30.00
22799	04/16/2020	Printed			1504	CBH CO-OP		1,044.14
22800	04/16/2020	Printed			1596	DAVID HIDALGO	WWTP Depoist Refund	50.00
22801	04/16/2020	Printed			1395	FOOTHILLS AREA CHAMBER OF		100.00
22802	04/16/2020	Printed			0814	FOOTHILLS FENCE		66.12
22803	04/16/2020	Printed			1510	HYDRO-KLEAN, INC		40,188.20
22804	04/16/2020	Printed			1595	JOAN PILLEN	WWTP Depoist Refund	50.00
22805	04/16/2020	Printed			0124	KIEFFER SANITATION		12,676.40
22806	04/16/2020	Printed			1440	LIGHT AND SIREN		272.00
22807	04/16/2020	Printed			0937	MDU		390.34
22808	04/16/2020	Printed			1101	MEADE COUNTY AUDITOR		1,895.80
22809	04/16/2020	Printed			1433	MIDCONTINENT COMMUNICATIONS		191.73
22810	04/16/2020	Printed			1157	MIDCONTINENT TESTING LABS		112.00
22811	04/16/2020	Printed			1598	MONICA SMITH	WWTP Depoist Refund	50.00
22812	04/16/2020	Printed			0008	RAPID CITY JOURNAL		100.53
22813	04/16/2020	Printed			1569	REKK PROPERTIES		450.00
22814	04/16/2020	Printed			1597	SAMANTHA MILLEA	WWTP Depoist Refund	50.00
22815	04/16/2020	Printed			0018	SD ONE CALL		33.60
22816	04/16/2020	Printed			1328	SERVALL UNIFORM & LINEN SUPPLY		130.51
22817	04/16/2020	Printed			1235	TAYLOR, JUSTIN	LE Supplies	21.96

**Total Checks: 22**


**Checks Total (excluding void checks): 58,331.86**

**Total Payments: 22**

**Bank Total (excluding void checks): 58,331.86**

**Total Payments: 22**

**Grand Total (excluding void checks): 58,331.86**

		<b>City of Summerset</b> <b>Policy and Procedures</b>	
<b>POLICY NO:</b> XXX-XXXX	<b>SECTION:</b> Telework	<b>PAGE NO:</b> 1 OF 6	
<b>SUBJECT:</b> Telework			
<b>SUPERCEDES:</b>	<b>EFFECTIVE:</b> 04-XX-2020	<b>APPROVED BY:</b> XXXXXXXX	

**PURPOSE:** This policy establishes the policy, assigns responsibilities and prescribes procedural requirements for the City of Summerset’s Telework Program.

**DEFINITIONS:**

- A. Alternative Worksite:** A location, other than the employee’s official worksite, that has been approved for the performance of assigned official duties as designated on the telework agreement. It may be an employee’s home, telework center, or other approved worksite that is conducive to performing the official duties.
- B. Core Telework:** A telework arrangement in which eligible employees telework from an approved alternative worksite on recurring, scheduled basis – ie. Fixed day(s) per week or pay-period.
- C. Dependent Care:** Care of children, elders or other dependent adults. Employees cannot personally care for a dependent while teleworking and are responsible for securing appropriate arrangements for any dependents who are unable to care for themselves independently.
- D. Mobile Work:** Work that is characterized by routine and regular travel to conduct work in customer or other worksites as opposed to a single authorized alternative worksite.
- E. Official Duty Station:** The official worksite where the employee regularly performs his or her duties as determined by the personnel manual.
- F. Official Disciplinary Action:** Any disciplinary action that results in the placement of a document in an employee’s official personnel folder (written reprimand, suspension, removal, reduction in grade/pay).
- G. Situational Telework:** A telework arrangement in which eligible employees telework without a set schedule (e.g., telework as a result of inclement weather, personal appointment, special work assignment). An employee with an approved situational telework arrangement must obtain advance approval from his or her supervisor in order to telework on a particular day(s).
- H. Telework:** A work flexibility arrangement under which an employee performs the duties and responsibilities of his or her position and other authorized activities, from an approved worksite other than the location from which the employee otherwise work.
- I. Telework Agreement Form:** A written agreement that outlines the terms and conditions for an employee authorized to telework, as approved by the appropriate management official(s). Telework agreements are mandatory for an employee’s participation in the telework program.

- J. Teleworker:** An eligible employee who has an approved telework agreement in place and has the required work necessities (e.g., equipment, materials) to effectively perform his or her duties at an approved alternative worksite. Also referred to as a “telework-ready” employee.

**POLICY:** Telework is an effective strategy for mission accomplishment. It is the policy of the City of Summerset to promote telework that does not diminish employee performance or agency operations or adversely affect the ability of the City to achieve its mission. Employees do not have the presumptive right to telework. An employee’s participation in the telework program is voluntary and must only be approved when it is deemed to be in the best interest of the City.

Employees, regardless of their telework arrangement, must have an approved telework agreement in place in order to participate in telework. Once the telework agreement is finalized, employees will be considered telework-ready.

An employee approved to telework must physically report to his or her official duty station **at least two full workdays per pay period**, except for rare short-term circumstances or as a reasonable accommodation.

- A. Telework Eligibility:** To the extent that work requirements are not jeopardized, management officials may permit eligible employees who exhibit suitable work-performance and conduct, occupy positions suitable for telework and have access to an appropriate alternative worksite to telework to the extent feasible. Telework eligibility criteria must be applied impartially and consistently and be based on appropriate business and organizational needs. While telework is a workplace flexibility, it is not an employee entitlement and not all employees are eligible to telework.
- 1. Employee Eligibility:** To be considered eligible for telework, an employee must demonstrate characteristics indicating his or her ability to effectively work away from the official worksite. Employees eligible for telework must display dependability, responsibility, and conscientiousness; the ability to work independently and without close supervision; self-motivation and self-discipline; and the ability to prioritize work and manage time wisely.
  - 2. Employee Ineligibility:** Employees are ineligible to telework if their conduct has resulted in an official disciplinary action taken against them (eg., written reprimand, suspension, removal, reduction in grade/pay) for any type of misconduct. Disciplined employees may remain ineligible to telework for a maximum of two years from the effective date of the official disciplinary action. When disciplined employees become eligible for telework, supervisor, after consultation with the HR representative, may allow disciplined employees to telework or may continue periods of telework ineligibility until a future date.
- B. Establishing a Telework Agreement:** If it is determined that telework is a viable option and is in the best interest of the City, the supervisor and employee must complete and execute the required telework agreement before initiating a telework arrangement.

**1. Complete Telework Agreement:**

- a. An approved telework agreement must be in place before an employee is permitted to telework. In the event of an emergency this agreement may be completed at a later time. The telework agreement documents the terms and conditions of the telework arrangement, including the type of telework arrangement approved and the particular days for which the employee is approved to telework, if applicable, and includes a safety checklist for the employee to use in assessing the overall safety of the alternative worksite. The final decision regarding the type of telework arrangement and days an employee is scheduled to telework rests with the management. The telework agreement must be completed by the employee and the supervisor. Supervisors should strive to complete the telework agreement form within ten (10) business days of receipt from employee.
- b. A new telework agreement form must be initiated when the employee is assigned a new supervisor or new position.
- c. Telework agreements must be reviewed by the supervisor and teleworker on an annual basis to be revalidated, revised or terminated as appropriate. During this annual review and recertification, the supervisor must verify that the employee is still eligible to participate in telework (eg., review employee's performance rating to ensure that it is at least fully successful). The annual review and certification must occur on or before the one-year anniversary date that the telework agreement was originally approved.

**2. Telework Denial and Termination:** Telework requests may be denied, and agreements terminated at any time by management. In addition, a telework agreement may be terminated at the employee's request.

- a. **Denial or Termination of Telework Arrangement by Management:** When an employee's request to telework is denied or an agreement is terminated by management, the reasons for denial or termination will be documented in writing on the Telework Agreement Form and given to the employee. Denial or termination decisions must be based on mission-related reasons and what is in the best interest of the City (eg., telework arrangement fails to meet the City's needs; employee's performance or conduct does not comply with the terms of the telework agreement; employee or his or her position no longer meets the eligibility criteria; staffing issues lead to inadequate office coverage).
- b. **Termination of Telework Arrangement by Employee:** Employees may voluntarily terminate their participation in a telework arrangement. Such requests must be submitted in writing to the employee's supervisor. Employees will normally provide at least two (2) weeks' notice so that arrangements can be made to accommodate their return to work at the official worksite, if necessary.

- c. **Employee Appeal of Telework Denial or Termination:** Employee's may appeal the denial of telework or the termination of an existing telework agreement. Employees may file a grievance in accordance with the City of Somerset's Administrative Rules.

**C. Equipping for Telework:** To the extent permitted by the City of Somerset policies and procedures, the City of Somerset may provide the equipment and supplies the supervisor determines necessary for the employee to telework from the approved alternative worksite. The equipment and supplies should be deemed necessary for the performance of the employee's assigned duties, reasonably available, cost effective and subject to availability of funding. The City of Somerset agrees to service and maintain any equipment issued to the teleworker.

**D. Teleworking from the Approved Alternative Worksite:**

1. **Designated Workspace:** Teleworkers must have a designated workspace that is safe and conducive for the performance of their duties at the approved alternative worksite. At a minimum, an employee must be able to send, receive and respond to electronic mail and communicate via telephone. The employee's communications from the alternative location should be seamless (eg., customers should not be aware that the employee is teleworking). Management maintains the right to make on-site inspections of the employee's telework site. Such inspections will be by appointment during the teleworker's normal work schedule and with advance notice of at least 24 hours.
2. **Dependent Care:** Employees cannot personally care for a dependent while teleworking and are responsible for securing appropriate arrangements for any dependents who are unable to care for themselves independently. This does not preclude a teleworker from having a caregiver in the home who provides care to the dependent(s) while the employee teleworks, provided the arrangement does not disrupt the employee's ability to telework effectively. Also, a dependent may be permitted in the home, provided he or she does not require constant supervision or care (eg., older child or adolescent) and his or presence does not disrupt the employee's ability to telework effectively.
3. **Costs Associated with Telework at Home:** Work-at-home telework may increase certain costs to the employee. The City assumes no responsibility for any costs associated with the employee's home residence, including home maintenance, insurance, utilities, internet access and telecommunication costs.
4. **Work-Related Injuries or Illnesses:** Teleworkers are covered by the Federal Employees' Compensation Act when injured or suffering from work-related illnesses while conducting official City business at the approved alternative worksite. Employees must inform their immediate supervisor of any on-the-job injury or occupational illness sustained at the approved alternative worksite at the earliest time possible and provide their supervisor all relevant medical documentation related to the injury or illness.

- E. Work Schedule While Teleworking:** Employees who telework must perform official duties at their alternative worksite during their approved, work schedule. Work schedules and hours of work may be changed with the supervisor's approval and in accordance with established City procedures. Telework is compatible with standard and alternative work schedules (eg., flexible and compressed work schedules). The City may not establish implementing procedures that prohibit a teleworker from having an alternative work schedule.
- F. Teleworker Schedule Modification:** Supervisors may require teleworkers to report to the employee's official worksite on scheduled telework days to accommodate workload demands or for other operational requirements (eg., to attend mandatory staff events). When possible, the employee will be provided advance notice in writing of any change to his or her scheduled telework. Requests by the employee to change his or her scheduled telework day in a particular week must be submitted in advance and approved by the supervisor. A permanent change in the telework arrangement requires a telework agreement to be executed.
- G. Telework During Emergency or Closure Situations:** In the event the official worksite is closed due to an inclement weather event or other emergency condition (eg., building fire), telework-ready employees must telework each regularly scheduled workday during the emergency situation. As such, telework-ready employees must prepare to telework when a weather or emergency event is forecasted or anticipated (eg., major snowstorm is predicted) by bringing home any necessary equipment (eg., laptop computer) and work files. To the extent that an employee is unable to telework because he or she failed to make necessary preparations for reasonably anticipated conditions, the employee must use appropriate paid leave, paid time off, or leave without pay. In the event the employees is prevented from safely teleworking from the approved alternative worksite due to conditions related to the emergency (eg., weather-related damage that makes occupying the employee's home telework site unsafe, loss of electrical power or internet service, evacuation by local authorities), the supervisor may, at his or discretion, grant weather and safety leave consistent with City policy.
- 1. Unscheduled Telework Operating Status Announcements:** When the Mayor or department Commissioner announces that employees have the option for unscheduled telework or unscheduled leave, a telework-ready employee may telework from their approved alternative worksite. When the option is announced, an employee must notify his or her supervisor of the intent to use unscheduled telework. Employees who are approved to perform unscheduled telework must have the necessary equipment and have a sufficient amount of work to complete in order to telework from the approved alternative worksite. If the employee does not have enough work, he or she must report to the official worksite or request appropriate unscheduled leave to account for hours not worked.
  - 2. Dependent Care Arrangements During Weather or Emergency Events:** Employees cannot personally care for a dependent while teleworking and are responsible for securing appropriate arrangements for any dependents who are unable to care for themselves. If a teleworker cannot arrange for appropriate dependent care because of the weather or emergency event affecting the official

worksite, any time spent providing personal care to dependents cannot be considered hours of work. The employee is expected to accurately account for work and non-work hours during his or her workday and to take the appropriate leave (paid or unpaid) to account for any time spent away from normal work-related duties during his or her scheduled workday. Weather safety leave may not be granted for this purpose.

