



**BOARD OF ALDERMEN  
REGULAR AGENDA  
Monday, July 28, 2025  
7:00 P.M.  
Community Building  
601 W Main Street  
Odessa, MO 64076**

The meeting can be viewed live on YouTube, by subscribing to  
[@OdessaMO](#)

**Anyone wishing to address the Mayor and Board during the meeting must fill out a Speaker's Appearance Form and give to the City Clerk prior to the start of the Board meeting. Forms are available [online](#) or located at the entrance of the Community Building. Speakers are subject to Board of Aldermen Rules of Procedure.**

**CALL TO ORDER**

Mayor Bryan Barner

**PLEDGE OF ALLEGIANCE**

Mayor Bryan Barner

**ROLL CALL**

City Clerk Karen Findora

**WELCOME TO VISITORS**

Mayor Bryan Barner

**CONSENT AGENDA**

All matters under the Consent Agenda, are Considered to be routine by the Aldermen and will be enacted by one motion with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the Aldermen.

Approval of Minutes

- July 14, 2025 – Regular Session

Finance June Rpt.

**MAYOR REPORT**

**ALDERMEN REPORT**

**CITY ADMINISTRATOR REPORT**

**PUBLIC HEARING**

**PUBLIC COMMENTS**

**PRESENTATION**

**OLD BUSINESS**

## NEW BUSINESS

Presentation  
*Investments*

Joey McLiney, Sr. Managing Director, SAMCO Capital, will present on Investments.

Presentation  
*Electric Substation*

Troy Woutzke, Electric Superintendent, will present on the Electric substation improvements.  
*Troy Woutzke, Electric Superintendent*

Discussion  
*Public Safety Sales Tax & Use Tax*

Discuss the Public Safety Sales Tax & Use Tax options.  
*Shawna Davis, City Administrator*

Discussion / Motion  
*Job Analysis & Compensation Study*

Motion/Second to authorize the City Administrator to proceed with the selection and contract creation with Paypoint HR for Job Analysis and Compensation Study services.  
*Shawna Davis, City Administrator*

Resolution 2025-16  
*Board of Aldermen Rules of Meeting Procedures*

Proposed Resolution No. 2025-16 adopting Rules of Meeting Procedures for the Board of Aldermen meetings.  
*Karen Findora, City Clerk*

Next Scheduled Meeting

*Monday, August 11, 2025, at 6:00 p.m. Regular Session*

Adjourn

Pursuant to RSMO 610.021 (1) Legal actions, causes of action, litigation, or confidential attorney/client communication  
Pursuant to RSMO 610.021 (2) Real Estate Negotiations  
Pursuant to RSMO 610.021 (3) Personnel

### *Up-Coming Meetings / Events:*

August 11 @ 6:00 p.m. – Board of Aldermen Meeting @ Community Bldg.  
August 12 @ 9:30 a.m. – Municipal Court @ Community Bldg.  
August 20 @ 7:00 p.m. - Park Board Meeting @ Community Bldg.  
August 21 @ 7:00 p.m. - Planning Commission Meeting @ Community Bldg.  
August 25 @ 6:00 p.m. – Board of Aldermen Meeting @ Community Bldg.

### *Other Events:*

For more information, please visit the City of Odessa [website](#).  
July 31 – Aug. 3 – Odessa Puddle Jumper Days  
October 7 @ 5:00 p.m. – Odessa Police National Night Out  
October 11 – Household Hazardous Waste Event

## **ELECTED OFFICIALS**

	<b>Mayor Bryan D. Barner</b>	<a href="mailto:bryan.barner@cityofodessamo.com">bryan.barner@cityofodessamo.com</a>	(816) 985-0361
Ward 1	Alderdwoman Mickey Starr	<a href="mailto:mickey.starr@cityofodessamo.com">mickey.starr@cityofodessamo.com</a>	(816) 260-8448
Ward 1	Alderdwoman Karla Polson	<a href="mailto:karla.polson@cityofodessamo.com">karla.polson@cityofodessamo.com</a>	(816) 739-2224
Ward 2	Alderdwoman Donna Ehlert	<a href="mailto:donna.ehlert@cityofodessamo.com">donna.ehlert@cityofodessamo.com</a>	(816) 263-9559
Ward 2	Alderman Mike Plachte	<a href="mailto:mike.plachte@cityofodessamo.com">mike.plachte@cityofodessamo.com</a>	(816) 263-9997
Ward 3	Alderman Bruce Whatsitt	<a href="mailto:bruce.whitsitt@cityofodessamo.com">bruce.whitsitt@cityofodessamo.com</a>	(816) 565-6610
Ward 3	Alderman Collin Carrigan	<a href="mailto:collin.carrigan@cityofodessamo.com">collin.carrigan@cityofodessamo.com</a>	(801) 829-8482

### **AMERICANS WITH DISABILITIES ACT**

The City of Odessa is committed to ensuring compliance with the Americans Disabilities Act. Individuals who require an ADA accommodation to attend a meeting are encouraged to make those arrangements with the City Clerk at (816) 230-5577 ext. 6 or by email at [karen.findora@cityofodessamo.com](mailto:karen.findora@cityofodessamo.com) at least 72 hours in advance of the meeting to communicate their needs.

Posted July 24, 2025  
City Hall & City Website  
Emailed to The Odessan  
*Karen Findora, City Clerk*  
PO Box 128 · 228 S Second · Odessa, MO 64076  
[Email](#) | Phone: (816) 230-5577 ext. 6 | [www.cityofodessamo.com](http://www.cityofodessamo.com)

**City of Odessa, Missouri  
Board of Aldermen  
Odessa Community Building | 601 W. Main Street  
Regular Meeting ~ Monday, July 14, 2025 | 7:00 p.m.  
Meeting Minutes**

[@OdessaMO](#)

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

Mayor Bryan Barner called the meeting to order at 7:00 p.m., and led in the pledge of allegiance.

**ROLL CALL**

Shawna Davis, City Administrator called the roll and confirmed a quorum.

Mayor Bryan Barner	Present	Alderman Bruce Whitsitt	Present
Alderman Karla Polson	Present	Alderman Donna Ehlert	Present
Alderman Mike Plachte	Present	Alderman Mickey Starr	Present
Alderman Collin Carrigan	Present		

**OTHERS IN ATTENDANCE**

Shawna Davis, City Administrator	Karen Findora, City Clerk
Cathy Thompson, Finance Director	Darrin Lamb, Streets/Water
Josh Thompson, Police Chief - Absent	Kenny Snider, Wastewater
Troy Woutzke, Electric	Nick Purifoy, Lauber Municipal Law
Derek Zarda, Police Sergeant	

**PUBLIC IN ATTENDANCE**

Hannah Sparr, The Odessan	Robert Carey
Erika & Bradley Falls	Ruth Beamer
Danette Iman	Amy Burnett
Darren & Misty Ellison	Terrica Jones
Dennis Klusmeyer, MPUA	

**WELCOME OF VISITORS**

Mayor Barner welcomed visitors and those viewing on YouTube.

**APPROVAL OF CONSENT AGENDA**

Approval of minutes and consent agenda.

- June 23, 2025 – Regular Session

Alderman Ehlert, moved to approve the June 23, 2025, meeting minutes as submitted, seconded by Alderman Starr.

Motion carried 6-0

## **MAYOR REPORT**

Mayor Barner will attend the Missouri Main Street Conference on July 23rd. At the same time, Shawna Davis, the City Administrator, will be delivering the State of the City Address to the Odessa Chamber of Commerce. Additionally, on July 31st, Mayor Barner will visit the nursing home to update residents on what is happening in the City of Odessa. He also announced that he will be conducting a podcast about Police School Resource Officers (SROs) during the month of July. The most recent podcast featured Laura Sanders, President of the Puddle Jumpers Committee.

## **ALDERMEN REPORTS**

- Alderman Plachte thanked the Police and Fire Dept. for watching over the residents during the Independence Day holiday.
- Alderman Carrigan thanked everyone for the Annual Fireworks display and all the effort that went into organizing and conducting it.
- Alderwoman Polson echoed Alderman Carrigan's comments.
- Alderwoman Ehlerth expressed gratitude to the Police Department for their traffic control during the fireworks display. She also mentioned that she would like to reconsider the three-day fireworks shooting next year.
- Alderwoman Starr stated that she received complaints about the fireworks. Alderwoman Starr also stated that the flow of traffic after the fireworks display went very well.
- Alderman Whitsitt reported that he received an inquiry regarding the sanitation of the park's restrooms and whether there are plans for future improvements or upgrades. He also received a question about the city's response to a recent gas leak, specifically, if there were any notifications made besides those posted on Facebook. City Administrator Shawna Davis confirmed that the city used the Daupler software to inform the public. Additionally, Alderman Whitsitt was contacted about the exclusion of lawn watering and mentioned that he discussed the ECA charge with a downtown business owner. Following their meeting, it was determined that the business owner would pay \$0.16 (16 cents) per kilowatt for electricity that month. He also received feedback about the recycling bin frequently being full.

## **CITY ADMINISTRATOR REPORT**

Shawna Davis, City Administrator, provided a brief update on city events.  
(visit the [city website](#) to hear update.)

## **PUBLIC HEARING**

None

## **PUBLIC COMMENTS**

Bob Carey, resident, spoke on the Resolution No. 2025-16 "Board of Aldermen Meeting Procedures."

## **PRESENTATIONS**

Dennis Klusmeyer, Sr. Member Advisor, MPUA, stated that there are only 252 utility systems in the nation that receive the reliability award, and only 15 in the state of Missouri.



Mr. Klusmeyer stated that Odessa Power and Light is one of the best of the best in the country. The staff that Odessa has in place is making a difference.

Mr. Klusmeyer presented Troy Woutzke, Electric Superintendent and Darren Ellison, Foreman with the Certificate of Excellence and Reliability Award, and congratulated the department from APA and MPUA for a job well done.



### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **Bill No. 2025-14 Introduction and 1<sup>st</sup> Reading ~ “Planning Commission Liaison”**

Mayor Barner read the proposed Ordinance amending Sec. 2-429(a) of the Odessa City Code of Ordinances authorizing the Mayor to annually appoint a non-voting Board of Aldermen liaison to the Planning and Zoning Commission, first reading.

Motion was made by Alderman Carrigan, to adopt Bill No. 2025-14 upon its first reading and proceed to second reading. Motion seconded by Alderman Plachte, and carried with the following vote.

Motion carried 6-0.

#### **Bill No. 2025-14 Introduction and 2<sup>nd</sup> Reading ~ “Planning Commission Liaison”**

Mayor Barner read the proposed Ordinance amending Sec. 2-429(a) of the Odessa City Code of Ordinances authorizing the Mayor to annually appoint a non-voting Board of Aldermen liaison to the Planning and Zoning Commission, second reading.

Motion was made by Alderwoman Ehlert, to adopt Bill No. 2025-14 upon its second reading and approve the bill as an ordinance. Motion seconded by Alderman Carrigan, and carried with the following vote.

Roll call vote as follows:

Alderman Plachte	yes	Alderwoman Ehlert	yes
Alderman Carey	yes	Alderwoman Polson	yes
Alderwoman Starr	yes	Alderman Carrigan	yes

Motion carried 6-0.

Bill No. 2025-14 became **Ordinance No. 3154**

**Bill No. 2025-15 Introduction and 1<sup>st</sup> Reading ~ “Amend Code of Ord. – Regular Meetings” ~ TIME 7:00 p.m. to 6:00 p.m.**

Mayor Barner read the proposed Ordinance amending Chapter 2, Article II, Division 2, Section 2-59. – Regular Meetings in the City of Odessa Code of Ordinances, first reading.

Motion was made by Alderman Plachte, to adopt Bill No. 2025-15 upon its first reading and proceed to second reading. Motion seconded by Alderwoman Starr, and carried with the following vote.

Motion carried 6-0.

**Bill No. 2025-15 Introduction and 2<sup>nd</sup> Reading ~ “Amend Code of Ord. – Regular Meetings” ~ TIME 7:00 p.m. to 6:00 p.m.**

Mayor Barner read the proposed Ordinance amending Chapter 2, Article II, Division 2, Section 2-59. – Regular Meetings in the City of Odessa Code of Ordinances, second reading.

Motion was made by Alderwoman Ehlert, to adopt Bill No. 2025-15 upon its second reading and approve the bill as an ordinance. Motion seconded by Alderman Plachte, and carried with the following vote.

Roll call vote as follows:

Alderman Plachte	yes	Alderwoman Ehlert	yes
Alderman Carey	yes	Alderwoman Polson	yes
Alderwoman Starr	yes	Alderman Carrigan	yes

Motion carried 6-0.

Bill No. 2025-15 became **Ordinance No. 3155**

**Resolution No. 2025-16 ~ “Board of Aldermen Meeting Procedures”**

Mayor Barner read the proposed Resolution No. 2025-16 adopting meeting procedures for the Board of Aldermen meetings.

Karen Findora, City Clerk, developed meeting procedures for the Board of Aldermen to ensure structure, transparency, and fairness in local government operations. Ms. Findora amended the previous draft based on feedback. Ms. Findora revised the text accordingly.

Nick Purifoy from Lauber Law stated that he serves as the litigation lawyer for the Lauber Law firm and is currently handling three cases across Missouri. He emphasized the importance of being mindful about what board members post on social media. As elected

officials, it's important to clarify whether communications are made in a personal or official capacity.

He suggested that many city officials, whether elected or appointed, should create a separate social media account specifically for their role as elected officials. This would allow them to engage with the public on city-related and political issues while maintaining clear boundaries.

Purifoy also highlighted the First Amendment implications associated with social media use. Elected officials cannot block users or delete comments that they disagree with, as doing so may violate someone's First Amendment rights. If officials act in their official capacity and blur the lines between personal and official communication, they could be personally liable for violations, which may have financial repercussions for them.

Mr. Purifoy emphasized that if board members decide to use their personal accounts to discuss or seek input on city matters, they should clearly indicate that they are sharing their personal opinions and not representing the board in an official capacity. He suggested using the abbreviation "IMO," which stands for "In My Opinion," to highlight this distinction.

Alderman Whitsitt expressed a desire for the staff to revise the document by including a section that allows the Board of Aldermen to add items to the agenda. He mentioned that if an Alderman wishes to add an item, it would require the agreement of two (2) Aldermen. They must notify Shawna at least five (5) days before the agenda is finalized to ensure the item is included.

The staff will consult with the City Attorney to ensure that the proposed changes comply with the legal requirements of the Sunshine Law, and they will add the appropriate section to the Rules and Procedures.

Motion was made by Alderman Carrigan, to postpone Resolution No. 2025-16 to the Monday, July 28, 2025 Board of Aldermen meeting, seconded by Alderman Plachte. Motion carried 6-0.

**Resolution No. 2025-17 ~ "Cummins Sales and Service"**

Mayor Barner read the proposed Resolution No. 2025-17 authorizing the Mayor to enter into an agreement with Cummins Sales and Service for a (3) three-year preventative maintenance contract covering inspections, service, and load testing of City-owned generators.

Motion was made by Alderwoman Ehlert, to approve Resolution No. 2025-17 authorizing the Mayor to enter into an agreement with Cummins Sales and Service for a (3) three-year preventative maintenance contract covering inspections, service, and load testing of City-owned generators, seconded by Alderman Carrigan. Motion carried 6-0.

**Resolution No. 2025-18 ~ “SAM, LLC Professional Svc. Agreement”**

Mayor Barner read the proposed Resolution No. 2025-18 authorizing the Mayor to enter into an agreement with SAM, LLC for professional GIS services for utility mapping and web-based GIS implementation.

Motion was made by Alderwoman Starr, to approve Resolution No. 2025-18 authorizing the Mayor to enter into an agreement with SAM, LLC for professional GIS services for utility mapping and web-based GIS implementation, seconded Alderwoman Ehlert.  
Motion carried 6-0.

**Resolution No. 2025-19 ~ “Navigate Building Solutions”**

Mayor Barner read the proposed Resolution No. 2025-19 authorizing the Mayor to execute task order number four (4) under the master agreement with Navigate Building Solutions for construction engineering bidding service related to the Historic Main Street Revitalization Project.

Motion was made by Alderwoman Ehlert, to approve Resolution No. 2025-19 authorizing the Mayor to execute task order number four (4) under the master agreement with Navigate Building Solutions for construction engineering bidding service related to the Historic Main Street Revitalization Project, seconded Alderman Plachte.  
Motion carried 6-0.

**Resolution No. 2025-20 ~ “OWN, LLC”**

Mayor Barner read the proposed Resolution No. 2025-20 approving supplemental contracts with OWN, LLC for rebidding services related to the Downtown Infrastructure Project, for 2<sup>nd</sup> and Mason Street.

Motion was made by Alderwoman Ehlert, to approve Resolution No. 2025-20 approving supplemental contracts with OWN, LLC for rebidding services related to the Downtown Infrastructure Project, for 2<sup>nd</sup> and Mason Street, seconded by Alderwoman Starr.  
Motion carried 6-0.

**Resolution No. 2025-21 ~ “MDNR Grant”**

Mayor Barner read the proposed Resolution No. 2025-21 authorizing the Mayor to authorize the filing of an application for the Missouri Department of Natural Resources Clean Water Engineering Report Grant on behalf of the City of Odessa and to execute the related documents.

Motion was made by Alderman Carrigan, to approve Resolution No. 2025-21 authorizing the Mayor to authorize the filing of an application for the Missouri Department of Natural Resources Clean Water Engineering Report Grant on behalf of the City of Odessa and to execute the related documents, seconded by Alderwoman Starr.  
Motion carried 6-0.

**Next Regular Scheduled Meeting:**

Monday, July 28, 2025, at 5:30 p.m. MPUA/Elec. Workshop, Odessa Trails Library  
Monday, July 28, 2025, at 7:00 p.m. Regular Session.

**Adjourn**

There being no further business to come before the Board of Aldermen, a motion was made by Alderwoman Ehlert, seconded by Alderman Carrigan, to adjourn the meeting at 8:31 p.m. Motion carried 6-0.

Approved:

CITY OF ODESSA

\_\_\_\_\_

\_\_\_\_\_  
Bryan D. Barner, Mayor

ATTEST

\_\_\_\_\_  
Karen Findora, City Clerk



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**FINANCE COMMITTEE**  
**Wednesday, July 23, 2025 @ 5:30 p.m.**  
**City Hall, 228 S. 2<sup>nd</sup> St, Odessa, MO 64076**

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**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

- a. Approve minutes from June 23, 2025 Finance Committee meeting

**3. REVIEW NOVEMBER FINANCIALS**

- a. June 2025 Summary Check Report
- b. June 2025 Detail Check Report
- c. June 2025 Purchase Card Activity Report
- d. June 2025 Budget Summary Report
- e. June 2025 Q1 Budget Detail Report
- f. Long-Term Debt Payment Summary as of June 30, 2025
- g. Sales Tax Report

**4. INVESTMENTS**

- a. Angie Hughes – Missouri Securities Investment Program (MOSIP)

**5. DISCUSSION ITEMS**

- a. Credit card processing fees
- b. Purchase order module demonstration – July 31, 10:00
- c. Investment advisor at July 28 Board meeting
- d. Purchasing Policy
- e. Investment Policy

**6. ADJOURN**

Agenda posted at the following locations:  
City Hall, 228 S 2<sup>nd</sup> Street  
<https://www.cityofodessamo.com>  
Emailed to The Odessan  
July 18, 2025

A quorum of the Board of Aldermen may be in attendance however no Board votes will be taken.

Cathy Thompson, Finance Director  
PO Box 128 \* 228 S Second Street \* Odessa, MO



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**FINANCE COMMITTEE MINUTES**  
**Monday, June 23, 2025 @ 5:30 p.m.**  
**City Hall, 228 S. 2<sup>nd</sup> St, Odessa, MO 64076**

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**MEMBERS PRESENT**

Alderwoman Ehlert; Alderman Whitsitt, Alderwoman Polson

**OTHERS PRESENT**

Cathy Thompson, Finance Director

**MINUTES**

A motion was made by Member Whitsitt and seconded by Member Polson to approve the minutes from the May 27, 2026 Finance Committee Meeting. All voted aye. Motion carried.

**PUBLIC COMMENTS**

No public comments were offered.

**REVIEW JANUARY FINANCIALS**

The Committee members reviewed the following financials for January 2025 and staff answered questions related to the reports.

- a. April 2025 Summary Check Report
- b. April 2025 Detail Check Report
- c. April 2025 Purchase Card Activity Report
- d. April 2025 Budget Summary Report
- e. May 2025 Summary Check Report
- f. May 2025 Detail Check Report
- g. May 2025 Purchase Card Activity Report
- h. May 2025 Budget Summary Report
- i. Long-Term Debt Payment Summary as of May 31, 2025
- j. Sales Tax Report
- k. Semi Annual Report

**DISCUSSION ITEMS**

- The committee members are concerned about the credit card processing fees and asked staff to investigate passing the historic trend of these fees.
- Member Whitsitt asked for the purchasing policy to be put on hold until a purchase order module can be reviewed.

**ADJOURN**

Member Polson motioned to adjourn, seconded by Member Whitsitt. The meeting was adjourned at 6:21 pm.



City of Odessa MO

# Check Summary Report Finance Committee

By Vendor Name

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBank-AP Bank</b>						
2865	Aflac	06/30/2025	Bank Draft	0.00	1,148.56	DFT0001830
2865	Aflac	06/30/2025	Bank Draft	0.00	1,148.56	DFT0001848
0096	Airgas USA LLC	06/06/2025	Virtual Payment	0.00	2,944.77	APA003860
0096	Airgas USA LLC	06/23/2025	Virtual Payment	0.00	87.03	APA003912
6725	ALLIED SERVICES, LLC	06/13/2025	Virtual Payment	0.00	39,156.48	APA003886
4547	American Solutions for Business	06/13/2025	Virtual Payment	0.00	175.86	APA003887
6741	AquaPhoenix Scientific, LLC	06/06/2025	Virtual Payment	0.00	504.00	APA003861
1756	Arkansas Electric Cooperatives Inc	06/13/2025	Virtual Payment	0.00	3,550.00	APA003888
1097	ARMOR EQUIPMENT	06/11/2025	Regular	0.00	296,170.53	305484
0074	Axon Enterprise, Inc	06/13/2025	Virtual Payment	0.00	13,492.56	APA003889
9004	Bates City Municipal Court	06/13/2025	Regular	0.00	20.00	305485
1101	BETTY SHADA	06/23/2025	Regular	0.00	100.00	305489
7036	Big J's Auto	06/06/2025	Virtual Payment	0.00	126.92	APA003862
7036	Big J's Auto	06/23/2025	Virtual Payment	0.00	50.00	APA003913
0069	Border States Electric Supply	06/13/2025	Virtual Payment	0.00	1,279.44	APA003890
0069	Border States Electric Supply	06/23/2025	Virtual Payment	0.00	290,422.87	APA003914
1100	BORGMANS DAIRY FARM LLC	06/23/2025	Regular	0.00	60.00	305490
2711	Brenntag Mid-South Inc.	06/06/2025	Virtual Payment	0.00	3,878.05	APA003863
2711	Brenntag Mid-South Inc.	06/26/2025	Virtual Payment	0.00	996.47	APA003925
5002	Cannon Technologies Inc.	06/13/2025	Virtual Payment	0.00	29,259.00	APA003891
6733	Capital One Public Financing	06/01/2025	Bank Draft	0.00	7,325.00	DFT0001818
7014	CARL SCARBOROUGH	06/26/2025	Virtual Payment	0.00	2,250.00	APA003926
4585	Caterpillar Financial Service Corp	06/06/2025	Virtual Payment	0.00	3,245.15	APA003864
4585	Caterpillar Financial Service Corp	06/13/2025	Virtual Payment	0.00	6,057.99	APA003892
1098	CHRISTIAN COUNTY CIRCUIT CLERK	06/13/2025	Regular	0.00	132.00	305486
1508	City of Higginsville	06/23/2025	Virtual Payment	0.00	1,250.00	APA003915
1508	City of Higginsville	06/26/2025	Virtual Payment	0.00	5,750.00	APA003927
0033	City of Odessa	06/16/2025	Bank Draft	0.00	-23,447.50	DFT0001867
0033	City of Odessa	06/16/2025	Bank Draft	0.00	23,447.50	DFT0001867
0033	City of Odessa	06/16/2025	Bank Draft	0.00	-11,723.75	DFT0001875
0033	City of Odessa	06/16/2025	Bank Draft	0.00	11,723.75	DFT0001875
0033	City of Odessa	06/15/2025	Bank Draft	0.00	11,723.45	DFT0001891
2712	Comcast	06/06/2025	Bank Draft	0.00	1,157.72	DFT0001841
6746	CONNECT PARENT CORPORATION	06/26/2025	Virtual Payment	0.00	229.76	APA003928
0087	Continental Research Corporation	06/26/2025	Virtual Payment	0.00	2,173.21	APA003929
7095	COOPER TRAILERS INC	06/13/2025	Regular	0.00	6,000.00	305487
0161	Core & Main	06/06/2025	Virtual Payment	0.00	4,146.48	APA003865
6712	Crafco	06/06/2025	Virtual Payment	0.00	504.75	APA003866
2399	Crown Power & Equipment	06/06/2025	Virtual Payment	0.00	250.24	APA003867
1545	Evergy	06/26/2025	Virtual Payment	0.00	3,844.53	APA003930
3941	Family Support Payment Center	06/12/2025	Bank Draft	0.00	276.92	DFT0001828
3941	Family Support Payment Center	06/26/2025	Bank Draft	0.00	276.92	DFT0001847
7010	GFI Digital	06/23/2025	Virtual Payment	0.00	638.12	APA003916
7007	Gibbs Technology Leasing Corporation	06/06/2025	Virtual Payment	0.00	444.02	APA003868
7007	Gibbs Technology Leasing Corporation	06/13/2025	Virtual Payment	0.00	107.27	APA003893
6753	GLOBAL PAYMENTS DIRECT	06/02/2025	Bank Draft	0.00	26,062.29	DFT0001840
0008	HD Supply Inc	06/06/2025	Virtual Payment	0.00	1,099.30	APA003869
0008	HD Supply Inc	06/13/2025	Virtual Payment	0.00	223.21	APA003894
7103	HEARTLAND PANTRY	06/02/2025	Regular	0.00	150.00	305480
6332	Holliday Sand and Stone Company	06/06/2025	Virtual Payment	0.00	304.76	APA003870
1001	Institute for Building Technology and Safety	06/06/2025	Virtual Payment	0.00	6,215.00	APA003885
9014	Jackson County Circuit Court	06/06/2025	Regular	0.00	50.00	305481
1093	JANICE KAY SNYDER	06/06/2025	Regular	0.00	100.00	305482
4646	KC Wireless, Inc	06/13/2025	Virtual Payment	0.00	4,956.17	APA003895



## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1804	Key Equipment & Supply	06/23/2025	Virtual Payment	0.00	124,147.11	APA003917
6084	Kleinschmidt's Western Store	06/06/2025	Virtual Payment	0.00	389.75	APA003871
6084	Kleinschmidt's Western Store	06/26/2025	Virtual Payment	0.00	259.85	APA003931
9000	Lafayette County Circuit Court	06/23/2025	Regular	0.00	160.00	305491
6770	LAUBER AND ASSOCIATES MUNICIPAL LAW LLC	06/13/2025	Virtual Payment	0.00	6,091.00	APA003896
6721	LEAF	06/01/2025	Bank Draft	0.00	1,311.12	DFT0001817
6721	LEAF	06/15/2025	Bank Draft	0.00	170.89	DFT0001843
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	1,419.18	DFT0001829
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	61.63	DFT0001855
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	-27.94	DFT0001860
3548	Logan Seals	06/13/2025	Virtual Payment	0.00	900.00	APA003897
3548	Logan Seals	06/23/2025	Virtual Payment	0.00	650.00	APA003918
4031	MFA Agri Services	06/23/2025	Virtual Payment	0.00	200.00	APA003919
6052	Midwest Public Risk	06/26/2025	Virtual Payment	0.00	267,591.00	APA003932
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	26,140.00	DFT0001831
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	23,336.00	DFT0001849
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	-1,740.00	DFT0001861
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	3,095.00	DFT0001833
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	3,161.50	DFT0001851
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	-13.00	DFT0001857
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	4.00	DFT0001862
0172	Missouri Department of Revenue	06/06/2025	Regular	0.00	8,936.75	305483
3137	Missouri Joint Municipal Electric Utility Commis	06/13/2025	Virtual Payment	0.00	309,063.88	APA003898
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	8,909.86	DFT0001832
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	300.77	DFT0001837
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	9,612.85	DFT0001850
3243	Missouri One Call System, Inc	06/13/2025	Virtual Payment	0.00	272.70	APA003899
6327	MUDDY BOOTS, INC	06/06/2025	Virtual Payment	0.00	128.09	APA003872
6327	MUDDY BOOTS, INC	06/13/2025	Virtual Payment	0.00	80.14	APA003900
6327	MUDDY BOOTS, INC	06/23/2025	Virtual Payment	0.00	283.95	APA003920
6327	MUDDY BOOTS, INC	06/26/2025	Virtual Payment	0.00	257.86	APA003933
0143	Murphy Tractor & Equipment Co. Inc.	06/06/2025	Virtual Payment	0.00	12,450.00	APA003873
1221	Napa Auto Parts Odessa	06/06/2025	Virtual Payment	0.00	248.53	APA003874
1221	Napa Auto Parts Odessa	06/26/2025	Virtual Payment	0.00	536.97	APA003934
4266	Nuts & Bolts	06/06/2025	Virtual Payment	0.00	35.97	APA003875
4266	Nuts & Bolts	06/13/2025	Virtual Payment	0.00	215.27	APA003901
4266	Nuts & Bolts	06/23/2025	Virtual Payment	0.00	63.98	APA003921
4266	Nuts & Bolts	06/26/2025	Virtual Payment	0.00	13.28	APA003935
2560	Oak Grove Rental	06/13/2025	Virtual Payment	0.00	70.00	APA003902
0402	Odessa Chamber of Commerce	06/13/2025	Virtual Payment	0.00	24.00	APA003903
1096	OHS BOYS WRESTLING BOOSTER CLUB	06/13/2025	Regular	0.00	100.00	305488
1971	O'Reilly Auto Parts	06/06/2025	Virtual Payment	0.00	99.99	APA003876
1971	O'Reilly Auto Parts	06/13/2025	Virtual Payment	0.00	45.88	APA003904
2313	Pace Analytical Services	06/13/2025	Virtual Payment	0.00	1,326.00	APA003905
6703	Parsons Electric	06/13/2025	Virtual Payment	0.00	950.00	APA003906
1091	PREMIER FENCE, KC LLC	06/06/2025	Virtual Payment	0.00	33,252.42	APA003877
1485	Public Water Supply District #1	06/26/2025	Virtual Payment	0.00	110.60	APA003936
1092	RHINO INDUSTRIES, INC	06/06/2025	Virtual Payment	0.00	3,888.00	APA003878
9052	Ring Central	06/06/2025	Virtual Payment	0.00	1,330.38	APA003879
6311	ROLLINS ORKIN PEST CONTROL	06/13/2025	Virtual Payment	0.00	103.00	APA003907
6318	Safety Stop Supply Inc	06/23/2025	Virtual Payment	0.00	447.92	APA003922
2942	Schulte Supply, Inc	06/06/2025	Virtual Payment	0.00	850.16	APA003880
2942	Schulte Supply, Inc	06/13/2025	Virtual Payment	0.00	1,104.91	APA003908
0021	Shane Newland Repair, LLC	06/06/2025	Virtual Payment	0.00	6,963.00	APA003881
0110	Spaar Publications LLC	06/23/2025	Virtual Payment	0.00	310.25	APA003923
0052	Spire	06/19/2025	Bank Draft	0.00	429.42	DFT0001844
1099	ST. CHARLES COUNTY CIRCUIT COURT	06/23/2025	Regular	0.00	100.00	305492
0893	Swell Signs	06/06/2025	Virtual Payment	0.00	628.55	APA003882
0893	Swell Signs	06/13/2025	Virtual Payment	0.00	65.00	APA003909
0893	Swell Signs	06/23/2025	Virtual Payment	0.00	247.65	APA003924
0132	UMB Bank	06/27/2025	Bank Draft	0.00	19,626.61	DFT0001845

