



DDA ACTION SUMMARY SHEET

MEETING DATE: May 19, 2026

TOPIC Seasonal Snow Contract - Reconciliation

BACKGROUND BRIEF:

As outlined previously, the DDA maintains several parking areas in the district that are either leased or were built with DDA funding. We contracted with Hauxwell Services Inc to maintain those lots throughout a very long and snow heavy winter. Our base fee was \$5700, which earned 15 “pushes”.

Tracking and review of national weather service reports indicate that more than 20 snow/ice events occurred above the contracted amount, and these are subject to reconciliation. Hauxwell presented invoice for additional work was \$9,120.00. This was compromised following meetings with the Director to a final reconciliation of \$7000.

Our total cost for snow removal and sidewalks this season, with this final reconciliation, is \$18,700.00

FINANCIAL IMPACT:

It is necessary to move unspent funds within our budget to pay this from the proper GL line item in our accounting. I am recommending we move \$7,000 from GL 248-728-801-000 Economic Development Contracted Services to GL 248-260-801-000 Contracted Services Downtown

RECOMMENDED MOTION:

Move to approve the final reconciliation of seasonal snow maintenance in the amount of \$7000, payable to Hauxwell Services Inc from GL 248-260-801-000 Contracted Services Downtown, subject to the recommended budget adjustment.