## Temporary Telecommuting Agreement

### Employee Information

Name: \_\_\_\_\_ Hire date: \_\_\_\_\_

Job title: \_\_\_\_\_

Department: \_\_\_\_\_

FLSA status:     Exempt     Nonexempt

This temporary telecommuting agreement will begin and end on the following dates:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_

Temporary work location: \_\_\_\_\_

Employee schedule: \_\_\_\_\_

### The employee agrees to the following conditions:

The employee will remain accessible and productive during scheduled work hours.

Nonexempt employees will record all hours worked and meal periods taken in accordance with regular timekeeping practices.

Nonexempt employees will obtain supervisor approval prior to working unscheduled overtime hours.

The employee will report to the employer's work location as necessary upon directive from his or her supervisor.

The employee will communicate regularly with his or her supervisor and co-workers, which includes a weekly written report of activities.

The employee will comply with all City of Summerset rules, policies, practices and instructions that would apply if the employee were working at the employee's regular work location.

The employee will maintain satisfactory performance standards.

The employee will make arrangements for regular dependent care and understands that telecommuting is not a substitute for dependent care. In pandemic circumstances, exceptions may be made for employees with caregiving responsibilities.

The employee will maintain a safe and secure work environment at all times.

The employee will allow the City and its representatives to have access to the teleworking location for purposes of assessing safety and security, upon reasonable notice by the City.

The employee will report work-related injuries to his or her manager as soon as practicable.

The City of Summerset will provide the following items: \_\_\_\_\_

\_\_\_\_\_

The employee will provide the following items: \_\_\_\_\_

\_\_\_\_\_

The employee agrees that City of Summerset materials will not be used by anyone other than the employee and only for business-related work. The employee will not make any changes to security or administrative settings on City of Summerset tools or resources. The employee understands that all tools and resources provided by the City shall remain the property of the City at all times.

The employee agrees to protect City tools and resources from theft or damage and to report theft or damage to his or her manager immediately.

The employee agrees to comply with City of Summerset policies and expectations regarding information security. The employee will be expected to ensure the protection of proprietary City and citizen information accessible from their home offices.

City of Summerset will reimburse employee for the following expenses:

\_\_\_\_\_

Employee will submit expense reports with attached receipts in accordance with City of Summerset's expense reimbursement policy.

The employee understands that all terms and conditions of employment with the City remain unchanged, except those specifically addressed in this agreement.

The employee understands that their Department Head or Elected Official retain the right to modify this agreement for any reason at any time.

The employee agrees to return City tools, resources and documents within five days of termination of employment if separation occurs prior to the end of the temporary telecommuting agreement.

Employee signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dept.Head/Elected Official signature: \_\_\_\_\_ Date: \_\_\_\_\_

Human Resources signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Memo

Date: Friday, April 03, 2020

Project: Lots 17-19, Block 1; Lots 5-8, Block 2; and Lots 1-12, Block 5; and Dedicated Public Right-of-way for Glenwood Drive and Arapahoe Street of Sun Valley Estates

To: Lonnie Harmon, City Administrator

From: HDR Engineering

Subject: Preliminary Plat Review

## General

1. Need letter of approval from Diamond A Water.
2. Need letter of approval from Piedmont Fire Department.
3. Will Summerset Wastewater Treatment Plant access road be moved to come off the end of the new Glenwood? If so, we don't need the End of Road Diamonds

## Lighting

4. Summerset has new lighting design standards that need to be incorporated into the plans:
  - a. 30' tall w/ 8' arm extension
  - b. 40 watt LED
  - c. direct bury style
  - d. poles shall be galvanized steel material as manufactured by HAPCO, Millerbernd, and Valmont
  - e. 185' spacing, with poles placed at intersections and curves
  - f. placed in line with property lines and 2' off the back of curb for boulevards and 1' off sidewalk for curbside sidewalk
  - g. light pole details attached

## Roadway

5. Why does the proposed Glenwood Drive roadway jog at the connection to the existing Glenwood Drive?
6. PI shown at approximately Station 2+12 needs to be a vertical curve. We only allow a PI without a vertical curve in the road profile if the change in grade is 1% or less.

## Water

7. Water main should be located per Figure 3-1 in Summerset.



## **Sanitary Sewer**

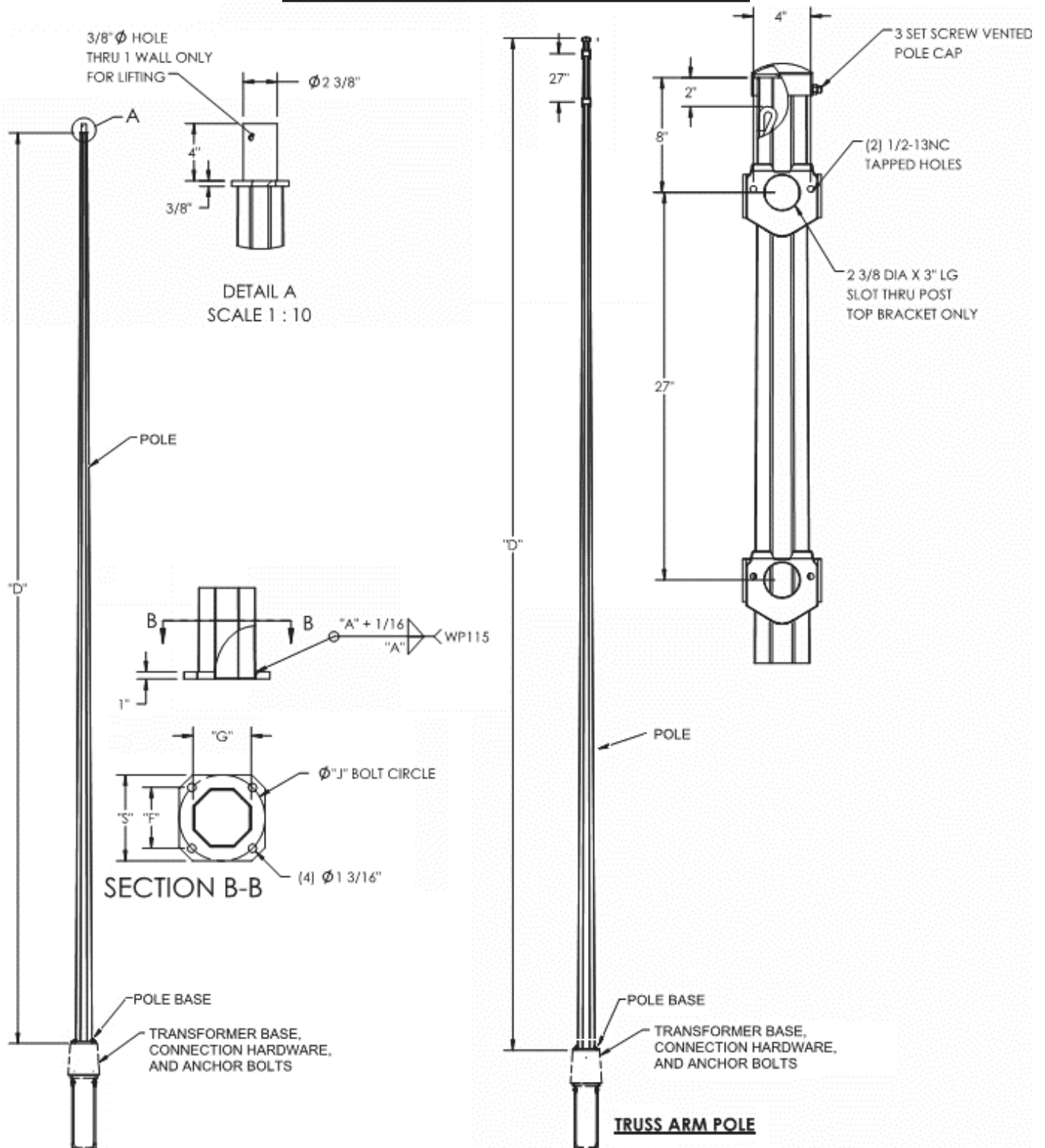
8. Why is there such a steep grade in the sewer between the existing manhole in Glenwood and Manhole #1?

## **Drainage**

9. Where does the runoff from Basin 3 flow?
10. The report is showing this development is adding 12.65 cfs to the Stagebarn Canyon and South Channels. It is understood that this is one phase of the development and final detention will be addressed when providing culverts at the the Glenwood Dr. and Arapahoe St. channel crossings. However, the runoff added by this phase of the development should be detained so no runoff over the existing 100 year runoff is flowing beyond the borders of the development.

# ROADWAY LIGHTING

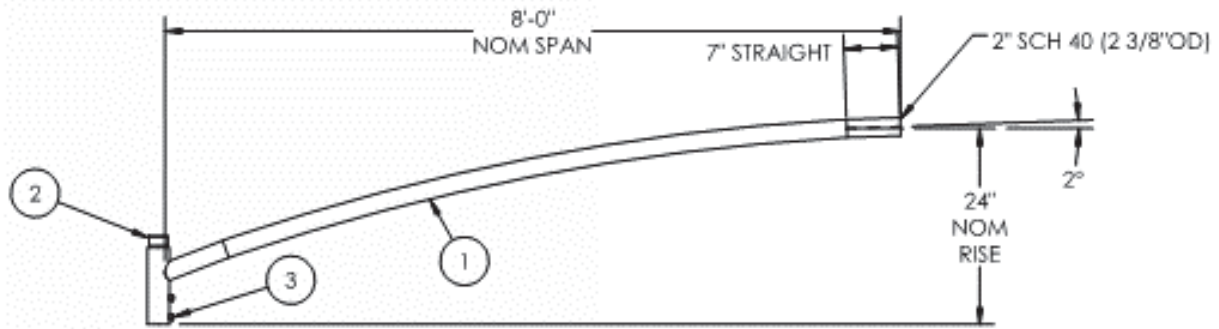
## Detail for 25', 30', 40' and 50' Pole with Base



POLE TYPE	LUM ARM TYPE	POLE DATA				BASE DATA			
		"A" TK	"B" BASE DAC	"C" TOP DAC	"D" LENGTH	"S" SQ	"T" CTRS	"G" DAF BASE OPENING	"J" BOLT CIRCLE
25' LIGHT POLE		.1196" (11GA)	6.5	4.05	20'-0"	12"	8 1/2"	6 1/8"	12'
30' LIGHT POLE		.1196" (11GA)	7.18	3.40	28'-0"			6 3/4"	
40' LIGHT POLE		.1196" (11GA)	8.63	3.45	38'-0"			8 1/16"	
50' LIGHT POLE		.1196" (11 GA)	10.29	3.57	48'-0"	15"	10 5/8"	9 5/8"	15'
50' LIGHT POLE	15' TRUSS ARM	.1196" (11GA)	10.29	3.71	47'-0"				

# ROADWAY LIGHTING

## Detail for 8' Arm



SINGLE 8' UPSWEEP LUMINAIRE ARM  
FOR USE WITH TENON MOUNT POLES

ITEM NO.	DESCRIPTION	QTY.
1	WLDMT ARM UPSWEEP CAN 2 1/2 X 8' ARM	1
2	CAP NON THD PL 2-3/8	1
3	SCRW STHXSKCPPT 1-2-13NC X 1 SS	2

# Final Plat Review

**General Information:**

Parcel Acreage                      6.815 acres  
Location                              City of Summerset, SE ¼ Section 14, T3N, R6E.  
Date of Application                3-18-2020  
**Reviewed By:**                      **Gary Anderson, LS, HDR Engineering, Inc.**

**Purpose:**                              Create additional lots in Sun Valley Estates

**Access and Utilities:**        Glenwood Dr. and Arapahoe St.

**Fire Protection:**                Piedmont Fire Department

**Drainage:**                        No major drainage easements in this plat. 8' drainage and utility easement on interior of all lots lines is notes.