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0132	UMB Bank	06/20/2025	Bank Draft	0.00	14,058.90	DFT0001853
0132	UMB Bank	06/13/2025	Bank Draft	0.00	92,037.77	DFT0001865
0132	UMB Bank	06/13/2025	Bank Draft	0.00	33,093.65	DFT0001866
0132	UMB Bank	06/13/2025	Bank Draft	0.00	2.00	DFT0001886
6689	Universal CDJR	06/13/2025	Virtual Payment	0.00	85.00	APA003910
0034	USA Tax Payment	06/12/2025	Bank Draft	0.00	25,542.58	DFT0001834
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	26,169.09	DFT0001852
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	-73.93	DFT0001858
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	24.65	DFT0001863
0152	Vance Brothers, LLC	06/06/2025	Virtual Payment	0.00	930.09	APA003883
7008	Vermeer	06/13/2025	Virtual Payment	0.00	1,379.05	APA003911
0013	Voya Financial	06/12/2025	Bank Draft	0.00	1,525.00	DFT0001827
0013	Voya Financial	06/26/2025	Bank Draft	0.00	1,525.00	DFT0001846
3381	West Central Electric Coop Inc.	06/06/2025	Virtual Payment	0.00	9,944.31	APA003884
6755	WEX BANK	06/02/2025	Bank Draft	0.00	7,185.39	DFT0001816

## Bank Code APBank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	13	0.00	312,079.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	38	40	0.00	346,007.41
EFT's	0	0	0.00	0.00
	<b>175</b>	<b>130</b>	<b>0.00</b>	<b>1,875,735.59</b>

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	13	0.00	312,079.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	38	40	0.00	346,007.41
EFT's	0	0	0.00	0.00
	175	130	0.00	1,875,735.59

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash Fund	6/2025	1,875,735.59
			1,875,735.59



City of Odessa MO

# Check Summary Report Finance Committee

By Vendor Name

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBank-AP	Bank					
2865	Aflac	06/30/2025	Bank Draft	0.00	1,148.56	DFT0001830
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV0002306</a>	Invoice	06/12/2025	AFLAC - Post Tax	0.00	1,148.56	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">10-2105</a>	A/P AFLAC	AFLAC Post Taxable		80.59	
	<a href="#">10-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		664.63	
	<a href="#">20-2105</a>	A/P AFLAC	AFLAC Post Taxable		60.16	
	<a href="#">20-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		106.68	
	<a href="#">30-2105</a>	A/P AFLAC	AFLAC Post Taxable		10.05	
	<a href="#">30-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		98.35	
	<a href="#">40-2105</a>	A/P AFLAC	AFLAC Post Taxable		27.72	
	<a href="#">40-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		74.46	
	<a href="#">50-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		25.92	
2865	Aflac	06/30/2025	Bank Draft	0.00	1,148.56	DFT0001848
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV0002314</a>	Invoice	06/26/2025	AFLAC - Post Tax	0.00	1,148.56	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">10-2105</a>	A/P AFLAC	AFLAC Post Taxable		80.58	
	<a href="#">10-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		664.63	
	<a href="#">20-2105</a>	A/P AFLAC	AFLAC Post Taxable		60.16	
	<a href="#">20-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		106.68	
	<a href="#">30-2105</a>	A/P AFLAC	AFLAC Post Taxable		10.06	
	<a href="#">30-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		98.35	
	<a href="#">40-2105</a>	A/P AFLAC	AFLAC Post Taxable		27.72	
	<a href="#">40-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		74.46	
	<a href="#">50-2105</a>	A/P AFLAC	AFLAC Pre-Taxable		25.92	
0096	Airgas USA LLC	06/06/2025	Virtual Payment	0.00	2,944.77	APA003860
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">9161222195</a>	Invoice	06/02/2025	CARBON DIOXIDE BLK WATER TREATMEN	0.00	2,944.77	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">30-30-5345</a>	Chemicals	CARBON DIOXIDE BLK WATER T		2,944.77	
0096	Airgas USA LLC	06/23/2025	Virtual Payment	0.00	87.03	APA003912
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">5516999600</a>	Invoice	06/17/2025	OXYGEN & CARBON DIOXIDE	0.00	87.03	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">10-14-5312</a>	Departmental Supplies	OXYGEN & CARBON DIOXIDE		87.03	
6725	ALLIED SERVICES, LLC	06/13/2025	Virtual Payment	0.00	39,156.48	APA003886
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">0468-004554803</a>	Invoice	06/10/2025	RESIDENTIAL SRVCS MAY 2025	0.00	39,156.48	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">10-15-5229</a>	Management Agreement	RESIDENTIAL SRVCS MAY 2025		39,156.48	
4547	American Solutions for Business	06/13/2025	Virtual Payment	0.00	175.86	APA003887
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">INV08114709</a>	Invoice	06/10/2025	ENVELOPES - POLICE DEPT.	0.00	175.86	
	Account Number	Account Name	Item Description	Distribution Amount		
	<a href="#">10-11-5306</a>	Office Supplies	ENVELOPES - POLICE DEPT.		175.86	

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
6741	AquaPhoenix Scientific, LLC	06/06/2025	Virtual Payment	0.00	504.00	APA003861
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">C125053953</a>	Invoice	06/02/2025	ANNUAL RENEWAL, 1YEAR	0.00	504.00	
	<a href="#">30-30-5421</a>		Equipment R & M		504.00	
1756	Arkansas Electric Cooperatives Inc	06/13/2025	Virtual Payment	0.00	3,550.00	APA003888
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">3141599</a>	Invoice	06/10/2025	TRANSFORMERS FOR INVENTORY	0.00	3,550.00	
	<a href="#">20-20-5312</a>		Departmental Supplies		3,550.00	
1097	ARMOR EQUIPMENT	06/11/2025	Regular	0.00	296,170.53	305484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">12122</a>	Invoice	06/11/2025	CIP - SEWER JETTER TRUCK	0.00	296,170.53	
	<a href="#">40-40-5614</a>		Equipment		296,170.53	
0074	Axon Enterprise, Inc	06/13/2025	Virtual Payment	0.00	13,492.56	APA003889
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">INUS349879</a>	Invoice	06/10/2025	BUNDLE - AXON BODY CAMERA STARTER	0.00	13,492.56	
	<a href="#">10-11-5403</a>		Computer Expense		13,492.56	
9004	Bates City Municipal Court	06/13/2025	Regular	0.00	20.00	305485
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">LOWEN 24BCYM</a>	Invoice	06/12/2025	BOND FOR WILLIAM P. LOWEN CASE #24B	0.00	20.00	
	<a href="#">10-2204</a>		Bonds Payable - Other Jur		20.00	
1101	BETTY SHADA	06/23/2025	Regular	0.00	100.00	305489
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">06.14.2025</a>	Invoice	06/20/2025	COMM. BLDG. DEPOSIT FEE REFUND FOR	0.00	100.00	
	<a href="#">10-2210</a>		Community Building Dep		100.00	
7036	Big J's Auto	06/06/2025	Virtual Payment	0.00	126.92	APA003862
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">2732</a>	Invoice	06/02/2025	2024 RAM 3500HD OIL CHANGE	0.00	126.92	
	<a href="#">40-40-5423</a>		Vehicle R & M		126.92	
7036	Big J's Auto	06/23/2025	Virtual Payment	0.00	50.00	APA003913
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">2782</a>	Invoice	06/16/2025	VEH. MAINTENANCE FOR 2020 FORD F15	0.00	50.00	
	<a href="#">40-40-5423</a>		Vehicle R & M		50.00	
0069	Border States Electric Supply	06/13/2025	Virtual Payment	0.00	1,279.44	APA003890
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">930432542</a>	Invoice	06/10/2025	TO BE INVOICED TO ADVANCED INC. FOR	0.00	903.95	
	<a href="#">20-20-5316</a>		Developer Expense - Mat		903.95	
<a href="#">930441746</a>	Invoice	06/10/2025	TO BE INVOICED TO ADVANCED IND. FOR	0.00	375.49	
	<a href="#">20-20-5316</a>		Developer Expense - Mat		375.49	
0069	Border States Electric Supply	06/23/2025	Virtual Payment	0.00	290,422.87	APA003914

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">929955278</a>	Invoice	06/16/2025	DOWNTOWN STREET LIGHTING	0.00	114,115.09	
	<a href="#">80-80-5688</a>		Sidewalk Repair		47,716.00	
	<a href="#">80-80-5688</a>		Sidewalk Repair		34,150.03	
	<a href="#">80-80-5688</a>		Sidewalk Repair		32,249.06	
<a href="#">929955283</a>	Invoice	06/16/2025	DOWNTOWN ST LGHT- S POLE (2ND ST)	0.00	119,958.02	
	<a href="#">80-80-5688</a>		Sidewalk Repair		119,958.02	
<a href="#">930060261</a>	Invoice	06/16/2025	DOWNTOWN STREET LIGHTING; (MASON	0.00	20,859.91	
	<a href="#">80-80-5688</a>		Sidewalk Repair		20,859.91	
<a href="#">930060273</a>	Invoice	06/16/2025	DOWNTOWN STREET LIGHTING; CL (2ND	0.00	35,489.85	
	<a href="#">80-80-5688</a>		Sidewalk Repair		35,489.85	
1100	BORGMANS DAIRY FARM LLC	06/23/2025	Regular	0.00	60.00	305490
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">BL-2025-127</a>	Invoice	06/17/2025	REFUND FOR BUSINESS LICENSE FEE; ISSU	0.00	60.00	
	<a href="#">10-00-4300</a>		Merchant Licenses		60.00	
2711	Brenntag Mid-South Inc.	06/06/2025	Virtual Payment	0.00	3,878.05	APA003863
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">BMS930930</a>	Invoice	06/02/2025	CHLORINE	0.00	2,881.58	
	<a href="#">30-30-5345</a>		Chemicals		2,881.58	
<a href="#">BMS931955</a>	Invoice	06/02/2025	AMMONIUM SULFATE 40% NSF	0.00	996.47	
	<a href="#">30-30-5345</a>		Chemicals		996.47	
2711	Brenntag Mid-South Inc.	06/26/2025	Virtual Payment	0.00	996.47	APA003925
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">BMS953050</a>	Invoice	06/24/2025	CHEMICALS	0.00	996.47	
	<a href="#">30-30-5345</a>		Chemicals		996.47	
5002	Cannon Technologies Inc.	06/13/2025	Virtual Payment	0.00	29,259.00	APA003891
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">955035508</a>	Invoice	06/10/2025	AMI SOFTWARE HOSTING FEE-ANNUAL E	0.00	29,259.00	
	<a href="#">20-20-5237</a>		AMI Software Maint./Hos		14,629.50	
	<a href="#">30-30-5237</a>		AMI Software Maint./Hos		14,629.50	
6733	Capital One Public Financing	06/01/2025	Bank Draft	0.00	7,325.00	DFT0001818
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">2018-JUN25</a>	Invoice	06/01/2025	ANNUAL PRINCIPAL & SEMI ANNUAL INT-	0.00	7,325.00	
	<a href="#">20-20-5557</a>		2018 Series (AMI) Interes		2,856.75	
	<a href="#">30-30-5557</a>		2018 Series (AM) Interest		4,468.25	
7014	CARL SCARBOROUGH	06/26/2025	Virtual Payment	0.00	2,250.00	APA003926
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">388</a>	Invoice	06/26/2025	JUDICIAL SERVICES APR MAY JUN 2025	0.00	2,250.00	
	<a href="#">10-12-5202</a>		Attorney Fees - Municipal		2,250.00	
4585	Caterpillar Financial Service Corp	06/06/2025	Virtual Payment	0.00	3,245.15	APA003864
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">4559 6.16.25</a>	Invoice	06/04/2025	ROLLER LEASE PAYMENT	0.00	3,245.15	
	<a href="#">80-80-5407</a>		Equipment Rentals / Oper		3,245.15	

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4585	Caterpillar Financial Service Corp	06/13/2025	Virtual Payment	0.00	6,057.99	APA003892
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">4555 06.16.25</a>	Invoice	06/10/2025	PAVER LEASE PAYMENT	0.00	6,057.99	
	<a href="#">80-80-5407</a>		Equipment Rentals / Oper		6,057.99	
1098	CHRISTIAN COUNTY CIRCUIT CLERK	06/13/2025	Regular	0.00	132.00	305486
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">VAUGHN W5605</a>	Invoice	06/12/2025	BOND FOR AUTUMN D. VAUGHN CASE #	0.00	132.00	
	<a href="#">10-2204</a>		Bonds Payable - Other Jur		132.00	
1508	City of Higginsville	06/23/2025	Virtual Payment	0.00	1,250.00	APA003915
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">3650 06.01.2025</a>	Invoice	06/17/2025	RECORDS MNGMT SRVCS. 4TH QRTR	0.00	1,250.00	
	<a href="#">10-11-5226</a>		Dispatch and Records Ma		1,250.00	
1508	City of Higginsville	06/26/2025	Virtual Payment	0.00	5,750.00	APA003927
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">4TH QTR 25</a>	Invoice	06/24/2025	4TH QTR 25 JUL AUG SEP DISPATCH	0.00	5,750.00	
	<a href="#">10-11-5226</a>		Dispatch and Records Ma		5,750.00	
0033	City of Odessa	06/16/2025	Bank Draft	0.00	-23,447.50	DFT0001867
0033	City of Odessa	06/16/2025	Bank Draft	0.00	23,447.50	DFT0001867
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">June 2025 Utilitie</a>	Invoice	07/03/2025	June 2025 City of Odessa Utilities	0.00	23,447.50	
	<a href="#">10-10-5303</a>		Electricity/Water		487.04	
	<a href="#">10-11-5303</a>		Electricity/Water		597.47	
	<a href="#">10-14-5303</a>		Electricity/Water		1,305.95	
	<a href="#">10-16-5303</a>		Electricity/Water		340.00	
	<a href="#">20-20-5303</a>		Electricity/Water		1,021.94	
	<a href="#">30-30-5303</a>		Electricity / Water		6,931.75	
	<a href="#">40-40-5303</a>		Electricity / Water		1,039.60	
	<a href="#">99-1003</a>		Cash In Bank		11,723.75	
0033	City of Odessa	06/16/2025	Bank Draft	0.00	-11,723.75	DFT0001875
0033	City of Odessa	06/16/2025	Bank Draft	0.00	11,723.75	DFT0001875
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">6/15/25 City</a>	Invoice	06/16/2025	6/15/25 City Utilities	0.00	11,723.75	
	<a href="#">10-10-5303</a>		Electricity/Water		487.04	
	<a href="#">10-11-5303</a>		Electricity/Water		597.47	
	<a href="#">10-14-5303</a>		Electricity/Water		1,305.95	
	<a href="#">10-16-5303</a>		Electricity/Water		340.00	
	<a href="#">20-20-5303</a>		Electricity/Water		1,021.94	
	<a href="#">30-30-5303</a>		Electricity / Water		6,931.75	
	<a href="#">40-40-5303</a>		Electricity / Water		1,039.60	
0033	City of Odessa	06/15/2025	Bank Draft	0.00	11,723.45	DFT0001891

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">61525</a>	Invoice	07/10/2025	6/15/25 City utilities	0.00	11,723.45	
	<a href="#">10-10-5303</a>		Electricity/Water		487.04	
	<a href="#">10-11-5303</a>		Electricity/Water		597.47	
	<a href="#">10-14-5303</a>		Electricity/Water		1,305.95	
	<a href="#">10-16-5303</a>		Electricity/Water		340.00	
	<a href="#">20-20-5303</a>		Electricity/Water		1,021.94	
	<a href="#">30-30-5303</a>		Electricity / Water		6,931.75	
	<a href="#">40-40-5303</a>		Electricity / Water		1,039.30	
2712	Comcast	06/06/2025	Bank Draft	0.00	1,157.72	DFT0001841
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">06.06.2025</a>	Invoice	06/06/2025	INTERNET CONNECTION FEES	0.00	1,157.72	
	<a href="#">10-10-5302</a>		Internet Access		275.56	
	<a href="#">10-11-5302</a>		Internet Access		300.52	
	<a href="#">20-20-5302</a>		Internet Access		200.53	
	<a href="#">30-30-5302</a>		Internet Access		200.53	
	<a href="#">50-50-5302</a>		Internet Access		180.58	
6746	CONNECT PARENT CORPORATION	06/26/2025	Virtual Payment	0.00	229.76	APA003928
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">061325</a>	Invoice	06/24/2025	TELEPHONE SERVICE FAX 6/13/25 TO 7/1	0.00	229.76	
	<a href="#">10-11-5301</a>		Telephone		78.56	
	<a href="#">20-20-5301</a>		Telephone		151.20	
0087	Continental Research Corporation	06/26/2025	Virtual Payment	0.00	2,173.21	APA003929
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">0064026</a>	Invoice	06/24/2025	CLEANER GREASE BUGGER OFF WASP AW	0.00	2,173.21	
	<a href="#">40-40-5312</a>		Departmental Supplies		2,173.21	
7095	COOPER TRAILERS INC	06/13/2025	Regular	0.00	6,000.00	305487
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">251304</a>	Invoice	06/11/2025	CIP-FIREARMS TRLR (2024 WHITE H&H, VI	0.00	6,000.00	
	<a href="#">70-70-5403</a>		Police - Capital Improvem		6,000.00	
0161	Core & Main	06/06/2025	Virtual Payment	0.00	4,146.48	APA003865
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">W908824</a>	Invoice	06/02/2025	METERS	0.00	3,768.48	
	<a href="#">30-30-5312</a>		Departmental Supplies		3,768.48	
<a href="#">X022740</a>	Invoice	06/02/2025	BLUE MARKING PAINT FOR LOCATES	0.00	378.00	
	<a href="#">30-30-5312</a>		Departmental Supplies		378.00	
6712	Crafco	06/06/2025	Virtual Payment	0.00	504.75	APA003866
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">9403447257</a>	Invoice	06/02/2025	ACTION PAVE WHITE FAST DRY	0.00	504.75	
	<a href="#">10-14-5312</a>		Departmental Supplies		504.75	
2399	Crown Power & Equipment	06/06/2025	Virtual Payment	0.00	250.24	APA003867
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">99311H</a>	Invoice	06/02/2025	LINING	0.00	250.24	
	<a href="#">10-14-5421</a>		Equipment R & M		250.24	



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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1545	Evergy	06/26/2025	Virtual Payment	0.00	3,844.53	APA003930
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">0737 513 61225</a>	Invoice	06/24/2025	6780 GOLDEN BELT 5/13/25 TO 6/12/25	0.00	116.68	
<a href="#">40-40-5303</a>	Electricity / Water	6780 GOLDEN BELT 5/13/25 TO	116.68			
<a href="#">3148 5/14 6/14/2</a>	Invoice	06/26/2025	MCGREW WELLS 5/14/25 TO 6/14/25	0.00	2,613.48	
<a href="#">30-30-5303</a>	Electricity / Water	MCGREW WELLS 5/14/25 TO 6/	2,613.48			
<a href="#">6935 514 61525</a>	Invoice	06/24/2025	MCGREW MINE RD 514/25 TO 6/15/25	0.00	1,114.37	
<a href="#">30-30-5303</a>	Electricity / Water	MCGREW MINE RD 514/25 TO 6	1,114.37			
3941	Family Support Payment Center	06/12/2025	Bank Draft	0.00	276.92	DFT0001828
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">INV0002304</a>	Invoice	06/12/2025	Alewine 61771722	0.00	276.92	
<a href="#">30-2109</a>	GARNISHMENT	Alewine 61771722	276.92			
3941	Family Support Payment Center	06/26/2025	Bank Draft	0.00	276.92	DFT0001847
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">INV0002313</a>	Invoice	06/26/2025	Alewine 61771722	0.00	276.92	
<a href="#">30-2109</a>	GARNISHMENT	Alewine 61771722	276.92			
7010	GFI Digital	06/23/2025	Virtual Payment	0.00	638.12	APA003916
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">3214016</a>	Invoice	06/16/2025	COPY FEES - WATER (5/9 THRU 6/8)	0.00	30.44	
<a href="#">10-10-5404</a>	Copy Machine	COPY FEES - WATER (5/9 THRU 6	30.44			
<a href="#">3218794</a>	Invoice	06/17/2025	SRVCS (05/01 THRU 5/31)	0.00	607.68	
<a href="#">10-10-5404</a>	Copy Machine	SRVCS (05/01 THRU 5/31)	522.78			
<a href="#">10-11-5404</a>	Copy Machine	SRVCS (05/01 THRU 5/31)	83.75			
<a href="#">20-20-5403</a>	Computer Expense	SRVCS (05/01 THRU 5/31)	1.15			
7007	Gibbs Technology Leasing Corporation	06/06/2025	Virtual Payment	0.00	444.02	APA003868
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">238348</a>	Invoice	06/04/2025	COPIER LEASE - JUNE 2025	0.00	444.02	
<a href="#">10-10-5404</a>	Copy Machine	COPIER LEASE - JUNE 2025 - CIT	211.68			
<a href="#">10-10-5404</a>	Copy Machine	COPIER LEASE - JUNE 2025 - CIT	139.16			
<a href="#">10-11-5404</a>	Copy Machine	COPIER LEASE - JUNE 2025 - POL	46.59			
<a href="#">20-20-5403</a>	Computer Expense	COPIER LEASE - JUNE 2025 - ELE	46.59			
7007	Gibbs Technology Leasing Corporation	06/13/2025	Virtual Payment	0.00	107.27	APA003893
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">238905</a>	Invoice	06/10/2025	WATER - COPIER LEASE - JULY	0.00	107.27	
<a href="#">30-30-5403</a>	Computer Expense	WATER - COPIER LEASE - JULY	107.27			
6753	GLOBAL PAYMENTS DIRECT	06/02/2025	Bank Draft	0.00	26,062.29	DFT0001840
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">06.02.2025</a>	Invoice	06/02/2025	6112, 6113, 2399 CREDIT CARD PROCESS	0.00	26,062.29	
<a href="#">10-10-5236</a>	Credit Card Processing Ex	2399 - CREDIT CARD PROCESS F	281.53			
<a href="#">20-20-5236</a>	Credit Card Processing Ex	6112 - CREDIT CARD PROCESS F	8,487.51			
<a href="#">20-20-5236</a>	Credit Card Processing Ex	6113 - CREDIT CARD PROCESS F	106.08			
<a href="#">30-30-5236</a>	Credit Card Processing Ex	6112 - CREDIT CARD PROCESS F	8,487.51			
<a href="#">30-30-5236</a>	Credit Card Processing Ex	6113 - CREDIT CARD PROCESS F	106.08			
<a href="#">40-40-5236</a>	Credit Card Processing Ex	6112 - CREDIT CARD PROCESS F	8,487.50			
<a href="#">40-40-5236</a>	Credit Card Processing Ex	6113 - CREDIT CARD PROCESS F	106.08			

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0008	HD Supply Inc	06/06/2025	Virtual Payment	0.00	1,099.30	APA003869
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV00710422</a>	Invoice	06/02/2025	PH PROBE FOR LAB TESTING	0.00	1,099.30	
	<a href="#">40-40-5312</a>		Departmental Supplies		1,099.30	
0008	HD Supply Inc	06/13/2025	Virtual Payment	0.00	223.21	APA003894
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV00717957</a>	Invoice	06/10/2025	GREEN MARKING FLAG & GREEN RUST OL	0.00	223.21	
	<a href="#">40-40-5312</a>		Departmental Supplies		223.21	
7103	HEARTLAND PANTRY	06/02/2025	Regular	0.00	150.00	305480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">0000098</a>	Invoice	06/02/2025	PASTA MEAL (LASAGNA, CHICK ALFREDO,	0.00	150.00	
	<a href="#">10-10-5500</a>		Meeting Expense		150.00	
6332	Holliday Sand and Stone Company	06/06/2025	Virtual Payment	0.00	304.76	APA003870
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">1500755742</a>	Invoice	06/02/2025	COMM 1" BASE	0.00	304.76	
	<a href="#">10-14-5434</a>		Patch/Ashphalt/Concrete		304.76	
1001	Institute for Building Technology and Safety	06/06/2025	Virtual Payment	0.00	6,215.00	APA003885
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">KCU1-ODES-0125</a>	Invoice	06/03/2025	SRVCS FOR JAN. 2025	0.00	2,910.00	
	<a href="#">10-17-5225</a>		Other Professional Servic		2,910.00	
<a href="#">KCU1-ODES-0425</a>	Invoice	06/05/2025	APRIL 2025 SERVICES	0.00	4,720.00	
	<a href="#">10-17-5225</a>		Other Professional Servic		4,720.00	
<a href="#">KCU1-ODES-0824</a>	Credit Memo	06/05/2025	CREDIT FRM PMNT FOR AUGUST 2024 SR	0.00	-1,415.00	
	<a href="#">10-17-5225</a>		Other Professional Servic		-1,415.00	
9014	Jackson County Circuit Court	06/06/2025	Regular	0.00	50.00	305481
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">PITTMAN W5605</a>	Invoice	06/03/2025	BOND FOR ROBERT PITTMAN II CASE #W5	0.00	50.00	
	<a href="#">10-2204</a>		Bonds Payable - Other Jur		50.00	
1093	JANICE KAY SNYDER	06/06/2025	Regular	0.00	100.00	305482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">06.01.25</a>	Invoice	06/03/2025	COMM. BLDG. DEP. REFUND FOR RENTAL	0.00	100.00	
	<a href="#">10-2210</a>		Community Building Dep		100.00	
4646	KC Wireless, Inc	06/13/2025	Virtual Payment	0.00	4,956.17	APA003895
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">62865</a>	Invoice	06/10/2025	INSTALLED DUAL DECK RADIO	0.00	4,956.17	
	<a href="#">10-11-5403</a>		Computer Expense		4,956.17	
1804	Key Equipment & Supply	06/23/2025	Virtual Payment	0.00	124,147.11	APA003917
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">KC216978</a>	Invoice	06/16/2025	2025 CIP - PIPE INSPECTION CAMERA	0.00	124,147.11	
	<a href="#">40-40-5614</a>		Equipment		75,000.00	
	<a href="#">70-70-5402</a>		Street - Capital Improvem		49,147.11	

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
6084	Kleinschmidt's Western Store	06/06/2025	Virtual Payment	0.00	389.75	APA003871
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">411235</a>	Invoice	06/02/2025	BEN BROMLEY, UNIFORMS	0.00	389.75	
<a href="#">10-14-5180</a>	Uniforms & Gear	BEN BROMLEY, UNIFORMS	389.75			
6084	Kleinschmidt's Western Store	06/26/2025	Virtual Payment	0.00	259.85	APA003931
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">413872</a>	Invoice	06/24/2025	UNIFORMS K COLLINS	0.00	139.90	
<a href="#">10-14-5180</a>	Uniforms & Gear	UNIFORMS K COLLINS	139.90			
<a href="#">414925</a>	Invoice	06/24/2025	UNIFORM G EARLY	0.00	119.95	
<a href="#">10-14-5180</a>	Uniforms & Gear	UNIFORM G EARLY	119.95			
9000	Lafayette County Circuit Court	06/23/2025	Regular	0.00	160.00	305491
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">FOX 704513108</a>	Invoice	06/17/2025	BOND FOR CHELSEA CHARLENE FOX; CAS	0.00	160.00	
<a href="#">10-2204</a>	Bonds Payable - Other Jur	BOND FOR CHELSEA CHARLENE	160.00			
6770	LAUBER AND ASSOCIATES MUNICIPAL LAW LLC	06/13/2025	Virtual Payment	0.00	6,091.00	APA003896
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">30297</a>	Invoice	06/10/2025	MAY - CITY PROSECUTOR FEES	0.00	3,124.00	
<a href="#">10-11-5201</a>	Attorney Fees - Prosecuto	MAY - CITY PROSECUTOR FEES	3,124.00			
<a href="#">30298</a>	Invoice	06/10/2025	MAY - CITY ATTORNEY FEES	0.00	2,967.00	
<a href="#">10-10-5200</a>	Attorney Fees	MAY - CITY ATTORNEY FEES	2,967.00			
6721	LEAF	06/01/2025	Bank Draft	0.00	1,311.12	DFT0001817
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">18356626</a>	Invoice	06/01/2025	PANASONIC TOUGHBOOKS	0.00	1,311.12	
<a href="#">10-11-5403</a>	Computer Expense	PANASONIC TOUGHBOOKS	1,311.12			
6721	LEAF	06/15/2025	Bank Draft	0.00	170.89	DFT0001843
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">18430892</a>	Invoice	06/15/2025	DELL LAPTOPS & SUPPORT	0.00	170.89	
<a href="#">10-10-5403</a>	Computer Expense	DELL LAPTOPS & SUPPORT	170.89			

