

**A G E N D A**  
**CITY OF HARTFORD COMMON COUNCIL**  
**CITY HALL COUNCIL CHAMBERS**  
**TUESDAY, MAY 25, 2021**  
**7:00 P. M.**

**1) CALL TO ORDER**

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board second floor, City Office Meeting Board lower level, and the Library Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice and agenda of this meeting at least 24 hours ago.

**2) PLEDGE OF ALLEGIANCE**

**3) ROLL CALL**

**4) UNANIMOUS CONSENT AGENDA**

**5) COMMUNICATIONS**

**6) APPEARANCES/CITIZENS COMMENTS**

- A. Introduction of Police Officer Jaret Knudson by Chief of Police MacFarlan, along with the administration of the oath of office by City Clerk Hetzel

**7) MAYOR'S REPORT**

- A. Washington County Report
- B. Appointment of three board members to the Hartford Downtown Business Improvement District (Kayla Gerard with The Local Collective, Brian Brauer with AJ Collectibles, and Pedja Grmusa with Quad Graphics)

**8) ALDERMANIC REQUESTS**

- A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

**9) STANDING COMMITTEE REPORTS**

**A) FINANCE & PERSONNEL**

- 1) Discussion and consideration of issuing Class A Liquor licenses to; Casey's, 1300 W Sumner St., El Mercadito Merza LLC, 766 Grand Ave., Fox Brothers Piggly Wiggly, 1566 East Sumner St., Kwik Trip, Inc., 1411 E Sumner St., and Walmart, 1220 Theil St. for June 1, 2021 to June 30, 2021.

**B) PUBLIC WORKS**

**C) UTILITY**

**10) RESOLUTIONS AND POSSIBLE ACTION THERON**

**11) ORDINANCES**

**A) FIRST READING AND POSSIBLE ACTION THERON**

**B) SECOND READING AND POSSIBLE ACTION THERON**

**12) CITY ADMINISTRATOR'S REPORT**

A) First quarter general fund results. (Memorandum attached)

**13) CLOSED SESSION**

A) The Common Council to move into closed session under § 19.85 (1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" relative to the Recovery Act. The Common Council to reconvene in open session for adjournment only.

B) The Common Council to move into closed session under § 19.85 (1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" relative to cyber security. The Common Council to reconvene in open session for adjournment only.

**14) ADJOURNMENT**

**NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting**

**Due to CDC guidelines attendance in the Council Chambers will be limited to a first come first served basis. Additional individuals will only be allowed to enter once others have left.**

# Memorandum

**To:** City Council  
**CC:**  
**From:** Steve Volkert, City Administrator  
**Date:** 5/21/2021  
**Re:** First Quarter General Fund Results

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Attached is the first quarter summary comparison of the current year to the five prior years for general fund revenues and expenditures.

The City was at 26.39% for total General Fund Revenues at the end of the current year first quarter. This is within the range of the prior three and five year snapshots. These three months represent the first quarterly report for a time in which Covid is not a significant contributor nor detractor from our revenues.

The total General Fund expenses for the current year first quarter was 22.32%. This percentage is likewise within the range of the prior five years.

Both of these statistics are well within the range set over the past five years thus no reason to be alarmed by the spending nor collection of revenues. The fact that our revenue growth outpaces our expenditure growth is encouraging that we are starting off on the right foot.

Each Department Head is made aware of any overages in expenses or shortfalls in revenues that makes the Finance Administrator take notice. We will be reviewing all other explanations.

**City of Hartford**  
**First Quarter Comparisons By Year**

**General Fund Revenues:**

	2021	2020	2019	2018	2017	2016
Overall Percentage of Revenues Collected	26.39%	27.86%	29.58%	26.20%	18.21%	25.59%
First Quarter Total Revenues	\$2,838,105.20	\$2,933,201.00	\$3,109,130.63	\$2,863,842.84	\$2,032,257.38	\$2,635,724.59
Total Budget	\$10,755,208.00	\$10,527,070.00	\$10,512,055.00	\$10,930,093.00	\$11,158,024.47	\$10,300,986.00
Difference Between Years	\$ (95,095.80)	\$ (175,929.63)	\$ 245,287.79	\$ 831,585.46	\$ (603,467.21)	\$ (489,444.13)

**General Fund Expenses:**

	2021	2020	2019	2018	2017	2016
Overall Percentage of Expenses Used	22.32%	23.85%	23.74%	21.41%	21.39%	18.99%
First Quarter Total Expenses	\$2,400,547.39	\$2,510,989.74	\$2,495,113.21	\$2,339,992.82	\$2,386,607.57	\$1,955,675.37
Total Budget	\$10,755,208.00	\$10,527,070.00	\$10,512,055.00	\$10,930,093.00	\$11,158,024.47	\$10,300,986.00
Difference Between Years	\$ (110,442.35)	\$ 15,876.53	\$ 155,120.39	\$ (46,614.75)	\$ 430,932.20	\$ (361,431.30)

Revenues vs Expense YTD \$ 437,557.81 \$ 422,211.26 \$ 614,017.42 \$ 523,850.02 \$ (354,350.19) \$ 680,049.22