**Final Plat Review:**

Un-platted ground not suitable for subdividing and surrounded by platted land will not be allowed (un-platted portion b/w Lot 16 and Lot 17, Block 1 & un-platted portion b/w Lot 228 and Lot 1 of Block 5).

Williston Basin Gas Line Easement ground (on Lots 7 & 8, Block 2 and Lot 12, Block 5) shall be platted as a separate lot/green space/park as it is in previous plats and the piece on the north side of Arapahoe St needs to be platted as well, as it is shown now it would be un-platted ground.

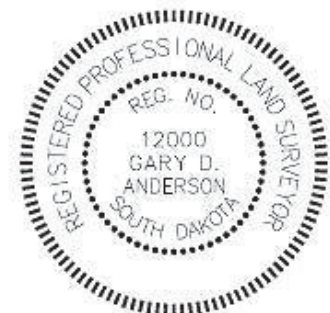
Lot 4, Block 5 does not meet minimum lot size of 8,500 S.F. established in Summerset Ordinance 155.058.E.

Lot 7 does not meet minimum lot width of 75' at the front building line established in Summerset Ordinance 155.058.D.

Change line data font (at lot lines and in table). It is difficult to read and may be even more difficult in a scanned copy.

Block 5 has a misclosure of .467

Gary Anderson, LS 12000



## MEMORANDUM

PROJECT: Sun Valley Estates Subdivision Phase 2  
LOCATION: Summerset, South Dakota  
DATE: April 10, 2020  
TOPIC: Responses to Preliminary Plat Review Comments

Comments have been inserted from the original attached document in order to respond effectively in line with *response* directly below the comment.

### General

1. Need letter of approval from Diamond A Water.  
*Response: Letter shall be provided by Owner.*
2. Need letter of approval from Piedmont Fire Department.  
*Response: Letter shall be provided by Owner.*
3. Will Summerset Wastewater Treatment Plant access road be moved to come off the end of the new Glenwood? If so, we don't need the End of Road Diamonds  
*Response: Yes, the access road will be adjusted to the new end of Glenwood Dr. The End of Road Diamonds have been removed.*

### Lighting

4. Summerset has new lighting design standards that need to be incorporated into the plans:
  - a. 30' tall w/ 8' arm extension
  - b. 40 watt LED
  - c. direct bury style
  - d. poles shall be galvanized steel material as manufactured by HAPCO, Millerbernd, and Valmont
  - e. 185' spacing, with poles placed at intersections and curves
  - f. placed in line with property lines and 2' off the back of curb for boulevards and 1' off sidewalk for curbside sidewalk
  - g. light pole details attached

*Response: New lighting standards have been incorporated.*

### Roadway

5. Why does the proposed Glenwood Drive roadway jog at the connection to the existing Glenwood Drive?  
*Response: We have the new roadway centered in the ROW. If there is a jog it would be a slight adjustment in the field with a smooth transition.*

6. PI shown at approximately Station 2+12 needs to be a vertical curve. We only allow a PI without a vertical curve in the road profile if the change in grade is 1% or less.

*Response: A vertical curve has been added at this location.*

## **Water**

7. Water main should be located per Figure 3-1 in Summerset.

*Response: The water main in Arapahoe St. has been revised to meet the requirements of Figure 3-1*

## **Sanitary Sewer**

8. Why is there such a steep grade in the sewer between the existing manhole in Glenwood and Manhole #1?

*Response: This location is the transition point to allow the new sanitary sewer main to be located at a responsible depth of 9' not 14'+. Based on future phasing, this will support future expansion of Glenwood and Arapahoe as well.*

## **Drainage**

9. Where does the runoff from Basin 3 flow?

*Response: Basin 3 is located at the general north end of the Sun Valley Subdivision. Basin 3 consists of three (3) residential lots where the north property lines shall be directly adjacent to the drainage way of the South Channel for the Stagebarn Canyon Drainage area. The east side of this Basin (157') is adjacent to the Stagebarn Canyon Channel. The additional runoff from this Basin for a 100 year event is a mere 1.92 CFS and is therefore considered for this location insignificant.*

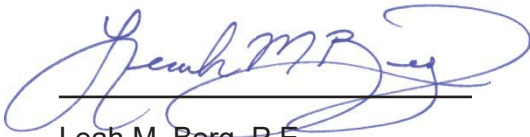
10. The report is showing this development is adding 12.65 cfs to the Stagebarn Canyon and South Channels. It is understood that this is one phase of the development and final detention will be addressed when providing culverts at the Glenwood Dr. and Arapahoe St. channel crossings. However, the runoff added by this phase of the development should be detained so no runoff over the existing 100 year runoff is flowing beyond the borders of the development.

*Response: Correct, the final detention will be addressed with the culverts at the Glenwood Dr. and Arapahoe St. crossings. The flow from Basin 3 is discussed above and Basin 2 does not contribute to the Stagebarn Canyon Channel, which means that Basin 1 contributes 10.73 CF of additional flow for the 100 year storm event to the Stagebarn Canyon Channel.*

*Even though this phase has not directly evaluated major flow channels, Phase 4 located upstream on this dry Stagebarn Canyon Channel was developed last year. It was determined through the drainage evaluation that the channel provided 92% additional capacity above the required flow capacity. It is planned to retain the large open channel through the development in order*

*to retain this storage capacity. Therefore, it can safely be assumed that the 10.73 CF of flow being added to the Stagebarn Canyon Channel at the end of Glenwood Drive will be acceptable within the extra storage capacity of the open channel.*

*This additional contributing flow will be evaluated with the next phase expansion off of Glenwood Dr. and Arapahoe St. where there will be the drainage way crossings.*



Leah M. Berg, P.E.

# SUN VALLEY ESTATES - PHASE 2



## **INDEX**

- 1.0
- 2.0
- 2.1
- 3.0
- 4.0
- 5.0
- 6.0
- 6.1
- 6.2
- 7.0
- 7.1

SELECTED MATERIALS SHALL BE PROVED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

PROOF ROLLED AND INDEPENDENT TESTING TO THE SATISFACTION OF THE

SURVEY TESTS SHALL BE MADE, AND AGAIN ON THE SECTIONS OF THE THESE TESTS SHALL BE MADE AND AGGREGATE COMPACTED TO 95% MAX OPTIMUM MOISTURE

CONTRACTOR SHALL REPAIR AREAS REPRESENTED ON THEIR OWN EXPENSE.

ALL WORK SHALL BE COORDINATE WITH THE UTILITIES COMPANIES FOR SERVICES TO BE PERFORMED ON THE SITE.

IN THESE DRAWINGS THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.

**TRENCH CHECK DAM**

CHECK DAM LOCATIONS ARE INDICATED ON THE PLANS. CONTRACTOR SHALL PLACE WITHIN THE TRENCH A COMPACTED COHESIVE CLAY CHECK DAM. IT SHALL EXTEND FROM THE TRENCH BASE THROUGH THE BEDDING MATERIAL AND EXTEND FROM TRENCH WALL TO TRENCH WALL. INSTALLATION OF THE CHECK DAM SHALL BE CONSIDERED INCIDENTAL TO PIPE INSTALLATION.

**PVC WATER PIPE**

PIPE FOR WATER MAIN SHALL BE 8" AND 6" PVC PRESSURE PIPE CONFORMING TO AWWA STANDARD C-900, DR18.

**WATER MAIN INSTALLATION**

WATER MAIN PIPING, INSTALLATION, FLUSHING, DISINFECTION AND TESTING SHALL CONFORM TO THE RAPID CITY STANDARD SPECIFICATIONS, SECTION 8.

**THRUST BLOCKS**

THRUST BLOCKS SHALL BE PROVIDED AT FIRE HYDRANTS AND OTHER SELECT FITTINGS AS SHOWN ON THE PLANS. REFER TO THE THRUST BLOCK DETAIL FOR SIZING. THRUST BLOCKS SHALL BE CURED FOR AT LEAST 4 HOURS BEFORE BEING COVERED AND AT LEAST 48

VERTICAL BEND: 6" - 22.5° BEND 4 FEET BOTH SIDES

HORIZONTAL BEND: 6" - 45° BEND 2 FEET BOTH SIDES

MAIN LINE VALVES: 6" 20 FEET BOTH SIDES

REDUCER: 8" TO 6" HORIZONTAL 17 FEET LARGE SIDE

**WATER SERVICE LINES AND CURB STOPS**

UNLESS SHOWN OTHERWISE ON THE PLANS, WATER SERVICE LINES SHALL BE POLYETHYLENE.

CURB STOPS ARE TO BE LOCATED 4' WITHIN PROPERTY LINES ON EACH LOT. CURB STOPS SHALL BE MUELLEER H5150 OR APPROXIMATELY EQUAL.

SERVICE LINE SHALL BE FOR FUTURE CONNECTION AS LOTS ARE DEVELOPED. CURB STOPS AND CORPORATION STOPS SHALL BE RATED FOR 300 PSIG.

CURB STOPS AND CURB BOXES SHALL FOLLOW MINNEAPOLIS PATTERN.

**VALVE BOXES**

VALVE BOXES SHALL BE RATED HEAVY DUTY

**WATER MAIN DISINFECTION AND TESTING**

sewer Main, 8" PVC		934.0	LF
sewer Service Line, 4" PVC		691.9	LF
mark stubbed out 4" sewer service with post		18.0	EA
connect service to new sewer main		17.0	EA
connect service to existing sewer main		1.0	EA
Water Main C-900, DR-18		748.0	LF
Water Main C-900, DR-18		238.0	LF
Polyethylene Water Service		641.0	LF
Tapping Saddle		18.0	EA
Curb Stop & Box		18.0	EA
X 6" X 8" Tee		2.0	EA
Gate Valve		1.0	EA
to 6" Reducer		1.0	EA
11.25 Degree Vertical Bend		2.0	EA
22.5 Degree Bend		4.0	EA
11.25 Degree Bend		2.0	EA
X 6" X 6" Tee		1.0	EA
Gate Valve		3.0	EA
re Hydrant w/Aux Valve		3.0	EA
Locate Fire Hydrant		1.0	EA