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	1,419.18	DFT0001829
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">INV0002305</a>	Invoice	06/12/2025	Lincoln National	0.00	1,419.18	
<a href="#">10-2101</a>	A/P Life/Disability	Correction - John Newman	-39.29			
<a href="#">10-2101</a>	A/P Life/Disability	AD&D	26.17			
<a href="#">10-2101</a>	A/P Life/Disability	LTD Ins Premiums	253.20			
<a href="#">10-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	124.27			
<a href="#">10-2101</a>	A/P Life/Disability	STD Ins Premiums	475.94			
<a href="#">20-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	19.00			
<a href="#">20-2101</a>	A/P Life/Disability	STD Ins Premiums	98.23			
<a href="#">20-2101</a>	A/P Life/Disability	LTD Ins Premiums	52.27			
<a href="#">20-2101</a>	A/P Life/Disability	AD&D	4.00			
<a href="#">30-2101</a>	A/P Life/Disability	AD&D	0.50			
<a href="#">30-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	17.81			
<a href="#">30-2101</a>	A/P Life/Disability	AD&D	3.74			
<a href="#">30-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	2.38			
<a href="#">30-2101</a>	A/P Life/Disability	LTD Ins Premiums	48.76			
<a href="#">30-2101</a>	A/P Life/Disability	STD Ins Premiums	91.63			
<a href="#">40-2101</a>	A/P Life/Disability	AD&D	4.91			
<a href="#">40-2101</a>	A/P Life/Disability	LTD Ins Premiums	46.66			
<a href="#">40-2101</a>	A/P Life/Disability	STD Ins Premiums	87.73			
<a href="#">40-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	23.35			
<a href="#">50-2101</a>	A/P Life/Disability	LTD Ins Premiums	22.71			
<a href="#">50-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	10.32			
<a href="#">50-2101</a>	A/P Life/Disability	STD Ins Premiums	42.71			
<a href="#">50-2101</a>	A/P Life/Disability	AD&D	2.18			
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	61.63	DFT0001855
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">INV0002320</a>	Invoice	06/26/2025	Lincoln National	0.00	61.63	
<a href="#">20-2101</a>	A/P Life/Disability	AD&D	1.00			
<a href="#">20-2101</a>	A/P Life/Disability	Life Insurance/STD/LTD	4.75			
<a href="#">20-2101</a>	A/P Life/Disability	LTD Ins Premiums	19.40			
<a href="#">20-2101</a>	A/P Life/Disability	STD Ins Premiums	36.48			
3776	Lincoln National Life	06/30/2025	Bank Draft	0.00	-27.94	DFT0001860
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">CM0000084</a>	Credit Memo	06/26/2025	Lincoln National	0.00	-27.94	
<a href="#">20-2101</a>	A/P Life/Disability	LTD Ins Premiums	-9.70			
<a href="#">20-2101</a>	A/P Life/Disability	STD Ins Premiums	-18.24			
3548	Logan Seals	06/13/2025	Virtual Payment	0.00	900.00	APA003897
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">1889</a>	Invoice	06/10/2025	SETME REMOTE ACCESS/REMOTE SUBSCR	0.00	900.00	
<a href="#">10-10-5403</a>	Computer Expense	SETME REMOTE ACCESS/REMO	900.00			
3548	Logan Seals	06/23/2025	Virtual Payment	0.00	650.00	APA003918
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">1890</a>	Invoice	06/16/2025	CITY HALL & POLICE DEPT. SERVER SUB (1	0.00	500.00	
<a href="#">10-10-5403</a>	Computer Expense	CITY HALL & POLICE DEPT. SERV	250.00			
<a href="#">10-11-5403</a>	Computer Expense	CITY HALL & POLICE DEPT. SERV	250.00			
<a href="#">1892</a>	Invoice	06/20/2025	SETUP COURT LAPTOP W/ WINDOWS 11	0.00	150.00	
<a href="#">10-12-5403</a>	Computer Expense	SETUP COURT LAPTOP W/ WIN	150.00			

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4031	MFA Agri Services	06/23/2025	Virtual Payment	0.00	200.00	APA003919
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">9792649</a>	Invoice	06/17/2025	BUCCANEER PLUS	0.00	100.00	
	<a href="#">10-14-5312</a>		Departmental Supplies		100.00	
<a href="#">9801369</a>	Invoice	06/17/2025	BUCCANEER PLUS	0.00	100.00	
	<a href="#">10-14-5312</a>		Departmental Supplies		100.00	
6052	Midwest Public Risk	06/26/2025	Virtual Payment	0.00	267,591.00	APA003932
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">PL20250509.38</a>	Invoice	06/24/2025	FY 25/26 PROPERTY & CASUALTY CONTRI	0.00	267,591.00	
	<a href="#">10-10-5300</a>		Insurance		50,222.50	
	<a href="#">10-10-5300</a>		Insurance		18,013.20	
	<a href="#">10-1500</a>		Prepaid Insurance		16,740.84	
	<a href="#">10-1500</a>		Prepaid Insurance		6,004.40	
	<a href="#">20-1500</a>		Prepaid Insurance		8,370.42	
	<a href="#">20-1500</a>		Prepaid Insurance		3,002.20	
	<a href="#">20-20-5300</a>		Insurance		25,111.25	
	<a href="#">20-20-5300</a>		Insurance		9,006.60	
	<a href="#">30-1500</a>		Prepaid Insurance		2,295.80	
	<a href="#">30-1500</a>		Prepaid Insurance		6,400.91	
	<a href="#">30-30-5300</a>		Insurance		19,202.72	
	<a href="#">30-30-5300</a>		Insurance		6,887.40	
	<a href="#">40-1500</a>		Prepaid Insurance		5,298.00	
	<a href="#">40-1500</a>		Prepaid Insurance		14,771.33	
	<a href="#">40-40-5300</a>		Insurance		44,313.97	
	<a href="#">40-40-5300</a>		Insurance		15,894.00	
	<a href="#">50-1500</a>		Prepaid Insurance		1,059.60	
	<a href="#">50-1500</a>		Prepaid Insurance		2,954.27	
	<a href="#">50-50-5300</a>		Insurance		8,862.79	
	<a href="#">50-50-5300</a>		Insurance		3,178.80	

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	26,140.00	DFT0001831
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002307</a>	Invoice	06/12/2025	Dental Insurance	0.00	26,140.00	
	<a href="#">10-2102</a>		A/P Health		5,784.00	
	<a href="#">10-2102</a>		A/P Health		4,934.26	
	<a href="#">10-2102</a>		A/P Health		2,362.00	
	<a href="#">10-2103</a>		A/P Dental		1,791.00	
	<a href="#">10-2104</a>		A/P Vision		379.50	
	<a href="#">20-2102</a>		A/P Health		1,613.00	
	<a href="#">20-2102</a>		A/P Health		918.00	
	<a href="#">20-2103</a>		A/P Dental		252.00	
	<a href="#">20-2104</a>		A/P Vision		60.00	
	<a href="#">30-2102</a>		A/P Health		787.00	
	<a href="#">30-2102</a>		A/P Health		945.00	
	<a href="#">30-2102</a>		A/P Health		1,404.74	
	<a href="#">30-2103</a>		A/P Dental		379.00	
	<a href="#">30-2104</a>		A/P Vision		66.50	
	<a href="#">40-2102</a>		A/P Health		787.00	
	<a href="#">40-2102</a>		A/P Health		1,008.00	
	<a href="#">40-2102</a>		A/P Health		554.00	
	<a href="#">40-2103</a>		A/P Dental		336.28	
	<a href="#">40-2104</a>		A/P Vision		70.32	
	<a href="#">50-2102</a>		A/P Health		918.00	
	<a href="#">50-2102</a>		A/P Health		557.00	
	<a href="#">50-2103</a>		A/P Dental		191.72	
	<a href="#">50-2104</a>		A/P Vision		41.68	
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	23,336.00	DFT0001849
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002315</a>	Invoice	06/26/2025	Midwest Public Risk	0.00	23,336.00	
	<a href="#">10-2102</a>		A/P Health		5,784.00	
	<a href="#">10-2102</a>		A/P Health		2,362.00	
	<a href="#">10-2102</a>		A/P Health		4,934.25	
	<a href="#">20-2102</a>		A/P Health		541.50	
	<a href="#">20-2102</a>		A/P Health		180.50	
	<a href="#">20-2102</a>		A/P Health		1,613.00	
	<a href="#">20-2102</a>		A/P Health		918.00	
	<a href="#">20-2103</a>		A/P Dental		34.00	
	<a href="#">20-2104</a>		A/P Vision		8.00	
	<a href="#">30-2102</a>		A/P Health		787.00	
	<a href="#">30-2102</a>		A/P Health		945.00	
	<a href="#">30-2102</a>		A/P Health		1,404.75	
	<a href="#">40-2102</a>		A/P Health		1,008.00	
	<a href="#">40-2102</a>		A/P Health		554.00	
	<a href="#">40-2102</a>		A/P Health		787.00	
	<a href="#">50-2102</a>		A/P Health		918.00	
	<a href="#">50-2102</a>		A/P Health		557.00	
6052	Midwest Public Risk	06/30/2025	Bank Draft	0.00	-1,740.00	DFT0001861
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">CM0000085</a>	Credit Memo	06/26/2025	Dental Insurance	0.00	-1,740.00	
	<a href="#">10-2102</a>		A/P Health		-430.50	
	<a href="#">10-2102</a>		A/P Health		-1,291.50	
	<a href="#">10-2104</a>		A/P Vision		-18.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	3,095.00	DFT0001833
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002309</a>	Invoice	06/12/2025	State Withholding	0.00	3,095.00	
	<a href="#">10-2006</a>		A/P - State Withholdings		1,709.61	
	<a href="#">20-2006</a>		A/P - State Withholdings		558.00	
	<a href="#">30-2006</a>		A/P - State Withholdings		352.24	
	<a href="#">40-2006</a>		A/P - State Withholdings		315.22	
	<a href="#">50-2006</a>		A/P - State Withholdings		159.93	
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	3,161.50	DFT0001851
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002317</a>	Invoice	06/26/2025	State Withholding	0.00	3,161.50	
	<a href="#">10-10-5540</a>		Misc Non-Operating Expe		0.50	
	<a href="#">10-2006</a>		A/P - State Withholdings		1,791.75	
	<a href="#">20-2006</a>		A/P - State Withholdings		556.00	
	<a href="#">30-2006</a>		A/P - State Withholdings		331.25	
	<a href="#">40-2006</a>		A/P - State Withholdings		320.03	
	<a href="#">50-2006</a>		A/P - State Withholdings		161.97	
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	-13.00	DFT0001857
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">CM0000082</a>	Credit Memo	06/26/2025	State Withholding	0.00	-13.00	
	<a href="#">20-2006</a>		A/P - State Withholdings		-13.00	
0171	Missouri Department of Revenue	06/30/2025	Bank Draft	0.00	4.00	DFT0001862
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002322</a>	Invoice	06/26/2025	State Withholding	0.00	4.00	
	<a href="#">20-2006</a>		A/P - State Withholdings		4.00	
0172	Missouri Department of Revenue	06/06/2025	Regular	0.00	8,936.75	305483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">06.20.25</a>	Invoice	06/03/2025	SALES TAX RETURN (05/25 REPORTING PE	0.00	8,936.75	
	<a href="#">20-20-4812</a>		Tax Credit Income (05/25 REPORTING PERIOD); TA		-164.92	
	<a href="#">20-2301</a>		Accrued Sales Tax (05/25 REPORTING PERIOD); AC		8,245.82	
	<a href="#">30-2301</a>		Accrued Sales Tax (05/25 REPORTING PERIOD); AC		872.29	
	<a href="#">30-30-4812</a>		Tax Credit Income (05/25 REPORTING PERIOD); TA		-16.44	
3137	Missouri Joint Municipal Electric Utility Commis	06/13/2025	Virtual Payment	0.00	309,063.88	APA003898
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">25974</a>	Invoice	06/12/2025	PURCHASED POWER	0.00	309,063.88	
	<a href="#">20-20-5248</a>		Purchased Power		259,799.29	
	<a href="#">20-20-5249</a>		Transmission Service		49,264.59	
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	8,909.86	DFT0001832
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
<a href="#">INV0002308</a>	Invoice	06/12/2025	Missouri Lagers	0.00	8,909.86	
	<a href="#">10-2100</a>		A/P Lagers		2,384.04	
	<a href="#">10-2100</a>		A/P Lagers		2,568.33	
	<a href="#">20-2100</a>		A/P Lagers		1,264.13	
	<a href="#">30-2100</a>		A/P Lagers		1,132.60	
	<a href="#">40-2100</a>		A/P Lagers		1,069.16	
	<a href="#">50-2100</a>		A/P Lagers		491.60	
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	300.77	DFT0001837



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002311</a>	Invoice	06/12/2025	Missouri Lagers	0.00	300.77	
	<a href="#">10-2100</a>	A/P Lagers	Missouri Lagers - General		300.77	
0090	Missouri Lagers	06/30/2025	Bank Draft	0.00	9,612.85	DFT0001850
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002316</a>	Invoice	06/26/2025	Missouri Lagers	0.00	9,612.85	
	<a href="#">10-2100</a>	A/P Lagers	Missouri Lagers - General		2,690.09	
	<a href="#">10-2100</a>	A/P Lagers	Missouri Lagers - Police		2,694.03	
	<a href="#">10-2100</a>	A/P Lagers	Missouri Lagers - General -Cathy		300.77	
	<a href="#">10-2100</a>	A/P Lagers	Missouri Lagers - General -Over		-0.08	
	<a href="#">20-2100</a>	A/P Lagers	Missouri Lagers - General		1,264.13	
	<a href="#">30-2100</a>	A/P Lagers	Missouri Lagers - General		1,090.16	
	<a href="#">40-2100</a>	A/P Lagers	Missouri Lagers - General		1,075.71	
	<a href="#">50-2100</a>	A/P Lagers	Missouri Lagers - General		498.04	
3243	Missouri One Call System, Inc	06/13/2025	Virtual Payment	0.00	272.70	APA003899
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">5050254</a>	Invoice	06/10/2025	REGULAR LOCATE FEE: 202 LOCATES	0.00	272.70	
	<a href="#">20-20-5342</a>	Missouri One Call	REGULAR LOCATE FEE: 202 LOCA		272.70	
6327	MUDDY BOOTS, INC	06/06/2025	Virtual Payment	0.00	128.09	APA003872
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">16004492</a>	Invoice	06/02/2025	FASTENERS FOR NO PARKING SIGNS	0.00	19.20	
	<a href="#">10-14-5312</a>	Departmental Supplies	FASTENERS FOR NO PARKING SI		19.20	
<a href="#">16005003</a>	Invoice	06/02/2025	MISC. FASTENER	0.00	5.95	
	<a href="#">10-14-5312</a>	Departmental Supplies	MISC. FASTENER		5.95	
<a href="#">16006691</a>	Invoice	06/02/2025	PAINT SEALES @ WATER PLANT	0.00	16.99	
	<a href="#">30-30-5312</a>	Departmental Supplies	PAINT SEALES @ WATER PLANT		16.99	
<a href="#">16007195</a>	Invoice	06/02/2025	TELESCOPING WRENCH BASIN	0.00	25.99	
	<a href="#">30-30-5312</a>	Departmental Supplies	TELESCOPING WRENCH BASIN		25.99	
<a href="#">16007653</a>	Invoice	06/04/2025	PUSHBROOM FIBERGLASS HANDLE	0.00	37.99	
	<a href="#">10-14-5312</a>	Departmental Supplies	PUSHBROOM FIBERGLASS HAN		37.99	
<a href="#">16008138</a>	Invoice	06/04/2025	CAM/GROOV COUPLING	0.00	16.99	
	<a href="#">10-14-5312</a>	Departmental Supplies	CAM/GROOV COUPLING		16.99	
<a href="#">16008141</a>	Invoice	06/04/2025	COUPLING DWV HUB 2 IN; ADAPTER DWV	0.00	4.98	
	<a href="#">10-14-5312</a>	Departmental Supplies	COUPLING DWV HUB 2 IN; ADA		4.98	
6327	MUDDY BOOTS, INC	06/13/2025	Virtual Payment	0.00	80.14	APA003900
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">16007860</a>	Invoice	06/10/2025	FASTENER/ VELCRO TAPE	0.00	29.99	
	<a href="#">10-11-5306</a>	Office Supplies	FASTENER/ VELCRO TAPE		29.99	
<a href="#">16009027</a>	Invoice	06/10/2025	SIGN BRACKET FOR GATE ACCESS	0.00	19.17	
	<a href="#">20-20-5420</a>	Buildings and Grounds	SIGN BRACKET FOR GATE ACCES		19.17	
<a href="#">16010535</a>	Invoice	06/10/2025	NOZZLE SPRAY VARI PISTOL - YEL	0.00	11.99	
	<a href="#">10-11-5230</a>	Animal Control Services	NOZZLE SPRAY VARI PISTOL - YE		11.99	
<a href="#">16011208</a>	Invoice	06/11/2025	LITH. BATTERIES	0.00	35.99	
	<a href="#">40-40-5312</a>	Departmental Supplies	LITH. BATTERIES		35.99	
<a href="#">16011209</a>	Credit Memo	06/11/2025	LITH. BATTERIES	0.00	-17.00	
	<a href="#">40-40-5312</a>	Departmental Supplies	LITH. BATTERIES		-17.00	
6327	MUDDY BOOTS, INC	06/23/2025	Virtual Payment	0.00	283.95	APA003920



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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">16011094</a>	Invoice	06/17/2025	POLY SPRAYER	0.00	27.99	
	<a href="#">30-30-5312</a>		Departmental Supplies		27.99	
<a href="#">16011462</a>	Invoice	06/16/2025	BINDER LOAD RATCHET & CHAIN TOW GR	0.00	255.96	
	<a href="#">40-40-5312</a>		Departmental Supplies		255.96	
6327	MUDDY BOOTS, INC	06/26/2025	Virtual Payment	0.00	257.86	APA003933
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">16010413</a>	Invoice	06/24/2025	SIGN JIG	0.00	7.08	
	<a href="#">10-14-5312</a>		Departmental Supplies		7.08	
<a href="#">16011247</a>	Invoice	06/24/2025	SHOP SUPPLIES	0.00	47.99	
	<a href="#">10-14-5312</a>		Departmental Supplies		47.99	
<a href="#">16011447</a>	Invoice	06/24/2025	LUMBER FOR BLEACHERS AT PARK	0.00	180.04	
	<a href="#">10-14-5312</a>		Departmental Supplies		180.04	
<a href="#">16011637</a>	Invoice	06/24/2025	CUTOFF WHEEL	0.00	17.07	
	<a href="#">10-14-5312</a>		Departmental Supplies		17.07	
<a href="#">16011647</a>	Invoice	06/24/2025	MISC FASTENER	0.00	5.68	
	<a href="#">10-14-5312</a>		Departmental Supplies		5.68	
0143	Murphy Tractor & Equipment Co. Inc.	06/06/2025	Virtual Payment	0.00	12,450.00	APA003873
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2458381</a>	Invoice	06/03/2025	CIP - SNOW BOX FOR LOADER	0.00	12,450.00	
	<a href="#">70-70-5402</a>		Street - Capital Improvem		12,450.00	
1221	Napa Auto Parts Odessa	06/06/2025	Virtual Payment	0.00	248.53	APA003874
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">229951</a>	Invoice	06/02/2025	PM ON THE 2023 F550	0.00	175.45	
	<a href="#">10-14-5421</a>		Equipment R & M		175.45	
<a href="#">229963</a>	Invoice	06/02/2025	FUEL ADDITIVE	0.00	31.60	
	<a href="#">10-14-5421</a>		Equipment R & M		31.60	
<a href="#">230003</a>	Invoice	06/02/2025	CABLE TIE, RATCHET	0.00	41.48	
	<a href="#">10-14-5312</a>		Departmental Supplies		41.48	
1221	Napa Auto Parts Odessa	06/26/2025	Virtual Payment	0.00	536.97	APA003934
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">230902</a>	Invoice	06/24/2025	FUEL ADDITIVE	0.00	31.60	
	<a href="#">10-14-5312</a>		Departmental Supplies		31.60	
<a href="#">231202</a>	Invoice	06/24/2025	OIL FILTER	0.00	31.84	
	<a href="#">10-14-5421</a>		Equipment R & M		31.84	
<a href="#">231205</a>	Invoice	06/24/2025	15W40 OIL	0.00	83.96	
	<a href="#">10-14-5421</a>		Equipment R & M		83.96	
<a href="#">231359</a>	Invoice	06/24/2025	HYDRAULIC LINE FRONT END BROOM	0.00	178.26	
	<a href="#">10-14-5421</a>		Equipment R & M		178.26	
<a href="#">231470</a>	Invoice	06/24/2025	WIRE CONNECTORS	0.00	7.96	
	<a href="#">10-14-5312</a>		Departmental Supplies		7.96	
<a href="#">232318</a>	Invoice	06/26/2025	V BELTS X5	0.00	183.30	
	<a href="#">40-40-5422</a>		Equipment R & M - S Plan		183.30	
<a href="#">232343</a>	Invoice	06/26/2025	BRAKE CLEANER	0.00	20.05	
	<a href="#">40-40-5422</a>		Equipment R & M - S Plan		20.05	

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
4266	Nuts & Bolts	06/06/2025	Virtual Payment	0.00	35.97	APA003875
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">16717/O</a>	Invoice	06/04/2025	SINK AT WATER PLANT	0.00	35.97	
<a href="#">30-30-5312</a>	Departmental Supplies	SINK AT WATER PLANT	35.97			
4266	Nuts & Bolts	06/13/2025	Virtual Payment	0.00	215.27	APA003901
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">16726/O</a>	Invoice	06/10/2025	TAPE, STRIPPER, CONNECTOR, SCREWDRI	0.00	86.44	
<a href="#">40-40-5312</a>	Departmental Supplies	TAPE, STRIPPER, CONNECTOR, S	86.44			
<a href="#">16730/O</a>	Invoice	06/10/2025	SAW BLADE, BLUE ZIR FLAP DISC, CUTOFF	0.00	128.83	
<a href="#">40-40-5312</a>	Departmental Supplies	SAW BLADE, BLUE ZIR FLAP DISC	128.83			
4266	Nuts & Bolts	06/23/2025	Virtual Payment	0.00	63.98	APA003921
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">16773/O</a>	Invoice	06/16/2025	CITY HALL LIGHT REPAIR	0.00	63.98	
<a href="#">10-10-5425</a>	Building R & M	CITY HALL LIGHT REPAIR	63.98			
4266	Nuts & Bolts	06/26/2025	Virtual Payment	0.00	13.28	APA003935
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">16807/O</a>	Invoice	06/26/2025	MISC BOLTS AND SCREWS	0.00	13.28	
<a href="#">40-40-5312</a>	Departmental Supplies	MISC BOLTS AND SCREWS	13.28			
2560	Oak Grove Rental	06/13/2025	Virtual Payment	0.00	70.00	APA003902
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">105129</a>	Invoice	06/10/2025	SEWER AUGER	0.00	70.00	
<a href="#">40-40-5430</a>	System R & M	SEWER AUGER	70.00			
0402	Odessa Chamber of Commerce	06/13/2025	Virtual Payment	0.00	24.00	APA003903
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">622</a>	Invoice	06/10/2025	MAY LUNCHEON FEE	0.00	24.00	
<a href="#">10-10-5500</a>	Meeting Expense	MAY LUNCHEON FEE	24.00			
1096	OHS BOYS WRESTLING BOOSTER CLUB	06/13/2025	Regular	0.00	100.00	305488
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">06/07/2025</a>	Invoice	06/11/2025	REFUND FOR 6-7-25 RENTAL OF COMMU	0.00	100.00	
<a href="#">10-2210</a>	Community Building Dep	REFUND FOR 6-7-25 RENTAL OF	100.00			
1971	O'Reilly Auto Parts	06/06/2025	Virtual Payment	0.00	99.99	APA003876
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">0269-458132</a>	Invoice	06/04/2025	BATTERY CHARGER	0.00	99.99	
<a href="#">10-14-5312</a>	Departmental Supplies	BATTERY CHARGER	99.99			
1971	O'Reilly Auto Parts	06/13/2025	Virtual Payment	0.00	45.88	APA003904
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">0269-458846</a>	Invoice	06/10/2025	WIPER BLADES FOR 2021 DODGE CHARGE	0.00	45.88	
<a href="#">10-11-5423</a>	Vehicle R & M	WIPER BLADES FOR 2021 DODG	45.88			

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2313	Pace Analytical Services	06/13/2025	Virtual Payment	0.00	1,326.00	APA003905
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">2560228491</a>	Invoice	06/10/2025	WW LAB FEES	0.00	1,326.00	
<a href="#">40-40-5337</a>	Laboratory Fees		CHEMICALS		1,326.00	
6703	Parsons Electric	06/13/2025	Virtual Payment	0.00	950.00	APA003906
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">250609</a>	Invoice	06/11/2025	VEHICLE OUTFITTING W/ EMERGENCY EQ	0.00	950.00	
<a href="#">70-70-5403</a>	Police - Capital Improvem		VEHICLE OUTFITTING W/ EMER		950.00	
1091	PREMIER FENCE, KC LLC	06/06/2025	Virtual Payment	0.00	33,252.42	APA003877
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">3419CM</a>	Invoice	03/26/2025	2023-2024 CIP; FOR GATE & GAS SUBSTAT	0.00	33,252.42	
<a href="#">20-20-5636</a>	Plant Improvement		2023-2024 CIP; FOR GATE & GA		33,252.42	
1485	Public Water Supply District #1	06/26/2025	Virtual Payment	0.00	110.60	APA003936
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">0518 61925 4022</a>	Invoice	06/24/2025	7147 HUGHES RD 5/18 TO 6/19/25	0.00	72.90	
<a href="#">40-40-5303</a>	Electricity / Water		7147 HUGHES RD 5/18 TO 6/19/		72.90	
<a href="#">516-61825 3521</a>	Invoice	06/24/2025	11023 STARR SCHOOL RD 5/16 TO 6/18/2	0.00	37.70	
<a href="#">40-40-5303</a>	Electricity / Water		11023 STARR SCHOOL RD		37.70	
1092	RHINO INDUSTRIES, INC	06/06/2025	Virtual Payment	0.00	3,888.00	APA003878
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">3736</a>	Invoice	06/03/2025	RI-4516HIB, 55 Gal. Drum; RI-4518TBD-45	0.00	3,888.00	
<a href="#">40-40-5345</a>	Chemicals		RI-4516HIB, 55 Gal. Drum; RI-45		3,888.00	
9052	Ring Central	06/06/2025	Virtual Payment	0.00	1,330.38	APA003879
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">50180632</a>	Invoice	06/04/2025	TELEPHONE SERVICE	0.00	1,330.38	
<a href="#">10-10-5301</a>	Telephone		TELEPHONE SERVICE - CITY HAL		297.00	
<a href="#">10-11-5301</a>	Telephone		TELEPHONE SERVICE - POLICE		629.72	
<a href="#">20-20-5301</a>	Telephone		TELEPHONE SERVICE - ELECTRIC		96.43	
<a href="#">30-30-5301</a>	Telephone		TELEPHONE SERVICE - WATER		169.37	
<a href="#">40-40-5301</a>	Telephone		TELEPHONE SERVICE - WASTE W		62.93	
<a href="#">50-50-5301</a>	Telephone		TELEPHONE SERVICE - PARKS		74.93	
6311	ROLLINS ORKIN PEST CONTROL	06/13/2025	Virtual Payment	0.00	103.00	APA003907
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">279445579</a>	Invoice	06/10/2025	JUNE CITY HALL PEST CONTROL	0.00	103.00	
<a href="#">10-10-5425</a>	Building R & M		JUNE CITY HALL PEST CONTROL		103.00	
6318	Safety Stop Supply Inc	06/23/2025	Virtual Payment	0.00	447.92	APA003922
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">7729</a>	Invoice	06/17/2025	NO PARKING SIGNS	0.00	447.92	
<a href="#">10-14-5102</a>	Salaries and Wages - Full-		NO PARKING SIGNS		447.92	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2942	Schulte Supply, Inc	06/06/2025	Virtual Payment	0.00	850.16	APA003880
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">S1229288.001</a>	Invoice	06/02/2025	ANGLE BALL METER VALVE	0.00	850.16	
	<a href="#">30-30-5312</a>		Departmental Supplies		850.16	
2942	Schulte Supply, Inc	06/13/2025	Virtual Payment	0.00	1,104.91	APA003908
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">S1229782.001</a>	Invoice	06/10/2025	MISC SUPPLIES - SEE INVOICE	0.00	1,104.91	
	<a href="#">40-40-5312</a>		Departmental Supplies		1,104.91	
0021	Shane Newland Repair, LLC	06/06/2025	Virtual Payment	0.00	6,963.00	APA003881
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">1000</a>	Invoice	06/03/2025	BOOSTER PUMP WEBTROL	0.00	6,963.00	
	<a href="#">30-30-5421</a>		Equipment R & M		6,963.00	
0110	Spaar Publications LLC	06/23/2025	Virtual Payment	0.00	310.25	APA003923
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">5683</a>	Invoice	06/16/2025	GIS MAPPING & WEB-BASE GIS	0.00	41.25	
	<a href="#">10-10-5309</a>		Public Notices/Ads		41.25	
<a href="#">5715</a>	Invoice	06/16/2025	GRADUATION	0.00	120.00	
	<a href="#">10-10-5309</a>		Public Notices/Ads		120.00	
<a href="#">6025</a>	Invoice	06/16/2025	ADAM'S SIGN VARIANCE	0.00	99.00	
	<a href="#">10-17-5309</a>		Public Notices/Ads		99.00	
<a href="#">6041</a>	Invoice	06/16/2025	JUNE CALENDAR	0.00	50.00	
	<a href="#">10-10-5309</a>		Public Notices/Ads		50.00	
0052	Spire	06/19/2025	Bank Draft	0.00	429.42	DFT0001844
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">06.19.2025</a>	Invoice	06/19/2025	FOR SERVICE PERIOD 05/06/2025 - 06/04	0.00	429.42	
	<a href="#">10-10-5304</a>		Gas Service		64.38	
	<a href="#">10-11-5304</a>		Gas Service		59.57	
	<a href="#">10-11-5304</a>		Gas Service		59.57	
	<a href="#">10-14-5304</a>		Gas Service		59.57	
	<a href="#">10-16-5304</a>		Gas Service		59.57	
	<a href="#">20-20-5304</a>		Gas Service		59.57	
	<a href="#">30-30-5304</a>		Gas Service		67.19	
1099	ST. CHARLES COUNTY CIRCUIT COURT	06/23/2025	Regular	0.00	100.00	305492
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">SHIPP 2411-CR01</a>	Invoice	06/17/2025	BOND FOR TODD ALAN SHIPP; CASE #241	0.00	100.00	
	<a href="#">10-2204</a>		Bonds Payable - Other Jur		100.00	
0893	Swell Signs	06/06/2025	Virtual Payment	0.00	628.55	APA003882
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">441402</a>	Invoice	06/02/2025	NEW CIP VEH. POLICE GRAPHICS	0.00	628.55	
	<a href="#">70-70-5403</a>		Police - Capital Improvem		628.55	
0893	Swell Signs	06/13/2025	Virtual Payment	0.00	65.00	APA003909
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">441421</a>	Invoice	06/10/2025	GATE ACCESS SIGN & IDENTIFYING DECAL	0.00	65.00	
	<a href="#">20-20-5308</a>		Printing		65.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0893	Swell Signs	06/23/2025	Virtual Payment	0.00	247.65	APA003924
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
<a href="#">441433</a>	Invoice	06/16/2025	PRITN VINYL DECAL & REMOVAL OF DECA	0.00	49.65	
	<a href="#">10-11-5423</a>		Vehicle R & M		49.65	
<a href="#">441434</a>	Invoice	06/16/2025	ALUMINUM SIGNS (BOATING/FISHING &	0.00	198.00	
	<a href="#">10-22-5420</a>		Buildings and Grounds		198.00	

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Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0132	UMB Bank	06/27/2025	Bank Draft	0.00	19,626.61	DFT0001845
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
<a href="#">060225-PCARD</a>	Invoice	06/27/2025	PURCHASE ACTIVITY FROM 05/02 THRU 0	0.00	19,626.61	
<a href="#">10-10-5181</a>	Training/Seminars	S. DAVIS: MARG. RESORT; MCM	346.00			
<a href="#">10-10-5181</a>	Training/Seminars	K. FINDORA:MoCCFOA RVII Mas	135.00			
<a href="#">10-10-5181</a>	Training/Seminars	K. FINDORA:MoCCFOA Master T	135.00			
<a href="#">10-10-5181</a>	Training/Seminars	K. FINDORA:MoCCFOA & MML	509.25			
<a href="#">10-10-5181</a>	Training/Seminars	K. FINDORA: Missouri Municipal	787.50			
<a href="#">10-10-5181</a>	Training/Seminars	K. FINDORA-Hyatt Regency; Hya	640.11			
<a href="#">10-10-5227</a>	Janitorial Services	K. FINDORA-honest Maids Uc: m	975.00			
<a href="#">10-10-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen	328.64			
<a href="#">10-10-5306</a>	Office Supplies	S. DAVIS: AMAZON: CALENDAR	28.99			
<a href="#">10-10-5306</a>	Office Supplies	K. FINDORA-amazon, Ad min Of	94.66			
<a href="#">10-10-5306</a>	Office Supplies	K. FINDORA-og donut; Welcome	16.09			
<a href="#">10-10-5306</a>	Office Supplies	K. FINDORA-amazon; Admin Ofc	9.98			
<a href="#">10-10-5306</a>	Office Supplies	K. FINDORA-amazon; Admin Ofc	27.99			
<a href="#">10-10-5306</a>	Office Supplies	K. FINDORA-amazon, Ad min Of	66.79			
<a href="#">10-10-5312</a>	Departmental Supplies	J. THOMPSON:The Ups Store 43	84.93			
<a href="#">10-10-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly	21.48			
<a href="#">10-10-5500</a>	Meeting Expense	PETTY CASH 2: Dollar-General #	10.45			
<a href="#">10-10-5500</a>	Meeting Expense	PETTY CASH 2: Subway 10573: B	43.36			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-Mo Div Of Fire Safe	102.25			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA:Dollar G; HEALTH F	93.65			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA:SUBWAY-Health Fai	745.56			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-gen 3 lv hydrat; hea	180.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-gen 3 lv hydrat; hea	180.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-gen 3 lv hydrat; hea	180.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-gen 3 lv hydrat; hea	180.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-amazon, Health Fair	25.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-the added touch; H	200.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-gen 3 lv hydrat; hea	112.50			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA: Amazon; Health Fai	476.71			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA: kylas Cakes; Health	36.00			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA-2nd Street Nutritio	94.09			
<a href="#">10-10-5501</a>	Special Events	K. FINDORA: Amazon; Health Fai	420.51			
<a href="#">10-11-5180</a>	Uniforms & Gear	J. THOMPSON:knphotos.Com:lo	500.00			
<a href="#">10-11-5181</a>	Training/Seminars	L. LIESE: Warehouse Grill; TRAIN	36.90			
<a href="#">10-11-5181</a>	Training/Seminars	L. LIESE: McDonalds F15446; TR	25.81			
<a href="#">10-11-5181</a>	Training/Seminars	J. THOMPSON:Oasis Hotel, Mo I	312.63			
<a href="#">10-11-5181</a>	Training/Seminars	J. THOMPSON: Fredmys 19-0002	13.49			
<a href="#">10-11-5230</a>	Animal Control Services	J. THOMPSON:AMAZON,New O	58.45			
<a href="#">10-11-5301</a>	Telephone	J. THOMPSON:Green Hills Telep	42.33			
<a href="#">10-11-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen	199.21			
<a href="#">10-11-5306</a>	Office Supplies	J. THOMPSON: Dollar-General #	15.50			
<a href="#">10-11-5306</a>	Office Supplies	J. THOMPSON:AMAZON,Toilet p	63.62			
<a href="#">10-11-5306</a>	Office Supplies	J. THOMPSON:Amazon, Paper t	38.01			
<a href="#">10-11-5306</a>	Office Supplies	J. THOMPSON:Amazon, Sharpie	10.12			
<a href="#">10-11-5321</a>	DARE Expense	J. THOMPSON: og Donut: treats	251.82			
<a href="#">10-11-5321</a>	DARE Expense	J. THOMPSON: Dollar-General; d	40.65			
<a href="#">10-11-5323</a>	K-9 Program Expenses	J. THOMPSON: Odessa Animal C	43.26			
<a href="#">10-11-5323</a>	K-9 Program Expenses	J. THOMPSON: Odessa Animal C	100.50			
<a href="#">10-11-5323</a>	K-9 Program Expenses	J. THOMPSON: Tractor Supply #	115.98			
<a href="#">10-11-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly	21.42			
<a href="#">10-11-5423</a>	Vehicle R & M	J. THOMPSON: Universal CDJR:	190.00			
<a href="#">10-11-5423</a>	Vehicle R & M	J. THOMPSON: Verizon, GPS trac	209.40			
<a href="#">10-11-5501</a>	Special Events	J. THOMPSON:GIRT K9 Develop	650.00			
<a href="#">10-12-5181</a>	Training/Seminars	PETTY CASH 3:Margaritaville Re	645.00			
<a href="#">10-12-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen	15.31			
<a href="#">10-12-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly	21.42			
<a href="#">10-14-5301</a>	Telephone	S. DAVIS: Monthly GMAIL Expen	61.24			

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	<a href="#">10-14-5402</a>	Tools/Small Equipment	D. LAMB:Lowes #01098: New ba		349.00	
	<a href="#">10-16-5312</a>	Departmental Supplies	S. DAVIS: AMAZON: Toilet Paper		77.10	
	<a href="#">10-17-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen		15.31	
	<a href="#">10-17-5400</a>	Dues/Subscriptions	C. DICKEY: Lardo - Recorder of D		82.50	
	<a href="#">10-17-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly		21.42	
	<a href="#">20-20-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen		76.64	
	<a href="#">20-20-5307</a>	Postage	D. ELLISON: Usps Po 285946007		84.60	
	<a href="#">20-20-5312</a>	Departmental Supplies	S. DAVIS: AMAZON: CELL PHON		23.73	
	<a href="#">20-20-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly		21.42	
	<a href="#">20-20-5420</a>	Buildings and Grounds	T. WOUTZKE: Waters; Air conditi		199.00	
	<a href="#">30-30-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen		61.24	
	<a href="#">30-30-5311</a>	Janitorial Supplies	D. LAMB:Dollar-General #9148,		51.75	
	<a href="#">30-30-5312</a>	Departmental Supplies	D. LAMB: Dollar-General #9148,		18.00	
	<a href="#">30-30-5400</a>	Dues/Subscriptions	D. LAMB:Mo Dept Of Nat Rsrc: R		61.45	
	<a href="#">30-30-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly		21.42	
	<a href="#">30-30-5423</a>	Vehicle R & M	D. LAMB:Wash N Roll Car Wash-		8.75	
	<a href="#">40-40-5302</a>	Internet Service	S. DAVIS: Monthly GMAIL Expen		61.24	
	<a href="#">40-40-5302</a>	Internet Service	PETTY CASH ONE: Nrtc Rural Bro		140.78	
	<a href="#">40-40-5312</a>	Departmental Supplies	K. SNIDER;WALMART; Ink for pri		284.36	
	<a href="#">40-40-5312</a>	Departmental Supplies	K. SNIDER;MENARDS; SHOP SUP		142.47	
	<a href="#">40-40-5312</a>	Departmental Supplies	K. SNIDER; Menards 3335, Shop		249.48	
	<a href="#">40-40-5312</a>	Departmental Supplies	K. SNIDER;Wm Supercenter; Dis		33.84	
	<a href="#">40-40-5403</a>	Computer Expense	S. DAVIS: Evogov, Inc: Monthly		21.42	
	<a href="#">50-50-5302</a>	Internet Access	S. DAVIS: Monthly GMAIL Expen		137.97	
	<a href="#">50-50-5433</a>	Ball Field R & M	L. ADAMS:AMAZON:Yellow zip ti		47.67	
	<a href="#">50-51-5419</a>	Pool R & M	L. ADAMS; AMAZON: Caulk for p		251.10	
	<a href="#">50-51-5419</a>	Pool R & M	L. ADAMS; amazon, Caulk for p		121.31	
	<a href="#">50-51-5419</a>	Pool R & M	L. ADAMS; amazon, sealant for		25.37	
	<a href="#">50-51-5419</a>	Pool R & M	L. ADAMS; The Home Depot: ca		59.91	
	<a href="#">50-51-5419</a>	Pool R & M	L. ADAMS;amazon, caulk for po		62.72	
	<a href="#">50-51-5540</a>	Misc Non-Operating Expe	L. ADAMS; CASEY'S, Ice for wate		3.37	
	<a href="#">50-51-5540</a>	Misc Non-Operating Expe	L. ADAMS; Pizza Hut: pizza for w		70.45	
	<a href="#">50-52-5353</a>	Youth Program Expense	L. ADAMS; AMAZON: Baseball/s		1,160.75	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS:S turgis Materials Inc:		132.00	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS:AMAZON:Concession		48.93	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS:AMAZON:Concession		169.40	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS; Dollar-General; conc		13.50	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS:Samsclub.Com, CONC		1,627.42	
	<a href="#">50-53-5312</a>	Concession Supplies	L. ADAMS;Samsclub.Com conce		2,618.26	
0132	UMB Bank	06/20/2025	Bank Draft	0.00	14,058.90	DFT0001853
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">2008A JUNE 2025</a>	Invoice	06/20/2025	MAY 2025 AQUATIC CENTER LEASE	0.00	14,058.90	
	<a href="#">50-51-5619</a>		Lease Payment - Principal		12,000.00	
	<a href="#">50-51-5620</a>		Lease Payment - Interest		1,593.83	
	<a href="#">50-51-5620</a>		Lease Payment - Interest		-111.78	
	<a href="#">50-51-5621</a>		Lease Payment - Fees		576.85	
0132	UMB Bank	06/13/2025	Bank Draft	0.00	92,037.77	DFT0001865
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
	<b>Account Number</b>		<b>Account Name</b>		<b>Distribution Amount</b>	
<a href="#">SRF 2014 6-13-25</a>	Invoice	06/13/2025	6/13/25 2014 2015 SRF Payment	0.00	92,037.77	
	<a href="#">40-40-4815</a>		Interest Income - 2014/2		-668.88	
	<a href="#">40-40-5549</a>		2014 SRF Interest Expens		22,706.65	
	<a href="#">40-40-5572</a>		2014 Series SRF - Principa		70,000.00	
0132	UMB Bank	06/13/2025	Bank Draft	0.00	33,093.65	DFT0001866



## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">2015 SRF June Pa</a>	Invoice	06/13/2025	2015 SRF June 2025 payment	0.00	33,093.65	
	<a href="#">40-40-4815</a>		Interest Income - 2014/2		-242.35	
	<a href="#">40-40-5551</a>		2015 SRF Interest Expens		7,286.00	
	<a href="#">40-40-5573</a>		2015 Series SRF - Principa		26,050.00	
0132	UMB Bank	06/13/2025	Bank Draft	0.00	2.00	DFT0001886
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">UMB 061325</a>	Invoice	06/13/2025	Payable correction SRF 6/13/25	0.00	2.00	
	<a href="#">40-40-4815</a>		Interest Income - 2014/2		2.00	
6689	Universal CDJR	06/13/2025	Virtual Payment	0.00	85.00	APA003910
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">1606045/1</a>	Invoice	06/10/2025	MAINT./REPAIR TO 2020 DODGE DURANG	0.00	85.00	
	<a href="#">10-11-5423</a>		Vehicle R & M		85.00	
0034	USA Tax Payment	06/12/2025	Bank Draft	0.00	25,542.58	DFT0001834
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002310</a>	Invoice	06/12/2025	US Tax Payment 941	0.00	25,542.58	
	<a href="#">10-2004</a>		A/P Federal Withholding		4,795.11	
	<a href="#">10-2005</a>		A/P FICA		6,991.76	
	<a href="#">10-2005</a>		A/P FICA		1,635.18	
	<a href="#">20-2004</a>		A/P Federal Withholding		1,709.43	
	<a href="#">20-2005</a>		A/P FICA		471.96	
	<a href="#">20-2005</a>		A/P FICA		2,018.08	
	<a href="#">30-2004</a>		A/P Federal Withholding		1,215.97	
	<a href="#">30-2005</a>		A/P FICA		1,417.10	
	<a href="#">30-2005</a>		A/P FICA		331.42	
	<a href="#">40-2004</a>		A/P Federal Withholding		1,000.40	
	<a href="#">40-2005</a>		A/P FICA		316.40	
	<a href="#">40-2005</a>		A/P FICA		1,352.80	
	<a href="#">50-2004</a>		A/P Federal Withholding		643.87	
	<a href="#">50-2005</a>		A/P FICA		1,331.64	
	<a href="#">50-2005</a>		A/P FICA		311.46	
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	26,169.09	DFT0001852
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002318</a>	Invoice	06/26/2025	US Tax Payment 941	0.00	26,169.09	
	<a href="#">10-2004</a>		A/P Federal Withholding		5,067.23	
	<a href="#">10-2005</a>		A/P FICA		1,657.02	
	<a href="#">10-2005</a>		A/P FICA		7,084.96	
	<a href="#">20-2004</a>		A/P Federal Withholding		1,704.29	
	<a href="#">20-2005</a>		A/P FICA		470.72	
	<a href="#">20-2005</a>		A/P FICA		2,012.76	
	<a href="#">30-2004</a>		A/P Federal Withholding		1,076.02	
	<a href="#">30-2005</a>		A/P FICA		318.04	
	<a href="#">30-2005</a>		A/P FICA		1,359.92	
	<a href="#">40-2004</a>		A/P Federal Withholding		1,014.14	
	<a href="#">40-2005</a>		A/P FICA		318.46	
	<a href="#">40-2005</a>		A/P FICA		1,361.60	
	<a href="#">50-2004</a>		A/P Federal Withholding		730.51	
	<a href="#">50-2005</a>		A/P FICA		377.88	
	<a href="#">50-2005</a>		A/P FICA		1,615.54	
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	-73.93	DFT0001858



## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">CM0000083</a>	Credit Memo	06/26/2025	US Tax Payment 941	0.00	-73.93	
	<a href="#">20-2004</a>		A/P Federal Withholding		-32.49	
	<a href="#">20-2005</a>		A/P FICA		-7.86	
	<a href="#">20-2005</a>		A/P FICA		-33.58	
0034	USA Tax Payment	06/26/2025	Bank Draft	0.00	24.65	DFT0001863
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002323</a>	Invoice	06/26/2025	US Tax Payment 941	0.00	24.65	
	<a href="#">20-2004</a>		A/P Federal Withholding		10.83	
	<a href="#">20-2005</a>		A/P FICA		2.62	
	<a href="#">20-2005</a>		A/P FICA		11.20	
0152	Vance Brothers, LLC	06/06/2025	Virtual Payment	0.00	930.09	APA003883
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">IG00030900</a>	Invoice	06/02/2025	VANCE PREMIUM PATCH - BULK	0.00	930.09	
	<a href="#">10-14-5434</a>		Patch/Ashphalt/Concrete		930.09	
7008	Vermeer	06/13/2025	Virtual Payment	0.00	1,379.05	APA003911
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">W22087</a>	Invoice	06/10/2025	REPAIR TO VAC-TRON -SPLIT 50/50 BTW E	0.00	1,379.05	
	<a href="#">20-20-5421</a>		Equipment R & M		689.53	
	<a href="#">30-30-5421</a>		Equipment R & M		689.52	
0013	Voya Financial	06/12/2025	Bank Draft	0.00	1,525.00	DFT0001827
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002303</a>	Invoice	06/12/2025	Voya	0.00	1,525.00	
	<a href="#">10-2108</a>		A/P - Other Payroll W/H		947.50	
	<a href="#">20-2108</a>		A/P - Other Payroll W/H		420.00	
	<a href="#">30-2108</a>		A/P - Other Payroll W/H		157.50	
0013	Voya Financial	06/26/2025	Bank Draft	0.00	1,525.00	DFT0001846
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">INV0002312</a>	Invoice	06/26/2025	Voya	0.00	1,525.00	
	<a href="#">10-2108</a>		A/P - Other Payroll W/H		947.50	
	<a href="#">20-2108</a>		A/P - Other Payroll W/H		420.00	
	<a href="#">30-2108</a>		A/P - Other Payroll W/H		157.50	
3381	West Central Electric Coop Inc.	06/06/2025	Virtual Payment	0.00	9,944.31	APA003884
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">7002 5.30.25</a>	Invoice	06/04/2025	PAVILION FOR CITY LAKE	0.00	42.00	
	<a href="#">30-30-5303</a>		Electricity / Water		42.00	
<a href="#">7003 5.30.25</a>	Invoice	06/04/2025	STREET LIGHTS @ CITY LAKE	0.00	92.70	
	<a href="#">30-30-5303</a>		Electricity / Water		92.70	
<a href="#">7004 5.30.25</a>	Invoice	06/04/2025	7147 HUGHES RD (4/28 - 5/28)	0.00	3,820.00	
	<a href="#">40-40-5303</a>		Electricity / Water		3,820.00	
<a href="#">7005 5.30.25</a>	Invoice	06/04/2025	11023 STARR SCHOOL RD (4/28 -5/28)	0.00	5,989.61	
	<a href="#">40-40-5303</a>		Electricity / Water		5,989.61	

## Check Summary Report Finance Committee

Date Range: 06/01/2025 - 06/30/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
6755	WEX BANK	06/02/2025	Bank Draft	0.00	7,185.39	DFT0001816
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
<a href="#">105111805</a>	Invoice	06/02/2025	WEX CHARGES - CITY FUEL PURCHASE CA	0.00	7,185.39	
	<a href="#">10-00-4890</a>		Other Miscellaneous Inco		-340.18	
	<a href="#">10-11-5346</a>		Fuel		2,715.36	
	<a href="#">10-14-5346</a>		Fuel		1,841.05	
	<a href="#">10-21-5346</a>		Fuel		499.33	
	<a href="#">20-20-5346</a>		Fuel		849.18	
	<a href="#">40-40-5346</a>		Fuel		886.75	
	<a href="#">50-50-5346</a>		Fuel		733.90	

## Bank Code APBank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	13	0.00	312,079.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	38	40	0.00	346,007.41
EFT's	0	0	0.00	0.00
	<b>175</b>	<b>130</b>	<b>0.00</b>	<b>1,875,735.59</b>

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	13	13	0.00	312,079.28
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	38	40	0.00	346,007.41
EFT's	0	0	0.00	0.00
	175	130	0.00	1,875,735.59

Fund Summary

Fund	Name	Period	Amount
99	Pooled Cash Fund	6/2025	1,875,735.59
			1,875,735.59



# My Budget Report Group Summary

For Fiscal: 2025-2026 Period Ending: 06/30/2025

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 10 - General</b>						
00 - Non-Departmental	4,354,692.00	4,354,692.00	247,130.77	716,719.22	-3,637,972.78	83.54%
10 - City Hall	1,508,273.00	1,508,273.00	121,920.69	571,170.76	937,102.24	62.13%
11 - Police Department	1,603,983.00	1,603,983.00	129,674.97	384,482.82	1,219,500.18	76.03%
12 - Municipal Court	50,894.00	50,894.00	6,203.05	16,583.34	34,310.66	67.42%
14 - Street Department	562,223.00	562,223.00	36,443.47	121,670.01	440,552.99	78.36%
15 - Solid Waste Management	478,288.00	478,288.00	39,156.48	78,312.96	399,975.04	83.63%
16 - Community Building	18,600.00	18,600.00	136.67	5,486.72	13,113.28	70.50%
17 - Community Development & Planning	123,731.00	123,731.00	11,257.05	23,154.11	100,576.89	81.29%
21 - Building Maintenance	4,700.00	4,700.00	499.33	1,140.44	3,559.56	75.74%
22 - Reservoir	4,000.00	4,000.00	198.00	198.00	3,802.00	95.05%
<b>Fund: 10 - General Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-98,358.94</b>	<b>-485,479.94</b>	<b>-485,479.94</b>	<b>0.00%</b>
<b>Fund: 11 - ARPA</b>						
00 - Non-Departmental	1,636,170.00	1,636,170.00	1,061.38	2,831.35	-1,633,338.65	99.83%
55 - ARPA	1,636,170.00	1,636,170.00	0.00	1,030.00	1,635,140.00	99.94%
<b>Fund: 11 - ARPA Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,061.38</b>	<b>1,801.35</b>	<b>1,801.35</b>	<b>0.00%</b>
<b>Fund: 20 - Electric</b>						
20 - Electric Department	0.00	0.00	74,960.07	55,635.82	55,635.82	0.00%
<b>Fund: 20 - Electric Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>74,960.07</b>	<b>55,635.82</b>	<b>55,635.82</b>	<b>0.00%</b>
<b>Fund: 30 - Water</b>						
30 - Water Department	0.00	0.00	-591.20	35,617.36	35,617.36	0.00%
<b>Fund: 30 - Water Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-591.20</b>	<b>35,617.36</b>	<b>35,617.36</b>	<b>0.00%</b>
<b>Fund: 40 - Waste Water</b>						
40 - Waste Water Department	0.00	0.00	-442,079.65	-242,579.27	-242,579.27	0.00%
<b>Fund: 40 - Waste Water Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-442,079.65</b>	<b>-242,579.27</b>	<b>-242,579.27</b>	<b>0.00%</b>
<b>Fund: 50 - Parks</b>						
50 - Park Department	164,812.00	164,812.00	-2,111.22	-1,189.00	-166,001.00	100.72%
51 - Swimming Pool	-196,225.00	-196,225.00	11,431.15	-62,542.73	133,682.27	68.13%
52 - Park Programs	17,220.00	17,220.00	-4,913.44	-17,624.14	-34,844.14	202.35%
53 - Park Concessions	14,193.00	14,193.00	9,707.92	11,956.98	-2,236.02	15.75%
<b>Fund: 50 - Parks Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>14,114.41</b>	<b>-69,398.89</b>	<b>-69,398.89</b>	<b>0.00%</b>
<b>Fund: 51 - Parks Development</b>						
54 - Park Development	0.00	0.00	0.00	11,200.00	11,200.00	0.00%
<b>Fund: 51 - Parks Development Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,200.00</b>	<b>11,200.00</b>	<b>0.00%</b>
<b>Fund: 70 - Capital Improvement Sales Tax</b>						
70 - Capital Improvement Sales Tax	0.00	0.00	-7,508.01	-127,826.65	-127,826.65	0.00%
<b>Fund: 70 - Capital Improvement Sales Tax Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-7,508.01</b>	<b>-127,826.65</b>	<b>-127,826.65</b>	<b>0.00%</b>
<b>Fund: 80 - Transportation Tax</b>						
80 - Transportation Sales	0.00	0.00	-268,909.63	88,260.45	88,260.45	0.00%
<b>Fund: 80 - Transportation Tax Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-268,909.63</b>	<b>88,260.45</b>	<b>88,260.45</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-727,311.57</b>	<b>-732,769.77</b>	<b>-732,769.77</b>	<b>0.00%</b>

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
10 - General	0.00	0.00	-98,358.94	-485,479.94	-485,479.94
11 - ARPA	0.00	0.00	1,061.38	1,801.35	1,801.35
20 - Electric	0.00	0.00	74,960.07	55,635.82	55,635.82
30 - Water	0.00	0.00	-591.20	35,617.36	35,617.36
40 - Waste Water	0.00	0.00	-442,079.65	-242,579.27	-242,579.27
50 - Parks	0.00	0.00	14,114.41	-69,398.89	-69,398.89
51 - Parks Development	0.00	0.00	0.00	11,200.00	11,200.00
70 - Capital Improvement Sales Tax	0.00	0.00	-7,508.01	-127,826.65	-127,826.65
80 - Transportation Tax	0.00	0.00	-268,909.63	88,260.45	88,260.45
Report Surplus (Deficit):	0.00	0.00	-727,311.57	-732,769.77	-732,769.77



City of Odessa MO

# My Budget Report

## Account Summary

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 10 - General</b>							
<b>Department: 00 - Non-Departmental</b>							
<a href="#">10-00-4000</a>	Real Estate Taxes	294,715.00	294,715.00	596.30	3,228.24	-291,486.76	98.90 %
<a href="#">10-00-4001</a>	Personal Property Taxes	95,000.00	95,000.00	2,311.30	10,961.65	-84,038.35	88.46 %
<a href="#">10-00-4002</a>	Surtax	20,300.00	20,300.00	0.00	0.00	-20,300.00	100.00 %
<a href="#">10-00-4003</a>	Tax Penalties/Interest	9,254.00	9,254.00	537.06	4,298.23	-4,955.77	53.55 %
<a href="#">10-00-4004</a>	Delinquent Taxes Collected	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
<a href="#">10-00-4103</a>	City Stickers	21,473.00	21,473.00	690.00	3,035.00	-18,438.00	85.87 %
<a href="#">10-00-4120</a>	Vehicle Sales Tax & Fees	87,100.00	87,100.00	9,137.43	24,214.73	-62,885.27	72.20 %
<a href="#">10-00-4130</a>	County Use Tax Receipts	88,000.00	88,000.00	0.00	0.00	-88,000.00	100.00 %
<a href="#">10-00-4140</a>	City Sales Tax	710,776.00	710,776.00	61,415.51	163,368.60	-547,407.40	77.02 %
<a href="#">10-00-4141</a>	County Sales Tax Reimb.	44,197.00	44,197.00	0.00	10,012.55	-34,184.45	77.35 %
<a href="#">10-00-4150</a>	Utility & Railroad Tax	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<a href="#">10-00-4160</a>	Motor Fuel Tax	216,793.00	216,793.00	19,671.93	55,529.41	-161,263.59	74.39 %
<a href="#">10-00-4200</a>	Gas Service Franchise Tax	108,587.00	108,587.00	0.00	-20.18	-108,607.18	100.02 %
<a href="#">10-00-4210</a>	Telephone Franchise Tax	25,000.00	25,000.00	1,589.11	4,979.72	-20,020.28	80.08 %
<a href="#">10-00-4220</a>	Cable TV Franchise Tax	55,000.00	55,000.00	0.00	10,070.70	-44,929.30	81.69 %
<a href="#">10-00-4230</a>	In Lieu of Tax	467,505.00	467,505.00	39,700.42	110,523.73	-356,981.27	76.36 %
<a href="#">10-00-4240</a>	Intangible Tax	2,000.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
<a href="#">10-00-4250</a>	Transient Guest Tax	12,000.00	12,000.00	1,355.25	3,384.41	-8,615.59	71.80 %
<a href="#">10-00-4300</a>	Merchant Licenses	24,000.00	24,000.00	10,189.99	13,774.98	-10,225.02	42.60 %
<a href="#">10-00-4301</a>	Craftsmen Licenses	500.00	500.00	0.00	0.00	-500.00	100.00 %
<a href="#">10-00-4302</a>	Building Permits	60,000.00	60,000.00	1,066.75	15,350.50	-44,649.50	74.42 %
<a href="#">10-00-4304</a>	Street Opening Permits	1,000.00	1,000.00	0.00	400.00	-600.00	60.00 %
<a href="#">10-00-4305</a>	Dog Licenses	700.00	700.00	28.00	119.00	-581.00	83.00 %
<a href="#">10-00-4306</a>	Cigarette Stamps	26,000.00	26,000.00	2,231.27	5,949.21	-20,050.79	77.12 %
<a href="#">10-00-4307</a>	Community Building Rental	7,500.00	7,500.00	300.00	1,840.00	-5,660.00	75.47 %
<a href="#">10-00-4308</a>	Planning and Zoning Fees	500.00	500.00	2,500.00	2,500.00	2,000.00	500.00 %
<a href="#">10-00-4311</a>	Animal Impound and Boarding Fees	2,500.00	2,500.00	55.00	180.00	-2,320.00	92.80 %
<a href="#">10-00-4312</a>	ATV / UTV Permit Fees	1,000.00	1,000.00	240.00	570.00	-430.00	43.00 %
<a href="#">10-00-4314</a>	Chicken Permit Fee	250.00	250.00	75.00	120.00	-130.00	52.00 %
<a href="#">10-00-4315</a>	ROW Permit Fee	5,000.00	5,000.00	2,400.00	5,700.00	700.00	114.00 %
<a href="#">10-00-4316</a>	Traffic Permit Fee	100.00	100.00	0.00	0.00	-100.00	100.00 %
<a href="#">10-00-4400</a>	Fines and Court Costs	40,000.00	40,000.00	3,101.50	8,723.15	-31,276.85	78.19 %
<a href="#">10-00-4401</a>	Crime Victims Comp Fund	150.00	150.00	11.47	32.09	-117.91	78.61 %
<a href="#">10-00-4402</a>	Inmate Surcharge	750.00	750.00	62.00	176.00	-574.00	76.53 %
<a href="#">10-00-4500</a>	School Resource Officer Reimburse	261,000.00	261,000.00	17,397.61	53,296.75	-207,703.25	79.58 %
<a href="#">10-00-4501</a>	Special Duty Reimbursement - Polic	17,000.00	17,000.00	0.00	0.00	-17,000.00	100.00 %
<a href="#">10-00-4510</a>	Trash Service Income	537,672.00	537,672.00	47,071.30	139,153.87	-398,518.13	74.12 %
<a href="#">10-00-4550</a>	Utility Penalties	3,000.00	3,000.00	360.67	954.65	-2,045.35	68.18 %
<a href="#">10-00-4591</a>	LET - Police Training	1,000.00	1,000.00	62.00	176.00	-824.00	82.40 %
<a href="#">10-00-4600</a>	Grant Income	0.00	0.00	8,500.00	8,500.00	8,500.00	0.00 %
<a href="#">10-00-4602</a>	Reimburse PD DUI testing	300.00	300.00	0.00	0.00	-300.00	100.00 %
<a href="#">10-00-4730</a>	Transfer from Reserve Fund	600,009.00	600,009.00	0.00	0.00	-600,009.00	100.00 %
<a href="#">10-00-4740</a>	Administrative Transfer	420,286.00	420,286.00	0.00	0.00	-420,286.00	100.00 %
<a href="#">10-00-4800</a>	Donations	0.00	0.00	0.00	3,950.00	3,950.00	0.00 %
<a href="#">10-00-4810</a>	Interest Income	65,000.00	65,000.00	13,576.18	27,907.26	-37,092.74	57.07 %
<a href="#">10-00-4821</a>	Chamber Reimbursement	0.00	0.00	100.50	100.50	100.50	0.00 %
<a href="#">10-00-4890</a>	Other Miscellaneous Income	15,775.00	15,775.00	797.22	23,658.47	7,883.47	149.97 %
<b>Department: 00 - Non-Departmental Total:</b>		<b>4,354,692.00</b>	<b>4,354,692.00</b>	<b>247,130.77</b>	<b>716,719.22</b>	<b>-3,637,972.78</b>	<b>83.54%</b>
<b>Department: 10 - City Hall</b>							
<a href="#">10-10-5100</a>	Salaries Mayor	5,160.00	5,160.00	430.00	1,290.00	3,870.00	75.00 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">10-10-5101</a>	Salaries - Aldermen	7,200.00	7,200.00	600.00	1,800.00	5,400.00	75.00 %
<a href="#">10-10-5102</a>	Salaries and Wages - Full-Time	385,478.00	385,478.00	29,445.19	93,249.27	292,228.73	75.81 %
<a href="#">10-10-5104</a>	Overtime - full-time employees	2,000.00	2,000.00	0.00	294.49	1,705.51	85.28 %
<a href="#">10-10-5107</a>	Salaries - Collector	50.00	50.00	0.00	0.00	50.00	100.00 %
<a href="#">10-10-5108</a>	Auto Allowance	4,800.00	4,800.00	400.00	1,200.00	3,600.00	75.00 %
<a href="#">10-10-5150</a>	FICA Contribution	29,489.00	29,489.00	2,234.44	7,048.48	22,440.52	76.10 %
<a href="#">10-10-5153</a>	Workmen's Compensation	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">10-10-5154</a>	Missouri LAGERS	33,537.00	33,537.00	2,459.30	7,427.03	26,109.97	77.85 %
<a href="#">10-10-5155</a>	Medical/Dental Insurance	72,957.00	72,957.00	2,789.50	9,870.46	63,086.54	86.47 %
<a href="#">10-10-5156</a>	Life/Disability Insurance	2,856.00	2,856.00	176.59	542.67	2,313.33	81.00 %
<a href="#">10-10-5181</a>	Training/Seminars	16,000.00	16,000.00	3,362.86	7,723.16	8,276.84	51.73 %
<a href="#">10-10-5182</a>	Safety and Wellness Program	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">10-10-5200</a>	Attorney Fees	40,000.00	40,000.00	2,967.00	10,599.50	29,400.50	73.50 %
<a href="#">10-10-5220</a>	Auditor Fees	8,752.00	8,752.00	0.00	0.00	8,752.00	100.00 %
<a href="#">10-10-5225</a>	Other Professional Services	15,000.00	15,000.00	0.00	4,339.37	10,660.63	71.07 %
<a href="#">10-10-5227</a>	Janitorial Services	12,000.00	12,000.00	975.00	2,975.00	9,025.00	75.21 %
<a href="#">10-10-5235</a>	Accounting Software and Maintena	5,497.00	5,497.00	0.00	5,426.09	70.91	1.29 %
<a href="#">10-10-5236</a>	Credit Card Processing Expense	5,000.00	5,000.00	281.53	555.51	4,444.49	88.89 %
<a href="#">10-10-5300</a>	Insurance	88,000.00	88,000.00	68,235.70	68,235.70	19,764.30	22.46 %
<a href="#">10-10-5301</a>	Telephone	8,900.00	8,900.00	537.00	1,784.35	7,115.65	79.95 %
<a href="#">10-10-5302</a>	Internet Access	7,500.00	7,500.00	604.20	1,483.96	6,016.04	80.21 %
<a href="#">10-10-5303</a>	Electricity/Water	7,000.00	7,000.00	0.00	954.49	6,045.51	86.36 %
<a href="#">10-10-5304</a>	Gas Service	2,400.00	2,400.00	64.38	258.34	2,141.66	89.24 %
<a href="#">10-10-5306</a>	Office Supplies	5,000.00	5,000.00	244.50	828.62	4,171.38	83.43 %
<a href="#">10-10-5307</a>	Postage	1,500.00	1,500.00	0.00	237.50	1,262.50	84.17 %
<a href="#">10-10-5308</a>	Printing	1,400.00	1,400.00	0.00	366.48	1,033.52	73.82 %
<a href="#">10-10-5309</a>	Public Notices/Ads	3,800.00	3,800.00	211.25	315.25	3,484.75	91.70 %
<a href="#">10-10-5311</a>	Janitorial Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">10-10-5312</a>	Departmental Supplies	2,500.00	2,500.00	84.93	145.84	2,354.16	94.17 %
<a href="#">10-10-5320</a>	Intf Trf/Long & Short	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">10-10-5332</a>	Lafayette County Collector	18,000.00	18,000.00	149.33	718.78	17,281.22	96.01 %
<a href="#">10-10-5400</a>	Dues/Subscriptions	5,500.00	5,500.00	0.00	20.00	5,480.00	99.64 %
<a href="#">10-10-5403</a>	Computer Expense	11,500.00	11,500.00	1,342.37	9,875.18	1,624.82	14.13 %
<a href="#">10-10-5404</a>	Copy Machine	13,000.00	13,000.00	904.06	2,735.46	10,264.54	78.96 %
<a href="#">10-10-5405</a>	Mailing Equipment Expense	6,500.00	6,500.00	0.00	1,140.90	5,359.10	82.45 %
<a href="#">10-10-5406</a>	Travel Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-10-5421</a>	Equipment R & M	250.00	250.00	0.00	345.00	-95.00	-38.00 %
<a href="#">10-10-5425</a>	Building R & M	3,000.00	3,000.00	166.98	405.61	2,594.39	86.48 %
<a href="#">10-10-5500</a>	Meeting Expense	1,000.00	1,000.00	227.81	281.87	718.13	71.81 %
<a href="#">10-10-5501</a>	Special Events	19,900.00	19,900.00	3,026.27	4,460.49	15,439.51	77.59 %
<a href="#">10-10-5502</a>	Election Expense	6,500.00	6,500.00	0.00	3,174.41	3,325.59	51.16 %
<a href="#">10-10-5503</a>	Economic Development	10,000.00	10,000.00	0.00	350.00	9,650.00	96.50 %
<a href="#">10-10-5540</a>	Misc Non-Operating Expense	401.00	401.00	0.50	1.50	399.50	99.63 %
<a href="#">10-10-5652</a>	Transfer to Transportation Fund	619,646.00	619,646.00	0.00	318,710.00	300,936.00	48.57 %
<a href="#">10-10-5654</a>	Transfer to Park Fund	13,300.00	13,300.00	0.00	0.00	13,300.00	100.00 %
<b>Department: 10 - City Hall Total:</b>		<b>1,508,273.00</b>	<b>1,508,273.00</b>	<b>121,920.69</b>	<b>571,170.76</b>	<b>937,102.24</b>	<b>62.13%</b>
<b>Department: 11 - Police Department</b>							
<a href="#">10-11-5102</a>	Salaries and Wages - Full-Time	905,614.00	905,614.00	61,662.18	224,118.72	681,495.28	75.25 %
<a href="#">10-11-5103</a>	Wages - Part-Time	23,400.00	23,400.00	1,137.50	3,462.50	19,937.50	85.20 %
<a href="#">10-11-5104</a>	Overtime - full-time employees	11,000.00	11,000.00	1,213.48	3,378.84	7,621.16	69.28 %
<a href="#">10-11-5150</a>	FICA Contribution	71,368.00	71,368.00	4,490.60	16,363.14	55,004.86	77.07 %
<a href="#">10-11-5153</a>	Workmen's Compensation	34,484.00	34,484.00	0.00	0.00	34,484.00	100.00 %
<a href="#">10-11-5154</a>	Missouri LAGERS	76,337.00	76,337.00	5,608.58	19,797.66	56,539.34	74.07 %
<a href="#">10-11-5155</a>	Medical/Dental Insurance	231,713.00	231,713.00	14,189.50	44,524.00	187,189.00	80.78 %
<a href="#">10-11-5156</a>	Life/Disability Insurance	6,482.00	6,482.00	478.17	1,464.82	5,017.18	77.40 %
<a href="#">10-11-5180</a>	Uniforms & Gear	7,000.00	7,000.00	500.00	1,537.01	5,462.99	78.04 %
<a href="#">10-11-5181</a>	Training/Seminars	14,000.00	14,000.00	2,998.83	6,943.66	7,056.34	50.40 %
<a href="#">10-11-5182</a>	Safety and Wellness Program	1,000.00	1,000.00	0.00	172.00	828.00	82.80 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">10-11-5200</a>	Attorney Fees	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
<a href="#">10-11-5201</a>	Attorney Fees - Prosecutor	38,000.00	38,000.00	3,124.00	6,400.63	31,599.37	83.16 %
<a href="#">10-11-5220</a>	Auditor Fees	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00 %
<a href="#">10-11-5225</a>	Other Professional Services	1,350.00	1,350.00	0.00	0.00	1,350.00	100.00 %
<a href="#">10-11-5226</a>	Dispatch and Records Management	26,250.00	26,250.00	7,000.00	7,000.00	19,250.00	73.33 %
<a href="#">10-11-5230</a>	Animal Control Services	2,500.00	2,500.00	70.44	206.15	2,293.85	91.75 %
<a href="#">10-11-5301</a>	Telephone	23,500.00	23,500.00	1,590.61	5,342.23	18,157.77	77.27 %
<a href="#">10-11-5302</a>	Internet Access	7,400.00	7,400.00	499.73	1,299.98	6,100.02	82.43 %
<a href="#">10-11-5303</a>	Electricity/Water	8,500.00	8,500.00	0.00	1,246.14	7,253.86	85.34 %
<a href="#">10-11-5304</a>	Gas Service	2,500.00	2,500.00	119.14	428.91	2,071.09	82.84 %
<a href="#">10-11-5306</a>	Office Supplies	1,500.00	1,500.00	333.10	847.05	652.95	43.53 %
<a href="#">10-11-5307</a>	Postage	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">10-11-5309</a>	Public Notices/Ads	500.00	500.00	0.00	338.25	161.75	32.35 %
<a href="#">10-11-5311</a>	Janitorial Supplies	350.00	350.00	0.00	0.00	350.00	100.00 %
<a href="#">10-11-5320</a>	Evidence	1,900.00	1,900.00	0.00	0.00	1,900.00	100.00 %
<a href="#">10-11-5321</a>	DARE Expense	4,000.00	4,000.00	292.47	538.29	3,461.71	86.54 %
<a href="#">10-11-5322</a>	Animal Control Expense	500.00	500.00	0.00	100.97	399.03	79.81 %
<a href="#">10-11-5323</a>	K-9 Program Expenses	2,000.00	2,000.00	259.74	627.72	1,372.28	68.61 %
<a href="#">10-11-5336</a>	Incarceration Expenses	2,500.00	2,500.00	0.00	285.00	2,215.00	88.60 %
<a href="#">10-11-5346</a>	Fuel	37,000.00	37,000.00	2,715.36	8,071.82	28,928.18	78.18 %
<a href="#">10-11-5400</a>	Dues/Subscriptions	900.00	900.00	0.00	400.00	500.00	55.56 %
<a href="#">10-11-5402</a>	Tools/Small Equipment	4,000.00	4,000.00	0.00	1,616.00	2,384.00	59.60 %
<a href="#">10-11-5403</a>	Computer Expense	21,200.00	21,200.00	20,031.27	22,696.35	-1,496.35	-7.06 %
<a href="#">10-11-5404</a>	Copy Machine	1,685.00	1,685.00	130.34	480.13	1,204.87	71.51 %
<a href="#">10-11-5415</a>	Storm Siren	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">10-11-5421</a>	Equipment R & M	2,000.00	2,000.00	0.00	86.25	1,913.75	95.69 %
<a href="#">10-11-5423</a>	Vehicle R & M	12,000.00	12,000.00	579.93	3,824.48	8,175.52	68.13 %
<a href="#">10-11-5425</a>	Building R & M	3,000.00	3,000.00	0.00	67.85	2,932.15	97.74 %
<a href="#">10-11-5501</a>	Special Events	0.00	0.00	650.00	740.00	-740.00	0.00 %
<a href="#">10-11-5540</a>	Misc Non-Operating Expense	500.00	500.00	0.00	76.27	423.73	84.75 %
<b>Department: 11 - Police Department Total:</b>		<b>1,603,983.00</b>	<b>1,603,983.00</b>	<b>129,674.97</b>	<b>384,482.82</b>	<b>1,219,500.18</b>	<b>76.03%</b>
<b>Department: 12 - Municipal Court</b>							
<a href="#">10-12-5103</a>	Wages - Part-Time	30,899.00	30,899.00	2,643.19	8,740.34	22,158.66	71.71 %
<a href="#">10-12-5150</a>	FICA Contribution	2,364.00	2,364.00	202.20	668.62	1,695.38	71.72 %
<a href="#">10-12-5153</a>	Workmen's Compensation	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">10-12-5154</a>	Missouri LAGERS	2,688.00	2,688.00	243.17	792.60	1,895.40	70.51 %
<a href="#">10-12-5156</a>	Life/Disability Insurance	393.00	393.00	32.76	98.28	294.72	74.99 %
<a href="#">10-12-5181</a>	Training/Seminars	2,500.00	2,500.00	645.00	1,538.62	961.38	38.46 %
<a href="#">10-12-5182</a>	Safety and Wellness Program	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">10-12-5202</a>	Attorney Fees - Municipal Judge	9,000.00	9,000.00	2,250.00	4,500.00	4,500.00	50.00 %
<a href="#">10-12-5302</a>	Internet Access	300.00	300.00	15.31	30.62	269.38	89.79 %
<a href="#">10-12-5306</a>	Office Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-12-5307</a>	Postage	550.00	550.00	0.00	0.00	550.00	100.00 %
<a href="#">10-12-5403</a>	Computer Expense	1,000.00	1,000.00	171.42	214.26	785.74	78.57 %
<b>Department: 12 - Municipal Court Total:</b>		<b>50,894.00</b>	<b>50,894.00</b>	<b>6,203.05</b>	<b>16,583.34</b>	<b>34,310.66</b>	<b>67.42%</b>
<b>Department: 14 - Street Department</b>							
<a href="#">10-14-5102</a>	Salaries and Wages - Full-Time	278,634.00	278,634.00	22,034.48	73,477.45	205,156.55	73.63 %
<a href="#">10-14-5104</a>	Overtime - full-time employees	8,000.00	8,000.00	63.60	666.81	7,333.19	91.66 %
<a href="#">10-14-5150</a>	FICA Contribution	21,316.00	21,316.00	1,495.14	5,143.71	16,172.29	75.87 %
<a href="#">10-14-5153</a>	Workmen's Compensation	18,778.00	18,778.00	0.00	0.00	18,778.00	100.00 %
<a href="#">10-14-5154</a>	Missouri LAGERS	24,241.00	24,241.00	1,991.85	6,678.00	17,563.00	72.45 %
<a href="#">10-14-5155</a>	Medical/Dental Insurance	56,279.00	56,279.00	4,354.38	12,366.89	43,912.11	78.03 %
<a href="#">10-14-5156</a>	Life/Disability Insurance	1,875.00	1,875.00	166.58	472.64	1,402.36	74.79 %
<a href="#">10-14-5180</a>	Uniforms & Gear	5,200.00	5,200.00	649.60	2,786.18	2,413.82	46.42 %
<a href="#">10-14-5181</a>	Training/Seminars	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
<a href="#">10-14-5182</a>	Safety and Wellness Program	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-14-5301</a>	Telephone	4,400.00	4,400.00	136.24	347.48	4,052.52	92.10 %
<a href="#">10-14-5303</a>	Electricity/Water	14,000.00	14,000.00	0.00	3,198.73	10,801.27	77.15 %



## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">10-14-5304</a>	Gas Service	1,400.00	1,400.00	59.57	205.13	1,194.87	85.35 %
<a href="#">10-14-5306</a>	Office Supplies	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">10-14-5312</a>	Departmental Supplies	18,000.00	18,000.00	1,315.78	2,330.32	15,669.68	87.05 %
<a href="#">10-14-5330</a>	Road Oil	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-14-5331</a>	Salt & Sand	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">10-14-5346</a>	Fuel	19,500.00	19,500.00	1,841.05	4,146.92	15,353.08	78.73 %
<a href="#">10-14-5402</a>	Tools/Small Equipment	1,000.00	1,000.00	349.00	349.00	651.00	65.10 %
<a href="#">10-14-5421</a>	Equipment R & M	30,000.00	30,000.00	751.35	1,932.34	28,067.66	93.56 %
<a href="#">10-14-5423</a>	Vehicle R & M	3,000.00	3,000.00	0.00	6.42	2,993.58	99.79 %
<a href="#">10-14-5425</a>	Building R & M	1,000.00	1,000.00	0.00	848.00	152.00	15.20 %
<a href="#">10-14-5434</a>	Patch/Ashphalt/Concrete/Rock	28,500.00	28,500.00	1,234.85	6,713.99	21,786.01	76.44 %
<a href="#">10-14-5435</a>	Curbing & Guttering	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<b>Department: 14 - Street Department Total:</b>		<b>562,223.00</b>	<b>562,223.00</b>	<b>36,443.47</b>	<b>121,670.01</b>	<b>440,552.99</b>	<b>78.36%</b>
<b>Department: 15 - Solid Waste Management</b>							
<a href="#">10-15-5229</a>	Management Agreements	478,288.00	478,288.00	39,156.48	78,312.96	399,975.04	83.63 %
<b>Department: 15 - Solid Waste Management Total:</b>		<b>478,288.00</b>	<b>478,288.00</b>	<b>39,156.48</b>	<b>78,312.96</b>	<b>399,975.04</b>	<b>83.63%</b>
<b>Department: 16 - Community Building</b>							
<a href="#">10-16-5227</a>	Janitorial Services	600.00	600.00	0.00	161.00	439.00	73.17 %
<a href="#">10-16-5303</a>	Electricity/Water	5,000.00	5,000.00	0.00	589.91	4,410.09	88.20 %
<a href="#">10-16-5304</a>	Gas Service	2,000.00	2,000.00	59.57	389.06	1,610.94	80.55 %
<a href="#">10-16-5311</a>	Janitorial Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-16-5312</a>	Departmental Supplies	0.00	0.00	77.10	77.10	-77.10	0.00 %
<a href="#">10-16-5425</a>	Building R & M	10,000.00	10,000.00	0.00	4,269.65	5,730.35	57.30 %
<b>Department: 16 - Community Building Total:</b>		<b>18,600.00</b>	<b>18,600.00</b>	<b>136.67</b>	<b>5,486.72</b>	<b>13,113.28</b>	<b>70.50%</b>
<b>Department: 17 - Community Development &amp; Planning</b>							
<a href="#">10-17-5102</a>	Salaries and Wages - Full-Time	47,256.00	47,256.00	3,634.40	12,607.61	34,648.39	73.32 %
<a href="#">10-17-5108</a>	Auto Allowance	600.00	600.00	50.00	150.00	450.00	75.00 %
<a href="#">10-17-5150</a>	FICA Contribution	3,615.00	3,615.00	262.08	914.55	2,700.45	74.70 %
<a href="#">10-17-5153</a>	Workmen's Compensation	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
<a href="#">10-17-5154</a>	Missouri LAGERS	4,111.00	4,111.00	334.36	1,142.52	2,968.48	72.21 %
<a href="#">10-17-5155</a>	Medical/Dental Insurance	7,338.00	7,338.00	457.50	1,359.54	5,978.46	81.47 %
<a href="#">10-17-5156</a>	Life/Disability Insurance	306.00	306.00	25.48	75.11	230.89	75.45 %
<a href="#">10-17-5181</a>	Training/Seminars	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-17-5182</a>	Safety and Wellness Program	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">10-17-5200</a>	Attorney Fees	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">10-17-5203</a>	Engineering Fees	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00 %
<a href="#">10-17-5225</a>	Other Professional Services	32,875.00	32,875.00	6,215.00	6,215.00	26,660.00	81.10 %
<a href="#">10-17-5301</a>	Telephone	720.00	720.00	60.00	180.00	540.00	75.00 %
<a href="#">10-17-5302</a>	Internet Access	780.00	780.00	15.31	30.62	749.38	96.07 %
<a href="#">10-17-5306</a>	Office Supplies	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">10-17-5307</a>	Postage	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">10-17-5309</a>	Public Notices/Ads	600.00	600.00	99.00	99.00	501.00	83.50 %
<a href="#">10-17-5312</a>	Departmental Supplies	100.00	100.00	0.00	220.00	-120.00	-120.00 %
<a href="#">10-17-5400</a>	Dues/Subscriptions	1,280.00	1,280.00	82.50	82.50	1,197.50	93.55 %
<a href="#">10-17-5403</a>	Computer Expense	1,000.00	1,000.00	21.42	64.26	935.74	93.57 %
<a href="#">10-17-5540</a>	Misc Non-Operating Expense	0.00	0.00	0.00	13.40	-13.40	0.00 %
<b>Department: 17 - Community Development &amp; Planning Total:</b>		<b>123,731.00</b>	<b>123,731.00</b>	<b>11,257.05</b>	<b>23,154.11</b>	<b>100,576.89</b>	<b>81.29%</b>
<b>Department: 21 - Building Maintenance</b>							
<a href="#">10-21-5180</a>	Uniforms & Gear	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">10-21-5182</a>	Safety and Wellness Program	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">10-21-5346</a>	Fuel	2,000.00	2,000.00	499.33	1,073.13	926.87	46.34 %
<a href="#">10-21-5402</a>	Tools/Small Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">10-21-5421</a>	Equipment R & M	500.00	500.00	0.00	9.49	490.51	98.10 %
<a href="#">10-21-5423</a>	Vehicle R & M	500.00	500.00	0.00	57.82	442.18	88.44 %
<b>Department: 21 - Building Maintenance Total:</b>		<b>4,700.00</b>	<b>4,700.00</b>	<b>499.33</b>	<b>1,140.44</b>	<b>3,559.56</b>	<b>75.74%</b>

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 22 - Reservoir</b>							
<a href="#">10-22-5420</a>	Buildings and Grounds	4,000.00	4,000.00	198.00	198.00	3,802.00	95.05 %
	<b>Department: 22 - Reservoir Total:</b>	<b>4,000.00</b>	<b>4,000.00</b>	<b>198.00</b>	<b>198.00</b>	<b>3,802.00</b>	<b>95.05%</b>
	<b>Fund: 10 - General Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-98,358.94</b>	<b>-485,479.94</b>	<b>-485,479.94</b>	<b>0.00%</b>
<b>Fund: 11 - ARPA</b>							
<b>Department: 00 - Non-Departmental</b>							
<a href="#">11-00-4730</a>	Transfer from Reserve Fund	1,074,867.00	1,074,867.00	0.00	0.00	-1,074,867.00	100.00 %
<a href="#">11-00-4733</a>	Transfer From Water Fund	537,458.00	537,458.00	0.00	0.00	-537,458.00	100.00 %
<a href="#">11-00-4734</a>	Transfer from Wastewater Fund	23,845.00	23,845.00	0.00	0.00	-23,845.00	100.00 %
<a href="#">11-00-4810</a>	Interest Income	0.00	0.00	1,061.38	2,831.35	2,831.35	0.00 %
	<b>Department: 00 - Non-Departmental Total:</b>	<b>1,636,170.00</b>	<b>1,636,170.00</b>	<b>1,061.38</b>	<b>2,831.35</b>	<b>-1,633,338.65</b>	<b>99.83%</b>
<b>Department: 55 - ARPA</b>							
<a href="#">11-55-5225</a>	Other Professional Services	116,000.00	116,000.00	0.00	0.00	116,000.00	100.00 %
<a href="#">11-55-5658</a>	Transfer to Reserves	1,520,170.00	1,520,170.00	0.00	0.00	1,520,170.00	100.00 %
<a href="#">11-55-5686</a>	ARPA Water/Waste Water Project	0.00	0.00	0.00	1,030.00	-1,030.00	0.00 %
	<b>Department: 55 - ARPA Total:</b>	<b>1,636,170.00</b>	<b>1,636,170.00</b>	<b>0.00</b>	<b>1,030.00</b>	<b>1,635,140.00</b>	<b>99.94%</b>
	<b>Fund: 11 - ARPA Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,061.38</b>	<b>1,801.35</b>	<b>1,801.35</b>	<b>0.00%</b>
<b>Fund: 20 - Electric</b>							
<b>Department: 20 - Electric Department</b>							
<a href="#">20-20-4520</a>	Energy Sales	5,674,153.00	5,674,153.00	492,394.39	1,301,449.18	-4,372,703.82	77.06 %
<a href="#">20-20-4521</a>	Connections	3,000.00	3,000.00	0.00	450.00	-2,550.00	85.00 %
<a href="#">20-20-4522</a>	Service Upgrade Revenue	0.00	0.00	754.77	896.02	896.02	0.00 %
<a href="#">20-20-4550</a>	Utility Penalties	32,000.00	32,000.00	3,327.79	9,190.77	-22,809.23	71.28 %
<a href="#">20-20-4730</a>	Transfer from Reserve Fund	1,118,207.00	1,118,207.00	0.00	0.00	-1,118,207.00	100.00 %
<a href="#">20-20-4810</a>	Interest Income	72,500.00	72,500.00	23,996.52	40,432.99	-32,067.01	44.23 %
<a href="#">20-20-4812</a>	Tax Credit Income	1,750.00	1,750.00	164.92	481.22	-1,268.78	72.50 %
<a href="#">20-20-4890</a>	Other Miscellaneous Income	5,000.00	5,000.00	0.00	18,303.32	13,303.32	366.07 %
<a href="#">20-20-5102</a>	Salaries and Wages - Full-Time	451,753.00	451,753.00	34,151.00	115,389.15	336,363.85	74.46 %
<a href="#">20-20-5104</a>	Overtime - full-time employees	9,000.00	9,000.00	0.00	1,260.91	7,739.09	85.99 %
<a href="#">20-20-5150</a>	FICA Contribution	34,559.00	34,559.00	2,472.95	8,438.24	26,120.76	75.58 %
<a href="#">20-20-5153</a>	Workmen's Compensation	8,951.00	8,951.00	0.00	0.00	8,951.00	100.00 %
<a href="#">20-20-5154</a>	Missouri LAGERS	39,303.00	39,303.00	2,528.26	8,961.51	30,341.49	77.20 %
<a href="#">20-20-5155</a>	Medical/Dental Insurance	96,444.00	96,444.00	4,691.75	13,605.00	82,839.00	85.89 %
<a href="#">20-20-5156</a>	Life/Disability Insurance	2,778.00	2,778.00	207.19	581.25	2,196.75	79.08 %
<a href="#">20-20-5180</a>	Uniforms & Gear	8,000.00	8,000.00	0.00	2,368.02	5,631.98	70.40 %
<a href="#">20-20-5181</a>	Training/Seminars	12,000.00	12,000.00	0.00	-750.00	12,750.00	106.25 %
<a href="#">20-20-5182</a>	Safety and Wellness Program	6,000.00	6,000.00	0.00	7,383.71	-1,383.71	-23.06 %
<a href="#">20-20-5200</a>	Attorney Fees	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">20-20-5203</a>	Engineering	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">20-20-5220</a>	Auditor Fees	19,840.00	19,840.00	0.00	0.00	19,840.00	100.00 %
<a href="#">20-20-5225</a>	Other Professional Services	21,900.00	21,900.00	0.00	19,950.00	1,950.00	8.90 %
<a href="#">20-20-5226</a>	Contract Labor	16,000.00	16,000.00	0.00	229.76	15,770.24	98.56 %
<a href="#">20-20-5235</a>	Accounting Software and Maintena	5,497.00	5,497.00	0.00	5,426.09	70.91	1.29 %
<a href="#">20-20-5236</a>	Credit Card Processing Expense	63,000.00	63,000.00	8,593.59	27,568.50	35,431.50	56.24 %
<a href="#">20-20-5237</a>	AMI Software Maint./Hosting	14,000.00	14,000.00	14,629.50	14,629.50	-629.50	-4.50 %
<a href="#">20-20-5248</a>	Purchased Power	3,400,000.00	3,400,000.00	259,799.29	801,072.02	2,598,927.98	76.44 %
<a href="#">20-20-5249</a>	Transmission Service	603,924.00	603,924.00	49,264.59	147,987.18	455,936.82	75.50 %
<a href="#">20-20-5300</a>	Insurance	45,000.00	45,000.00	34,117.85	34,117.85	10,882.15	24.18 %
<a href="#">20-20-5301</a>	Telephone	7,313.00	7,313.00	307.63	1,605.00	5,708.00	78.05 %
<a href="#">20-20-5302</a>	Internet Access	3,000.00	3,000.00	277.17	754.87	2,245.13	74.84 %
<a href="#">20-20-5303</a>	Electricity/Water	14,500.00	14,500.00	0.00	2,768.57	11,731.43	80.91 %
<a href="#">20-20-5304</a>	Gas Service	6,500.00	6,500.00	59.57	665.41	5,834.59	89.76 %
<a href="#">20-20-5306</a>	Office Supplies	2,000.00	2,000.00	0.00	10.00	1,990.00	99.50 %
<a href="#">20-20-5307</a>	Postage	5,500.00	5,500.00	84.60	183.05	5,316.95	96.67 %
<a href="#">20-20-5308</a>	Printing	0.00	0.00	65.00	65.00	-65.00	0.00 %
<a href="#">20-20-5309</a>	Public Notices/Ads	250.00	250.00	0.00	45.00	205.00	82.00 %
<a href="#">20-20-5311</a>	Janitorial Supplies	750.00	750.00	0.00	32.98	717.02	95.60 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">20-20-5312</a>	Departmental Supplies	83,825.00	83,825.00	3,573.73	16,706.87	67,118.13	80.07 %
<a href="#">20-20-5316</a>	Developer Expense - Material	0.00	0.00	1,279.44	1,279.44	-1,279.44	0.00 %
<a href="#">20-20-5342</a>	Missouri One Call	2,000.00	2,000.00	272.70	716.25	1,283.75	64.19 %
<a href="#">20-20-5346</a>	Fuel	10,000.00	10,000.00	849.18	1,951.22	8,048.78	80.49 %
<a href="#">20-20-5400</a>	Dues/Subscriptions	5,000.00	5,000.00	0.00	-680.00	5,680.00	113.60 %
<a href="#">20-20-5401</a>	Equipment	0.00	0.00	0.00	73.95	-73.95	0.00 %
<a href="#">20-20-5402</a>	Tools/Small Equipment	10,000.00	10,000.00	0.00	202.25	9,797.75	97.98 %
<a href="#">20-20-5403</a>	Computer Expense	4,500.00	4,500.00	69.16	275.59	4,224.41	93.88 %
<a href="#">20-20-5420</a>	Buildings and Grounds	4,000.00	4,000.00	218.17	1,890.45	2,109.55	52.74 %
<a href="#">20-20-5421</a>	Equipment R & M	5,000.00	5,000.00	689.53	9,759.77	-4,759.77	-95.20 %
<a href="#">20-20-5422</a>	Equipment R & M - Distribution	7,500.00	7,500.00	0.00	513.14	6,986.86	93.16 %
<a href="#">20-20-5423</a>	Vehicle R & M	10,000.00	10,000.00	0.00	47.97	9,952.03	99.52 %
<a href="#">20-20-5424</a>	Meter R & M	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">20-20-5425</a>	Building R & M	5,000.00	5,000.00	0.00	553.00	4,447.00	88.94 %
<a href="#">20-20-5510</a>	In Lieu of Tax	283,707.00	283,707.00	24,619.72	65,072.46	218,634.54	77.06 %
<a href="#">20-20-5536</a>	Administrative Service Transfer	136,312.00	136,312.00	0.00	0.00	136,312.00	100.00 %
<a href="#">20-20-5540</a>	Misc Non-Operating Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">20-20-5557</a>	2018 Series (AMI) Interest Expense	5,714.00	5,714.00	2,856.75	2,856.75	2,857.25	50.00 %
<a href="#">20-20-5610</a>	Equipment	16,800.00	16,800.00	0.00	0.00	16,800.00	100.00 %
<a href="#">20-20-5636</a>	Plant Improvement	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00 %
<a href="#">20-20-5640</a>	System Improvement	657,990.00	657,990.00	0.00	0.00	657,990.00	100.00 %
<a href="#">20-20-5652</a>	Transfer to Transportation Sales Tax	700,000.00	700,000.00	0.00	0.00	700,000.00	100.00 %
<b>Department: 20 - Electric Department Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>74,960.07</b>	<b>55,635.82</b>	<b>55,635.82</b>	<b>0.00%</b>
<b>Fund: 20 - Electric Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>74,960.07</b>	<b>55,635.82</b>	<b>55,635.82</b>	<b>0.00%</b>
<b>Fund: 30 - Water</b>							
<b>Department: 30 - Water Department</b>							
<a href="#">30-30-4530</a>	Water Sales	1,440,106.00	1,440,106.00	117,416.98	352,889.28	-1,087,216.72	75.50 %
<a href="#">30-30-4531</a>	Water Sales - Bulk	4,200.00	4,200.00	440.32	440.32	-3,759.68	89.52 %
<a href="#">30-30-4532</a>	Fishing/Boating Permits	2,100.00	2,100.00	304.00	1,336.00	-764.00	36.38 %
<a href="#">30-30-4533</a>	Connections/Taps	18,000.00	18,000.00	0.00	18,000.00	0.00	0.00 %
<a href="#">30-30-4550</a>	Utility Penalties	8,280.00	8,280.00	959.20	2,656.45	-5,623.55	67.92 %
<a href="#">30-30-4710</a>	Interest Income	1,200.00	1,200.00	370.24	585.80	-614.20	51.18 %
<a href="#">30-30-4730</a>	Transfer from Reserve Fund	653,977.00	653,977.00	0.00	0.00	-653,977.00	100.00 %
<a href="#">30-30-4790</a>	Other Miscellaneous Income	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<a href="#">30-30-4812</a>	Tax Credit Income	200.00	200.00	16.44	51.19	-148.81	74.41 %
<a href="#">30-30-5102</a>	Salaries and Wages - Full-Time	292,807.00	292,807.00	22,430.36	77,891.30	214,915.70	73.40 %
<a href="#">30-30-5104</a>	Overtime - full-time employees	15,000.00	15,000.00	1,730.09	3,971.78	11,028.22	73.52 %
<a href="#">30-30-5150</a>	FICA Contribution	21,732.00	21,732.00	1,713.24	5,867.63	15,864.37	73.00 %
<a href="#">30-30-5153</a>	Workmen's Compensation	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
<a href="#">30-30-5154</a>	Missouri LAGERS	24,714.00	24,714.00	3,503.03	8,689.59	16,024.41	64.84 %
<a href="#">30-30-5155</a>	Medical/Dental Insurance	76,464.00	76,464.00	5,150.62	14,875.22	61,588.78	80.55 %
<a href="#">30-30-5156</a>	Life/Disability Insurance	2,079.00	2,079.00	164.82	456.53	1,622.47	78.04 %
<a href="#">30-30-5180</a>	Uniforms & Gear	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">30-30-5181</a>	Training/Seminars	5,000.00	5,000.00	0.00	1,190.25	3,809.75	76.20 %
<a href="#">30-30-5182</a>	Safety and Wellness Program	1,000.00	1,000.00	0.00	96.00	904.00	90.40 %
<a href="#">30-30-5200</a>	Attorney Fees	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">30-30-5220</a>	Auditor Fees	12,964.00	12,964.00	0.00	0.00	12,964.00	100.00 %
<a href="#">30-30-5225</a>	Professional Services	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">30-30-5229</a>	Maintenance Agreement	45,000.00	45,000.00	0.00	11,053.24	33,946.76	75.44 %
<a href="#">30-30-5235</a>	Accounting Software Maintenance	5,497.00	5,497.00	0.00	5,426.08	70.92	1.29 %
<a href="#">30-30-5236</a>	Credit Card Processing Expense	58,000.00	58,000.00	8,593.59	27,568.49	30,431.51	52.47 %
<a href="#">30-30-5237</a>	AMI Software Maint./Hosting	14,000.00	14,000.00	14,629.50	14,629.50	-629.50	-4.50 %
<a href="#">30-30-5300</a>	Insurance	35,000.00	35,000.00	26,090.12	26,090.12	8,909.88	25.46 %
<a href="#">30-30-5301</a>	Telephone	4,239.00	4,239.00	214.37	803.11	3,435.89	81.05 %
<a href="#">30-30-5302</a>	Internet Access	2,500.00	2,500.00	261.77	724.07	1,775.93	71.04 %
<a href="#">30-30-5303</a>	Electricity / Water	93,000.00	93,000.00	3,862.55	23,546.17	69,453.83	74.68 %
<a href="#">30-30-5304</a>	Gas Service	4,500.00	4,500.00	67.19	723.91	3,776.09	83.91 %
<a href="#">30-30-5306</a>	Office Supplies	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">30-30-5307</a>	Postage	5,900.00	5,900.00	0.00	87.50	5,812.50	98.52 %
<a href="#">30-30-5308</a>	Printing	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">30-30-5309</a>	Public Notices/Ads	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">30-30-5311</a>	Janitorial Supplies	500.00	500.00	51.75	51.75	448.25	89.65 %
<a href="#">30-30-5312</a>	Departmental Supplies	50,000.00	50,000.00	5,121.58	7,796.62	42,203.38	84.41 %
<a href="#">30-30-5345</a>	Chemicals	130,000.00	130,000.00	7,819.29	35,028.75	94,971.25	73.05 %
<a href="#">30-30-5346</a>	Fuel	4,800.00	4,800.00	0.00	0.00	4,800.00	100.00 %
<a href="#">30-30-5400</a>	Dues/Subscriptions	2,500.00	2,500.00	61.45	61.45	2,438.55	97.54 %
<a href="#">30-30-5402</a>	Tools and Small Equipment	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">30-30-5403</a>	Computer Expense	2,500.00	2,500.00	128.69	386.07	2,113.93	84.56 %
<a href="#">30-30-5421</a>	Equipment R & M	25,000.00	25,000.00	8,156.52	15,169.83	9,830.17	39.32 %
<a href="#">30-30-5423</a>	Vehicle R & M	5,000.00	5,000.00	8.75	119.53	4,880.47	97.61 %
<a href="#">30-30-5425</a>	Building R & M	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">30-30-5430</a>	System R & M	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00 %
<a href="#">30-30-5499</a>	Miscellaneous Operating Expense	973.00	973.00	0.00	0.00	973.00	100.00 %
<a href="#">30-30-5510</a>	In Lieu of Tax	72,005.00	72,005.00	5,870.85	17,644.47	54,360.53	75.50 %
<a href="#">30-30-5536</a>	Administrative Service Transfer	136,311.00	136,311.00	0.00	0.00	136,311.00	100.00 %
<a href="#">30-30-5555</a>	2017 Series - Interest Exp	5,958.00	5,958.00	0.00	0.00	5,958.00	100.00 %
<a href="#">30-30-5556</a>	2017 Series - Admin Fees	65.00	65.00	0.00	0.00	65.00	100.00 %
<a href="#">30-30-5557</a>	2018 Series (AM) Interest Expense	8,937.00	8,937.00	4,468.25	4,468.25	4,468.75	50.00 %
<a href="#">30-30-5614</a>	Equipment	0.00	0.00	0.00	35,924.47	-35,924.47	0.00 %
<a href="#">30-30-5636</a>	Plant Improvement	374,160.00	374,160.00	0.00	0.00	374,160.00	100.00 %
<a href="#">30-30-5659</a>	Transfer to ARPA	537,458.00	537,458.00	0.00	0.00	537,458.00	100.00 %
<b>Department: 30 - Water Department Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-591.20</b>	<b>35,617.36</b>	<b>35,617.36</b>	<b>0.00%</b>
<b>Fund: 30 - Water Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-591.20</b>	<b>35,617.36</b>	<b>35,617.36</b>	<b>0.00%</b>
<b>Fund: 40 - Waste Water</b>							
<b>Department: 40 - Waste Water Department</b>							
<a href="#">40-40-4533</a>	Connections/Taps	6,000.00	6,000.00	0.00	5,400.00	-600.00	10.00 %
<a href="#">40-40-4540</a>	Sewer Charges	2,235,859.00	2,235,859.00	184,196.92	556,136.03	-1,679,722.97	75.13 %
<a href="#">40-40-4550</a>	Utility Penalties	14,000.00	14,000.00	1,532.82	4,281.42	-9,718.58	69.42 %
<a href="#">40-40-4710</a>	Interest Income - Investments	1,289.00	1,289.00	480.39	772.52	-516.48	40.07 %
<a href="#">40-40-4730</a>	Transfer from Reserve Fund	23,845.00	23,845.00	0.00	0.00	-23,845.00	100.00 %
<a href="#">40-40-4790</a>	Other Miscellaneous Income	500.00	500.00	0.00	58.75	-441.25	88.25 %
<a href="#">40-40-4810</a>	Interest Income - 2005 Direct Loan	1,260.00	1,260.00	0.00	0.00	-1,260.00	100.00 %
<a href="#">40-40-4815</a>	Interest Income - 2014/2015 Bonds	3,637.00	3,637.00	909.23	909.23	-2,727.77	75.00 %
<a href="#">40-40-5102</a>	Salaries and Wages - Full-Time	284,073.00	284,073.00	21,851.76	76,141.92	207,931.08	73.20 %
<a href="#">40-40-5104</a>	Overtime - full-time employees	12,000.00	12,000.00	1,461.86	3,843.13	8,156.87	67.97 %
<a href="#">40-40-5150</a>	FICA Contribution	21,732.00	21,732.00	1,674.63	5,782.71	15,949.29	73.39 %
<a href="#">40-40-5153</a>	Workmen's Compensation	9,508.00	9,508.00	0.00	0.00	9,508.00	100.00 %
<a href="#">40-40-5154</a>	Missouri LAGERS	24,714.00	24,714.00	2,144.87	7,240.08	17,473.92	70.70 %
<a href="#">40-40-5155</a>	Medical/Dental Insurance	53,267.00	53,267.00	3,930.10	11,806.45	41,460.55	77.84 %
<a href="#">40-40-5156</a>	Life/Disability Insurance	1,977.00	1,977.00	162.65	491.51	1,485.49	75.14 %
<a href="#">40-40-5180</a>	Uniforms & Gear	4,000.00	4,000.00	0.00	872.77	3,127.23	78.18 %
<a href="#">40-40-5181</a>	Training/Seminars	2,000.00	2,000.00	0.00	111.89	1,888.11	94.41 %
<a href="#">40-40-5182</a>	Safety and Wellness Program	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">40-40-5200</a>	Attorney Fees	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">40-40-5203</a>	Engineering Fees	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">40-40-5220</a>	Auditor Fees	12,964.00	12,964.00	0.00	0.00	12,964.00	100.00 %
<a href="#">40-40-5225</a>	Professional Services	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
<a href="#">40-40-5235</a>	Accounting Software and Maintena	5,497.00	5,497.00	0.00	5,426.08	70.92	1.29 %
<a href="#">40-40-5236</a>	Credit Card Processing Expense	44,470.00	44,470.00	8,593.58	27,568.48	16,901.52	38.01 %
<a href="#">40-40-5300</a>	Insurance	78,000.00	78,000.00	60,207.97	60,207.97	17,792.03	22.81 %
<a href="#">40-40-5301</a>	Telephone	2,000.00	2,000.00	122.93	368.78	1,631.22	81.56 %
<a href="#">40-40-5302</a>	Internet Service	2,449.00	2,449.00	202.02	544.82	1,904.18	77.75 %
<a href="#">40-40-5303</a>	Electricity / Water	144,000.00	144,000.00	10,036.89	34,443.41	109,556.59	76.08 %
<a href="#">40-40-5306</a>	Office Supplies	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00 %
<a href="#">40-40-5307</a>	Postage	6,000.00	6,000.00	0.00	87.50	5,912.50	98.54 %
<a href="#">40-40-5309</a>	Public Notices/Ads	100.00	100.00	0.00	0.00	100.00	100.00 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">40-40-5311</a>	Janitorial Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">40-40-5312</a>	Departmental Supplies	32,000.00	32,000.00	5,814.28	9,043.32	22,956.68	71.74 %
<a href="#">40-40-5337</a>	Laboratory Fees	20,000.00	20,000.00	1,326.00	3,378.00	16,622.00	83.11 %
<a href="#">40-40-5345</a>	Chemicals	9,310.00	9,310.00	3,888.00	3,888.00	5,422.00	58.24 %
<a href="#">40-40-5346</a>	Fuel	9,000.00	9,000.00	886.75	2,215.20	6,784.80	75.39 %
<a href="#">40-40-5400</a>	Dues/Subscriptions	550.00	550.00	0.00	0.00	550.00	100.00 %
<a href="#">40-40-5402</a>	Tools and Small Equipment	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">40-40-5403</a>	Computer Expense	1,000.00	1,000.00	21.42	64.26	935.74	93.57 %
<a href="#">40-40-5421</a>	Equipment R & M - N Plant	16,000.00	16,000.00	0.00	8,467.31	7,532.69	47.08 %
<a href="#">40-40-5422</a>	Equipment R & M - S Plant	30,000.00	30,000.00	203.35	4,103.78	25,896.22	86.32 %
<a href="#">40-40-5423</a>	Vehicle R & M	6,000.00	6,000.00	176.92	745.01	5,254.99	87.58 %
<a href="#">40-40-5425</a>	Building R & M	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">40-40-5430</a>	System R & M	25,000.00	25,000.00	70.00	962.86	24,037.14	96.15 %
<a href="#">40-40-5499</a>	Miscellaneous Operating Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">40-40-5510</a>	In Lieu of Tax	111,793.00	111,793.00	9,209.85	27,806.80	83,986.20	75.13 %
<a href="#">40-40-5536</a>	Administrative Service Transfer	136,311.00	136,311.00	0.00	0.00	136,311.00	100.00 %
<a href="#">40-40-5545</a>	2004B and 2005 Interest Expense	1,050.00	1,050.00	0.00	0.00	1,050.00	100.00 %
<a href="#">40-40-5546</a>	2004B and 2005 Administrative Fee	1,378.00	1,378.00	0.00	0.00	1,378.00	100.00 %
<a href="#">40-40-5549</a>	2014 SRF Interest Expense	89,805.00	89,805.00	22,706.65	22,706.65	67,098.35	74.72 %
<a href="#">40-40-5550</a>	2014 SRF Administrative Fees	33,794.00	33,794.00	0.00	0.00	33,794.00	100.00 %
<a href="#">40-40-5551</a>	2015 SRF Interest Expense	28,818.00	28,818.00	7,286.00	7,286.00	21,532.00	74.72 %
<a href="#">40-40-5552</a>	2015 SRF Administrative Fees	13,014.00	13,014.00	0.00	0.00	13,014.00	100.00 %
<a href="#">40-40-5555</a>	2017 Series - Interest Exp	47,382.00	47,382.00	0.00	0.00	47,382.00	100.00 %
<a href="#">40-40-5556</a>	2017 Series - Admin Fees	489.00	489.00	0.00	0.00	489.00	100.00 %
<a href="#">40-40-5571</a>	2005 Series - Principal	56,000.00	56,000.00	0.00	0.00	56,000.00	100.00 %
<a href="#">40-40-5572</a>	2014 Series SRF - Principal	281,000.00	281,000.00	70,000.00	70,000.00	211,000.00	75.09 %
<a href="#">40-40-5573</a>	2015 Series SRF - Principal	104,700.00	104,700.00	26,050.00	26,050.00	78,650.00	75.12 %
<a href="#">40-40-5614</a>	Equipment	376,000.00	376,000.00	371,170.53	371,170.53	4,829.47	1.28 %
<a href="#">40-40-5640</a>	System Improvement	109,100.00	109,100.00	0.00	17,312.00	91,788.00	84.13 %
<a href="#">40-40-5659</a>	Transfer to ARPA	23,845.00	23,845.00	0.00	0.00	23,845.00	100.00 %
<b>Department: 40 - Waste Water Department Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-442,079.65</b>	<b>-242,579.27</b>	<b>-242,579.27</b>	<b>0.00%</b>
<b>Fund: 40 - Waste Water Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-442,079.65</b>	<b>-242,579.27</b>	<b>-242,579.27</b>	<b>0.00%</b>
<b>Fund: 50 - Parks</b>							
<b>Department: 50 - Park Department</b>							
<a href="#">50-50-4000</a>	Real Estate Taxes	77,140.00	77,140.00	157.41	852.03	-76,287.97	98.90 %
<a href="#">50-50-4001</a>	Personal Property Taxes	23,952.00	23,952.00	610.07	2,893.16	-21,058.84	87.92 %
<a href="#">50-50-4003</a>	Tax Penalties/Interest	1,738.00	1,738.00	141.76	568.71	-1,169.29	67.28 %
<a href="#">50-50-4110</a>	Parks Sales Tax	345,500.00	345,500.00	30,707.58	81,684.20	-263,815.80	76.36 %
<a href="#">50-50-4560</a>	Facility Use Fee	1,500.00	1,500.00	113.00	423.00	-1,077.00	71.80 %
<a href="#">50-50-4570</a>	Adult Program Revenue	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
<a href="#">50-50-4572</a>	Field Advertising Income	0.00	0.00	16.00	16.00	16.00	0.00 %
<a href="#">50-50-4700</a>	Donations	2,000.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
<a href="#">50-50-4730</a>	Transfer from Reserve Fund	10,056.00	10,056.00	0.00	0.00	-10,056.00	100.00 %
<a href="#">50-50-4731</a>	Transfer from General Fund	13,300.00	13,300.00	0.00	0.00	-13,300.00	100.00 %
<a href="#">50-50-4790</a>	Other Miscellaneous Income	500.00	500.00	0.00	0.00	-500.00	100.00 %
<a href="#">50-50-5102</a>	Salaries and Wages - Full-Time	133,471.00	133,471.00	10,267.00	37,706.86	95,764.14	71.75 %
<a href="#">50-50-5103</a>	Wages - Part-Time	41,000.00	41,000.00	5,371.54	13,578.29	27,421.71	66.88 %
<a href="#">50-50-5150</a>	FICA Contribution	10,211.00	10,211.00	1,135.99	3,734.89	6,476.11	63.42 %
<a href="#">50-50-5153</a>	Workmen's Compensation	8,102.00	8,102.00	0.00	0.00	8,102.00	100.00 %
<a href="#">50-50-5154</a>	Missouri LAGERS	11,612.00	11,612.00	944.56	3,226.82	8,385.18	72.21 %
<a href="#">50-50-5155</a>	Medical/Dental Insurance	34,728.00	34,728.00	2,436.50	7,517.25	27,210.75	78.35 %
<a href="#">50-50-5156</a>	Life/Disability Insurance	879.00	879.00	73.26	219.78	659.22	75.00 %
<a href="#">50-50-5180</a>	Uniforms & Gear	750.00	750.00	0.00	0.00	750.00	100.00 %
<a href="#">50-50-5181</a>	Training/Seminars	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">50-50-5182</a>	Safety and Wellness Program	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">50-50-5200</a>	Attorney Fees	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">50-50-5235</a>	Accounting Software and Maintena	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
<a href="#">50-50-5236</a>	Credit Card Processing Expense	4,250.00	4,250.00	351.55	1,486.28	2,763.72	65.03 %



## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">50-50-5300</a>	Insurance	17,005.00	17,005.00	12,041.59	12,041.59	4,963.41	29.19 %
<a href="#">50-50-5301</a>	Telephone	2,000.00	2,000.00	134.93	471.10	1,528.90	76.45 %
<a href="#">50-50-5302</a>	Internet Access	4,300.00	4,300.00	318.55	817.68	3,482.32	80.98 %
<a href="#">50-50-5306</a>	Office Supplies	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">50-50-5309</a>	Public Notices/Ads	1,037.00	1,037.00	0.00	0.00	1,037.00	100.00 %
<a href="#">50-50-5312</a>	Departmental Supplies	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">50-50-5346</a>	Fuel	6,200.00	6,200.00	733.90	1,494.19	4,705.81	75.90 %
<a href="#">50-50-5400</a>	Dues/Subscriptions	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">50-50-5402</a>	Tools/Small Equipment	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">50-50-5403</a>	Computer Expense	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">50-50-5421</a>	Equipment R & M	4,500.00	4,500.00	0.00	1,011.14	3,488.86	77.53 %
<a href="#">50-50-5423</a>	Vehicle R & M	1,000.00	1,000.00	0.00	39.82	960.18	96.02 %
<a href="#">50-50-5431</a>	Park R & M	3,000.00	3,000.00	0.00	3,471.73	-471.73	-15.72 %
<a href="#">50-50-5432</a>	Playground R & M	1,500.00	1,500.00	0.00	112.05	1,387.95	92.53 %
<a href="#">50-50-5433</a>	Ball Field R & M	1,800.00	1,800.00	47.67	696.63	1,103.37	61.30 %
<a href="#">50-50-5436</a>	Trails R & M	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<a href="#">50-50-5536</a>	Administrative Service Transfer	11,352.00	11,352.00	0.00	0.00	11,352.00	100.00 %
<a href="#">50-50-5540</a>	Miscellaneous Expense	227.00	227.00	0.00	0.00	227.00	100.00 %
<b>Department: 50 - Park Department Surplus (Deficit):</b>		<b>164,812.00</b>	<b>164,812.00</b>	<b>-2,111.22</b>	<b>-1,189.00</b>	<b>-166,001.00</b>	<b>100.72%</b>
<b>Department: 51 - Swimming Pool</b>							
<a href="#">50-51-4573</a>	Season Passes	18,000.00	18,000.00	9,800.00	12,420.00	-5,580.00	31.00 %
<a href="#">50-51-4574</a>	Gate Fees	36,000.00	36,000.00	14,388.00	14,238.00	-21,762.00	60.45 %
<a href="#">50-51-4575</a>	Swim Lessons	7,500.00	7,500.00	1,220.00	4,540.00	-2,960.00	39.47 %
<a href="#">50-51-4576</a>	Pool Rentals	14,000.00	14,000.00	4,225.00	13,875.00	-125.00	0.89 %
<a href="#">50-51-4577</a>	Water Aerobics	500.00	500.00	100.00	100.00	-400.00	80.00 %
<a href="#">50-51-4735</a>	Transfer from Capital Improvement	64,605.00	64,605.00	0.00	0.00	-64,605.00	100.00 %
<a href="#">50-51-5103</a>	Wages - Part-Time	13,000.00	13,000.00	3,389.41	3,389.41	9,610.59	73.93 %
<a href="#">50-51-5150</a>	FICA Contribution	1,000.00	1,000.00	259.31	259.31	740.69	74.07 %
<a href="#">50-51-5153</a>	Workmen's Compensation	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">50-51-5229</a>	Management Agreements	126,310.00	126,310.00	0.00	59,429.00	66,881.00	52.95 %
<a href="#">50-51-5306</a>	Office Supplies	50.00	50.00	0.00	70.00	-20.00	-40.00 %
<a href="#">50-51-5309</a>	Public Notices/Ads	250.00	250.00	0.00	0.00	250.00	100.00 %
<a href="#">50-51-5419</a>	Pool R & M	12,000.00	12,000.00	520.41	1,847.23	10,152.77	84.61 %
<a href="#">50-51-5421</a>	Equipment R & M	5,000.00	5,000.00	0.00	274.26	4,725.74	94.51 %
<a href="#">50-51-5438</a>	Bathhouse R & M	1,000.00	1,000.00	0.00	59.47	940.53	94.05 %
<a href="#">50-51-5540</a>	Misc Non-Operating Expense	0.00	0.00	73.82	73.82	-73.82	0.00 %
<a href="#">50-51-5619</a>	Lease Payment - Principal	153,000.00	153,000.00	12,000.00	36,000.00	117,000.00	76.47 %
<a href="#">50-51-5620</a>	Lease Payment - Interest	17,482.00	17,482.00	1,482.05	4,555.65	12,926.35	73.94 %
<a href="#">50-51-5621</a>	Lease Payment - Fees	5,238.00	5,238.00	576.85	1,757.58	3,480.42	66.45 %
<b>Department: 51 - Swimming Pool Surplus (Deficit):</b>		<b>-196,225.00</b>	<b>-196,225.00</b>	<b>11,431.15</b>	<b>-62,542.73</b>	<b>133,682.27</b>	<b>68.13%</b>
<b>Department: 52 - Park Programs</b>							
<a href="#">50-52-4570</a>	Adult Program Revenue	2,000.00	2,000.00	0.00	0.00	-2,000.00	100.00 %
<a href="#">50-52-4585</a>	Youth Program Revenue	82,000.00	82,000.00	85.00	8,168.00	-73,832.00	90.04 %
<a href="#">50-52-5102</a>	Salaries and Wages - Full-Time	0.00	0.00	180.00	210.00	-210.00	0.00 %
<a href="#">50-52-5103</a>	Wages - Part-Time	21,500.00	21,500.00	3,330.00	6,435.00	15,065.00	70.07 %
<a href="#">50-52-5150</a>	FICA Contribution	1,530.00	1,530.00	268.55	508.38	1,021.62	66.77 %
<a href="#">50-52-5154</a>	Missouri LAGERS	0.00	0.00	45.08	67.16	-67.16	0.00 %
<a href="#">50-52-5155</a>	Medical/Dental Insurance	0.00	0.00	9.40	12.05	-12.05	0.00 %
<a href="#">50-52-5156</a>	Life/Disability Insurance	0.00	0.00	4.66	8.69	-8.69	0.00 %
<a href="#">50-52-5352</a>	Adult Program Expense	750.00	750.00	0.00	0.00	750.00	100.00 %
<a href="#">50-52-5353</a>	Youth Program Expense	43,000.00	43,000.00	1,160.75	18,550.86	24,449.14	56.86 %
<b>Department: 52 - Park Programs Surplus (Deficit):</b>		<b>17,220.00</b>	<b>17,220.00</b>	<b>-4,913.44</b>	<b>-17,624.14</b>	<b>-34,844.14</b>	<b>202.35%</b>
<b>Department: 53 - Park Concessions</b>							
<a href="#">50-53-4582</a>	Concessions - Ballfield	11,000.00	11,000.00	6,431.50	10,179.50	-820.50	7.46 %
<a href="#">50-53-4583</a>	Concessions - Swimming Pool	20,500.00	20,500.00	10,059.00	9,909.00	-10,591.00	51.66 %
<a href="#">50-53-5103</a>	Wages - Part-Time	4,500.00	4,500.00	2,018.66	3,094.62	1,405.38	31.23 %
<a href="#">50-53-5150</a>	FICA Contribution	307.00	307.00	154.41	236.73	70.27	22.89 %

## My Budget Report

For Fiscal: 2025-2026 Period Ending: 06/30/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">50-53-5312</a>	Concession Supplies	12,500.00	12,500.00	4,609.51	4,800.17	7,699.83	61.60 %
<b>Department: 53 - Park Concessions Surplus (Deficit):</b>		<b>14,193.00</b>	<b>14,193.00</b>	<b>9,707.92</b>	<b>11,956.98</b>	<b>-2,236.02</b>	<b>15.75%</b>
<b>Fund: 50 - Parks Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>14,114.41</b>	<b>-69,398.89</b>	<b>-69,398.89</b>	<b>0.00%</b>
<b>Fund: 51 - Parks Development</b>							
<b>Department: 54 - Park Development</b>							
<a href="#">51-54-4313</a>	Park Development Fee	25,000.00	25,000.00	0.00	11,200.00	-13,800.00	55.20 %
<a href="#">51-54-5431</a>	Park R & M	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<b>Department: 54 - Park Development Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,200.00</b>	<b>11,200.00</b>	<b>0.00%</b>
<b>Fund: 51 - Parks Development Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,200.00</b>	<b>11,200.00</b>	<b>0.00%</b>
<b>Fund: 70 - Capital Improvement Sales Tax</b>							
<b>Department: 70 - Capital Improvement Sales Tax</b>							
<a href="#">70-70-4100</a>	Capital Improvements Sales Tax	345,500.00	345,500.00	30,707.80	81,684.64	-263,815.36	76.36 %
<a href="#">70-70-4673</a>	Loan Proceeds - 2019 Series Lease	350,190.00	350,190.00	0.00	0.00	-350,190.00	100.00 %
<a href="#">70-70-4710</a>	Interest Income	70,000.00	70,000.00	30,959.85	48,746.11	-21,253.89	30.36 %
<a href="#">70-70-4730</a>	Transfer from Reserve Fund	208,916.00	208,916.00	0.00	0.00	-208,916.00	100.00 %
<a href="#">70-70-5220</a>	Auditor Fees	1,875.00	1,875.00	0.00	0.00	1,875.00	100.00 %
<a href="#">70-70-5401</a>	Parks - Capital Improvement	69,000.00	69,000.00	0.00	18,842.58	50,157.42	72.69 %
<a href="#">70-70-5402</a>	Street - Capital Improvement	524,450.00	524,450.00	61,597.11	73,397.11	451,052.89	86.00 %
<a href="#">70-70-5403</a>	Police - Capital Improvement	76,000.00	76,000.00	7,578.55	51,711.46	24,288.54	31.96 %
<a href="#">70-70-5611</a>	2019 Series: Asset Replacement D	74,465.00	74,465.00	0.00	70,220.00	4,245.00	5.70 %
<a href="#">70-70-5622</a>	City Hall Lease Payment	80,211.00	80,211.00	0.00	0.00	80,211.00	100.00 %
<a href="#">70-70-5654</a>	Transfer to Park Fund	64,605.00	64,605.00	0.00	0.00	64,605.00	100.00 %
<a href="#">70-70-5699</a>	ADMINISTRATION CIP	84,000.00	84,000.00	0.00	44,086.25	39,913.75	47.52 %
<b>Department: 70 - Capital Improvement Sales Tax Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-7,508.01</b>	<b>-127,826.65</b>	<b>-127,826.65</b>	<b>0.00%</b>
<b>Fund: 70 - Capital Improvement Sales Tax Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-7,508.01</b>	<b>-127,826.65</b>	<b>-127,826.65</b>	<b>0.00%</b>
<b>Fund: 80 - Transportation Tax</b>							
<b>Department: 80 - Transportation Sales</b>							
<a href="#">80-80-4101</a>	Transportation Sales Tax	345,500.00	345,500.00	30,707.87	81,684.77	-263,815.23	76.36 %
<a href="#">80-80-4615</a>	TAP Grant	773,565.00	773,565.00	0.00	0.00	-773,565.00	100.00 %
<a href="#">80-80-4710</a>	Interest Income	300.00	300.00	108.51	171.69	-128.31	42.77 %
<a href="#">80-80-4730</a>	Transfer from Reserves	609,646.00	609,646.00	0.00	0.00	-609,646.00	100.00 %
<a href="#">80-80-4731</a>	Transfer from General Fund	619,220.00	619,220.00	0.00	0.00	-619,220.00	100.00 %
<a href="#">80-80-4732</a>	Transfer from Electric Fund	700,000.00	700,000.00	0.00	318,710.00	-381,290.00	54.47 %
<a href="#">80-80-5220</a>	Auditor Fees	1,875.00	1,875.00	0.00	0.00	1,875.00	100.00 %
<a href="#">80-80-5407</a>	Equipment Rentals / Operating Lea	25,600.00	25,600.00	9,303.14	9,303.14	16,296.86	63.66 %
<a href="#">80-80-5540</a>	Miscellaneous Non-Operating Expe	0.00	0.00	0.00	2,080.00	-2,080.00	0.00 %
<a href="#">80-80-5687</a>	Street Plan Projects	323,306.00	323,306.00	0.00	0.00	323,306.00	100.00 %
<a href="#">80-80-5688</a>	Sidewalk Repair	2,697,450.00	2,697,450.00	290,422.87	300,922.87	2,396,527.13	88.84 %
<b>Department: 80 - Transportation Sales Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-268,909.63</b>	<b>88,260.45</b>	<b>88,260.45</b>	<b>0.00%</b>
<b>Fund: 80 - Transportation Tax Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-268,909.63</b>	<b>88,260.45</b>	<b>88,260.45</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-727,311.57</b>	<b>-732,769.77</b>	<b>-732,769.77</b>	<b>0.00%</b>

## Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 10 - General</b>						
00 - Non-Departmental	4,354,692.00	4,354,692.00	247,130.77	716,719.22	-3,637,972.78	83.54%
10 - City Hall	1,508,273.00	1,508,273.00	121,920.69	571,170.76	937,102.24	62.13%
11 - Police Department	1,603,983.00	1,603,983.00	129,674.97	384,482.82	1,219,500.18	76.03%
12 - Municipal Court	50,894.00	50,894.00	6,203.05	16,583.34	34,310.66	67.42%
14 - Street Department	562,223.00	562,223.00	36,443.47	121,670.01	440,552.99	78.36%
15 - Solid Waste Management	478,288.00	478,288.00	39,156.48	78,312.96	399,975.04	83.63%
16 - Community Building	18,600.00	18,600.00	136.67	5,486.72	13,113.28	70.50%
17 - Community Development & Planning	123,731.00	123,731.00	11,257.05	23,154.11	100,576.89	81.29%
21 - Building Maintenance	4,700.00	4,700.00	499.33	1,140.44	3,559.56	75.74%
22 - Reservoir	4,000.00	4,000.00	198.00	198.00	3,802.00	95.05%
<b>Fund: 10 - General Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-98,358.94</b>	<b>-485,479.94</b>	<b>-485,479.94</b>	<b>0.00%</b>
<b>Fund: 11 - ARPA</b>						
00 - Non-Departmental	1,636,170.00	1,636,170.00	1,061.38	2,831.35	-1,633,338.65	99.83%
55 - ARPA	1,636,170.00	1,636,170.00	0.00	1,030.00	1,635,140.00	99.94%
<b>Fund: 11 - ARPA Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>1,061.38</b>	<b>1,801.35</b>	<b>1,801.35</b>	<b>0.00%</b>
<b>Fund: 20 - Electric</b>						
20 - Electric Department	0.00	0.00	74,960.07	55,635.82	55,635.82	0.00%
<b>Fund: 20 - Electric Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>74,960.07</b>	<b>55,635.82</b>	<b>55,635.82</b>	<b>0.00%</b>
<b>Fund: 30 - Water</b>						
30 - Water Department	0.00	0.00	-591.20	35,617.36	35,617.36	0.00%
<b>Fund: 30 - Water Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-591.20</b>	<b>35,617.36</b>	<b>35,617.36</b>	<b>0.00%</b>
<b>Fund: 40 - Waste Water</b>						
40 - Waste Water Department	0.00	0.00	-442,079.65	-242,579.27	-242,579.27	0.00%
<b>Fund: 40 - Waste Water Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-442,079.65</b>	<b>-242,579.27</b>	<b>-242,579.27</b>	<b>0.00%</b>
<b>Fund: 50 - Parks</b>						
50 - Park Department	164,812.00	164,812.00	-2,111.22	-1,189.00	-166,001.00	100.72%
51 - Swimming Pool	-196,225.00	-196,225.00	11,431.15	-62,542.73	133,682.27	68.13%
52 - Park Programs	17,220.00	17,220.00	-4,913.44	-17,624.14	-34,844.14	202.35%
53 - Park Concessions	14,193.00	14,193.00	9,707.92	11,956.98	-2,236.02	15.75%
<b>Fund: 50 - Parks Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>14,114.41</b>	<b>-69,398.89</b>	<b>-69,398.89</b>	<b>0.00%</b>
<b>Fund: 51 - Parks Development</b>						
54 - Park Development	0.00	0.00	0.00	11,200.00	11,200.00	0.00%
<b>Fund: 51 - Parks Development Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,200.00</b>	<b>11,200.00</b>	<b>0.00%</b>
<b>Fund: 70 - Capital Improvement Sales Tax</b>						
70 - Capital Improvement Sales Tax	0.00	0.00	-7,508.01	-127,826.65	-127,826.65	0.00%
<b>Fund: 70 - Capital Improvement Sales Tax Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-7,508.01</b>	<b>-127,826.65</b>	<b>-127,826.65</b>	<b>0.00%</b>
<b>Fund: 80 - Transportation Tax</b>						
80 - Transportation Sales	0.00	0.00	-268,909.63	88,260.45	88,260.45	0.00%
<b>Fund: 80 - Transportation Tax Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-268,909.63</b>	<b>88,260.45</b>	<b>88,260.45</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-727,311.57</b>	<b>-732,769.77</b>	<b>-732,769.77</b>	<b>0.00%</b>



Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
10 - General	0.00	0.00	-98,358.94	-485,479.94	-485,479.94
11 - ARPA	0.00	0.00	1,061.38	1,801.35	1,801.35
20 - Electric	0.00	0.00	74,960.07	55,635.82	55,635.82
30 - Water	0.00	0.00	-591.20	35,617.36	35,617.36
40 - Waste Water	0.00	0.00	-442,079.65	-242,579.27	-242,579.27
50 - Parks	0.00	0.00	14,114.41	-69,398.89	-69,398.89
51 - Parks Development	0.00	0.00	0.00	11,200.00	11,200.00
70 - Capital Improvement Sales Tax	0.00	0.00	-7,508.01	-127,826.65	-127,826.65
80 - Transportation Tax	0.00	0.00	-268,909.63	88,260.45	88,260.45
Report Surplus (Deficit):	0.00	0.00	-727,311.57	-732,769.77	-732,769.77

## 2025-26 FY Required Payments on Long Term Debts

### 2005 Series Loan (\$1M) - Waste Water Fund Extend Sewer Service

ENDS 07.01.2026

**Account:**  
**Source: UMB      40-40-5545/5546/5571      -4810**

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Principal	\$ 4,666.67	\$ 4,666.67	\$ 4,666.67									\$ -	\$ 14,000.01
Principal (Credits)	\$ (4,666.67)	\$ (4,666.67)	\$ (4,666.67)										\$ (14,000.01)
Interest	\$ 105.00	\$ 105.00	\$ 105.00									\$ -	\$ 315.00
Interest (Credits)	\$ (105.00)	\$ (105.00)	\$ (105.00)									\$ -	\$ (315.00)
Admin Fees UMB													\$ -
Admin Fees DNR													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Principal Balance	\$ 112,000.00												

### 2014 Series SRF Loan (\$8M) - Waste Water Fund Northwest Plant Construction

ENDS 07.01.2043 (extended in 2022 for annual debt payment relief)

**Account:**  
**Source: UMB      40-40-5549/5550/5572**

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Principal			\$ 70,000.00										\$ 70,000.00
Interest			\$ 22,706.65										\$ 22,706.65
Interest (Credits)			\$ (666.88)										\$ (666.88)
Admin Fees UMB													\$ -
Admin Fees DNR													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 92,039.77</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 92,039.77</b>
Principal Balance	\$ 6,360,000.00		\$ 6,290,000.00										

\$ (91,946.45)

**2015 Series SRF Loan (\$3M) - Waste Water Fund**  
**Westside Interceptor, SE Lagoon, Emergency Filters**  
**Account:**  
**Source: UMB                      40-40-5551/5552/5573**

ENDS 01.01.2044 (extended in 2022 for annual debt payment relief)

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Principal			\$ 26,050.00										\$ 26,050.00
Interest			\$ 7,286.00										\$ 7,286.00
Interest (Credits)			\$ (242.35)										\$ (242.35)
Admin Fees UMB													\$ -
Admin Fees DNR													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 33,093.65</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 33,093.65</b>
Principal Balance	\$ 2,383,100.00		\$ 2,357,050.00										

\$ 781.58

\$ (32,967.50)

**2017 Series (Refinance of 2011 COP \$2.065M) - Water/Waste Water**  
**Project cost allocation 88.83% waste water, 11.17% water**  
**Account:**  
**Source:                                      40-40-5555/5556/5556**  
**Security Bank of KC                      30-30-5555/5556**

ENDS 09.01.2030

	April	May	June	July	August	September	October	November	December	January	February	March	Total
Total Principal					\$ -								\$ -
Total Interest													\$ -
Total Admin Fees													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Principal Balance	\$ 2,065,000.00											\$ 2,065,000.00	
					Due 9/1						Due 3/1		
<b>PORTION TO WASTE WATER FUND - 88.83%</b>													
Share Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Admin Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL WATER FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PORTION TO WATER FUND - 11.17%</b>													
Share Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Admin Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ELECTRIC FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>2018 Series Municipal Lease for AMI System (\$1.335M debt) -</b> Project cost allocation 61% water, 39% electric <b>Account:</b> Source: <b>30-30-5557/5558/5640</b> Capital One <b>20-20-5557/5558/5640</b>													
ENDS 12.01.2028													
	April	May	June	July	August	September	October	November	December	January	February	March	Total
Total Principal													\$ -
Total Interest			\$ 7,325.00										\$ 7,325.00
Total Admin Fees													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,325.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,325.00</b>
Principal Balance	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	\$ 586,000.00	
<b>WATER FUND - 61%</b>													
Share Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Interest	\$ -	\$ -	\$ 4,468.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,468.25
Share Admin Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL WATER FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,468.25</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,468.25</b>
<b>ELECTRIC FUND - 39%</b>													
Share Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Share Interest	\$ -	\$ -	\$ 2,856.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,856.75
Share Admin Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL ELECTRIC FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,856.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,856.75</b>

<b>2019 Series Muni Lease for Asset Replacement Program (\$642k) -</b> <u>Capital Improvement Fund</u> Source: First National Bank - Louisburg, Ks <b>Account:</b> <b>70-70-5611</b>													
ENDS 05.02.2029													
	April	May	June	July	August	September	October	November	December	January	February	March	Total
Total Principal		\$ 65,000.00						\$ -					\$ 65,000.00
Total Interest		\$ 5,220.00											\$ 5,220.00
Total Admin Fees													\$ -
<b>TOTAL PAYMENT</b>	<b>\$ -</b>	<b>\$ 70,220.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 70,220.00</b>
Principal Balance	\$ 348,000.00	\$ 283,000.00										\$ 283,000.00	

<b>MPUA MAMU Lease Series 2008A (\$2,300,000)</b> <u>Aquatic Center</u> Source: UMB <b>Account:</b> <b>50-51-5619/5620/5621</b>													
ENDS 08.18.2028													
	April	May	June	July	August	September	October	November	December	January	February	March	Total
Total Principal	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 13,000.00									\$ 49,000.00
Total Interest	\$ 1,666.83	\$ 1,630.33	\$ 1,593.83	\$ 1,577.33									\$ 6,468.32
Total Admin Fees	\$ 589.89	\$ 590.84	\$ 576.85	\$ 577.47									\$ 2,335.05
Total Adjustments (interest)	\$ (111.78)	\$ (111.78)	\$ (111.78)	\$ (121.10)									\$ (456.44)
<b>TOTAL PAYMENT</b>	<b>\$ 14,144.94</b>	<b>\$ 14,109.39</b>	<b>\$ 14,058.90</b>	<b>\$ 15,033.70</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 57,346.93</b>

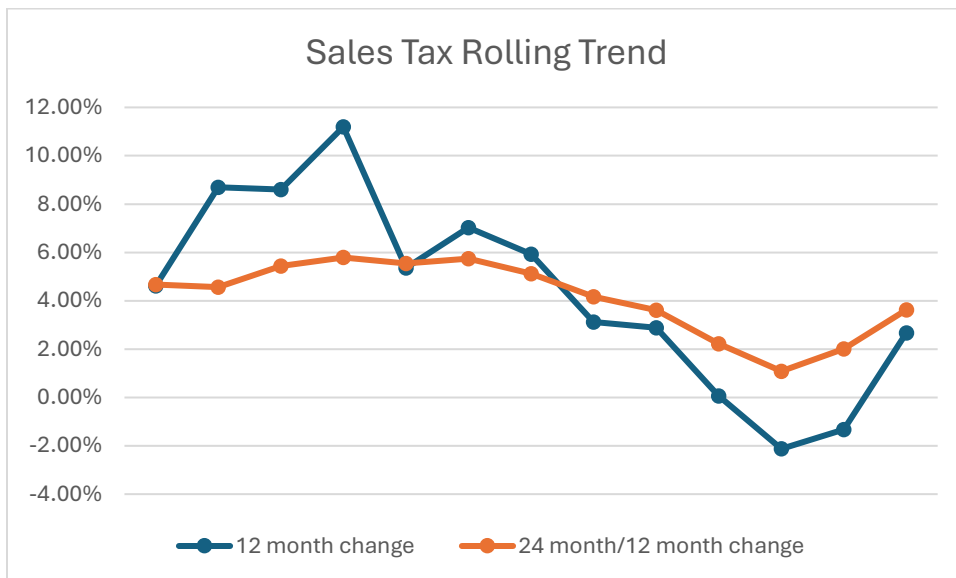
Principal Balance	\$	536,000.00	\$	524,000.00	\$	512,000.00	\$	499,000.00	\$	499,000.00	\$	499,000.00	\$	499,000.00	\$	499,000.00	\$	499,000.00	\$	499,000.00
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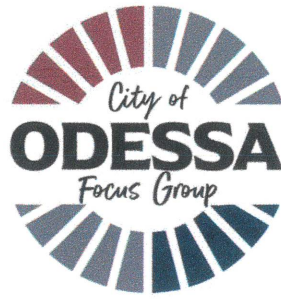
<b>CITY HALL -APPR LSE REAL PROPERTY (\$1,200,000.00)</b>	ENDS 03.01.2042
<b>Source: CAPITAL ONE PUBLIC FUNDING</b>	
<b>Account: 70-70-5622</b>	

	April	May	June	July	August	September	October	November	December	January	February	March	Total	
Total Principal	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -	
Total Interest	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -	
Total Admin Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Adjustments (interest)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL PAYMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Principal Balance	\$ 1,058,000.00					\$ 1,058,000.00					\$ 1,058,000.00			

<b>2010C Series GO Bond (\$1.265M) - Debt Service Fund</b>	<b>PAID</b>
<b>Ritchie Bros NID</b>	
<b>Source: UMB</b>	
<b>Account: 60-60-5568</b>	

2025-26	APR	MAY	JUNE	JULY
ODESSA - 200 - CITY 1.00%	\$ 39,084	\$ 62,149	\$ 61,416	\$ 69,053
ODESSA - 210 - CAPITAL IMP 0.50%	\$ 19,902	\$ 31,075	\$ 30,708	\$ 34,527
ODESSA - 215 - CITY TRANSP 0.50%	\$ 19,902	\$ 31,075	\$ 30,708	\$ 34,527
ODESSA - 260 - PARKS 0.1250%	\$ 4,975	\$ 7,769	\$ 7,677	\$ 8,632
ODESSA - 261 - PARKS 0.3750%	\$ 14,927	\$ 23,306	\$ 23,031	\$ 25,895
<b>Month Total</b>	<b>\$ 98,790</b>	<b>\$ 155,373</b>	<b>\$ 153,539</b>	<b>\$ 172,633</b>
<b>YTD Total</b>	<b>\$ 98,790</b>	<b>\$ 254,163</b>	<b>\$ 407,702</b>	<b>\$ 580,335</b>
Month Difference from PrYr	\$ (36,295)	\$ (21,015)	\$ 20,626	\$ 59,217
YTD Difference from PrYr	\$ (36,295)	\$ (57,310)	\$ (36,684)	\$ 22,533
% Change from PrYr month	-27%	-12%	16%	52%
YTD % Change	-27%	-18%	-8%	4%





**March 25, 2025**

**Subject: Recommendation Regarding New Police Facility**

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**Members:**

James Krahenbuhl-Ward 3	Marlon Dyer-Ward 1	Tom Casey Jr-At Large
David Badgley-Ward 1	Shannon Dupree-Ward 2	Bruce Whitsitt-At Large
Anita Anderson-Ward 2	Seth Howerton-Ward 1	
Dawn Boyer-Ward 3	Talon Searles-Ward 2	

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**Police Facility Focus Group Mission Statement:**

The Odessa Police Facility Focus Group will recommend options that align with public values, support the operational requirements of our police department, address both present and future community needs, and ensure the fiscal responsible use of taxpayer dollars.

**Police Facility Focus Group Goals:**

- The facility will be located in an area that ensures accessibility for all residents and supports optimal response times.
- The facility will serve the needs of the community.
- The facility will meet past and future growth needs, ensuring it serves generations to come and allows for potential expansion.
- The focus group will provide recommendations that prioritize financial responsibility.

Dear Members of the Odessa Board of Aldermen,

The Odessa Police Facility Focus Group, established to assess the current and future needs of the Odessa Police Department, and by extension, the public safety needs of our community, hereby submits its formal recommendation regarding the construction of a new police facility.

After extensive research, deliberation, and community input, guided by our mission and goals, we have reached the following conclusions:

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### **Necessity for New Construction and Enhanced Public Safety**

The current police facility is inadequate and unsafe to meet the present and future needs of our growing community. It suffers from overcrowding, outdated infrastructure, lack of secure evidence storage, officer safety and public safety hazards. A new facility is essential to ensure the safety and effectiveness of our police department and to provide a secure and welcoming environment for our citizens. Furthermore, we recognize the need for ongoing public safety improvements beyond just the police facility.

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### **Proposed Solution**

The Focus Group recommends the construction of a **new police facility** on the **city-owned property** located at 104 E. Dryden - corner of Dryden and 1st Street - the property is directly across from the Odessa Post Office. This location offers land that is adequately sized to accommodate new construction plus foreseeable growth. The location is city-owned and central to the community served. This location aligns with our goal of ensuring accessibility for all residents and supporting optimal response times. After thorough evaluation, the Focus Group determined that there are no existing structures that can responsibly meet the department's needs at a cost lower than new construction.

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### **Facility Design Recommendation: New Facility Programming**

Recognizing the importance of fiscal responsibility and **prioritizing core police operations, officer safety and citizen safety** we recommend a focused approach to the **new facility's programming**. We understand that overall design significantly impacts project costs, and therefore, suggest a **reduction in the initial facility footprint** to align with current construction budgets. Additionally, we recommend that **cost-effective building materials be carefully considered** during the design and construction phases to further reduce the overall project cost. While this may result in a smaller initial scope than previously envisioned, it is crucial that the design incorporates strategic planning for future growth and expansion. We believe that the exterior materials of any police facility design should match the aesthetic of the surrounding neighborhood.



## **Funding Strategy: 3/8 Cent Public Safety Sales Tax**

To finance the construction of this project, the Focus Group proposes placing a **3/8 cent public safety sales tax** question on the ballot for voter approval. We recommend structuring the repayment of the associated **debt over a period of 25 to 30 years**, depending on the most favorable terms available at the time of financing. Furthermore, we specifically recommend that the **revenue generated by this sales tax be used exclusively to pay off the debt incurred for the new police facility and to fund ongoing building maintenance**. This dedicated funding approach will ensure the fiscally responsible use of taxpayer dollars, focusing solely on the facility's construction and upkeep, rather than broader public safety initiatives.

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## **Timing of Tax Question**

To allow for adequate community engagement and education regarding the proposed project and the public safety benefits of the sales tax, the Focus Group recommends placing the sales tax question on the ballot **no earlier than April 2026**. This timeline will provide sufficient time to:

- Develop site plans, conceptual plans and cost estimates for the police facility, meeting our goal of serving the needs of the community.
  - Outline and communicate the intended uses of the public safety sales tax revenue.
  - Conduct public information sessions to address community questions and concerns.
  - Ensure transparency and accountability throughout the process.
- 

## **Transparency and Community Engagement:**

To ensure transparency and maximize community engagement throughout this process, we recommend the City of Odessa utilize a variety of media formats beyond our current efforts. In addition to open meetings, YouTube streaming/recordings, publicly available documents, and the community feedback form, which are all accessible on the **City of Odessa website under the Police Focus Group** section, we suggest the following: actively promote the project through diverse media channels, host community events and open houses at the current facility with virtual options, and engage with local news outlets. We recommend the Board of Aldermen consider **establishing an oversight board** to monitor the use of public safety tax dollars. This comprehensive approach will further enhance transparency, foster open communication, and ensure that the project reflects the values and priorities of the Odessa community.

## Key Considerations

The Focus Group emphasizes the importance of:

- Ensuring the new facility is designed to meet the long-term needs of the Odessa Police Department, fulfilling the goal of meeting future growth needs.
- Allocate the public safety sales tax revenue responsibly to ensure the facility meets critical needs in officer safety, evolving policing tactics, community policing initiatives, and long-term maintenance.
- Maintaining fiscal responsibility throughout the project and ongoing funding.
- Prioritizing community input and transparency.

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We believe that the construction of a new police facility and the implementation of a dedicated public safety sales tax are critical investments in the safety and well-being of our community, aligning with our mission and goals. We urge the Board of Aldermen to carefully consider our recommendations and to take the necessary steps to move this project forward.

Thank you for allowing us the opportunity to participate in this important group. We are available to answer any questions and provide further information as needed.

Sincerely,

The Odessa Police Facility Focus Group

James Krahenbuhl-Ward 3

David Badgley-Ward 1

Anita Anderson-Ward 2

Dawn Boyer-Ward 3

Marlon Dyer-Ward 1



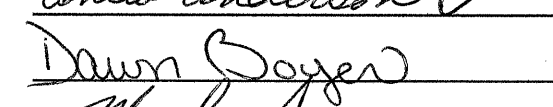
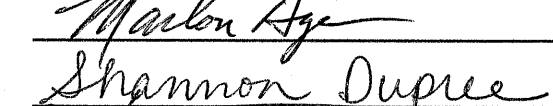
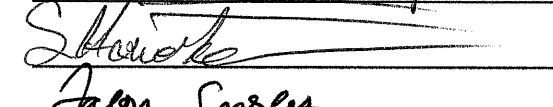
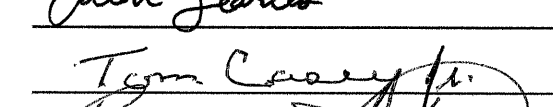
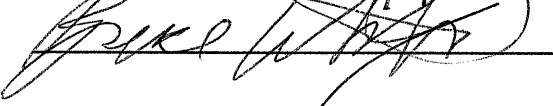



Shannon Dupree-Ward 2

Seth Howerton-Ward 1

Talon Searles-Ward 2

Tom Casey Jr-At Large

Bruce Whitsitt-At Large

 (Focus Group Chair)  
  
  
  
  
  
  
  
  




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## **BOARD OF ALDERMEN ACTION REPORT**

**ISSUE:** Request for approval to exceed the budgeted amount for the City's Job Analysis and Compensation Study in order to move forward with a bid award to Paypoint HR.

**ACTION REQUESTED:** Motion/Second to authorize the City Administrator to proceed with the selection and contract creation with Paypoint HR for Job Analysis and Compensation Study services, with a total proposed cost of \$32,500 – an amount that exceeds the budgeted figure of \$25,000 by \$7,500.

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### **BACKGROUND:**

The City of Odessa has issued a Request for Proposals (RFP) for a comprehensive Job Analysis and Compensation Study aimed at ensuring fair, competitive, and equitable compensation practices for city staff. This RFP encompasses a broad scope that goes beyond a standard compensation review, requiring services such as updates to job descriptions, classification evaluations, market analysis, policy recommendations, and guidance for implementation.

Several proposals were submitted in response to the RFP. Two of these proposals fell within the \$25,000 budget but either did not fully meet the outlined scope or failed to provide inclusive pricing for the full range of requested services.

City staff recommends selecting Paypoint HR, whose proposal totals \$32,500 and fully satisfies the City's requirements. Their comprehensive approach includes four key components: (1) a detailed job analysis and classification review; (2) a market-based compensation and benefits study; (3) the development of an equitable internal salary structure; and (4) a thorough review and update of the City's employment handbook. Paypoint HR's methodology also stands out due to its commitment to collaborating with City of Odessa employees to fully understand the "Worth of Work" for each position and ensuring that employees are informed about the process and expectations arising from this study.

Paypoint HR employs a proven process that focuses on the specific needs of our community and organization, moving beyond merely comparing our existing pay schedule with those of neighboring cities. This study will provide a comprehensive review of our salary and benefits program, surpassing typical salary comparisons previously conducted. Paypoint will ensure that we receive top-notch service by having their executive team of experts work on our project.

In contrast, the lowest bid received, while within budget, does not meet the City's expectations or scope. This proposing firm operates with limited in-house staff capacity and relies heavily on contracted personnel. Their proposal prioritizes data and index analysis over a holistic organizational review or employee engagement, resulting in a lack of depth and customization that the City requires.

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FINANCIAL CONSIDERATIONS: The current budget allocates \$25,000 for the project. Paypoint's proposal exceeds this amount by \$7,500, bringing the total to \$32,500 within the Capital Improvement Fund.

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ATTACHMENTS: Affidavit; RFP No. 04-25; Paypoint HR Bid Submission

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PREPARED BY: \_\_\_\_\_  
Shawna Davis, City Administrator

DATED: July 28, 2025

Shawna Davis <[shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com)>

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## Paypoint HR

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**Bola Akande** <[bakande@brentwoodmo.org](mailto:bakande@brentwoodmo.org)>  
To: Shawna Davis <[shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com)>

Fri, Jul 25, 2025 at 9:47 AM

Hi Shawna.

My staff and I are in agreement, PayPoint HR are the best at compensation consulting. They listen, meet with you as many times as the elected officials and staff require. They offer critical and meaningful response to staff and board suggestions on comparator cities. They offer explanations as to why. Their recommendations set you up to take on updating the compensation schedule for the next five years, after which you can bring them back if you choose. What we like the most is how we can benchmark our schedule to CPI. Lastly, they offer multiple options. Meaning, 50%, 60%, 70%, and 95% percentile. The City of Brentwood chose 60% percentile of our comparators.

I hope you choose them. You will be pleased. More importantly, my staff and elected officials were equally pleased.

Regards.

Bola Akande  
City Administrator  
City of Brentwood, MO

Sent from my iPhone

On Jul 23, 2025, at 10:54 AM, Shawna Davis <[shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com)> wrote:

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspicious messages using the Phish Alert Report button.

[Quoted text hidden]

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# Affidavit of Publication

Date: April 17, 2025

STATE OF MISSOURI  
COUNTY OF LAFAYETTE

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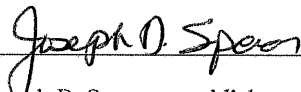
Joseph D. Spaar, being duly sworn according to law, states that he is the co-publisher of The Odessan (a combination and continuation of The Missouri Ledger and The Odessa Democrat) a weekly newspaper located, printed and published in the City of Odessa in Lafayette County, Missouri; that said newspaper, for a period of three years and more prior to the date of the first insertion of the publication herein referred to, was, ever since said date has been, and now is published regularly and consecutively; that during all said time said newspaper has been, and now is a newspaper of general circulation in said County; that during all said time said newspaper has been and now is admitted to the post office as second class matter in said City of Odessa, Missouri, the City of publication; that during all said time said newspaper has had, and now has, a list of bona fide subscribers voluntarily engaged as such who have paid or agreed to pay a stated price for a subscription, for a definite period of time; that said newspaper, during all said time, has complied with and now complies with the provisions of an Act of the 62nd General Assembly of the State of Missouri, entitled "Public Advertisements," approved August 2, 1943, and known as Section 14968, and that said notice was in all respects published in compliance with the provisions of said Section; and that the said notice hereto attached was published in said newspaper once a week for one week(s) as follows:

First Insertion: April 17, 2025

Second Insertion:

Third Insertion:

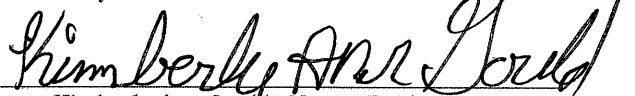
Fourth Insertion:



Joseph D. Spaar, co-publisher

Subscribed and sworn to before me this day of  
April 17, 2025

Witness my hand and official seal.

  
Kimberly Ann Gould, Notary Public  
My commission expires July 30, 2028

**KIMBERLY ANN GOULD**  
Notary Public ~ Notary Seal  
Lafayette County, State of Missouri  
My Commission Expires: July 30, 2028  
Commission # 24535250

## RFP No. 04-25 - Job Analysis and Compensation Study

The City of Odessa, MO, seeks proposals from qualified consulting firms for a comprehensive job analysis and compensation study to ensure competitive compensation practices and employee retention. Full RFP details are available at [www.cityofodessamo.com](http://www.cityofodessamo.com). Proposals should be submitted by 4:00 pm on May 9, 2025. For additional information please contact City Administrator Shawna Davis at [shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com), or at 816-230-5577.

Published in *The Odessan*, Thursday, April 17, 2025



# City of Odessa

228 S Second Street • PO Box 128 • Odessa, MO 64076

Phone: 816-230-5577 • [info@cityofodessamo.com](mailto:info@cityofodessamo.com)

[www.cityofodessamo.com](http://www.cityofodessamo.com)

## **INVITATION TO BID / REQUEST FOR PROPOSALS**

This document contains the following:

Part I:	Invitation to Bid / Request for Proposals
Part II:	Introduction
Part II:	Project Objectives
Part IV:	Scope of Services
Part V:	Evaluation Criteria
Part VI:	Submission Instructions

### **Part I: Request for Proposal**

*The City of Odessa, Missouri, will accept bids from qualified firms interested in providing the following services:*

### **Job Analysis and Compensation Study**

Proposals MUST be received by:

**May 9, 2025, at 4:00 pm**

There will be no public proposal/bid opening

Please mark your proposal "RFP No. 04-25" and return it to:

City of Odessa City Administrator  
228 S 2nd Street  
Odessa, MO 64076

For more information contact:

Shawna Davis, City Administrator: 816-230-5577 or  
[shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com)

## **Part II: Introduction**

### **RFP No. 04-25**

---

The City of Odessa, Missouri, is seeking proposals from qualified consulting firms to conduct a **comprehensive job analysis and compensation study**. This study aims to ensure the City maintains a competitive position in the labor market, attracts and retains qualified employees, and ensures fair and equitable compensation practices. The project will also include an analysis and update of the City's employee handbook to ensure policies and procedures are current, compliant, and effectively support the City's goals and objectives.

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## **Part III: Project Objectives**

### **RFP No. 04-25**

**The primary objectives of this project are to:**

- Analyze and update job descriptions and specifications to ensure ADA compliance and reflect current job duties and requirements.
- Evaluate current job classifications and develop an internal equity program.
- Analyze the labor market to determine competitive compensation levels for benchmark positions.
- Develop recommendations for compensation policies and procedures.
- Provide guidance on developing a market-based pay plan.
- Analyze and update the City of Odessa's employee handbook.



**The scope of services for this project will include, but not be limited to, the following:**

#### Job Analysis and Valuation Study

- Ideally, the job analysis and valuation study will include: project planning; questionnaire administration; job audits and employee engagement; job description preparation, ensuring ADA compliance; and job valuation and classification to develop pay range recommendations.

#### Market Data Collection and Analysis

Conduct a survey of base wages within a selected labor market for the city benchmark positions.

- Ideally, the market compensation study will survey comparable entities chosen by the city and analyze total compensation, including LAGERS, comparing benefit details to other jurisdictions.

#### Salary Structure Review and Recommendations

Finalize the salary structure to ensure conformity with management philosophy for pay progression methodology and competitive positioning within the defined market.

- Ideally, the study will analyze LAGERS and other benefits' impact on the city's compensation competitiveness and recommend optimizations to attract and retain employees.

#### Employee Handbook Analysis and Updates

- Ideally, the City of Odessa employee handbook will be reviewed and updated for legal compliance, clarity, and alignment with current practices and objectives, with recommendations for revisions and new policies provided.

## **Part IV: Proposal Requirements**

### **RFP No. 04-25**

Interested firms should **submit proposals** that include the following information:

- **Company Profile**
  - Provide a brief overview of the firm, including its legal name, address, website (if any), and a brief history.
  - Describe the firm's organizational structure, size, and areas of specialization.
  - Indicate the number of years the firm has been providing human resources consulting services.
  - If applicable, describe any parent company or subsidiaries.
- **Project Understanding**
  - Demonstrate a clear and thorough understanding of the project objectives, scope of services, and the City's needs and expectations.
  - Identify any potential challenges or issues that may arise during the project and propose solutions.
  - Explain how the firm's experience and expertise align with the requirements of this RFP.
- **Project Approach and Methodology**
  - Describe in detail the proposed approach and methodology for completing each phase of the project.
  - Include specific tasks, activities, deliverables, and timelines for each stage.
  - Specify any software, tools, or technologies that will be used.
  - Outline the firm's quality control and project management processes.
  - Describe how the firm will ensure effective communication and collaboration with City staff.
- **Project Team**
  - Identify the project manager and all key team members who will be involved in the project.
  - Provide detailed resumes or CVs for each team member, highlighting their qualifications, relevant experience, and specific roles and responsibilities in this project.
  - Include an organizational chart showing the reporting structure of the project team.
  - If subcontractors will be used, identify them and describe their roles and qualifications.

- **Relevant Experience**
  - Provide detailed descriptions of at least three (3) previous similar projects completed by the firm, preferably for municipalities or public sector clients in Missouri.
  - For each project, include the client's name, contact person and contact information, project dates, project scope, and project outcomes.
  - Emphasize experience with projects involving job analysis, compensation studies, employee handbook development, and LAGERS retirement systems.
- **References**
  - Provide a list of at least three (3) professional references from previous clients, preferably municipalities or public sector organizations.
  - Include the client's name, contact person, title, phone number, and email address for each reference.
  - The City reserves the right to contact any or all references to verify the firm's qualifications and performance.
- **Cost Proposal**
  - Provide a detailed cost breakdown for each phase of the project, including all direct and indirect costs.
  - Specify the hourly rates or fixed fees for each team member, as applicable.
  - Clearly identify any reimbursable expenses, such as travel costs.
  - Indicate the total cost of the project, including any optional services.
  - Specify the payment schedule and any invoicing procedures.
- **Timeline**
  - Provide a detailed project timeline, including key milestones, deliverables, and deadlines for each phase of the project.
  - Include a Gantt chart or similar visual representation of the project schedule.
  - Indicate the estimated number of hours required to complete each task.
- **Documentation of compliance with E-Verify requirements.**

## **Part V: Evaluation Criteria**

### **RFP No. 04-25**

Proposals will be evaluated based on the following criteria. The City reserves the right to request clarifications or additional information from any proposer.

- **Qualifications and Experience of the Firm and Project Team**

- Demonstrated experience of the firm in conducting similar job analysis and compensation studies for municipalities or public sector organizations.
- Qualifications, certifications, and relevant experience of the assigned project team members, including their roles and responsibilities.
- Stability and financial soundness of the firm.

- **Demonstrated Understanding of the Project Objectives and Scope**

- Clarity and completeness of the proposer's understanding of the project's goals, objectives, and required services.
- Identification of key issues and challenges related to the project.
- Responsiveness to the specific requirements outlined in this RFP.

- **Proposed Project Approach and Methodology**

- Detailed description of the proposed approach, methodology, and work plan for completing the project.
- Feasibility, efficiency, and effectiveness of the proposed tasks and deliverables.
- Use of innovative techniques or technologies, if applicable.

- **Relevant Experience and References**

- Proven track record of successfully completing similar projects of comparable size and complexity.
- Quality and relevance of references from past clients, particularly municipalities or public sector organizations.

- Evidence of client satisfaction and successful project outcomes.
- **Cost Proposal**
  - Reasonableness, competitiveness, and clarity of the proposed costs.
  - Detailed cost breakdown for each phase of the project, including any optional services.
  - Overall value for money.
- **Timeline**
  - Realism and achievability of the proposed project timeline.
  - Clarity of proposed milestones and deliverables.
  - Ability to complete the project within the City's desired timeframe.

## Part VI: Submission Instructions

### RFP No. 04-25

The above information should be submitted no later than **4:00 pm on May 9, 2025**, to Odessa City Hall at 228 S Second St, PO Box 128, Odessa, MO 64076. Two (2) hard copies of RFP responses should arrive in an envelope clearly marked: **“RFP- 04/25 – Attn: Shawna Davis”** along with one (1) digital file.

All of the documents, reports, and work papers prepared or furnished by the consultant under this agreement shall become the property of the City of Odessa upon completion or termination of this agreement and shall be considered “open records” under the Sunshine Law except to the extent that the vendor shall request that certain processes or work papers shall be considered proprietary information. Such designations of proprietary work products must be detailed in your proposal.

This request for proposals does not commit the City of Odessa to award a contract or pay any costs incurred by any potential contract prior to awarding of a contract. The City of Odessa reserves the right to accept or reject any and all submitted qualifications statements received or to waive technical defects in the proposals if it is considered in the best interest of the City to do so. The City of Odessa may require any qualified firm(s) selected for this request to participate in negotiations and reserves the right to revise the scope of contracted services to fit within the allocated budget for this project.

Questions regarding this RFP should be directed to **City Administrator Shawna Davis** at [shawna.davis@cityofodessamo.com](mailto:shawna.davis@cityofodessamo.com), or by calling City Hall - 816-230-5577.

The **City of Odessa is an Equal Opportunity Employer** and invites the submission of proposals from minority and women-owned firms.



Paypoint HR, LLC  
Response to RFP 04-25

Job Analysis and Compensation Study for the  
City of Odessa, Missouri  
Due: May 9, 2025, at 4:00pm

Paypoint HR, LLC  
695 Santa Maria Lane  
Davidsonville, MD 21035  
(443) 336-4272

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## Management Synopsis

Paypoint HR, LLC is submitting a proposal in response to the City of Odessa's request for a Comprehensive Compensation and Benefit Study aimed at positioning the City as an employer of choice. Our study will objectively assess job roles, organizational hierarchy, and external market pay ranges for approximately 50 to 55 unique job titles, providing data-driven recommendations for adjustments. The study will be completed within 16 weeks at the firm fixed-price of \$32,500 and will incorporate quantitative evaluations to support informed decision-making on compensation and benefits.

Our methodology emphasizes collaboration with clients and employees to develop practical, actionable recommendations and ensure their successful implementation. Paypoint HR recognizes that employees are the City's most valuable asset, and by including their input, we help foster a workplace culture where they feel valued and engaged in public service.

We rigorously test our recommendations to ensure they align with sound business practices and provide a structured framework for recruitment, retention, and compensation management. Our goal is to equip the City with a sustainable and competitive compensation strategy that supports long-term success in attracting and retaining top talent. Specifically, we have developed an approach and methodology that incorporates the following:

- Market competitiveness.
- Recognition that compensation is comprised of more than just base pay levels.
- Consideration of changes in recent compensation trends and strategies.
- Customization of solutions that consider the diversity of needs present within the Client's organization and allows the Client to select the components and options that best meet their overall needs.

Once the recommendations are made for updates to classifications and pay structures, the City will be given our custom designed tools for implementation and ongoing administration. We will create a custom Compensation Factor Scoring (CFS) system using information gathered during the study and providing the City with access to the system to help place positions in the future.

## Company Profile

Paypoint HR is a cost-effective, innovative firm specializing in classification and compensation solutions for the public sector. Founded in Maryland, our headquarters is in Davidsonville, with an additional office in Manteo, North Carolina. Since 2015, our independent Woman-Owned Small Business (WOSB) has helped public organizations build internally equitable and externally competitive pay structures. To date, we've served clients in over 35 states. Our team of five to ten employees brings together expertise in organizational design, compliance, analytics, business strategy, and human resources. This multidisciplinary foundation allows us to deliver strategic, customized classification and compensation plans that support effective recruitment, retention, and pay equity.

Our HR professionals understand that compensation management is not one-size-fits-all. While we follow established standards, our analyses are more thorough than typical market offerings. We provide standard pay calculations alongside custom reports tailored to client goals. Our compliant job descriptions and pay plans align with current regulations, reduce grievances, and support operational needs. With decades of experience, we have the leadership and technical resources needed to deliver excellent results. Our proposal outlines our history, team, and processes, all demonstrating our readiness to meet the County's needs.

Paypoint HR is an active member of WorldatWork and the Society for Human Resource Management (SHRM), keeping us current on best practices and emerging trends. Our team regularly presents at industry associations, universities, and financial institutions, and serves on advisory boards. We conduct custom market surveys and incorporate industry data, regulatory updates, and labor trends into our work. We also welcome client input on preferred data sources and survey benchmarks. Our proprietary tools, deep expertise, and data resources set us apart and help ensure that project goals are met effectively.

We have the capacity to dedicate the necessary staff to successfully complete the project. While we welcome full collaboration with the County's project team, we understand their time is limited. We request support in facilitating communication with key staff, scheduling meetings, and defining reporting structures, milestones, and timelines.

Karin Campbell and Dr. Rick Campbell are legally authorized to represent Paypoint HR and will serve as the main contacts for the project.

### **Project Manager – Primary Contact**

Karin Campbell, SPHR, SHRM-SCP  
695 Santa Maria Lane  
Davidsonville, MD 21035  
[Karin@PaypointHR.com](mailto:Karin@PaypointHR.com)  
(443) 336-4272

### **Technical Director – Secondary Contact**

Dr. Rick Campbell, CCP  
695 Santa Maria Lane  
Davidsonville, MD 21035  
[Rick@PaypointHR.com](mailto:Rick@PaypointHR.com)  
(540) 815-7837

## Project Understanding

### Assessment of Needs

---

Paypoint HR has done a preliminary review of possible hurdles specific to the City's ability to attract, motivate, and retain employees. Furthermore, our project history has familiarized us with projects similar in size, scope, and services. You can feel confident our approach is time tested.

Paypoint HR understands that the City of Odessa is seeking a comprehensive, data-driven approach to evaluate its current classification and compensation systems, ensuring they are competitive, equitable, and aligned with modern public sector expectations. This effort will support the City's ability to attract, retain, and motivate a high-performing municipal workforce across a wide range of departments, including Police, Parks, Public Works, Utilities (Water, Wastewater, and Electric), Courts, Finance, Community Development, and Administration.

The scope of work includes four key components: (1) a detailed job analysis and classification review, (2) a market-based compensation and benefits study, (3) the development of an internally equitable salary structure, and (4) a comprehensive review and update of the City's employee handbook. Each component must be approached with attention to legal compliance (including ADA standards), stakeholder engagement, internal consistency, and external competitiveness.

### Potential Challenges and Solutions

Paypoint HR anticipates the following project challenges and offers proactive solutions:

- Variability in job duties across departments: We will conduct targeted job audits and interviews with employees and supervisors to ensure accurate and complete job documentation that captures the full scope of responsibilities across functions.
- Limited availability of market data for specialized positions (e.g., utility roles): We will supplement traditional data sources with custom surveys directed at regional peers selected in collaboration with the City, ensuring meaningful comparisons.
- Employee concern or resistance to reclassification or changes in pay: We will build buy-in through transparent communication, collaborative focus groups, and visual tools that demonstrate how recommendations align with fairness, market realities, and career development.
- Handbook misalignment with current practices or laws: Our legal and HR policy experts will conduct a full compliance audit and propose updates tailored to municipal best practices, Missouri state law, and the City's operational context.



## **Alignment with Paypoint HR's Experience and Expertise**

Paypoint HR specializes in municipal classification, compensation, and HR policy consulting. Our team has led similar efforts for cities and towns throughout the United States, including those with utility operations, safety-sensitive departments, and diverse job classifications. We bring a deep understanding of public sector compensation structures, internal equity frameworks, and best practices in personnel policy.

### **Our experience includes:**

- Developing ADA-compliant job descriptions that reflect operational realities.
- Designing and implementing market-informed salary structures and step systems.
- Conducting employee handbook audits and writing policies that are both compliant and accessible.

We believe our approach, tools, and commitment to public sector values make us well-suited to support the City of Odessa in achieving its objectives with clarity, fairness, and lasting impact.

## Project Approach and Methodology

Our methodology is comprehensive and encompasses all of the requirements specified in the RFP. Phase 1 focuses on the Classification/Internal Components. Phase 2 focuses on the Compensation/External Component. The standard methodology we will use to conduct both phases of the study is laid out in the flowchart and delineated below.

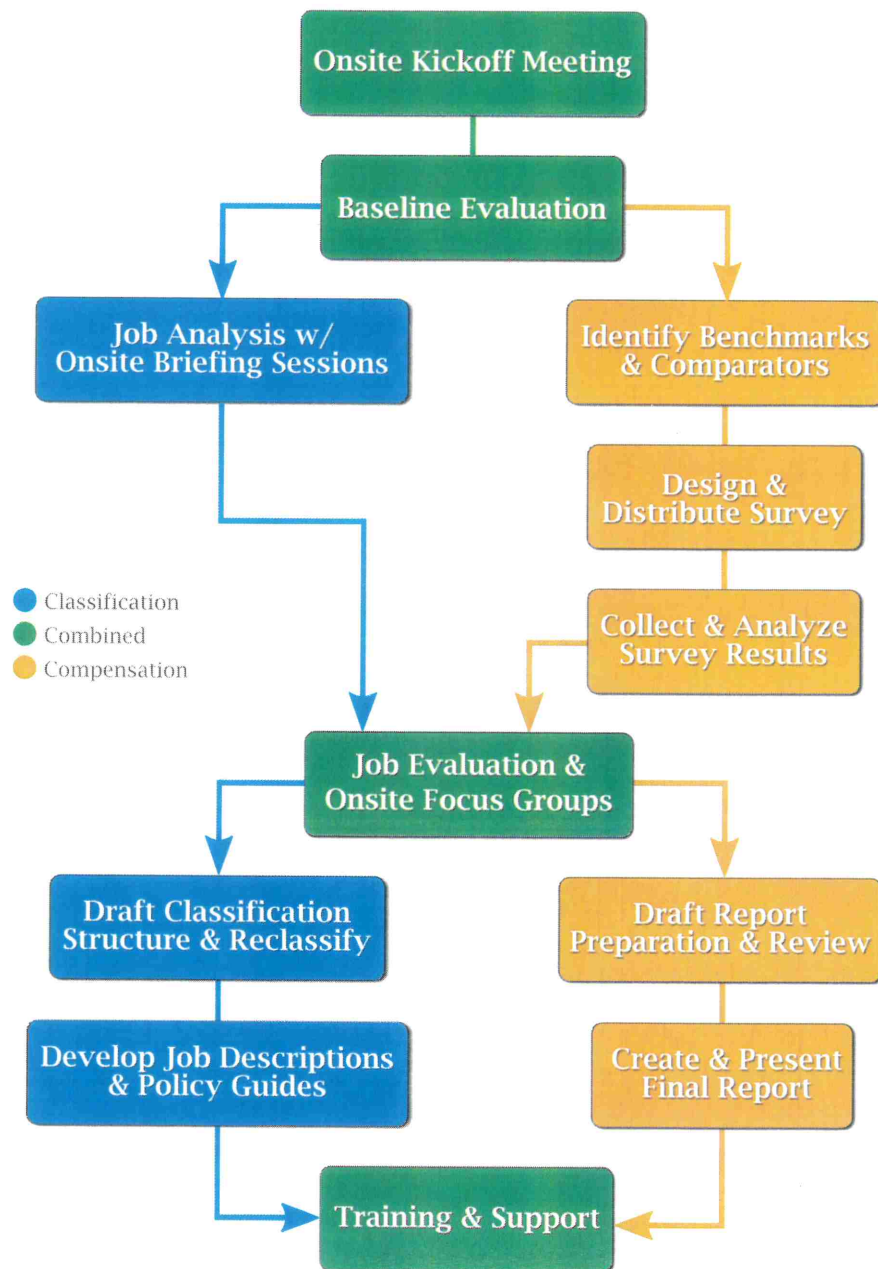


Figure 1 - Process Flow Chart

Paypoint HR plans to conduct the internal equity portion of the study prior to the external portion of the study though some activities will be conducted simultaneously. The reasons for this include:

- Job titles and job descriptions are, in the minds of the employees and their supervisors, inextricably associated with the “worth of the work” or pay. Compensation is often a highly emotional issue. By separating the two phases of the study, even though elements of the phases may be conducted concurrently, it gives us two separate yardsticks of measure.
- The compensation review will be completed when there is a full understanding of the scope of work, thereby ensuring that the data developed from the labor market and client’s classifications are correct.

Paypoint HR uses an expectation of excellence philosophy when approaching our projects. Based on the size and scope of each project, we determine the most effective utilization of resources and build our project team. We use secure, effective communication tools to safely and transparently share information. This approach tends to take a people-centric perspective, implementing short phases or steps that rely on ongoing feedback. This continuously reshapes and refines the project path. The methodology has proven successful over time and frees teams from using a cookie cutter approach to designing a custom work product. Consequently, we offer a faster turnaround and a dynamic ability to quickly adapt to changes.

#### **Phase 1 – Classification/Competencies Component**

- A. Project Start and Initial Meetings
- B. Baseline Data Collection and Initial Analysis
- C. Job Analysis Collection and Completion
- D. Job Evaluation and Classification Development
- E. Draft Job Descriptions and Policy Guides
- F. Develop Guide for Implementation of Changes and Draft Interim Report

#### **Phase 2 – Compensation Component**

- A. Identify Benchmark Positions and External Survey Comparator List
- B. Design and Distribute Survey
- C. Collect and Analyze Survey Data
- D. Internal Relationship Analysis and Alignment
- E. Preparation of Draft Report
- F. Deliver Final Report and Deliverables for Implementation

We will look at both qualitative data and quantitative data throughout both the classification and compensation portions study. Statistical data allows us to capture a snapshot of the existing plan and create baselines on the existing plan. This gives us a starting point to uncover areas of possible review and revision recommendations.

## Phase 1 Classification/Competencies Component

---

This phase of the assignment will result in the study of all classes that includes the comparison of classes within series and to other occupational levels within the organization. Study tasks include project initiation and orientation, employee orientations, creation of custom surveys for employees and managers, completion of Position Vantage Point by employees, desk audits by managers and/or Human Resources, and interviews with employees. The cumulative information gathered will culminate in the preparation of revised or new class specifications, and a review process for all employees included in the scope of the study.

### Task 1A – Project Start

The project initiation phase encompasses all the steps required to initiate the project. This task includes the following activities:

#### **Kick-Off Activities**

- Request pertinent materials prior to the project initiation meeting so that Paypoint HR understands the scope of the study, an understanding of the client's current classifications, and is prepared to seek further relevant information during the initial meetings.
- Obtain relevant information and statistical/anecdotal data on specific compensation issues and policies. Obtain insight into perceived current compensation system strengths and weaknesses. Identify current incumbents and gather any other documentation to gain better understanding of the client's operations.
- Meet Human Resources Director to discuss project context and methodology, determine reporting relationships, and clarify project understanding and Milestones to create the Communication Plan.
- Reach an agreement on a schedule for the project including all assignments and project milestones/deliverables and deadlines for completion of the assignment.
- Establish an agreeable communication schedule while identifying potential challenges and opportunities for the study.
- Schedule employee Kick-Off briefing sessions.
- Create an Executive Announcement Letter for distribution to staff.
- Initial review of relevant materials, including: (a) any previous projects, research, evaluations, or other studies that may be helpful to this project; (b) organizational charts for departments and divisions along with related job descriptions; (c) current position and classification descriptions, salary schedules, salary ranges, pay scales, payroll reports, and classification systems; (d) strategic business plans and budgets; (e) personnel policies and procedures; and (f) evaluation criteria.
- Discuss the Client's strategic direction and the short-term and long-term priorities.



- |  |   |
|--|---|
| <p><b>EXECUTIVE LETTER OF ANNOUNCEMENT TEMPLATE</b></p> <p>Dear Staff,</p> <p>We are pleased to announce that the City has authorized a consultant to review the Compensation and Classification plans for the City's employees. The consultant will conduct the review with consideration for the current and future needs of the City and its employees. The consultant will conduct the review with consideration for the current and future needs of the City and its employees. The consultant will conduct the review with consideration for the current and future needs of the City and its employees.</p> | <p><b>DATA REQUEST LETTER TEMPLATE</b></p> <p>Subject: Request for Information</p> <p>Paypoint HR is looking forward to working with South Portland on this important project. In order to get started, we will need some background information from you.</p> <p>You should receive an excel file along with this letter with a sample format for providing the majority of information. We will gladly accept supplemental materials though prefer workable documents whenever possible.</p> <p>The following is a checklist of the data you will need to generate and send to us:</p> <ul style="list-style-type: none"> <li>• Employee background data</li> <li>• Names and emails of Supervisors</li> <li>• Existing pay plan structure(s)</li> <li>• List of benefits - PTO, health, dental, vision, pension, wellness, etc.</li> <li>• Copy of:             <ul style="list-style-type: none"> <li>○ Job descriptions (preferably in a searchable document format)</li> <li>○ Organizational Charts</li> <li>○ Most recent programs, policies, and philosophy (manuals, agreements, handbooks, collective bargaining agreements, etc.)</li> <li>○ Administrative policies and procedures</li> <li>○ Performance pay policies and budget</li> <li>○ History - when was current plan established, what changes have taken place and why</li> <li>○ Financial data such as revenues, budgets, annual reports, long-term and short-term strategic plans, mission, vision, values, and other relevant material</li> </ul> </li> </ul> |
|--|---|

### Task 1B – Baseline Evaluation

- Conduct a comprehensive preliminary evaluation of the client's existing position review process. Conduct any necessary question and answer sessions. Develop an accurate database of client's employees for study and review data as well as



- career ladders. Understand the client's approach to compensation and overall philosophy on attracting and retaining competent staff.
- Review the existing pay structure and processes to look for potential problems to be resolved. Determine the strengths and weaknesses of the current pay plan(s).
  - Complete an assessment of the current conditions that details the pros and cons of the current system as well as highlights areas for potential improvement in the final adopted solution.
  - Conduct a thorough review of all background materials related to the client's classification system. Review information from the department head as well as incumbents. Conduct interviews as appropriate.
  - Document accepted compensation and classification philosophy and budgets based on input from the Study Project Leaders and other key staff.
  - Gain understanding of employee recruiting and retention processes to uncover challenges in the local labor market and provide guidance on market positioning strategies.
  - Once a baseline is determined, establish the client's current position as compared to the local market using sources of data preferred by the client as well as Paypoint HR's resource library for consideration.
  - Look at goals for recruiting and retention with regards to sustainable budget amounts that will support recommendations on market position strategy.
  - Consider both current and anticipated information technology programs, software and staffing levels to support, implement, administer, and maintain the recommendations given to the client by Paypoint HR.

Current Grade	Staff #	# near Min	% near Min	# near Max	% near Max
110	19	3	15.8%	1	5.3%
<b>111</b>	<b>43</b>	<b>10</b>	<b>23.3%</b>	5	11.6%
112	16	2	12.5%	1	6.3%
113	35	5	14.3%	6	17.1%
114	17	2	11.8%	2	11.8%
115	13	0	0.0%	0	0.0%
116	31	1	3.2%	2	6.5%
117	2	0	0.0%	0	0.0%
118	26	1	3.8%	4	15.4%

Figure 3 – Sample Baseline Evaluation

### Task 1C - Job Analysis Collection and Completion

The job analysis portion of the study includes employee outreach. We find that by having employee involvement, your staff will feel more valued. By gaining insight from employees about their position and the overall pay structure, in their own words, the study deliverables will be more relevant and as a result, employees will be more inclined to accept recommendations.

During this stage in the process, the following milestones will be met:

- Conduct employee briefing sessions to review the role of employees, the role of supervisors, the scope of work to be covered by the study and to explain how to complete the job analysis questionnaire (Position Vantage Point, or PVP.) It is communicated to employees that this process is not a performance review, but rather an identification of what should be required for new employees.
- Employees will be given a period to complete the PVP, usually 10 - 14 days. Employees are encouraged to retain a copy of their responses for their records.
- Completed surveys are given to department heads for their review and input. Front line supervisors often work in collaboration with department heads during this process. Typically, this process takes 7 - 10 days.
- Department heads turn in the reviewed PVPs to Human Resources for any further input with the final product then provided to Paypoint HR for analysis.

### Task 1D - Job Evaluation and Classification Development

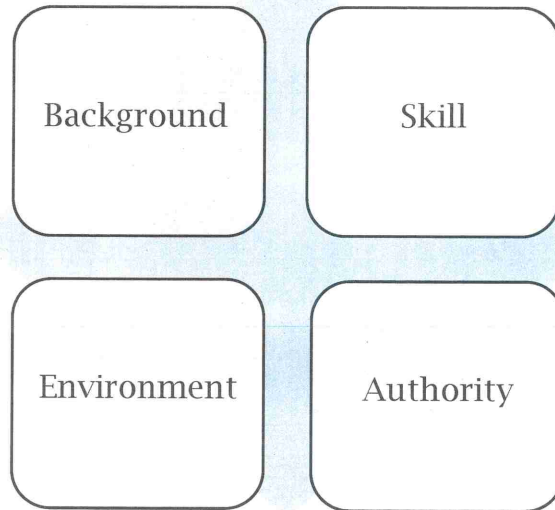
Task 1D of the project acknowledges the job analysis information and supporting material. The City may have Paypoint HR utilize an existing classification method or choose to utilize Paypoint HR's Compensable Factor System (CFS). Once the job analysis PVP is distributed, Paypoint HR will:

- Facilitate collection of job descriptions, desk audits, and supporting materials from the Study Project Leaders or designated Human Resource department contact. The job descriptions, audits, and supporting reports will be reviewed and analyzed in detail along with other documentation to obtain an understanding of the duties and responsibilities assigned to each position.
- Identify the classification of existing positions utilizing the existing job evaluation system, review jobs, and characterize the internal equity relationships within the organization.
- Review all class specifications with the Study Project Leaders. Review each classification and score the classification using a point factor system or the system that the client has in place. Include an evaluation of results.
- Develop preliminary recommendations for the classification structure. The classification system designed at this point will be based solely on internal equity relationships and will be guided by scores for each classification. Essentially, a structure of classifications will be reviewed and classifications with similar scoring would be grouped into pay grades. The final decision on the minimums

and maximums of the pay grades will be determined after the market data has been collected.

**Evaluation Factors**

- Education / Experience / Certifications
- Duties
- Complexity
- