



City Council Meeting
AGENDA

DATE: Tuesday, February 17, 2026
TIME: Regular Meeting - 6:30 PM
PLACE: Council Chambers - City Hall, 1040 Harley-Davidson Way, Sturgis SD
Page

1. CALL TO ORDER REGULAR MEETING OF THE CITY COUNCIL

2. PLEDGE OF ALLEGIANCE/PRAYER

3. APPROVAL OF THE AGENDA

4. ANNOUNCEMENTS AND PRAISE

5. NON-AGENDA MATTERS THAT MAY COME BEFORE THE COUNCIL

To address the City Council, please stand behind the front table and state your name clearly into the microphone for the public record. Please keep your comments respectful and complete your comments in three minutes or less. If you are unable to approach the podium due to a physical limitation, a portable microphone will be provided.

5.1. Non-agenda matters that may come before the Council

6. DEPARTMENT UPDATES

5 - 8 6.1. January 2026 Sales Tax Report
[Agenda Item Report - Pdf](#)

9 - 54 6.2. January 2026 Monthly Execution Report
[Agenda Item Report - Pdf](#)

7. MAYOR'S REPORT

- 55 7.1. Payroll - Andrew Klunder (EMT Part-time) (Ambulance) - Orientation wage \$19.00/hr after orientation is completed it would raise by 1/2 the Sturgis Pay Scale for grade 15 step 1 for 2026 (\$20.80/hr).

[Payroll Report - Pdf](#)

- 56 - 60 7.2. Demolition Permits: Process, Safety, and Compliance Requirements in the City of Sturgis

[Agenda Item Report - Pdf](#)

8. CONSIDER CONSENT AGENDA

- 61 - 67 8.1. Consideration to approve the minutes from the February 2 City Council meeting

[City Council - Feb 02 2026 - Minutes - Pdf](#)

- 68 - 69 8.2. Election workers and superintendent wages

[Agenda Item Report - Pdf](#)

- 70 - 71 8.3. Set the Planning & Zoning Commission public hearing on the MH-1 Phase 1 text amendment for the Commission's March 3, 2026 meeting

[Agenda Item Report - Pdf](#)

9. APPROVAL OF THE CLAIMS

- 72 - 111 9.1. [Council Bills 02172026](#)
[Mastercard Feb 2026](#)
[Salary Sheet 02132026](#)

10. BOARD OF ADJUSTMENT FOR VARIANCE, USE ON REVIEW OR OTHER ADMINISTRATIVE APPEALS

Pursuant to SDCL 11-4-17, 11-4-23, and 11-4-24

- 10.1. Adjourn Council meeting to meet as a Board of Adjustment for the following agenda items:
- 10.2. Declaration of conflicts of interest and/or ex parte communications by members of the Board
- 112 - 120 10.3. Consideration for a Use on Review at 3385 Canyon View Court, Sturgis South Dakota to operate a in-home daycare facility.
[Agenda Item Report - Pdf](#)
- 121 - 144 10.4. Consideration for a Use on Review at 206 Tulsa Drive, Sturgis SD to

operate a in home business - Car repair
[Agenda Item Report - Pdf](#)

10.5. Adjourn Board of Adjustment and reconvene Council Meeting

11. PUBLIC HEARINGS

12. REPORTS

- 145 - 159 12.1. Consideration of Proposed Residential Camping Ordinance forwarded by Ordinance Advisory Committee
[Agenda Item Report - Pdf](#)
- 160 - 165 12.2. Second Reading of Ordinance No. 2026-01 – An ordinance in revision adopting and recodifying the code of ordinances of the City of Sturgis, South Dakota and superseding the prior compiled code as the City’s codified publication.
[Agenda Item Report - Pdf](#)
- 166 - 174 12.3. Renewal of Shelter Agreement between the City of Sturgis and City of Somerset
[Agenda Item Report - Pdf](#)
- 175 - 215 12.4. Consideration of Collective Bargaining Agreement with General Drivers & Helpers Union Local 120 Affiliated with the International Brotherhood of Teamsters and the City of Sturgis City Employees
[CBA 2026_City Employees FINAL 2-11-2026 ch1](#)
- 216 - 224 12.5. Consideration to approve subscription to Zencity Public Sentiment Analytics Platform
[Agenda Item Report - Pdf](#)
[Zencity Presentation for council meeting](#)

13. EXECUTIVE SESSION

- 13.1. a. Pursuant to SDCL 1-25-2 (1), Personnel:
b. Pursuant to SDCL 1-25-2 (3), Legal:
c. Pursuant to SDCL 1-25-2 (4), Contracts:
d. Pursuant to SDCL 1-25-2 (5), Marketing:
e. Pursuant to SDCL 1-25-2 (6), Security:

14. RESUME OPEN MEETING

14.1. Return to Open Session

15. ADJOURN

16. ADA ACCOMMODATION

If you desire to attend this public meeting and are in need of special accommodations (including participation by telephone), please notify the Finance Office by 10am on the day of the meeting so that appropriate auxiliary aids and services may be coordinated. The Finance Office can be reached at (605) 347-4422, option 1.

City Council
STAFF REPORT



Meeting Date: City Council - Feb 17 2026
Agenda Item: January 2026 Sales Tax Report
Prepared By: Aaron Jordan, City Administrator

BACKGROUND INFORMATION:

DISCUSSION:

General Sales tax in January 2026 is up 0.45% over January 2025, and 30.29% higher than in January 2024.

Special Sales Tax (BBB) in January 2026 is down 3.42% from January 2025, and 12.02% higher than January 2024.

ATTACHMENTS:

[January 2026 Sales Tax Report](#)

Approved By:
Aaron Jordan, City Administrator

Status:
Approved - Feb 11 2026



OFFICE OF THE CITY ADMINISTRATOR
1040 HARLEY-DAVIDSON WAY
STURGIS, SD 57785
605.347.4422 | STURGIS-SD.GOV

**January 2026
Sales Tax Update**

Title 20 of the Sturgis City Ordinance authorizes the City to collect a 2% sales tax on most items and services purchased in the City of Sturgis. The City deposits these taxes into the following funds

- 50% into the General Fund
- 45% into the Capital Improvement Fund
- 5% into the Equipment Replacement Fund

The General Fund provides the revenue needed to support Police, Fire, Library, Parks, Recreation and other needs.

The Capital Improvement Fund provides the funding for various scheduled infrastructure upgrades including road reconstruction, road overlays, park enhancements, community center upgrades, etc.

The Equipment Replacement Fund provides the funding for most of the City’s fleet replacement (road graders, trucks, plows, etc.).

Title 20.03 authorizes the City to collect special bed, board, booze and ticket sales tax of 1% upon the gross receipts from the sale of leases or rentals of hotel, motel, campsites or other lodging accommodations within the municipality for the period of less than twenty-eight (28) consecutive days, the sale of alcoholic beverages as defined in SDCL 35-1-1, establishments where the public eat, dine or purchase and carry out prepared food for immediate consumption, and ticket sales or admissions to places of amusement, athletic and cultural events.

Revenue from this tax may be used only for the purpose of land acquisition, architectural fees, construction cost, payments for the civic center, auditoriums or athletic facility buildings, including maintenance, staffing and operations of such facilities, and the promotion and advertising of the municipality, its facilities, attractions and activities.

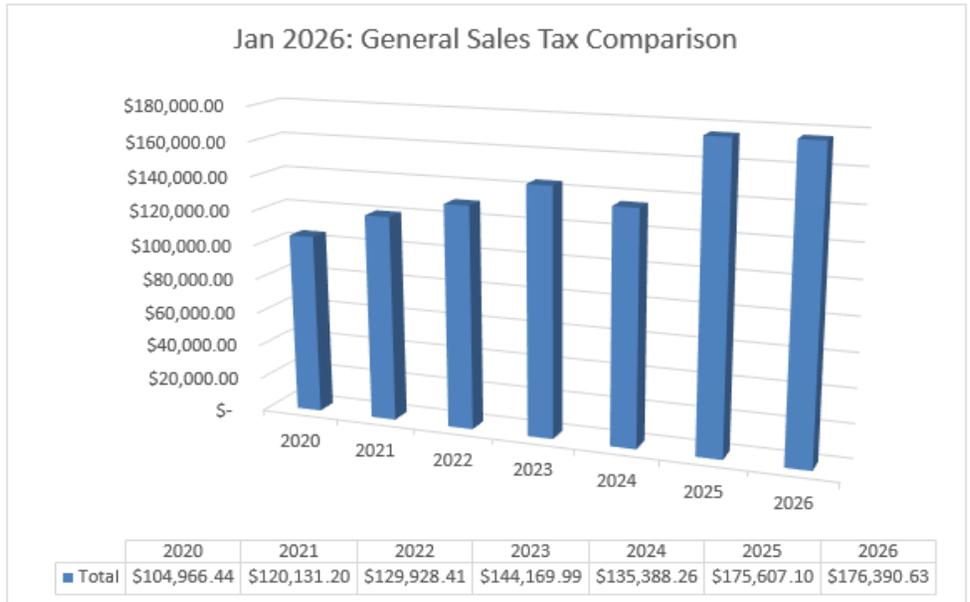
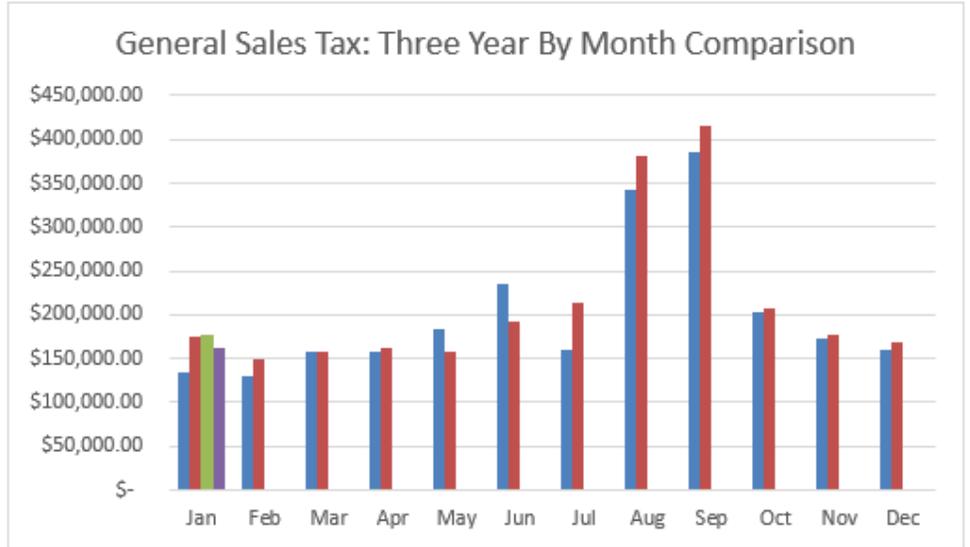
January 2026 Sales Tax Update

General Fund - Sales Tax (1%)

Sales in January 2026 are **0.45% higher** than January of 2025. Sales for the first eleven months of 2026 are **0.45% higher** than in the same period in 2025, and **30.29% higher** than in 2024.

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	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>Average</u>
Jan	\$ 135,388.26	\$ 175,607	\$ 176,391	\$ 162,462.00
Feb	\$ 130,130.44	\$ 149,440		
Mar	\$ 157,355.56	\$ 157,356		
Apr	\$ 156,949.65	\$ 162,760		
May	\$ 184,487.59	\$ 157,429		
Jun	\$ 236,265.19	\$ 191,762		
Jul	\$ 159,596.65	\$ 213,673		
Aug	\$ 343,349.79	\$ 380,455		
Sep	\$ 386,268.19	\$ 414,649		
Oct	\$ 203,699.14	\$ 206,606		
Nov	\$ 173,156.70	\$ 176,827		
Dec	\$ 159,152.93	\$ 168,895		
YTD	\$ 135,388	\$ 175,607	\$ 176,391	\$ 162,462
GF TOTAL	\$ 2,425,800	\$ 2,555,459	\$ 176,391	\$ 162,462



LEGEND

BOLD

Highest Month

HIGHLIGHT

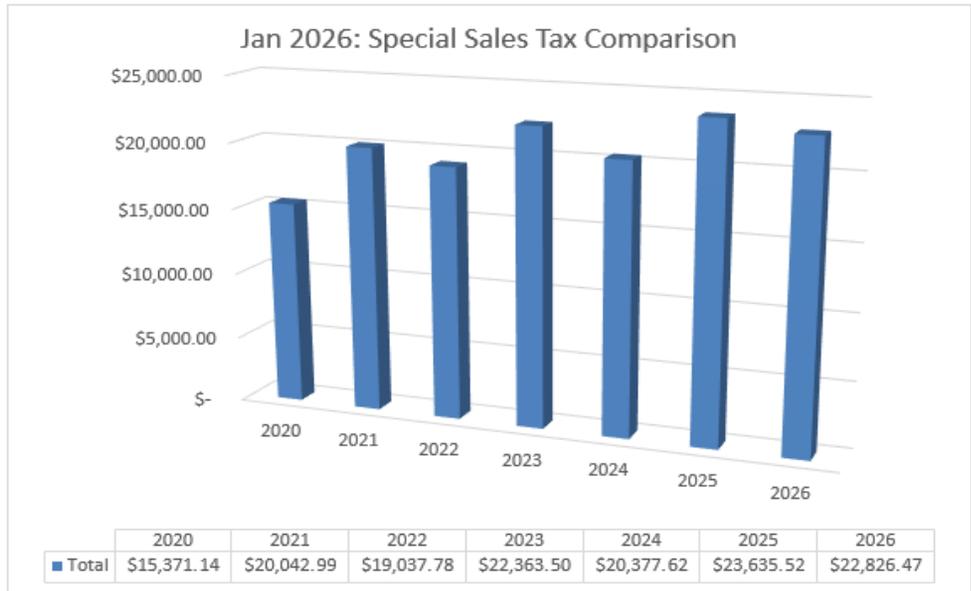
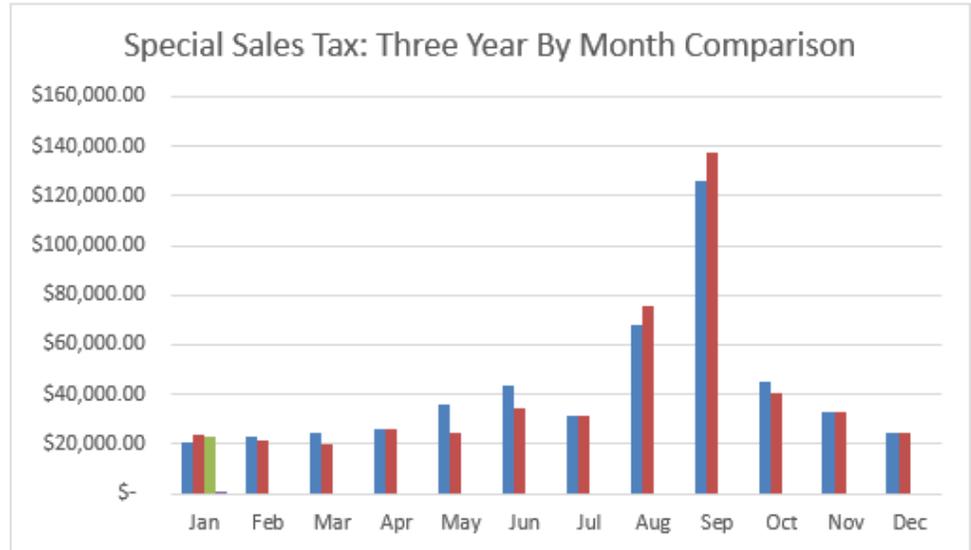
Above 3-Year Average

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Municipal Gross Receipt Tax (MGRT) / (BBB) - Sales Tax (1%)

For January 2026, these related sales are **3.42% lower** than January of 2025. Sales for the first eleven months of 2026 are **3.42% lower** than in 2025, and **12.02% higher** than in 2024.

	2024	2025	2026	Average
Jan	\$ 20,377.62	\$ 23,635.52	\$ 22,826.47	\$ 22,279.87
Feb	\$ 22,770.52	\$ 21,786.92		\$ 22,278.72
Mar	\$ 24,559.78	\$ 19,793.04		\$ 22,176.41
Apr	\$ 26,133.29	\$ 26,133.29		\$ 26,133.29
May	\$ 36,043.30	\$ 24,283.20		\$ 30,163.25
Jun	\$ 43,450.57	\$ 34,631.82		\$ 39,041.19
Jul	\$ 31,523.52	\$ 31,523.52		\$ 31,523.52
Aug	\$ 68,064.46	\$ 75,615.87		\$ 71,840.17
Sep	\$ 125,737.49	\$ 137,812.04		\$ 131,774.77
Oct	\$ 45,443.44	\$ 40,749.08		\$ 43,096.26
Nov	\$ 32,926.90	\$ 32,513.08		\$ 32,719.99
Dec	\$ 24,500.27	\$ 24,147.67		\$ 24,323.97
YTD	\$ 20,378	\$ 23,636	\$ 22,826	\$ 497,351
BBB TOTAL	\$ 501,531	\$ 492,625		



LEGEND

BOLD

Highest Month

HIGHLIGHT

Above 3-Year Average

City Council
STAFF REPORT



Meeting Date: City Council - Feb 17 2026
Agenda Item: January 2026 Monthly Execution Report
Prepared By: Ann Bertolotto, Finance Officer

BACKGROUND INFORMATION:

Per City Ordinance monthly financials are to be presented at a regular Council meeting.

DISCUSSION:

Attached is the January 2026 Budget Execution Report showing expenditures and the January 2026 Revenues Compared to Budget Report. The remaining budget amount and the percentage of the budget used are also represented.

ATTACHMENTS:

[Monthly Budget Report-Jan 2026](#)
[January 2026 Revenues](#)

Approved By:
Ann Bertolotto, Finance Officer

Status:
Approved - Feb 12 2026

Report Criteria:

- Includes only accounts with balances
- Includes grand totals
- [Report].Revenue = none

Account Number	Account Title	2026 Budget	2026 Actual	Budget Remaining	Percentage Used	2024 YTD
General						
Department: 4110						
101-4110-41100	Salaries		.00	.00	0.00%	5,576.92
101-4110-41200	FICA Expenses		.00	.00	0.00%	426.64
101-4110-41300	Retirement		.00	.00	0.00%	334.62
Total Department: 4110:			.00	.00	0.00%	6,338.18
Mayor & Council						
101-4111-41100	Salaries	134,504	14,632.22	119,871.78	10.88%	19,953.34
101-4111-41200	FICA Expenses	10,289	1,119.42	9,169.58	10.88%	1,494.32
101-4111-41300	Retirement		.00	.00	0.00%	628.32
101-4111-41500	Group Insurance		.00	.00	0.00%	599.34
101-4111-41510	Dental Insurance		.00	.00	0.00%	43.60
101-4111-41520	Principal Life Ins		.00	.00	0.00%	5.81
101-4111-42200	Professional Fees	41,750	.00	41,750.00	0.00%	7,500.00
101-4111-42300	Publishing	27,500	1,017.89	26,482.11	3.70%	3,759.26
101-4111-42600	Supplies & Materials	2,500	.00	2,500.00	0.00%	56.91
101-4111-42700	Travel	1,500	.00	1,500.00	0.00%	119.38
101-4111-42800	Utilities	500	.00	500.00	0.00%	147.48
101-4111-42900	Other	27,050	25,277.00	1,773.00	93.45%	24,966.00
101-4111-42910	Contingency Funds	85,675	.00	85,675.00	0.00%	.00
101-4111-51100	Operating Transfers Out		.00	.00	0.00%	.00
Total Mayor & Council:		331,268	42,046.53	289,221.47	12.69%	59,035.00
Attorney						
101-4141-41100	Salaries	104,405	11,707.20	92,697.80	11.21%	.00
101-4141-41200	FICA Expenses	7,987	878.29	7,108.71	11.00%	.00
101-4141-41300	Retirement	7,264	882.44	6,381.56	12.15%	.00
101-4141-41500	Group Insurance	9,043	716.68	8,326.32	7.93%	.00
101-4141-41510	Dental Insurance	1,078	.00	1,078.00	0.00%	.00
101-4141-41520	Principal Life Ins	71	.00	71.00	0.00%	.00
101-4141-42200	Professional Fees	25,000	21.23	24,978.77	0.08%	3,470.77
101-4141-42600	Supplies & Materials	500	.00	500.00	0.00%	1.60
101-4141-42700	Travel	500	.00	500.00	0.00%	.00
101-4141-42800	Utilities		.00	.00	0.00%	.00
Total Attorney:		155,848	14,205.84	141,642.16	9.12%	3,472.37
Finance Office						
101-4142-41100	Salaries	281,168	30,768.04	250,399.96	10.94%	23,888.74
101-4142-41110	Overtime Wages	4,000	190.84	3,809.16	4.77%	375.84
101-4142-41200	FICA Expenses	21,509	2,125.74	19,383.26	9.88%	1,608.94
101-4142-41300	Retirement	20,870	2,421.56	18,448.44	11.60%	1,869.81
101-4142-41500	Group Insurance	61,829	3,732.40	58,096.60	6.04%	7,593.23
101-4142-41510	Dental Insurance	2,689	.00	2,689.00	0.00%	181.66
101-4142-41520	Principal Life Ins	287	.00	287.00	0.00%	18.07
101-4142-42200	Professional Fees	119,621	2,272.23	117,348.77	1.90%	1,962.00
101-4142-42300	Publishing		595.00	595.00	0.00%	.00
101-4142-42400	Rent	1,960	.00	1,960.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4142-42500	Repairs & Maintenance	250	.00	250.00	0.00%	.00
101-4142-42600	Supplies & Materials	22,500	5,082.80	17,417.20	22.59%	864.68
101-4142-42700	Travel	2,000	.00	2,000.00	0.00%	119.38-
101-4142-42800	Utilities	560	.00	560.00	0.00%	46.19
101-4142-42900	Other	1,845	170.10-	2,015.10	-9.22%	1,539.00
Total Finance Office:		541,088	47,018.51	494,069.49	8.69%	39,828.78

Human Resources

101-4143-41100	Salaries	84,974	9,854.97	75,119.03	11.60%	380.33
101-4143-41110	Overtime Wages		.00	.00	0.00%	12.94
101-4143-41200	FICA Expenses	6,500	753.90	5,746.10	11.60%	24.51
101-4143-41300	Retirement	6,098	819.30	5,278.70	13.44%	34.71
101-4143-41500	Group Insurance	2,400	.00	2,400.00	0.00%	144.64
101-4143-41510	Dental Insurance	576	.00	576.00	0.00%	2.68
101-4143-41520	Principal Life Ins	68	.00	68.00	0.00%	.39
101-4143-42200	Professional Fees	3,565	21.23	3,543.77	0.60%	.00
101-4143-42300	Publishing	1,000	.00	1,000.00	0.00%	.00
101-4143-42500	Repairs & Maintenance	150	.00	150.00	0.00%	.00
101-4143-42600	Supplies & Materials	2,000	.00	2,000.00	0.00%	.00
101-4143-42700	Travel	850	.00	850.00	0.00%	.00
101-4143-42800	Utilities	470	.00	470.00	0.00%	.00
101-4143-42900	Other		.00	.00	0.00%	.00
Total Human Resources:		108,651	11,449.40	97,201.60	10.54%	600.20

City Administrator

101-4144-41100	Salaries	223,327	24,681.35	198,645.65	11.05%	7,368.40
101-4144-41110	Overtime Wages		.00	.00	0.00%	18.46
101-4144-41200	FICA Expenses	17,083	1,855.79	15,227.21	10.86%	537.32
101-4144-41300	Retirement	14,400	1,708.88	12,691.12	11.87%	748.01
101-4144-41500	Group Insurance	12,015	716.68	11,298.32	5.96%	173.13
101-4144-41510	Dental Insurance	1,209	35.40	1,173.60	2.93%	55.65
101-4144-41520	Principal Life Ins	143	.00	143.00	0.00%	6.50
101-4144-42200	Professional Fees	1,810	180.49	1,629.51	9.97%	.00
101-4144-42400	Rent	1,800	.00	1,800.00	0.00%	.00
101-4144-42500	Repairs & Maintenance		.00	.00	0.00%	29.26
101-4144-42600	Supplies & Materials	650	.00	650.00	0.00%	84.90
101-4144-42700	Travel	550	.00	550.00	0.00%	.00
101-4144-42800	Utilities	400	.00	400.00	0.00%	9.47
101-4144-42900	Other	200	.00	200.00	0.00%	.00
Total City Administrator:		273,587	29,178.59	244,408.41	10.67%	9,031.10

Information Technology

101-4145-42200	Professional Fees	87,935	4,035.00	83,900.00	4.59%	2,600.00
101-4145-42500	Repairs & Maintenance	3,950	.00	3,950.00	0.00%	.00
101-4145-42600	Supplies & Materials	36,383	2,286.70	34,096.30	6.29%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Information Technology:		128,268	6,321.70	121,946.30	4.93%	2,600.00
Insurance						
101-4147-41600	Unemployment & Work Comp	176,597	155,550.36	21,046.64	88.08%	115,676.00
101-4147-42100	Insurance	270,363	31,783.25	238,579.75	11.76%	29,992.25
Total Insurance:		446,960	187,333.61	259,626.39	41.91%	145,668.25
Buildings						
101-4192-41100	Salaries	52,452	5,959.07	46,492.93	11.36%	8,798.63
101-4192-41200	FICA Expenses	4,013	375.51	3,637.49	9.36%	654.94
101-4192-41300	Retirement	4,147	597.54	3,549.46	14.41%	707.92
101-4192-41500	Group Insurance	10,118	1,005.24	9,112.76	9.94%	1,461.19
101-4192-41510	Dental Insurance	1,078	.00	1,078.00	0.00%	81.68
101-4192-41520	Principal Life Ins	68	.00	68.00	0.00%	5.81
101-4192-42500	Repairs & Maintenance	21,041	452.07	20,588.93	2.15%	1,680.74
101-4192-42600	Supplies & Materials	10,100	285.00	9,815.00	2.82%	1,195.13
101-4192-42800	Utilities	115,758	1,953.19	113,804.81	1.69%	46.19
101-4192-43200	Buildings		.00	.00	0.00%	.00
Total Buildings:		218,775	10,627.62	208,147.38	4.86%	14,632.23
Custodial						
101-4193-41100	Salaries	83,423	9,067.68	74,355.32	10.87%	13,730.03
101-4193-41110	Overtime Wages	3,200	993.32	2,206.68	31.04%	294.11
101-4193-41200	FICA Expenses	6,382	753.09	5,628.91	11.80%	1,024.36
101-4193-41300	Retirement	5,005	591.65	4,413.35	11.82%	956.84
101-4193-41500	Group Insurance	18,902	716.68	18,185.32	3.79%	2,737.94
101-4193-41510	Dental Insurance	1,151	.00	1,151.00	0.00%	130.80
101-4193-41520	Principal Life Ins	121	.00	121.00	0.00%	15.54
101-4193-42500	Repairs & Maintenance		.00	.00	0.00%	.00
101-4193-42600	Supplies & Materials	11,000	526.41	10,473.59	4.79%	615.33
101-4193-42900	Other	450	.00	450.00	0.00%	.00
Total Custodial:		129,634	12,648.83	116,985.17	9.76%	19,504.95
Engineering						
101-4194-41100	Salaries		.00	.00	0.00%	.00
101-4194-41200	FICA Expenses		.00	.00	0.00%	.00
101-4194-41300	Retirement		.00	.00	0.00%	.00
101-4194-41500	Group Insurance		.00	.00	0.00%	.00
101-4194-41510	Dental Insurance		.00	.00	0.00%	.00
101-4194-41520	Principal Life Ins		.00	.00	0.00%	.00
101-4194-42200	Professional Fees	45,000	.00	45,000.00	0.00%	2,923.50
101-4194-42700	Travel		.00	.00	0.00%	.00
101-4194-42800	Utilities		.00	.00	0.00%	42.74
101-4194-42900	Other	14,575	.00	14,575.00	0.00%	12,940.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Engineering:		59,575	.00	59,575.00	0.00%	15,906.24
Planning and Permitting						
101-4196-41100	Salaries	171,664	5,790.08	165,873.92	3.37%	31,607.75
101-4196-41110	Overtime Wages		.00	.00	0.00%	116.11
101-4196-41200	FICA Expenses	12,730	442.97	12,287.03	3.48%	1,357.01
101-4196-41300	Retirement	9,985	.00	9,985.00	0.00%	1,292.32
101-4196-41500	Group Insurance	22,000	.00	22,000.00	0.00%	113.94-
101-4196-41510	Dental Insurance	2,264	.00	2,264.00	0.00%	81.68-
101-4196-41520	Principal Life Ins	143	.00	143.00	0.00%	11.62
101-4196-42200	Professional Fees	21,525	.00	21,525.00	0.00%	.00
101-4196-42300	Publishing	1,500	.00	1,500.00	0.00%	.00
101-4196-42400	Rent	1,800	.00	1,800.00	0.00%	.00
101-4196-42500	Repairs & Maintenance	1,500	.00	1,500.00	0.00%	.00
101-4196-42600	Supplies & Materials	7,700	49.67	7,650.33	0.65%	30.86
101-4196-42700	Travel	1,350	.00	1,350.00	0.00%	.00
101-4196-42800	Utilities	1,800	.00	1,800.00	0.00%	51.25
101-4196-42900	Other	7,000	5,342.32	1,657.68	76.32%	6,882.57-
Total Planning and Permitting:		262,961	11,625.04	251,335.96	4.42%	27,388.73
Fleet Management						
101-4197-41100	Salaries	217,635	24,319.27	193,315.73	11.17%	23,835.74
101-4197-41110	Overtime Wages	3,000	186.42	2,813.58	6.21%	169.56
101-4197-41200	FICA Expenses	16,879	1,833.00	15,046.00	10.86%	1,766.33
101-4197-41300	Retirement	16,238	1,873.55	14,364.45	11.54%	1,761.93
101-4197-41500	Group Insurance	21,510	1,433.36	20,076.64	6.66%	2,370.36
101-4197-41510	Dental Insurance	2,341	35.40	2,305.60	1.51%	130.80
101-4197-41520	Principal Life Ins	214	.00	214.00	0.00%	13.58
101-4197-41530	HSA Expense	225	.00	225.00	0.00%	.00
101-4197-42200	Professional Fees	250	.00	250.00	0.00%	.00
101-4197-42500	Repairs & Maintenance	1,200	.00	1,200.00	0.00%	.00
101-4197-42600	Supplies & Materials	16,000	833.64	15,166.36	5.21%	460.21
101-4197-42800	Utilities	580	.00	580.00	0.00%	47.74
Total Fleet Management:		296,072	30,514.64	265,557.36	10.31%	30,556.25
Sponsorship						
101-4198-41100	Salaries - Sponsorship	85,590	9,366.75	76,223.25	10.94%	9,254.03
101-4198-41200	FICA--Sponsorship	6,548	624.42	5,923.58	9.54%	581.58
101-4198-41300	Retirement--Sponsorship	6,135	720.40	5,414.60	11.74%	713.65
101-4198-41500	Group Insurance--Sponsorship	19,556	1,005.24	18,550.76	5.14%	1,363.60
101-4198-41510	Dental - Sponsorship	604	.00	604.00	0.00%	43.60
101-4198-41520	Principal Life Ins -Sponsorshi	72	.00	72.00	0.00%	5.81
101-4198-42200	Professional Fees	36,405	.00	36,405.00	0.00%	19,000.00
101-4198-42400	Rental--Sponsorship	102,200	1,600.00	100,600.00	1.57%	181,529.26
101-4198-42500	Repairs & Maintenance--Rally	720	.00	720.00	0.00%	1.60
101-4198-42600	Supplies & Materials - Sponsor	73,365	.00	73,365.00	0.00%	.00
101-4198-42700	Travel--Sponsorship	12,000	.00	12,000.00	0.00%	.00
101-4198-42800	Utilites	6,970	.00	6,970.00	0.00%	385.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4198-42900	Other - Sponsorship	25,000	.00	25,000.00	0.00%	.00
Total Sponsorship:		375,165	13,316.81	361,848.19	3.55%	212,878.13
Rally Department						
101-4199-41100	Salaries--Rally		.00	.00	0.00%	9,446.70
101-4199-41110	Overtime--Rally		.00	.00	0.00%	.00
101-4199-41200	FICA--Rally		.00	.00	0.00%	674.73
101-4199-41300	Retirement--Rally		.00	.00	0.00%	718.73
101-4199-41500	Group Insurance--Rally		.00	.00	0.00%	1,974.23
101-4199-41510	Dental - Rally		.00	.00	0.00%	85.80
101-4199-41520	Principal Life Ins - Rally		.00	.00	0.00%	6.91
101-4199-42200	Professional Fees--Rally/Spons	105,415	350.00	105,065.00	0.33%	.00
101-4199-42300	Publishing--Rally/Sponsorship	600	.00	600.00	0.00%	700.00
101-4199-42400	Rental--Rally/Sponsorship	10,250	.00	10,250.00	0.00%	.00
101-4199-42600	Supplies & Materials - Rally/S	285	.00	285.00	0.00%	12.00
101-4199-42800	Utilities--Rally	2,660	278.42	2,381.58	10.47%	42.74
101-4199-42900	Other - Rally/Sponsorship		226.02	226.02-	0.00%	164.37
101-4199-45200	Merchandise for Resale--Rally		.00	.00	0.00%	.00
101-4199-46530	City Promotion--Rally/Sponsors	3,325	.00	3,325.00	0.00%	.00
Total Rally Department:		122,535	854.44	121,680.56	0.70%	13,826.21
Police						
101-4211-41100	Salaries	1,606,551	151,298.58	1,455,252.42	9.42%	150,114.65
101-4211-41110	Overtime Wages	286,000	12,325.67	273,674.33	4.31%	10,805.26
101-4211-41200	FICA Expenses	122,901	12,294.33	110,606.67	10.00%	12,070.70
101-4211-41300	Retirement	120,458	14,697.42	105,760.58	12.20%	15,249.96
101-4211-41500	Group Insurance	144,159	4,160.52	139,998.48	2.89%	9,270.98
101-4211-41510	Dental Insurance	16,836	424.80	16,411.20	2.52%	1,077.24
101-4211-41520	Principal Life Ins	1,502	.00	1,502.00	0.00%	103.81
101-4211-42200	Professional Fees	14,900	10,327.15	4,572.85	69.31%	150.00
101-4211-42400	Rent	2,200	292.00	1,908.00	13.27%	.00
101-4211-42500	Repairs & Maintenance	30,700	60.70	30,639.30	0.20%	625.79
101-4211-42600	Supplies & Materials	91,350	2,651.99	88,698.01	2.90%	4,199.09
101-4211-42700	Travel	3,000	.00	3,000.00	0.00%	.00
101-4211-42800	Utilities	15,250	323.35	14,926.65	2.12%	1,424.61
101-4211-42900	Other	111,000	150.00	110,850.00	0.14%	.00
101-4211-43400	Machinery & Equipment	90,719	1,463.07	89,255.93	1.61%	5,500.00
101-4211-43410	Furniture & Minor Equipment	24,000	.00	24,000.00	0.00%	.00
Total Police:		2,681,526	210,469.58	2,471,056.42	7.85%	210,592.09
Animal Shelter						
101-4212-41100	Salaries	135,440	13,946.54	121,493.46	10.30%	13,216.96
101-4212-41110	Overtime Wages	3,200	292.94	2,907.06	9.15%	738.61
101-4212-41200	FICA Expenses	10,606	1,009.69	9,596.31	9.52%	982.83
101-4212-41300	Retirement	7,358	1,094.37	6,263.63	14.87%	1,073.47
101-4212-41500	Group Insurance	21,609	1,005.24	20,603.76	4.65%	845.70
101-4212-41510	Dental Insurance	1,209	.00	1,209.00	0.00%	86.60
101-4212-41520	Principal Life Ins		.00	.00	0.00%	11.46

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4212-41530	HSA Expense	150	.00	150.00	0.00%	.00
101-4212-42200	Professional Fees	14,500	.00	14,500.00	0.00%	.00
101-4212-42300	Publishing	200	.00	200.00	0.00%	.00
101-4212-42500	Repairs & Maintenance	17,000	.00	17,000.00	0.00%	.00
101-4212-42600	Supplies & Materials	11,300	149.94	11,150.06	1.33%	.00
101-4212-42700	Travel	500	.00	500.00	0.00%	.00
101-4212-42800	Utilities	8,900	344.57	8,555.43	3.87%	236.94
101-4212-42900	Other		.00	.00	0.00%	.00
Total Animal Shelter:		231,972	17,843.29	214,128.71	7.69%	17,192.57
Dispatch						
101-4218-42900	Other	175,000	.00	175,000.00	0.00%	.00
Total Dispatch:		175,000	.00	175,000.00	0.00%	.00
Fire						
101-4229-41100	Salaries	28,103	479.22	27,623.78	1.71%	4,338.41
101-4229-41110	Overtime Wages	1,500	.00	1,500.00	0.00%	.00
101-4229-41200	FICA Expenses	2,150	36.66	2,113.34	1.71%	331.89
101-4229-41522	CC Membership Benefit	800	.00	800.00	0.00%	498.00
101-4229-41523	Payment to SVFD	78,348	19,587.00	58,761.00	25.00%	18,833.75
101-4229-42200	Professional Fees	1,763	.00	1,763.00	0.00%	187.08
101-4229-42500	Repairs & Maintenance	7,200	.00	7,200.00	0.00%	344.80
101-4229-42600	Supplies & Materials	18,293	30.50	18,262.50	0.17%	956.32
101-4229-42700	Travel	2,000	.00	2,000.00	0.00%	.00
101-4229-42800	Utilities	10,000	125.66	9,874.34	1.26%	.00
101-4229-42900	Other	18,000	.00	18,000.00	0.00%	1.56-
Total Fire:		168,157	20,259.04	147,897.96	12.05%	25,488.69
Streets						
101-4311-41100	Salaries	429,510	46,704.86	382,805.14	10.87%	40,881.76
101-4311-41110	Overtime Wages	14,500	459.88	14,040.12	3.17%	1,087.31
101-4311-41200	FICA Expenses	33,967	3,398.66	30,568.34	10.01%	3,033.98
101-4311-41300	Retirement	26,640	3,701.71	22,938.29	13.90%	3,410.08
101-4311-41500	Group Insurance	107,235	5,076.46	102,158.54	4.73%	3,090.95
101-4311-41510	Dental Insurance	7,137	.00	7,137.00	0.00%	279.30
101-4311-41520	Principal Life Ins	730	.00	730.00	0.00%	30.20
101-4311-42200	Professional Fees	33,950	300.00	33,650.00	0.88%	4,856.00-
101-4311-42400	Rent	3,000	.00	3,000.00	0.00%	.00
101-4311-42500	Repairs & Maintenance	70,000	1,010.65	68,989.35	1.44%	604.96
101-4311-42600	Supplies & Materials	173,400	10,095.09	163,304.91	5.82%	28,261.36
101-4311-42700	Travel	1,800	.00	1,800.00	0.00%	.00
101-4311-42800	Utilities	5,925	.00	5,925.00	0.00%	51.25
101-4311-42900	Other	2,500	.00	2,500.00	0.00%	.00
Total Streets:		910,294	70,747.31	839,546.69	7.77%	75,875.15
Street Lighting						
101-4316-42500	Repairs & Maintenance	30,000	183.50	29,816.50	0.61%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4316-42800	Utilities	145,000	.00	145,000.00	0.00%	.00
Total Street Lighting:		175,000	183.50	174,816.50	0.10%	.00
Airport						
101-4350-42200	Professional Fees	58,724	9,695.66	49,028.34	16.51%	9,695.66
101-4350-42500	Repairs & Maintenance	6,000	3,988.88	2,011.12	66.48%	.00
101-4350-42600	Supplies & Materials	166,500	.00	166,500.00	0.00%	24,607.56
101-4350-42700	Travel	750	.00	750.00	0.00%	.00
101-4350-42800	Utilities	14,957	60.98	14,896.02	0.41%	505.46
101-4350-42900	Other		.00	.00	0.00%	.00
101-4350-43400	Machinery & Equipment	7,500	.00	7,500.00	0.00%	.00
101-4350-43700	Capital Improvement	170,000	.00	170,000.00	0.00%	.00
Total Airport:		424,431	13,745.52	410,685.48	3.24%	34,808.68
Cemetery						
101-4370-41100	Salaries		1,335.60	1,335.60-	0.00%	1,273.94
101-4370-41110	Overtime Wages		10.59	10.59-	0.00%	14.33
101-4370-41200	FICA Expenses		98.66	98.66-	0.00%	96.18
101-4370-41300	Retirement		80.77	80.77-	0.00%	77.30
101-4370-41500	Group Insurance		179.17	179.17-	0.00%	318.56
101-4370-41510	Dental Insurance		.00	.00	0.00%	9.95
101-4370-41520	Principal Life Ins		.00	.00	0.00%	1.18
101-4370-42200	Professional Fees	2,050	.00	2,050.00	0.00%	.00
101-4370-42500	Repairs & Maintenance	5,500	.00	5,500.00	0.00%	.00
101-4370-42600	Supplies & Materials	14,000	.00	14,000.00	0.00%	.00
101-4370-42800	Utilities	770	.00	770.00	0.00%	.00
101-4370-43400	Machinery & Equipment	1,000	.00	1,000.00	0.00%	.00
Total Cemetery:		23,320	1,704.79	21,615.21	7.31%	1,791.44
Community Center						
101-4511-41100	Salaries	309,997	30,898.56	279,098.44	9.97%	27,392.20
101-4511-41110	Overtime Wages	2,500	299.70	2,200.30	11.99%	292.72
101-4511-41200	FICA Expenses	11,794	2,287.52	9,506.48	19.40%	2,032.58
101-4511-41300	Retirement	9,251	1,233.14	8,017.86	13.33%	1,051.17
101-4511-41500	Group Insurance	29,051	1,554.35	27,496.65	5.35%	1,233.36
101-4511-41510	Dental Insurance	1,736	.00	1,736.00	0.00%	98.04
101-4511-41520	Principal Life Ins	143	.00	143.00	0.00%	9.68
101-4511-42200	Professional Fees	9,811	584.25	9,226.75	5.96%	76.50
101-4511-42300	Publishing	350	.00	350.00	0.00%	.00
101-4511-42400	Rent	900	.00	900.00	0.00%	.00
101-4511-42500	Repairs & Maintenance	49,115	112.48	49,002.52	0.23%	8,417.51
101-4511-42600	Supplies & Materials	39,200	1,365.84	37,834.16	3.48%	1,542.10
101-4511-42700	Travel	750	.00	750.00	0.00%	.00
101-4511-42800	Utilities	146,438	636.66	145,801.34	0.43%	1,155.05
101-4511-42900	Other	6,800	703.28	6,096.72	10.34%	621.68
101-4511-43410	Furniture & Minor Equipment	14,500	.00	14,500.00	0.00%	.00
101-4511-45200	Merchandise for Resale	2,000	.00	2,000.00	0.00%	.00
101-4511-45300	Refunds	500	.00	500.00	0.00%	116.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4511-51100	Operating Transfers Out		.00	.00	0.00%	.00
Total Community Center:		634,836	39,675.78	595,160.22	6.25%	44,038.59
Recreation						
101-4512-41100	Salaries	85,299	9,227.34	76,071.66	10.82%	10,025.49
101-4512-41110	Overtime Wages	1,600	8.01	1,591.99	0.50%	17.40
101-4512-41200	FICA Expenses	4,077	677.66	3,399.34	16.62%	722.14
101-4512-41300	Retirement	3,197	575.04	2,621.96	17.99%	700.29
101-4512-41500	Group Insurance	9,947	884.25	9,062.75	8.89%	1,738.35
101-4512-41510	Dental Insurance	1,186	.00	1,186.00	0.00%	70.84
101-4512-41520	Principal Life Ins	66	.00	66.00	0.00%	7.12
101-4512-42200	Professional Fees	3,275	.00	3,275.00	0.00%	.00
101-4512-42300	Publishing	250	18.20	231.80	7.28%	.00
101-4512-42500	Repairs & Maintenance	1,000	.00	1,000.00	0.00%	.00
101-4512-42600	Supplies & Materials	9,950	.00	9,950.00	0.00%	1,746.00
101-4512-45300	Refunds	250	.00	250.00	0.00%	.00
Total Recreation:		120,097	11,390.50	108,706.50	9.48%	15,027.63
Park						
101-4520-41100	Salaries	434,604	49,157.79	385,446.21	11.31%	41,396.45
101-4520-41110	Overtime	4,240	696.80	3,543.20	16.43%	490.22
101-4520-41200	FICA Expenses	33,572	3,492.24	30,079.76	10.40%	2,966.59
101-4520-41300	Retirement	26,330	4,257.36	22,072.64	16.17%	3,505.39
101-4520-41500	Group Insurance	64,660	6,599.12	58,060.88	10.21%	4,438.12
101-4520-41510	Dental Insurance	4,703	.00	4,703.00	0.00%	343.28
101-4520-41520	Principal Life Ins	440	.00	440.00	0.00%	32.34
101-4520-42200	Professional Fees	29,597	.00	29,597.00	0.00%	.00
101-4520-42400	Rentals	15,000	.00	15,000.00	0.00%	.00
101-4520-42500	Repairs & Maintenance	59,000	1,183.07	57,816.93	2.01%	98.29
101-4520-42600	Supplies & Materials	50,450	869.99	49,580.01	1.72%	21.99
101-4520-42700	Travel	1,500	.00	1,500.00	0.00%	.00
101-4520-42800	Utilities	25,500	.00	25,500.00	0.00%	1,048.06
101-4520-42900	Other	4,750	.00	4,750.00	0.00%	.00
101-4520-43400	Machinery & Equipment	4,500	.00	4,500.00	0.00%	.00
Total Park:		758,846	66,256.37	692,589.63	8.73%	54,340.73
Library						
101-4551-41100	Salaries	312,334	34,325.64	278,008.36	10.99%	31,490.89
101-4551-41110	Overtime Wages		47.41	47.41	0.00%	115.43
101-4551-41200	FICA Expenses	23,894	2,425.48	21,468.52	10.15%	2,215.65
101-4551-41300	Retirement	22,740	2,467.89	20,272.11	10.85%	2,328.78
101-4551-41500	Group Insurance	51,084	3,443.84	47,640.16	6.74%	7,010.41
101-4551-41510	Dental Insurance	3,549	.00	3,549.00	0.00%	255.21
101-4551-41520	Principal Life Ins	341	.00	341.00	0.00%	26.95
101-4551-42200	Professional Fees	9,000	.00	9,000.00	0.00%	.00
101-4551-42500	Repairs & Maintenance	1,000	.00	1,000.00	0.00%	64.99
101-4551-42600	Supplies & Materials	38,750	1,414.08	37,335.92	3.65%	747.49
101-4551-42700	Travel	700	.00	700.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
101-4551-42800	Utilities	5,620	407.50	5,212.50	7.25%	.00
101-4551-43200	Buildings		.00	.00	0.00%	22.99
Total Library:		469,012	44,531.84	424,480.16	9.49%	44,278.79
Auditorium						
101-4560-41100	Salaries	4,107	.00	4,107.00	0.00%	.00
101-4560-42200	Professional Fees	450	37.16	412.84	8.26%	.00
101-4560-42500	Repairs & Maintenance	1,850	.00	1,850.00	0.00%	4.90
101-4560-42600	Supplies & Materials	1,500	.00	1,500.00	0.00%	362.52
101-4560-42800	Utilities	16,950	110.99	16,839.01	0.65%	.00
Total Auditorium:		24,857	148.15	24,708.85	0.60%	367.42
General Expenditure Total:		10,247,735	914,097.23	9,333,637.77	8.92%	1,125,068.40
Total General:		-10,247,735	914,097.23-	9,333,637.77-	8.92%	1,125,068.40-
Special Sales Tax						
Misc Expenditures						
211-9000-42800	Utilities	2,950	323.85	2,626.15	10.98%	.00
211-9000-46510	Sturgis Economic Dev Corp	60,000	10,000.00	50,000.00	16.67%	15,000.00
211-9000-46520	Sturgis Area Chamber of Commer	81,816	13,636.00	68,180.00	16.67%	12,777.84
211-9000-46530	City Promotion	319,854	.00	319,854.00	0.00%	.00
211-9000-51100	Operating Transfers Out		.00	.00	0.00%	.00
Total Misc Expenditures:		464,620	23,959.85	440,660.15	5.16%	27,777.84
Special Sales Tax Expenditure Total:		464,620	23,959.85	440,660.15	5.16%	27,777.84
Total Special Sales Tax:		-464,620	23,959.85-	440,660.15-	5.16%	27,777.84-
Capital Improvement						
Streets						
212-4311-42600	Supplies & Materials	22,000	.00	22,000.00	0.00%	.00
212-4311-42900	Other		.00	.00	0.00%	.00
212-4311-43700	Capital Improvement	1,620,000	.00	1,620,000.00	0.00%	.00
Total Streets:		1,642,000	.00	1,642,000.00	0.00%	.00
Debt Service						
212-4700-44100	Principal	455,761	145,582.83	310,178.17	31.94%	23,853.00
212-4700-44200	Interest	398,511	42,347.05	356,163.95	10.63%	57,072.19