EXISTING GRAVEL ROAD

GLENWOOD DRIVE

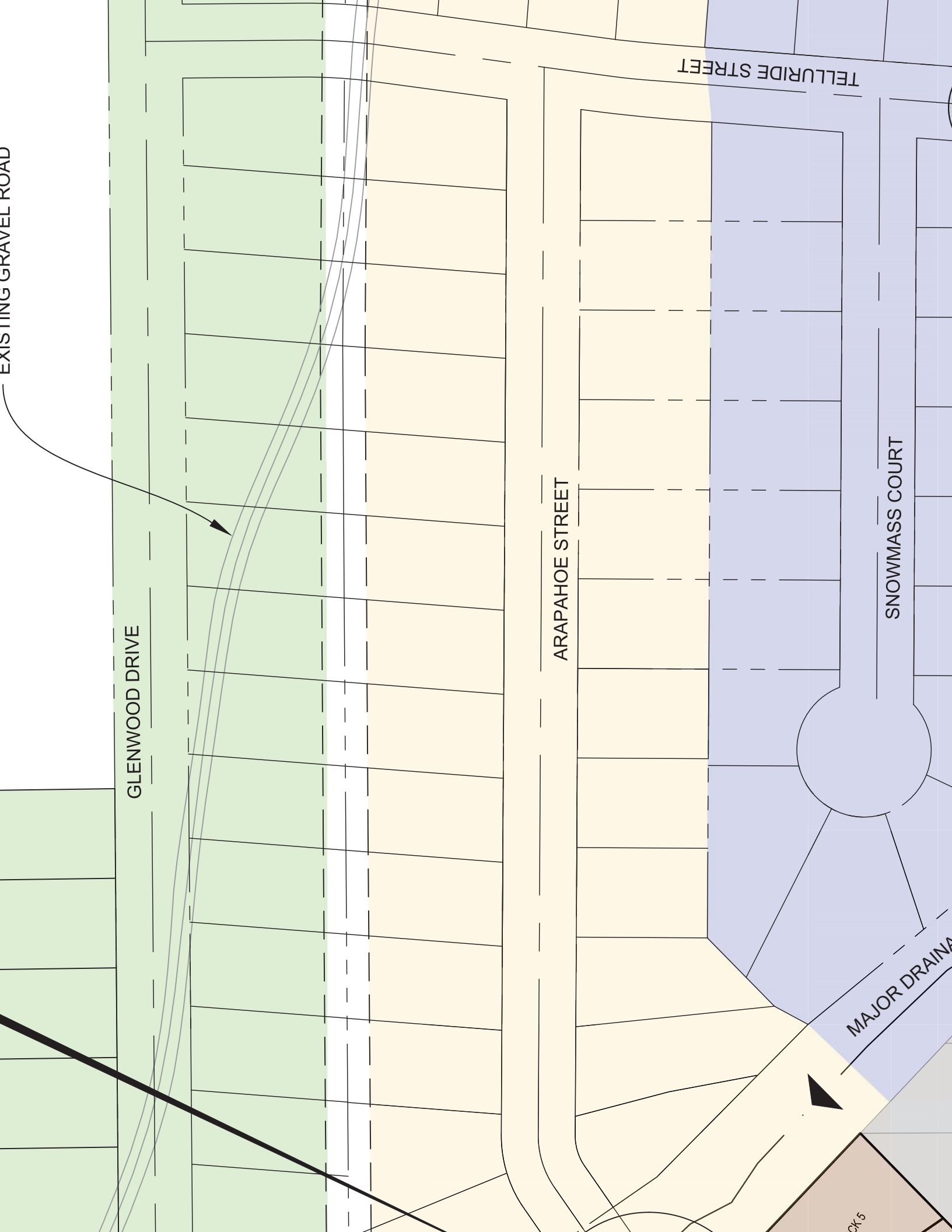
ARAPAHOE STREET

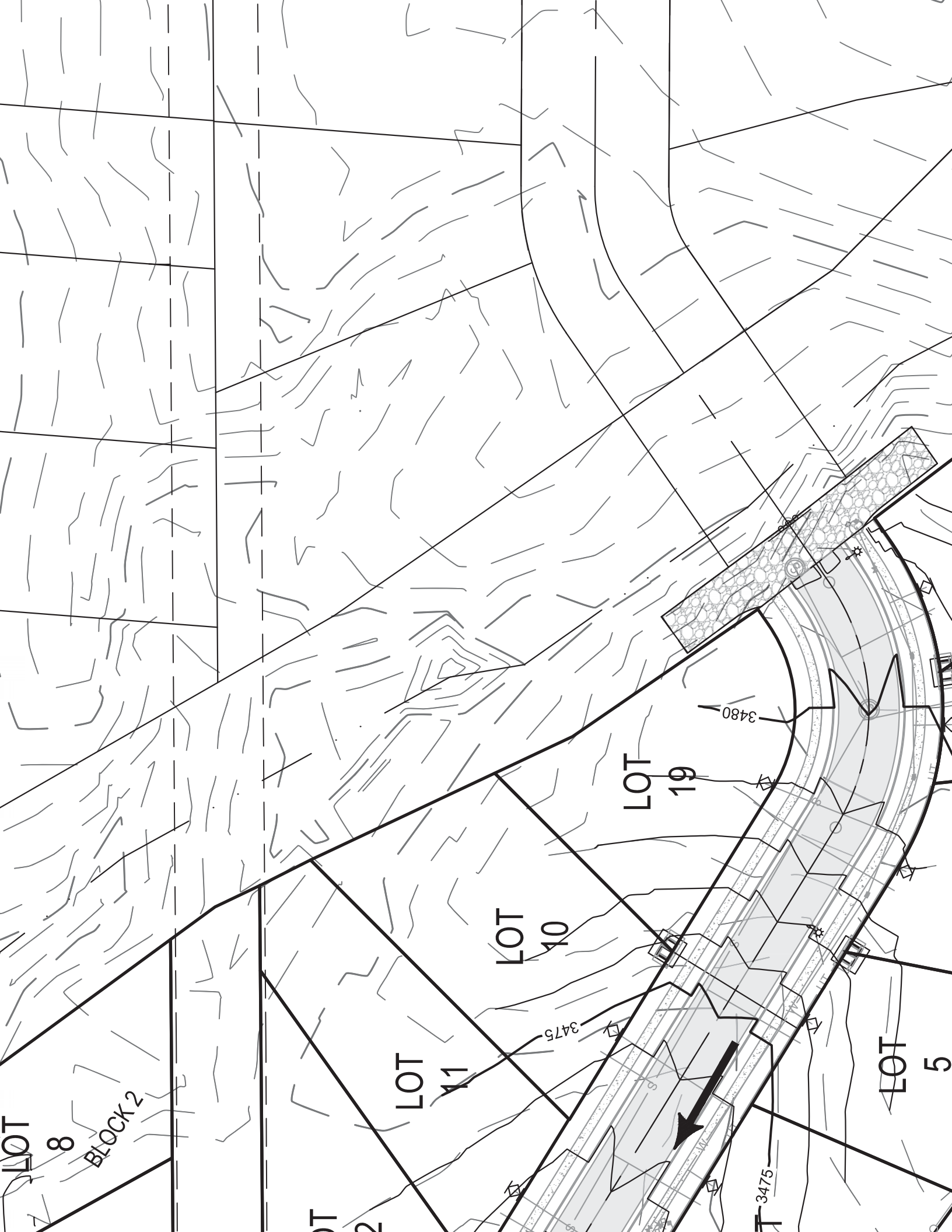
TELLURIDE STREET

SNOWMASS COURT

MAJOR DRAINAGE

PK 5





LOT 8

BLOCK 2

LOT 2

LOT 11

LOT 10

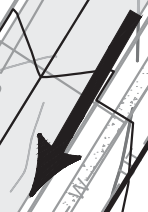
LOT 19

LOT 5

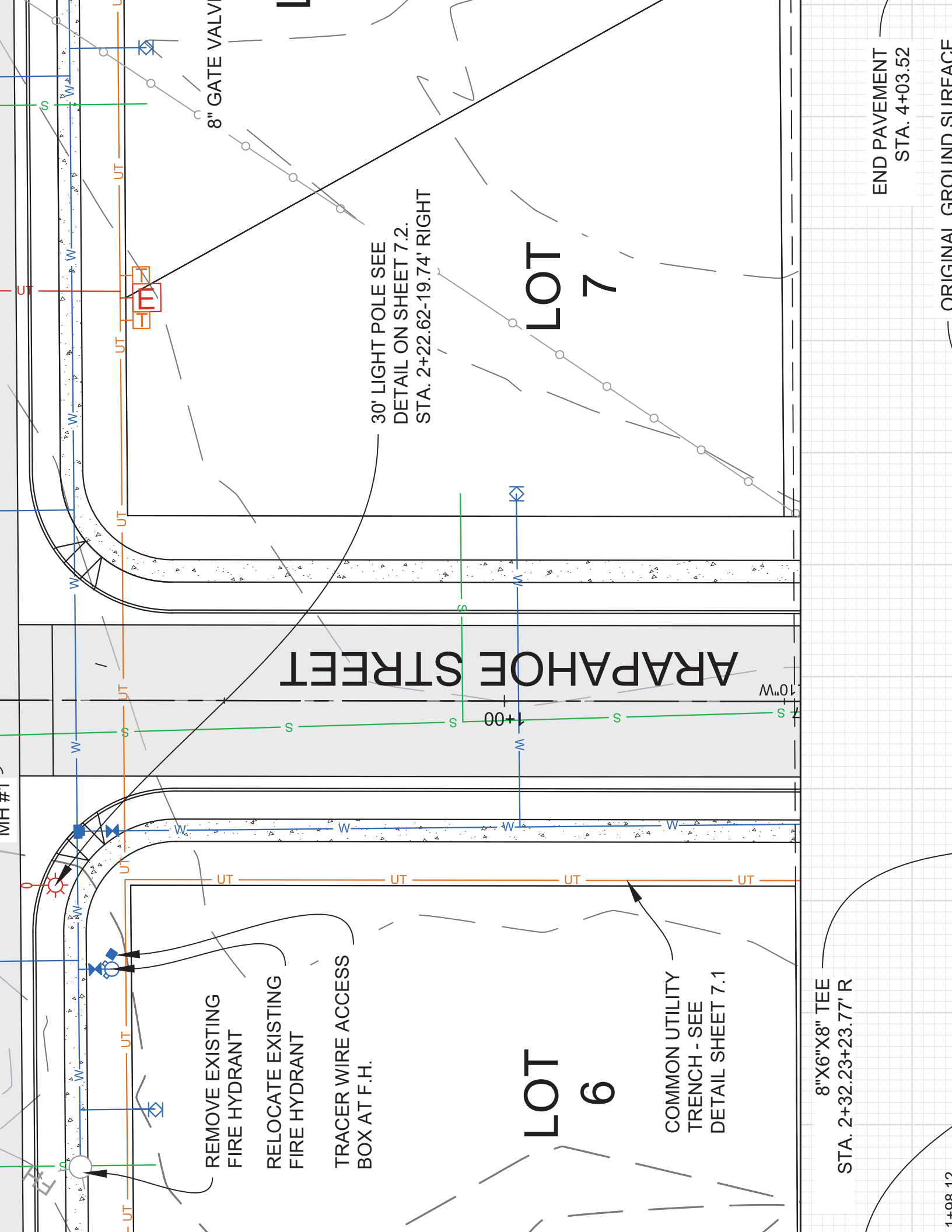
3475

3475

3480







REMOVE EXISTING  
FIRE HYDRANT

RELOCATE EXISTING  
FIRE HYDRANT

TRACER WIRE ACCESS  
BOX AT F.H.

LOT  
6

COMMON UTILITY  
TRENCH - SEE  
DETAIL SHEET 7.1

8"X6"X8" TEE  
STA. 2+32.23+23.77' R

ARAPAHOE STREET

LOT  
7

30' LIGHT POLE SEE  
DETAIL ON SHEET 7.2.  
STA. 2+22.62-19.74' RIGHT

8" GATE VALVE

END PAVEMENT  
STA. 4+03.52

C P C U 3 D S

LOT 3

STA. 3+07.94 +20.  
11.25° BEND HOR

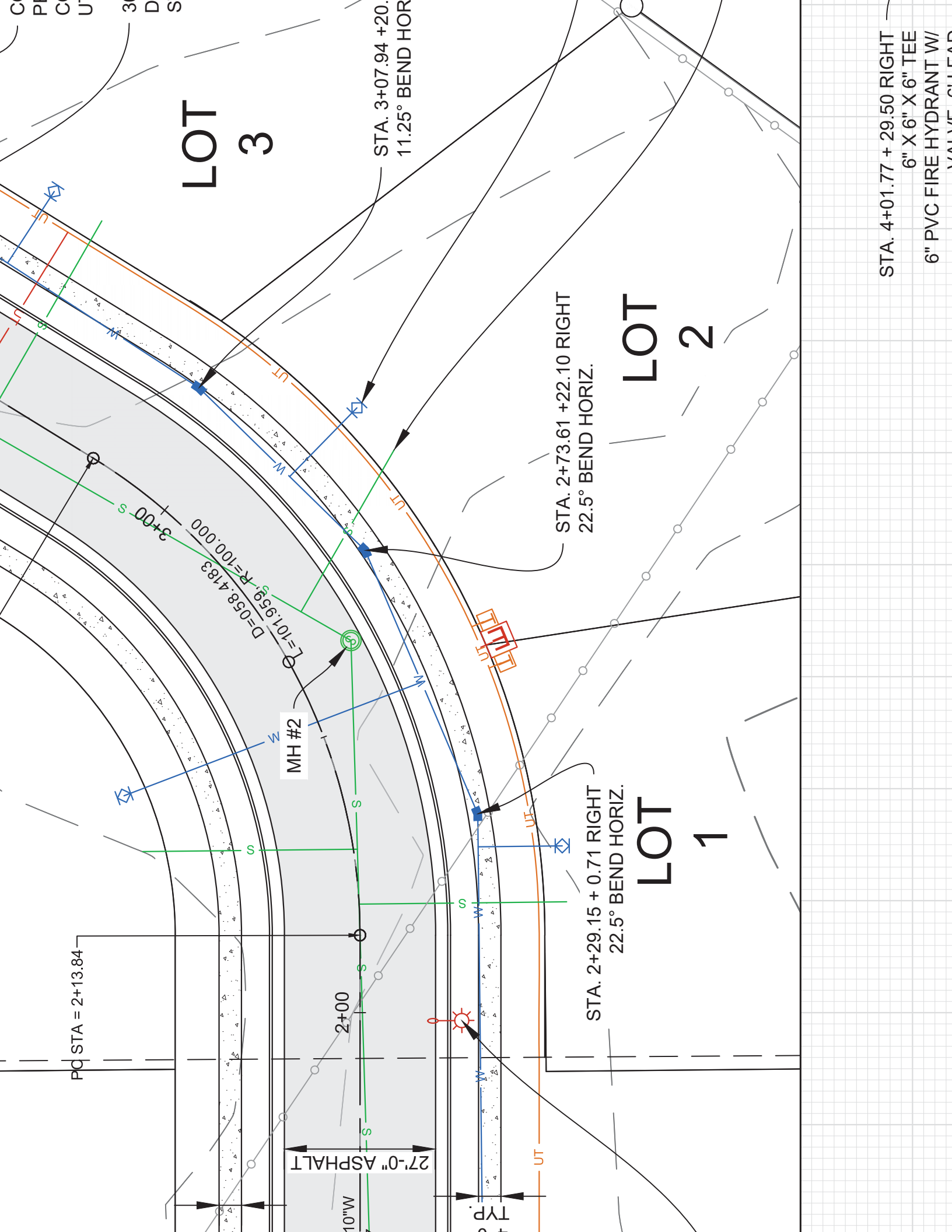
STA. 2+73.61 +22.10 RIGHT  
22.5° BEND HORIZ.

