

Agenda
Elk Point City Council
Special Meeting
Tuesday, September 20, 2016 @ 7:00pm
Elk Point City Hall

- (1) Call to Order and Roll Call
- (2) Approve Agenda
- (3) Unfinished Business
- (4) New Business
 - First Reading to Ordinance No. 382, 2017 Annual Appropriations Budget.
 - Motion to accept Alicia Ritter's resignation as the Assistant Finance Officer.
 - Motion to promote Andrea Geary to the Assistant Finance Officer position.
 - Motion to advertise for the Utility Office Manager position.
 - Driver's license location

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Doesn't require a motion. The budget draft emailed to you reflects the 10% electrical rate increase recommendation by the Rates & Fees Committee. Several equipment purchases and projects were eliminated from the budget. A transfer from the electric fund to the general fund is recommended to balance the budget. Next meeting for second reading is Tuesday, September 27, 2016

- Motion to accept Alicia Ritter's resignation as the Assistant Finance Officer.
Requires a motion to accept resignation.

- Motion to promote Andrea Geary to the Assistant Finance Officer position.

Andrea Geary has agreed to be the Assistant Finance Officer. Her starting salary for this position would be \$17.08/hour. Andrea has been the Utility Office Manager for five years. She has done a good job and is quite capable for the Assistant Finance Officer Position. The Finance Officer and City Administrator recommend the hiring of Andrea Geary to the Assistant Finance Officer position.

- Motion to advertise for the Utility Office Manager position.

If the Council approves a motion and hires Andrea Geary as the Assistant Finance Officer, a motion is needed to advertise for the Utility Office Manager position. This position requires a lot of customer service and an emphasis on utility bill distribution and collections.

- Driver's license location

The State has been at the County Courthouse but will have to relocate because of courtroom renovations where they currently are located. The Driver's License officials have requested to use the City Council Chambers the first and third Wednesdays of each month. The hours are from 8:30am to 4:30pm. As City Officials, we don't see any conflict or issues. It would be beneficial to keep the drivers license services in Elk Point.

ORDINANCE NO. 382

AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATIONS FOR THE CITY OF ELK POINT, SOUTH DAKOTA AND LEVYING FOR THE YEAR 2017

Be it ordained by the Common Council of City of Elk Point, South Dakota, that the following sums are appropriated to meet the obligations of the municipality for 2017.

	Major Funds			Non Major Funds	
	General Fund	UDAG Fund	Liquor, Lodge, Dine Sales Tax Fund	Other Governmental Funds	Total
Part I					
Governmental Funds					
410 General Government					
411 Legislative	258,325.00				258,325.00
411.5 Contingency	30,000.00				30,000.00
411.2 City Hall	24,505.00				
412 Executive	21,000.00				21,000.00
413 Elections	2,500.00				2,500.00
419 Other				2,375.00	2,375.00
Total General Government	\$ 336,330.00	\$ -	\$ -	\$ 2,375.00	\$ 314,200.00
420 Public Safety					
421 Police	332,505.00				332,505.00
429 Other Protection	5,800.00				5,800.00
Total Public Safety	\$ 338,305.00	\$ -	\$ -	\$ -	\$ 338,305.00
430 Public Works					
431 Highways and Streets	342,825.00				342,825.00
437 Cemeteries	36,925.00				36,925.00
Total Public Works	\$ 379,750.00	\$ -	\$ -	\$ -	\$ 379,750.00
440 Health and Welfare					
441 Health	1,750.00				1,750.00
444 Humane Society	600.00				600.00
Total Health and Welfare	\$ 2,350.00	\$ -	\$ -	\$ -	\$ 2,350.00
450 Culture and Recreation					
451 Recreation	188,250.00				188,250.00
452 Parks	63,225.00				63,225.00
455 Libraries	33,700.00				33,700.00
458 Museum	2,000.00				2,000.00
Total Culture and Recreation	\$ 287,175.00	\$ -	\$ -	\$ -	\$ 287,175.00
	General Fund	UDAG Fund	Liquor, Lodge, Dine Sales Tax Funds	Other Governmental Funds	Total
460 Conservation and Development					
465 Economic Development and Assistance	110,000.00	200.00	1,000.00		111,200.00
465.2 Planning and Zoning	5,180.00				5,180.00
Total Conservation and Development	\$ 115,180.00	\$ 200.00	\$ 1,000.00	\$ -	\$ 116,380.00
470 Debt Service					
471 Principal	21,185		14,226		35,411.00
472 Interest	1,750		12,985		14,735.00
Total Debt Service	\$ 22,935.00	\$ -	\$ 27,211.00	\$ -	\$ 50,146.00
510 Other Financing Uses					
511 Operating Transfer--Out Reserve for Rose Street	20,000.00				20,000.00
Total 2017 Appropriations	\$ 1,502,025.00	\$ 200.00	\$ 28,211.00	\$ 2,375.00	\$ 1,508,306.00
Total Appropriations and Accumulations	\$ 1,502,025.00	\$ 200.00	\$ 28,211.00	\$ 2,375.00	\$ 1,508,306.00

The following designates the fund or funds that money derived from the following sources is applied to.

	General Fund	UDAG Fund	Liquor, Lodge, Dine Sales Tax Funds	Other Governmental Funds	Total
Part II					
310 Taxes	1,258,275.00		29,000.00		1,287,275.00
320 Licenses and Permits	7,950.00				7,950.00
330 Intergovernmental Revenue	64,000.00				64,000.00
340 Charges for Goods and Services	29,300.00				29,300.00

350 Fines and Forfeits	1,250.00		1,500.00	2,750.00
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Appendix E
ORDINANCE NO. 382
2017 APPROPRIATION ORDINANCE
 (continued)

360 Miscellaneous Revenue	30,150.00	350.00		1,000.00	31,500.00
390 Operating Transfer from the Electric Fund	111,100.00				111,100.00
Total Means of Finance	<u>\$ 1,502,025.00</u>	<u>\$ 350.00</u>	<u>\$ -</u>	<u>\$ 2,500.00</u>	<u>\$ 1,533,875.00</u>

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Electric Fund</u>	<u>Garbage Fund</u>
Proprietary and Fiduciary Funds				
Estimated Revenue	466,000.00	325,000.00	1,935,750.00	179,100.00
TOTAL AVAILABLE	<u>466,000.00</u>	<u>325,000.00</u>	<u>1,935,750.00</u>	<u>179,100.00</u>
Less Appropriations (Expenses)	465,315.00	304,935.00	1,931,030.00	176,804.00
Less Depreciation Reserve (SDCL 9-21-12)				
ESTIMATED SURPLUS	<u>\$ 685.00</u>	<u>\$ 20,065.00</u>	<u>\$ 4,720.00</u>	<u>\$ 2,296.00</u>

Part III

That there is hereby levied upon all taxable property within the said City of Elk Point, South Dakota, for the purpose of providing funds to meet the lawful expenses and liabilities for the City of Elk Point, as herein before set forth for the fiscal year 2017, a tax sufficient to raise the following amount, which as recieved by the City shall be credited to the following fund to wit:

Levied for the General Fund Interest and Debt Service: \$772,075

Part IV

The City Finance Officer of the City of Elk Point is hereby authorized and directed to certify the dollar amount of property tax levies stated in this ordinance to the Union County Auditor.

Dated this 27th day of September 2016.

 Mayor

Attest:

 Finance Officer

First Reading: September 20, 2016
 Second Reading: September 27, 2016
 Passed and Approved: September 27, 2016
 Published: October 6, 2016