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Debt Service:		854,272	187,929.88	666,342.12	22.00%	80,925.19
Misc Expenditures						
212-9000-43200	Building		.00	.00	0.00%	.00
212-9000-43300	Improvements		116,671.38	116,671.38-	0.00%	.00
212-9000-51100	Operating Transfers Out	170,000	.00	170,000.00	0.00%	.00
Total Misc Expenditures:		170,000	116,671.38	53,328.62	68.63%	.00
Capital Improvement Expenditure Total:		2,666,272	304,601.26	2,361,670.74	11.42%	80,925.19
Total Capital Improvement:		-2,666,272	304,601.26-	2,361,670.74-	11.42%	80,925.19-
Business Improvement District						
Economic Development						
213-4195-41100	Salaries		.00	.00	0.00%	.00
213-4195-41200	FICA Expenses		.00	.00	0.00%	.00
213-4195-42300	Publishing/Marketing/Advertisn		.00	.00	0.00%	.00
213-4195-42600	Supplies & Materials		.00	.00	0.00%	.00
213-4195-42900	Other		.00	.00	0.00%	.00
213-4195-42901	Other	75,500	.00	75,500.00	0.00%	.00
Total Economic Development:		75,500	.00	75,500.00	0.00%	.00
Business Improvement District Expenditure Total:		75,500	.00	75,500.00	0.00%	.00
Total Business Improvement District:		-75,500	.00	75,500.00-	0.00%	.00
Hotel Occupancy Tax District						
Misc Expenditures						
214-9000-42900	Other	83,000	78,000.00	5,000.00	93.98%	17,500.00
Total Misc Expenditures:		83,000	78,000.00	5,000.00	93.98%	17,500.00
Hotel Occupancy Tax District Expenditure Total:		83,000	78,000.00	5,000.00	93.98%	17,500.00
Total Hotel Occupancy Tax District:		-83,000	78,000.00-	5,000.00-	93.98%	17,500.00-
Equipment Replacement Fund						
Misc Expenditures						
219-9000-43400	Machinery & Equipment	70,184	.00	70,184.00	0.00%	.00
219-9000-51100	Operating Transfers Out	100,000	.00	100,000.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
	Total Misc Expenditures:	170,184	.00	170,184.00	0.00%	.00
	Equipment Replacement Fund Expenditure Total:	170,184	.00	170,184.00	0.00%	.00
	Total Equipment Replacement Fund:	-170,184	.00	170,184.00-	0.00%	.00

TIF #11 SPM

Misc Expenditures

329-9000-42900	Other	85,000	.00	85,000.00	0.00%	.00
	Total Misc Expenditures:	85,000	.00	85,000.00	0.00%	.00
	TIF #11 SPM Expenditure Total:	85,000	.00	85,000.00	0.00%	.00
	Total TIF #11 SPM:	-85,000	.00	85,000.00-	0.00%	.00

TIF #12 Dolan Creek

Misc Expenditures

330-9000-42900	Other	400,000	246,788.68	153,211.32	61.70%	2,542.96
	Total Misc Expenditures:	400,000	246,788.68	153,211.32	61.70%	2,542.96
	TIF #12 Dolan Creek Expenditure Total:	400,000	246,788.68	153,211.32	61.70%	2,542.96
	Total TIF #12 Dolan Creek:	-400,000	246,788.68-	153,211.32-	61.70%	2,542.96-

TIF #13 Canyon View

Other

331-9000-42900	Other	75,000	.00	75,000.00	0.00%	.00
	Total Other:	75,000	.00	75,000.00	0.00%	.00
	TIF #13 Canyon View Expenditure Total:	75,000	.00	75,000.00	0.00%	.00
	Total TIF #13 Canyon View:	-75,000	.00	75,000.00-	0.00%	.00

TIF #15 Woodland Dev Project

Other

332-9000-42900	Other	12,000	.00	12,000.00	0.00%	.00
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Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Other:		12,000	.00	12,000.00	0.00%	.00
TIF #15 Woodland Dev Project Expenditure Total:		12,000	.00	12,000.00	0.00%	.00
Total TIF #15 Woodland Dev Project:		-12,000	.00	12,000.00-	0.00%	.00
TIF #17 Smitty's Dev Proj						
Misc Expenditures						
334-9000-42900	Other	4,860	.00	4,860.00	0.00%	.00
Total Misc Expenditures:		4,860	.00	4,860.00	0.00%	.00
TIF #17 Smitty's Dev Proj Expenditure Total:		4,860	.00	4,860.00	0.00%	.00
Total TIF #17 Smitty's Dev Proj:		-4,860	.00	4,860.00-	0.00%	.00
TIF #16 Trailhead Loop						
Misc Expenditures						
335-9000-42900	Other	42,712	.00	42,712.00	0.00%	.00
Total Misc Expenditures:		42,712	.00	42,712.00	0.00%	.00
TIF #16 Trailhead Loop Expenditure Total:		42,712	.00	42,712.00	0.00%	.00
Total TIF #16 Trailhead Loop:		-42,712	.00	42,712.00-	0.00%	.00
TIF #21 Hidden Estates						
Other						
337-9000-44200	Interest	163,018	.00	163,018.00	0.00%	.00
Total Other:		163,018	.00	163,018.00	0.00%	.00
TIF #21 Hidden Estates Expenditure Total:		163,018	.00	163,018.00	0.00%	.00
Total TIF #21 Hidden Estates:		-163,018	.00	163,018.00-	0.00%	.00
TIF 18 - Senior Living						
Other						
338-9000-43700	Capital Improvement	1,305,000	.00	1,305,000.00	0.00%	.00
338-9000-44200	Interest	86,500	.00	86,500.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Other:		1,391,500	.00	1,391,500.00	0.00%	.00
TIF 18 - Senior Living Expenditure Total:		1,391,500	.00	1,391,500.00	0.00%	.00
Total TIF 18 - Senior Living:		-1,391,500	.00	1,391,500.00-	0.00%	.00
Fund: 339						
Other						
339-9000-43700	Capital Improvement	1,300,000	.00	1,300,000.00	0.00%	.00
Total Other:		1,300,000	.00	1,300,000.00	0.00%	.00
Fund: 339 Expenditure Total:		1,300,000	.00	1,300,000.00	0.00%	.00
Total Fund: 339:		-1,300,000	.00	1,300,000.00-	0.00%	.00
TIF #23 12th Street Apts						
Other						
340-9000-44200	Interest	7,265	.00	7,265.00	0.00%	.00
Total Other:		7,265	.00	7,265.00	0.00%	.00
TIF #23 12th Street Apts Expenditure Total:		7,265	.00	7,265.00	0.00%	.00
Total TIF #23 12th Street Apts:		-7,265	.00	7,265.00-	0.00%	.00
Garden Grove Phase II						
Other						
341-9000-43700	Capital Improvement	800,000	.00	800,000.00	0.00%	.00
Total Other:		800,000	.00	800,000.00	0.00%	.00
Garden Grove Phase II Expenditure Total:		800,000	.00	800,000.00	0.00%	.00
Total Garden Grove Phase II:		-800,000	.00	800,000.00-	0.00%	.00
TIF #26 Habitat for Humanity						
Other						
343-9000-44200	Interest	2,590	.00	2,590.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
Total Other:		2,590	.00	2,590.00	0.00%	.00
TIF #26 Habitat for Humanity Expenditure Total:		2,590	.00	2,590.00	0.00%	.00
Total TIF #26 Habitat for Humanity:		-2,590	.00	2,590.00-	0.00%	.00

Liquor

Liquor

601-4990-41100	Salaries	246,846	25,211.96	221,634.04	10.21%	25,543.70
601-4990-41110	Overtime Wages	5,000	871.47	4,128.53	17.43%	447.88
601-4990-41200	FICA Expenses	19,266	1,858.42	17,407.58	9.65%	1,877.59
601-4990-41300	Retirement	19,111	2,067.88	17,043.12	10.82%	2,041.88
601-4990-41500	Group Insurance	37,979	2,438.60	35,540.40	6.42%	3,504.86
601-4990-41510	Dental Insurance	2,417	35.40	2,381.60	1.46%	175.00
601-4990-41520	Principal Life Ins	257	.00	257.00	0.00%	20.88
601-4990-41600	Unemployment & Work Comp	4,960	4,950.00	10.00	99.80%	3,405.00
601-4990-42100	Insurance	52,577	.00	52,577.00	0.00%	.00
601-4990-42200	Professional Fees	25,590	381.78	25,208.22	1.49%	.00
601-4990-42300	Publishing	20,000	8,084.50	11,915.50	40.42%	7,217.76
601-4990-42500	Repairs & Maintenance	6,000	.00	6,000.00	0.00%	.00
601-4990-42600	Supplies & Materials	25,350	83.42	25,266.58	0.33%	280.25
601-4990-42620	Off Sale Liquor	1,500,680	101,100.09	1,399,579.91	6.74%	153,765.98
601-4990-42630	Off Sale Wine	204,000	6,615.16	197,384.84	3.24%	13,857.43
601-4990-42640	Snacks for Resale	14,625	919.02	13,705.98	6.28%	1,304.19
601-4990-42650	Pop for Resale	39,668	2,385.29	37,282.71	6.01%	4,122.42
601-4990-42660	Off Sale Beer	775,000	50,379.84	724,620.16	6.50%	97,202.17
601-4990-42670	Other Liquor		2,100.81	2,100.81-	0.00%	1,923.45
601-4990-42800	Utilities	27,186	425.11	26,760.89	1.56%	609.73
601-4990-42900	Other	112,250	4,256.19	107,993.81	3.79%	4,658.08
601-4990-42910	GIFT CERTIFICATE		35.37	35.37-	0.00%	.00
601-4990-42930	Inventory Adjustments	10,000	5,474.29	4,525.71	54.74%	8,419.42-
601-4990-44100	Principal	12,220	.00	12,220.00	0.00%	.00
601-4990-44200	Interest	28,759	.00	28,759.00	0.00%	.00
601-4990-45200	Merchandise for Resale	53,042	1,706.93	51,335.07	3.22%	1,368.99
601-4990-45210	Cigarettes for Resale	36,035	2,112.15	33,922.85	5.86%	4,552.42
601-4990-45220	Tobacco for Resale	5,188	260.47	4,927.53	5.02%	847.47
601-4990-51100	Operating Transfers Out	264,904	.00	264,904.00	0.00%	.00
Total Liquor:		3,548,910	223,754.15	3,325,155.85	6.30%	320,307.71
Liquor Expenditure Total:		3,548,910	223,754.15	3,325,155.85	6.30%	320,307.71
Total Liquor:		-3,548,910	223,754.15-	3,325,155.85-	6.30%	320,307.71-

Water System Operations

Water System Operations

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
602-4330-41100	Salaries	383,828	46,393.60	337,434.40	12.09%	41,047.72
602-4330-41110	Overtime Wages	10,000	1,217.69	8,782.31	12.18%	1,073.64
602-4330-41200	FICA Expenses	30,093	3,457.25	26,635.75	11.49%	3,001.12
602-4330-41300	Retirement	23,603	3,540.01	20,062.99	15.00%	3,344.36
602-4330-41500	Group Insurance	88,973	3,528.44	85,444.56	3.97%	6,001.06
602-4330-41510	Dental Insurance	5,947	35.40	5,911.60	0.60%	236.83
602-4330-41520	Principal Life Ins	607	.00	607.00	0.00%	28.57
602-4330-41600	Unemployment & Work Comp	12,562	12,536.00	26.00	99.79%	11,622.00
602-4330-42100	Insurance	36,779	.00	36,779.00	0.00%	.00
602-4330-42200	Professional Fees	75,500	4,166.67	71,333.33	5.52%	1,500.00
602-4330-42500	Repairs & Maintenance	59,000	864.32	58,135.68	1.46%	1,816.38
602-4330-42600	Supplies & Materials	101,450	5,363.65	96,086.35	5.29%	361.59
602-4330-42700	Travel	2,500	11.78	2,488.22	0.47%	.00
602-4330-42800	Utilities	180,000	132.99	179,867.01	0.07%	436.22
602-4330-42900	Other	31,000	2,984.63	28,015.37	9.63%	2,852.41
602-4330-43400	Machinery & Equipment	13,500	.00	13,500.00	0.00%	.00
602-4330-43700	Capital Improvement	198,025	.00	198,025.00	0.00%	9,706.68
602-4330-44100	Principal	164,491	.00	164,491.00	0.00%	.00
602-4330-44200	Interest	114,479	14,793.23	99,685.77	12.92%	15,476.58
602-4330-44400	Well #8 Drinking Water	176,659	.00	176,659.00	0.00%	.00
602-4330-51100	Operating Transfers Out	75,000	.00	75,000.00	0.00%	.00
Total Water System Operations:		1,783,996	99,025.66	1,684,970.34	5.55%	98,505.16
Water System Operations Expenditure Total:		1,783,996	99,025.66	1,684,970.34	5.55%	98,505.16
Total Water System Operations:		-1,783,996	99,025.66-	1,684,970.34-	5.55%	98,505.16-

Wastewater Facilities

604-2357	Pioneer Bank Loan #1- LT		8,513.07-	8,513.07	0.00%	8,180.31-
604-2358	SRF- 2018- LT		461,916.00	461,916.00-	0.00%	803,322.00

Wastewater Facilities

604-4325-41100	Salaries	459,101	44,226.82	414,874.18	9.63%	46,687.79
604-4325-41110	Overtime Wages	10,000	611.48	9,388.52	6.11%	1,448.58
604-4325-41200	FICA Expenses	35,794	3,301.96	32,492.04	9.22%	3,534.85
604-4325-41300	Retirement	34,324	4,695.65	29,628.35	13.68%	4,698.54
604-4325-41500	Group Insurance	96,650	3,834.72	92,815.28	3.97%	6,014.92
604-4325-41510	Dental Insurance	7,665	.00	7,665.00	0.00%	251.18
604-4325-41520	Principal Life Ins	714	.00	714.00	0.00%	29.49
604-4325-41600	Unemployment & Work Comp	12,637	12,610.00	27.00	99.79%	11,891.00
604-4325-42100	Insurance	59,305	.00	59,305.00	0.00%	.00
604-4325-42200	Professional Fees	34,500	10,526.67	23,973.33	30.51%	7,500.00
604-4325-42500	Repairs & Maintenance	51,000	3,754.63	47,245.37	7.36%	162.81
604-4325-42600	Supplies & Materials	83,000	126.97	82,873.03	0.15%	.00
604-4325-42700	Travel	4,500	.00	4,500.00	0.00%	.00
604-4325-42800	Utilities	140,200	539.89	139,660.11	0.39%	256.96
604-4325-42900	Other	11,000	.00	11,000.00	0.00%	.00
604-4325-43400	Machinery & Equipment	40,640	.00	40,640.00	0.00%	.00
604-4325-43700	Capital Improvement		40,101.50	40,101.50-	0.00%	94,989.81
604-4325-44100	Principal	489,029	.00	489,029.00	0.00%	.00
604-4325-44200	Interest	395,512	6,515.57	388,996.43	1.65%	6,848.33
604-4325-44400	Sewer SRF-24 North Trunk Line	466,963	.00	466,963.00	0.00%	.00

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
604-4325-51100	Operating Transfers Out		.00	.00	0.00%	.00
Total Wastewater Facilities:		2,432,534	130,845.86	2,301,688.14	5.38%	184,314.26
Wastewater Facilities Expenditure Total:		2,432,534	130,845.86	2,301,688.14	5.38%	184,314.26
Total Wastewater Facilities:		-2,432,534	322,557.07	2,755,091.07-	-13.26%	610,827.43

Sanitary Service

Sanitary Service

612-4323-41100	Salaries	515,205	50,961.14	464,243.86	9.89%	50,224.83
612-4323-41110	Overtime Wages	14,500	2,174.36	12,325.64	15.00%	1,691.26
612-4323-41200	FICA Expenses	40,522	3,909.75	36,612.25	9.65%	3,807.02
612-4323-41300	Retirement	31,782	5,265.50	26,516.50	16.57%	4,475.32
612-4323-41500	Group Insurance	74,223	4,302.41	69,920.59	5.80%	7,766.17
612-4323-41510	Dental Insurance	4,252	106.20	4,145.80	2.50%	369.47
612-4323-41520	Principal Life Ins	487	.00	487.00	0.00%	40.48
612-4323-41600	Unemployment & Work Comp	14,218	14,188.00	30.00	99.79%	15,536.00
612-4323-42100	Insurance	47,545	.00	47,545.00	0.00%	.00
612-4323-42200	Professional Fees	83,200	2,666.66	80,533.34	3.21%	.00
612-4323-42400	Rent	113,189	.00	113,189.00	0.00%	.00
612-4323-42500	Repairs & Maintenance	25,500	65.73	25,434.27	0.26%	578.02
612-4323-42600	Supplies & Materials	114,750	1,283.75	113,466.25	1.12%	681.31
612-4323-42700	Travel	1,000	.00	1,000.00	0.00%	.00
612-4323-42800	Utilities	4,500	.00	4,500.00	0.00%	183.82
612-4323-42900	Other	517,329	7,140.41	510,188.59	1.38%	6,477.99
612-4323-43400	Machinery & Equipment	110,789	.00	110,789.00	0.00%	.00
612-4323-51100	Operating Transfers Out	172,000	.00	172,000.00	0.00%	.00
Total Sanitary Service:		1,884,991	92,063.91	1,792,927.09	4.88%	91,831.69
Sanitary Service Expenditure Total:		1,884,991	92,063.91	1,792,927.09	4.88%	91,831.69
Total Sanitary Service:		-1,884,991	92,063.91-	1,792,927.09-	4.88%	91,831.69-

Ambulance

Ambulance

644-4460-41100	Salaries	932,638	127,028.34	805,609.66	13.62%	105,650.09
644-4460-41110	Overtime Wages	100,000	22,575.96	77,424.04	22.58%	8,717.01
644-4460-41200	FICA Expenses	78,997	10,930.53	68,066.47	13.84%	8,358.77
644-4460-41300	Retirement	82,611	6,672.21	75,938.79	8.08%	8,182.55
644-4460-41500	Group Insurance	68,070	6,748.12	61,321.88	9.91%	9,690.75
644-4460-41510	Dental Insurance	7,550	70.80	7,479.20	0.94%	708.95
644-4460-41520	Principal Life Ins	635	.00	635.00	0.00%	64.82
644-4460-41600	Unemployment & Work Comp	69,960	69,814.00	146.00	99.79%	59,486.00
644-4460-42100	Insurance	25,000	24,519.25	480.75	98.08%	22,287.25
644-4460-42200	Professional Fees	39,800	4,261.58	35,538.42	10.71%	2,140.30
644-4460-42500	Repairs & Maintenance	31,000	5,567.65	25,432.35	17.96%	192.67
644-4460-42600	Supplies & Materials	71,700	6,784.66	64,915.34	9.46%	7,179.74

Account Number	Account Title	2026 Budget	2026 Acutal	Budget Remaining	Percentage Used	2024 YTD
644-4460-42700	Travel	3,000	.00	3,000.00	0.00%	.00
644-4460-42800	Utilities	13,500	125.65	13,374.35	0.93%	360.09
644-4460-42900	Other		108.34	108.34-	0.00%	335.63
644-4460-42901	Fundraising Expense		.00	.00	0.00%	.00
644-4460-55100	Operating Transfers Out	40,000	.00	40,000.00	0.00%	.00
Total Ambulance:		1,564,461	285,207.09	1,279,253.91	18.23%	233,354.62
Ambulance Expenditure Total:		1,564,461	285,207.09	1,279,253.91	18.23%	233,354.62
Total Ambulance:		-1,564,461	285,207.09-	1,279,253.91-	18.23%	233,354.62-
Grand Totals:		-29,206,148	1,944,940.76-	27,261,207.24-	6.66%	1,386,986.14-

Report Criteria:

- Includes only accounts with balances
- Includes grand totals
- [Report].Revenue = none

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

GENERAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
101-3100-03111	14,857.08	14,857.08	3,213,751.00	3,198,893.92	.5
101-3100-03116	199.03	199.03	5,000.00	4,800.97	4.0
101-3100-03117	572.05	572.05	.00	(572.05)	.0
101-3100-03140	.00	.00	28,000.00	28,000.00	.0
101-3100-03191	.00	.00	4,500.00	4,500.00	.0
TOTAL TAXES	15,628.16	15,628.16	3,251,251.00	3,235,622.84	.5
<u>GENERAL SALES & USE TAX</u>					
101-3130-03130	.00	.00	2,466,433.00	2,466,433.00	.0
TOTAL GENERAL SALES & USE TAX	.00	.00	2,466,433.00	2,466,433.00	.0
<u>LICENSES & PERMITS</u>					
101-3200-03236	2,625.00	2,625.00	34,990.00	32,365.00	7.5
101-3200-03241	.00	.00	7,275.00	7,275.00	.0
101-3200-03242	.00	.00	22,000.00	22,000.00	.0
101-3200-03250	3,040.00	3,040.00	328,000.00	324,960.00	.9
101-3200-03261	11,951.00	11,951.00	225,000.00	213,049.00	5.3
101-3200-03270	4,278.30	4,278.30	55,836.00	51,557.70	7.7
101-3200-03419	300.00	300.00	5,000.00	4,700.00	6.0
TOTAL LICENSES & PERMITS	22,194.30	22,194.30	678,101.00	655,906.70	3.3
<u>INTERGOVERNMENTAL REVENUES</u>					
101-3300-03310	827,101.93	827,101.93	.00	(827,101.93)	.0
101-3300-03342	4,720.82	4,720.82	.00	(4,720.82)	.0
101-3300-03351	.00	.00	17,000.00	17,000.00	.0
101-3300-03353	12,943.69	12,943.69	45,000.00	32,056.31	28.8
101-3300-03354	7,089.96	7,089.96	109,801.00	102,711.04	6.5
101-3300-03358	30,575.69	30,575.69	266,000.00	235,424.31	11.5
101-3300-03382	.00	.00	5,855.00	5,855.00	.0
101-3300-03384	.00	.00	16,427.00	16,427.00	.0
TOTAL INTERGOVERNMENTAL REVENUES	882,432.09	882,432.09	460,083.00	(422,349.09)	191.8

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

GENERAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>GENERAL GOVERNMENT</u>					
101-3410-03411 ZONING & SUBDIVISION FEES	.00	.00	1,500.00	1,500.00	.0
101-3410-03413 PLAT FEES	.00	.00	1,200.00	1,200.00	.0
101-3410-03414 SALE OF CEMETERY LOTS	225.00	225.00	8,500.00	8,275.00	2.7
101-3410-03418 VIDEO LOTTERY MACHINE REVENUE	.00	.00	5,750.00	5,750.00	.0
101-3410-03419 OTHER GENERAL GOVERNMENT	149,122.36	149,122.36	75,000.00	(74,122.36)	198.8
101-3410-03422 CODE ENFORCEMENT	.00	.00	2,000.00	2,000.00	.0
101-3410-34110 RALLY PROPERTY LEASES	.00	.00	541,500.00	541,500.00	.0
101-3410-34111 SPONSORSHIP, OFFICIAL MARK	.00	.00	10,000.00	10,000.00	.0
101-3410-34116 VIP HOSPITALITY	.00	.00	20,000.00	20,000.00	.0
101-3410-34117 MAYOR'S RIDE	.00	.00	30,000.00	30,000.00	.0
101-3410-34118 RALLY ADVERTISING	(450.00)	(450.00)	170,000.00	170,450.00	(.3)
101-3410-34121 RETAIL LICENSE ROYALTY	8,050.00	8,050.00	60,000.00	51,950.00	13.4
101-3410-34130 E-COMMERCE	43.00	43.00	20,000.00	19,957.00	.2
101-3410-34150 ADMINISTRATIVE CHARGE	.00	.00	315,000.00	315,000.00	.0
TOTAL GENERAL GOVERNMENT	156,990.36	156,990.36	1,260,450.00	1,103,459.64	12.5
<u>PUBLIC SAFETY</u>					
101-3420-03429 OTHER PUBLIC SAFETY	31,479.36	31,479.36	126,967.00	95,487.64	24.8
TOTAL PUBLIC SAFETY	31,479.36	31,479.36	126,967.00	95,487.64	24.8
<u>HEALTH</u>					
101-3450-03452 ANIMAL CONTROL & SHELTER FEE	375.00	375.00	3,000.00	2,625.00	12.5
101-3450-03453 ANIMAL ADOPTION FEES	100.00	100.00	2,300.00	2,200.00	4.4
101-3450-03454 FEES FROM OTHER GOVTS	.00	.00	11,000.00	11,000.00	.0
TOTAL HEALTH	475.00	475.00	16,300.00	15,825.00	2.9
<u>CULTURE-RECREATION</u>					
101-3460-03461 PROGRAM FEES	3,639.10	3,639.10	30,000.00	26,360.90	12.1
101-3460-03463 RECREATION PROGRAM FEES	4,373.40	4,373.40	45,000.00	40,626.60	9.7
101-3460-03464 CONCESSIONS	1,069.29	1,069.29	6,500.00	5,430.71	16.5
101-3460-03465 COMMUNITY CENTER USE FEES	618.00	618.00	5,500.00	4,882.00	11.2
101-3460-03466 AUDITORIUM USE FEE	.00	.00	2,500.00	2,500.00	.0
101-3460-03468 COMM CENTER MEMBERSHIP FEES	25,202.54	25,202.54	179,000.00	153,797.46	14.1
101-3460-03469 OTHER CULTURE-RECREATION	48.38	48.38	3,800.00	3,751.62	1.3
101-3460-03620 RENTALS	260.00	260.00	10,500.00	10,240.00	2.5
101-3460-34643 AQUATICS RESALE	.00	.00	500.00	500.00	.0
101-3460-34699 LIBRARY--COUNTY/SCHOOL	.00	.00	29,700.00	29,700.00	.0
TOTAL CULTURE-RECREATION	35,210.71	35,210.71	313,000.00	277,789.29	11.3

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

GENERAL

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OTHER REVENUE</u>					
101-3490-38599 AIRPORT FUEL SALES	7,049.26	7,049.26	210,000.00	202,950.74	3.4
TOTAL OTHER REVENUE	7,049.26	7,049.26	210,000.00	202,950.74	3.4
<u>FINES & FORFEITS</u>					
101-3500-03510 COURT FINES & FORFEITS	2.71	2.71	1,500.00	1,497.29	.2
101-3500-03530 PARKING FINES	40.00	40.00	3,000.00	2,960.00	1.3
TOTAL FINES & FORFEITS	42.71	42.71	4,500.00	4,457.29	1.0
<u>MISCELLANEOUS REVENUE</u>					
101-3600-03610 INTEREST EARNED	.00	.00	400,000.00	400,000.00	.0
101-3600-03620 RENTALS	950.00	950.00	10,800.00	9,850.00	8.8
101-3600-03621 AIRPORT HANGAR LEASE	.00	.00	45,076.00	45,076.00	.0
101-3600-03670 CONTR & DONATION PRIVATE SOURC	.00	.00	2,400.00	2,400.00	.0
101-3600-03673 PARK SHELTER DONATION	19.40	19.40	1,000.00	980.60	1.9
101-3600-03674 ANIMAL SHELTER DONATIONS	14,360.00	14,360.00	10,000.00	(4,360.00)	143.6
TOTAL MISCELLANEOUS REVENUE	15,329.40	15,329.40	469,276.00	453,946.60	3.3
<u>SPECIAL ASSESSMENTS</u>					
101-3630-03632 INT. & PENALTIES COLLECT/COUNT	450.16	450.16	.00	(450.16)	.0
TOTAL SPECIAL ASSESSMENTS	450.16	450.16	.00	(450.16)	.0
<u>OTHER SOURCES</u>					
101-3900-03911 OPERATING TRANSFERS IN	.00	.00	991,758.00	991,758.00	.0
TOTAL OTHER SOURCES	.00	.00	991,758.00	991,758.00	.0
TOTAL FUND REVENUE	1,167,281.51	1,167,281.51	10,248,119.00	9,080,837.49	11.4
NET REVENUE OVER EXPENDITURES	1,167,281.51	1,167,281.51	10,248,119.00	9,080,837.49	11.4

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

CAPITAL IMPROVEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL SALES & USE TAX</u>						
212-3130-03130	GENERAL SALES AND USE TAX	.00	.00	2,219,790.00	2,219,790.00	.0
	TOTAL GENERAL SALES & USE TAX	.00	.00	2,219,790.00	2,219,790.00	.0
<u>MISCELLANEOUS REVENUE</u>						
212-3600-03610	INTEREST EARNED	1,035.51	1,035.51	12,000.00	10,964.49	8.6
	TOTAL MISCELLANEOUS REVENUE	1,035.51	1,035.51	12,000.00	10,964.49	8.6
	TOTAL FUND REVENUE	1,035.51	1,035.51	2,231,790.00	2,230,754.49	.1
	NET REVENUE OVER EXPENDITURES	1,035.51	1,035.51	2,231,790.00	2,230,754.49	.1

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

BUSINESS IMPROVEMENT DISTRICT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUSINESS OCCUPATION TAX</u>					
213-3140-03130 BUSINESS OCCUPATION TAX	577.01	577.01	75,500.00	74,922.99	.8
TOTAL BUSINESS OCCUPATION TAX	577.01	577.01	75,500.00	74,922.99	.8
<u>MISCELLANEOUS REVENUE</u>					
213-3600-03610 INTEREST EARNED	37.76	37.76	.00	(37.76)	.0
TOTAL MISCELLANEOUS REVENUE	37.76	37.76	.00	(37.76)	.0
<u>SPECIAL ASSESSMENTS</u>					
213-3630-03632 INT. & PENALTIES COLLECT/COUNT	33.66	33.66	.00	(33.66)	.0
TOTAL SPECIAL ASSESSMENTS	33.66	33.66	.00	(33.66)	.0
TOTAL FUND REVENUE	648.43	648.43	75,500.00	74,851.57	.9
NET REVENUE OVER EXPENDITURES	648.43	648.43	75,500.00	74,851.57	.9

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

REVOLVING FUND LOAN

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
218-3600-03610 INTEREST EARNED	173.50	173.50	16,000.00	15,826.50	1.1
TOTAL MISCELLANEOUS REVENUE	173.50	173.50	16,000.00	15,826.50	1.1
TOTAL FUND REVENUE	173.50	173.50	16,000.00	15,826.50	1.1
NET REVENUE OVER EXPENDITURES	173.50	173.50	16,000.00	15,826.50	1.1

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

EQUIPMENT REPLACEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL SALES AND USE TAX</u>					
219-3130-03130 GENERAL SALES AND USE TAX	.00	.00	246,643.00	246,643.00	.0
TOTAL GENERAL SALES AND USE TAX	.00	.00	246,643.00	246,643.00	.0
<u>MISCELLANEOUS REVENUE</u>					
219-3600-03610 INTEREST EARNED	49.12	49.12	.00	(49.12)	.0
TOTAL MISCELLANEOUS REVENUE	49.12	49.12	.00	(49.12)	.0
<u>OTHER SOURCES</u>					
219-3900-03911 OPERATING TRANSFERS IN	.00	.00	40,640.00	40,640.00	.0
TOTAL OTHER SOURCES	.00	.00	40,640.00	40,640.00	.0
TOTAL FUND REVENUE	49.12	49.12	287,283.00	287,233.88	.0
NET REVENUE OVER EXPENDITURES	49.12	49.12	287,283.00	287,233.88	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #11 SPM

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER GENERAL PROPERTY TAX</u>						
329-3100-03119	OTHER GENERAL PROPERTY TAX	.00	.00	85,000.00	85,000.00	.0
	TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	85,000.00	85,000.00	.0
	TOTAL FUND REVENUE	.00	.00	85,000.00	85,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	85,000.00	85,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #12 DOLAN CREEK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER GENERAL PROPERTY TAX</u>					
330-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	400,000.00	400,000.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	400,000.00	400,000.00	.0
TOTAL FUND REVENUE	.00	.00	400,000.00	400,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	400,000.00	400,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #13 CANYON VIEW

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER GENERAL PROPERTY TAX</u>					
331-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	75,000.00	75,000.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	75,000.00	75,000.00	.0
TOTAL FUND REVENUE	.00	.00	75,000.00	75,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	75,000.00	75,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #15 WOODLAND DEV PROJECT

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>					
332-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	9,000.00	9,000.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	9,000.00	9,000.00	.0
TOTAL FUND REVENUE	.00	.00	9,000.00	9,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	9,000.00	9,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #17 SMITTY'S DEV PROJ

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>					
334-3100-03119 OTHER GENERAL PROPERTY TAXES	.00	.00	4,860.00	4,860.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	4,860.00	4,860.00	.0
TOTAL FUND REVENUE	.00	.00	4,860.00	4,860.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	4,860.00	4,860.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #16 TRAILHEAD LOOP

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>					
335-3100-03119 OTHER GENERAL PROPERTY TAXES	.00	.00	42,712.00	42,712.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	42,712.00	42,712.00	.0
TOTAL FUND REVENUE	.00	.00	42,712.00	42,712.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	42,712.00	42,712.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #20 GARDEN GROVE

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>					
336-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	75,000.00	75,000.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	75,000.00	75,000.00	.0
TOTAL FUND REVENUE	.00	.00	75,000.00	75,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	75,000.00	75,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #21 HIDDEN ESTATES

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>					
337-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	30,000.00	30,000.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	30,000.00	30,000.00	.0
TOTAL FUND REVENUE	.00	.00	30,000.00	30,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	30,000.00	30,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF 18 - SENIOR LIVING

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OTHER GENERAL PROPERTY TAX</u>					
338-3100-03119 OTHER GENERAL PROPERTY TAX	.00	.00	1,391,500.00	1,391,500.00	.0
TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	1,391,500.00	1,391,500.00	.0
TOTAL FUND REVENUE	.00	.00	1,391,500.00	1,391,500.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	1,391,500.00	1,391,500.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #23 12TH STREET APTS

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>						
340-3100-03119	OTHER GENERAL PROPERTY TAX	.00	.00	7,265.00	7,265.00	.0
	TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	7,265.00	7,265.00	.0
	TOTAL FUND REVENUE	.00	.00	7,265.00	7,265.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	7,265.00	7,265.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

GARDEN GROVE PHASE II

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>GENERAL PROPERTY TAXES</u>						
341-3100-03119	OTHER GENERAL PROPERTY TAX	.00	.00	800,000.00	800,000.00	.0
	TOTAL GENERAL PROPERTY TAXES	.00	.00	800,000.00	800,000.00	.0
	TOTAL FUND REVENUE	.00	.00	800,000.00	800,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	800,000.00	800,000.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

TIF #26 HABITAT FOR HUMANITY

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>OTHER GENERAL PROPERTY TAX</u>						
343-3100-03119	OTHER GENERAL PROPERTY TAX	.00	.00	2,590.00	2,590.00	.0
	TOTAL OTHER GENERAL PROPERTY TAX	.00	.00	2,590.00	2,590.00	.0
	TOTAL FUND REVENUE	.00	.00	2,590.00	2,590.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	2,590.00	2,590.00	.0

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

PERPETUAL MAINTENANCE

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>MISCELLANEOUS REVENUE</u>						
401-3600-03610	INTEREST EARNED	70.69	70.69	800.00	729.31	8.8
	TOTAL MISCELLANEOUS REVENUE	<u>70.69</u>	<u>70.69</u>	<u>800.00</u>	<u>729.31</u>	<u>8.8</u>
<u>TRUST & AGENCY FUNDS</u>						
401-3700-03790	PERPETUAL MAINTENANCE	70.62	70.62	2,500.00	2,429.38	2.8
	TOTAL TRUST & AGENCY FUNDS	<u>70.62</u>	<u>70.62</u>	<u>2,500.00</u>	<u>2,429.38</u>	<u>2.8</u>
	TOTAL FUND REVENUE	<u>141.31</u>	<u>141.31</u>	<u>3,300.00</u>	<u>3,158.69</u>	<u>4.3</u>
	NET REVENUE OVER EXPENDITURES	<u><u>141.31</u></u>	<u><u>141.31</u></u>	<u><u>3,300.00</u></u>	<u><u>3,158.69</u></u>	<u><u>4.3</u></u>

CITY OF STURGIS
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 1 MONTHS ENDING JANUARY 31, 2026

ALICE WIGGINS DUNN TRUST

		<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>PCNT</u>
<u>MISCELLANEOUS REVENUE</u>						
402-3600-03610	INTEREST EARNED	.00	.00	8,000.00	8,000.00	.0
	TOTAL MISCELLANEOUS REVENUE	.00	.00	8,000.00	8,000.00	.0
	TOTAL FUND REVENUE	.00	.00	8,000.00	8,000.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	8,000.00	8,000.00	.0

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

LIQUOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
601-3600-03600 MISCELLANEOUS REVENUE	.00	.00	800.00	800.00	.0
601-3600-03610 INTEREST EARNED	7.35	7.35	.00	(7.35)	.0
601-3600-03611 INTEREST REIMBURSEMENT RDLOAN	.00	.00	9,600.00	9,600.00	.0
TOTAL MISCELLANEOUS REVENUE	7.35	7.35	10,400.00	10,392.65	.1
<u>LIQUOR</u>					
601-3800-03804 OTHER SALES	6,026.73	6,026.73	100,000.00	93,973.27	6.0
601-3800-03806 5% MALT BEVERAGE FEE	6,302.04	6,302.04	84,006.00	77,703.96	7.5
601-3800-38012 OFF SALE LIQUOR	116,217.09	116,217.09	2,000,907.00	1,884,689.91	5.8
601-3800-38022 OFF SALE WINE	17,384.82	17,384.82	272,000.00	254,615.18	6.4
601-3800-38032 OFF SALE BEER	57,011.29	57,011.29	968,750.00	911,738.71	5.9
601-3800-38041 SNACK SALES	1,261.91	1,261.91	15,986.00	14,724.09	7.9
601-3800-38042 POP SALES	3,311.64	3,311.64	54,339.00	51,027.36	6.1
601-3800-38043 CIGARETTES	2,304.88	2,304.88	38,110.00	35,805.12	6.1
601-3800-38044 TOBACCO	451.92	451.92	4,412.00	3,960.08	10.2
TOTAL LIQUOR	210,272.32	210,272.32	3,538,510.00	3,328,237.68	5.9
TOTAL FUND REVENUE	210,279.67	210,279.67	3,548,910.00	3,338,630.33	5.9
NET REVENUE OVER EXPENDITURES	210,279.67	210,279.67	3,548,910.00	3,338,630.33	5.9

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

WASTEWATER FACILITIES

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LICENSES & PERMITS</u>					
604-3200-03263 SEWER TAP PERMIT	800.00	800.00	2,000.00	1,200.00	40.0
TOTAL LICENSES & PERMITS	800.00	800.00	2,000.00	1,200.00	40.0
<u>MISCELLANEOUS REVENUE</u>					
604-3600-03610 INTEREST EARNED	652.90	652.90	.00	(652.90)	.0
TOTAL MISCELLANEOUS REVENUE	652.90	652.90	.00	(652.90)	.0
<u>SEWER</u>					
604-3810-03813 AVAILABILITY FEE-WASTEWATER	9,134.66	9,134.66	50,000.00	40,865.34	18.3
TOTAL SEWER	9,134.66	9,134.66	50,000.00	40,865.34	18.3
<u>SEWER</u>					
604-3830-03831 SEWER USE FEES	129,381.59	129,381.59	1,697,866.00	1,568,484.41	7.6
604-3830-03839 OTHER SEWER	50.00	50.00	500.00	450.00	10.0
604-3830-03840 OTHER - MURRAY ADDITION	2,050.00	2,050.00	15,000.00	12,950.00	13.7
604-3830-03841 SURCHARGE-WW IMPR	69,073.81	69,073.81	826,186.00	757,112.19	8.4
604-3830-03842 SEWER SURCHARGE SRF-24	45,391.60	45,391.60	549,733.00	504,341.40	8.3
TOTAL SEWER	245,947.00	245,947.00	3,089,285.00	2,843,338.00	8.0
TOTAL FUND REVENUE	256,534.56	256,534.56	3,141,285.00	2,884,750.44	8.2
NET REVENUE OVER EXPENDITURES	256,534.56	256,534.56	3,141,285.00	2,884,750.44	8.2

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

SANITARY SERVICE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SANITATION</u>					
612-3440-03443	.00	.00	220,500.00	220,500.00	.0
612-3440-03449	.00	.00	5,000.00	5,000.00	.0
TOTAL SANITATION	.00	.00	225,500.00	225,500.00	.0
<u>MISCELLANEOUS REVENUE</u>					
612-3600-03600	35.00	35.00	4,200.00	4,165.00	.8
612-3600-03610	164.68	164.68	.00	(164.68)	.0
TOTAL MISCELLANEOUS REVENUE	199.68	199.68	4,200.00	4,000.32	4.8
<u>SOLID WASTE</u>					
612-3880-03881	111,830.16	111,830.16	1,380,533.00	1,268,702.84	8.1
612-3880-03882	6,845.00	6,845.00	170,000.00	163,155.00	4.0
612-3880-03884	.00	.00	7,000.00	7,000.00	.0
612-3880-03888	27,089.50	27,089.50	.00	(27,089.50)	.0
612-3880-03889	2,075.20	2,075.20	1,000.00	(1,075.20)	207.5
TOTAL SOLID WASTE	147,839.86	147,839.86	1,558,533.00	1,410,693.14	9.5
TOTAL FUND REVENUE	148,039.54	148,039.54	1,788,233.00	1,640,193.46	8.3
NET REVENUE OVER EXPENDITURES	148,039.54	148,039.54	1,788,233.00	1,640,193.46	8.3

CITY OF STURGIS
REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JANUARY 31, 2026

AMBULANCE

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>AMBULANCE CHARGES</u>					
644-3470-03471 AMBULANCE	80,597.09	80,597.09	1,540,000.00	1,459,402.91	5.2
644-3470-03600 MISCELLANEOUS REVENUE	17,125.00	17,125.00	101,844.00	84,719.00	16.8
644-3470-03670 CONTR & DONATION PRIVATE SOURC	905.02	905.02	.00	(905.02)	.0
TOTAL AMBULANCE CHARGES	<u>98,627.11</u>	<u>98,627.11</u>	<u>1,641,844.00</u>	<u>1,543,216.89</u>	<u>6.0</u>
TOTAL FUND REVENUE	<u>98,627.11</u>	<u>98,627.11</u>	<u>1,641,844.00</u>	<u>1,543,216.89</u>	<u>6.0</u>
NET REVENUE OVER EXPENDITURES	<u><u>98,627.11</u></u>	<u><u>98,627.11</u></u>	<u><u>1,641,844.00</u></u>	<u><u>1,543,216.89</u></u>	<u><u>6.0</u></u>

City Council
STAFF REPORT



Meeting Date: City Council - Feb 17 2026

Agenda Item: Payroll - Andrew Klunder (EMT Part-time) (Ambulance) - Orientation wage \$19.00/hr after orientation is completed it would raise by 1/2 the Sturgis Pay Scale for grade 15 step 1 for 2026 (\$20.80/hr).

Prepared By: Aden Schillig, Ambulance Director

BACKGROUND INFORMATION:

The Ambulance Services employees EMT-Basics, EMT-Advanced, Paramedics, to provide BLS and ALS emergency care and transport services to our response area.

While new hire employees are on orientation, their wage is reduced as they are training (unless they are an existing employee). Once released from orientation, their wage is adjusted to the regular base wage for their certification level on the Sturgis Pay Scale.

All Ambulance Service employees are non-exempt (except the Director).

DISCUSSION:

New Hire

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Feb 09 2026

Meeting Date: City Council - Feb 17 2026

Agenda Item: Demolition Permits: Process, Safety, and Compliance Requirements in the City of Sturgis

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

The purpose of a demolition permit is to ensure that the removal of buildings or structures within the City of Sturgis is completed in a safe and orderly manner, in compliance with applicable City ordinances and state and federal regulations. Demolition permits protect public health, safety, and welfare by minimizing environmental hazards, preventing unsafe site conditions, and ensuring proper coordination with utility providers and approved waste disposal procedures.

Demolition permits are issued by the City's Building Inspector through the Planning & Permitting Division, which is responsible for building inspections and ensuring compliance with applicable zoning regulations. Pursuant to **Title 2 – Contractors' Licensing and Construction Regulations** of the Sturgis Municipal Code, the Building Inspector is authorized to enforce all laws and ordinances related to the construction, alteration, removal, and demolition of buildings and structures within the City of Sturgis.

State environmental and safety requirements, including asbestos notification and handling, are enforced under South Dakota Administrative Rules and federal standards adopted at the state level. Prior to demolition, applicants are required to comply with asbestos notification and abatement regulations administered by the South Dakota Department of Agriculture and Natural Resources (DANR). All demolition projects, including those where no asbestos is present, require DANR notification a minimum of **ten (10) working days** prior to the start of demolition. Any regulated asbestos-containing materials must be properly identified, removed, and disposed of in accordance with applicable state and federal requirements prior to demolition activities that could disturb those materials.

Demolition permits are applied for online through the City's CitizenServeweb portal. Applicants must create an account to submit applications, upload required documentation, track permit status, schedule inspections, and submit payment. Typical application requirements include a completed permit application identifying the project scope, property address, and estimated project value, along with contractor and owner information. Contractors performing demolition work must hold a valid City contractor license. Depending on the project, supporting documents such as site plans, drawings, or scope-of-work documentation may also be required. Review timelines may vary based on completeness of the application, asbestos clearance requirements, and confirmation of utility disconnections. Permit fees are established by the City's adopted fee schedule.

Utility disconnections are the responsibility of the property owner and contractor. Verification of utility disconnects and proper capping may be required prior to demolition activity. In addition, all demolition work must be conducted in a manner that protects surrounding properties and the public, including appropriate site safety measures such as fencing, signage, dust control, and maintenance of sidewalks and streets free of debris. Any demolition debris must be hauled and disposed of at an

approved disposal facility. If the demolition project requires placement of equipment, dumpsters, or other obstructions within the public right-of-way, additional coordination with the City and/or a separate right-of-way permit may be required.

Following demolition, the property owner remains responsible for ensuring the site is left in a safe and maintained condition. This may include final grading, removal of all debris, filling of excavations, and ongoing property maintenance to prevent nuisance conditions such as excessive weeds, windblown debris, or unsafe hazards. The City may require a final inspection to confirm that the site is safe and that demolition has been completed in accordance with permit requirements.

In addition to the standard city-wide permitting requirements, demolition activity within the **Downtown Overlay District** is subject to special provisions designed to preserve the character and continuity of the downtown environment.

In addition to the standard City-wide requirements, demolition activity within the **Downtown Overlay District** is subject to additional provisions intended to protect the character and continuity of the downtown area. Prior to issuance of a demolition permit within the overlay district, the applicant must also submit a building permit application for a replacement structure that complies with all applicable downtown design standards and development requirements. This requirement ensures demolition is coordinated with redevelopment and supports preservation of the downtown streetscape. If the replacement structure is not substantially or fully completed within eighteen (18) months of demolition, temporary vending permits for the property may be restricted until construction is completed.

The Downtown Overlay District is shown on the attached map and extends from Lazelle Street to Sherman Street, and from Middle Street to 4th Street.