LOT 2

STA. 2+29.15 + 0.71 RIGHT  
22.5° BEND HORIZ.

LOT 1

STA. 4+01.77 + 29.50 RIGHT  
6" X 6" X 6" TEE  
6" PVC FIRE HYDRANT W/  
VALVE CUL



PC STA = 2+13.84

2+00

27'-0" ASPHALT

10"W

MH #2

D=058.4183  
L=101.959  
R=100.000

3+00 S

UT

W

TYD

TYD

TRACER WIRE ACCESS  
BOX AT F.H.

3480

30' LIGHT POLE SEE  
DETAIL ON SHEET 7.2.  
STA. 7+14.19 -18.17' RIGHT

6" GATE VALVE

1" POLYETHYLENE  
WATER SERVICE  
W/ CURB STOP  
AT CENTER OF  
EACH LOT, 4' WITHIN TYP.

4" SEWER SERVICE  
W/ POST MARKER  
AT 4' WITHIN EACH LOT TYP.

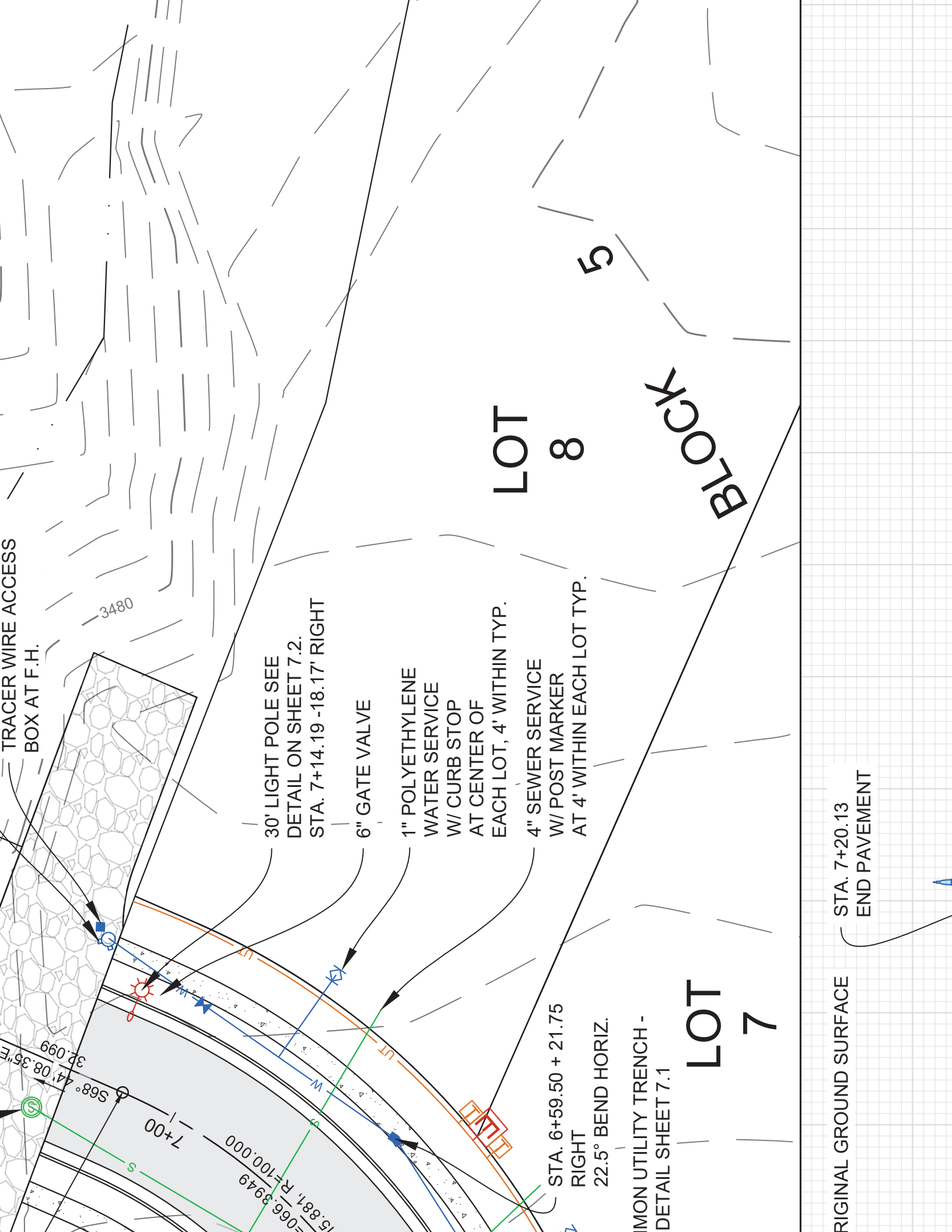
LOT  
8

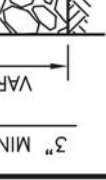
LOT  
7

STA. 6+59.50 + 21.75  
RIGHT  
22.5° BEND HORIZ.

COMMON UTILITY TRENCH -  
DETAIL SHEET 7.1

ORIGINAL GROUND SURFACE  
STA. 7+20.13  
END PAVEMENT

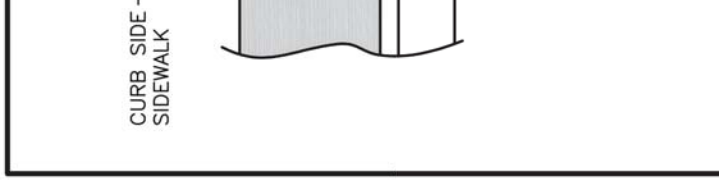




**NOTE:**

CHECK DAM CONSTRUCTION  
 THE CHECK DAM MATERIAL TO CHECK DAM NO. 200 SIEVE IS NOT SUITABLE MATERIAL FROM INCIDENTAL T

CITY OF RAPID CITY  
**TYPICAL**  
**FO**

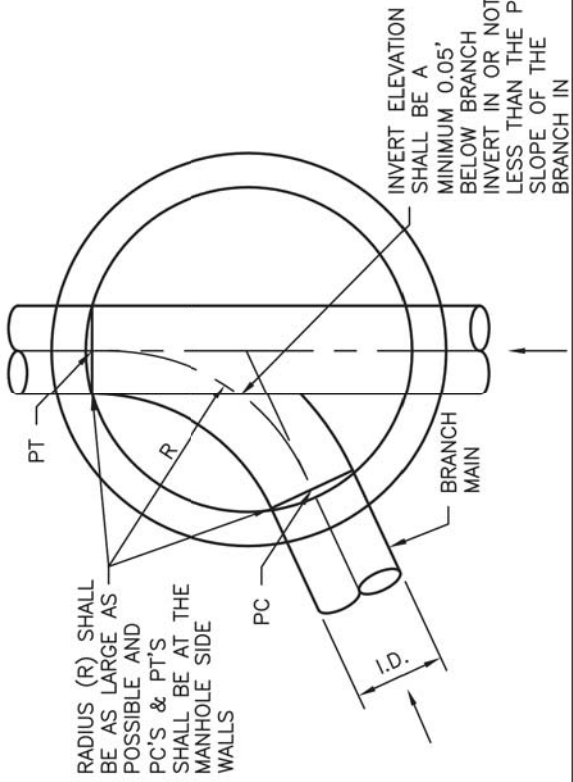


CURB SIDE SIDEWALK

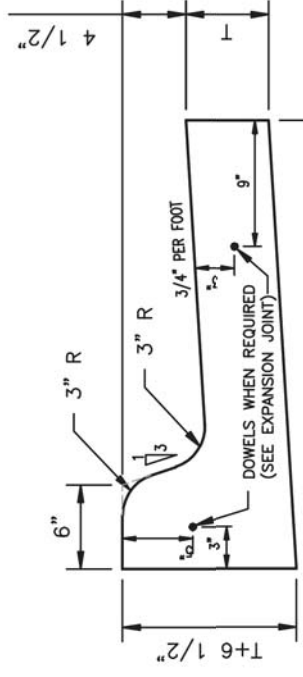
MINIMUM TYPE 1 BEDDING MATERIAL

**NOTES:**

1. PC'S & PT'S ARE TO BE WITHIN THE MANHOLE.
2. ALL INVERTS TO BE U-SHAPED CHANNEL EQUAL TO PIPE I.D. AND SHALL BE CONSTRUCTED WITH SWEEPS.
3. A MINIMUM RADIUS (R) OF 2.5 TIMES THE I.D. OF THE BRANCH MAIN IS REQUIRED FOR ALL SWEEPS. IF THE 2.5 TIMES THE I.D. OF THE BRANCH CAN'T BE MET, A LARGER DIAMETER MANHOLE SHALL BE REQUIRED. SEE DETAIL SHEET 9-3.
4. MANHOLE PIPE CONNECTOR SHALL BE A RESILIENT WATER TIGHT SEAL.

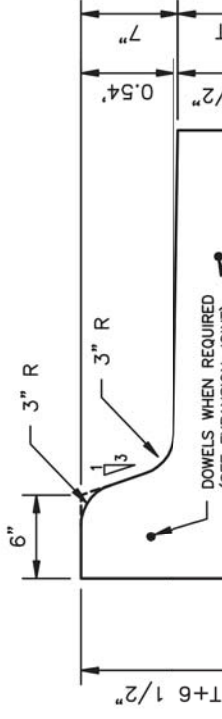


CITY OF RAPID CITY PUBLIC WORKS DEPARTMENT  
**STANDARD MANHOLE DETAIL WITH MONOLITHIC BASE (48" & 60")**  
 DATE: 5-1-07  
 SEC. SHT. 9-1



**STANDARD CURB & GUTTER (TYPE B)**

WHERE T IS EQUAL TO PAVEMENT THICKNESS OR 6", WHICHEVER IS GREATER



8" PVC SANITARY SEWER MAIN  
SEE PLAN AND PROFILE  
SHEETS 6.0 - 6.2 FOR  
LAYOUT LOCATION.

ATION. ANY DISCREPANCIES  
ENGINEER.

3 FINAL GRADING.

6" - 8" PVC WATER MAIN  
SEE PLAN AND PROFILE  
SHEETS 6.1 - 6.0 FOR  
LAYOUT LOCATION

## TYPICAL ROAD SECTION

N.T.S

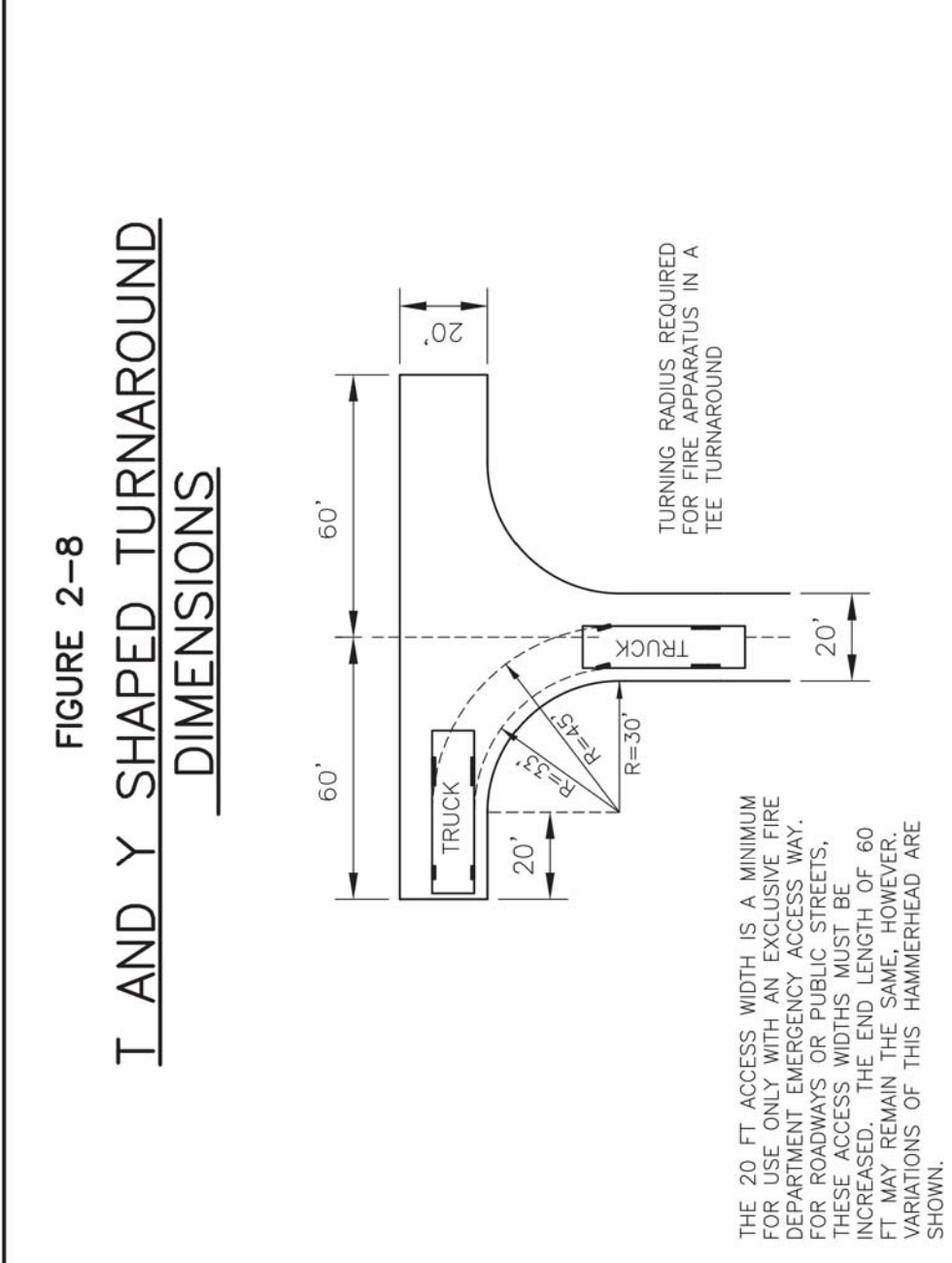


FIGURE 2-8  
T AND Y SHAPED TURNAROUND  
DIMENSIONS

THE 20 FT ACCESS WIDTH IS A MINIMUM FOR USE ONLY WITH AN EXCLUSIVE FIRE DEPARTMENT EMERGENCY ACCESS WAY. FOR ROADWAYS OR PUBLIC STREETS, THESE ACCESS WIDTHS MUST BE INCREASED. THE END LENGTH OF 60 FT MAY REMAIN THE SAME, HOWEVER, VARIATIONS OF THIS HAMMERHEAD ARE SHOWN.

### NOTES:

1. SEE PLAN SHEET 6.0 FOR DETAILS.
2. FRAME AND GRATE MODEL SHALL BE APPROVED OR APPROVED EQUAL.
3. OUTLET FOR DROP INLET SHALL BE PROVIDED FOR EACH BOX AND SHALL BE LOCATED AS FAR NORTH 24" RCP CULVERT AS POSSIBLE.
  - 3.1. PIPE CONNECTIONS SHALL BE APPROVED OR APPROVED EQUAL.
4. INLET END OF 24" RCP CULVERT SHALL BE PSI CONCRETE HEADWALL ON THE NORTH SIDE.
5. OUTLET END OF 24" RCP CULVERT SHALL BE PSI CONCRETE HEADWALL ON THE SOUTH SIDE WITH AN ANGLED CURB.

0+00

0+20

0+40

0+60

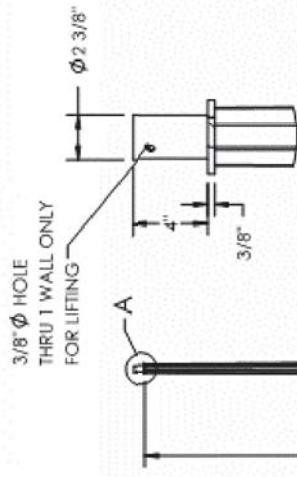
0+80

1+00

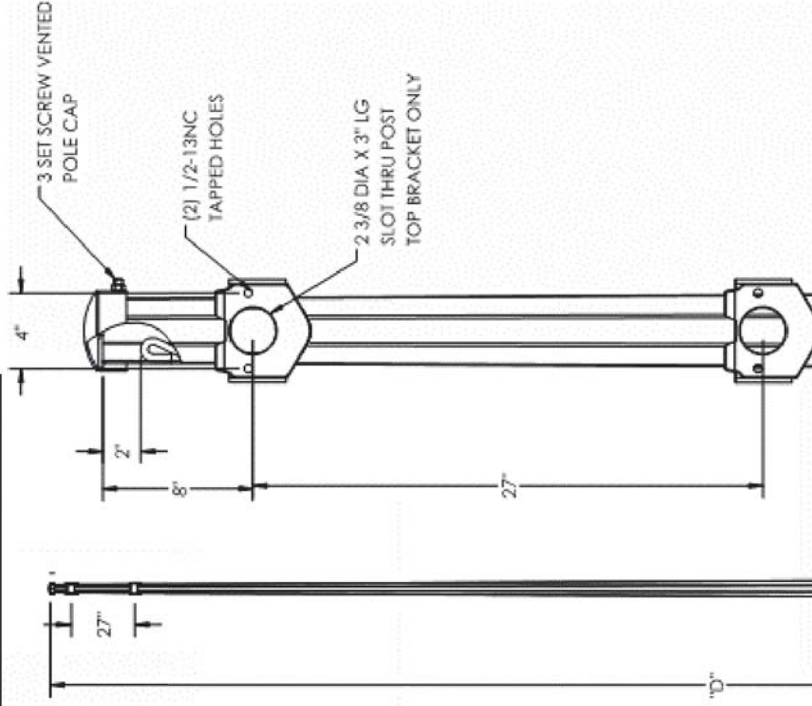
# CROSS SECTION FOR TEMPORARY TURN-AROUND AT DR

N.T.S

Detail for 25', 30', 40' and 50' Pole with Base



DETAIL A  
SCALE 1 : 10



2

POLE

D"

D"

City of Somerset  
Schedule of Sales and Use Tax Revenue

						2020 Over
	2016	2017	2018	2019	2020	(Under) 2020
January	\$ 30,151.51	\$ 32,318.73	\$ 41,001.65	\$ 66,812.08	\$ 65,357.33	\$ (1,454.75)
February	30,468.28	27,788.27	42,724.19	46,858.29	6,037.98	\$ (40,820.31)
March	27,690.41	28,759.00	34,872.23	57,054.16	104,294.71	\$ 47,240.55
April	25,775.50	38,398.27	36,487.22	28,821.14		\$ (28,821.14)
May	25,877.73	41,467.06	36,323.38	28,957.78		\$ (28,957.78)
June	41,248.09	20,667.84	21,315.46	69,892.18		\$ (69,892.18)
July	42,346.20	54,445.37	33,340.36	78,850.06		\$ (78,850.06)
August	39,900.02	50,541.25	68,364.41	28,904.74		\$ (28,904.74)
September	13,674.24	39,770.81	50,323.38	131,333.66		\$ (131,333.66)
October	83,119.86	52,369.58	21,912.30	65,630.93		\$ (65,630.93)
November	7,307.96	17,287.83	47,980.66	18,095.29		\$ (18,095.29)
December	64,455.60	49,023.76	63,890.91	116,114.65		\$ (116,114.65)
<b>Total</b>	<b>\$ 432,015.40</b>	<b>\$ 452,837.77</b>	<b>\$ 498,536.15</b>	<b>\$ 737,324.96</b>	<b>\$ 175,690.02</b>	<b>\$ (561,634.94)</b>

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Revenues							
Dept: 0000							
3111 Current Year Property Tax	632,884.00	632,884.00	37,223.79	12,583.87	0.00	595,660.21	5.9
3112 Current Year Minus 1 Prop Tax	1,200.00	1,200.00	498.56	26.05	0.00	701.44	41.5
3117 Tax on Mobile Homes	400.00	400.00	0.00	0.00	0.00	400.00	0.0
3118 M H Tax Prior Year	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3131 Sales Tax Revenue	600,000.00	600,000.00	168,496.18	99,950.91	0.00	431,503.82	28.1
3132 Bed & Booze Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3140 GrossReceipts&BusTax-Utilities	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
3190 Penalties&Interest/DelinqTax	500.00	500.00	160.16	1.63	0.00	339.84	32.0
3206 Erosion Control Deposit Fee	0.00	0.00	1,000.00	-1,000.00	0.00	-1,000.00	0.0
3207 Building Permits Revenue	30,000.00	30,000.00	8,877.23	1,638.78	0.00	21,122.77	29.6
3208 Occupancy Permit	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3209 Grading Permit Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3210 Street Closure Permit	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3211 Sewer Tap Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3212 Business/Contractor License	5,000.00	5,000.00	3,350.00	100.00	0.00	1,650.00	67.0
3213 Sign Permit Revenue	400.00	400.00	0.00	0.00	0.00	400.00	0.0
3214 Plat Fee Revenue	2,500.00	2,500.00	1,000.00	1,000.00	0.00	1,500.00	40.0
3215 Waiver/Variance Fee Revenue	600.00	600.00	0.00	0.00	0.00	600.00	0.0
3216 Zoning Public Hearing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3218 Conditional Use Permit	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3219 Site Plan/Engineering Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3220 Administrative Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3230 Annexation Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3235 Animal License Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3239 Vendor License	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
3240 Fence Permit Fee Revenue	300.00	300.00	50.00	25.00	0.00	250.00	16.7
3250 Appeal Hearing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3321 Malt Beverage Revenue	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
3322 Liquor License Revenue	6,000.00	6,000.00	2,905.00	1,305.00	0.00	3,095.00	48.4
3323 Lottery Machine Revenue	1,750.00	1,750.00	300.00	0.00	0.00	1,450.00	17.1
3324 Wine License Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3325 Liquor License Publishing Rev	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3330 Liq Lic Publish Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3349 State Grants	731,360.00	731,360.00	78,310.63	2,260.00	0.00	653,049.37	10.7
3353 Liquor Reversion	1,200.00	1,200.00	5,082.40	0.00	0.00	-3,882.40	423.5
3354 Motor Vehicle License 5%	20,000.00	20,000.00	8,448.20	2,718.14	0.00	11,551.80	42.2
3358 Cty Hwy/Bridge Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3381 Cty Road Revenue	1,310.00	1,310.00	1,310.00	0.00	0.00	0.00	100.0
3382 Cty MV License Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3389 Other County Revenue	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
3441 Refuse Collection Charges	181,162.00	181,162.00	43,490.07	14,552.21	0.00	137,671.93	24.0
3510 Court Fines & Forfeits	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3590 Other Fines and Forfeits	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3610 Interest Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3620 Copies/Fax/Notary Revenue	50.00	50.00	0.00	0.00	0.00	50.00	0.0
3630 sewer late fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3635 Street Lights Fee Revenue	2,250.00	2,250.00	750.00	150.00	0.00	1,500.00	33.3
3640 Code Enf Assmnt Fee Revenue	500.00	500.00	0.00	0.00	0.00	500.00	0.0
3650 SOA Park Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3660 Soda Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3670 Contributions and Donations	0.00	0.00	50.00	0.00	0.00	-50.00	0.0
3671 Park Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3680 Cobra Premium Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3690 Other Revenue	13,730.00	13,730.00	14,772.72	0.00	0.00	-1,042.72	107.6
3691 Cable Television Franchise Fee	16,800.00	16,800.00	4,469.56	1,497.56	0.00	12,330.44	26.6
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3915 State SRF Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3920 Prior Year Unexpended Fund Bal	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Revenues							
Dept: 0000	2,410,896.00	2,410,896.00	380,544.50	136,809.15	0.00	2,030,351.50	15.8
3640 Dept: 4210 Law Enforcement Code Enf Assmnt Fee Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Law Enforcement	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Revenues</b>	<b>2,410,896.00</b>	<b>2,410,896.00</b>	<b>380,544.50</b>	<b>136,809.15</b>	<b>0.00</b>	<b>2,030,351.50</b>	<b>15.8</b>
Expenditures							
Dept: 4110 Commission Expenses							
4110 Wage Expense	28,000.00	28,000.00	6,999.96	2,333.32	0.00	21,000.04	25.0
4118 Other Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	2,142.00	2,142.00	535.56	178.52	0.00	1,606.44	25.0
4130 SDRS Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4140 Workers Comp Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4210 Other Ins Expense	1,000.00	1,000.00	138.36	80.00	0.00	861.64	13.8
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4230 Publishing Exp	2,000.00	2,000.00	1,294.90	407.26	0.00	705.10	64.7
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4260 Supply/Material Exp	200.00	200.00	0.00	0.00	0.00	200.00	0.0
4270 Travel/Conf Expense	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4280 Utility Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4281 Phone	2,400.00	2,400.00	600.00	200.00	0.00	1,800.00	25.0
4290 Other Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4340 Equip Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Commission Expenses</b>	<b>36,342.00</b>	<b>36,342.00</b>	<b>9,568.78</b>	<b>3,199.10</b>	<b>0.00</b>	<b>26,773.22</b>	<b>26.3</b>
Dept: 4115 Contingency Expense							
4115 Wage Expense - Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4415 Contingency Expense	54,694.00	54,694.00	0.00	0.00	0.00	54,694.00	0.0
<b>Contingency Expense</b>	<b>54,694.00</b>	<b>54,694.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>54,694.00</b>	<b>0.0</b>
Dept: 4120 Mayoral Expense							
4110 Wage Expense	13,000.00	13,000.00	3,249.99	1,083.33	0.00	9,750.01	25.0
4120 PR Tax Expense	995.00	995.00	248.64	82.88	0.00	746.36	25.0
4140 Workers Comp Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4210 Other Ins Expense	250.00	250.00	20.00	20.00	0.00	230.00	8.0
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4260 Supply/Material Exp	50.00	50.00	0.00	0.00	0.00	50.00	0.0
4270 Travel/Conf Expense	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4280 Utility Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4281 Phone	600.00	600.00	150.00	50.00	0.00	450.00	25.0
4290 Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4340 Equip Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Mayoral Expense</b>	<b>14,995.00</b>	<b>14,995.00</b>	<b>3,668.63</b>	<b>1,236.21</b>	<b>0.00</b>	<b>11,326.37</b>	<b>24.5</b>
Dept: 4130 Election Expense							
4110 Wage Expense	400.00	400.00	0.00	0.00	0.00	400.00	0.0
4120 PR Tax Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4230 Publishing Exp	200.00	200.00	0.00	0.00	0.00	200.00	0.0
4260 Supply/Material Exp	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4270 Travel/Conf Expense	50.00	50.00	0.00	0.00	0.00	50.00	0.0
4290 Other Expense	50.00	50.00	0.00	0.00	0.00	50.00	0.0
<b>Election Expense</b>	<b>800.00</b>	<b>800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>800.00</b>	<b>0.0</b>
Dept: 4140 Finance Office Expense							
4110 Wage Expense	53,943.00	53,943.00	13,485.84	4,495.28	0.00	40,457.16	25.0



REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Expenditures							
Dept: 4210 Law Enforcement							
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4260 Supply/Material Exp	2,000.00	2,000.00	1,997.46	238.07	0.00	2.54	99.9
4261 Auto Expense	20,000.00	20,000.00	5,622.24	1,177.84	0.00	14,377.76	28.1
4270 Travel/Conf Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
4273 Training Expense	4,000.00	4,000.00	190.00	0.00	0.00	3,810.00	4.8
4280 Utility Expense	2,500.00	2,500.00	480.12	160.04	0.00	2,019.88	19.2
4281 Phone	2,400.00	2,400.00	600.00	200.00	0.00	1,800.00	25.0
4282 Dispatch Expense	38,500.00	38,500.00	7,139.59	4,569.89	0.00	31,360.41	18.5
4285 Uniform Expense	3,200.00	3,200.00	2,266.00	0.00	0.00	934.00	70.8
4290 Other Expense	5,000.00	5,000.00	75.00	0.00	0.00	4,925.00	1.5
4340 Equip Expense	83,380.00	83,380.00	83,166.91	700.00	0.00	213.09	99.7
4515 Rally Wage Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4585 Rally Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4722 Lease - Ford Motor Credit	23,882.00	23,882.00	7,004.85	2,334.95	0.00	16,877.15	29.3
<b>Law Enforcement</b>	<b>487,724.00</b>	<b>487,724.00</b>	<b>204,752.61</b>	<b>33,030.92</b>	<b>0.00</b>	<b>282,971.39</b>	<b>42.0</b>
Dept: 4220 Fire Department Expense							
4290 Other Expense	3,000.00	3,000.00	30,256.97	0.00	0.00	-27,256.97	1008.6
<b>Fire Department Expense</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>30,256.97</b>	<b>0.00</b>	<b>0.00</b>	<b>-27,256.97</b>	<b>1,008.6</b>
Dept: 4232 Proactive Inspection Admin							
4232 Building Inspection Expense	40,000.00	40,000.00	5,627.50	2,470.00	0.00	34,372.50	14.1
4290 Other Expense	500.00	500.00	42.00	16.80	0.00	458.00	8.4
4292 Inspections/Site/Plats	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Proactive Inspection Admin</b>	<b>40,500.00</b>	<b>40,500.00</b>	<b>5,669.50</b>	<b>2,486.80</b>	<b>0.00</b>	<b>34,830.50</b>	<b>14.0</b>
Dept: 4300 Capital Improvements							
4300 Capital Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4301 Capitol Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Capital Improvements</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
Dept: 4310 Street Expense							
4110 Wage Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4115 Wage Expense - Hourly	62,197.00	62,197.00	13,315.80	4,597.69	0.00	48,881.20	21.4
4116 Admin Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	4,758.00	4,758.00	1,018.66	351.73	0.00	3,739.34	21.4
4130 SDRS Expense	2,922.00	2,922.00	796.39	273.31	0.00	2,125.61	27.3
4140 Workers Comp Expense	2,000.00	2,000.00	67.55	67.55	0.00	1,932.45	3.4
4170 Med Ins Expense	8,800.00	8,800.00	2,351.86	811.42	0.00	6,448.14	26.7
4210 Other Ins Expense	4,000.00	4,000.00	4,835.90	0.00	0.00	-835.90	120.9
4220 Prof Fees Expense	25,215.00	25,215.00	0.00	0.00	0.00	25,215.00	0.0
4230 Publishing Exp	200.00	200.00	27.99	27.99	0.00	172.01	14.0
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	883,000.00	883,000.00	95.00	0.00	0.00	882,905.00	0.0
4251 Street Snow Removal	0.00	0.00	1,418.40	772.23	0.00	-1,418.40	0.0
4252 Street Drainage Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4253 Landscape&Mowing Expense	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
4254 Street Fence Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4255 Street Light Repair	4,200.00	4,200.00	355.91	276.99	0.00	3,844.09	8.5
4260 Supply/Material Exp	8,100.00	8,100.00	986.60	48.16	0.00	7,113.40	12.2
4261 Auto Expense	15,900.00	15,900.00	2,133.92	852.79	0.00	13,766.08	13.4
4280 Utility Expense	14,000.00	14,000.00	2,879.54	949.43	0.00	11,120.46	20.6
4281 Phone	600.00	600.00	150.00	50.00	0.00	450.00	25.0
4290 Other Expense	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
4340 Equip Expense	7,650.00	7,650.00	783.91	29.26	0.00	6,866.09	10.2
4722 Lease - Ford Motor Credit	51,084.00	51,084.00	13,522.16	5,226.92	0.00	37,561.84	26.5
<b>Street Expense</b>	<b>1,157,126.00</b>	<b>1,157,126.00</b>	<b>44,739.59</b>	<b>14,335.47</b>	<b>0.00</b>	<b>1,112,386.41</b>	<b>3.9</b>

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Expenditures							
Dept: 4320 Code Enforcement & Sanitation							
4110 Wage Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4115 Wage Expense - Hourly	8,320.00	8,320.00	72.00	0.00	0.00	8,248.00	0.9
4116 Admin Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	636.00	636.00	5.50	0.00	0.00	630.50	0.9
4130 SDRS Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4140 Workers Comp Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4210 Other Ins Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4215 Postage	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4260 Supply/Material Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4261 Auto Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4281 Phone	600.00	600.00	0.00	0.00	0.00	600.00	0.0
4290 Other Expense	750.00	750.00	0.00	0.00	0.00	750.00	0.0
4323 Solid Waste Collection	180,000.00	180,000.00	38,300.80	12,671.88	0.00	141,699.20	21.3
4325 CE&SwrColl&Disp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4326 C E Abatement Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Code Enforcement &amp; Sanitation</b>	<b>190,806.00</b>	<b>190,806.00</b>	<b>38,378.30</b>	<b>12,671.88</b>	<b>0.00</b>	<b>152,427.70</b>	<b>20.1</b>
Dept: 4410 Animal Control Dept							
4300 Capital Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4335 Humane Society	250.00	250.00	0.00	0.00	0.00	250.00	0.0
<b>Animal Control Dept</b>	<b>250.00</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>0.0</b>
Dept: 4510 Donation Expense							
4290 Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Donation Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
Dept: 4520 Parks and Recreation							
4110 Wage Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4116 Admin Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4210 Other Ins Expense	500.00	500.00	421.02	0.00	0.00	78.98	84.2
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	2,800.00	2,800.00	425.00	425.00	0.00	2,375.00	15.2
4253 Landscape&Mowing Expense	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
4260 Supply/Material Exp	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
4261 Auto Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4280 Utility Expense	1,200.00	1,200.00	155.57	50.56	0.00	1,044.43	13.0
4290 Other Expense	17,000.00	17,000.00	0.00	0.00	0.00	17,000.00	0.0
4340 Equip Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Parks and Recreation</b>	<b>27,000.00</b>	<b>27,000.00</b>	<b>1,001.59</b>	<b>475.56</b>	<b>0.00</b>	<b>25,998.41</b>	<b>3.7</b>
Dept: 4650 Economic Development Expense							
4110 Wage Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4116 Admin Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4260 Supply/Material Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4270 Travel/Conf Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4280 Utility Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4281 Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4290 Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4340 Equip Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4650 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Economic Development Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
Dept: 4652 P & Z Expense							

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 101 - General Fund</b>							
Expenditures							
Dept: 4652 P & Z Expense							
4110 Wage Expense	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
4118 Other Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	689.00	689.00	0.00	0.00	0.00	689.00	0.0
4130 SDRS Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4140 Workers Comp Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4210 Other Ins Expense	200.00	200.00	58.36	0.00	0.00	141.64	29.2
4215 Postage	250.00	250.00	0.00	0.00	0.00	250.00	0.0
4220 Prof Fees Expense	2,500.00	2,500.00	470.00	470.00	0.00	2,030.00	18.8
4230 Publishing Exp	6,500.00	6,500.00	1,373.00	1,373.00	0.00	5,127.00	21.1
4240 Rent Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4260 Supply/Material Exp	250.00	250.00	33.02	0.00	0.00	216.98	13.2
4261 Auto Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4270 Travel/Conf Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4280 Utility Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4281 Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4290 Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4340 Equip Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>P &amp; Z Expense</b>	<b>19,389.00</b>	<b>19,389.00</b>	<b>1,934.38</b>	<b>1,843.00</b>	<b>0.00</b>	<b>17,454.62</b>	<b>10.0</b>
Dept: 4700 Swr Debt Service							
4420 Debt Service Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Swr Debt Service</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
Dept: 4800 Debt Service							
4720 Debt SrvMunicipal Bldg	58,944.00	58,944.00	14,735.28	4,911.76	0.00	44,208.72	25.0
4721 Debt Service - Bonds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4723 CWF Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Debt Service</b>	<b>58,944.00</b>	<b>58,944.00</b>	<b>14,735.28</b>	<b>4,911.76</b>	<b>0.00</b>	<b>44,208.72</b>	<b>25.0</b>
Dept: 4900 Miscellaneous							
4990 Miscellaneous	25,250.00	750.00	0.00	0.00	0.00	750.00	0.0
<b>Miscellaneous</b>	<b>25,250.00</b>	<b>750.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.0</b>
Dept: 5100 Interfund Transfer							
5110 Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Interfund Transfer</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0</b>
<b>Expenditures</b>	<b>2,404,783.00</b>	<b>2,362,283.00</b>	<b>418,235.84</b>	<b>92,936.42</b>	<b>0.00</b>	<b>1,944,047.16</b>	<b>17.7</b>
<b>Fund: 211 - Liquor, Lodging and Dining</b>							
Revenues							
Dept: 0000							
3132 Bed & Booze Tax	27,000.00	27,000.00	7,148.84	4,343.80	0.00	19,851.16	26.5
3349 State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3670 Contributions and Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3920 Prior Year Unexpended Fund Bal	9,822.00	9,822.00	0.00	0.00	0.00	9,822.00	0.0
<b>Dept: 0000</b>	<b>36,822.00</b>	<b>36,822.00</b>	<b>7,148.84</b>	<b>4,343.80</b>	<b>0.00</b>	<b>29,673.16</b>	<b>19.4</b>
<b>Revenues</b>	<b>36,822.00</b>	<b>36,822.00</b>	<b>7,148.84</b>	<b>4,343.80</b>	<b>0.00</b>	<b>29,673.16</b>	<b>19.4</b>
Expenditures							
Dept: 4650 Economic Development Expense							
4116 Admin Wages	27,038.00	27,038.00	6,759.36	2,253.12	0.00	20,278.64	25.0
4120 PR Tax Expense	2,068.00	2,068.00	503.76	167.92	0.00	1,564.24	24.4
4130 SDRS Expense	1,622.00	1,622.00	405.57	135.19	0.00	1,216.43	25.0

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 211 - Liquor, Lodging and Dining</b>							
Expenditures							
Dept: 4650 Economic Development Expense							
4170 Med Ins Expense	4,594.00	4,594.00	1,175.90	405.70	0.00	3,418.10	25.6
4270 Travel/Conf Expense	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
4290 Other Expense	500.00	500.00	0.00	0.00	0.00	500.00	0.0
Economic Development Expense	36,822.00	36,822.00	8,844.59	2,961.93	0.00	27,977.41	24.0
Expenditures	36,822.00	36,822.00	8,844.59	2,961.93	0.00	27,977.41	24.0
<b>Fund: 212 - Add'l Sales Tax Fund</b>							
Revenues							
Dept: 0000							
3132 Bed & Booze Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3135 2nd Penny Sales Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3610 Interest Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3644 Storm Sewer Maintenance Assmts	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3920 Prior Year Unexpended Fund Bal	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 0000	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 3900 Grant Funds							
3913 Debt Reserve Income	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures							
Dept: 4000 General Expense							
4291 Transf to Svgs	0.00	0.00	0.00	0.00	0.00	0.00	0.0
General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 4192 General Government Buildings							
4300 Capital Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
General Government Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 4300 Capital Improvements							
4300 Capital Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4301 Capitol Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4310 Street Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4315 Drainage Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4320 TIF #1	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4325 CE&SwrColl&Disp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4330 Building Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Capital Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 4700 Swr Debt Service							
4420 Debt Service Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Swr Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 5100 Interfund Transfer							
5110 Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Interfund Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Fund: 302 - USDA/TIF #1 Fund</b>							
Revenues							
Dept: 0000							

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 302 - USDA/TIF #1 Fund</b>							
Revenues							
Dept: 0000							
3110 TIF Tax Revenue	246,600.00	246,600.00	15,917.25	2,672.84	0.00	230,682.75	6.5
3610 Interest Revenue	200.00	200.00	210.76	22.11	0.00	-10.76	105.4
3911 Operating Transfer In	50,000.00	50,000.00	12,500.00	-12,500.00	0.00	37,500.00	25.0
3912 USDA TIF Debt Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3913 Debt Reserve Income	31,009.00	31,009.00	0.00	0.00	0.00	31,009.00	0.0
Dept: 0000	327,809.00	327,809.00	28,628.01	-9,805.05	0.00	299,180.99	8.7
Revenues	327,809.00	327,809.00	28,628.01	-9,805.05	0.00	299,180.99	8.7
Expenditures							
Dept: 4325 General Expenses							
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4230 Publishing Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4290 Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
General Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 4700 Swr Debt Service							
4420 Debt Service Expense	296,800.00	296,800.00	0.00	0.00	0.00	296,800.00	0.0
4425 Debt Service Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4430 Debt Reserve Expense	31,009.00	31,009.00	0.00	0.00	0.00	31,009.00	0.0
4490 Debt Service-Other	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Swr Debt Service	327,809.00	327,809.00	0.00	0.00	0.00	327,809.00	0.0
Dept: 5100 Interfund Transfer							
5110 Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Interfund Transfer	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures	327,809.00	327,809.00	0.00	0.00	0.00	327,809.00	0.0
<b>Fund: 502 - Improvement Projects</b>							
Revenues							
Dept: 3900 Grant Funds							
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3914 Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3915 State SRF Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures							
Dept: 4850 Capital Outlay							
4215 Postage	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4220 Prof Fees Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4221 Castlewood	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4222 Reed Bed	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4850 Construction Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4855 Reed Bed Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.0
<b>Fund: 604 - Sanitary Sewer Fund</b>							
Revenues							
Dept: 0000							

REVENUE/EXPENDITURE REPORT

City of Summerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 604 - Sanitary Sewer Fund</b>							
Revenues							
Dept: 0000							
3211 Sewer Tap Fees	22,500.00	22,500.00	4,500.00	1,500.00	0.00	18,000.00	20.0
3610 Interest Revenue	0.00	0.00	40.50	13.50	0.00	-40.50	0.0
3625 Misc Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3630 sewer late fees	2,500.00	2,500.00	841.20	368.95	0.00	1,658.80	33.6
3631 NSF fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3644 Storm Sewer Maintenance Assmts	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3810 Swr Residential Charge	364,176.00	364,176.00	95,650.71	32,337.62	0.00	268,525.29	26.3
3820 Swr Commercial Revenue	33,000.00	33,000.00	8,801.26	-12,525.18	0.00	24,198.74	26.7
3830 Swr Pine Hills Revenue	49,680.00	49,680.00	12,420.00	4,140.00	0.00	37,260.00	25.0
3840 Swr Stagebarn San Dist Rev	75,816.00	75,816.00	17,140.50	5,908.50	0.00	58,675.50	22.6
3850 Swr Maintenance Charge	45,522.00	45,522.00	13,378.38	4,462.13	0.00	32,143.62	29.4
3860 Swr Debt Reserve Fee	25,291.00	97,360.00	7,715.32	2,573.06	0.00	89,644.68	7.9
3865 CWSRF Surcharge	97,360.00	97,360.00	26,259.39	8,757.83	0.00	71,100.61	27.0
3870 Swr Late Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3880 Swr Misc Revenue	100.00	100.00	180.65	180.65	0.00	-80.65	180.7
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3915 State SRF Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 0000	715,945.00	788,014.00	186,927.91	47,717.06	0.00	601,086.09	23.7
Dept: 3600 Swr Misc Revenue							
3620 Copies/Fax/Notary Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3630 sewer late fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Swr Misc Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 3800 Loan Funds							
3810 Swr Residential Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3820 Swr Commercial Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3830 Swr Pine Hills Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3840 Swr Stagebarn San Dist Rev	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Loan Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 3830 Swr Special Fees							
3810 Swr Residential Charge	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3820 Swr Commercial Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Swr Special Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Dept: 3900 Grant Funds							
3349 State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3911 Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3913 Debt Reserve Income	0.00	0.00	0.00	0.00	0.00	0.00	0.0
3915 State SRF Loan	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Grant Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.0
Revenues	715,945.00	788,014.00	186,927.91	47,717.06	0.00	601,086.09	23.7
Expenditures							
Dept: 4000 General Expense							
4110 Wage Expense	53,495.00	53,495.00	13,373.85	4,457.95	0.00	40,121.15	25.0
4115 Wage Expense - Hourly	14,560.00	14,560.00	2,672.50	747.50	0.00	11,887.50	18.4
4116 Admin Wages	18,875.00	1,887.00	4,678.17	1,510.99	0.00	-2,791.17	247.9
4118 Other Wages	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4120 PR Tax Expense	6,650.00	6,650.00	1,488.95	481.09	0.00	5,161.05	22.4
4130 SDRS Expense	4,342.00	4,342.00	1,083.14	358.14	0.00	3,258.86	24.9
4140 Workers Comp Expense	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
4170 Med Ins Expense	19,391.00	19,391.00	5,200.29	1,774.63	0.00	14,190.71	26.8
4210 Other Ins Expense	6,500.00	6,500.00	7,886.56	0.00	0.00	-1,386.56	121.3
4213 Collection&Filing Fees	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4215 Postage	4,500.00	4,500.00	1,070.00	1,000.00	0.00	3,430.00	23.8

REVENUE/EXPENDITURE REPORT

City of Somerset

For the Period: 1/1/2020 to 3/31/2020

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 604 - Sanitary Sewer Fund</b>							
Expenditures							
Dept: 4000 General Expense							
4220 Prof Fees Expense	7,500.00	7,500.00	38,667.20	5,569.06	0.00	-31,167.20	515.6
4230 Publishing Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4250 Repair/Maint Expense	191,500.00	191,500.00	39,146.18	34,341.89	0.00	152,353.82	20.4
4260 Supply/Material Exp	9,050.00	9,050.00	1,833.09	187.87	0.00	7,216.91	20.3
4261 Auto Expense	7,000.00	7,000.00	984.37	95.18	0.00	6,015.63	14.1
4262 Tesing Expense	3,000.00	3,000.00	450.00	112.00	0.00	2,550.00	15.0
4263 Chemicals and Lab Supplies	4,500.00	4,500.00	5,255.32	2,853.32	0.00	-755.32	116.8
4264 Permits/Penalties	3,000.00	3,000.00	1,500.00	0.00	0.00	1,500.00	50.0
4265 Sludge Hauling	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4270 Travel/Conf Expense	1,000.00	1,000.00	2,216.44	116.59	0.00	-1,216.44	221.6
4280 Utility Expense	50,000.00	50,000.00	13,614.47	4,523.55	0.00	36,385.53	27.2
4281 Phone	3,600.00	3,600.00	300.00	100.00	0.00	3,300.00	8.3
4290 Other Expense	500.00	500.00	148.56	0.00	0.00	351.44	29.7
4291 Transf to Svgs	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4300 Capital Expense	151,544.00	151,544.00	0.00	0.00	0.00	151,544.00	0.0
4310 Street Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.0
4340 Equip Expense	43,806.00	43,806.00	416.85	14.62	0.00	43,389.15	1.0
4855 Reed Bed Proj	0.00	0.00	0.00	0.00	0.00	0.00	0.0
General Expense	606,813.00	589,825.00	141,985.94	58,244.38	0.00	447,839.06	24.1
Dept: 4700 Swr Debt Service							
4710 Swr SRF Principal	17,198.00	17,198.00	24,975.77	0.00	0.00	-7,777.77	145.2
4712 Swr SRF Interest	41,934.00	41,934.00	0.00	0.00	0.00	41,934.00	0.0
Swr Debt Service	59,132.00	59,132.00	24,975.77	0.00	0.00	34,156.23	42.2
Dept: 5100 Interfund Transfer							
5110 Transfer Out	50,000.00	50,000.00	37,500.00	12,500.00	0.00	12,500.00	75.0
Interfund Transfer	50,000.00	50,000.00	37,500.00	12,500.00	0.00	12,500.00	75.0
Expenditures	715,945.00	698,957.00	204,461.71	70,744.38	0.00	494,495.29	29.3
<b>Fund: 998 - Payroll Clearing Fund</b>							
<b>Fund: 999 - AP Clearing Fund</b>							
Grand Total Net Effect:	6,113.00	137,670.00	-28,292.88	12,422.23	0.00	165,962.88	