ATTACHMENTS:

[Downtown Overlay District](#)

[South Dakota Waste Management Program](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Feb 13 2026

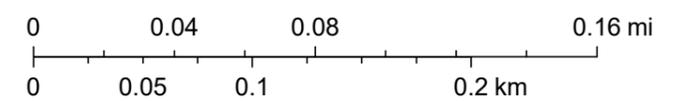
Downtown Overlay District



February 13, 2026

1:4,514

- | | | |
|-----------------------------------|-------------------------------------|---------------------|
| Downtown Overlay District | HIGHWAY SERVICE | PARK LAND |
| Sturgis_Zoning - Zoning (Parcels) | SINGLE FAMILY RES/OFFICE COMMERCIAL | PUBLIC LAND |
| AGRICULTURE | MEDIUM-DENSITY RESIDENTIAL HOUSING | RV PARK/CAMPGROUND |
| GENERAL COMMERCIAL | MOBILE HOME 1 | Sturgis City Limits |



Vantor

WASTE MANAGEMENT IN SOUTH DAKOTA

WASTE MANAGEMENT RESOURCE

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Asbestos Building Demolitions & Renovations

Building demolitions and renovations are a common occurrence in every town and city throughout the state. Many of these buildings contain asbestos. The South Dakota Department of Agriculture and Natural Resources (DANR) aims to improve knowledge of the asbestos regulations which in turn will hopefully eliminate asbestos exposures due to improper handling. The department believes that through advising municipal and county building officials of the current requirements that must be followed, proper removal will be conducted before these buildings are scheduled for demolition or renovation.

All institutional, commercial, public and industrial structures, installations and buildings are regulated. Residential buildings, including condominiums or individual dwelling units operated as residential cooperatives, with more than four dwelling units are also regulated. Single family residences usually are exempt, unless a group of residences on the same site under the same ownership are demolished or renovated as part of a larger project, such as highway construction or building expansion. In that case, the homes are regulated. Regulated means building owners must comply with the requirements of the [National Emissions Standards for Hazardous Air Pollutants \(NESHAP\)](#), when planning and performing demolition or renovation work. South Dakota has adopted the emission standards for asbestos by reference in the [Administrative Rules of South Dakota \(ARSD\) 74:36:08:02](#) and training requirements found in [ARSD 74:31](#) and [SDCL 34-44](#). Some of these requirements are:

INSPECTION - Prior to the commencement of any demolition or renovation, the affected structure or part of the structure where the work is to take place must be thoroughly inspected by a certified asbestos inspector for the presence of asbestos. The types and quantities of asbestos-containing materials shall be determined by the inspector who will also make recommendations for the need to remove or abate asbestos-containing materials. In addition, [South Dakota Codified Laws \(SDCL\) 34-44-8](#) requires that any building owner/operator who solicits bids shall, as part of the bid document, specify whether the project does or does not involve asbestos-containing materials including type, location, and quantity if asbestos is present.

NOTIFICATION - Notification requirements vary with the amount of regulated asbestos and type of activity taking place. All demolitions, including those where no asbestos is present, require a notification form to be sent to DANR. For renovations, notifications are required when the amount of regulated asbestos material that will be disturbed is at least 260 linear feet or 160 square feet. All required notifications should be postmarked 10 working days prior to the start of any activity that may disturb asbestos. A copy of the notification form can be obtained by clicking on [Notification Form for Demolition and Renovation Projects](#).

TRAINING REQUIREMENTS - Regulated asbestos-containing material more than 3 square feet or 3 linear feet must be removed by certified individuals licensed by DANR. Category I and Category II non-friable asbestos containing material can be removed by non-certified individuals who have asbestos training according to OSHA regulations.

All regulated asbestos-containing materials must be removed from a structure being demolished or renovated before any activities are carried out that would break up, dislodge or similarly disturb the materials or prevent access to materials for subsequent removal. It should be noted that many other federal and state agencies have requirements when dealing with the removal and disposal of asbestos containing materials (OSHA and the Department of Public Safety).

DANR has the authority to enforce the SD asbestos program in lieu of the Environmental Protection Agency (EPA). Failure to comply with these requirements and any other asbestos requirements found in the statutes and administrative rules, referenced above, may result in enforcement actions and/or penalties. In some cases, individuals and companies can be prosecuted criminally. Both the building owner and the contractor share the responsibility of making sure these requirements are met.

Asbestos Floor Tile & Roofing Materials

There have been many questions from contractors and other individuals regarding the proper handling and disposal of asbestos-containing vinyl floor covering and asphalt roofing materials. The South Dakota Department of Agriculture and Natural Resources (DANR) has adopted the revised [National Emission Standard for Hazardous Air Pollutants \(NESHAP\)](#) by reference. These federal regulations are found in [40 CFR 61, Subpart M](#). Under these rules, resilient floor coverings and asphalt roofing materials are defined as Category I nonfriable materials. The term "friable" means that a material can be easily crushed or reduced to powder thereby releasing asbestos fibers into the air. Nonfriable materials, such as floor tile and asphalt roofing, are not easily crumbled and are less likely to release fibers unless mishandled.

According to the current regulations, Category I nonfriable materials are not required to be handled or disposed of as regulated asbestos materials as long as they remain nonfriable during removal and handling. Also, nonfriable materials are not required to be handled by certified asbestos workers as long as they remain nonfriable.

In order to be considered nonfriable, they must not be in poor condition or made friable by sanding, cutting, grinding or abrading. The EPA has determined that the use of power tools such as pneumatic chippers or power saws will cause these materials to become friable. If they are in poor condition or are made friable during handling then they are considered regulated if more than 160 square feet of materials are disturbed. The EPA has also determined that if a rotating blade roof cutter or similar equipment is used on asbestos-containing asphalt roofing materials, the removal of 5,580 square feet or greater will create 160 square feet of regulated asbestos material, thereby making the project subject to all of the requirements of the NESHAP rules.

Any Category I materials which are not in poor condition and are not made friable during handling can be disposed of as normal waste, but may be subject to local landfill requirements. Any friable materials exceeding 160 square feet must be handled and disposed of according to all NESHAP requirements. It should be noted that OSHA has additional regulations which may apply to any asbestos projects and the EPA has additional rules regarding asbestos in schools. The OSHA regional office number is (720) 264-6550. You may also view the [OSHA regional office homepage](#). As stated above, every landfill has the final approval of what types of materials they will accept and how they will accept them, so it is a good practice to check with the landfill operator prior to disposal of any asbestos-containing material.

For further information regarding asbestos, please contact [Tony Wagner](#) by e-mail or by calling (605) 773-3153.

Contact Us

Department Secretary:
Hunter Roberts

📍 523 E Capitol Ave,
Pierre, SD 57501-3182

📞 605-773-5559

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MINUTES
City Council Meeting
City of Sturgis, South Dakota

Monday, February 2, 2026

6:30 PM

Council Chambers

PRESENT: Kevin Forrester, Tony Dargatz, Jesse Blakeman, Jim Thompson, Nick Jones, Ruth Nichols, Alex Usera, Mark Chaplin, and Terry Jensen,

STAFF

PRESENT Finance Officer, Ann Bertolotto, City Administrator, Aaron Jordan, Chief of Police, Geody VanDewater, City Attorney, Eric Davis, and Director of Public Works, Rick Bush

ABSENT: None

Call to Order Regular Meeting of the City Council

Mayor Forrester calls meeting to order at 6:30 p.m.

Pledge of Allegiance/PRAYER

Pastor Brian Ross offers prayer

Approval of the Agenda

Councilman Dargatz asked to change the order of the agenda to move No. 11.6 first on the Reports section to accommodate citizens on hand for that issue. Dargatz moved, Usera seconded, and all voted to approve the agenda with that change.

Announcements and Praise

Councilman Thompson makes announcements on city matters and upcoming community events.

Non-Agenda matters that may come before the Council

Brandon Bennett expressed appreciation to the Sturgis Police Department and other first responders for their prompt and professional response during a recent medical emergency.

DEPARTMENT UPDATES

Informational Report: Liquor Fund Financial Reporting Correction – 2024

Finance Officer Bertolotto shares information about a correction in reporting for the Sturgis Liquor account.

MAYOR'S REPORT

- Payroll - Zoey Holt (Referee) (Seasonal) (Recreation) - \$30 per game.
- Payroll - Olivia Vliem (Referee) (Seasonal) (Recreation) - \$30 per game.

- Mayor Forrester shared a proclamation declaring Feb. 7-14, 2026, as Congenital Heart Defect Awareness Week

Consider Consent Agenda

Approve minutes from January 20, 2026, City Council meeting.

Nichols moved, Thompson seconded, and all voted to approve the consent agenda

Approval of the claims

Vendor Name	Description	Net Invoice Amount
3E GENERATORS	GENERATOR REPAIR	350
A & B BUSINESS	COPIER LEASE	494.71
ADMIRAL BEVERAGE CORP	LIQUOR	10040.05
ADVANCED ENG & ENVIR	CAP IMP	42501.5
ALSCO INC	Mats & towels PW	218.9
AMICK SOUND	FIRE ALARM MONITOR	34.24
AT&T MOBILITY	PHONES JAN 2026	1899.8
BLACK HILLS CHEMICAL	SUPP & MAT	3635.17
BLACK HILLS PIONEER	PUBLISHING	244.24
BLACKHILLS.COM	HIPPA COMPLIANT SERVER	476
BORDER STATES ELECTRIC	SUPP & MAT	118.8
BURNHAM ROGER	CONTRACT FEB 2026	4847.83
CASH-WA DISTRIBUTING	LIQUOR	1578.77
CASK & CORK	LIQUOR	642.33
CBHCOOPERATIVE#112407	FUEL	8316.71
CBH COOPERATIVE - #865928	FUEL	172.63
CENGAGE LEARNING INC / GALE	BOOKS	53.98
CENTURY BUSINESS PRODUCTS INC	COPIER CONT	163.27
COCA COLA BOTTLING CO	LIQUOR	196.5
CREDIT COLLECTIONS BUREAU	HUDSON, T	23.5
DAKOTA EXTINGUISHER	ANNUAL FIRE INSPECTION	751
DAKOTA'S BEST	LIQUOR	294.5
DEMERSSEMAN JENSEN	PROF FEES	1825
ECOLAB PEST ELIM	PEST CONTROL	563.81
EVOGOV	MONTHLY HOSTING	59
FEDEX	POSTAGE	30.52
GLOBAL DISTRIBUTING	LIQUOR	505.5
GREAT WESTERN TIRE	REP & MAINT	1127.9
gWorks	PROF FEES	8000
HAWKINS	SUPP & MAT	3739.14
HOLLAND DEB	REIMBURSEMENT	94.26

IMAGE TREND	PROF FEES	2815.16
INGRAM LIBRARY SERVICES	BOOKS	33.28
INOVALON PROVIDER	PROF FEES	587.24
INTOXIMETERS	SUPP & MAT	2706.25
JOHNSON WESTERN WHOLESALE	LIQUOR	8673.51
JUNEK'S SERVICE	REP & MAINT	85.78
LAWSON PRODUCTS	SUPP & MAT	475.03
LEAVITT HEARTLAND INS SERV	AMB INS POLICY	423
LEWIS DR. SARAH	CONTRACT FEB 2026	500
LORENZO DYLAN	REFUND ON CC 24 HR CARD	45
MARCO TECH	COPIER RENTAL	118.3
MIDCONTINENT TESTING LAB	WATER TESTING	248
NOONEY & SOLAY LLP	PROF FEES	2700
NORTHERN HILLS VET CLINIC	PROF FEES	71.72
NORTHWEST PIPE FITTINGS	SUPP & MAT	4625.28
NUESYNERGY INC	INSURANCE	582
OREILLY AUTO PARTS	SUPP & MAT	87.84
OWENS INTERSTATE SALES	SUPP/MAT/REP/MAINT	365
PANACEA MEADERY LLC	LIQUOR	360
PHOENIX UNIFORMS	UNIFORMS	1439.84
POINTCLICKCARE TECH	PROF FEES	540
POWERPLAN	SUPP/MAT/REP/MAINT	648.87
PRESTJOHN HALAYNA	UNIF ALLOW	159.29
QUALITY BRANDS OF THE BH	LIQUOR	7892.32
RASMUSSEN MECHANICAL	REP & MAINT	372.15
REPUBLIC BEVERAGE COMPANY	LIQUOR	2392.77
RICHTER'S TIRE & EXHAUST LLC	REP & MAINT	205.97
RUNNINGS SUPPLY INC	SUPP/MAT/REP/MAINT	324.38
RUSHMORE OFFICE SUPPLY	SUPP & MAT	700.61
SANITATION PRODUCTS	REP & MAINT	3665.71
SAWYER BREWING CO	LIQUOR	118
SD MUNICIPAL LEAGUE	AIRPORT MGM MEMB	50
SD SECRETARY OF STATE	NOTARY LICENSES	90
SERVALL TOWEL & LINEN	TOWELS & RUGS	321.75
SOUTHERN GLAZER'S OF SD	LIQUOR	1305.78
STURGIS ACE HARDWARE#1	SUPP/MAT/REP/MAINT	2010.42
STURGIS ACE HARDWARE #3	SUPP/MAT/REP/MAINT	68.73
STURGIS AREA CHAMBER OF COMMERCE	CONTRACT FEB 2026	6818
SEDC	CONTRACT FEB 2026	5000
STURGIS NAPA	SUPP/MAT/REP/MAINT	678.34

STURGIS VOLUNTEER FIRE DEPT	CONF HOTEL/MEALS	1441.42
SUBSURFACE SOLUTIONS	MACH & EQUIP	13279.6
THINER SARAH	REFUND BASKETBALL REG	60
TOM'S T'S	T'S FOR BOYS BB	1681.5
TRUGREEN	WEED CONTROL	117.15
U DRIVE TECHNOLOGY	WEBCAMS	337.26
US GEOGRAPHICAL SURVEY	FLOOD GATE MONITOR	3162.5
US FOOD SERVICE INC	RALLY FOOD	1000.98
VANWAY TROPHY & AWARD	NAME PLATE	12
VERIZON WIRELESS	CELL PHONES JAN 2026	842.36

WAGES

Mayor & Council	\$ 4,825.38
Attorney	\$ 3,871.80
Finance	\$ 10,161.78
HR	\$ 3,193.36
City Admin	\$ 8,096.95
Buildings	\$ 1,970.84
Custodial	\$ 2,816.53
Engineering	\$
Planning & Permitting	\$ 1,424.24
Fleet	\$ 7,957.45
Sponsorship	\$ 3,098.37
Rally	\$
Police	\$ 52,913.32
Animal Shelter	\$ 4,581.19
Fire Dept	\$ 194.34
Streets	\$ 15,650.74
Cemetery	\$ 444.29
Community Center	\$ 11,164.02
Recreation	\$ 2,615.39
Parks	\$ 15,893.18
Library	\$ 11,479.56
Auditorium	\$
Special Sales Tax	\$
Downtown BID	\$
Liquor	\$ 8,798.56
Water	\$ 15,216.98
Wastewater	\$ 14,630.20
Sanitary Service	\$ 17,179.57

Ambulance	\$ 52,134.17
	\$ 270,312.21
SS	\$16,759.39
MED	\$ 3,919.49
FWT	\$23,062.46
	\$43,741.34
Grand Total	\$314,053.55

Usera moved, Dargatz seconded, and all voted to approve the claims.

Reports

Council Guidance on Potential MH-1 Manufactured Home Zoning District's Ordinance Revision

Planning and Zoning Consultant Jayna Watson spoke about options for addressing citizen concern of the city's MH-1 zoning district. Citizens Palmer Dahl, Vernon Fundenberger, Donald Larsen and Bonnie Alberts spoke about the issue and potential changes.

Dargatz moved, Nichols seconded to direct staff to prepare amendments for the zoning ordinance for both Options 1 and 2 in the staff report.

Ayes: Chaplin, Nichols, Blakeman, Dargatz, Usera, Jensen, and Jones.

Nays: Thompson

SEL for Sturgis Brewing Company for the SEDC Annual Meeting on March 31, 2026

Chaplin moved, Usera seconded, and all voted to approve the SEL

City of Sturgis 2026 Fireworks display contract

Usera moved, Jensen seconded, and all voted to approve the fireworks contract

Animal Shelter Agreement between the Meade County Sheriff's Office and the City of Sturgis

Chaplin moved, Dargatz seconded, and all voted to approve the animal shelter agreement

Professional Services Agreement between the Sturgis Area Chamber of Commerce and the City of Sturgis for 2026

Chaplin moved, Usera seconded, and all voted to approve the Chamber Professional Services Agreement

First reading of Ordinance 2026-01 - An ordinance in revision adopting and recodifying the code of ordinances of the City of Sturgis

Chaplin moved, Thompson seconded, and all voted to approve first reading of Ordinance 2026-01

Resolution 2026-05 Delegating Authority to the City Administrator to Negotiate and Execute a Professional Services Agreement for GIS Services Pursuant to SDCL 9-1-5

Thompson moved, Jones seconded, and all voted to approve Resolution 2026-05.

RESOLUTION NO. 2026-05

A RESOLUTION DELEGATING AUTHORITY TO THE CITY ADMINISTRATOR TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES AGREEMENT FOR GIS SERVICES PURSUANT TO SDCL 9-1-5

WHEREAS, the City of Sturgis, South Dakota (the "City") requires geographic information system ("GIS") services to support municipal operations, planning, mapping, infrastructure management, and related administrative functions; and

WHEREAS, the City desires to engage a qualified GIS technician as an independent contractor to provide GIS services to the City on a professional services basis; and

WHEREAS, SDCL 9-1-5 provides that no contract of a municipality is valid unless authorized by vote of the governing body at an official meeting, and further provides that the governing body may, by ordinance or resolution, delegate to any employee of the municipality the authority to enter into and execute a contract on behalf of the municipality, subject to limitations established by the governing body; and

WHEREAS, the City Council finds that it is in the best interests of the City to delegate limited authority to the City Administrator to negotiate and execute a professional services agreement for GIS services within the specific limitations set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sturgis, South Dakota, as follows:

Section 1. Delegation of Authority; Statutory Basis.

Pursuant to SDCL 9-1-5, the City Council hereby delegates to the City Administrator the authority to negotiate, enter into, and execute on behalf of the City a written professional services agreement with a qualified GIS technician to provide GIS services to the City, subject strictly to the limitations and conditions set forth in this Resolution.

Section 2. Scope of Services; Administration.

- A. The agreement shall be for professional GIS services as determined necessary by the City Administrator for City operations, and may include mapping, data management, GIS layer creation and maintenance, spatial analysis, system support, training, and related GIS tasks.
- B. The contractor shall report to the City Administrator (or the City Administrator's designee). The City Administrator is authorized to direct the contractor's work, set priorities, and approve task-level work orders or similar directives under the agreement, consistent with the contract's scope and the monetary and term limits stated herein.

Section 3. Term Limitation.

The agreement authorized by this Resolution shall have a term not to exceed one (1) year from the effective date stated in the agreement. Any extension, renewal, or new agreement beyond one (1) year shall require separate approval by the City Council.

Section 4. Compensation Limitation; Not-to-Exceed Cap.

Total compensation shown in the agreement (including all fees, reimbursements, and other payments of any kind) shall not exceed Ten Thousand Dollars (\$10,000.00) during the term of the agreement. Any amendment, change order, or modification that would cause the total compensation to exceed \$10,000.00 shall require prior City Council approval at an official meeting.

Section 5. Required Contract Provisions; Conditions of Delegation.

As conditions of this delegation, the City Administrator shall ensure the written agreement includes, at a minimum, provisions addressing the following, in a form acceptable to the City Attorney:

- 1. Independent contractor status (no employment relationship).
- 2. Scope, deliverables, and rates (hourly and/or task-based), including a not-to-exceed amount consistent with Section 4.
- 3. Term and termination provisions, including termination for convenience by the City.
- 4. Insurance and risk allocation appropriate to the services.
- 5. Compliance with law and City policies, including confidentiality and records handling as applicable.
- 6. Invoicing and payment procedures, tied to documented work performed and City Administrator approval.

Section 6. Reporting.

Within a reasonable time after execution, the City Administrator shall provide the executed agreement to the Finance Office.

Section 7. No Further Delegation; Consistency With City Authority.

This Resolution delegates authority only to the City Administrator, and only within the limitations stated. Nothing in this Resolution authorizes the City Administrator to bind the City beyond those limitations or to approve additional contracts outside the scope of this Resolution without separate City Council authorization.

CITY OF STURGIS

Kevin Forrester, Mayor
 Ann Bertolotto, Finance Officer
 Adopted: Feb. 2, 2026
 Published: Feb. 13, 2026
 Effective: March 5, 2026

Funding for a third Custodian Full Time Position

Dargatz moved, Thompson seconded, and all voted to approve funding for a third custodian full time position.

Adjourn

Dargatz moved and Chaplin seconded, and all voted to adjourn at 8:05 p.m.

ATTEST: _____ APPROVED: _____
 Name Mayor

Published once at the total approximate cost of \$ _____

City Council
STAFF REPORT



Meeting Date: City Council - Feb 17 2026
Agenda Item: Election workers and superintendent wages
Prepared By: Ann Bertolotto, Finance Officer

BACKGROUND INFORMATION:

Compensation for the election board must be set yearly. This includes three people from each Ward. One being named the Superintendent.

BUDGET IMPACT:

Budgeted Item

RECOMMENDATION:

Motion to Approve

ATTACHMENTS:

[RESOLUTION 2026-09](#)

Approved By:
Aaron Jordan, City Administrator

Status:
Approved - Feb 12 2026

RESOLUTION 2026- 09
A RESOLUTION SETTING THE COMPENSATION FOR ELECTION BOARD

WHEREAS, the compensation for the election board must be set,

NOW THEREFORE BE IT RESOLVED that the members of the election board, made up of three persons per ward, will be paid \$18.00 an hour and the superintendent will receive \$21.00 an hour. The Counting Board will be a three-person board and will receive \$75.00 a person for the time spent counting ballots.

BE IT FURTHER RESOLVED that those members of the election board that attend the election school shall be paid \$18.00 per hr. while the school is in session.

Dated 17th day of February 2026

CITY OF STURGIS

Mayor Kevin Forrester

ATTEST:

Ann Bertolotto
Finance Officer

Published:
Effective:

Meeting Date: City Council - Feb 17 2026

Agenda Item: Set the Planning & Zoning Commission public hearing on the MH-1 Phase 1 text amendment for the Commission's March 3, 2026 meeting

Prepared By: Eric Davis, City Attorney

BACKGROUND INFORMATION:

The action requested is to set a public hearing for the Sturgis Planning & Zoning Commission to consider and hear public comment on the Phase 1 text amendment to allow legal nonconforming site-built dwellings in the MH-1 zoning district to be reconstructed if damaged or destroyed. No policy decision is being discussed or made during the City Council meeting on February 17th. The sole purpose of this agenda item is to take the procedural step of setting the Planning & Zoning Commission's public hearing date, while providing the Council and public a concise overview of the issue, the two-phase approach, and the process/timeline.

Zoning systems rely on a fundamental legal premise: when zoning rules change over time, some existing buildings and uses will not match the new rules. The law generally addresses that reality through the concept of legal nonconformity (sometimes called "grandfathering"). Legal nonconformity is not a mere local policy choice—it is a core, widely recognized feature of zoning regulation grounded in law and long-standing practice. It exists to balance two legitimate interests: (1) the City's authority to regulate land use going forward, and (2) fairness to property owners who lawfully built or used property under earlier rules.

In the MH-1 areas of Sturgis, the zoning framework has long been oriented toward manufactured/mobile housing. When that framework was applied decades ago (in the 1980s), a substantial number of traditional, site-built dwellings already existed in that area—roughly half of the homes. Under zoning law's basic nonconforming principles, those homes were allowed to remain as lawful nonconforming dwellings.

The practical problem arises from what happens after a major casualty event. Under long-standing nonconforming rules, if one of these lawful nonconforming site-built homes is destroyed or damaged beyond a defined threshold (for example, fire damage exceeding 50%), the owner may not be allowed to rebuild the same type of home on that lot. That rule has been part of Sturgis's zoning framework for decades.

More recently, however, a change in certain lending and appraisal practices—particularly in transactions involving FHA or VA financing—has made this long-standing rebuild limitation more consequential for some owners in the MH-1 zoning district. Some lenders and underwriting standards treat "legal rebuildability" as a condition of financing. If the home cannot legally be rebuilt after a loss, the buyer may be unable to obtain that type of loan. That has created real transaction friction for some MH-1 owners who want to sell to buyers using those loan programs.

It is also important to keep the impact in context. These legal nonconforming homes are not "unsellable" or "worthless." Cash buyers and many conventional loans are not affected, and owners

can generally insure against casualty loss. The issue is that a limited subset of lenders places meaningful weight on the ability to rebuild on the same lot, and that can eliminate certain financing options for certain buyers. This has created an immediate issue for some residents that the City Council has indicated its intent to remedy, while also taking a comprehensive look at the zoning regulations more broadly.

DISCUSSION:

The City Council has directed staff to proceed in two phases:

- **Phase 1** is a narrow text amendment intended to address the immediate financing-related problem. The objective is to allow an existing lawful nonconforming site-built dwelling in MH-1 to be repaired, restored, or reconstructed substantially as-is and where-is after casualty loss (even if the damage is extensive) and to remain lawful afterward. Phase 1 is being advanced as quickly as state law and required public process allow. The general Phase 1 timeline is March through May or June 2026.
- **Phase 2** is a broader policy evaluation of whether the MH-1 framework should be adjusted more generally going forward, including whether new site-built homes should be allowed by right, whether legal nonconforming dwellings can be enlarged, and what standards would be needed to support orderly development and infrastructure planning. The general Phase 2 timeline is Fall 2026.

Because both phases involve zoning text amendments and affect property rights, state law requires specific public process steps before the amendments can be adopted:

1. **Planning & Zoning Commission public hearing and recommendation** (state-law required). State law requires the Planning & Zoning Commission to hold a public hearing and issue a recommendation before the text amendment advances. Tonight’s requested action is to set that public hearing for March 3, 2026. The proposed Phase 1 text amendment is being worked up by the city attorney and our planning and zoning consultant and will be included in the Planning & Zoning Commission packet in advance of that meeting.
2. **City Council readings and public hearing** (state-law required). After the Planning & Zoning Commission makes its recommendation, the amendment proceeds to City Council for standard ordinance adoption steps, including first reading and second reading with a City Council public hearing.

CODE REFERENCES:

SDCL Ch. 11-4; Title 18 Sturgis Code

BUDGET IMPACT:

n/a

RECOMMENDATION:

Set the Planning & Zoning Commission public hearing for March 3, 2026

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Feb 12 2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Mayor & Council					
General					
EVOGOV, INC.	EVOGOV, INC.	101-4111-42200 Professional Fees		59.00	01/20/2026
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4111-42300 Publishing		231.97	01/31/2026
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4111-42300 Publishing	Publishing Jan 2026	678.59	01/31/2026
MASTERCARD	MASTERCARD	101-4111-42300 Publishing	USPS.COM SIP	1,017.89	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4111-42800 Utilities	Utilities Jan 2026	278.55	02/03/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4111-42800 Utilities	Water Jan 2026	65.04	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4111-42800 Utilities	Utilities Jan 2026	35.93	02/04/2026
Total General:				2,366.97	
Total Mayor & Council:				2,366.97	
Attorney					
General					
MASTERCARD	MASTERCARD	101-4141-42200 Professional Fees	ADOBE SUBS	21.23	02/03/2026
Total General:				21.23	
Total Attorney:				21.23	
Finance Office					
General					
CASELLE, INC.	CASELLE, INC.	101-4142-42200 Professional Fees	Monthly Maint & Support March 2026	2,251.00	02/03/2026
MASTERCARD	MASTERCARD	101-4142-42200 Professional Fees	ADOBE SUBS	21.23	02/03/2026
AMERICAN LEGAL PUBLISHING	AMERICAN LEGAL PUBLISHING	101-4142-42300 Publishing	Web Hosting Jan 2026	595.00	01/31/2026
BLACK HILLS PIONEER	BLACK HILLS PIONEER	101-4142-42600 Supplies & Materials	Subs Renewal	315.48	02/09/2026
CENTURY BUSINESS PRODUCTS, INC	CENTURY BUSINESS PRODUCTS, INC	101-4142-42600 Supplies & Materials	Copies Jan 2026	122.43	01/26/2026
CLARK PRINTING	CLARK PRINTING	101-4142-42600 Supplies & Materials	A/P checks	426.00	01/30/2026
MASTERCARD	MASTERCARD	101-4142-42600 Supplies & Materials	ADOBE SUBS	13.80	02/03/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4142-42600 Supplies & Materials	Vasknetz Notary Stamp	49.00	01/23/2026
MASTERCARD	MASTERCARD	101-4142-42900 Other	REIMB FROM FRAUD	19.50-	02/03/2026
MASTERCARD	MASTERCARD	101-4142-42900 Other	REIMB FROM FRAUD	18.00-	02/03/2026
Total General:				3,756.44	
Total Finance Office:				3,756.44	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
General					
MASTERCARD	MASTERCARD	101-4143-42200 Professional Fees	ADOBE SUBS	21.23	02/03/2026
MASTERCARD	MASTERCARD	101-4143-42700 Travel	SDML HR MEMBERSHIP DUES	25.00	02/03/2026
Total General:				46.23	
Total Human Resources:				46.23	
City Administrator					
General					
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	OPENAI *CHATGPT SUBS	21.24	02/03/2026
MASTERCARD	MASTERCARD	101-4144-42200 Professional Fees	ADOBE SUBS	116.79	02/03/2026
RUSHMORE OFFICE SUPPLY	RUSHMORE OFFICE SUPPLY	101-4144-42600 Supplies & Materials		14.85	02/02/2026
Total General:				152.88	
Total City Administrator:				152.88	
Information Technology					
General					
DOUBLE STAR COMPUTING	DOUBLE STAR COMPUTING	101-4145-42200 Professional Fees	Prof Fees	280.00	02/01/2026
DOUBLE STAR COMPUTING	DOUBLE STAR COMPUTING	101-4145-42200 Professional Fees	Prof Fees	440.00	02/01/2026
DOUBLE STAR COMPUTING	DOUBLE STAR COMPUTING	101-4145-42200 Professional Fees	Prof Fees	470.00	02/08/2026
K T CONNECTIONS, INC.	K T CONNECTIONS, INC.	101-4145-42200 Professional Fees	Prof Fees Feb 2026	1,365.00	02/09/2026
Total General:				2,555.00	
Total Information Technology:				2,555.00	
Buildings					
General					
RASMUSSEN MECHANICAL SERVICES INC.	RASMUSSEN MECHANICAL SERVICE	101-4192-42200 Professional Fees	Preventative Maintenance yearly contract	16,960.00	01/31/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4192-42500 Repairs & Maintenance	Pest control at PW	150.00	01/27/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4192-42500 Repairs & Maintenance	Fix scrubber at PW	25.35	01/28/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	Thermostat for shop at PW	19.99	01/27/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	Fix hose for scrubber	2.79	01/27/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	Fix scrubber at PW	12.99	01/28/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42500 Repairs & Maintenance	Washer, gasket & coupler for City Hall boiler	6.77	02/10/2026
ALSCO, INC	ALSCO, INC	101-4192-42600 Supplies & Materials	Mats & towels at PW	219.58	02/05/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4192-42600 Supplies & Materials	Conduit, electric box & cover for shop bld	34.92	01/27/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4192-42600 Supplies & Materials	Electric box parts shop bld	4.79	01/28/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Credit for duplicate payment	51.12-	10/17/2025
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Mats & towels Library	60.71	02/04/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	101-4192-42600 Supplies & Materials	Mats at City Hall	55.83	02/04/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42600 Supplies & Materials	Fasteners	1.90	01/27/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4192-42600 Supplies & Materials	Repair vacuum cord	5.41	01/30/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4192-42800 Utilities	Utilities Jan 2026	1,917.34	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4192-42800 Utilities	Utilities Jan 2026	3,401.33	02/03/2026
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phone/Internet Feb 2026	842.30	02/05/2026
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phone/Internet Feb 2026	418.00	02/05/2026
BLUE PEAK	BLUE PEAK	101-4192-42800 Utilities	Phone/Internet Feb 2026	661.97	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4192-42800 Utilities	Water Jan 2026	254.10	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4192-42800 Utilities	Utilities Jan 2026	66.41	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4192-42800 Utilities	Utilities Jan 2026	1,649.11	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4192-42800 Utilities	Utilities Jan 2026	1,722.04	02/04/2026
Total General:				28,442.51	
Total Buildings:				28,442.51	
Custodial					
General					
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4193-42600 Supplies & Materials	Floor cleaner refill	8.59	01/29/2026
Total General:				8.59	
Total Custodial:				8.59	
Engineering					
General					
FOTH INFRASTRUCTURE & ENVIRONMENT,	FOTH INFRASTRUCTURE & ENVIRON	101-4194-42200 Professional Fees	Consulting	6,707.60	01/29/2026
Total General:				6,707.60	
Total Engineering:				6,707.60	
Planning and Permitting					
General					
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	101-4196-42600 Supplies & Materials	Fuel	46.29	02/04/2026
Total General:				46.29	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total Planning and Permitting:				46.29	
Fleet Management					
General					
A & B WELDING CO, INC.	A & B WELDING CO, INC.	101-4197-42600 Supplies & Materials	Cylinders K, C & CO2	50.83	01/20/2026
STURGIS NAPA	STURGIS NAPA	101-4197-42600 Supplies & Materials	Non-chlo brake cleaner	41.88	01/27/2026
STURGIS NAPA	STURGIS NAPA	101-4197-42600 Supplies & Materials	Oil dry	79.12	02/02/2026
Total General:				171.83	
Total Fleet Management:				171.83	
Sponsorship					
General					
GORDON & REES SCULLY MANSUKHANI	GORDON & REES SCULLY MANSUKH	101-4198-42200 Professional Fees	Declarations/Affidavit Filing	575.00	01/28/2026
GORDON & REES SCULLY MANSUKHANI	GORDON & REES SCULLY MANSUKH	101-4198-42200 Professional Fees	Trademark Analysis/USPTO Actions	690.00	01/28/2026
EPIC OUTDOOR ADVERTISING, LLP	EPIC OUTDOOR ADVERTISING, LLP	101-4198-42400 Rental--Sponsorship	Billboard Lease	1,600.00	02/01/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4198-42600 Supplies & Materials -	Water - CH/CA Office (4144/4198)	18.00	01/26/2026
U DRIVE TECHNOLOGY	U DRIVE TECHNOLOGY	101-4198-42800 Utilites	Webcam (3) Fee - Jan 2025	283.26	02/01/2026
U DRIVE TECHNOLOGY	U DRIVE TECHNOLOGY	101-4198-42800 Utilites	Webcam (3) Recording Fee - Jan	54.00	02/01/2026
Total General:				3,220.26	
Total Sponsorship:				3,220.26	
Rally Department					
General					
BLACK HILLS & BADLANDS TOURISM ASSN	BLACK HILLS & BADLANDS TOURISM	101-4199-42200 Professional Fees--Rall		3,325.00	01/15/2026
HELIX SOLUTIONS	HELIX SOLUTIONS	101-4199-42200 Professional Fees--Rall	Monthly Hosting Subs Jan-partial Feb	537.50	02/01/2026
MASTERCARD	MASTERCARD	101-4199-42200 Professional Fees--Rall	BHSU CAREER DEV	350.00	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4199-42800 Utilities--Rally	Utilities Jan 2026	15.00	02/03/2026
BLUE PEAK	BLUE PEAK	101-4199-42800 Utilities--Rally	Phone/Internet Feb 2026	273.62	02/05/2026
PALMER, MOLLE	PALMER, MOLLE	101-4199-42900 Other - Rally/Sponsors	Rally Housing Advertising Cancelled	150.00	02/02/2026
Total General:				4,651.12	
Total Rally Department:				4,651.12	
Police					
General					
MARCO TECHNOLOGIES LLC. NW 7128	MARCO TECHNOLOGIES LLC. NW 712	101-4211-42400 Rent	COPIER RENT	148.50	01/30/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
CULVER MECHANICS	CULVER MECHANICS	101-4211-42500 Repairs & Maintenance	OIL / TIRE ROTATION UNIT 142	108.93	01/29/2026
KC'S AUTO REPAIR	KC'S AUTO REPAIR	101-4211-42500 Repairs & Maintenance	UNIT 152 ENGINE OIL FILTER HOUSING ASSEMBLY	752.41	02/02/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4211-42500 Repairs & Maintenance	ENGINE MOUNT UNIT 132	53.40	01/29/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4211-42500 Repairs & Maintenance	REAR WIPER UNIT 144	11.99	01/30/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4211-42500 Repairs & Maintenance	CV AXLES UNIT 142	83.78	02/02/2026
STURGIS NAPA	STURGIS NAPA	101-4211-42500 Repairs & Maintenance	CV AXLE AND SEAL UNIT 132	136.63	01/28/2026
STURGIS NAPA	STURGIS NAPA	101-4211-42500 Repairs & Maintenance	DEXRONVI ATF (TRANS FLUID) UNIT 132	51.96	01/28/2026
BEDFORD, TUCKER	BEDFORD, TUCKER	101-4211-42600 Supplies & Materials	BEDFORD UNIFORM ALLOWANCE	460.90	01/28/2026
BUBBLES, LLC	BUBBLES, LLC	101-4211-42600 Supplies & Materials	CAR WASH FROM DEC	66.14	01/01/2026
BUBBLES, LLC	BUBBLES, LLC	101-4211-42600 Supplies & Materials	POLICE CAR WASHES	68.09	02/12/2026
BUNTAIN, JOSHUA	BUNTAIN, JOSHUA	101-4211-42600 Supplies & Materials	UNIFORM ALLOWANCE	56.58	01/14/2026
CBH COOPERATIVE #119343	CBH COOPERATIVE #119343	101-4211-42600 Supplies & Materials	PATROL CAR FUEL	1,988.47	01/31/2026
CULVER MECHANICS	CULVER MECHANICS	101-4211-42600 Supplies & Materials	OIL/ TIRE ROTATION UNIT 149	108.93	01/28/2026
CULVER MECHANICS	CULVER MECHANICS	101-4211-42600 Supplies & Materials	OIL / TIRE ROTA UNIT 143	109.21	01/28/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON OFFICE SUPPLIES	11.89	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON KIMBELL UNIF ALLOW	21.94	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON OFFICE SUPPLIES	23.38	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	MAGPUL IND KIMBELL UNIF ALLOW	30.73	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON WEBCAM WITH MICROPHONE	33.98	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON SCHMIDT UNIF ALLOW	62.98	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON PRESTJOHN UNIF ALLOW	79.85	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON GOETSCH UNIF ALLOW	85.48	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON OFFICE SUPPLIES	85.96	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	GALLSMEN'S KIMBELL UNIF ALLOW	112.56	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	SP TRUEWERK BEDFORD UNIF ALLOW	160.68	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	GLOBALE BEDFORD UNIF ALLOW	178.42	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON SAUDER UNIF ALLOW	258.99	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON GOETSCH UNIF ALLOW	379.99	02/03/2026
MASTERCARD	MASTERCARD	101-4211-42600 Supplies & Materials	AMAZON STACY UNIF ALLOW	477.85	02/03/2026
MCLEOD'S PRINTING & OFFICE SUPPLY	MCLEOD'S PRINTING & OFFICE SUPP	101-4211-42600 Supplies & Materials	BULK CITATION BOOKS	369.00	01/30/2026
ON SITE FIRST AID AND SUPPLY	ON SITE FIRST AID AND SUPPLY	101-4211-42600 Supplies & Materials	FIRST AID SUPPLIES	91.76	01/28/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4211-42600 Supplies & Materials	WIPER BLADES UNIT 150	39.98	01/29/2026
SAUDER, LEVI	SAUDER, LEVI	101-4211-42600 Supplies & Materials	SAUDER UNIFORM ALLOWANCE	262.31	01/21/2026
MASTERCARD	MASTERCARD	101-4211-42700 Travel	SDML COONROD SDML MEMB DUES	75.00	02/03/2026
BLUE PEAK	BLUE PEAK	101-4211-42800 Utilities	Phone/Internet Feb 2026	314.47	02/05/2026
MASTERCARD	MASTERCARD	101-4211-42900 Other	FBI NATIONAL DUES	145.00	02/03/2026
MEADE COUNTY AUDITOR	MEADE COUNTY AUDITOR	101-4211-42900 Other	DISPATCH FEES	8,421.37	02/06/2026
MEADE COUNTY AUDITOR	MEADE COUNTY AUDITOR	101-4211-42900 Other	LEC MONTHLY BILLING	4,840.05	02/06/2026
FORD CORDELE	FORD CORDELE	101-4211-43400 Machinery & Equipmen	NEW POLICE CAR	44,900.01	01/28/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total General:				65,669.55	
Total Police:				65,669.55	
Animal Shelter					
General					
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	CAT SHOTS	106.00	01/20/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	TESTING / CAT EUTHANASIA	428.20	01/22/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	FELINE CRYPTORCHID SURGERY	408.54	01/30/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42200 Professional Fees	CAT SPAY	183.00	02/05/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	101-4212-42600 Supplies & Materials	Split distribution	19.12	01/22/2026
ECOLAB PEST ELIMINATOR DIV	ECOLAB PEST ELIMINATOR DIV	101-4212-42600 Supplies & Materials	PEST CONTROL	121.14	01/30/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	LAB WORK UP DOG	548.51	01/05/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	LAB WORK UP CATS	303.14	01/12/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	LAB TESTING	55.00	01/15/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	SPAY/NEUTER CATS	586.84	01/15/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	RABIES SHOT DOG	23.00	01/19/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	MEDICATION	8.80	02/06/2026
NORTHERN HILLS VET CLINIC	NORTHERN HILLS VET CLINIC	101-4212-42600 Supplies & Materials	SHOTS AND EXAM	49.00	02/06/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4212-42600 Supplies & Materials	LYONS UNIFORM ALLOWANCE	89.99	01/28/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4212-42600 Supplies & Materials	VENT FANS	149.94	01/29/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4212-42800 Utilities	Utilities Jan 2026	311.80	02/03/2026
BLUE PEAK	BLUE PEAK	101-4212-42800 Utilities	Phone/Internet Feb 2026	344.57	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4212-42800 Utilities	Water Jan 2026	97.94	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4212-42800 Utilities	Utilities Jan 2026	205.37	02/04/2026
Total General:				4,039.90	
Total Animal Shelter:				4,039.90	
Fire					
General					
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4229-42800 Utilities	Utilities Jan 2026	461.41	02/03/2026
BLUE PEAK	BLUE PEAK	101-4229-42800 Utilities	Phone/Internet Feb 2026	161.93	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4229-42800 Utilities	Water Jan 2026	154.09	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4229-42800 Utilities	Utilities Jan 2026	273.85	02/04/2026
Total General:				1,051.28	

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total Fire:				1,051.28	
Streets					
General					
MASTERCARD	MASTERCARD	101-4311-42200 Professional Fees	SDSPLS CREDIT FOR EXTRA CHARGE	300.00-	02/03/2026
MASTERCARD	MASTERCARD	101-4311-42200 Professional Fees	CARLSON SOFTWARE REFUND OF SALES TAX	14.57-	02/03/2026
MASTERCARD	MASTERCARD	101-4311-42200 Professional Fees	CARLSON SOFTWARE ANNUAL SUBS	249.57	02/03/2026
A & J SURPLUS	A & J SURPLUS	101-4311-42500 Repairs & Maintenance	Steel to fabricate mounts for coolant reservoir	10.00	11/11/2025
JENNER EQUIPMENT CO	JENNER EQUIPMENT CO	101-4311-42500 Repairs & Maintenance	Washer & kit pin #72	196.94	01/27/2026
JENNER EQUIPMENT CO	JENNER EQUIPMENT CO	101-4311-42500 Repairs & Maintenance	Bushing #72	62.86	01/27/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4311-42500 Repairs & Maintenance	Alternator #123	159.10	02/09/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4311-42500 Repairs & Maintenance	Alternator core refund	40.00-	02/09/2026
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Drive belt tensioner assy	40.63	02/02/2026
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Reman. alternator and core deposit #0	180.74	02/02/2026
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Core deposit returned #0	39.00-	02/03/2026
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Mirror #96	16.85	02/04/2026
STURGIS NAPA	STURGIS NAPA	101-4311-42500 Repairs & Maintenance	Battery cleaner #123	11.16	02/09/2026
TIME EQUIPMENT RENTAL & SALES, INC.	TIME EQUIPMENT RENTAL & SALES, I	101-4311-42500 Repairs & Maintenance	Spinner for V-box #0	171.24	02/09/2026
CBH COOPERATIVE #112407	CBH COOPERATIVE #112407	101-4311-42600 Supplies & Materials	Bulk fuel-diesel, dyed diesel & 85 Octane	8,095.78	02/10/2026
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	101-4311-42600 Supplies & Materials	Bulk LP at shop	1,166.00	01/29/2026
MASTERCARD	MASTERCARD	101-4311-42600 Supplies & Materials	ADOBE SUBS	19.99	02/03/2026
MASTERCARD	MASTERCARD	101-4311-42600 Supplies & Materials	WWW.DOODLE.COM ANNUAL SUBS	83.40	02/03/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4311-42600 Supplies & Materials	HD air filter #111	16.98	01/28/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	101-4311-42600 Supplies & Materials	2 oil filters #123	8.82	02/09/2026
SIMON MATERIALS	SIMON MATERIALS	101-4311-42600 Supplies & Materials	City wide cold mix for patching potholes	996.54	02/04/2026
MASTERCARD	MASTERCARD	101-4311-42700 Travel	RAMKOTA HOTEL APWA WINTER MTG ROOM	391.02	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4311-42800 Utilities	Utilities Jan 2026	347.39	02/03/2026
Total General:				11,831.44	
Total Streets:				11,831.44	
Street Lighting					
General					
BORDER STATES ELECTRIC	BORDER STATES ELECTRIC	101-4316-42500 Repairs & Maintenance	Lamps (10) for street lights	183.50	01/28/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4316-42500 Repairs & Maintenance	Grinding wheel for light poles	4.99	02/02/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4316-42500 Repairs & Maintenance	Grinding wheel for light poles	9.98	02/02/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4316-42500 Repairs & Maintenance	Grinding wheel for light poles	14.97	02/02/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4316-42500 Repairs & Maintenance	Electrical tape	9.97	02/05/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	9,587.30	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	11.88	02/03/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	22.06	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	549.98	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	995.85	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	54.33	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	730.79	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4316-42800 Utilities	Utilities Jan 2026	53.65	02/03/2026
BUTTE ELECTRIC	BUTTE ELECTRIC	101-4316-42800 Utilities	Utilities Jan 2026	767.50	02/01/2026

Total General:

12,996.75

Total Street Lighting:

12,996.75

Sanitary Service

Sanitary Service

FLOYD'S TRUCK CENTER	FLOYD'S TRUCK CENTER	612-4323-42500 Repairs & Maintenance	Water pump kit #74	376.14	01/22/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42500 Repairs & Maintenance	Black alum/stl rivets #128	11.99	01/30/2026
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	612-4323-42600 Supplies & Materials	Bulk DEF oil	764.99	02/04/2026
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	612-4323-42600 Supplies & Materials	Bulk LP at Rubble Site	704.00	01/23/2026
GREAT WESTERN TIRE COMPANY	GREAT WESTERN TIRE COMPANY	612-4323-42600 Supplies & Materials	Dismount, change, mount & valve stem	528.90	02/09/2026
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	612-4323-42600 Supplies & Materials	Paper towels & cleaning supplies	46.35	01/23/2026
MASTERCARD	MASTERCARD	612-4323-42600 Supplies & Materials	AMAZON WALL MOUNTED FIRST AID KIT OSHA COMPLIANT	45.61	02/03/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	HD Air filter #69	25.52	01/26/2026
OWENS INTERSTATE SALES INC.	OWENS INTERSTATE SALES INC.	612-4323-42600 Supplies & Materials	HD air, oil and fuel filter #84	187.38	01/29/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Jan 2026	296.82	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Jan 2026	15.00	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	612-4323-42800 Utilities	Utilities Jan 2026	15.00	02/03/2026
CENTURY LINK	CENTURY LINK	612-4323-42800 Utilities	Phone/Internet Jan 2026	103.38	01/19/2026
SABER SHRED SOLUTIONS	SABER SHRED SOLUTIONS	612-4323-42900 Other	Tire shredding	3,345.00	01/31/2026

Total Sanitary Service:

6,466.08

Total Sanitary Service:

6,466.08

Wastewater Facilities

Wastewater Facilities

A & J SURPLUS	A & J SURPLUS	604-4325-42500 Repairs & Maintenance	Plate for filter housing #18	28.13	01/26/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	604-4325-42500 Repairs & Maintenance	Splice cable kit for camera van	18.99	02/05/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Terminals #18	24.14	01/26/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Terminals (OEM) #18	17.52	01/26/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Silicone cable seal #18	4.32	01/27/2026
STURGIS NAPA	STURGIS NAPA	604-4325-42500 Repairs & Maintenance	Oxygen sensor, control arm & ball joint #114	245.06	02/04/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
ALSCO, INC	ALSCO, INC	604-4325-42600 Supplies & Materials	Mats & mopheads	243.33	01/29/2026
CBH COOPERATIVE #920771	CBH COOPERATIVE #920771	604-4325-42600 Supplies & Materials	Blower motor oil at WWTP	109.98	02/02/2026
G & H DISTRIBUTING, INC.	G & H DISTRIBUTING, INC.	604-4325-42600 Supplies & Materials	Green marking paint for locates	172.89	02/09/2026
MASTERCARD	MASTERCARD	604-4325-42600 Supplies & Materials	WALMART CABLE FOR MONITORS	10.37	02/03/2026
MASTERCARD	MASTERCARD	604-4325-42600 Supplies & Materials	ZOOM.COM SUBS	16.99	02/03/2026
MASTERCARD	MASTERCARD	604-4325-42600 Supplies & Materials	WAL-MART SPLITTER	31.73	02/03/2026
MASTERCARD	MASTERCARD	604-4325-42600 Supplies & Materials	WAL-MART MONITOR	316.48	02/03/2026
USA BLUE BOOK	USA BLUE BOOK	604-4325-42600 Supplies & Materials	Hach potassium chloride & buffer WWTP	131.74	01/28/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	604-4325-42800 Utilities	Utilities Jan 2026	9,998.88	02/03/2026
BLUE PEAK	BLUE PEAK	604-4325-42800 Utilities	Phone/Internet Feb 2026	530.57	02/05/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	604-4325-42800 Utilities	Utilities Jan 2026	1,173.64	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	604-4325-42800 Utilities	Utilities Jan 2026	54.30	02/04/2026
KIEFFER SANITATION	KIEFFER SANITATION	604-4325-42900 Other	January container rent WWTP	706.90	02/01/2026
Total Wastewater Facilities:				13,835.96	
Total Wastewater Facilities:				13,835.96	
Water System Operations					
Water System Operations					
SOUTH DAKOTA 811	SOUTH DAKOTA 811	602-4330-42200 Professional Fees	Message fees Jan 2026	51.52	01/31/2026
DAKOTA SUPPLY GROUP	DAKOTA SUPPLY GROUP	602-4330-42500 Repairs & Maintenance	Solenoid valve	397.29	11/12/2025
DAKOTA SUPPLY GROUP	DAKOTA SUPPLY GROUP	602-4330-42600 Supplies & Materials	2-2 inch water meters & gaskets	2,598.10	01/15/2026
DAKOTA SUPPLY GROUP	DAKOTA SUPPLY GROUP	602-4330-42600 Supplies & Materials	Refund on meters	1,735.20-	10/17/2025
DAKOTA SUPPLY GROUP	DAKOTA SUPPLY GROUP	602-4330-42600 Supplies & Materials	Refund for incorrect gaskets for meters	33.67-	01/28/2026
DAKOTA SUPPLY GROUP	DAKOTA SUPPLY GROUP	602-4330-42600 Supplies & Materials	Gaskets for meters	33.11	01/29/2026
HAWKINS, INC.	HAWKINS, INC.	602-4330-42600 Supplies & Materials	Chlorine Cylinders	160.00	02/17/2026
MASTERCARD	MASTERCARD	602-4330-42600 Supplies & Materials	AMAZON PHONE CASES	25.29	02/03/2026
NORTHWEST PIPE FITTINGS	NORTHWEST PIPE FITTINGS	602-4330-42600 Supplies & Materials	2-couplers	646.76	02/06/2026
USA BLUE BOOK	USA BLUE BOOK	602-4330-42600 Supplies & Materials	Colorimeter	738.37	01/28/2026
MASTERCARD	MASTERCARD	602-4330-42700 Travel	DEPARTMENT OF AG BRADY - TESTING	61.50	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Jan 2026	48.47	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Jan 2026	241.82	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Jan 2026	8,657.63	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Jan 2026	3,219.67	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	602-4330-42800 Utilities	Utilities Jan 2026	72.47	02/03/2026
BLUE PEAK	BLUE PEAK	602-4330-42800 Utilities	Phone/Internet Feb 2026	265.98	02/05/2026
BUTTE ELECTRIC	BUTTE ELECTRIC	602-4330-42800 Utilities	Utilities Jan 2026	2,837.70	02/01/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	602-4330-42800 Utilities	Water Jan 2026	105.47	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	218.12	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	55.72	02/04/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	23.85	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	62.48	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	42.29	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	37.97	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	428.28	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	602-4330-42800 Utilities	Utilities Jan 2026	41.49	02/04/2026
FOTH INFRASTRUCTURE & ENVIRONMENT,	FOTH INFRASTRUCTURE & ENVIRON	602-4330-43700 Capital Improvement	Well #8	10,125.10	01/29/2026
Total Water System Operations:				29,427.58	
Total Water System Operations:				29,427.58	
Airport					
General					
MUTH ELECTRIC, INC.	MUTH ELECTRIC, INC.	101-4350-42500 Repairs & Maintenance	Runway II PAPI	3,988.88	01/20/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4350-42600 Supplies & Materials	Antifreeze for F650 snowplow	8.49	02/04/2026
BEAR BUTTE VALLEY WATER, INC.	BEAR BUTTE VALLEY WATER, INC.	101-4350-42800 Utilities	Utilities Jan 2026	113.55	02/01/2026
BLUE PEAK	BLUE PEAK	101-4350-42800 Utilities	Phone/Internet Feb 2026	63.97	02/05/2026
CENTURY LINK	CENTURY LINK	101-4350-42800 Utilities	Phone/Internet Airport Jan 2026	269.16	01/19/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4350-42800 Utilities	Water Jan 2026	91.97	01/31/2026
WEST RIVER ELECTRIC ASSN	WEST RIVER ELECTRIC ASSN	101-4350-42800 Utilities	Utilities Jan 2026	1,063.38	01/29/2026
Total General:				5,599.40	
Total Airport:				5,599.40	
Cemetery					
General					
RAMAKER & ASSOCIATES, INC.	RAMAKER & ASSOCIATES, INC.	101-4370-42200 Professional Fees	Burial search hosting 4-9-2026 to 4-9-2027	700.00	02/06/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4370-42800 Utilities	Utilities Jan 2026	72.73	02/03/2026
Total General:				772.73	
Total Cemetery:				772.73	
Ambulance					
Ambulance					
MASTERCARD	MASTERCARD	644-4460-42200 Professional Fees	NATL REG EMT VOUCHER	159.00	02/03/2026
COREY'S POINT S TIRE	COREY'S POINT S TIRE	644-4460-42500 Repairs & Maintenance	TIRES FOR AMBULANCE	928.84	01/09/2026
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	644-4460-42500 Repairs & Maintenance	OIL CHANGE AMBULANCE	108.34	01/05/2026
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	644-4460-42500 Repairs & Maintenance	OIL CHANGE AMBULANCE	233.13	01/06/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
RICHTER'S TIRE & EXHAUST, LLC	RICHTER'S TIRE & EXHAUST, LLC	644-4460-42500 Repairs & Maintenance	VEHICLE DIAG	139.87	01/23/2026
SCOTT PETERSON MOTORS	SCOTT PETERSON MOTORS	644-4460-42500 Repairs & Maintenance	BRAKES FOR AMBULANCE	2,864.51	01/23/2026
A & J SCREENING	A & J SCREENING	644-4460-42600 Supplies & Materials	STAFF UNIFORMS	652.00	01/08/2026
A TO Z SHREDDING	A TO Z SHREDDING	644-4460-42600 Supplies & Materials	DOCUMENT SHREDDING	2.67	01/01/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	155.98	01/21/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	9.44	02/06/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	74.49	02/06/2026
CBH COOPERATIVE #912448	CBH COOPERATIVE #912448	644-4460-42600 Supplies & Materials	AMBULANCE FUEL	1,158.87	01/31/2026
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	ILDENTAL TRANSPORT BACKPACK FOR VENTILATOR	66.50	02/03/2026
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	AMAZON MEDICAL SUPPLIES	137.87	02/03/2026
MASTERCARD	MASTERCARD	644-4460-42600 Supplies & Materials	AMAZON LED LIGHT BULBS	150.01	02/03/2026
MONUMENT HEALTH RAPID CITY HOSPITAL	MONUMENT HEALTH RAPID CITY HO	644-4460-42600 Supplies & Materials	Medical Supplies	2,462.68	11/26/2025
MONUMENT HEALTH RAPID CITY HOSPITAL	MONUMENT HEALTH RAPID CITY HO	644-4460-42600 Supplies & Materials	Medical Supplies	1,345.63	11/30/2025
MONUMENT HEALTH RAPID CITY HOSPITAL	MONUMENT HEALTH RAPID CITY HO	644-4460-42600 Supplies & Materials	MEDICAL SUPPLIES	1,076.88	01/31/2026
MONUMENT HEALTH RAPID CITY HOSPITAL	MONUMENT HEALTH RAPID CITY HO	644-4460-42600 Supplies & Materials	MEDICAL SUPPLIES	581.52	01/31/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	80.73	01/13/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	80.73	01/27/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	644-4460-42600 Supplies & Materials	CLEANING SUPPLIES	80.73	02/10/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	644-4460-42800 Utilities	Utilities Jan 2026	461.40	02/03/2026
BLUE PEAK	BLUE PEAK	644-4460-42800 Utilities	Phone/Internet Feb 2026	161.92	02/05/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	644-4460-42800 Utilities	Utilities Jan 2026	273.85	02/04/2026

Total Ambulance: 13,447.59

Total Ambulance: 13,447.59

Community Center

General

MASTERCARD	MASTERCARD	101-4511-42200 Professional Fees	VSP SOFTWARE HOSTING FEES	612.87	02/03/2026
MASTERCARD	MASTERCARD	101-4511-42500 Repairs & Maintenance	SPORTSMITH LLC BELTING FOR HIP FLEXOR MACHINE	34.12	02/03/2026
RASMUSSEN MECHANICAL SERVICES INC.	RASMUSSEN MECHANICAL SERVICE	101-4511-42500 Repairs & Maintenance	reset pool pack	146.28	02/06/2026
RUNNINGS SUPPLY INC	RUNNINGS SUPPLY INC	101-4511-42500 Repairs & Maintenance	connector links	19.78	02/03/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	fasteners	57.28	01/26/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	drill bit	6.59	02/04/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	nipple	2.59	02/04/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	flex hose	31.99	02/09/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	101-4511-42500 Repairs & Maintenance	silicone	9.99	02/11/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	accutabs/acid magic/chlorine	1,477.67	01/08/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4511-42600 Supplies & Materials	foam away	217.64	01/29/2026
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	101-4511-42600 Supplies & Materials	gas	52.04	10/22/2025

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
MASTERCARD	MASTERCARD	101-4511-42600 Supplies & Materials	AMAZON TITRATING	14.60	02/03/2026
MASTERCARD	MASTERCARD	101-4511-42600 Supplies & Materials	AMAZON MICROFIBER MOP	35.98	02/03/2026
MASTERCARD	MASTERCARD	101-4511-42600 Supplies & Materials	AMAZON TITRATING - POOL	42.07	02/03/2026
MASTERCARD	MASTERCARD	101-4511-42600 Supplies & Materials	AMAZON SAUNA ROCKS/SIGNS/SAUNA CLEANER	139.81	02/03/2026
ON SITE FIRST AID AND SUPPLY	ON SITE FIRST AID AND SUPPLY	101-4511-42600 Supplies & Materials	first aid kit refill	164.61	01/28/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Jan 2026	345.01	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Jan 2026	198.03	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4511-42800 Utilities	Utilities Jan 2026	7,447.82	02/03/2026
BLUE PEAK	BLUE PEAK	101-4511-42800 Utilities	Phone/Internet Feb 2026	618.50	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4511-42800 Utilities	Water Jan 2026	674.66	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4511-42800 Utilities	Utilities Jan 2026	5,948.24	02/04/2026
Total General:				18,298.17	
Total Community Center:				18,298.17	
Recreation					
General					
MASTERCARD	MASTERCARD	101-4512-42300 Publishing	USPS POSTAGE FOR VOLLEYBALL	13.56	02/03/2026
Total General:				13.56	
Total Recreation:				13.56	
Park					
General					
RECDESK LLC	RECDESK LLC	101-4520-42200 Professional Fees	Parks Reservation Software	3,221.40	02/01/2026
CENTRAL STATES SANITATION	CENTRAL STATES SANITATION	101-4520-42500 Repairs & Maintenance	2 Units HD Way 9-8-2025 to 10-27-2025	350.00	02/03/2026
CENTRAL STATES SANITATION	CENTRAL STATES SANITATION	101-4520-42500 Repairs & Maintenance	1 Unit BMX 9-8-2025 to 10-27-2025	175.00	02/03/2026
CENTRAL STATES SANITATION	CENTRAL STATES SANITATION	101-4520-42500 Repairs & Maintenance	2 Units at Gardens 9-8-2025 to 10-27-2025	350.00	02/03/2026
CENTRAL STATES SANITATION	CENTRAL STATES SANITATION	101-4520-42500 Repairs & Maintenance	1 Unit Park 9-8-2025 to 10-27-2025	175.00	02/03/2026
DAKOTA EQUIPMENT RENTAL	DAKOTA EQUIPMENT RENTAL	101-4520-42500 Repairs & Maintenance	bar oil, weed trimmer line, e-clip & 3 pk file 5/32	78.45	02/10/2026
MASTERCARD	MASTERCARD	101-4520-42500 Repairs & Maintenance	FLAGSHIP ONE COMP MODULE #105	350.00	02/03/2026
OREILLY AUTO PARTS	OREILLY AUTO PARTS	101-4520-42500 Repairs & Maintenance	Master cylinder #19	68.39	02/04/2026
POWERPLAN	POWERPLAN	101-4520-42500 Repairs & Maintenance	Isolator #78 JD mower	204.84	01/27/2026
POWERPLAN	POWERPLAN	101-4520-42500 Repairs & Maintenance	Switch #63	15.65	02/03/2026
POWERPLAN	POWERPLAN	101-4520-42500 Repairs & Maintenance	Strap, gasket, glow plug #77	265.05	02/09/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Brake master cylinder #19	72.06	02/03/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Brake fluid #19	9.32	02/04/2026
STURGIS NAPA	STURGIS NAPA	101-4520-42500 Repairs & Maintenance	Credit for master cylinder not received	72.06-	02/04/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	101-4520-42600 Supplies & Materials	Pet waste bags, cleaner & multi fold towels	259.04	01/29/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	101-4520-42600 Supplies & Materials	LP tank rental for cold storage	149.00	12/26/2025
ON SITE FIRST AID AND SUPPLY	ON SITE FIRST AID AND SUPPLY	101-4520-42600 Supplies & Materials	Restock first aid kit	104.90	01/28/2026
STURGIS ACE HARDWARE #1	STURGIS ACE HARDWARE #1	101-4520-42600 Supplies & Materials	Paint 2-5 gallon bucket	99.98	02/04/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Jan 2026	61.78	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Jan 2026	95.00	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Jan 2026	530.95	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4520-42800 Utilities	Utilities Jan 2026	777.94	02/03/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4520-42800 Utilities	Water Jan 2026	81.95	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4520-42800 Utilities	Utilities Jan 2026	119.56	02/04/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4520-42800 Utilities	Utilities Jan 2026	154.27	02/04/2026

Total General:

7,697.47

Total Park:

7,697.47

Library

General

MASTERCARD	MASTERCARD	101-4551-42200 Professional Fees	ADOBESUBS REFUND CREATIVE CLOUD	777.74-	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42200 Professional Fees	REMARKABLE ELEC SALES SUBS	30.80	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42200 Professional Fees	QUICKEN SUBS	57.22	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42200 Professional Fees	ADOBE SUBS CREATIVE CLOUD	318.47	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42200 Professional Fees	ADOBE SUBS CREATIVE CLOUD	779.88	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42500 Repairs & Maintenance	AMAZON EQPT MAINT HEADPHONE COVERS	39.18	02/03/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Large Print Books	20.99	01/16/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Large Print Books	74.22	01/22/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Large Print Books	49.48	01/23/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	Large Print Books	62.97	01/26/2026
CENGAGE LEARNING, INC / GALE	CENGAGE LEARNING, INC / GALE	101-4551-42600 Supplies & Materials	LP Book	29.59	02/05/2026
DEMCO	DEMCO	101-4551-42600 Supplies & Materials	Processing Supplies	595.27	01/27/2026
INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	101-4551-42600 Supplies & Materials	Adult Books	718.30	01/28/2026
INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	101-4551-42600 Supplies & Materials	Teen Books	167.43	02/02/2026
INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	101-4551-42600 Supplies & Materials	Adult Books	43.84	02/03/2026
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	101-4551-42600 Supplies & Materials	Librar Program-Cocoa Social	41.68	12/27/2025
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	101-4551-42600 Supplies & Materials	Library Program-Needs & Noodles	5.84	01/27/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON SHIPPING REFUND	6.99-	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	LIBRARY SUPPLIES - JUVEN PROG	9.32	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	KNECHT JUV PROG	26.53	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	LIBRARY SUPPLIES - BOOKS	26.56	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON BOOKS	28.71	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	SD MAGAZINE SUBS	29.00	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON DIGITAL PENCIL NIBS	39.00	02/03/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	LIBRARY SUPPLIES - OFFICE	39.64	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	LIBRARY SUPPLIES - BOOKS	50.71	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	LIBRARY SUPPLIES - JUVEN PROG	50.76	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	HORIZON DATASYS CORP REBOOT RESTORE	478.50	02/03/2026
MASTERCARD	MASTERCARD	101-4551-42600 Supplies & Materials	AMAZON REPL COMPUTERS	1,319.98	02/03/2026
BLUE PEAK	BLUE PEAK	101-4551-42800 Utilities	Phone/Internet Feb 2026	399.50	02/05/2026
Total General:				4,748.64	
Total Library:				4,748.64	
Auditorium					
General					
MASTERCARD	MASTERCARD	101-4560-42200 Professional Fees	SIMPLISAFE SURVEILLANCE CAMERAS	37.16	02/03/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	101-4560-42800 Utilities	Utilities Jan 2026	708.25	02/03/2026
BLUE PEAK	BLUE PEAK	101-4560-42800 Utilities	Phone/Internet Feb 2026	102.99	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	101-4560-42800 Utilities	Water Jan 2026	97.94	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	101-4560-42800 Utilities	Utilities Jan 2026	989.48	02/04/2026
Total General:				1,935.82	
Total Auditorium:				1,935.82	
Liquor					
Liquor					
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	NCR PROF FEES POS SYSTEM	154.35	02/03/2026
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	NCR PROF FEES POS SYSTEM	154.35	02/03/2026
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	NCR PROF FEES POS SYSTEM	392.42	02/03/2026
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	LPA RETAIL SYSTEMS POS SYSTEM MAINT FEB 2026	1,470.00	02/03/2026
MASTERCARD	MASTERCARD	601-4990-42200 Professional Fees	LPA RETAIL SYSTEMS POS SYSTEM MAINT JAN 2026	1,470.00	02/03/2026
BLACK HILLS PIONEER	BLACK HILLS PIONEER	601-4990-42300 Publishing	Advertising	112.50	12/17/2025
RIVERFRONT BROADCASTING, LLC	RIVERFRONT BROADCASTING, LLC	601-4990-42300 Publishing	Radio Ads	627.30	01/31/2026
RIVERFRONT BROADCASTING, LLC	RIVERFRONT BROADCASTING, LLC	601-4990-42300 Publishing	Radio Ads	627.30	01/31/2026
STURGIS ACE HARDWARE #3	STURGIS ACE HARDWARE #3	601-4990-42500 Repairs & Maintenance	hardware for doors	11.99	02/05/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	53.88	01/23/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	41.46	01/22/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	88.38	01/22/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags	57.98	01/29/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	Bags, floor cleaner	150.86	02/06/2026
BLACK HILLS CHEMICAL	BLACK HILLS CHEMICAL	601-4990-42600 Supplies & Materials	RTV-Bags	40.20	02/01/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
CBH COOPERATIVE - #865928	CBH COOPERATIVE - #865928	601-4990-42600 Supplies & Materials	Fuel	60.33	01/23/2026
LYNN'S DAKOTAMART-STURGIS	LYNN'S DAKOTAMART-STURGIS	601-4990-42600 Supplies & Materials	Cleaning supplies	7.85	01/31/2026
MASTERCARD	MASTERCARD	601-4990-42600 Supplies & Materials	O'REILLY WINDSHIELD WIPERS FOR VAN	38.00	02/03/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	601-4990-42600 Supplies & Materials	towels, mats, mop	205.21	01/27/2026
SERVALL TOWEL & LINEN	SERVALL TOWEL & LINEN	601-4990-42600 Supplies & Materials	towels, mops, mats	205.21	02/10/2026
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	565.67	01/29/2026
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	208.99	01/29/2026
CASK & CORK	CASK & CORK	601-4990-42620 Off Sale Liquor	Liquor	426.00	02/03/2026
GLOBAL DISTRIBUTING INC.	GLOBAL DISTRIBUTING INC.	601-4990-42620 Off Sale Liquor	Liquor	216.00	01/29/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	4,839.95	01/21/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	16,664.87	01/28/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	69.50	01/28/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	529.50	01/30/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	64.00	02/04/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	Liquor	11,171.54	02/04/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	452.00-	01/08/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	3.75-	01/08/2026
JOHNSON WESTERN WHOLESale	JOHNSON WESTERN WHOLESale	601-4990-42620 Off Sale Liquor	credit to liquor	58.48-	01/08/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	302.22	01/29/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	323.00	02/02/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42620 Off Sale Liquor	Liquor	426.30	02/05/2026
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	1,756.07	01/21/2026
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	1,547.28	01/28/2026
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	2,834.85	01/29/2026
REPUBLIC BEVERAGE COMPANY	REPUBLIC BEVERAGE COMPANY	601-4990-42620 Off Sale Liquor	Liquor	4,557.38	02/04/2026
SCHADE VINEYARD, INC.	SCHADE VINEYARD, INC.	601-4990-42620 Off Sale Liquor	Wine	624.00	02/04/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	1,691.37	01/21/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	2,417.91	01/27/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	4,384.39	01/30/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	2,094.14	02/03/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	1,595.83	02/03/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	251.95	02/04/2026
SOUTHERN GLAZER'S OF SD	SOUTHERN GLAZER'S OF SD	601-4990-42620 Off Sale Liquor	Liquor	167.00	02/04/2026
BLACK HILLS SNACKS	BLACK HILLS SNACKS	601-4990-42640 Snacks for Resale	Snacks	303.88	02/04/2026
BLACK HILLS SNACKS	BLACK HILLS SNACKS	601-4990-42640 Snacks for Resale	credit to snacks	22.80-	02/04/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-42640 Snacks for Resale	Snacks	21.25	02/03/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-42640 Snacks for Resale	Snacks	181.00	01/23/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-42640 Snacks for Resale	Snacks	193.50	02/05/2026
MAIER MEATS LLC	MAIER MEATS LLC	601-4990-42640 Snacks for Resale	Snacks	120.00	02/04/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42650 Pop for Resale	pop	88.00	02/03/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42650 Pop for Resale	Pop	24.25	01/30/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to pop	155.50-	02/02/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	Pop	706.50	02/02/2026
COCA COLA BOTTLING COMPANY HIGH CO	COCA COLA BOTTLING COMPANY HI	601-4990-42650 Pop for Resale	credit to pop	5.00-	02/02/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42650 Pop for Resale	Pop	19.35	02/02/2026
VOSS DISTRIBUTING	VOSS DISTRIBUTING	601-4990-42650 Pop for Resale	Pop	49.95	02/04/2026
VOSS DISTRIBUTING	VOSS DISTRIBUTING	601-4990-42650 Pop for Resale	Pop	211.65	01/28/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	3,437.50	01/27/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	2,155.60	01/30/2026
ADMIRAL BEVERAGE CORP	ADMIRAL BEVERAGE CORP	601-4990-42660 Off Sale Beer	Beer	5,536.50	02/03/2026
JOHNSON WESTERN WHOLESAL	JOHNSON WESTERN WHOLESAL	601-4990-42660 Off Sale Beer	Beer	65.50	12/30/2025
JOHNSON WESTERN WHOLESAL	JOHNSON WESTERN WHOLESAL	601-4990-42660 Off Sale Beer	Beer	34.75	01/21/2026
JOHNSON WESTERN WHOLESAL	JOHNSON WESTERN WHOLESAL	601-4990-42660 Off Sale Beer	Beer	30.75	02/04/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	173.00	01/29/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	4,562.67	01/29/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	1,829.74	02/02/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	Beer	3,410.10	02/05/2026
QUALITY BRANDS OF THE BLACK HILLS	QUALITY BRANDS OF THE BLACK HIL	601-4990-42660 Off Sale Beer	credit to beer	9.19-	02/05/2026
BLACK HILLS ENERGY	BLACK HILLS ENERGY	601-4990-42800 Utilities	Utilities Jan 2026	1,316.06	02/03/2026
BLUE PEAK	BLUE PEAK	601-4990-42800 Utilities	Phone/Internet Feb 2026	409.58	02/05/2026
CITY OF STURGIS WATER DEPT	CITY OF STURGIS WATER DEPT	601-4990-42800 Utilities	Water Jan 2026	327.93	01/31/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	601-4990-42800 Utilities	Utilities Jan 2026	297.56	02/04/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45200 Merchandise for Resal	Juice/mints/salt	130.64	02/03/2026
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other tobacco/drinks	935.99	01/20/2026
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other drinks	460.00	01/29/2026
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other drinks	288.00	02/03/2026
CASK & CORK	CASK & CORK	601-4990-45200 Merchandise for Resal	Other Merch	85.00	02/03/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45210 Cigarettes for Resale	Cigarettes	416.14	02/03/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-45210 Cigarettes for Resale	Cigarettes	145.00	01/23/2026
DAKOTA'S BEST	DAKOTA'S BEST	601-4990-45210 Cigarettes for Resale	Cigarettes	72.50	02/05/2026
CASH-WA DISTRIBUTING, INC.	CASH-WA DISTRIBUTING, INC.	601-4990-45220 Tobacco for Resale	Tobacco	129.77	02/03/2026
Total Liquor:				93,081.77	
Total Liquor:				93,081.77	
Misc Expenditures					
Special Sales Tax					
BLACK HILLS ENERGY	BLACK HILLS ENERGY	211-9000-42800 Utilities	Utilities Jan 2026	54.79	02/03/2026
BLUE PEAK	BLUE PEAK	211-9000-42800 Utilities	Phone/Internet Feb 2026	323.85	02/05/2026
MONTANA DAKOTA UTILITIES	MONTANA DAKOTA UTILITIES	211-9000-42800 Utilities	Utilities Jan 2026	60.72	02/04/2026

Vendor Name	Merchant Name	GL Account and Title	Description	Net Invoice Amount	Invoice Date
Total Special Sales Tax:				439.36	
Capital Improvement					
HELMS & ASSOCIATES	HELMS & ASSOCIATES	212-9000-43300 Improvements	Airport Taxiway	8,230.09	01/19/2026
HELMS & ASSOCIATES	HELMS & ASSOCIATES	212-9000-43300 Improvements	Airport Terminal	5,152.95	01/21/2026
JEO CONSULTING GROUP	JEO CONSULTING GROUP	212-9000-43300 Improvements	Safe Streets 4 All	14,446.08	01/23/2026
Total Capital Improvement:				27,829.12	
Total Misc Expenditures:				28,268.48	
Grand Totals:				371,329.12	



Posting Date: 01/05/2026 - 02/03/2026

ACCOUNTS PAYABLE
 XX -1152
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/20/2026	12/19/2025	TRFR FRAUD TRANSACTION	(19.50)
Expense Description		REIMB FROM FRAUD	
Accounting Codes			
Fund:	101 -General Fund	Department: 4142 -Finance Office	Expense: 42900 -Other
01/20/2026	12/19/2025	TRFR FRAUD TRANSACTION	(18.00)
Expense Description		REIMB TO FRAUD	
Accounting Codes			
Fund:	101 -General Fund	Department: 4142 -Finance Office	Expense: 42900 -Other
			Total
			(37.50)



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

ADEN SCHILLIG
XX -6617
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/16/2026	01/16/2026	NATIONAL REGISTRY EMTCOLUMBUS,OH -43229-1740	159.00
Expense Description		NREMT VOUCHER	
Accounting Codes			
Fund:	644 -Ambulance Fund	Department:	4460 -Ambulance
		Expense:	42200 -Professional Fees
		Total	159.00



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

CARRIE BELAWSKE
XX -4005
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/13/2026	01/12/2026	SDML AFFILIATESFORT PIERRE,SD -57532	25.00
Expense Description		HR MEMBERSHIP DUES	
Accounting Codes			
Fund:	101 -General Fund	Department:	4143 -Human Resources
		Expense:	42700 -Travel
			Total
			25.00



Posting Date: 01/05/2026 - 02/03/2026

CHRISTOPHER HAHN
 XX -3473
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/05/2026	01/04/2026	KNECHT - SPEARFISHSPEARFISH,SD -57783	26.53
Expense Description		Programming-Juvenile	
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	42600 -Supplies & Materials
01/05/2026	01/04/2026	WAL-MART #1543SPEARFISH,SD -57783	48.96
Expense Description			
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	
01/05/2026	01/04/2026	AdobeSan Jose,CA -95110	779.88
Expense Description		Computer Software Subscription-Creative Cloud	
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	42200 -Professional Fees
01/05/2026	01/05/2026	AMAZON MARK* 1A15U7M43SEATTLE,WA -98109	39.18
Expense Description		Equipment Maintenance-Headphone covers	
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	42500 -Repairs & Maintenance
01/06/2026	01/05/2026	AdobeSan Jose,CA -95110	(777.74)
Expense Description		Computer Software Subscription-Creative Cloud-Refund	
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	42200 -Professional Fees
01/06/2026	01/05/2026	AdobeSan Jose,CA -95110	318.47
Expense Description		Computer Software Subscription-Creative Cloud (Ed version)	
Accounting Codes			
Fund:	101 -General Fund	Department:	4551 -Library
		Expense:	42200 -Professional Fees
01/01/2026	01/10/2026	AMAZON MARK* EG4558IX3SEATTLE,WA -98109	1,319.98



Posting Date: 01/05/2026 - 02/03/2026

CHRISTOPHER HAHN
 XX -3473
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
Expense Description		Computers & Software-Replacement computers for teen loft & archive room	
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/11/2026	01/11/2026	AMAZON MARK* 1W8RG8E93SEATTLE,WA -98109	39.00
Expense Description		Computers & Software-Digital Pencil Nibs	
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/12/2026	01/11/2026	REMARKABLEOSLO,DUB -0369	30.80
Expense Description		Computer Software Subscriptions - Remarkable	
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42200 -Professional Fees
01/13/2026	01/12/2026	HORIZON DATASYS CORPORBLAINE,WA -98230	478.50
Expense Description		Computer Software - Reboot Restore	
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/16/2026	01/15/2026	AMAZON MKTPL*9L5601Z63SEATTLE,WA -98109	28.71
Expense Description		Books - Adult Fiction	
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/16/2026	01/15/2026	AMAZON MARK* D82MC5M53SEATTLE,WA -98109	128.03
Expense Description			
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense:
01/29/2026	01/17/2026	AMAZON MARK* D82MC5M53SEATTLE,WA -98109	(6.99)
Expense Description		Shipping Refund	



Posting Date: 01/05/2026 - 02/03/2026

CHRISTOPHER HAHN
 XX -3473
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/22/2026	01/21/2026	SD MAG* SOUTH DAKOTA MYANKTON,SD -57078	29.00
Expense Description Periodical - Subscription - South Dakota Magazine			
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42600 -Supplies & Materials
01/30/2026	01/29/2026	QUICKEN INC6502501900,CA -94025	57.22
Expense Description Computer Software Subscription - Quicken			
Accounting Codes			
Fund:	101 -General Fund	Department: 4551 -Library	Expense: 42200 -Professional Fees
			Total 2,539.53



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

CODY KING
XX -9790
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
02/03/2026	02/02/2026	FLAGSHIP ONELYNBROOK,NY -11563	350.00
Expense Description		Computer Module #105	
Accounting Codes			
Fund:	101 -General Fund	Department:	4520 -Parks
		Expense:	42500 -Repairs & Maintenance
		Total	350.00



Posting Date: 01/05/2026 - 02/03/2026

DEBRA HOLLAND
 XX -4706
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/23/2026	01/22/2026	OPENAI *CHATGPT SUBSCR SAN FRANCISCO,CA -94158	21.24
Expense Description			
Accounting Codes			
Fund:	101 -General Fund	Department: 4144 -City Administrator	Expense: 42200 -Professional Fees
01/28/2026	01/27/2026	USPS.COM EVERY DOOR DT800-3447779,DC -20260	1,017.89
Expense Description			
Accounting Codes			
Fund:	101 -General Fund	Department: 4111 -Mayor & Council	Expense: 42300 -Publishing
02/01/2026	01/30/2026	BHSU CAREER DEV.SPEARFISH,SD -57799	350.00
Expense Description			
Accounting Codes			
Fund:	101 -General Fund	Department: 4199 -Rally Department	Expense: 42200 -Professional Fees
			Total
			1,389.13



Posting Date: 01/05/2026 - 02/03/2026

FINANCE OFFICE
 XX -9370
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/06/2026	01/05/2026	NCR VOYIX COUNTERPOINTATLANTA,GA -30308	154.35
Expense Description		POS Management System	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42200 -Professional Fees
01/07/2026	01/06/2026	AdobeSan Jose,CA -95110	13.80
Expense Description		Adobe Subscription	
Accounting Codes			
Fund:	101 -General Fund	Department:	4142 -Finance Office
		Expense:	42600 -Supplies & Materials
01/07/2026	01/06/2026	LPA RETAIL SYSTEMSBURNSVILLE,MN -55337	1,470.00
Expense Description		Counterpoint Monthly Services Jan 2026	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42200 -Professional Fees
01/30/2026	01/29/2026	NCR VOYIX COUNTERPOINTATLANTA,GA -30308	392.42
Expense Description		Prof Fees POS system	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42200 -Professional Fees
02/03/2026	02/02/2026	NCR VOYIX COUNTERPOINTATLANTA,GA -30308	154.35
Expense Description		Prof Fees POS system	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42200 -Professional Fees
02/03/2026	02/02/2026	LPA RETAIL SYSTEMSBURNSVILLE,MN -55337	1,470.00
Expense Description		Counterpoint Monthly Services Feb 2026	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42200 -Professional Fees



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

FINANCE OFFICE
XX -9370
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
Total			3,654.92



Posting Date: 01/05/2026 - 02/03/2026

GEODY VANDEWATER
XX -2920
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/06/2026	01/06/2026	AMAZON MKTPL*PK1SR6P83SEATTLE,WA -98109	477.85
Expense Description		STACY CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/11/2026	01/09/2026	SP TRUEWERKDENVER,CO -80221	160.68
Expense Description		BEDFORD CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/11/2026	01/10/2026	AMAZON MARK* OW7U02V03SEATTLE,WA -98109	21.94
Expense Description		KIMBELL CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/13/2026	01/10/2026	MAGPUL INDUSTRIES CORPAUSTIN,TX -78735	30.73
Expense Description		KIMBELL CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/13/2026	01/13/2026	GlobalE /VivobarefootNew York,NY -10036	178.42
Expense Description		BEDFORD CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/16/2026	01/15/2026	GALLSLEXINGTON,KY -40505	112.56
Expense Description		KIMBELL CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/16/2026	01/15/2026	BWY*FBINAA NATL OFFICQUANTICO,VA -22135	145.00

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Posting Date: 01/05/2026 - 02/03/2026

GEODY VANDEWATER
 XX -2920
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
Expense Description		FBI NATIONAL DUES	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42900 -Other
01/19/2026	01/18/2026	AMAZON RETA* F519B5MN3SEATTLE,WA -98109	379.99
Expense Description		GOETSCH UNIFORM ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42600 -Supplies & Materials
01/20/2026	01/20/2026	AMAZON MARK* D750Q46E3SEATTLE,WA -98109	85.48
Expense Description		GOETSCH UNIFORM ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42600 -Supplies & Materials
01/23/2026	01/22/2026	AMAZON MARK* BW1PK2GP3SEATTLE,WA -98109	258.99
Expense Description		SAUDER UNIFORM ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42600 -Supplies & Materials
01/25/2026	01/24/2026	AMAZON MARK* 9V2R28GE3SEATTLE,WA -98109	33.98
Expense Description		WEBCAM WITH MICROPHONE	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42600 -Supplies & Materials
01/29/2026	01/28/2026	AMAZON MARK* B69BY3BU3SEATTLE,WA -98109	79.85
Expense Description		PRESTJOHN UNIFORM ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department: 4211 -Police	Expense: 42600 -Supplies & Materials
			Total
			1,965.47



Posting Date: 01/05/2026 - 02/03/2026

POLICE DEPT
 XX -1134
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/07/2026	01/06/2026	AMAZON MARK* VU1E59N13SEATTLE,WA -98109	62.98
Expense Description		SCHMIDT CLOTHING ALLOWANCE	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/11/2026	01/09/2026	AMAZON MKTPL*AT1AV79A3SEATTLE,WA -98109	85.96
Expense Description		OFFICE SUPPLIES	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/11/2026	01/10/2026	AMAZON RETA* NG7Y136B3SEATTLE,WA -98109	23.38
Expense Description		OFFICE SUPPLIES	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/13/2026	01/12/2026	AMAZON MKTPL*0Q0DR2VW3SEATTLE,WA -98109	11.89
Expense Description		OFFICE SUPPLIES	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42600 -Supplies & Materials
01/22/2026	01/21/2026	SDML AFFILIATESFORT PIERRE,SD -57532	75.00
Expense Description		COONROD SDML MEMBERSHIP	
Accounting Codes			
Fund:	101 -General Fund	Department:	4211 -Police
		Expense:	42700 -Travel
			Total
			259.21



Posting Date: 01/05/2026 - 02/03/2026

PUBLIC WORKS
XX -7381
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
02/01/2026	01/30/2026	AMAZON MKTPL*1Z7D171I3SEATTLE,WA -98109	45.61
Expense Description		Wall mounted first aid kit OSHA compliant for Rubble Site	
Accounting Codes			
Fund:	612 -Sanitary Service Fund	Department:	4323 -Sanitation Service
		Expense:	42600 -Supplies & Materials
		Total	45.61



Posting Date: 01/05/2026 - 02/03/2026

RICK BUSH
 XX -1582
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/06/2026	01/06/2026	AFP*SDSPLSPierre,SD -57501	(300.00)
Expense Description		Credit for extra charge	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42200 -Professional Fees
01/07/2026	01/06/2026	CARLSON SOFTWARE INCMAYSVILLE,KY -41056	249.57
Expense Description		Annual Software Renewal	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42200 -Professional Fees
01/07/2026	01/06/2026	HTL*RAMKOTAHOTELPI8004683578,TX -75234	391.02
Expense Description		APWA Winter mtg room	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42700 -Travel
01/13/2026	01/12/2026	WWW.DOODLE.COMZURICH,DUB -8004	83.40
Expense Description		Doodle annual subscription	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42600 -Supplies & Materials
01/14/2026	01/13/2026	CARLSON SOFTWARE INCMAYSVILLE,KY -41056	(14.57)
Expense Description		Refund of sales tax on org invoice	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42200 -Professional Fees
01/18/2026	01/16/2026	ZOOM.COM 888-799-9666SAN JOSE,CA -95113	16.99
Expense Description		Monthly Subscription	
Accounting Codes			
Fund:	604 -Wastewater Fund	Department:	4325 -Wastewater
		Expense:	42600 -Supplies & Materials
01/23/2026	01/22/2026	AdobeSan Jose,CA -95110	19.99



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

RICK BUSH
XX -1582
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
		Monthly Adobe subscription	
Accounting Codes			
Fund:	101 -General Fund	Department:	4311 -Streets
		Expense:	42600 -Supplies & Materials
		Total	446.40



Posting Date: 01/05/2026 - 02/03/2026

ROD HEIKES
 XX -2956
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/07/2026	01/06/2026	SPORTSMITH LLC9186153210,OK -74146	34.12
Expense Description		belting for hip flexor machine	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42500 -Repairs & Maintenance
01/15/2026	01/14/2026	AMAZON MKTPL*AD7AE8WR3SEATTLE,WA -98109	35.98
Expense Description		microfiber mop	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42600 -Supplies & Materials
01/16/2026	01/15/2026	AMAZON MKTPL*S376W59U3SEATTLE,WA -98109	42.07
Expense Description		titrating - pool	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42600 -Supplies & Materials
01/16/2026	01/15/2026	VSP*DAXKO, LLCBIRMINGHAM,AL -35209	612.87
Expense Description		Software hosting fees	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42200 -Professional Fees
01/18/2026	01/16/2026	AMAZON MKTPL*LC7G42I03SEATTLE,WA -98109	139.81
Expense Description		sauna rocks/signs/sauna cleaner	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42600 -Supplies & Materials
01/28/2026	01/27/2026	AMAZON MKTPL*KB4D587R3SEATTLE,WA -98109	14.60
Expense Description		Titrating	
Accounting Codes			
Fund:	101 -General Fund	Department:	4511 -Community Center
		Expense:	42600 -Supplies & Materials
01/29/2026	01/29/2026	SIMPLISAFEBOSTON,MA -02108	37.16

Page 10 of 24



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

ROD HEIKES
XX -2956
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
Expense Description		surveillance cameras	
Accounting Codes			
Fund:	101 -General Fund	Department: 4560 -Auditorium	Expense: 42200 -Professional Fees
02/03/2026	02/02/2026	USPS PO 4681720785STURGIS,SD -57785	13.56
Expense Description		postage for volleyball	
Accounting Codes			
Fund:	101 -General Fund	Department: 4512 -Recreation	Expense: 42300 -Publishing
			Total
			930.17



Posting Date: 01/05/2026 - 02/03/2026

STURGIS AMBULANCE
 XX -7756
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/12/2026	01/12/2026	AMAZON MKTPL*WD5030YJ3SEATTLE,WA -98109	137.87
Expense Description		MEDICAL SUPPLIES	
Accounting Codes			
Fund:	644 -Ambulance Fund	Department:	4460 -Ambulance
		Expense:	42600 -Supplies & Materials
01/15/2026	01/14/2026	AMAZON MKTPL*064CD1133SEATTLE,WA -98109	150.01
Expense Description		LED LIGHT BULBS	
Accounting Codes			
Fund:	644 -Ambulance Fund	Department:	4460 -Ambulance
		Expense:	42600 -Supplies & Materials
01/16/2026	01/15/2026	IL6303992391,IL -60423	66.50
Expense Description		TRANSPORT BACKPACK FOR VENTILATOR	
Accounting Codes			
Fund:	644 -Ambulance Fund	Department:	4460 -Ambulance
		Expense:	42600 -Supplies & Materials
			Total
			354.38



Posting Date: 01/05/2026 - 02/03/2026

STURGIS WASTEWATER
 XX -7406
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/21/2026	01/20/2026	WAL-MART #1543SPEARFISH,SD -57783	316.48
Expense Description		Monitor for WWTP	
Accounting Codes			
Fund:	604 -Wastewater Fund	Department:	4325 -Wastewater
		Expense:	42600 -Supplies & Materials
01/22/2026	01/21/2026	WM SUPERCENTER #1543SPEARFISH,SD -57783	10.37
Expense Description		Cable for monitors at WWTP	
Accounting Codes			
Fund:	604 -Wastewater Fund	Department:	4325 -Wastewater
		Expense:	42600 -Supplies & Materials
01/27/2026	01/26/2026	WAL-MART #1543SPEARFISH,SD -57783	31.73
Expense Description		Splitter of TV at WWTP	
Accounting Codes			
Fund:	604 -Wastewater Fund	Department:	4325 -Wastewater
		Expense:	42600 -Supplies & Materials
			Total
			358.58



Posting Date: 01/05/2026 - 02/03/2026

TODD YOUNGBERG
 XX -4939
 1040 HARLEY DAVIDSON WAY
 STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
01/07/2026	01/06/2026	DEPARTMENT OF AGRICULTPIERRE,SD -57501-3182	61.50
Expense Description		Brady-Testing	
Accounting Codes			
Fund:	602 -Water Fund	Department: 4330 -Water	Expense: 42700 -Travel
01/11/2026	01/09/2026	AMAZON MKTPL*0F0J13AD3SEATTLE,WA -98109	25.29
Expense Description		Phone cases	
Accounting Codes			
Fund:	602 -Water Fund	Department: 4330 -Water	Expense: 42600 -Supplies & Materials
			Total
			86.79



Accounting Code Detail

Posting Date: 01/05/2026 - 02/03/2026

TRAVIS PARKER
XX -9291
1040 HARLEY DAVIDSON WAY
STURGIS, SD 577858505 USA

Posting Date	Transaction Date	Description	Expense Amount
02/01/2026	01/30/2026	O'REILLY 1755STURGIS,SD -57785	38.00
Expense Description		WINDSHIELD WIPERS FOR VAN	
Accounting Codes			
Fund:	601 -Liquor Fund	Department:	4990 -Liquor
		Expense:	42600 -Supplies & Materials
		Total	38.00

February 13, 2026

Updated 02/13/2026

Mayor & Council	101-4111	\$	4,825.38
Attorney	101-4141	\$	3,871.80
Finance	101-4142	\$	10,210.54
HR	101-4143	\$	3,293.36
City Admin	101-4144	\$	8,196.95
Buildings	101-4192	\$	1,970.84
Custodial	101-4193	\$	2,184.58
Engineering	101-4194	\$	-
Planning & Permitting	101-4196	\$	1,722.92
Fleet	101-4197	\$	8,072.92
Sponsorship	101-4198	\$	3,098.37
Rally	101-4199	\$	-
Police	101-4211	\$	51,025.09
Animal Shelter	101-4212	\$	4,457.26
Fire Dept	101-4229	\$	159.80
Streets	101-4311	\$	15,394.81
Cemetery	101-4370	\$	454.23
Community Center	101-4511	\$	10,906.28
Recreation	101-4512	\$	3,490.25
Parks	101-4520	\$	15,631.96
Library	101-4551	\$	11,468.53
Auditorium	101-4560	\$	-
Special Sales Tax	211-9000	\$	-
Downtown BID	213-4195	\$	-
Liquor	601-4990	\$	8,472.20
Water	602-4330	\$	15,603.07
Wastewater	604-4325	\$	15,085.47
Sanitary Service	612-4323	\$	17,319.73
Ambulance	644-4460	\$	46,099.64
		\$	<u>263,015.98</u>
	SS	\$	15,126.09
	MED	\$	3,537.62
	FWT	\$	<u>18,820.18</u>
		\$	37,483.89
			Grand Total
			\$300,499.87

Meeting Date: City Council - Feb 17 2026

Agenda Item: Consideration for a Use on Review at 3385 Canyon View Court, Sturgis South Dakota to operate a in-home daycare facility.

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

Applicant:

Marty Heinle/Purple Butterflies Daycare, LLC

Request:

Use on Review for a in-home business (Daycare Facility)

Property Address:

3385 Canyon View Court, Sturgis SD 57785

Legal Description:

Lot 9 of Canyon View Estates, Formerly Lot 1B of the NE1/4, T5N R5E, BHM, City of Sturgis Meade County, South Dakota.

Zoning District:

Medium Density Residential - MDR

Hearing Dates:

- **Planning Commission- February 3, 2026 at 5:30 PM MT**
- **Board of Adjustments- February 17, 2026 at 6:30PM MT**

Summary of Request:

The applicant, Marty Heinle / Purple Butterflies Daycare, LLC, has submitted an application for a Use on Review to operate an in-home daycare business at 3385 Canyon View Court.

The proposed use is an in-home daycare serving a maximum of twelve (12) children ranging in age from three (3) months to ten (10) years. In-home daycare operations are permitted in residential zoning districts subject to approval of a Use on Review by the Board of Adjustments, the Planning Commission did make a recommendation for approval of this conditional use request.

Proposed Business Operations:

Based on the information provided in the application submitted, the proposed in-home business includes the following:

- **Type of Use:** In-home Daycare
- **Maximum Enrollment:** 12 Children
- **Ages Served:** 3 Months to 10 Years
- **Hours of Operation:** M-F from 6:00AM-6:00PM

Traffic and Parking

- Parents are expected to drop off children between 6:00AM-7:00AM
- Pick-up Times are expected to be between 5:00PM-6:00PM
- Traffic is expected to be intermittent and limited to passenger vehicles that are typical of residential use.

Noise

- Noise Levels are anticipated to remain consistent with normal residential activity.
- Outdoor activity, would occur during daytime hours and the backyard of the property.

Signage

- No signage is proposed for the property.

Neighborhood Compatibility

- Applicant has indicated that the daycare will operate in a manner that does not create nuisances, hazards or adverse impacts to surrounding properties.
- The use is intended to remain subordinate to the residential character of the neighborhood.
- The use will be secondary to the primary owner occupied residential occupancy use.

Surrounding Land Use

The Surrounding area consist primarily of residential use. The proposed in-home daycare is intended to function within the existing residential setting without altering the character of the neighborhood.

Public Notification

In accordance with the City requirements, notice of the public hearing to all property owners within 200 feet of the subject property was made by certified mail as well as a sign placed on the property identify the time and date of the public hearing. The mailed notification described the proposed use, potential impacts, and provided the date, time and location of the public hearing.

DISCUSSION:

In reviewing a conditional Use on Review application, staff, the planning commission and the Board of Adjustments consider whether the proposed use:

1. Is compatible with the surrounding neighborhood.
2. Will not be a detriment to public health, safety or welfare.
3. Will not create excessive traffic, noise, or parking issues.
4. Is consistent with the intent of the zoning district.
5. Can be conditioned, if necessary, to mitigate potential impacts.

Staff has reviewed the application as submitted and finds that;

1. In-home Daycare facilities are commonly considered compatible uses within a residential neighborhood when appropriately limited in size and hours of operation.
2. The proposed maximum enrollment of twelve (12) children is consistent with typical In-home Daycare operations.
3. Traffic impacts are expected to be minimal and limited to short drop- off and pick-up periods.
4. No signage or exterior changes are proposed that would alter the residential appearance of the property.

Staff finds that the application, as submitted, meets the general intent of the Conditional Use on Review criteria, provided the operation remains consistent with the information that was submitted.

The Planning Commission recommend approval to the Board of Adjustment and suggest that the following conditions be considered in the approval:

1. The In-home Daycare be limited to a maximum of twelve (12) children.
2. The hours of operation shall be limited to Monday-Friday, between 6:00AM and 6:00PM.
3. No signage related to the Daycare shall be permitted on the property.

4. The use shall remain subordinate to the residential use of the property.
5. Any expansion or change in the scope of the Daycare shall require an additional review and approval.

CODE REFERENCES:

City of Sturgis Municipal Code Title 18- Zoning

BUDGET IMPACT:

None Anticipated

RECOMMENDATION:

Based on the information provided and analysis of information above, Planning Commission recommends approval of the Use on Review for an in-home daycare at 3385 Canyon View Court, subject to the recommended conditions or any additional conditions deemed necessary by the Board of Adjustments.

ATTACHMENTS:

- [3385 Canyon View Ct Zoning](#)
- [Plat Canyon View Estates](#)
- [House Foot Print](#)
- [Property Owner Notification 3385 Canyon View Court](#)
- [Addresses within 200 ft - 3385 Canyon View Ct \(1\)](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Feb 12 2026

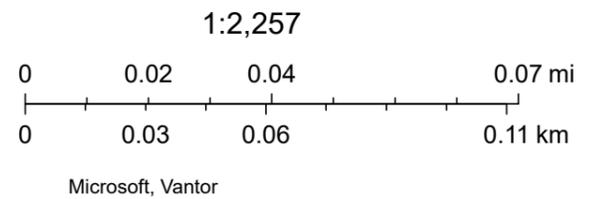
3385 Canyon View CT Zoning



January 29, 2026

-  Planned Unit Development
- Sturgis_Zoning - Zoning (Parcels)
-  HIGHWAY SERVICE
-  LOW-DENSITY RESIDENTIAL HOUSING
-  MEDIUM-DENSITY RESIDENTIAL HOUSING

-  MOBILE HOME 1
-  PUBLIC LAND
-  RV PARK/CAMPGROUND
-  Sturgis City Limits



PLAT OF
LOTS 2A, 2B, 3A, 3B, 4A, 4B, 5, 6, 7, 8, 9, 10A, 10B
11A, 11B, 12A, 12B, 13A, 13B AND 14 OF CANYON VIEW ESTATES

Formerly Lot 1B of the NE 1/4 of Section 21,
 Located in the NE 1/4 NE 1/4 of Section 21,
 Township 5 North, Range 5 East, Black Hills Meridian,
 City of Sturgis, Meade County, South Dakota.



1" = 40 Feet
 NOVEMBER 2015

LEGEND

- Found or Set 5/8" Rebar with Cap
- ⊙ Found 5/8" Rebar with Cap - Hole LS3215.
- ⊙ Found 3" USFS Alum. Monument - LS880.
- ◆ Found 5/8" Rebar.
- (R) Indicates dimensions previously recorded.
- (M) Indicates measured dimensions this survey.

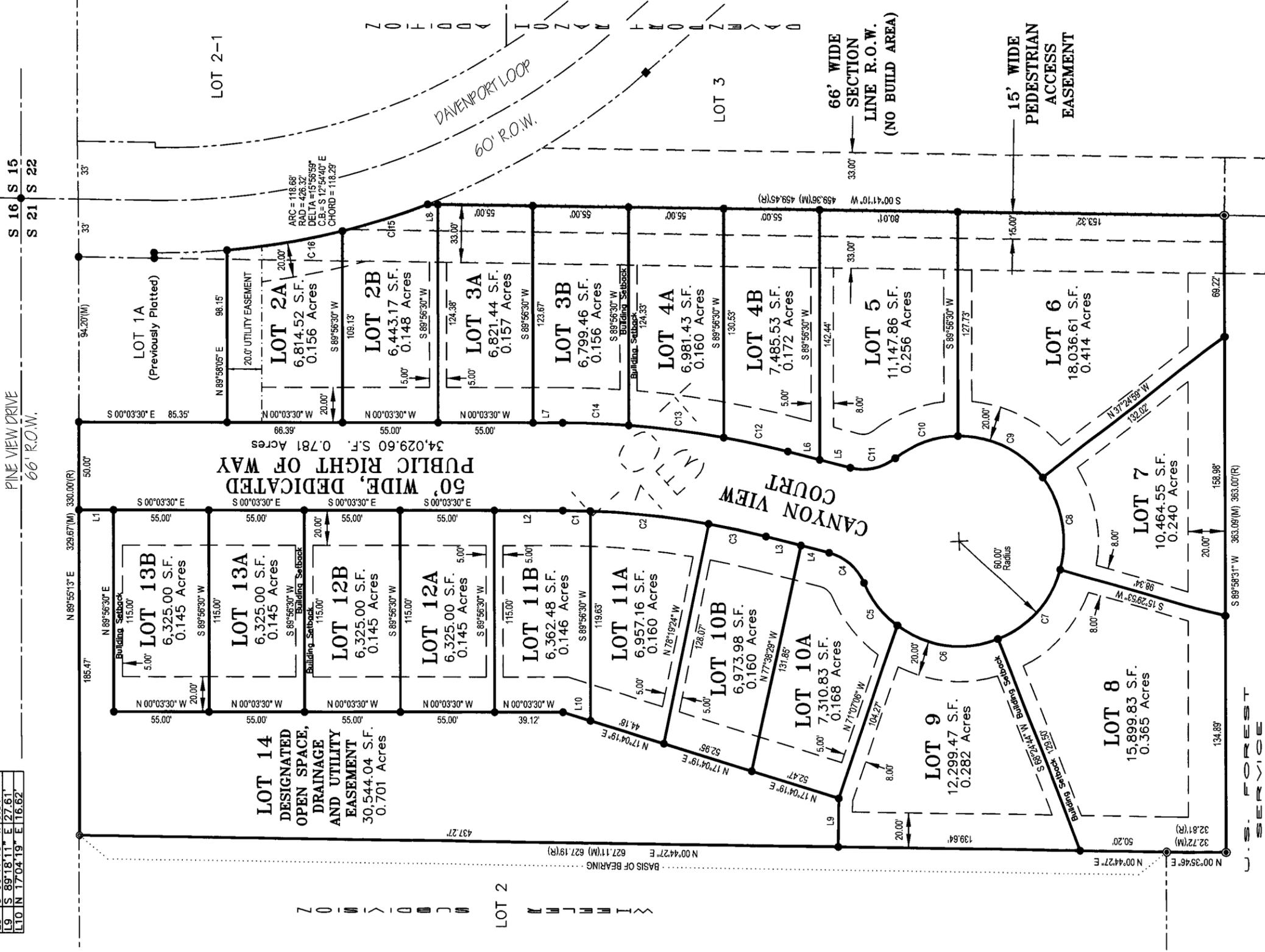
SURVEYOR'S NOTES

- 1) Platted information provided from the Plat Recorded in Plat Book 14 on Page 40 at the Meade County Register of Deeds.
- 2) Utility & Minor Drainage Easements:
8' Wide on the interior side of all lot lines.
- 3) Building Restrictions:
Per the 2012 International Building Code (IBC).
- 4) Building Setbacks: Per the City of Sturgis Title 18 Zoning Codes.
Residential Lots: 20' on Front and Rear, 8' on all Side Lot Lines.
Townhome Lots: 20' on Front and 20' or 33' on Rear as Noted and 5' on all Side Lot Lines.

LINE/BEARING	DISTANCE
L1 S 00°03'30" E	19.70'
L2 S 00°03'30" E	39.11'
L3 S 14°13'27" W	20.51'
L4 S 14°13'27" W	16.82'
L5 N 14°13'27" E	18.34'
L6 N 14°13'27" E	18.99'
L7 N 00°03'30" W	17.08'
L8 S 00°41'10" W	16.01'
L9 S 89°18'11" E	27.61'
L10 N 17°04'19" E	16.62'

CURVE/ARC LENGTH	RADIUS	DELTA ANGLE	CHORD	BEARING	CHORD LENGTH
C1	15.89'	475.00'	1154.59'	W 15.89'	
C2	68.71'	475.00'	817.18'	W 15.89'	
C3	33.81'	475.00'	404.40'	W 15.89'	
C4	27.40'	30.00'	52.19'48"	W 126.46'	
C5	31.31'	60.00'	29.53'49"	W 126.46'	
C6	60.99'	60.00'	58.14'43"	W 158.40'	
C7	55.41'	60.00'	52.54'52"	E 153.46'	
C8	55.41'	60.00'	52.54'52"	N 79°02'27" E	153.46'

CURVE/ARC LENGTH	RADIUS	DELTA ANGLE	CHORD	BEARING	CHORD LENGTH
C10	37.20'	60.00'	53.15'06"	N 25°57'28" E	53.78'
C11	27.40'	30.00'	37.26'16"	N 19°23'13" W	38.51'
C12	27.40'	30.00'	37.26'16"	N 11°56'27" W	26.46'
C13	37.46'	525.00'	4'05'16"	N 12°10'49" E	37.45'
C14	55.46'	525.00'	6'03'09"	N 07°06'37" E	55.43'
C15	37.36'	525.00'	4'08'33"	N 02°00'46" E	37.95'
C16	51.36'	426.32'	6'54'11"	S 17°26'04" E	51.33'
C16	67.31'	426.32'	9'02'48"	S 09°27'35" E	67.24'



U.S. SURVEYING

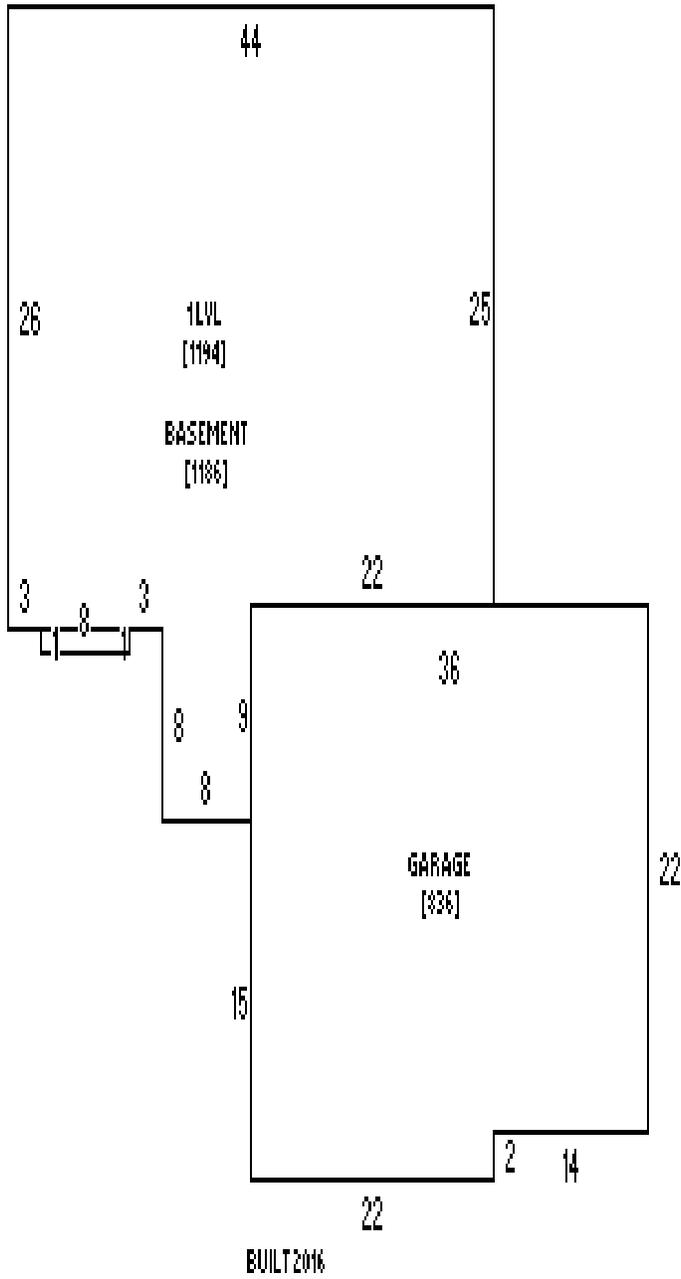
PREPARED BY: BASELINE SURVEYING, INC., 1921 LAZELLE STREET, STURGIS, S.D. 57785 605-490-1401

JOB NO. 14-176

Lot 1A and Lot 1B of the NE 1/4 SECTION 21

Formerly Lot 1 Revised and Dedicated Public R.O.W. of the NE 1/4 of Section 21,
Located in the NE 1/4 NE 1/4 of Section 21,
Township 5 North, Range 5 East, Black Hills Meridian,
City of Sturgis, Meade County, South Dakota.





Sketch by www.camavision.com

RE: Adjacent Landowner Notification – Public Hearing on Use on Review Application

Property Address: 3385 Canyon View Court, Sturgis, SD 57785

Applicant: Mary Heinle/Purple Butterflies Daycare, LLC.

Dear Property Owner,

You are receiving this notice because you own property within 200 feet to **3385 Canton View Court**, where an application has been submitted for a **Use on Review – In Home Business**.

The applicant, **Purple Butterflies Daycare LLC**, is requesting approval to operate a **in-home daycare facility**.

Proposed Business Activities

- In-home Daycare for a maximum of 12 children ages 3 mos. to 10 years old.

Potential Impacts

Based on the submitted application, the applicant has indicated:

- **Noise:** Limited to normal residential levels between 6:00 a.m. and 6:00 p.m. Monday – Friday.
- **Traffic:** Parents would Drop Off between 6am-7am and pick up 5pm-6pm.
- **Signage:** No signs will be placed on the property.
- **Neighborhood Compatibility:** The business is intended to function without creating nuisances, hazards, or adverse impacts on surrounding property values.

Public Hearing Information

The City of Sturgis Planning Commission will hear and make recommendation to the Board of adjustments on February 3, 2026 @ 5:30PM Sturgis City Hall.

The **City of Sturgis Board of Adjustments** will hold a public hearing to review this request:

Date: Tuesday, February 17, 2026.

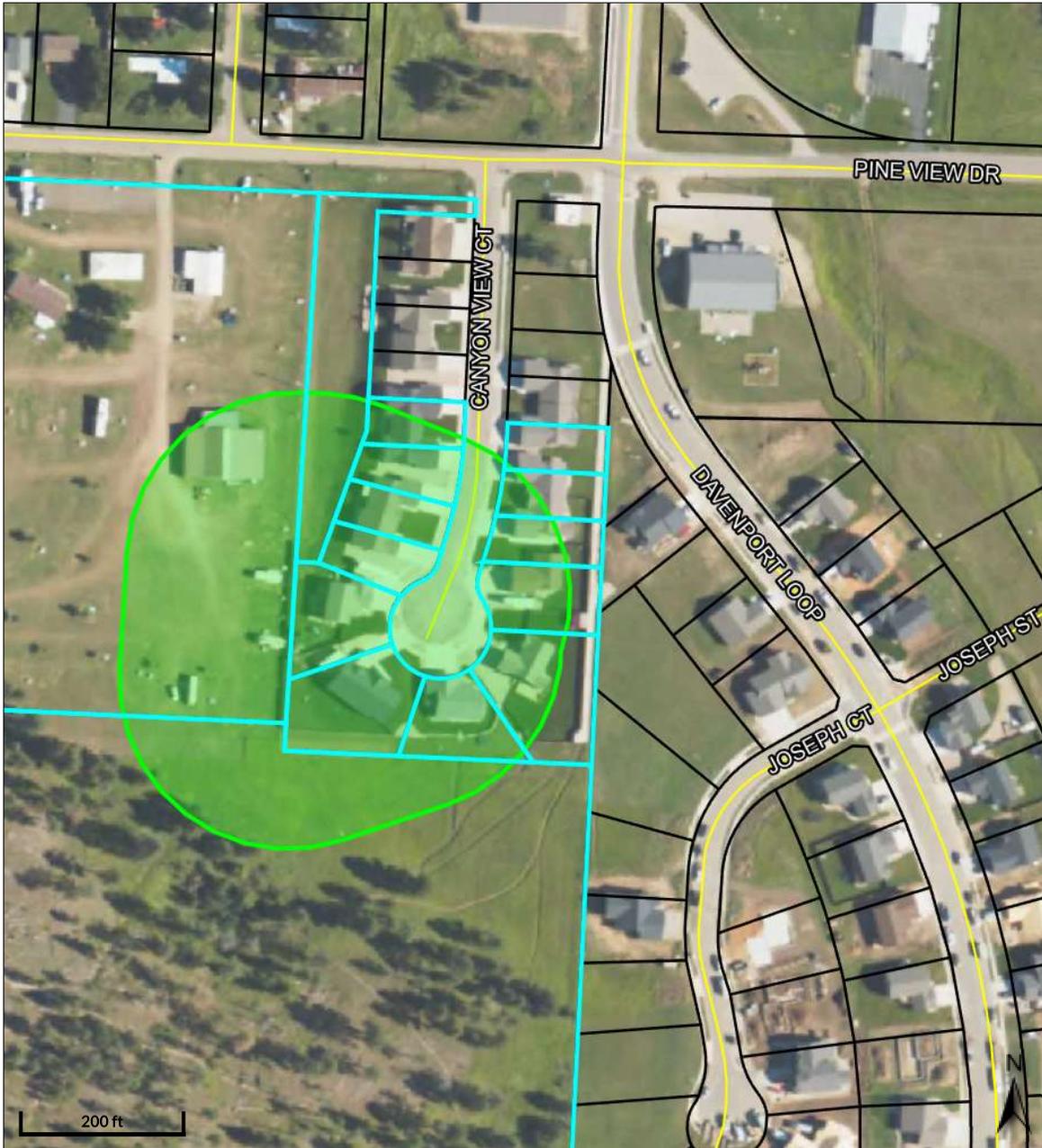
Time: 6:30 PM

Location: Sturgis City Hall – Council Chambers
1040 Harley-Davidson Way, Sturgis, SD

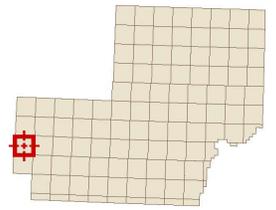
You are invited to attend the hearing to learn more about the application, ask questions, and provide comments. Written comments may also be submitted in advance to the City of Sturgis Planning and Permitting Department.

If you have questions regarding this notice, please contact: City of Sturgis 1057 Dudley Street, Sturgis SD 57785. (605)347-3916.

Thank you for your attention to this matter. Your input is an important part of the review process.



Overview



Legend

-  Parcels 2025
-  Roads

Date created: 1/7/2026
Last Data Uploaded: 1/7/2026 1:40:58 AM

Developed by  **SCHNEIDER**
GEOSPATIAL

Meeting Date: City Council - Feb 17 2026

Agenda Item: Consideration for a Use on Review at 206 Tulsa Drive, Sturgis SD to operate a in home business - Car repair

Prepared By: Rick Bush, Director of Public Works

BACKGROUND INFORMATION:

Applicant

Jeremy Moore

Request

Use on Review – In-Home Business (Vehicle Repair / Media Content Creation)

Property Address

206 Tulsa Drive, Sturgis, SD 57785

Legal Description

Lot 10, Block 1 of Interstate Acres Subdivision, City of Sturgis, Meade County, South Dakota.

Zoning District

Medium Density Residential-MDR

Hearing Dates

- **Planning Commission:** February 3, 2026 at 5:30 PM
- **Board of Adjustments:** February 17, 2026 at 6:30 PM

Summary of Request

The applicant, Jeremy Moore, has submitted an application for a Use on Review to operate an in-home vehicle repair business at 206 Tulsa Drive. The proposed use includes limited vehicle repair activities conducted within the residential garage and the creation of self-help YouTube videos related to vehicle projects.

In-home businesses are permitted in residential zoning districts subject to approval of a Use on Review by the Board of Adjustments, following a recommendation from the Planning Commission.

Proposed Business Operations

Based on the submitted application, the proposed in-home business includes the following:

- **Type of Use:** In-home vehicle repair and media content creation
- **Scope of Work:** Repair of other people's vehicles on a limited basis
- **Project Frequency:** Approximately 2–4 vehicle projects per month
- **Vehicle Limit:** No more than one (1) vehicle at a time

- **Location of Work:** All repair activities conducted entirely within the garage

Traffic and Parking

- No increase in regular traffic is anticipated, subject property is located in a Cul-de-Sac that has a low traffic volume.
- Customer vehicles would be limited to one at a time and contained within the garage.

Noise

- Noise levels are anticipated to remain consistent with normal residential activity.
- All work is proposed to occur indoors, further limiting potential noise impacts.

Signage

- No signage is proposed for the property.

Neighborhood Compatibility

- The applicant has indicated the business will operate without creating nuisances, hazards, or adverse impacts on surrounding properties.
- The use is intended to remain secondary and subordinate to the residential use of the property.

Surrounding Land Use

The surrounding area is primarily residential in character. This property is located on a street with a Cul-de-Sac so has a low traffic volume. The proposed in-home business is designed to function within this residential setting without altering the overall character of the neighborhood.

Public Notification

In accordance with City requirements, notice of the public hearing was mailed to property owners within 200 feet of the subject property and a sign was placed on the property. The notice described the proposed use, anticipated impacts, and provided the date, time, and location of the public hearings.

DISCUSSION:

Review Criteria

In reviewing a Use on Review application, staff, the Planning Commission and Board of Adjustments consider whether the proposed use:

1. Is compatible with the surrounding neighborhood.
2. Will not be detrimental to public health, safety, or welfare.
3. Will not create excessive traffic, noise, or parking impacts.
4. Is consistent with the intent of the zoning district.
5. Can be conditioned, if necessary, to mitigate potential impacts.

Staff Analysis

Staff has reviewed the application and finds that:

- The proposed in-home vehicle repair activity is limited in scope, frequency, and intensity.
- Restricting work to one vehicle at a time and conducting all activities indoors minimizes potential impacts.
- No signage, outdoor storage, or exterior modifications are proposed.

- The limited nature of the operation is consistent with typical in-home business approvals when appropriately conditioned.

Staff finds that the request meets the general intent of the Use on Review criteria, provided the business operates as described in the application.

Recommended Conditions (If Approved)

Staff and the Planning Commission recommend approval, and suggests the following conditions be considered by the Board of Adjustments:

1. Vehicle repair activities shall be limited to no more than one (1) vehicle at a time.
2. All vehicle repair work shall occur entirely within the enclosed garage.
3. The business shall be limited to approximately two (2) to four (4) vehicle projects per month.
4. No signage related to the business shall be permitted on the property.
5. The use shall remain subordinate to the residential use of the property.
6. Any expansion or change in the scope of the business shall require additional review and approval.
7. appropriate sales tax should be collected and reported.

CODE REFERENCES:

City of Sturgis Municipal Code Title 18- Zoning

BUDGET IMPACT:

None anticipated

RECOMMENDATION:

Based on the information provided and analysis above, staff and Planning Commission recommends **approval** of the Use on Review for an in-home business at 206 Tulsa Drive, subject to the recommended conditions or any additional conditions deemed necessary by the Board of Adjustments.

ATTACHMENTS:

- [206 Tulsa Drive Zoning](#)
- [House 2](#)
- [House 1](#)
- [Certified Mail Receipts \(for 206 Tulsa Drive\)](#)
- [Addresses within 200 ft - 206 Tulsa Dr](#)

Approved By:

Rick Bush, Director of Public Works

Status:

Approved - Feb 12 2026

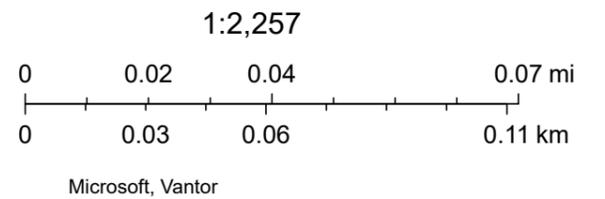
206 Tulsa Drive Zoning



January 29, 2026

Sturgis_Zoning - Zoning (Parcels)

- | | | | |
|--|-------------------------------------|---|--------------------------|
|  | HIGHWAY SERVICE |  | MULTI-FAMILY RESIDENTIAL |
|  | SINGLE FAMILY RES/OFFICE COMMERCIAL |  | PARK LAND |
|  | MEDIUM-DENSITY RESIDENTIAL HOUSING |  | PUBLIC LAND |
| | |  | Sturgis City Limits |



210 Tulsa Dr
Sturgis, South Dakota

Google Street View

Sep 2011



Google Maps



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CERTIFIED MAIL® RECEIPT
Domestic Mail Only

B

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee

\$

5.30

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
- Return Receipt (electronic) \$ _____
- Certified Mail Restricted Delivery \$ _____
- Adult Signature Required \$ _____
- Adult Signature Restricted Delivery \$ _____

Postage

.74

Total Postage and Fees

6.04

Sent To

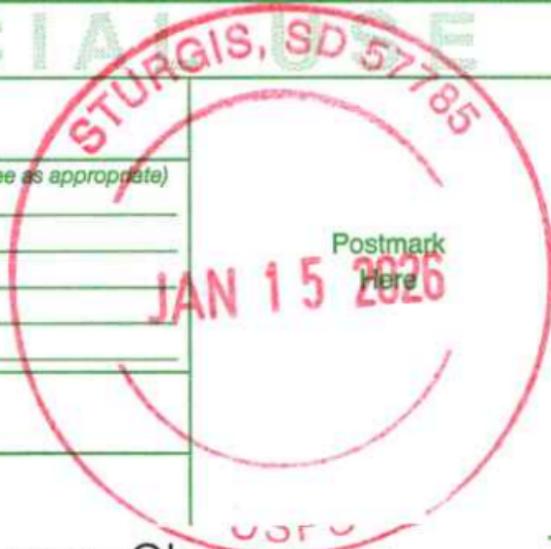
Suzanne Olson

Street and Apt. No., or PO Box

21081 Pleasant Valley Dr

City, State, ZIP+4®

Sturgis, SD 57785



92 9E6T 996T 0225 0T20 6856

4 2 of 2
Page 127 of 224

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OFFICIAL USE

Certified Mail Fee

5.30

\$

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
- Return Receipt (electronic) \$ _____
- Certified Mail Restricted Delivery \$ _____
- Adult Signature Required \$ _____
- Adult Signature Restricted Delivery \$ _____

Postmark
Here

JAN 15 2026

STURGIS, SD 57785

Postage

.74

Total Postage and Fees

6.04

Sent To

Anthony & Christa Porter

Street and Apt. No., or PO Box #

106 David Dr

City, State, ZIP+4®

Sturgis, SD 57785

SE 966T 996T 0225 0T20 6956
Page 128 of 224

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$ 5.30

Extra Services & Fees (check box, add fee as appropriate)

- Return Receipt (hardcopy) \$ _____
 Return Receipt (electronic) \$ _____
 Certified Mail Restricted Delivery **D** \$ _____
 Adult Signature Required \$ _____
 Adult Signature Restricted Delivery \$ _____

Postage .74

Total Postage and Fees \$ 6.04

Sent To

Leslie & Melissa Bryson

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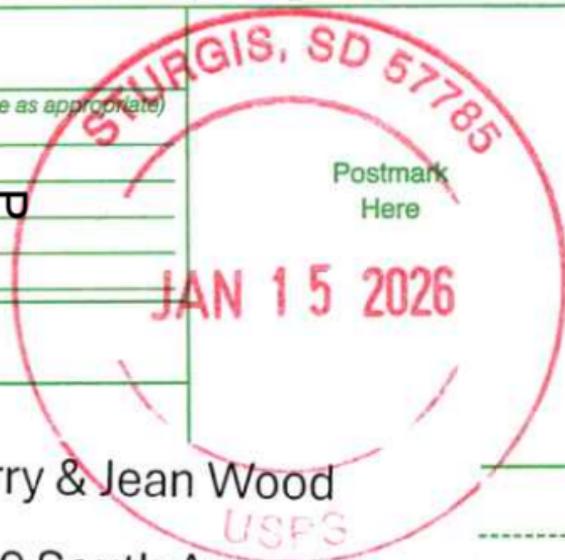
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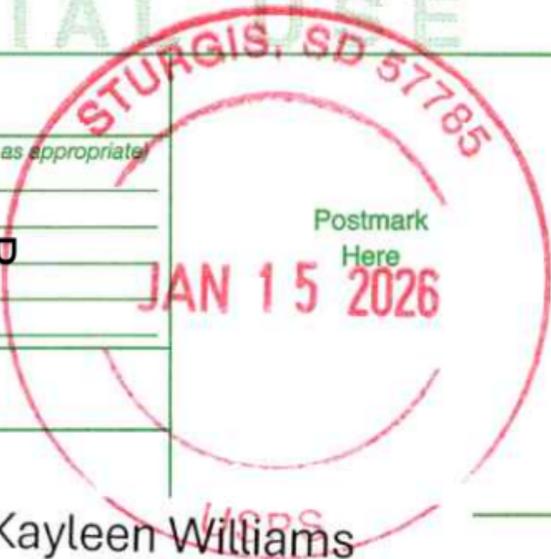
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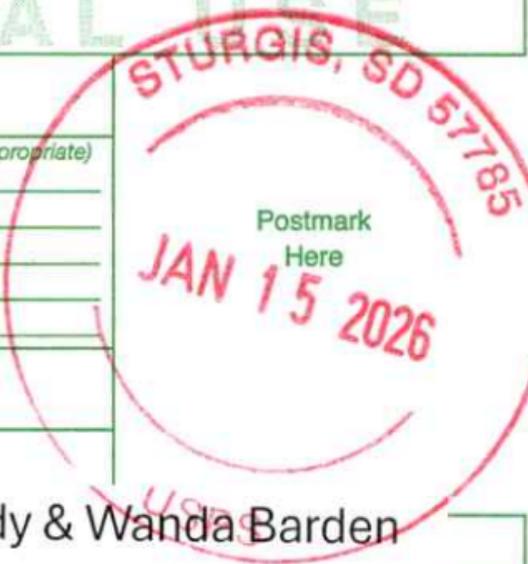
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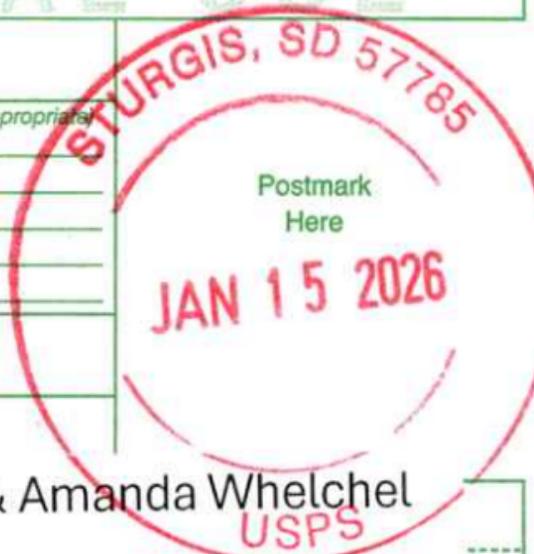
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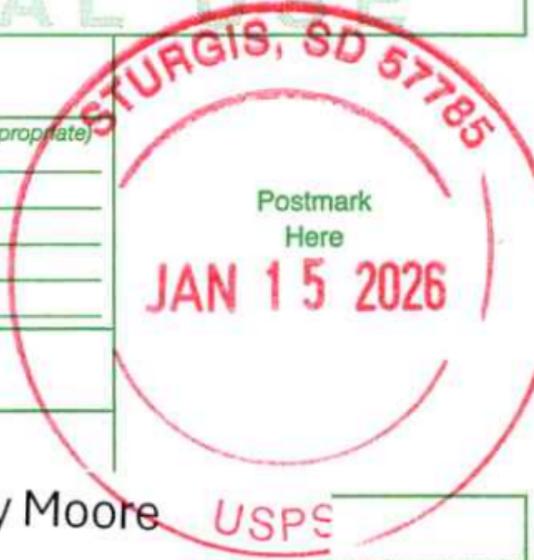
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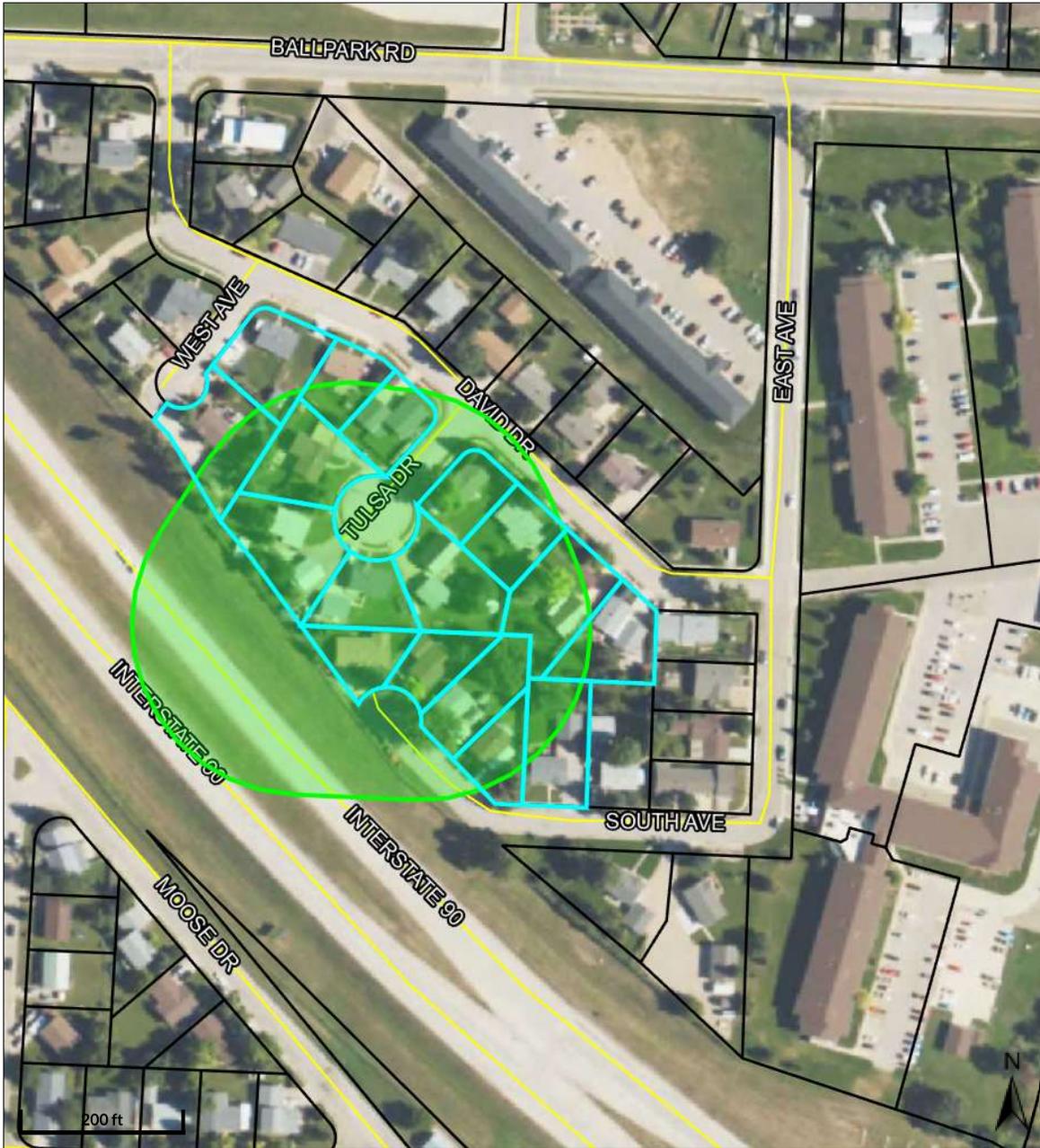
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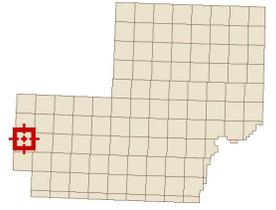
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Meeting Date: City Council - Feb 17 2026

Agenda Item: Consideration of Proposed Residential Camping Ordinance forwarded by Ordinance Advisory Committee

Prepared By: Eric Davis, City Attorney

DISCUSSION:

On May 19, 2025, the Sturgis City Council created the City Ordinance Advisory Committee by Resolution 2025-25. The Committee is comprised of four elected councilmembers (Jim Thompson, Ruth Nichols, Nick Jones, and Jesse Blakeman) and two members of the public (Bob Haivala and Steve Anders).

The Committee has met four times to date (11/18/25, 12/9/25, 1/13/26, and 2/10/26). Pursuant to direction by the City Council, the Committee's efforts to date have been primarily focused on the recodification project and on the residential camping ordinance. At each of its meetings, the Committee discussed and workshopped the framework of a new residential camping ordinance, which the committee now presents to the City Council for its consideration and potential action.

The Committee understands the scope of the issue to be primarily that the City's existing posture toward residential camping (particularly during the Rally, but also outside the Rally) has not been uniformly or consistently enforced in practice, which has created confusion for residents, uneven outcomes across neighborhoods, and an ordinance framework that is difficult to administer consistently. The Committee has worked closely with City staff to evaluate what is realistically enforceable during peak-demand periods and to identify a long-term approach which reduces reliance on ad hoc decision-making and complaint-by-complaint improvisation and is aligned with the interests of the South Dakota Department of Health.

Based on City Council feedback and Committee discussion, the Committee's objective has been to shape an ordinance that provides reasonable health, safety, and welfare protections through a simple and effective administrative scheme, while allowing Sturgis residents to provide camping accommodations to visitors of the Sturgis Motorcycle Rally and other events. The Committee's recommendation is a repeal-and-replace of Chapter 91 that establishes a two-track structure distinguishing low-intensity private camping from paid or advertised camping, with clear thresholds that trigger permitting. For private, non-public camping (friends and family), the proposal allows up to two camping units, ten individual campers, and ten days per year by right, with limited administrative flexibility for the City Administrator to extend up to twenty days for special circumstances when a complete plan is provided and site-specific impacts can be avoided or mitigated. For paid or advertised camping, the proposal allows the same baseline activity by right, but requires a permit for higher-intensity activity above the by-right threshold, with defined caps and conditions that scale oversight with intensity.

The proposed permit scheme is designed to be practical for applicants and administrable for staff. It is centered on a required and individualized "camping plan" submittal so that the City can evaluate

basic life-safety, sanitation, and neighborhood-compatibility requirements in a predictable way. The Committee's working draft requires site layout information and compliance commitments addressing setbacks and containment, maximum lot-usage limits (including a cap on the portion of the yard that may be devoted to camping), sanitation and restroom access, wastewater/graywater handling, garbage service, parking, fire safety measures, potable water availability, emergency access, and guest record-keeping to support emergency response and compliance tracking. The framework also authorizes the City Administrator to impose reasonable conditions and includes suspension/revocation tools and an appeal path to the Board of Adjustment for denials or enforcement actions, so that the program has structure and due process without becoming cumbersome.

Throughout its work, the Committee has weighed the interests of residents who want to provide camping accommodations against neighborhood concerns and compatibility. In doing so, the Committee has been guided by staff feedback regarding complaint-driven enforcement and the practical limits on real-time interventions during the Rally.

The Committee believes the draft ordinance forwarded to the City Council reflects a workable "sweet spot." It creates a clear framework for residents, neighbors, and staff by defining what activity is allowed by right, what requires a permit, and what standards apply in all cases. It is intended to reduce confusion, improve fairness and consistency, and protect public health and safety through objective requirements that can be administered during the Rally and enforced throughout the year. For these reasons, the Committee respectfully forwards the proposed residential camping ordinance to the City Council for consideration and for any public comment the Council wishes to receive before final legislative action.

/s/ Bob Haivala

Chair, Sturgis Ordinance Advisory Committee

BUDGET IMPACT:

n/a

RECOMMENDATION:

Discuss and consider setting first reading of the Residential Camping Ordinance

ATTACHMENTS:

[Draft Residential Camping Infographic - 2-17-26](#)

[Draft Residential Camping Ordinance - 2-17-26](#)

[Mayor Letter to CC re Residential Camping Ordinance - 2-17-26](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Feb 13 2026

Sturgis Proposed Residential Camping Ordinance

Ordinance Committee Draft - February 17, 2026

Who this applies to

Owner-occupied, single-family homes only. The owner must live there as a primary residence. This chapter does not authorize camping on vacant lots, multi-family property, HOA common areas, or properties used primarily as short-term rentals.

Allowed by right

Private camping

(friends/family, no payment):

- Up to 2 camping units
- Up to 10 campers
- Up to 10 calendar days per year (per parcel)

Public (paid/advertised) camping:

- Up to 2 camping units
- Up to 10 campers
- Up to 10 calendar days per year (per parcel)

Calendar Day rule: Any day with camping during the Overnight Period (10:00 p.m. - 6:00 a.m.) counts.

Permit required

Public (paid/advertised) camping above the by-right limits requires a **Residential Camping Permit**.

With a permit, up to:

- 10 camping units
- 25 campers

Days allowed with a permit:

- 10 calendar days per year (no sales tax license)
- Up to 20 calendar days per year (with sales tax license)
- Max 14 consecutive days per camping period

Private camping extension:

Request up to **20 total** calendar days per year (camping plan required).

Not allowed

Examples:

- Camping on vacant lots or non-owner-occupied property
- Camping at multi-family properties or HOA common areas
- Using property primarily as a short-term rental for camping
- Encroaching into sidewalks, streets, alleys, or other public areas
- Exceeding unit/camper/day limits **without the required permit**

Key rules that apply to all residential camping

- Keep camping on the property, within applicable setbacks, and out of rights-of-way.
- Camping area cannot cover more than **50% of yard space**.
- Do not block driveways, exits, or utility access; maintain emergency access and keep hydrants clear.
- Provide adequate restrooms, wastewater/graywater disposal, and garbage containment/cleanup.
- Follow City noise rules and provide adequate off-street parking.
- Follow fire safety requirements (including extinguishers) and provide potable water.
- Keep a guest record (name and phone number) for one year.

How permits work + how to stay in compliance

What to submit, when to submit, and how the rules are enforced (draft summary).

If you need a permit: what to submit

Camping Plan checklist:

- Simple site map (boundaries, setbacks, structures, camping area)
- Number and placement of camping units; max campers
- Access plan (ingress/egress + emergency access)
- Parking plan and garbage plan
- Restroom/sanitation plan (home sewer and/or portable toilets + provider)
- Potable water plan
- Fire safety plan (extinguishers and access considerations)
- Confirmation camping area is within the 50% Yard Space limit
- Noise acknowledgment
- Sales tax license copy (only if requesting up to 20 days/year for paid camping)

Application deadlines + review

Rally camping: Applications for camping intended to occur during the official dates of the Sturgis Motorcycle Rally (as established by the City Council) must be received by the City by **June 15** (or the next business day if City offices are closed).

Other camping: Applications must be received at least **30 days** before the first Calendar Day camping will occur.

City Administrator review: The City Administrator may approve, approve with conditions, or deny a permit based on whether the plan shows compliance with access, sanitation, parking, fire safety, water, and other health and safety standards.

Common scenarios

Allowed by right

Family visits in 1 RV for 3 nights. No payment. Within limits. Meets standards.

Allowed by right

2 paid RV spots for 7 days. 10 or fewer campers. 10 or fewer days/year. Meets standards.

Permit required

4 RV spots during Rally. More than 2 tents. Submit by June 15. Camping Plan required.

Not allowed

Camping on a vacant lot. Or on a non-owner-occupied/STR property. Or encroaching into the right-of-way.

Enforcement and penalties: Violations are misdemeanors. Each Calendar Day of a violation may be treated as a separate offense. Fine schedule (per parcel per calendar year): **\$100** first violation, **\$250** second, **\$500** third and each subsequent violation. Permit may be revoked for violation.

Appeal: Certain City Administrator permit decisions may be appealed to the Board of Adjustment (see ordinance for details).

ORDINANCE NO. 2026-__

AN ORDINANCE REPEALING AND REPLACING CHAPTER 91, “TEMPORARY CAMPING AT A RESIDENCE WITHIN THE CITY,” IN ITS ENTIRETY

WHEREAS, the City Council previously enacted regulations governing temporary camping at residences within the City, including amendments adopted by Ordinance 2021-10, to address temporary residential camping activity occurring on private residential property; and

WHEREAS, the City Council finds that the prior regulatory framework generally limited new public paid camping on residential parcels to one camping unit, absent state licensing, and established additional operational requirements intended to protect public health and safety; and

WHEREAS, the City Council finds that, over time, temporary residential camping activity has evolved in scale, intensity, and commercialization in ways not fully anticipated when the prior regulations were adopted; and

WHEREAS, the City Council finds that the prior regulatory framework has, at times, been difficult to administer and enforce consistently, including because certain standards, definitions, and thresholds were not sufficiently clear, objective, or aligned with current operational realities; and

WHEREAS, the City Council finds that periods of elevated visitor demand, including seasonal spikes, can strain City staffing and public safety resources, and that clear and objective standards reduce the need for ad hoc enforcement and improve consistent compliance; and

WHEREAS, the City Council finds that temporary residential camping can create neighborhood and community impacts, including concerns related to sanitation and waste disposal, potable water availability, graywater handling, noise, lighting, parking and traffic congestion, emergency access, and general neighborhood compatibility; and

WHEREAS, the City Council finds that these impacts may be more acute when temporary residential camping is conducted as paid or advertised camping, when the number of campers or camping units increases, or when camping occurs for extended durations; and

WHEREAS, the City Council finds that inconsistent compliance and enforcement can create perceived inequities between residents and property owners and can undermine neighborhood stability and public confidence in City regulation; and

WHEREAS, the City Council finds that owner-occupied residential property is distinguishable from other forms of residential property—including properties used primarily as short-term rental lodging—and that tailored standards are necessary to prevent temporary residential camping from functioning as unregulated commercial lodging in residential neighborhoods; and

WHEREAS, the City Council finds that a modernized administrative permitting program, supported by objective performance standards and the ability to impose reasonable conditions, will improve compliance, strengthen public health and safety protections, and provide a predictable pathway for property owners; and

WHEREAS, the City Council finds that a graduated enforcement framework—supported by clear standards, permit conditions, and criminal remedies—promotes fair, consistent, and effective enforcement; and

WHEREAS, the City Council finds that improved standards for emergency access, fire safety, sanitation, and parking will better protect the public and support the operational needs of public safety and public works personnel; and

WHEREAS, the City Council finds that it is necessary and appropriate to repeal and replace Chapter 91 in its entirety to clarify definitions, differentiate limited private guest camping from higher-intensity or commercial activity, establish updated standards and permit thresholds, and protect the public health, safety, and general welfare of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sturgis, South Dakota, as follows:

SECTION 1. REPEAL AND REPLACEMENT.

Chapter 91, "Temporary Camping at a Residence Within the City," is hereby repealed and replaced in its entirety to read as follows:

CHAPTER 91: TEMPORARY RESIDENTIAL CAMPING

§ 91.01 PURPOSE AND APPLICABILITY.

- (A) The purpose of this chapter is to regulate temporary camping on Owner-Occupied Residential Property within the City in a manner that protects public health, safety, sanitation, emergency access, and neighborhood compatibility.
- (B) Camping on private property within the City is prohibited except in the following circumstances:
 - (1) Camping conducted within a commercial campground that is licensed by the State of South Dakota; or
 - (2) Camping conducted on an Owner-Occupied Residential Property in full compliance with this chapter.
- (C) This chapter applies to camping conducted on Owner-Occupied Residential Property as authorized under subsection (B)(2). Nothing in this chapter is intended to regulate camping conducted within a commercial campground licensed by the State of South Dakota under subsection (B)(1), which shall be regulated under applicable state law and any other applicable City ordinances.

§ 91.02 DEFINITIONS.

For purposes of this chapter, the following definitions apply unless the context clearly indicates otherwise.

CAMPER. A person who stays overnight as part of Camping, whether in a Camping Unit or outdoors.

CAMPING. (1) Using a Camping Unit for sleeping, living, or lodging; or (2) Sleeping outdoors (with or without shelter) on any property, for any portion of the overnight period. Camping does not include ordinary daytime recreation (e.g., picnicking, resting) without overnight lodging.

CAMPING AREA. The portion of a parcel designated for Camping activity, including placement of Camping Units, associated outdoor living area, cooking area, sanitary facilities, and related equipment.

CAMPING PERIOD. A continuous span of one or more Calendar Days during which Public Camping is conducted on a parcel, separated from another span by at least one (1) Calendar Day during which no Public Camping occurs.

CAMPING PLAN. The plan and submittals required under § 91.07(D), describing the proposed Camping activity and demonstrating compliance with this chapter.

CAMPING UNIT. Any tent, trailer, RV, fifth-wheel, camper, van, bus, vehicle, or other structure or conveyance used or intended to be used for sleeping, living, or lodging overnight.

CALENDAR DAY. A 24-hour period beginning at 12:00 a.m. (midnight) and ending at 11:59 p.m. Any Calendar Day during which Camping occurs for any portion of the Overnight Period counts as one (1) Calendar Day for purposes of this chapter.

CITY ADMINISTRATOR. The City Administrator or the City Administrator’s designee.

CONSIDERATION. Anything of value, whether paid directly or indirectly, including money, services, goods, discounts, barter, required purchases, required “donations,” or other compensation.

OWNER-OCCUPIED RESIDENTIAL PROPERTY (OR OWNER-OCCUPIED RESIDENTIAL PARCEL). A residential parcel: (1) Improved with a single-family dwelling; and (2) Occupied by at least one record owner as the owner’s primary residence. Owner-Occupied Residential Property also includes any contiguous undeveloped parcel that is under the same ownership as the parcel described in subsections (1) and (2). Any such contiguous undeveloped parcel shall be treated as part of the Owner-Occupied Residential Property for purposes of this chapter. Owner-Occupied Residential Property expressly excludes, and this chapter does not authorize camping on: (a) vacant or undeveloped lots, except as expressly permitted above for a contiguous undeveloped parcel under the same ownership as an Owner-Occupied Residential Property; (b) property not improved with a single-family dwelling, except as expressly permitted above for a contiguous undeveloped parcel under the same ownership as an Owner-Occupied Residential Property; (c) apartments, duplexes, or multi-family buildings and their common areas; (d) condominium/HOA common areas; (e) properties used primarily as short-term rentals (including VRBO/Airbnb-type commercial lodging); and (f) any dwelling not occupied by an owner as a primary residence.

OVERNIGHT PERIOD. The period from 10:00 p.m. to 6:00 a.m. (This definition is used solely to clarify whether Camping occurs; it does not restrict otherwise lawful activity.)

PRIVATE (NON-PUBLIC) CAMPING. Camping activity that is not held out to the general public and is limited to family, friends, and unpaid guests of the owner, with no fee, consideration, or compensation of any kind.

PUBLIC CAMPING. Camping activity that is advertised or held out to the general public, offered through any platform or listing service, or for which any fee, consideration, or compensation is charged, requested, accepted, or required (including “paid camping,” required donations, or any similar arrangement).

RESIDENTIAL CAMPING PERMIT (OR PERMIT). A permit issued by the City Administrator under this chapter authorizing Public Camping beyond the by-right limits of § 91.04, subject to conditions of approval.

SALES TAX LICENSE. A current and valid South Dakota sales tax license applicable to the paid camping activity conducted on the property.

YARD SPACE. All lot area not covered by the footprint of the principal building and accessory buildings, excluding driveways and permanently surfaced parking areas.

YEAR. Calendar year (January 1 through December 31).

§ 91.03 PRIVATE (NON-PUBLIC) RESIDENTIAL CAMPING.

- (A) By-right private camping. An owner of Owner-Occupied Residential Property may allow Private (Non-Public) Camping by right, subject to all requirements of this chapter, provided that:
 - (1) No more than two (2) Camping Units are used; and
 - (2) No more than ten (10) Campers are present; and

- (3) The total duration does not exceed ten (10) Calendar Days per Year per parcel.
- (B) Administrative extended-duration approval for private camping.
 - (1) An owner may request additional private camping days beyond ten (10) days per Year for special events or similar circumstances.
 - (2) The City Administrator shall approve an extension up to a maximum of twenty (20) total Calendar Days per Year per parcel if the City Administrator finds the request:
 - (a) Includes a complete Camping Plan that contains the required submittals listed in § 91.07(D); and
 - (b) Will not create material impacts to emergency access, sanitation, parking, or neighborhood compatibility.
 - (3) The City Administrator may impose reasonable conditions to ensure compliance with this chapter.
- (C) Private camping must remain non-commercial. Any Camping activity that involves Public Camping, or any fee, consideration, or compensation of any kind (including required donations or similar arrangements), is not Private (Non-Public) Camping and shall comply with § 91.04 and § 91.05, as applicable.

§ 91.04 PUBLIC (PAID/ADVERTISED) RESIDENTIAL CAMPING — BY RIGHT.

An owner of Owner-Occupied Residential Property may allow Public Camping by right, subject to all requirements of this chapter, provided that:

- (A) No more than two (2) Camping Units are used; and
- (B) No more than ten (10) Campers are present; and
- (C) The total duration does not exceed ten (10) Calendar Days per Year per parcel.

§ 91.05 PUBLIC (PAID/ADVERTISED) RESIDENTIAL CAMPING — BY PERMIT.

- (A) Permit required. Public Camping beyond the limits of § 91.04 requires a Residential Camping Permit issued by the City Administrator.
- (B) Maximum intensity authorized by permit. A Residential Camping Permit may authorize up to:
 - (1) Ten (10) Camping Units; and
 - (2) Twenty-five (25) Campers.
- (C) Maximum annual duration authorized by permit.
 - (1) Without a Sales Tax License. A permit may authorize Public Camping for up to ten (10) Calendar Days per Year per parcel.
 - (2) With a Sales Tax License. A permit may authorize Public Camping for up to twenty (20) Calendar Days per Year per parcel, provided no single Camping Period exceeds fourteen (14) consecutive Calendar Days.
- (D) Conditions and limitations. A permit issued under this section shall specify the approved dates, maximum number of Camping Units, maximum number of Campers, and any reasonable conditions imposed under § 91.07(F).

§ 91.06 STANDARDS APPLICABLE TO ALL RESIDENTIAL CAMPING.

All Private (Non-Public) Camping and Public Camping authorized under this chapter—whether by right or by permit—shall comply with the following standards:

- (A) Location; containment; setbacks; no encroachment.
 - (1) All Camping activity shall be contained within the property boundaries of the approved parcel.
 - (2) The Camping Area and all Camping Units shall be located within applicable building and use setbacks for the parcel.
 - (3) No Camping Unit, equipment, outdoor living area, sanitary facilities, cooking area, or related material shall be located within, or encroach into, any sidewalk, street, alley, public right-of-way, public easement, or publicly owned property.

- (B) Camping Area size limitation. The Camping Area shall not cover more than fifty percent (50%) of the Yard Space on the parcel.
- (C) Ingress, egress, and emergency access.
 - (1) Camping shall not block, obstruct, or materially impair access to any entry, exit, driveway, or utility connection serving the dwelling.
 - (2) The Camping Area shall not create material deficiencies for standard ingress and egress, including emergency access for police, fire, and emergency medical services.
 - (3) Camping activity shall not block hydrants, obstruct emergency vehicle staging areas, or impede access to the dwelling.
- (D) Sanitation and restroom facilities.
 - (1) The property owner shall provide sufficient, accessible restroom facilities for the number of campers authorized.
 - (2) Restroom facilities shall be either:
 - a. Inside the dwelling and connected to the municipal sewer system; and/or
 - b. Portable toilets serviced by a provider.
 - (3) Wastewater and graywater shall not be discharged to the ground surface, storm drains, gutters, or any drainageway, and shall be disposed of only at approved facilities.
- (E) Garbage and refuse.
 - (1) The property owner shall provide a sufficient and reasonable garbage plan, including covered containers and timely removal.
 - (2) The parcel shall be maintained in a clean, safe, and sanitary condition during camping activity and restored to a clean condition upon cessation of camping.
- (F) Noise and conduct.
 - (1) Camping activity is subject to all City noise regulations.
 - (2) The property owner shall provide written acknowledgment of applicable noise regulations to campers (as reflected in the Camping Plan).
- (G) Parking and traffic.
 - (1) The property owner shall provide an adequate parking plan such that camping activity does not materially interfere with traffic, rights-of-way, alleys, sidewalks, neighboring access, fire lanes, fire hydrants, private driveways, or emergency access.
 - (2) An adequate parking plan shall provide for all passenger vehicles and trailers associated with the camping activity to be parked on the parcel and not within any public street, public right-of-way, alley, sidewalk, or public easement.
 - (3) An adequate parking plan may contemplate motorcycles associated with camping activity being parked on public streets adjacent to the parcel, provided that:
 - a. such on-street parking is otherwise lawful and public parking space is available;
 - b. the motorcycles do not materially interfere with traffic, rights-of-way, alleys, sidewalks, neighboring access, fire lanes, fire hydrants, private driveways, or emergency access; and
 - c. the property owner ensures the motorcycles are parked in a consolidated manner to minimize parking impacts, and in no event at a density exceeding an average of four (4) motorcycles per one (1) passenger-vehicle curbside parking space (*i.e.*, approximately four (4) motorcycles occupying the length of curb normally used by one (1) passenger vehicle)
- (H) Fire and life safety.
 - (1) Camping activity shall comply with applicable fire code requirements and any burn bans or fire restrictions in effect.
 - (2) The Camping Area shall have readily accessible fire extinguishers in a quantity and rating reasonable for the scale of the activity, as specified in the Camping Plan.

- (3) Fire lanes and other reasonable fire-safety access shall be maintained where applicable.
- (I) Potable water. Adequate potable water shall be available to campers.
- (J) Site hazards. The Camping Plan shall account for known or reasonably foreseeable hazards relevant to the parcel and proposed Camping Area, including (as applicable) trees, slopes, flood-prone areas, or other site conditions that could create a safety risk.
- (K) Guest record requirement.
 - (1) The property owner shall keep records of the name and phone number of each camping guest.
 - (2) Records shall be retained for one (1) year from the end of the Camping Period (or, for private camping, from the end of the camping activity).
 - (3) Records shall be provided to the City upon request for enforcement purposes.

§ 91.07 RESIDENTIAL CAMPING PERMIT PROCESS.

- (A) Online application. Residential Camping Permit applications shall be submitted electronically using a City-approved online system, unless the City Administrator determines a hardship exception is warranted.
- (B) Fee. The permit fee, if any, shall be set by resolution of the City Council.
- (C) Application timing; deadlines.
 - (1) Motorcycle Rally camping. For camping intended to occur during the official dates of the Sturgis Motorcycle Rally as established by the City Council, complete applications must be received by the City no later than June 15 of the year in which the camping will occur, or, if June 15 falls on a day City offices are closed, then on the next business day.
 - (2) All other camping. For camping not covered by subsection (C)(1), complete applications must be received by the City at least thirty (30) days prior to the first Calendar Day on which camping will occur.
- (D) Required submittals — “Camping Plan.” The application shall include a Camping Plan sufficient for administrative review, including:
 - (1) A simple map or drawing showing parcel boundaries, setbacks, structures, and the proposed Camping Area;
 - (2) The proposed placement and number of Camping Units;
 - (3) The maximum number of Campers;
 - (4) A description of ingress/egress and emergency access;
 - (5) A parking plan, including identification of any proposed on-site parking areas and any proposed lawful on-street motorcycle parking associated with the camping activity;
 - (6) A garbage plan;
 - (7) A sanitary/restroom plan, including sewer hookup use and/or portable toilet placement and service provider;
 - (8) A potable water plan;
 - (9) A fire-safety plan, including fire extinguishers and any fire lane/access considerations;
 - (10) Confirmation that the Camping Area will not exceed fifty percent (50%) of Yard Space;
 - (11) Acknowledgment of compliance with City noise regulations; and
 - (12) A copy of the applicant’s current Sales Tax License, if the applicant seeks authorization under § 91.05(C)(2).
- (E) Review standard; decision. The City Administrator may approve, conditionally approve, or deny a Residential Camping Permit. In reviewing permits, the City Administrator shall consider whether the application demonstrates:
 - (1) No material ingress/egress/emergency access deficiencies;
 - (2) A sufficient and reasonable garbage plan;
 - (3) Sufficient, accessible restroom facilities and compliant wastewater/portable-toilet arrangements;
 - (4) Adequate parking;

- (5) Fire code compliance, including adequate fire extinguisher availability and maintenance of fire lanes/access where applicable;
 - (6) Adequate potable water; and
 - (7) Any other reasonable health, safety, sanitation, or site-specific considerations relevant to the parcel or proposed Camping Area, including recognized hazards such as trees, slopes, or flood-prone areas.
- (F) Conditions. The City Administrator may impose reasonable conditions to ensure compliance with this chapter and protection of public health and safety.
- (G) Term; non-transferability. A permit is valid only for the dates and limits approved, is issued to a specific owner and parcel, and is not transferable.
- (H) Suspension or revocation. The City Administrator may suspend or revoke a permit for violations of this chapter, permit conditions, or other applicable City ordinances.

§ 91.08 APPEAL.

- (A) Appeal body. Any decision of the City Administrator to deny, conditionally approve, suspend, or revoke a Residential Camping Permit may be appealed to the Board of Adjustment.
- (B) Filing deadline. An appeal must be filed in writing with the City within five (5) business days after the date of the City Administrator’s written decision.
- (C) Standard of review. The Board of Adjustment shall uphold the City Administrator’s decision unless the appellant demonstrates that the decision was arbitrary, capricious, or an abuse of discretion.
- (D) Scope of review. The Board of Adjustment’s review shall be limited to the record before the City Administrator and any additional information the Board of Adjustment determines is necessary to resolve the appeal.

§ 91.09 PENALTY.

- (A) Offense. Any person who violates any provision of this chapter, or who violates any condition of a Residential Camping Permit issued under this chapter, commits a Class 2 misdemeanor.
- (B) Fine schedule. Upon conviction, the offense shall be punishable by a fine as follows, per parcel per calendar year: (1) First violation: one hundred dollars (\$100.00); (2) Second violation: two hundred fifty dollars (\$250.00); and (3) Third and each subsequent violation: five hundred dollars (\$500.00).
- (C) Separate offenses. Each Calendar Day during which a violation occurs or continues constitutes a separate offense.
- (D) Responsible parties. The property owner, and any other person who commits, assists, permits, or maintains a violation of this chapter, may be charged and prosecuted for a violation.

SECTION 2. SEVERABILITY.

If any provision of this ordinance or its application is held invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

Dated this _____ day of _____, 2026.

CITY OF STURGIS

Kevin Forrester, Mayor

(Seal)

ATTEST:

Ann Bertolotto, Finance Officer

First reading:

Second reading:

Adopted:

Published:

Effective:

Members of the Sturgis City Council:

I recommend, and hope you will adopt, the draft residential camping ordinance advanced by the new Ordinance Advisory Committee. I also recognize that a few targeted adjustments may make sense after we hear from the public and work through details together. But big picture, I think this ordinance gets a lot right, solves real problems people in Sturgis have been dealing with for years, and will provide both immediate and long-term benefits to our community.

How we got here:

This draft wasn't written in a vacuum. The Ordinance Advisory Committee (mostly elected Council members but also citizens) included my staff in all four meetings where this ordinance was built: the City Administrator, Public Works Director, Communications Director, and Chief of Police. Staff had a real seat at the table and a meaningful chance to shape the ordinance so it's practical, straightforward, and something we can administer and enforce uniformly and fairly.

Why this matters to Sturgis residents:

Sturgis residents have been caught in a frustrating place for a long time: rules on paper that don't match reality on the ground, inconsistent enforcement, and then the predictable neighborhood impacts that come from unregulated camping during the Rally. That isn't good for residents who want clear rules they can follow, and it isn't good for neighbors who want their neighborhoods respected. This ordinance is meant to bring clarity, fairness, and order—while still giving residents meaningful opportunities.

What this ordinance does well:

1. It expands resident property rights in a big way—while still protecting neighborhoods.

This ordinance is a major expansion of property rights for Sturgis residents. Under the current regulations, any residential camping beyond one camping unit isn't allowed. This new framework gives residents more flexibility and a clearer way to generate income during the Sturgis Motorcycle Rally—while still protecting neighbors and neighborhoods through enforceable standards. The goal here isn't "anything goes." It's to allow reasonable residential camping in a way that's lawful, predictable, and respectful.

2. It creates rules that can be enforced consistently.

One of the biggest problems residents have repeatedly raised is that the current rules have not been enforced fairly and uniformly. About 4-5 years ago, the ordinance was revised to

all-but prohibit temporary residential camping, but those regulations were not enforced consistently (if at all). When I took my oath of office, I swore to faithfully and impartially enforce the ordinances you adopt. This ordinance is the kind of framework that can actually be enforced, and it will be.

3. It addresses public health and state regulatory concerns.

When rules aren't enforced, we get large-scale, unregulated camping. That creates neighborhood impacts and also raises concerns with the South Dakota Department of Health, which regulates camping. Staff continues to work with representatives from DOH to make sure our proposed ordinance will fit within its regulatory framework. We want our regulations to align with State policy objectives. That matters, and it reduces risk and uncertainty for everyone.

4. It helps keep visitors and spending inside city limits.

This ordinance is likely to help businesses in Sturgis by encouraging visitors to stay in town (and eat, drink, and patronize businesses here) instead of pushing them out of town into county rally campgrounds. Keeping more visitors in town generates important sales tax revenues used to fund municipal government operations and is good for our local economy and good for the businesses that support Sturgis year-round.

5. It protects our housing stock and keeps the benefits focused on residents.

Sturgis has limited housing stock, and we all know affordability is a real issue. One concern with allowing rally camping on vacant lots (which has long been unlawful but mostly unenforced) is that it encourages outside rally interests to buy older homes or developable lots that could be housing, keep them vacant most of the year, and use them mainly for campers during the Rally. That hurts our long-term housing supply and community stability. This ordinance mitigates that by focusing residential camping on owner-occupied properties. Owner-occupancy also tends to reduce neighborhood impacts because owners are living there and are more likely to manage things responsibly (sanitation, garbage, noise, and general conduct) because they have to live with the consequences, and they care about their neighbors.

This ordinance is also a “proof of concept” for better community involvement:

This is also a good example of a better way to build policy in Sturgis. The Ordinance Advisory Committee includes knowledgeable citizens helping the Council think through real-world impacts. And we're putting this ordinance in front of the Council and the public before first reading so there's more time for public comment and shaping before it's enacted. This is the first major policy change coming out of that process, and I think it's worked well. It shows we can take citizen concerns, combine them with staff expertise and Council leadership, and produce something practical and positive for Sturgis. I also think it's a clear example that our community's decision to change the form of government is producing real, measurable change—not just in structure, but in outcomes.

Setting expectations: no ordinance will make everyone happy:

No ordinance on any topic will make everyone happy. Those running large-scale residential camping operations outside the law may not welcome more structure and real enforcement. Neighbors who have been impacted by unregulated camping probably will. Outside commercial rally interests may not like that vacant-lot camping rules are going to be taken seriously again. People trying to buy lots to build homes probably will. Some residents may not support residential camping at all, while others will welcome the chance to earn income by offering reasonable, regulated camping. That's normal. But our job is to make sure the law reflects the will of the people's elected representatives—and then enforce it fairly and uniformly. That hasn't been happening consistently in Sturgis for some time. It is the commitment of this Council and this administration that it will happen going forward.

Recommendation:

For these reasons, I recommend that the Council adopt the draft residential camping ordinance. I support the ordinance and hope we pass it in substantially its current form, with any tweaks kept targeted and consistent with the overall framework. Thank you to the Ordinance Advisory Committee for the time and work it put into this—and for engaging staff throughout, so we're not adopting something that looks good on paper but is hard to administer in practice. I look forward to hearing public comment and working with you as we move through the review and approval process.

Public comment plan (February 17, 2026 City Council meeting):

Neither state law nor City ordinance requires a formal public hearing for this ordinance. That said, I know the public is interested and I know this Council wants to hear from people before making final decisions. Public comment will be accepted during the City Council meeting on February 17, 2026, so residents can react to the draft framework. Citizens are also encouraged to contact their elected representatives to share their views. To keep the meeting constructive and manageable:

- Public comment will be limited to approximately 30 minutes total.
- Each speaker should aim for 2–3 minutes.
- Those addressing the Council will be asked to keep comments focused on the text of the ordinance—specifically what they like, what they don't like, and constructive suggestions for improvement.

Respectfully submitted,

/s/ Kevin Forrester

Kevin Forrester, Mayor
City of Sturgis

Meeting Date: City Council - Feb 17 2026

Agenda Item: Second Reading of Ordinance No. 2026-01 – An ordinance in revision adopting and recodifying the code of ordinances of the City of Sturgis, South Dakota and superseding the prior compiled code as the City’s codified publication.

Prepared By: Eric Davis, City Attorney

BACKGROUND INFORMATION:

In 2025, the City began a structured project to recodify its ordinances into a single, internally consistent municipal code that is easier to use and maintain. The City Council created the City Ordinance Advisory Committee by Resolution 2025- 25 on May 19, 2025, and the Committee organized the work into three phases: (1) non-substantive recodification housekeeping to establish a clean baseline code publication; (2) targeted substantive updates for legal compliance and enforceability; and (3) broader modernization and policy updates.

For Phase 1, the City engaged American Legal Publishing (“ALP”) to recodify the City’s ordinances and prepare a new codified publication. ALP issued a detailed legal and editorial report for City Attorney review for city attorney review and response. ALP incorporated the responses and delivered the recodified code books. This agenda item is the City’s formal adoption step to establish the ALP compilation as the City’s official codified ordinances.

DISCUSSION:

The ordinance presented is an Ordinance in Revision adopting the ALP recodified ordinance book as the City’s official codified ordinances and superseding/retiring the prior compiled code book as the City’s codified publication, while continuing to recognize that underlying ordinances remain effective as duly adopted.

Phase 1 is appropriately characterized as non-substantive housekeeping (i.e., organization/renumbering, formatting consistency, correction of typographical/scrivener errors, cross-reference and citation cleanup, and restoration of previously adopted text omitted from the prior compilation). It is not intended to introduce new policy choices; substantive revisions remain scheduled for Phases 2 and 3 as separate ordinances.

After adoption, staff will publish the statutory notice of adoption, ensure public inspection access to the code, and distribute required copies as provided by law.

CODE REFERENCES:

SDCL 9-19-16 authorizes adoption of an “ordinance in revision” and contemplates use of a committee to prepare and submit the revision. SDCL 9-19-17 governs publication by notice of adoption (rather than full text), the statute-based effective date (subject to referendum), and distribution/publication of the code in book form.

BUDGET IMPACT:

n/a

RECOMMENDATION:

Move second reading of Ordinance 2026-01

ATTACHMENTS:

[Ordinance 2026-01 - Ordinance in Revision \(Recodification\)](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Feb 13 2026

ORDINANCE NO. 2026-01

AN ORDINANCE IN REVISION ADOPTING AND RECODIFYING THE CODE OF ORDINANCES OF THE CITY OF STURGIS, SOUTH DAKOTA AND SUPERSEDING THE PRIOR COMPILED CODE AS THE CITY'S CODIFIED PUBLICATION

WHEREAS, the City Council of the City of Sturgis, South Dakota (the "City") has caused its ordinances to be recodified and compiled into a revised Code of Ordinances prepared by American Legal Publishing; and

WHEREAS, consistent with SDCL 9-19-16 (which authorizes the governing body to appoint a committee of one or more competent persons to prepare and submit an ordinance in revision), the City Council created the City Ordinance Advisory Committee by Resolution 2025-25 on May 19, 2025, and the Committee was involved in the ordinance revision process and in preparing and submitting the ordinance in revision for City Council consideration; and

WHEREAS, the City Council desires to adopt the recodified Code of Ordinances as the City's official codified ordinances as an "ordinance in revision" pursuant to SDCL 9-19-16, and to publish notice of such adoption pursuant to SDCL 9-19-17; and

WHEREAS, the City Council further desires to supersede and retire the City's prior compiled code book as the City's codified publication, while continuing to recognize that the underlying ordinances duly adopted by the City remain effective as adopted (as compiled, organized, and restated in the recodified Code);

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Sturgis, South Dakota as follows:

SECTION 1. ADOPTION OF RECODIFIED CODE AS ORDINANCE IN REVISION.

Pursuant to SDCL 9-19-16, there is hereby adopted as an ordinance in revision, and as the official Code of Ordinances of the City, that certain recodified compilation prepared and published by American Legal Publishing entitled:

"CODE OF ORDINANCES, CITY OF STURGIS, SOUTH DAKOTA"
Date of Publication: 2025

(the "Recodified Code"). The Recodified Code, as filed and maintained pursuant to this Ordinance, shall be the City's official codified ordinances for purposes of public reference, administration, enforcement, and supplementation.

SECTION 2. FILING; PUBLIC INSPECTION; OFFICIAL RECORD.

At least one (1) copy of the Recodified Code, together with all supplements and updates

adopted by the City Council from time to time, shall be kept on file in the City Finance Office and shall be available for public inspection during regular business hours. The City shall also maintain such additional copies and access methods (including electronic publication) as it deems appropriate for public convenience.

SECTION 3. SUPERSESSON AND RETIREMENT OF PRIOR COMPILED CODE AS CODIFIED PUBLICATION.

- A. The prior compiled code book previously maintained by the City as its codified publication, as amended and supplemented from time to time (the “Prior Code Compilation”), is hereby superseded and retired as the City’s codified ordinances publication and is no longer the controlling codified compilation for municipal code reference purposes.
- B. To the extent the Prior Code Compilation was adopted, readopted, or maintained through one or more code-adoption ordinances, codification ordinances, or similar enactments (collectively, the “Prior Codification Ordinances”), such Prior Codification Ordinances are hereby repealed and superseded as code-adoption instruments, effective as provided in Section 8 below.
- C. This Section 3 is intended to address the City’s codified publication and code-adoption instruments only, and is not intended to repeal or impair the continued legal effectiveness of any underlying ordinance duly adopted by the City Council, which ordinances are continued in effect as compiled, organized, and restated in the Recodified Code, except as expressly provided in this Ordinance or in subsequent ordinances of the City.

SECTION 4. ORDINANCES OF A GENERAL AND PERMANENT NATURE; EFFECT OF CODIFICATION.

- A. The Recodified Code is intended to compile, recodify, and organize the City’s ordinances of a general and permanent nature. Except as otherwise provided by law or by subsequent ordinance, the provisions contained in the Recodified Code shall be treated as continuing provisions of law, and not as new enactments, and shall be construed accordingly.
- B. Unless expressly provided otherwise, the adoption of the Recodified Code shall not be construed as:
 - 1. Affecting any existing right or remedy of the City or of any person;
 - 2. Affecting any prosecution, proceeding, or enforcement action for an offense or violation committed or liability incurred prior to the effective date of this Ordinance;
 - 3. Affecting any contract, bond, franchise, permit, license, approval, or authorization granted by the City that is valid on the effective date of this Ordinance; or

4. Repealing, modifying, or impairing any ordinance provisions that are required to remain in effect by operation of law.

SECTION 5. SAVINGS; CONTINUITY; INTERPRETATION.

- A. The recodification, arrangement, and numbering of the ordinances in the Recodified Code shall not be construed to alter the meaning or legislative intent of the ordinances as previously adopted, except to the extent an ordinance's text is expressly amended by this Ordinance or by subsequent ordinance.
- B. Administrative, clerical, and formatting changes made in the course of codification (including reorganization, renumbering, typographical correction, cross-reference correction, and compilation integrity restoration of previously adopted text omitted from prior compilations) are intended as non-substantive housekeeping consistent with a codification project. The City Council's adoption of this Ordinance is not intended to introduce material policy changes; substantive amendments, if any, shall be adopted by separate ordinances with appropriate notice and deliberation.

SECTION 6. PRIOR ORDINANCES NOT INCLUDED; SPECIAL ORDINANCES.

- A. The City Council intends that the Recodified Code reflect the City's ordinances of a general and permanent nature in codified form. If any ordinance of a general and permanent nature adopted on or before the final codification cut-off date established for the Recodified Code is inadvertently omitted, such omission shall not, by itself, invalidate the omitted ordinance; however, the City may correct the omission by supplement, errata, or subsequent ordinance as appropriate.
- B. Ordinances of a special or temporary nature (including, by way of example and without limitation, appropriations and budget measures, bond ordinances, special assessments, certain contract authorizations, vacation/closing instruments, and other one-time or project-specific enactments) may not appear in the Recodified Code. The adoption of this Ordinance shall not be construed to repeal or impair such ordinances, except to the extent they are expressly repealed by their own terms or by subsequent ordinance.

SECTION 7. SEVERABILITY.

If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, and phrase thereof irrespective of the fact that any one or more portions may be declared invalid.

SECTION 8. PUBLICATION; EFFECTIVE DATE.

This Ordinance shall be published by notice of adoption in the official newspaper as provided in SDCL 9-19-17. This Ordinance shall take effect and be in full force as provided in SDCL 9-19-17, unless a referendum is invoked as provided by law.

SECTION 9. CERTIFICATION; DISTRIBUTION; AUTHORITY TO MAINTAIN SUPPLEMENTS.

The Finance Officer is authorized and directed to:

- A. Maintain the Recodified Code on file for public inspection;
- B. Cause the notice of adoption to be published as required by SDCL 9-19-17;
- C. Provide such copies of the Recodified Code as required by SDCL 9-19-17 (including, if applicable, distribution to the circuit clerk and county law library); and
- D. Incorporate future duly adopted ordinances into the Recodified Code by supplementation and editorial integration consistent with the City’s codification practices, provided that no substantive changes shall be made by editorial action and all substantive amendments shall occur only by ordinance.

Dated this _____ day of _____, 2026.

CITY OF STURGIS

Kevin Forrester, Mayor

(Seal)

ATTEST:

Ann Bertolotto, Finance Officer

First reading:

Second reading:

Adopted:

Published:

Effective:

City Council
STAFF REPORT



Meeting Date: City Council - Feb 17 2026

Agenda Item: Renewal of Shelter Agreement between the City of Sturgis and City of Summerset

Prepared By: Geody VanDewater, Chief of Police

BACKGROUND INFORMATION:

We have had agreement between the City of Sturgis and the City of Summerset to provide animal shelter services for animals identified and seized or captured by Summerset officials and transported to the Sturgis Animal Shelter.

DISCUSSION:

This agreement is effective from January 1, 2026 and will terminate on December 31, 2026. All rates are staying the same and there will be no increase to the 2026 Contract.

CODE REFERENCES:

N/a

BUDGET IMPACT:

This brings in additional revenue to the City of Sturgis Animal Shelter. 2025 the City of Summerset brought in approximately 16 dogs.

RECOMMENDATION:

Motion to approve

ATTACHMENTS:

[2026 ACO Contract with Summerset \(003\)](#)

Approved By:

Geody VanDewater, Chief of Police

Status:

Approved - Feb 10 2026

**CITY OF SUMMERSET AND CITY OF STURGIS
ANIMAL SHELTER AGREEMENT**

This **Animal Shelter Agreement** (“**Agreement**”) made the 6 day of January, 2026, by and between the **CITY OF SUMMERSET**, a municipal corporation incorporated under the laws of South Dakota, of 7055 Leisure Lane, Summerset, SD 57718, (“**Summerset**”), and the **CITY OF STURGIS**, a municipal corporation incorporated under the laws of South Dakota, of 1040 Harley-Davidson Way, Sturgis, SD 57785, by and through its Animal Shelter located at 1140 Otter Road, Sturgis, SD 57785 (“**Sturgis**”), collectively referred to herein as the “Parties.”

The Parties desire that Sturgis provide animal shelter services to Summerset, for animals identified and seized/captured by Summerset officials/animal control under Summerset Ordinances, and transported to the Sturgis Animal Shelter located at 1140 Otter Road, Sturgis, SD 57785.

In Consideration of the mutual covenants hereinafter contained, it is hereby agreed by and between the Parties as follows:

TERMS AND CONDITIONS

- 1. PURPOSE:** Sturgis agrees to provide animal shelter services to Summerset in order for Summerset to implement its ordinances related to animal control within the Summerset city boundary as allowable by law. In providing these services to Summerset, Sturgis is not assuming any authority or responsibility under Sturgis ordinances and is not independently responsible for ordinance enforcement, prosecution, or implementation of any program or activity within the Summerset city boundary.
- 2. TERM:** The term of this Agreement shall be effective 12:01 a.m. on January 1, 2026, and shall terminate at 11:59 p.m. on December 31, 2026.
- 3. PAYMENT:** Summerset agrees to pay Sturgis for performance of its obligations according to the fee schedule in Paragraph 5, Sections E and F below.
- 4. INDEPENDENT CONTRACTOR:** Sturgis is at all times an independent contractor and no agency relationship is intended to be created by this Agreement. Sturgis is solely responsible for employing the personnel necessary to provide the services required by this Agreement. Sturgis shall furnish a list of all employees, including title and job description, upon request of

Summerset. Sturgis will provide its own insurance at a minimum as required herein.

5. STURGIS OBLIGATIONS: For the consideration described in this Agreement, Sturgis agrees to provide the following services pursuant to this Agreement:

A. Maintain and operate a facility for the shelter of animals in accordance with all applicable laws of the United States and State of South Dakota, City ordinances, and contemporary standards of the humane treatment of animals.

B. Appoint and maintain competent and qualified agents for carrying out the obligations of this Agreement.

C. Maintain regular posted office hours of not less than Forty (40) hours per week, holidays excluded, at the animal shelter for the purpose of transacting business in connection with the obligations of Sturgis under this Agreement, and for the receiving of animals or for accepting applications for the redemption of impounded animals. Sturgis will provide Summerset a written or electronic schedule of hours under this Agreement.

D. Provide shelter to Summerset animals only at the specific request of Summerset designated contact, ACO officer, or other designee. Sturgis will accept citizen turn-ins, at an expense to Summerset with approval from Summerset designee.

E. At Sturgis' discretion and approval, Sturgis may be available on a limited and individual case basis, to assist Summerset with Animal Control duties, such as animal capture, transportation, and/or other specifically requested services based on the following hour and mileage fee schedule:

1. \$35.00 per officer hour and \$0.45 per mile, Monday through Friday between 8:00 a.m., and 5:00 p.m.;
2. \$50.00 per officer hour and \$0.45 per mile, for all other days and hours.
3. Minimum charge for these services is two (2) hours, and the per officer hour costs include travel time from and to Sturgis.

F. Provide animal shelter and all other related services as requested by Summerset, and will provide Summerset with a monthly accounting of its charges to Summerset based on the following schedule:

1. \$5.00 Administration Fee. This fee will be assessed to any and all animals received with approval from Summerset designated contact, whether owner reclaims or said animal becomes the property of Sturgis.
2. \$45.00 Intake Fee. Intake fee includes boarding fee for the first day.
3. \$25.00 Boarding Fee for each additional day or partial day an animal spends in the shelter.
4. \$45.00 euthanasia/disposal fee.
5. \$145.00 fee for decapitation and shipping for rabies testing.
6. Actual cost of veterinary expenses for sick or injured animals, plus an additional 20% cost for transportation and overhead. Any veterinary expenses paid under this provision shall be directly billed to Summerset, if applicable, after designee approval. Summerset approval is necessary unless veterinary care is required in emergency situations.

G. Sturgis agrees to provide Summerset with a monthly invoice with detailed accounting of the activity under this Agreement. Such invoice will be submitted to Summerset not later than ten (10) days following the end of the month.

H. Sturgis agrees that prior to delivery of any services subject to expenses beyond those provided in Sections F(1) and (2), Sturgis will obtain authorization for those services from Summerset. Summerset reserves the right, at its sole discretion and expense, to utilize other service providers available to Summerset for those services requested by Sturgis. In situations where emergency veterinary care is necessary, prior to receiving care, Sturgis will make a good faith effort to receive Summerset approval, however Sturgis may obtain emergency veterinary services without prior approval of Summerset.

I. Maintain complete books and records of all animals taken into custody and impounded by or at the request of Summerset designated contact and submit monthly invoices/reports to Summerset showing the date, place, and manner whereby the animals are brought into custody with a description of the animal and record of its final disposition including all associated fees chargeable to Summerset. All Sturgis books and records provided under this Agreement must be open for inspection by Summerset upon reasonable request to determine accuracy and compliance with this Agreement and applicable law.

6. SUMMERSET'S OBLIGATIONS: For the consideration described in this Agreement, Summerset agrees:

A. Unless expressly provided for in this Agreement, perform all code enforcement and animal control activities in the City of Summerset, including but not limited to, animal seizure/capture, owner location (when applicable), and transportation to the Sturgis Animal Shelter.

B. Appoint and maintain competent and qualified agents for carrying out the obligations of this Agreement.

C. In no manner is Sturgis responsible for prosecuting any Summerset ordinance violations or is required to pursue restitution in any criminal action involving any animal held in Sturgis' custody under this Agreement. Summerset retains sole responsibility to prosecute its own ordinance violations, and to pursue restitution for any costs incurred under this Agreement stemming from a criminal action occurring in the City of Summerset.

D. Summerset is responsible for any costs incurred with any holds or impoundments required by pending criminal or protective custody cases originating within the City of Summerset boundaries. Additionally, Summerset is responsible for any reasonable holding costs associated with animals whose original owner's rights have been terminated, and the animal is ordered into the Custody of Sturgis. Sturgis must take reasonable steps to minimize holding costs in this situation. This provision applies regardless of whether the cases are prosecuted by the City of Summerset or the State's Attorney.

7. PAYMENT: Summerset retains full responsibility for payment of any and all costs provided for under Paragraph 5, Sections E and F. Sturgis must make a good faith effort to charge and collect all fees otherwise chargeable to Summerset under this Agreement, except for the administration fee of five dollars (\$5.00) in Paragraph 5, Section F(1), from all persons who reclaim impounded animals under this Agreement. Any fees collected by Sturgis from persons who reclaim impounded animals shall be credited to any costs owed by Summerset under this Agreement. Alternatively, Sturgis may forward any payment received from reclamation of impounded animals to Summerset and require payment of all costs invoiced under this Agreement.

8. LARGE ANIMALS AND RESCUES: This Agreement does not include large animals such as horses, goats, livestock, or any other large, exotic, or unusual animals. Additionally, this Agreement does not include large scale rescues, confiscations, and/or abandonment, or other such situation that

requires Sturgis to impound or hold in custody five (5) or more animals from any one residence and/or property. The Agreement only includes domestic pets and excludes any exotic or unusual animals.

9. INSURANCE: Both Parties agree to secure workers' compensation insurance providing the statutory limits required by South Dakota law. The Parties additionally agree to secure professional liability insurance providing occurrence basis coverage for any claim arising from the errors, omissions, failure to render a service, or the negligent rendering of the service by each Party in the amount of \$1,000,000 each occurrence and \$2,000,000 annual aggregate. All insurance secured by the Parties under the provisions of this section shall be issued by a recognized, reputable insurance company or a risk retention group formed under the Laws of the State of South Dakota. The insurance specified in this section may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance must be provided to either Party upon written request. The Parties will provide each other with at least forty-five (45) days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage.

10. INDEMNITY: The Parties agree to be solely responsible for any actions related to their individual duties under this Agreement. The Parties agree to protect, save, defend, indemnify, and hold one another harmless, as well as each of their respective assigns, heirs, agents, representatives, and affiliates, from and against any and all expenses, damages, claims, suits, actions, judgments, demands, liabilities, debts, damages, and/or costs whatsoever, including reasonable attorney's fees, arising out of, and/or in any way connected with, any injury, claim, and/or action arising out of each Parties' individual respective duties under this Agreement. This provision shall survive any termination or expiration of this Agreement.

11. APPLICABLE ORDINANCE: Unless otherwise expressly provided, the City of Summerset ordinances apply to the implementation of any actions under this Agreement.

12. UNCLAIMED OR UNREDEEMED ANIMALS: Parties agree that all unclaimed or unredeemed animals seized and impounded pursuant to this Agreement, other than for rabies observation, criminal cases, or protective custody, shall become the property of Sturgis upon its compliance with the five (5) day reclamation/impoundment period required under Summerset ordinance § 91.022. Sturgis may, at its sole discretion, apply a longer reclamation/impoundment period than the five (5) day reclamation period provided by Summerset ordinance § 91.022, prior to declaring an animal as

abandoned or pursuing any allowable disposition under the ordinances. Disposition of these animals may be at the discretion of Sturgis. Disposition of these animals may be at the discretion of Sturgis. Summerset is responsible for any reasonable holding costs until the animal's final disposition.

13. NO PARTNERSHIP: Nothing contained in this Agreement shall be construed as establishing an employer/employee, partnership, or joint venture relationship between the Parties.

14. COURT FINES: Parties agree that any fines collected by any court for Summerset as a result of any violation of law or ordinance shall be retained by Summerset as its sole property unless the court otherwise directs.

15. ASSIGNMENT: Neither Party shall assign any of the rights, nor delegate any of the duties imposed upon it under the provisions of the Agreement without first obtaining written permission from the other Party.

16. WAIVER: The failure by one party to require performance of any provision herein shall not affect that Party's right to require performance at any time thereafter, nor shall a waiver of any breach or default of this Agreement constitute a waiver of any subsequent breach or default or a waiver of the provision itself.

17. BREACH AND OPPORTUNITY TO CURE: If any Party materially breaches any part of this Agreement, the non-breaching party shall provide to the breaching party written notice of such breach within ten (10) business days. Thereafter, the breaching party shall have a reasonable opportunity to cure the breach. If the breach is not cured within thirty (30) days or such longer period as may be mutually agreed upon, the non-breaching party may terminate this Agreement upon written notice to the breaching party.

18. NOTICE: All notices or other communications required or permitted hereunder shall be in writing to the addresses below, and shall be (a) personally delivered, (b) sent by registered or certified mail, return receipt requested, or (c) sent by overnight commercial carrier, such as among others, Federal Express. Any such notice or other communication shall be deemed received upon the earlier of (i) if personally delivered, the date of delivery to the address of the person to receive such notice; (ii) if mailed, on the date of delivery as shown by the addressee's registry or certification receipt; (iii) if sent and delivered by overnight commercial carrier, one (1) business day after the date of deliver of such communication to such carrier as marked thereon, with applicable charges prepaid.

All notices must be provided to the following addresses, unless provided in writing to the other party to a different designated address:

SUMMERSET

City of Summerset
7055 Leisure Lane
Summerset, SD 57718

CITY

City of Sturgis
1040 Harley-Davidson Way
Sturgis, SD 57785

19. TIME IS OF THE ESSENCE: The Parties agree that time is of the essence with regard to the enforcement of Summerset’s animal control ordinances and state law provisions governing the same.

20. GOVERNING LAW, JURISDICTION AND VENUE: This Agreement shall be governed by and construed according to the laws of the State of South Dakota. All actions or proceedings related to or arising under this Agreement shall be brought in the Circuit Court for the Fourth Judicial Circuit, Meade County, South Dakota.

21. AMENDMENT OR MODIFICATION: Any amendments, changes, modifications, or revisions to the terms of this Agreement must be in writing and signed by both Parties with the same formality as the original Agreement.

22. ENTIRE AGREEMENT: This written Agreement and all of its provisions shall be considered the complete agreement of the Parties relating to the matters set forth therein. This Agreement contains the complete terms between the Parties and supersedes all prior negotiations and representations, both written and oral, relating to the subject matter thereof. No statement, promises, or inducements made by either party or agents of either party that are not contained in this written agreement will be valid or binding.

23. COUNTERPARTS: This Agreement may be executed in counterparts; each such counterpart shall be deemed an original and when taken together with other signed counterparts, shall constitute one Agreement.

24. SEVERABILITY: If any provision of this Agreement is held unenforceable by a court of competent jurisdiction, such holding shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS THEREOF, the Parties have caused this Agreement to be signed by their duly authorized officers.

CITY OF SUMMERSET

Dated this 22 day of January, 2026.

ATTEST:



Lisa Fischer
Finance Officer



Mike Kitzmiller
Mayor



CITY OF STURGIS

Dated this ____ day of _____, 2026.

ATTEST:

Aaron Jordon
City Administrator

Ann Bertolotto
Finance Officer

AGREEMENT BY AND BETWEEN
GENERAL DRIVERS & HELPERS UNION LOCAL 120
AFFILIATED WITH THE
INTERNATIONAL BROTHERHOOD OF TEAMSTERS
AND
THE CITY OF STURGIS, A MUNICIPAL
CORPORATION
City Employees
January 1, 2026 - December 31, 2027

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AGREEMENT BY AND BETWEEN THE
GENERAL DRIVERS & HELPERS UNION LOCAL 120
AFFILIATED WITH THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS

AND
THE CITY OF STURGIS, A MUNICIPAL CORPORATION

PREAMBLE

This Agreement made and entered into at Sturgis, South Dakota by and between General Drivers and Helpers Union Local 120, affiliated the International Brotherhood of Teamsters, hereinafter referred to as the "Union", and the City of Sturgis, hereinafter referred to as the "City" or "Employer".

WITNESSETH

WHEREAS, both parties to this Agreement are desirous of reaching an amicable understanding with respect to the employer-employee relationship which exists between the City and those employees covered by this Agreement and of entering into a complete Agreement covering wages, rates of pay, hours of work and other conditions of employment, *and*

WHEREAS, the parties recognize that all of the provisions of this Agreement must meet with the requirements and procedures required by law and the provisions of the statutes of the State of South Dakota, *and*

WHEREAS, the parties do hereby acknowledge that both parties have met, conferred, and negotiated in good faith regarding wages, hours and other terms and conditions of employment for the employees in said bargaining unit and that this Agreement is the result of the unlimited right and opportunity afforded to each of the parties to make any and all demands and proposals with respect to the wages, rates of pay, hours of work and other conditions of employment with respect to the unit of employees covered hereby, *and*

WHEREAS, the Employer recognizes the method and manner of according to each of the members of the Union, the following Bill of Rights:

1. Except when on duty, or whenever acting in his/her official capacity, no member shall be prohibited from engaging in political activity.
2. Members shall have the right to bring civil suit against any person or group of persons (including heads or members of business, social or educational organizations) for damages suffered, either pecuniary or otherwise, or for the abridgment of their civil rights on account of their performance of official duties. No complaint by a civilian against a member shall result in any disciplinary action unless the complaint be duly sworn to by the complainant before an official authorized to administer oath, provided, however, that for the purpose of this paragraph admonishment shall not be a disciplinary action.
3. No members shall be discharged, disciplined, demoted, transferred or denied promotion or reassignment, or otherwise discriminated against in regard to their employment, or be threatened with any such treatment, by reason of their lawful exercise of their constitutional rights and/or the rights granted in this Agreement.

4. No dismissal, demotion, transfer, reassignment, denial of promotion or reassignment, or other personnel action which might otherwise be considered a punitive measure shall be taken against a member unless such a member is notified of the action and the reason(s) therefore prior to the effective date of such action.

5. In addition to any administrative procedures available to the member regarding the filing of complaints and grievances, any member may institute an action in a civil court after the conclusion of the grievance process to obtain redress of grievance.

NOW THEREFORE, in consideration of the execution of this Agreement and covenants and agreements mutually expressed herein and arrived at by the parties hereto, it is hereby agreed as follows:

DEFINITIONS

Aggrieved employee: An employee who might be required to take action or against whom action might be taken in order to resolve a grievance.

Confidential personnel. Confidential employee: Employee who assists and acts in a confidential capacity to the management personnel that make and implement labor relations policies, and/or an employee who has normal access to confidential information contributing to the development of management's policies within the scope of employer-employee relations.

Contracted Employees: Employees who are contracted to work for the City and who have a specific starting date and a specific termination date, which are agreed upon at the time of hiring.

Discharge: Termination of employment resulting from misconduct, inefficiency, a repeated pattern of misconduct, or other situation or performance. In some cases, an employee's employment can be immediately terminated for inefficiency or other infraction related to job without following progressive disciplinary action.

Disciplinary Action: An action, formal or informal, which brings to the employee's attention a deficiency in the employee's conduct, unsatisfactory job performance, or other employment related behavior(s). Disciplinary action imparts the seriousness of the situation to the employee so that the employee can take immediate corrective action(s). Disciplinary action can include, but is not limited to, warning, suspension, demotion, and termination (discharge). A verbal counseling or coaching is not considered disciplinary action, but the occurrence and subject matter of the counseling or coaching shall be documented.

Essential Personnel. Essential Employees: Those employees (full time and half time) who perform essential services.

Essential Services: Those services which are required to maintain or to protect the health, safety, and physical well-being of the general public and which must be provided even in the event of an emergency, extreme weather event, or other incident during which other City operations may be closed, delayed start, or released early. Examples of essential services include, but are not limited to, public works, police or ambulance services, snow removal, etc. and can vary depending upon the emergency.

Everyday Staffing: Scheduling constraints whereby a department must schedule employees every day of the week (Monday through Sunday). Currently, the City Departments which require everyday staffing are Public Works, EMS, Fire, Police, and Liquor.

FMLA: Family and Medical Leave Act as well as any subsequent amendments (i.e. ADAA) (*See Article 31 of the present Agreement*).

Full-Time Employees: FLSA non-exempt employees of the City who work at least 2,080 hours per year.

Grievance: A dispute by an employee (or group of employees) covered by this Agreement based upon an alleged violation, misinterpretation, or inequitable application of any existing agreements, contracts, ordinances, policies, or rules of the City, as they apply to the conditions of employment as laid out in this Agreement Negotiations for, or a disagreement over, a non-existing agreement, contract, ordinance, policy, or rule is not a "grievance". The term "grievance" shall not apply to any matter as to which (1) the method of review is expressly limited by law, or (2) the Mayor of the City is without authority to act.

Gross inefficiency (Gross Inefficient Job Performance): Failure to satisfactorily perform job requirements as set out in the job description, work plan, or as directed by a Department Head or other appropriate supervisor and the act or failure to act causes or results in: (a) death or serious bodily injury or creates conditions that increase the chance for death or serious bodily injury to employee(s) or to members of the public; or (b) the loss of or damage to City property or funds that results in a serious adverse impact on the City and/or work unit.

Half Time Employees: FLSA non-exempt employees of the City who work more than 1,039 hours per year and less than 2,080 hours. All Half Time employees shall be entitled to one-half (1/2) of the benefits provided to Full Time Employees in accordance with this Agreement.

Lay-off: The separation of any employee from the Department for lack of work, decrease in or lack of funds, changing position requirements, return of employee from leave of absence, or for reasons other than the acts or delinquencies of the employee.

Lock-out: Shutdown of operations undertaken by management to prevent union members from working.

Job Abandonment: An employee is absent for three (3) successive days without notifying the City (unless the employee presents evidence to the satisfaction of the City that it was impossible for him to give such notification).

Just Cause: Guiding principle used when the City engages in disciplinary action, progressive discipline, and /or termination of an employee for misconduct, negligence, job performance, insubordination, gross inefficiency, or other performance related reasons.

Managerial personnel. Managerial employee: Employee who makes, executes, and exercises independent judgment about management policies and procedures, but does not necessarily manage other employees.

Part-Time Employees: FLSA non-exempt employees of the City who work a maximum of or less than 1,039 hours per year.

Progressive Discipline: Philosophy towards disciplinary action in which an employee receives increasingly stern disciplinary action. Exceptions from the progressive discipline philosophy will be made in instances of an

employee's severe misconduct, gross inefficiency, blatant disregard for City policies, procedures or practices, or other severe infraction.

Punitive Measure: Adverse consequence of an employment related activity.

Seniority: The length of continuous service by a Full-Time Employee or Half-Time Employee with the City of Sturgis beginning with the most recent date the employee commenced Full-Time Employee or Half-Time Employee status.

Serious Health Condition: A serious health condition is defined as a condition that requires inpatient care at a hospital, hospice or residential medical care facility, including any period of incapacity or any subsequent treatment in connection with such inpatient care or a condition that requires continuing care by a licensed health care provider. It can include illnesses of a serious and long-term nature, resulting in recurring or lengthy absences. Generally, a chronic or long-term health condition that would result in a period of three consecutive days of incapacity with the first visit to the health care provider within seven days of the onset of the incapacity and a second visit within 30 days of the incapacity would be considered a serious health condition. For chronic conditions requiring periodic health care visits for treatment, such visits must take place at least twice a year.

Specialized Employees: Employees outside of the coverage of the collective bargaining agreement who (a) fulfill responsibilities which require a combination of specialized knowledge and professional or educational experiences and (b) who are in charge of a functional area (i.e. at a sub-department level) with minimal oversight from their Department Head. *Examples include the building inspector, engineer, deputy finance officer, staff accountant, attorney, HR coordinator, etc.*

Strike: A collective term which refers to the failure by an employee to report for duty, the willful absence from an employee's position, the stoppage of work, picketing, or the abstinence in whole or in part from the full, faithful, and proper performance of the duties of employment by concerting action with others, and without the lawful approval of one's superior, or in any manner interfering with the operation of government of the City of Sturgis for the purpose of coercing a change in the conditions or compensation or the rights, privileges, or obligations of employment.

Supervisory personnel, supervisory employee: An employee having authority (in the interest of the City) (a) to direct and oversee employees' work, and/or (b) to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, and/or (c) to adjust their grievances (or recommend such actions, if in connection with the foregoing, the exercise of such authority is not merely a routine or clerical nature, but requires the use of independent judgment).

Temporary Employees: FLSA non-exempt employees who are hired on a seasonal or temporary basis and who work less than 1,039 hours per year.

Workweek: The period of time from 12:01 a.m. Monday until 12:00 a.m. (midnight) the following Sunday that is used for computation of pay for all work falling within the workweek.

ARTICLE 1 EXISTING AGREEMENTS

This Agreement shall supersede and replace all existing Agreements between the City and the Union. There is no guarantee that working conditions and practices will be continued if they are not included in this Agreement or have not been or are not hereafter specifically authorized by ordinance or by resolution of the

City Council.

ARTICLE 2 DURATION

This Agreement shall be effective at 12:00am on January 1, 2026, following ratification by the City Council and shall remain in full force and effect until 11:59pm on December 31, 2027.

Should the parties not reach an Agreement on a new contract by 11:59pm on December 31, 2027, the present contract will remain in full force and effect until such time as the parties have concluded negotiation, arbitration or one year, whichever comes first.

On or before April 1, 2027, either party (or the party's designated representative) may notify the other in writing of its desire to re-negotiate the terms and provisions of a successor Agreement.

Following such notification, conferences and negotiations shall be carried out by the parties in 2027 as follows:

Step 1. Submission of Union proposals by the first council meeting in April 2027.

Step 2. Negotiations to continue, thereafter, at such mutually agreeable times until agreement is reached.

The language of this Article does not waive or alter any of the rights of Employer as set forth in Article 4 herein.

ARTICLE 3 ANTI-HARASSMENT AND NON-DISCRIMINATION

The municipality of Sturgis, SD is committed to providing a work environment that is free from discrimination and harassment. The Employer and employees agree to treat each other with dignity and respect at all times. Any alleged violations of this Article shall be subject to the applicable grievance procedure.

ARTICLE 4 EMPLOYER RIGHTS

Section 4.1 RESERVATION OF RIGHTS

Except to the extent expressly modified by a specific provision of this Agreement, the Employer reserves and retains solely and exclusively all of its statutory and Common Law Rights to manage the operation of the City of Sturgis, South Dakota, as such rights existed prior to the execution of this Agreement with the Union.

Section 4.2 EMPLOYER RIGHTS

Such rights shall include, but are not limited to:

- A. To take such measures as the Employer may determine to be necessary for the orderly and efficient operation of the City of Sturgis,
- B. To develop, alter or abolish policies, practices, procedures, and rules to govern the operation of the City of Sturgis and to bring about discipline and maintain performance,
- C. To determine work assignments and establish, alter and/or eliminate work schedules, locations or functions in accordance with departmental needs or to contract or subcontract any or all of the

functions,

- D. To discipline, transfer, promote or demote employees; or to lay off, terminate, discharge, or otherwise relieve employees from duty for just cause,
- E. To recruit, select, and determine the number and types of employees required, including the establishment of standards and procedures for application, testing, selection, and appointment to all positions in the City,
- F. To establish basic and in-service training programs and requirements for upgrading of employees,;
- G. To determine the number and type of equipment, materials, products, supplies, etc. to be used and any policies for purchasing and cost controls,;
- H. To determine, effectuate, and implement the objectives and goals of the City.;

In addition to the Management Rights enumerated above, the City shall have all other rights and prerogatives which in the past it has lawfully exercised or could have lawfully exercised unilaterally, subject only to the express restrictions of such rights (if any) as provided in this Agreement.

To the extent that the above rights are specifically limited by the provisions of this Agreement, alleged violations are subject to grievance and arbitration procedures.

ARTICLE 5 RECOGNITION

Section 5.1 EXCLUSIVE REPRESENTATION

The Employer hereby recognizes the Union as the exclusive collective bargaining representative for the collective bargaining unit as defined in Section 5.2 immediately following. The Union recognizes the responsibility assumed by it as the exclusive representative of all employees in the collective bargaining unit. As a part of this responsibility, the Union pledges the full cooperation of its members to maintain continuous service to the public, to perform efficient work and to protect the property and interests of the City, and to cooperate with the City in the promotion of the welfare of its patrons and citizens.

Section 5.2 COLLECTIVE BARGAINING UNIT

The collective bargaining unit includes all regular Full-Time position and Half-Time positions of the City of Sturgis, with the exception of the following:

- Department Heads,
- Supervisory personnel,
- Managerial personnel,
- Confidential employees,
- Specialized employees,
- Public Safety employees covered by a separate bargaining agreement,
- Temporary Employees and Seasonal Employees, and
- Contracted employees or City consultants.

Section 5.3 PRESENTATION WITHOUT EXCLUSIVE REPRESENTATIVE

Notwithstanding this recognition, the parties hereto understand and agree that any individual employee, or group of employees, still have the right at any time to present grievances to the City and to have such grievances adjusted without the intervention of the exclusive collective bargaining representative so long as the

adjustment is not inconsistent with the terms of this Agreement, and provided that the exclusive representative has been informed of such adjustment.

Section 5.4 DUES CHECK-OFF

The City agrees to deduct from the pay of the members covered by this Agreement: (a) initiation fees, (b) monthly dues, (b) uniform dues, (d) assessments, and/or (e) deductions of the Local Union. The City agrees to remit to the Union such deductions within ten (10) days after the end of the month for which the deductions are made.

Written authorization by the employee is to be furnished in the form required. Check-off procedures and timing shall be worked out between the Union and the City.

Union agrees to give reasonable notice of any applicable changes in dues.

Section 5.5 NEGOTIATION

The City will recognize and deal with the Union Representative in the matter of negotiation of contracts, and, when necessary, on re-negotiation of any major or substantial change in any contract made during the course of the administration of any existing contract.

Section 5.6. REPRESENTATIVES OF THE UNION

The Employer will deal with the Representatives of the Union or its designee in the initial phase or state of all matters relating to formal grievances and interpretations of the Agreement, and accordingly, full compliance by both the Employer and the Union will be made with grievance procedures as set forth in this Agreement.

ARTICLE 6 CONDUCT OF UNION AFFAIRS

Section 6.1 UNION REPRESENTATIVE

The Employer recognizes the right of the Union to appoint one (1) Steward and one (1) Alternate Steward. Both Steward and Alternate Steward shall be employees of the City and shall be members of the collective bargaining unit defined in Section 5.2. Stewards shall be selected by the Union and shall function on behalf of the employees of the unit. Each employee is expected to perform full-time work for the Employer except when performing authorized duties as Steward.

A written list containing the names of the Business Agent and Steward(s) shall be first furnished to the Employer upon signing this agreement and upon any subsequent designation. The Union shall notify the Employer promptly in writing of any changes in membership or its administrative structures.

Section 6.2 NOTIFICATION

Each Steward shall inform his/her Department Head prior to the time of leaving his/her work to perform authorized duties as a Steward. The Steward shall also report back upon return to his/her work assignment (unless the prior consent of the Steward's Supervisor not to so report has been secured). When it is necessary for a Steward to enter a work area other than his/her own for the purposes of conducting his/her authorized duties of a Steward, the Steward shall notify the Department Head or other appropriate Supervisor of that area of his/her presence and the nature of the business.

Stewards shall record on their time cards such time used for performance of their authorized duties as a Steward.

Section 6.3 AUTHORIZED DUTIES OF THE STEWARD

Upon request to the Steward's Department Head or other appropriate Supervisor, a Steward shall be permitted, without unnecessary delay, to devote reasonable periods of time, during his/her normal working hours

and without loss of pay, to do the following:

- A. Investigate any grievance or dispute so that the same can be properly presented to the Department Head or other appropriate Supervisor;
- B. Present to a Department Head or other appropriate Supervisor a grievance or dispute which an employee or group of employees has requested to be presented for adjustment;
- C. Attend meetings with Department Heads, Supervisors or other Employer representatives when such meetings are necessary to adjust grievances or disputes, all which meetings will be held without unnecessary delay;
- D. Confer with authorized representatives of the Union and/or employees on Employer premises relative to the adjustment of grievances or disputes at such times and places as may be authorized by the Department Head or other appropriate Supervisor.

Stewards shall not be paid overtime compensation if they perform Steward duties beyond their regularly scheduled shift time.

Section 6.4 EXCESSIVE ACTIVITIES BY UNION STEWARDS

Any charges by the Employer that a Steward is spending an unreasonable amount of time in handling grievances or disputes or performing other duties for the Union relative to the administration of this Agreement shall be referred to the Joint Committee (Article 9) for discussion and recommendation. The Employer shall have the right to require the Union to refrain from excessive activities on Employer premises.

ARTICLE 7 GRIEVANCE PROCEDURE

Section 7.1 PURPOSE

The purpose of the grievance process is to secure, at the lowest possible administrative level, equitable solutions to the problems which may arise from time to time. Proceedings under the procedure will be kept as informal and confidential as may be appropriate at any level of the procedure.

Nothing contained herein will be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate Supervisor and to have the grievance adjusted, provided the adjustment is consistent with this Agreement.

Section 7.2 FORMAL GRIEVANCE PROCEDURE

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum acceptable time period. Every effort should be made to expedite the process. However, the time limit specified may be extended by mutual agreement

For the sake of the Grievance Process, the term "days" shall refer to calendar days. Where a time period in the grievance procedure expires during a non-working day (i.e. weekend, holiday or vacation), the time limit shall be extended to and shall include the next regularly scheduled working day.

INFORMAL RESOLUTION: The aggrieved employee shall informally discuss the grievance personally (individually) with the aggrieved employee's immediate supervisor with the objective of resolving the matter informally. A representative of the Union may accompany the employee and/or act on the employee's behalf. If the informal conversation does not resolve the grievance, the employee shall, within seven (7) days, begin the formal grievance procedures outlined below. The employee may not elect to skip this informal step, except in cases where there are extenuating circumstances in which

the informal resolution is not a viable solution. One example of such extenuating circumstances (but not the only one) is a grievance related to the unethical or immoral actions of the aggrieved employee's immediate supervisor. In such cases, the aggrieved employee may present the grievance in Level One.

LEVEL ONE: A grievance will be submitted in writing to the aggrieved employee's Department Head with the objective to resolve the matter formally. The grievance shall include a written statement of the circumstances, any supporting documentation, and a statement that the employee has waived or attempted informal resolution. The aggrieved employee may discuss the grievance personally (individually) with the Department Head; or the aggrieved employee may request that a representative of the Union accompany him/her and/or act on the employee's behalf. The Department Head reserves the right to invite a representative from the Human Resources Department to participate in such meeting.

A decision will be rendered within seven (7) days after the presentation of the grievance.

LEVEL TWO: If the aggrieved employee is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within seven (7) days after the presentation of the grievance, the employee may file the grievance in writing with the City Administrator within seven (7) days after the grievance decision has been rendered at Level One, or within fourteen (14) days after the grievance was presented at Level One, whichever is sooner.

If requested by the employee, the Union may file such grievance on behalf of the employee within the time limit set forth. The City Administrator shall meet with the aggrieved employee and collective bargaining representative(s) in an effort to resolve the grievance.

Such meeting shall take place within seven (7) days after receipt of the written grievance by the City Administrator and the City Administrator shall render a decision in writing to the aggrieved employee.

LEVEL THREE: If the aggrieved employee is not satisfied with the disposition of the grievance at Level Two, or if no decision has been rendered within seven (7) days after the City Administrator has heard the grievance, the employee may, within seven (7) days thereafter, initiate an appeal to the Director of Labor and Management Relations, who shall conduct an investigation and hearing and shall issue an order covering the points raised, which order shall be binding on the employees and the City in accordance with the rules and regulations of said Director as pursuant to South Dakota Codified Laws.

It is specifically and expressly understood and agreed that taking an appeal to said Director constitutes an election of remedies and a waiver of any and all rights by the appealing party or parties and his/her or their representative to litigate or otherwise contest the appeal subject matter in any court, except in the form of an appeal from, the decision as provided by South Dakota Codified Laws.

Section 7.3 RIGHTS OF EMPLOYEES TO REPRESENTATION

The City shall not illegally discriminate against any employee in the bargaining unit, the collective bargaining representatives, or any other participant in the grievance procedure by reason of such participation. Any aggrieved employee or parties in interest may be represented at any level of the grievance procedure by a person or persons of their own choosing.

Section 7.4 INVESTIGATION BY UNION STEWARD

Prior to any proposed investigation by the Steward of a grievance, the Steward shall obtain permission from the Department Head for both the Steward and the aggrieved employee. Permission will be granted, except

in the case that the Steward or the aggrieved employee is working on something that requires the Steward's or aggrieved employee's immediate attention, or there is another extenuating circumstance. If permission cannot be immediately granted, the Employer will arrange to allow investigation of the grievance at the earliest possible time. Supervisory permission shall be given verbally to the Steward provided that verbal authorization ensures adequate controls; otherwise written permission will be required.

Section 7.5 MISCELLANEOUS PROVISIONS

If a grievance affects a group of employees from more than one department, such grievance may be submitted in writing directly to the City Administrator's office, and the proceedings of such grievance may commence at Level Two.

The City shall make available to the aggrieved employee and his/her representative all pertinent information, not privileged under law, in its possession or control which it understands is relevant to the issues raised by the grievance.

When it is necessary for a Steward(s) of the Union to attend a meeting or hearing called during the workday, the Steward(s) shall notify the Department Head or other appropriate Supervisor of such, and they shall be released without loss of pay for such time as their attendance is required at such meeting or hearing.

Section 7.6 WAIVER OF RIGHT TO PRESENT GRIEVANCE

No grievance shall be recognized unless it shall have been presented at the appropriate level (including informal resolution) within thirty (30) days after the aggrieved employee knew, or should have known, of the act or conditions of which the grievance is based. If a grievance is not so presented, the grievance will be considered as waived.

In the case where a grievance is filed under the paragraph 7.5 of this section, such grievance shall not be recognized at Level Two unless it shall have been filed with the City Administrator's office within at least thirty (30) days after the act or condition upon which it is based occurred.

Section 7.7 FAILURE TO COMPLY

Failure by an employee to comply with any time limitations shall constitute a withdrawal of the formal grievance. Failure of the City to comply with any time limitations shall constitute a settlement of the grievance in accordance with the requested remedy.

Section 7.8 VOLUNTARY TERMINATION

Employees who voluntarily terminate their employment will constitute a withdrawal of their grievance and the employee will not benefit by any later settlement of an individual or group grievance.

ARTICLE 8 DISCIPLINARY SUSPENSION AND DISCHARGE

Section 8.1 DISCHARGE OR DISCIPLINARY SUSPENSION

In all cases of discharge or disciplinary suspension, the employee and the Union shall be advised in writing of the reason for such discharge or disciplinary suspension, unless the employee immediately states in writing not to notify the union.

Section 8.2 GRIEVANCE

If the employee is grieved by such action, he/she must within twenty-four (24) hours of the receipt of notification of the discharge or disciplinary suspension, file a signed written grievance and submit it to the Department Head within twenty-four (24) hours. The Department Head shall, within twenty-four (24) hours after the grievance is

presented, submit a decision in writing to the employee. If the employee desires further proceedings, the decision of the Department Head may be appealed in accordance with a regular grievance procedure, but all times specified therein shall be reduced by one half (1/2) of the number of days.

Section 8.3 REINSTATEMENT

If it is decided under the grievance procedure that the employee was discharged or disciplined without just cause, the employee shall be reinstated to their former position without loss of seniority and pay, less any unemployment compensation payment received.

Section 8.4 DOCUMENTATION AND PERSONNEL FILES

No information contained in any employee's personnel file shall be used by the Employer in such disciplinary proceedings or in considerations relating to qualifications under Seniority (Article 11) unless such information has been made known to the employee within two business days after Employer's knowledge and their acknowledgment of the receipt for such information indicated thereon, either by their signature or initials or by a statement by the Employer or its designee that the employee had been shown the material and refused to affix their signature or initials. Signing or initialing the document does not imply agreement with the contents but merely indicates that the contents of the document were made known and discussed.

The employee may contest the facts of such information through the formal grievance procedures outlined in Article 7.

Section 8.5 POLYGRAPH EXAMINATIONS

Under no circumstances will the employee be required to take a polygraph examination without his/her consent.

Section 8.7 FINAL PAYMENT UPON DISCHARGE

Upon discharge the Employer shall pay all money due to the employee during the second payroll department working day following the date of discharge.

ARTICLE 9 COMMITTEE FOR UNION-MANAGEMENT COOPERATION

Section 9.1 OVERVIEW

The parties recognize that during the term of this Agreement, problems of administration may arise which are not currently anticipated by either party. Both parties also recognize that the commitment by parties to continue and enlarge their respective efforts to gain better appreciation and understanding of their problems and objectives can only result in more mutually constructive and productive relationships during such periods.

The City and the Union also acknowledge that issues initially perceived as problems or areas of conflict often stem from mutual misunderstandings. As such, these conflicts can frequently be resolved through open and honest communication, allowing both parties to share their perspectives and ideas. Although limitations are placed upon formal negotiations during the period of this Agreement covering the employees, the Union and the City believe that a better atmosphere in which to achieve improved day-to-day relations can be created through the periodic meetings of a Joint Committee.

Section 9.2 JOINT COMMITTEE FOR UNION-MANAGEMENT COOPERATION

The purpose of the Joint Committee for Union-Management Cooperation ("Joint Committee") shall be to foster the complete and frank exchange of viewpoints and ideas between the City and the Union with regards to administrative questions or concerns which may arise during the course of this Agreement.

The Joint Committee shall be composed of three (3) members designated by the Union and three (3)

members designated by the City. All recommendations of the committee shall be adopted by a majority of the committee.

Section 9.3 MEETINGS OF THE JOINT COMMITTEE

A meeting of the Joint Committee can be held during the term of this Agreement, provided that neither the City nor the Union requests a meeting of the Joint Committee more often than one (1) time per calendar month. Such meetings will be held for the purpose of appraising and discussing the problems (if any) which may arise concerning administration, interpretation or application of this Agreement. The Joint Committee may also meet to discuss any other matter which either party believes can contribute to the improvement in the relations between them within the framework of the Agreement.

Whenever a reference is made in this Agreement to matters to be referred to a committee for resolution, this Joint Committee shall take such matters into consideration.

However, such meetings shall not be for the purpose of handling grievances or conducting continuing formal negotiations nor shall they be for any purpose which will modify, add to or detract from the provisions of this Agreement in any way.

Section 9.4 COMMITMENT OF BOTH PARTIES

In agreeing to such meetings, the Union and the City provide evidence of their sincere desire to encourage friendly, cooperative relationships between their respective representatives at all levels as well as with and between those employees covered by this Agreement. It further demonstrates both parties' desire to find mutually beneficial ways to overcome difficulties, influence or attitudes, which may interfere with such relationships.

Section 9.5 SAFETY OR WORKING CONDITIONS

The Joint Committee may also be the means for handling problems that may arise concerning the safety and/or working conditions. Each of the parties recognizes the importance of protecting the health, life and limb of the employees, and the City will make all reasonable efforts to protect safety and health among its employees. Reasonable efforts may include, but are not limited to, implementation of Safety Manuals, Guidelines, Standard Operating Procedures, and/or training or (re)certification requirements. The committee shall make recommendations to the Mayor concerning conditions which in its opinions require correction, and the City agrees that it will use due diligence to avoid hazardous conditions and make reasonable efforts to eliminate any condition which might result in injury or illness to any employee. No employee shall be required to work with any piece of equipment or under any condition that has been declared unsafe by the committee until such time as the unsafe equipment or condition complained of has been corrected.

If the Joint Committee is unable to reach a majority decision on any question of safety, the question may be referred to a person or persons selected by a majority of the committee to make recommendations on the issue or may be referred to the grievance procedure set forth herein.

Section 9.6 MINUTES

Minutes shall be kept of all meetings of the committee and shall be distributed to the City and to the Union. Minutes shall be made available to employees upon written request.

ARTICLE 10 NO STRIKES NOR LOCKOUTS

Section 10.1 PROHIBITION OF STRIKES

The City and the Union agree that the grievance and arbitration procedures provided in this Agreement are adequate to provide fair and final determination of all grievances arising under the terms of this Agreement.

During the period of this Agreement, there shall be no strikes.

No Officer or Steward of the Union shall authorize, instigate, aid or condone any strike. No employee shall participate in any strike. Union liability, however, shall exist in case, but only in case, the Union calls, sanctions, ignores or disregards such strike or related activity.

The City shall be under no obligation to bargain with the Union concerning the subject of any strike as long as the strike continues. The City reserves its right to replace workers who strike.

Section 10.2 CONSEQUENCES OF EMPLOYEE(S) STRIKING

The City may discipline or discharge any employee who engages in a strike, and such action shall not be subject to the grievance procedure on any ground other than that the employee did not take part in the strike.

The City also reserves the right to pursue all legal recourse permitted under South Dakota Codified Law regarding strikes by public employees.

Section 10.3 PROHIBITION OF LOCKOUTS

There shall be no lockouts during the period of this Agreement.

ARTICLE 11 SENIORITY

Section 11.1 SENIORITY LISTS

The Employer will furnish the Union stewards a list of the employees within the bargaining unit, showing the names of all employees in the order of their seniority ranking. This list shall be provided within thirty (30) days after the effective date of this Agreement, and, thereafter, whenever there is a personnel change. Protests of errors in or omissions from seniority rosters must be made to the Employer and a response by the Employer will be made within ten (10) working days.

Section 11.2 INTRODUCTORY EMPLOYEES

Any newly hired or promoted Full-Time or Half-Time Employee (or former employee who is rehired) shall be considered introductory employees for a period of six (6) calendar months. The employee's respective Department Head may extend the introductory period for an additional three (3) months, provided the extension is done in writing prior to the termination of the introductory period.

During the introductory period, employees shall have no seniority status and may be laid off or terminated in the sole discretion of the Employer without regard to their relative length of service.

When an employee completes the introductory period as above defined, their seniority shall be based upon the most recent date of hire or promotion to Full-Time or Half-Time status.

Section 11.3 HALF-TIME EMPLOYEES

For purposes of Seniority only, Half-Time Employee shall be treated exactly the same as Full-Time Employees.

Section 11.4 TERMINATION OF SENIORITY

Seniority and the employment relationship shall terminate when an employee

1. Voluntarily quits.
2. Quits to avoid discharge for just cause.
3. Is discharged for just cause.
4. Retires.

5. Abandons his job (Job Abandonment).
6. Fails to report at the end of a leave of absence including military service.
7. Fails to report for work within seven (7) days after being recalled to work following a lay-off.
8. Is laid off for a continuous period of twelve (12) months.
9. Is absent for twelve (12) months because of a non-occupational illness or injury unless such time is extended in writing by the Employer.
10. Is absent for thirty-six (36) months because of an occupational illness or injury such time is extended in writing by the Employer.

Section 11.5 SELECTION FOR FILLING VACANCIES

In the event of a job vacancy, preference shall be given in filling such vacancy to qualified City employees. In the event the City does not fill the vacancy with a qualified City employee, the City may fill the vacancy, as it deems necessary.

The Employer is in accord with the principle that seniority should be a factor in filling vacancies. Such employment action shall be based on seniority, fitness and ability. In the case where fitness and ability of the applicants are equal, seniority will ordinarily prevail.

It is recognized that the integrity of the City of Sturgis must not be jeopardized through artificial constraints resulting from the application of the principle of strict seniority. As such, the City is not required to hire, transfer, or promote an unqualified employee into a City vacancy on the sole basis of strict (higher) seniority.

As such, the City shall be the judge of fitness and ability of candidates. Fitness and ability can be evaluated in many ways, including but not limited to, the considerations of qualifications, experiences, interviews, testing results, past performance, disciplinary action within the previous twelve (12) months, reference checks, and/or other means which the City shall establish at its sole discretion.

Transfers between divisions by current City Employees must be approved by the Department Head. Additionally, such transfers cannot be made if the current division from which the employee wishes to transfer has available openings, as this would impose an undue hardship on that division. However, the City shall not act in an arbitrary or unlawfully discriminatory manner when applying judgment to assess the fitness and ability of candidates. If candidates are found to be equally qualified in terms of fitness and ability, seniority shall generally be the deciding factor in the final selection. If seniority is not upheld, the employee who is not selected shall be provided with an explanation. Any alleged violation of this obligation may be appealed through the grievance procedures outlined in this Agreement. The City will handle such matters in accordance with applicable open record and confidentiality laws. The City shall be entitled to simultaneously advertise the vacancy internally within the City and externally to the general public. Internal posting will be for a minimum of five (5) business days. Simultaneous notice shall be for convenience only and preference shall be given to qualified employees of the department in which the vacancy occurs.

Section 11.6 LAYOFFS

All part-time and temporary employees must be terminated prior to the layoff of introductory or permanent employees. Then, all introductory employees shall be laid off. Should half time and full time employees be subject to layoff, the Employer is in accord with the principle that seniority should be a factor in lay-offs.

Employees subject to layoffs shall be notified individually, in writing, of pending layoff as soon as possible, but no definite time period is required. However, at least two (2) weeks' notification is preferable if possible.

Section 11.7 RECALLS

The Employer agrees that seniority should be considered a factor in the recall process. The City shall notify in writing those employees who are recalled to return to work after a lay-off by mailing such notice by certified mail with return receipt requested to the last address furnished to the Employer by the employee. An acceptable alternative is to deliver such notice in writing, personally delivered to the employee.

Any employee thus notified must, within three (3) days after the receipt of such notification, advise the City in writing whether they intend to return to work. If the employee intends to return to work, the employee must report for work within seven (7) days after receipt of a return-to-work notice, unless such time is extended in writing by the Employer. The seven-day period mentioned previously in this paragraph shall commence on the date of mailing or date personally served.

Each employee shall keep the City advised of their correct and current mailing address.

ARTICLE 12 HOURS OF WORK

Section 12.1 NO GUARANTEE OF HOURS

This Article is intended to define the normal working hours and shall not be construed as a guarantee of hours of work per day or days of work per week. Employees will be scheduled for work provided that the employee is able to perform the work to which they are assigned.

Section 11.2 Posting of Schedules

All Departments will post a regular schedule of hours and days of work for all employees and be posted monthly. Schedules shall be made with the intent to provide as near as possible and practical equal distribution of days off and rotation of shifts.

Section 12.2 SHIFT ASSIGNMENT & SCHEDULES:

Regular scheduled hours of work for all full-time employees covered by this Agreement shall normally be forty (40) hours per week per person. For those departments where everyday staffing is not required, work is to be scheduled in accordance with the following schedules, unless an alternative arrangement is made by mutual agreement with the employee involved:

Given the varying daily hours, shifts and coverage needed for operations from the various City Departments, it is the goal of the City to provide a schedule for full-time employees that provides for a (40) forty-hour work week, that consists of (5) days of scheduled work and (2) days off per work week. A work week is defined as Monday through Sunday.

Some Departments do require weekend shifts, and every attempt will be made to equally distribute these hours and post-weekend work schedules monthly.

It is acknowledged that daily start times may vary due to external factors such as weather, contractor schedules, or project requirements. Employees will be informed, whenever possible, of the time of scheduling if their shift start time may change. When a start time adjustment occurs, employees will still work their assigned number of hours (e.g., eight, nine, or ten) as outlined in the schedule. Employees are not guaranteed that they will work the same hours and shift(s) every day each week.

Half-time employees will be scheduled by the City in consecutive hours; however, their daily schedule may not be consecutive.

Section 12.3 CHANGES TO ESTABLISHED SCHEDULES / WORK ROTATIONS

It is recognized and understood that deviations from the normal schedules of work outlined in Sections 12.1

and 12.2 shall, be necessary and will unavoidably result from several causes, such as but not limited to: rotation of shifts, vacation, leaves of absence, weekend and holiday duty, absenteeism, employee requests, temporary shortage of personnel, and emergencies. No such deviation shall be considered a violation of this Contract as long as such deviations are temporary or short term in nature (less than thirty (30) days).

Section 12.4 REFUSAL TO WORK

Except in cases of illness, emergency, or another cause deemed satisfactory at the sole discretion of the Employer:

1. No employee should refuse to work their regular day off.
2. No employee shall have the right to leave their duties until they have been relieved or released by their immediate Supervisor.
3. No employee can refuse to work a longer *shift* (more hours than scheduled). Employees shall stay beyond their regular shift at the request of their Department Head and the excess hours shall be paid at the rate of time and one-half (1 ½) for those hours beyond the regular shift.

Section 12.5 TRADING SHIFTS

Except in emergencies, employees may occasionally trade time in their work shifts provided that:

1. Employees provide twenty-four (24) hours advance notice to their Department Head or Supervisor; *and*
2. The consent of the employee's Department Head or appropriate supervisor; *and*
3. The trading of shift would not result in a violation of the Wage and Hour Laws nor the assessment of penalties on the Employer.

ARTICLE 13 CALL BACK AND REPORTING FOR WORK

Section 13.1 REPORTING FOR WORK

Employees shall report to work as scheduled or assigned by their Department Head or other appropriate Supervisor. Employees shall not clock in early nor clock out late for their shift without prior approval from their Department Head or other appropriate supervisor.

For those employees utilizing Sick Leave in accordance with Article 27 of this Agreement, employees shall provide as much advance notice as possible in the event of scheduled sick leave. Where unscheduled sick leave is taken, employees will contact their Department Head or other appropriate Supervisor not later than two (2) hours before their normal starting shift or in accordance with established Department policy, unless in the City's sole judgment the circumstances surrounding the absence make such reporting impossible, in which event such report must be made as soon thereafter as possible.

Section 13.2 ESSENTIAL SERVICES

There are essential services that the City must provide even in the event of a closure, delayed start, or early release. Employees who provide these essential services are only excused from work by the specific authorization of their Department Head, regardless of any other announcements. Employees providing these services are made informed of them upon hiring.

Departments that conduct essential services will occasionally have after-hours' call outs (such as water and wastewater) that must be responded to. Those Departments shall keep and post a monthly schedule of the after-hours on call employee.

If an after-hours call out is made, that on call employee shall receive compensation for all such hours worked and be guaranteed at least two (2) hours work or two (2) hours pay at one and one-half (1 ½) times the regular rate of pay for the employee.

Employees who work through a closure , delayed start, or early release will not receive time off at a future date or time,

unless mutually agreed to with the employee and department head They will be paid for all hours worked and paid in accordance with standard payroll practices as established by this Agreement and the Fair Labor Standards Act (FLSA).

Section 13.3 LACK OF SCHEDULED WORK

It is understood that if the Employer cannot use an employee in his/her regular or scheduled capacity, the Employer may avail itself of the employee's services for the period above-mentioned in any available capacity. If this occurs, the employee will be compensated for the hours they have worked.

However, if an employee reports for work on his/her regular shift without previously having been notified not to report and work is unavailable as the result of causes beyond the control of the Employer, the Employer shall not be obligated to compensate the employee.

In the event, an employee reports for work on his/her regular shift without previously having been notified not to report and the Employer has no need for the employee's service (without the extenuating circumstances mentioned in the previous paragraph), the employee shall be compensated with two (2) hours pay at their regular straight time hourly rate.

Employees shall keep the Employer advised at all times of their address and telephone number where they may be notified.

Section 13.4 CALLBACK

Callback duty occurs when an employee is ordered to return to emergency duty for a non- scheduled work shift. Callback is not scheduled work. Callback does not occur when an employee is held over immediately following his/her prior shift (i.e. without clocking out or leaving the workplace) or an employee works prior to the regularly scheduled shift.

Any employee who is called in to work outside of their regular shift shall receive compensation for all such hours worked and be guaranteed at least two (2) hours work or two (2) hours pay at one and one-half (1 ½) times the regular rate of pay for the employee, if eligible.

Employees shall keep the Employer advised at all times of their address and telephone number where they may be notified. An Employee when called back must report within (1) one hour, but, as soon as reasonably possible. Employees may refuse callback without disciplinary action in the event that the employee is a reasonable distance from the community and cannot return to Sturgis.

ARTICLE 14 REST AND MEAL PERIODS

Section 14.1 REST PERIODS

All employees shall receive one (1) paid, fifteen (15) minute rest period during each one-half (1/2) shift.

However, those employees in positions that require the uninterrupted presence of an employee shall receive two(2) such rest periods per complete shift, but only when qualified relief is available and practicable. The Employer retains the right to schedule employees' rest periods to fulfill the operations needs of the various work units.

Rest periods may not be accumulated - if any employee does not receive a rest period because of operational requirements such rest period may not be taken during a subsequent work shift.

Section 14.2 MEAL PERIODS

The Department Head will determine whether employees of his or her department will eat lunch as circumstances permit without reduction in pay for the lunch period but remain subject to service; or whether employees will be given a specified period of time during each day within which to eat lunch, with a reduction in time worked for the lunch period.

ARTICLE 15 WORK RULES

Whenever the Employer shall adopt work rules governing operations of the various Employer work operations, those rules shall be reasonable and shall be communicated to all employees by posting on bulletin boards in the various departments.

Any such rule adopted by the Employer shall be applied uniformly where applicable and without discretion. The failure to adopt work rules shall not be regarded as authorizing employees to disregard general conditions of employment such as faithful performance of duties, timely observance of posted schedules of work, and following legitimate directions of Supervisors with respect to work to be performed.

Any dispute over the reasonableness of work rules shall be first submitted to the Joint Committee. If the dispute is not resolved by the Joint Committee, it shall be processed through the grievance procedures.

ARTICLE 16 TRAVEL EXPENSES

Section 16.1 PRIVATELY OWNED VEHICLES AND MILEAGE

Employees shall be paid travel expenses when using their privately owned vehicles for official City business in accordance with the City's purchasing policy. All employees who wish to travel and/or use a privately owned vehicle must receive prior approval from the employee's Department Head.

Employees who travel overnight will be paid for their regularly scheduled day (i.e. 8, 9 or 10 hours) unless documentation is submitted that shows training lasted longer and is subject to pre-approval of the department head.

Section 16.2 TRAVEL AND SUBSISTENCE RATES

Reimbursement rates and similar travel-related information as well as a copy of the Comprehensive Purchasing Policy can be immediately provided by the City Finance Office or from the Department Head. at employee request

ARTICLE 17 WAGES INCREASES, JOB CLASSIFICATIONS, AND PAYCHECKS

Section 17.1 COST OF LIVING INCREASES

Any increase in Cost of Living (COLA) wage rates shall be effective on January 1st of the year of entitlement.

Employees will be paid in accordance with the compensation table located in Appendix A.

Section 17.2 STEP INCREASES

Upon completion of implementation of Condrey implementation, step increases will be effective the pay period after the employee completed the waiting period per the chart below.

Steps 1-10	52 weeks
Steps 11-18	104 weeks

Section 17.3 JOB CLASSIFICATIONS

Job Classifications were analyzed in 2025 by Condrey & Associates to determine the grade equivalent on the pay scale. Position descriptions were created to capture the specific duties and responsibilities required for each position.

Section 17.4 CHANGES IN JOB CLASSIFICATIONS

Whenever the Employer shall combine job classifications, change job classifications, or establish new job classifications, it shall put such changes into effect at its discretion. In the event the Union disagrees with the rate or rates as established, it will make its disagreement known to the Joint Committee before the rates have been in effect for thirty (30) working days. If resolution is not reached by the Joint Committee, a grievance may be filed within ten (10) calendar days following the determination of the Joint Committee, (even if that is longer than the period established by Article 7 above).

Section 17.5 WORKING A HIGHER PAY CLASSIFICATION

Employees temporarily assigned to work in a higher paid classification than their own, shall be paid at the higher rate, excepting as follows:

1. In case of emergency or temporary assignment not to last over thirty (30) days; *or*
2. If an employee requests training in another classification and if the Employer agrees to train such employee, the employee's rate of pay shall not change during a training period of not more than three (3) months. After three (3) months the employee shall be paid at the rate appropriate to that classification. This shall not apply when an assignment for training purposes is made at the direction of the Employer.

Section 17.6 WORKING A LOWER PAY CLASSIFICATION

An employee may be temporarily assigned to work in a lower-paid classification, but without reduction in pay. Temporary assignments will be those assignments with duration of less than thirty (30) days.

Section 17.7 PAY PERIODS

Employees will be paid bi-weekly on Fridays for a total of twenty-six (26) paycheck per year, except in years when there will be twenty-seven (27) pay checks due to a calendar oddity.

Section 7.8 PAYCHECK ERROR

If there is an error in the paycheck, upon written notification by the employee to the Finance Office or as identified by City payroll staff, the City will investigate and, if necessary, rectify any errors (including overpayment), issue any additional compensation owed, and provide written notification with the employee's paycheck on the next regularly scheduled pay date. In the case where the amount is greater than one hundred (\$100) dollars, then the error shall be rectified within three (3) business days of the City's being informed or discovering the error and the employee shall be notified.

Section 17.9: PERFORMANCE BONUS

The City of Sturgis will grant one additional personal leave day to those employees whose performance in the calendar year prior was deemed "Exceed Expectations" as determined through the annual performance review process. The City of Sturgis will grant three (3) additional personal leave days to those employees whose performance in the calendar year prior was deemed to "Well Exceeded Expectations" as determined by the annual performance review process.

ARTICLE 18 OVERTIME AND PREMIUM PAY

Section 18.1 OVERTIME

Employees shall be compensated at an overtime rate of one and one-half (1 ½) times the employee's regular hourly rate of pay for all work performed in excess of forty (40) hours per week, except:

1. Where time is lost during the workweek by reason of an unexcused absence;
2. Where the overtime results from the employee performing work as a Union Steward provided for in Article 6 of this Agreement.
3. Any sick leave which falls during the employee's forty (40) hour workweek shall not count towards the computation of overtime in that workweek as per Section 26.3.

Section 18.2 NO DUPLICATION OR PYRAMIDING

Overtime shall not be paid twice for the same hours nor shall there be a duplication or pyramiding hours of premium pay.

There shall be no payments of overtime for hours not worked.

Section 18.3 APPROVAL FOR OVERTIME

Overtime will not be allowed without the approval of the Department Head or designated representative. Failure to obtain Department Head permission to work unscheduled overtime will result in disciplinary action. Where overtime is allowed, it shall be distributed as equitably as practical among employees in the same job classification within a specific work unit.

Section 18.4 DISTRIBUTION OF OVERTIME

The policy of the Employer with respect to the distribution of overtime is:

EMPLOYER RESPONSIBILITY

It shall be the responsibility of the Employer to determine in each instance if overtime is required and, if so, how many employees will be required to perform the work.

DIVISION OF OVERTIME WORK

Overtime work will be distributed as equitably as is reasonably practical among employees normally engaged in the classification involved. It is understood that this Section does not assume that each employee sharing overtime with a particular classification will at any given time have received the same number of overtime hours but merely expresses the fundamental policy of the Employer to keep such overtime as nearly in balance from time to time as practical under the circumstances.

MAINTENANCE OF BALANCE OF OVERTIME

If a balance of the overtime hours worked among a classification which normally shares overtime work is not properly maintained because of improper allocation and a grievance is filed and as a result an employee is found not to have had their fair share of overtime, the off balance condition shall be identified and preference given to the aggrieved employee over the other employees involved on further similar jobs until a fair balance in the overtime distribution is re-established.

ASSIGNMENT OF OVERTIME

Employees who request to be excused and are excused from working overtime on a particular day

shall be charged with the overtime hours which they would otherwise have worked on that day for the purpose of balancing.

ARTICLE 19 REIMBURSEMENT FOR EMPLOYEES' DAMAGED ITEMS

In the case of damage of the employee's watch or footwear, the, while in the performance of the employee's duties, City shall repair or replace the damaged item, up to a maximum of \$200.00 per item. The replacement will be for an item of the same kind. At the City's sole discretion, it may elect to reimburse the employee for the replacement costs, up to the maximum of \$200.00 per item.

In the case of damage, while in the performance of the employee's duties, of the employee's eyeglasses, the City shall repair or replace the damaged item, up to a maximum of \$300.00 per item. Replacement will be for an item of the same kind up to the maximum and the City reserves the right to request supporting documentation. Also, at the City's sole discretion, it may elect to reimburse the employee for the costs for replacement, up to the reimbursement amount.

When an employee suffers a loss that is reimbursable under this Section, the employee will report the loss within three (3) days of the loss to the City Finance Officer on the form(s) prescribed by the City Finance Officer. In the case of reimbursement for employee's replacement costs, the employee will required to provide documentation (i.e., receipts).

In the event the employee receives restitution, either through insurance, or any other reimbursement program, including court ordered reimbursements, then the amount of reimbursement that the employee receives shall be repaid by the employee to the City, up to the maximum amount which the employee received from the City for damage to these items.

In cases of gross negligence or improper use and care on the part of the employees, employees shall replace lost or damaged items at their own expense.

ARTICLE 20 UNIFORMS AND CLOTHING

Section 20.1 CLOTHING

Employees are expected to wear clothing appropriate for the tasks and environment in which they work. Additionally, employees should maintain a reasonably clean and kept appearance. Should a piece of clothing be designated inappropriate for duty (i.e. due to age, wear, coverage, or other valid reason), the employee shall cease wearing that clothing.

Section 20.2 CLOTHING ALLOWANCE

A. The City shall provide to the employees of the Public Works Department (including Streets, Water, Wastewater, Parks, Cemetery, Maintenance Shop, and Buildings) (excepting those employees who perform administrative or office duties) annually a combination of t-shirts, hats, 'hoodies', or jackets with a total, combined value of no more than one hundred dollars (\$100.00). These items shall be marked with the City's logo or the City's name. These items shall be of distinctive and standardized style or design, provided by the City to the employee and are to be worn as a means of identification. (Employees will not receive the value of the clothing as a cash payment.)

The annual uniform order will be distributed to employees by January 1st. Orders will be placed by January 15th with uniforms delivered to employees by March 15th.

These employees may also request an additional fifty dollars (\$50) worth of replacement items during the year. Items must be brought into the City in order to receive a replacement item. (Employees will not receive this allotment as a cash payment.)

Should an employee not have uniform funds remaining and wishes to replace the item, the employee will be required to purchase the replacement with his/her own funds. Employees shall prioritize their clothing needs and ensure proper number and type of components in order to meet their needs.

An allotment not used in the calendar year is forfeited. Employees cannot borrow from the next year's uniform allotment. Employees cannot borrow from another employee's unused uniform allotment. Employees will not receive the unused balance in case.

B. Pants, coveralls, boots, and footwear will not be provided through uniform purchase described above. Employees of the Public Works Department shall be paid, through payroll, one hundred and fifty dollars (\$150.00) (gross) for the purchase of items without the City logo.

All clothing purchased by the City is City property and must be returned upon request. Any items purchased with personal funds are considered the employee's property.

Half time employees in those departments shall receive one-half (1/2) the benefits of this section.

Section 20.3 COVERALLS

The City shall provide coveralls for mechanics on an as-needed basis. Each mechanic shall submit to the department head any worn out coveralls and the department head shall replace the coveralls.

In cases of gross negligence or improper use and care on the part of the employees, employees shall replace lost or damaged items at their own expense.

ARTICLE 21 INSURANCE, RETIREMENT PLAN AND BENEFIT PACKAGE

Section 21.1 MAJOR MEDICAL COVERAGE

The City shall provide hospitalization and surgical plan insurance, including major medical coverage for all employees. The City shall provide prescription drug coverage through its major medical coverage. The City also commits to contributing per individual for medical insurance, if the employee elects medical coverage. The City shall pay a portion of the premium for a single employee, and the City shall pay one-half (1/2) of premiums for any employee electing the Teamsters Joint Council 32-Employee Health and Welfare Fund.

New employees are eligible for health benefits after a 60-day waiting period. New employees are required to make two months' worth of contribution payments, with coverage beginning in the third month.

Employees who elect to not participate in the City's medical insurance plan shall receive a gross payment of \$200 per month via payroll so long as they can provide continuing proof of their participation in a comparable, creditable coverage through another health plan.

Section 21.2 DENTAL INSURANCE

The City shall offer dental insurance, to include preventative care as well as standard basic and major dental services and procedures. The City shall pay an amount equal to the single premium of the dental insurance. The employee is responsible for any costs above that amount (i.e. if they enroll dependents in the plan).

Section 21.3 RETIREMENT PLAN

Employees who duly qualify for the retirement plan which is described in SDCL 3-12 and is commonly known as the South Dakota Retirement System (SDRS) shall be entitled to participate in accordance with the terms, conditions and limitations of said plan.

Section 21.4 COMMUNITY CENTER MEMBERSHIP

Employees shall, be granted membership to the Community Center, including access to the pool, gym, weight room and track at no charge. The employee may also elect to purchase such membership privileges at a fifty percent (50%) cost for their family.

Any special programs, assisted activities that require an instructor, or other additional costs will be at the member's expense.

Section 21.5: SUPPLEMENTAL RETIREMENT PLAN

The South Dakota Retirement System currently offers a tax-deferred savings option to members of SDRS. This plan is called the South Dakota Retirement System - Supplemental Retirement Plan (SDRS-SRP). The City will match an employee's contribution at a rate of \$0.60 per \$1.00 contributed, up to \$1,000.00 annually.

Roll-overs from another qualifying retirement fund or plan are specifically excluded from matching contributions. City contributions to the employee's SDRS-SRP account shall vest immediately. Participation in the SDRS-SRP is voluntary. A participating employee's contributions must meet the minimum contribution guidelines as established by the SDRS.

ARTICLE 22 LIABILITY INSURANCE

The Employer will provide to the extent allowable by statute insurance covering the liability of the Employer and occurring within the scope of any employee's duties.

The limits of such policies shall be a minimum of \$500,000.00.

ARTICLE 23 HOLIDAYS

Section 23.1 RECOGNIZED CITY HOLIDAYS

It is the intent of the City that all full-time and half-time employees that are eligible to receive paid Holiday hours *will* receive between 96-100 hours of Holiday pay per year.

All Departments will post a schedule of observed Holidays for their employees each year by January 10th.

Actual Holidays vary by department given the normal scheduled daily hours of work and days worked vary.

The following days will generally be recognized and observed as holidays by employees covered by this Agreement.

1. The first day of January, commonly known as New Year's Day

2. The third Monday in January, commonly known as Martin Luther King, Jr. day
3. The third Monday in February, the commemoration of the birthdays of Lincoln and Washington
4. Easter Sunday
5. The last Monday in May, commonly known as Memorial Day
6. June 19th referred to as "Juneteenth" Day.
7. The fourth day of July, commonly known as Independence Day
8. The first Monday in September, commonly known as Labor Day
9. The second Monday in October, commonly known as Native American Day
10. The eleventh day of November, commonly known as Veteran's Day
11. The fourth Thursday in November, commonly known as Thanksgiving Day
12. The day immediately following Thanksgiving Day
13. The twenty-fifth day of December, commonly known as Christmas Day

For those employees who are normally scheduled Monday through Friday, if any holidays listed above fall on a Sunday, then the Monday immediately following is a legal holiday and shall be so observed. If such holiday falls upon a Saturday, the Friday immediately preceding is the legal holiday and shall be so observed. The exception is Easter Sunday, which will be observed on the Friday preceding (also known as Good Friday) for those employees who are normally scheduled Monday through Friday.

For employees whose work schedules require them to work on a continuous basis shall observe the holiday on the actual day it falls.

For those employees regularly scheduled on a 10-hour work schedule, Easter Sunday (observed on Good Friday) and the Friday after Thanksgiving (Black Friday) will not be considered holidays.

Section 23.2 HOLIDAY PAY

Employees (eligible under this Agreement) shall receive compensation at their normal workday for each holiday recognized by this Agreement on which no work is performed. If the employees report for work on a recognized holiday, employees shall be paid their holiday wages as well as compensation for all hours worked at their overtime rate of pay.

Section 23.3 ELIGIBILITY FOR HOLIDAY PAY

Eligibility for holiday pay when the holiday is not worked shall be as follows:

1. The employee must be in active employment when the holiday occurs unless on sick leave; *and*
2. The employee must have performed the required work on both his/her last scheduled shift prior to the holiday and his/her first scheduled shift after the holiday; *and*
3. If the employee is scheduled to work on the holiday and refuses to do so, no payment will be made for the holiday.

Section 23.4 HOLIDAYS DURING VACATION

If a holiday falls during employees' scheduled vacation period, the employees shall have the option of receiving any holiday pay for which they are eligible at straight time in addition to their vacation pay. Or, the employees may elect to take an extra day of vacation in lieu of holiday pay to be taken at a later date. (See also Section 25.6)

Section 23.5 HOLIDAYS AND HOURS WORKED

Any holiday which falls on a day during the employee's workweek shall, count toward the computation of overtime for that workweek, unless the holiday falls on an employee's scheduled day off in which event it shall not count toward the computation of overtime for that workweek. (See also Section 25.6)

ARTICLE 24 PERSONAL LEAVE DAY

Every full-time employee who has completed the introductory period of employment will be allowed to have one (1) personal leave day per year. The personal leave day is equivalent to the number of hours for an employee's regularly scheduled shift. The personal leave day can alternatively be used one-half (1/2) on one day of the year and one-half (1/2) on another day of the year. It cannot be used in blocks of time less than one-half (1/2) the employee's normally scheduled shift. If the personal leave day is not used during the calendar year, it is forfeited.

The employee is paid at the regular wage rate for a personal leave day and this time does count as hours worked towards the computation of overtime.

The purpose of the personal leave day is for an employee to be absent from work to tend to personal business or to celebrate a holiday which may not be recognized by the City. The employee's immediate Supervisor must grant prior approval to use the personal leave day at least twenty-four (24) hours in advance of the date that the employee desires to be absent.

The City may grant to employees additional personal day(s) in accordance with Section 17.8 of this collective bargaining agreement.

ARTICLE 25 VACATION

Section 25.1 HALF TIME EMPLOYEES

Half time employees accrue exactly one-half (1/2) the hours of vacation that full-time employees with similar seniority would accrue.

Section 25.2 VACATION ACCRUAL

Employees must be full or half-time employees to be eligible for vacation time. Employees will earn leave based upon their start date. Employees employed from one to five years will earn two weeks (eighty hours) of vacation per year or 3.08 hours per pay period

Employees employed from five to nine years will earn three (3) weeks of vacation (one hundred twenty (120) hours or 4.62 hours per pay period based upon their start date.).

Employees employed for ten or more years will earn four (4) weeks of vacation (one hundred sixty (160)) hours or 6.16 hours per pay period based upon their start date

Section 25.4 VACATION PAY

Employees will receive at their regular rate of pay for each hour of vacation taken by the employee and on which the employee performs no work.

Section 25.5 VACATION AND HOURS WORKED

Any vacation which falls during the employee's forty (40) hour workweek shall count towards the computation of overtime in that workweek.

Section 25.6 HOLIDAYS DURING A VACATION PERIOD

If a holiday falls during an employee's vacation period, the employee shall have the option of (a) receiving any holiday pay for which they are eligible (at straight time) in addition their vacation pay, or (b) taking an extra day

of vacation at a later date and receiving only the holiday pay for which they are eligible (at straight time).

Section 25.7 SCHEDULING VACATION

The Department Head will circulate vacation request forms to the employees in early January so that the employees may list their choice of vacation periods. These forms will be returned to the Department Head by January 31, and the Department Head will post the schedule of vacations by February 15. If there is a conflict over vacation periods, the employees with greater seniority will be given their choice of vacation time. Any employees not selecting their vacation time when the forms are circulated shall relinquish their seniority rights for the purpose of selecting vacation time.

After February 15, employees should give as much advance notice as possible, but no less than seven (7) days prior to using vacation time so that the City can ensure adequate shift coverage. Vacation must be scheduled with the approval of the employee's Department Head or appropriate supervisor. In the rare cases of conflicting vacation schedules between employees, 'first come-first serve' will be used to allocate scheduling.

The final decision on the approval or denial of vacation leave shall rest with the Department Head or appropriate supervisor. In considering approval or denial of a vacation request, the shift staffing (manpower) and workload shall be considered as factors for approval or denial. Vacation leave shall not be unreasonably denied.

For employees who have more than 120 hours of vacation available on January 1, the employee is required to take at least one block of vacation time of at least 32 hours during that calendar year. For employees who have less than 120 hours of vacation available on January 1, the employee is required to take at least one block of vacation time of at least 24 hours during that calendar year. For employees who work 10-hour shift schedule, the required block of vacation time is 30- and 20-hour blocks respectively. (Under extenuating circumstances, the Department Head may grant an exception to this requirement.) The remaining vacation time may be taken anyway/ anytime at the discretion of the employee's Department Head or appropriate supervisor. The minimum block of vacation time that may be taken is thirty minutes (1/2 hour).

Section 25.8 VACATION CARRYOVER

Employees may carry over a maximum of one hundred and sixty (160) hours of unused vacation time into the next calendar year. Any vacation time in excess of one hundred sixty hours (160) hours that has not been used prior to December 31 shall be forfeited.

Section 25.9 VACATION PAYOUT UPON TERMINATION

Upon termination regardless of length of employment (including death, disability, voluntary or involuntary with or without cause), the employee shall be entitled to receive their accrued but unused vacation hours at their normal wage rate.

Section 25.10 CALL BACK DURING VACATION

Employees who are called back to work while they are on vacation shall choose one of the following options for their daily pay:

- 1 Vacation pay at their regular wage rate plus one and one-half (1 ½) times their normal rate for those hours worked during which the employee was scheduled to take vacation time. All other time worked will be paid at one and one-half (1½) the employee's normal rate. or
2. The employee shall select another day of vacation in lieu of the vacation day worked. The employee will then be paid their normal rate for their scheduled daily hours instead of using the vacation time. The employee is paid one and one-half (1 ½) their normal rate for all other hours worked.

An employee may refuse callback without disciplinary action in the event that the employee is on vacation at a

reasonable distance from the Sturgis community (i.e. more than two hours travel time from Sturgis).

ARTICLE 26 SICK LEAVE

Section 26.1 SICK LEAVE

Sick leave may be used for an employee's personal illness, well-care or sick medical, dental, optical appointments, injury, and medical quarantine. Sick leave may also be used for illness and well-care in an employee's immediate family member. In special cases (as outlined in Article 28), sick leave may be used for Emergency Leave.

Employees shall be eligible for sick leave pay under the following conditions:

1. Employees will contact their Department Head or other appropriate Supervisor not later than one (1) hour before their normal starting day, unless in the judgment of the City the circumstances surrounding the absence make such reporting impossible, in which event contact must be made as soon thereafter as possible.

Section 26.2 SICK LEAVE ACCRUAL

Half-time employees accrue one-half (1/2) the sick leave benefits that full-time employees accrue.

Each full-time employee shall accrue sick leave benefits at the rate of eight (8) hours for each calendar month of service. Unused sick leave may be accumulated to a total of a maximum of one thousand, five hundred (1,500) hours.

Employees will not accrue sick leave while on administrative leave without pay, disciplinary suspension, Discretionary Leave, and/or Military Leave.

Section 26.3 SICK LEAVE USAGE

Each day of paid sick leave shall be equivalent to the number of hours in an employee's normal workday. Sick leave is paid at the employee's applicable rate at the start of the absence for which compensation is requested, except as otherwise provided in this Agreement.

Sick leave must be taken in half hour (30 minute) increments. Employees shall give at least one hour prior notice of use of non-emergency sick leave (i.e. medical appointment). If an employee returns to work following a non-emergency sick leave usage and there is less than two hours remaining on the scheduled shift, the employee may be expected to use sick leave for the remainder of the shift. An exception can be made with prior approval from the employee's supervisor.

Employees may be required to provide a signed statement (i.e. medical release or certification) indicating the reason for absences lasting longer than three (3) days. Additionally, the Department Head and/or Human Resources can require a certification or return to work statement from a physician or medical health provider following such absence.

Sick leave may also be counted as FMLA leave, if applicable.

Employees may not use sick leave in the event that a City facility is closed due to inclement weather.

Section 26.4 SICK LEAVE AND WORKER'S COMPENSATION

An employee who is absent from work because of an occupational disability arising out of and in the course of their employment which is compensable under the Worker's Compensation Law shall be paid sick leave payments

on the basis of two and one-half (2 ½) hours per day until their accrued sick leave is exhausted or they return to work, whichever comes first.

No sick leave shall be accrued while the employee is drawing Workers Compensation payments.

Section 26.5 SICK LEAVE AND HOURS WORKED

Any sick leave which falls during the employee's forty (40) hour workweek shall not count towards the computation of overtime in that workweek.

Section 26.6 SICK LEAVE AND FMLA

Sick Leave shall run concurrently with any FMLA Leave for which the employee may be eligible. Additional documentation may be required by Human Resources in compliance with the Family and Medical Leave Act. For more information on the Family and Medical Leave Act leave for the City of Sturgis, please see Section 30.

Section 26.7 RETURN FROM SICK LEAVE

Upon return from Worker's Compensation or FMLA, employees shall present a signed statement indicating the reason for such absence, which will be filed with the Human Resources Department. Human Resources or the Department Head may request a physician's statement concerning such absence.

Section 26.8 MISUSE OF SICK LEAVE

Any employee who willfully violates or misuses this sick leave policy or who misrepresents any statement or condition under said policy shall forfeit all accumulated sick leave and any further rights to the use and accumulation of sick leave for a period of one (1) year or shall be subject to dismissal at the discretion of the Mayor.

Section 26.9 SICK LEAVE UPON TERMINATION

If any employee quits, retires or is laid off from their employment, any unused accumulation of sick leave will be paid at one half (1/2) of accumulated hours at three-fourth (3/4) the applicable rate of pay when employee has quit or retires, provided that the employee has completed ten (10) years of service to the City at the time of termination. The sick leave buyout program does not apply to employees terminated for just cause.

ARTICLE 27 SICK LEAVE BANK

Section 27.1 ESTABLISHMENT OF A SICK LEAVE BANK

The parties to this Agreement recognize that the City of Sturgis has established a sick leave bank, for contribution to and use by all City employees.

Section 27.2 SICK LEAVE BANK

A voluntary Sick Leave Bank will be established under the following conditions:

All references to "days" were converted into "hours" since schedules vary.

1. Each participating employee contributes eight (8) hours of sick leave per year to the Bank. Upon approval by the Mayor, each participating employee may draw up to a maximum of two hundred, forty (240) hours of sick leave per year from the bank, provided that the participating employee has used two (2) days more than all of his or her accumulated sick leave and vacation, as provided by the City policy. Compensation time ("comp time") does not apply to this.
2. Deadline for sick leave bank enrollment will be by January 2 of each calendar year.

3. Administration of the program will be handled by the City Human Resources Department.
4. All requests for use of this Bank must be submitted in writing to the Department Head or Human Resources. The Mayor may, at his or her discretion, request a doctor's report before granting approval for withdrawal of days from this bank. The request will enumerate the number of hours requested (up to the maximum) and must be signed by the employee. The Mayor will sign the approval, if granted.
5. Employees enrolling in the Bank will donate eight (8) hours of their sick leave to the Bank each January 2 until the bank totals nine hundred, sixty (960) days or more. No more hours will be added to this total until the Bank is depleted to four hundred, eighty (480) hours, except for those hours contributed by new participants. A new participant becomes eligible to draw from the sick leave bank any time after having accrued their first sixty-four (64) hours of sick leave.
6. A person withdrawing from membership in the Bank will not be able to withdraw contributed days.
7. People withdrawing sick leave days from the Bank will not have to replace these days except as a regular contributing member of the bank.
8. A participating employee, with five (5) or more years of continuous service with the City, who has used all his or her accumulated sick leave, current year accumulated vacation, two (2) days without pay, and thirty (30) days from the Sick Leave Bank, may, at the sole discretion of the Mayor, be allowed to use a maximum of two hundred, forty (240) additional sick leave hours from the bank, provided however, that the additional hours have been contributed by employees on a voluntary basis.

ARTICLE 28 EMERGENCY LEAVE

The City also grants employees the privilege of using accrued sick leave, in accordance with this article, to cover absences due to emergencies of illness, temporary, post-surgery care, injury, or death of an immediate family member. For the purpose of this section only, the immediate family shall include mother, father, children, wife, husband, brother, sister, father-in-law, mother-in-law, sister-in-law, brother-in-law, grandmother, grandfather, grandchildren, son-in-law, daughter-in-law, step-sister, step-brother, step-daughter, step-son, step-mother and stepfather, aunts, uncles, nieces, and nephews of the employee.

Employees traveling to an emergency of illness, temporary, post-surgery care, injury, or death of an immediate family member within 250 miles of Sturgis shall be permitted to use up to five (5) days sick leave per occurrence to cover such absences. Employees traveling to an emergency of illness, injury or death of a family member outside of a 250-mile radius of Sturgis shall be permitted to use up to eight (8) days sick leave per occurrence to cover such absences.

Additionally, each employee shall also be granted the privilege of using a maximum of one (1) day of sick leave per year to cover any absence in order to attend the funeral or someone unrelated, but close to the employee.

When applicable, such leave shall run concurrent with FMLA leave.

ARTICLE 29 DISCRETIONARY LEAVE

Section 29.1 DISCRETIONARY LEAVE

An employee who has been employed for three (3) or more years may be granted a leave of absence without compensation for a period of up to one (1) year. A request for such leave must be submitted in writing as far in advance of the need as is known by the employee, and such written request shall state the reasons for requesting the leave, the duration of the requested leave and the date upon which it is requested that the leave begin. All such written consents shall be acted upon within fifteen (15) days after the receipt thereof, and such requests may be granted or denied at the discretion of the Mayor of the City of Sturgis.

Further, employees will not receive benefits, nor will they accrue vacation and sick leave during discretionary leave. However, employees will retain reemployment rights at the end of the discretionary leave period.

Section 29.2 SENIORITY. COMPENSATION DURING DISCRETIONARY LEAVE

Scheduled increment adjustments in salary and other credits are not received during a discretionary leave. Additionally, during any discretionary leave, the employee shall not accrue seniority, but shall remain on the seniority list. Any exceptions to such list must be made to the City within thirty (30) days from the date of the furnishing of such list and revisions thereof, or the lists shall be deemed correct for all purposes.

ARTICLE 30 FAMILY AND MEDICAL LEAVE

The City acknowledges its commitment to comply with the spirit and intent of the leave entitlement provided by the Family and Medical Leave Act and subsequent amendments (i.e. NDAA), referred hereafter collectively as "FMLA". The City and the Union recognize that on occasion it will be necessary for employees of the City to take job-protected leave for reasons consistent with the FMLA. As defined by the FMLA, reasons for an FMLA leave may include an employee's serious health condition, for the care of a child, spouse, or parent who has a serious health condition, and/or for the birth or adoption of a child. The FMLA also provides military family leave for qualified exigencies (as defined by the FMLA) and military caregiver leave to qualified employees.

The City of Sturgis will grant leave of the maximum work weeks provided under FMLA during a 12-month period to eligible employees. FMLA leave is unpaid in and of itself, but FMLA leave shall run concurrent with sick leave, vacation, and any other paid time off which the employee has accrued. As such, employees must exhaust all paid leave prior to taking unpaid time off. FMLA also runs concurrent with unpaid discretionary leave (as defined in Article 30 of the present Agreement.)

The 12-month period for tracking FMLA leave entitlement is the current calendar year (January 1 - December 31).

An employee's eligibility for FMLA leave is determined in accordance with the eligibility criteria set forth in the FMLA. The City will require certification for the employee's or qualified family member's serious health condition and such certifications or re-certifications will be made in accordance with the regulations established by the FMLA and as interpreted by the Department of Labor.

Each time an employee takes leave, the City will compute the amount of leave the employee has taken under FMLA in the current calendar year and subtract it from the maximum weeks of available leave, in accordance with the maximums granted by the FMLA. The balance remaining is the amount the employee is entitled to take at that time. The calculation of FMLA usage will be done in accordance with the regulations established by the FMLA.

Employees must provide the employer with thirty (30) days' notice, when it can be reasonably anticipated. When

the need for FMLA leave is not foreseeable, the employee *must* comply with the City's usual and customary notice and procedural requirements for requesting leave, absent unusual circumstances.

While an employee is on FMLA leave, the City will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work. Under this present Agreement, the employee pays a portion of the health care premium for spouse, dependent(s), and family coverages. While on paid leave, the City will continue to make payroll deductions to collect the employee's share of the premium. While on unpaid leave, the employee must continue to make this payment, either in person or by mail. The payment must be received in the Finance Department by the last working day of the month prior to the next following month of insurance coverage. If the payment is more than 30 days late, the employee's health care coverage may be dropped for the duration of the leave. The employer will provide notification prior to the employee's loss of coverage.

If the employee chooses not to return to work for reasons other than a continued serious health condition of the employee or the employee's qualified family member or a circumstance beyond the employee's control, the City will require the employee to reimburse the City for the amount it paid for the employee's health insurance premium during the leave period.

The employee is granted reemployment rights in accordance with the FMLA. Additionally, no employee shall be interfered with, discriminated against, disciplined, or otherwise restrained from exercising his or her right under the FMLA. Any FMLA leave shall be granted without loss of seniority.

In the event that a husband and wife who are jointly employed by the City and who are both eligible for FMLA leave entitlement, the total number of workweeks of leave to which they are jointly entitled is limited to twelve (12) workweeks during any twelve (12) month period if such leave is taken for the birth of an employee's child, the placement of a child with the employee for adoption or foster care, or when the employee is needed to care for an ill parent.

Intermittent leave or a reduced leave schedule is only permitted in the cases of a serious health condition of the employee or a qualified family member when such leave is foreseeable based upon planned medical treatment. In such case, the employer may require such employee to transfer temporarily to an available alternative position offered by the employer for which the employee is qualified, which has equivalent pay and benefits, and which can better accommodate the recurring periods of leave (in comparison to the employee's regular employment position).

The City's rights and responsibilities as granted under the FMLA are not restricted by this Agreement. Nothing in this Agreement should be construed to allow the City to provide less than what is provided by the FMLA. Nor is it the City's intent to provide leave entitlements in addition to leave granted under the FMLA. Additionally, FMLA does not supersede any Article of this Contract which may provide greater family and medical leave rights. This section is not subject to grievance or arbitration as it is governed by federal law. Any appeals regarding an FMLA decision should be directed to Human Resources. FMLA is a Federal law and administered and enforced by the Department of Labor, Employment Standards Administration, Wage and Hour Division.

ARTICLE 31 MILITARY LEAVE

Section 31.1 MILITARY LEAVE FOR ANNUAL DUTY

Employees who have served their introductory period and who are duly qualified members of the "Reserve Component of the Armed Forces", who are members of the "Ready Reserve", who are members of an

organized unit, and who, in order to receive military training with the Armed Forces of the United States not to exceed fifteen (15) days in any one calendar year, or who in order to perform active service in the South Dakota National Guard in the service of this or any other State, leaves a position other than a temporary position in the employ of the City, and who shall give evidence defining date of departure and to the extent reasonable possible date of return for purposes of military training or active service as provided above, prior to the date of departure and who shall further give evidence of the satisfactory completion of such training or duty immediately thereafter, and who is still qualified to perform the duties of such position, shall be entitled to be restored to their previous or a similar position with the City with the same status, pay and seniority, provided also that such seniority shall continue to accrue during such period of absence for military training or duty. In case the military pay allowance for such fifteen (15) day period is less than the employee's normal wages, the employees shall be paid at their normal wages by the City and the military pay allowance shall be remitted to the City.

Section 31.2 MILITARY LEAVE

Any employees covered by this Agreement who have served their introductory period and who are at any time required by proper authority to report for duty or perform duty in any branch of the Armed Forces of the United States shall, if they make written application for reinstatement to the position held before required to report for jurisdiction of the Armed Forces, or within ninety (90) days after a hospitalization continuing after such release for a period of not more than one (1) year, be reinstated in such position, provided that the position still exists, and that the person is capable of discharging the duties of the position and provided further that their separation from the Armed Forces must have been other than dishonorable before such employee may avail themselves of the reinstatement privileges contained.

Section 31.3 MILITARY MEDICAL LEAVE

Additionally, the City will provide military medical leave in accordance with the Family and Medical Leave Act and its subsequent amendments.

Section 31.4 VACANCIES RESULTING FROM MILITARY LEAVE

It is understood and agreed that no person employed to fill any vacancy created as a result of any employee covered by this Agreement previously holding the employment being ordered to report for duty or perform duty in the Armed Forces of the United States shall acquire any rights thereby, contractual or otherwise, which cannot be divested by a reinstatement in the manner above described.

ARTICLE 32 JURY LEAVE

The City will abide by all state statutes with regards to temporary leaves of absence to perform jury duty. Employees shall notify the City of the dates corresponding to a summons to appear for jury duty, as soon as the dates are known.

Employees who serve on a jury shall receive full pay from the City on the condition that any pay or compensation received from such jury duty during the employee's regular workday shall be given to the City and deposited in the General Fund. (*Compensation resulting from mileage is excluded from reimbursement to the City.*)

An employee may, at their discretion, have the option to utilize vacation time to participate on a jury. If the employee chooses to take vacation leave, the employee will not have to remit payment of any compensation for jury duty to the City for those days that vacation time was utilized.

The employee must furnish the City with a certificate of attendance or a similar certified statement from the Court setting forth the dates of jury service and remuneration received thereafter. When not engaged in actual jury service, the employee is expected to report to work to their assigned duties.

ARTICLE 33 SAVINGS CLAUSE

Should any portion or provision of this Agreement be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not render any of the remaining terms of this Agreement invalid nor shall such decision terminate this agreement. Thereafter and upon sufficient notice, the parties shall set a time and place to re-negotiate such invalid provision.

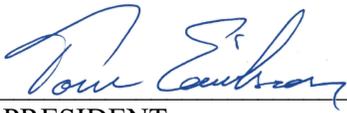
Employer authorized entered into this agreement by approval of the Sturgis City Council, enacted at Sturgis City Council meeting held on the _____ day of _____, 2026.

Dated at Sturgis, South Dakota, this _____ day of _____, 2026.

Signatures

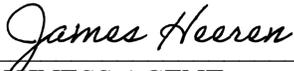
GENERAL DRIVERS & HELPERS UNION
LOCAL 120
Affiliated with the
International Brotherhood of Teamsters

CITY OF STURGIS, SOUTH DAKOTA



PRESIDENT

CITY ADMINISTRATOR



BUSINESS AGENT

MAYOR

ATTEST:

FINANCE OFFICER

APPENDIX A

Section A. COMPENSATION

A cost of living adjustment for 2026 of 2.9% as shown by the following table, effective January 1, 2026.

2026 Grade / Step Scale (2.5% between steps)							2.9 COLA												
When	Annual	Biennial	Biennial																
Grade Step	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
1	26,374.69	27,034.06	27,709.91	28,402.66	29,112.72	29,840.54	30,586.55	31,351.22	32,135.00	32,938.37	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	
2	27,709.91	28,402.66	29,112.72	29,840.54	30,586.55	31,351.22	32,135.00	32,938.37	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	
3	29,112.72	29,840.54	30,586.55	31,351.22	32,135.00	32,938.37	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	
4	30,586.55	31,351.22	32,135.00	32,938.37	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	
5	32,135.00	32,938.37	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	
6	33,761.83	34,605.88	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	
7	35,471.03	36,357.80	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	
8	37,266.75	38,198.41	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	
9	39,153.37	40,132.21	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	
10	41,135.51	42,163.90	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	
11	43,218.00	44,298.45	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	
12	45,405.91	46,541.06	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	
13	47,704.59	48,897.20	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	
14	50,119.63	51,372.62	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	
15	52,656.94	53,973.36	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	
16	55,322.69	56,705.76	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	
17	58,123.41	59,576.49	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	86,284.52	88,441.63	
18	61,065.90	62,592.55	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	86,284.52	88,441.63	90,652.68	92,918.99	
19	64,157.36	65,761.30	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	86,284.52	88,441.63	90,652.68	92,918.99	95,241.97	97,623.02	
20	67,405.33	69,090.46	70,817.73	72,588.17	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	86,284.52	88,441.63	90,652.68	92,918.99	95,241.97	97,623.02	100,063.59	102,565.18	
21	74,402.87	76,262.94	78,169.52	80,123.76	82,126.85	84,180.02	86,284.52	88,441.63	90,652.68	92,918.99	95,241.97	97,623.02	100,063.59	102,565.18	105,129.31	107,757.54	110,451.48	113,212.77	
22	82,126.85	84,180.02	86,284.52	88,441.63	90,652.68	92,918.99	95,241.97	97,623.02	100,063.59	102,565.18	105,129.31	107,757.54	110,451.48	113,212.77	116,043.09	118,944.17	121,917.77	124,965.71	
23	90,652.68	92,918.99	95,241.97	97,623.02	100,063.59	102,565.18	105,129.31	107,757.54	110,451.48	113,212.77	116,043.09	118,944.17	121,917.77	124,965.71	128,089.86	131,292.10	134,574.41	137,938.77	
24	100,063.59	102,565.18	105,129.31	107,757.54	110,451.48	113,212.77	116,043.09	118,944.17	121,917.77	124,965.71	128,089.86	131,292.10	134,574.41	137,938.77	141,387.24	144,921.92	148,544.96	152,258.59	
25	110,451.48	113,212.77	116,043.09	118,944.17	121,917.77	124,965.71	128,089.86	131,292.10	134,574.41	137,938.77	141,387.24	144,921.92	148,544.96	152,258.59	156,065.05	159,966.68	163,965.85	168,064.99	
26	121,917.77	124,965.71	128,089.86	131,292.10	134,574.41	137,938.77	141,387.24	144,921.92	148,544.96	152,258.59	156,065.05	159,966.68	163,965.85	168,064.99	172,266.62	176,573.28	180,987.61	185,512.31	
27	134,574.41	137,938.77	141,387.24	144,921.92	148,544.96	152,258.59	156,065.05	159,966.68	163,965.85	168,064.99	172,266.62	176,573.28	180,987.61	185,512.31	190,150.11	194,903.87	199,776.46	204,770.87	

The wage rates for 2027 will be increased by the July 2026 SD Labor and Regulation data, with a minimum increase of 1.5% and a maximum increase of 3%. If the July 2026 SD Labor and Regulation data is below 1.5%, the wage rates will be increased by 1.5%. If the July 2026 SD Labor and Regulation data is above 3%, the wages will be increased by 3%. Employee salaries will be updated effective the first pay period in 2027.

APPENDIX B POSITION AND GRADE

DEPT	POSITION	GRADE
LIB/2	Assistant Library Director	19
LIB/3	Circulation Librarian	14
LIB/4	Youth Services Librarian	14
LIB/5	Research Librarian and Archivist	14
PW/3	Administrative Coordinator	14
PW-BLD/3	Custodian	10
PW-FLT/2	Mechanic	15
PW-PK/2	Parks Maintenance Technician	14
PW-SAN/2	Rubble Site Supervisor	16
PW-SAN/3	Sanitation Operator	14
PW-SAN/4	Rubble Site Operator	14
PW-ST/2	Heavy Equipment Operator	14
PW-WAT/2	Water Operator	14
PW-WAT/3	Water Operator and Meter Reader	14
PW-WW/2	Wastewater Treatment Plant Lead Operator	17
PW-WW/3	Advanced Wastewater Treatment Plant Operator	15
PW-WW/4	Wastewater Treatment Plant Technician	14
PW-WW/5	Wastewater Operator	14

APPENDIX C .JOB CLASSIFICATIONS

Administrative and Clerical Staff Support

(i.e. Administrative Assistants, Office Managers, etc.)

Tasks and responsibilities related to the day-to-day support for the administration of a City location or office. Tasks are widely varied in nature and across departments. In general, employees perform reception duties, handle community requests or complaints, process and maintain City-related documentation (i.e. records, special requests, payroll, AOs, invoices, quotes, etc.), process purchases, process cash/revenues, assist with budgetary controls, etc. These employees work closely with the Department Head to support the smooth internal operation of the department. Typically, no technical experience or knowledge is required, beyond ability to use Office products at a high proficiency, to perform the responsibilities. Employees do not typically supervise other staff members.

Library

(Library Technicians)

Tasks and responsibilities related to the administration of the Sturgis Public Library. Employees manage community requests or complaints; maintain library resources, databases, materials, equipment, and inventories; answer questions or concerns. Duties and tasks are procedural in nature. These employees work very closely with the public to provide the full scope of library services. Typically, no technical experience or knowledge is required to perform the responsibilities. Employees do not typically supervise other staff members.

Operational Support

(Custodians, Clerks, etc.)

These employees perform support duties to the facilities and departments. Duties include light to medium manual labor and the occasional use of vehicles or light duty equipment (i.e. lawn mower or a buffer). Duties and tasks are procedural in nature. These employees are not required to have Commercial Driver's License. No technical experience or knowledge is required to perform the responsibilities. Employees may interact with the public. Employees do not supervise other staff members.

Water & Wastewater

These employees maintain all aspects of the water, sewer, and wastewater systems, including installation, maintenance, and repairs. They also have the additional responsibility and liability to accurately and correctly complete all recordkeeping and documentation as required by state and federal agencies. They are responsible for the environmental integrity of the systems to ensure on-going compliance. Further, employees must maintain all required certifications or qualifications, staying current on the changes to the field and any corresponding changes to reporting requirements. Technical experience and knowledge are required to successfully perform the responsibilities of this classification.

Mechanics

These employees work independently and are solely responsible for the operation and administration of their designated specializations(s). They purchase equipment to make repairs, keep adequate inventory, schedule repair and maintenance time, and provide on-going maintenance to insure and extend equipment/system lifespan. These employees must have a wide and extensive knowledge of mechanical systems as well as knowledge about tool use. Employees often must improvise safe and workable solutions with existing parts, supplies and equipment. Tasks and responsibilities require independent judgment by the employee as well as some control of budgetary costs. Employees do not supervise other staff members but work closely with employees across the City to ensure that the equipment / systems are maintained and

serviced as required.

Section C.2.1: OPERATORS

(Heavy Equipment Operators, Sanitation Operators, Parks Maintenance Technicians, Building Maintenance Technicians, etc.)

Duties and responsibilities for employees paid in the Operators classification shall meet at least one of the two categories outlined below:

Section C.2.1.a: These employees operate light and heavy machinery to complete their tasks, and they perform light to medium duty construction. Employees must have a Commercial Driver's License. Employees are fully responsible for the duties and responsibilities of their tasks as assigned. Employees must possess ability and skills to use light and heavy equipment and to perform construction and project related tasks. Employees work in many types of environments (including outside). Employees do not typically supervise other staff members.

Section C.2.1.b: These employees work independently and are solely responsible for the operation and maintenance of their building(s) and its systems. They purchase equipment to complete projects and schedule repairs and maintenance. They provide on-going maintenance as required. These employees must have a wide and extensive knowledge of building systems as well as knowledge about tool use. Tasks and responsibilities require independent judgment by the employee as well as some control of budgetary costs. Employees do not supervise other staff members but work closely with employees across the City to ensure that the equipment / systems are maintained and serviced as required.

Section C.2.2: For an employee to be eligible to transfer between pay classifications due to job duties but who do not fully comply with the requirements of their new job description (i.e. do not have a CDL or a required certification), these employees shall remain in their current pay classification until such time as they adequately possess all knowledge, skills and certifications to fulfill the essential functions of their job.

Section C.2.3: New hires without all the necessary skills or certifications for a particular job classification will be hired into the Operational Support category until such time as they can fully comply with the appropriate job classification.

Section C.3 MISCELLANEOUS

The above wage rates are to be considered as starting wages. The City reserves the right to pay a new employee at a higher starting wage rate than that shown above, depending upon the new employee's experience and education. Should the new employee have demonstrable experience equivalent to that which is required for the position, the City can grant the employee a rate higher than step 1 in the grade of the position up to a maximum of grade 4. (This only applies to determining the employee's wage. It does not apply for the purposes of vacation accrual, retirement, layoffs, seniority lists, sick leave pay-out, etc.) Should the City grant a grade increase to a new employee, the City will note this in the City Council minutes, and the employee's offer letter. If, at any time during the probationary period, the employee is unable to demonstrate the skills and abilities for which the service credit was granted, it will be modified or rescinded.

Employees moving from a lower paying job to a higher paying job, shall be returned to their former job and be paid at the rate of pay to their new job classification at a wage based on the same yearly pay rate.

Employees moving from a higher paying job classification to a lower paying job classification shall move to the level of pay based on the same level as previous grade. Example(s): An Operational Worker employee with three years of service moves into the Operational Support classification. The employee shall be paid at the three-year service rate in the Operational Support classification and continue to move up in pay in their new job classification as the pay chart indicates step increases. All job step increases will be effective in the pay period after the employee has completed the waiting period of either 52 or 104 weeks.

Employees who move from a lower paying job to a higher paying job or vice versa and are disqualified from that new job shall be returned to their former job and be paid the rate of pay they were receiving before the move.

Meeting Date: City Council - Feb 17 2026

Agenda Item: Consideration to approve subscription to Zencity Public Sentiment Analytics Platform

Prepared By: Deb Holland, Director of Communications

BACKGROUND INFORMATION:

City staff have explored tools that improve the City's ability to understand resident priorities, measure public sentiment, and support data-driven decision-making. Zencity is a government-focused analytics platform designed specifically for municipalities. It aggregates public data from surveys, social media, media outlets (such as newspaper and television) and other open sources and converts it into dashboards that summarize community sentiment and emerging issues.

The platform is used by a number of cities to supplement traditional engagement methods such as public meetings and surveys. Its purpose is not to replace direct citizen engagement, but to provide additional insight into trends and community priorities.

DISCUSSION:

Zencity offers several features that may benefit the City:

- **Community Sentiment Tracking:** Provides ongoing analysis of resident concerns and priorities related to city services and initiatives.
- **Policy Impact Measurement:** Allows staff to evaluate how major projects or ordinances are perceived over time.
- **Strategic Planning Support:** Supplies data that can inform long-range planning, budgeting, and communication strategies.
- **Dashboard Reporting:** Generates visual reports that can be incorporated into council presentations and staff reports.
- **Social Media Hub:** This allows the City to schedule, publish, monitor, and analyze content across all social media channels from one centralized hub.

Potential considerations include:

- **Cost vs. Benefit:** Subscription pricing vs. above benefits to the city.
- **Data Limitations:** As with any analytics platform, results should be used as a supplement to, not a replacement for, direct public engagement.
- **Staff Capacity:** Effective use requires staff time to interpret and apply insights to decision-making.

BUDGET IMPACT:

Staff negotiated a proposed contract with Zencity in the amount of \$7,000 per year for a three-year term, for a total contract value of \$21,000. Funding would be allocated annually through the City's administrative budget, subject to standard budget approval processes. Currently, there is no funds appropriated for the 2026 cost of \$7,000. This cost would be covered by either contingency fund, proceeds from surplus equipment sales, or an supplemental appropriations.

The multi-year agreement locks in pricing stability and provides continuity for long-term trend analysis and strategic planning.

RECOMMENDATION:

Council is asked to consider approval of a three-year subscription agreement with Zencity at \$7,000 per year and authorize the Mayor or City Administrator to execute the contract. Only the first year's rate will be due this year.

If approved, staff will coordinate implementation and provide periodic updates to Council on how the platform is being used to support decision-making.

ATTACHMENTS:

[Zencity Product Overview](#)

Approved By:

Aaron Jordan, City Administrator

Status:

Approved - Feb 13 2026

ZENCITY – PRODUCT OVERVIEW

Overview

Zencity is an artificial intelligence–powered analytics platform designed specifically for local governments. It helps cities better understand community sentiment, resident priorities, and emerging issues by analyzing large volumes of public data and presenting the results in easy-to-use dashboards.

The platform is intended to supplement traditional engagement methods such as public meetings, surveys, and advisory boards by providing ongoing, data-driven insight into how residents perceive city services and initiatives.

Core Capabilities

- **Community Sentiment Analysis** - Zencity continuously analyzes publicly available data sources to identify trends in resident concerns, priorities, and attitudes related to local government topics.
- **Policy & Program Evaluation** - The platform enables staff to track how major projects, ordinances, and initiatives are perceived over time, helping evaluate effectiveness and inform future decisions.
- **Dashboard Reporting** - Interactive dashboards present information in clear visual formats that can be used in staff briefings, council reports, and strategic planning discussions.
- **Issue Identification** - Zencity helps identify emerging topics and recurring themes within the community, allowing the City to proactively respond to resident needs.

Benefits to Municipal Operations

- Supports **data-driven decision-making**
- Enhances **strategic planning and budgeting**
- Improves **communication with residents**
- Provides measurable insight into **community priorities**
- Supplements existing **public engagement efforts**

Implementation & Use

Zencity is a cloud-based platform accessible through a secure web interface. Implementation includes onboarding, dashboard configuration, and staff training. City staff use the platform to review trends, generate reports, and incorporate findings into planning and policy discussions.

The system is designed to be used as a decision-support tool and does not replace direct public engagement or formal survey processes.

Typical Municipal Applications

- Strategic and comprehensive planning
- Budget development and priority setting
- Evaluation of major capital projects
- Community engagement initiatives
- Monitoring public response to policy changes

Summary

Zencity provides municipalities with a modern analytics tool to better understand resident sentiment and support informed decision-making. By combining AI-driven analysis with clear reporting tools, the platform enhances the City's ability to align policies and services with community priorities.

400+ Agencies rely on Zencity to
power the Work of Government
with **Community Voices** - making
decisions about budget, policy and
messaging every day.

Serving communities of all sizes!



“If we are not measuring what the public thinks on city services we are simply not doing our job”

City Manager Isaac Tawil
City of McAllen, TX

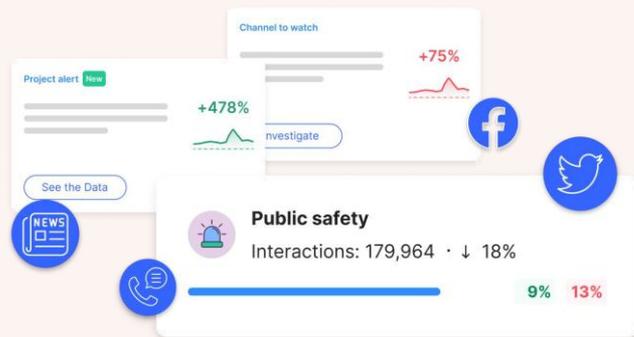
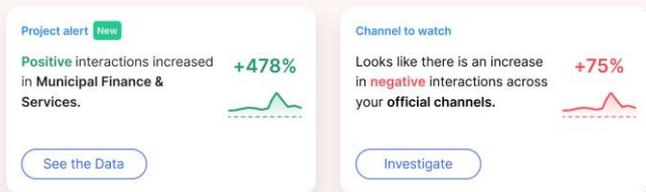


How we do it: Zencity Listen

Discourse and Sentiment Analysis

Understand the relevant conversations residents are having across publicly available sources, including social and digital media channels.

- ✓ **Best-in-class coverage** of social media, online news & CRMs
- ✓ **Unlimited coverage of official sources**
- ✓ **Self-managed coverage of unofficial sources**
- ✓ **Smart anomaly alerts**
- ✓ **Custom dashboards and reports**
- ✓ **Tailored analyst insights**

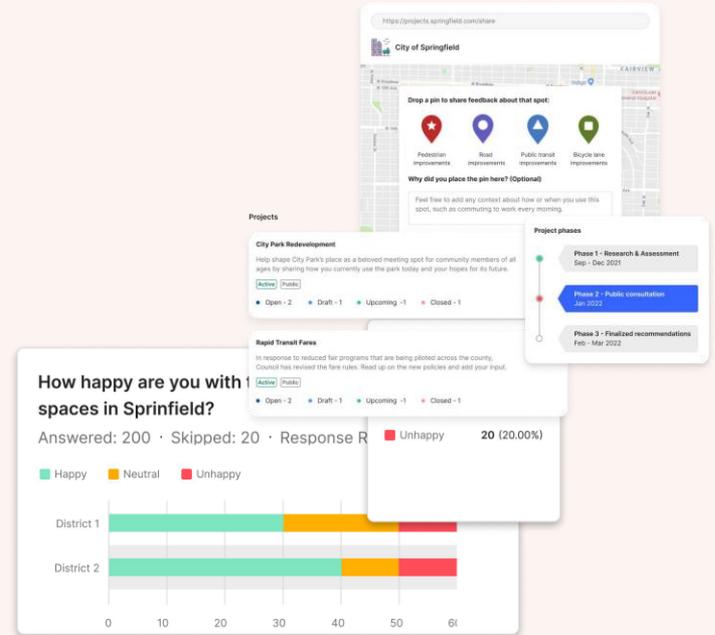


How we do it: Zencity Engage

Collaborative Digital Forums

Engage residents through custom, interactive AI-powered project hubs that make it easy to collaborate and communicate on a project's life cycle.

- ✓ Multiple engagement projects simultaneously
- ✓ Various templates for quick generative setup
- ✓ Auto-translation of content to 40+ languages to reach underrepresented groups
- ✓ Mobile first & ADA-compliant
- ✓ Unlimited custom surveys on any important topic/initiative (Ex. Sturgis Rally, Housing Affordability, City Ordinance, etc)
- ✓ Low barrier for resident participation



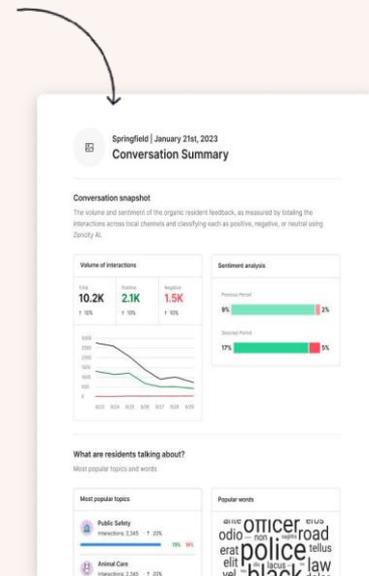
Zencity Reporting

Powerful builder for tailored reports

Keep elected officials and other stakeholders in the know with easy-to-generate, customizable reports that draw data from your dashboard.

- ✓ Templates for recurring reports
- ✓ Automatically-scheduled reports delivered to all departments
- ✓ Cross-platform data
- ✓ Custom reports to provide council with data on any important topic/initiative

The screenshot shows the 'Add Data' section of the Zencity Reporting builder. It features three main data source categories: 'Organic' (with a globe icon), 'Surveys' (with a checklist icon), and 'Engage' (with a speech bubble icon). Below these are 'Data sources' with a 'Filters' button and a '1' indicator. A list of report types follows, each with a plus icon: 'Conversation snapshot', 'What the conversation is about', 'Where the conversation is happening', 'Dashboard widgets', 'Stories', 'Automatic Takeaways', and 'Other'. At the bottom, there is an 'Insights' section with a plus icon.



Zencity Publishing

ChatGPT embedded, in-dashboard tool

Post to official government social media channels and generate pitch-perfect press releases in seconds, so you can get your message out to the community in less time.

- ✓ Multiple accounts & channels
- ✓ Social media analytics to track performance
- ✓ AI-generated content
- ✓ Unlimited users/departments
- ✓ Everyone works under one consolidated platform

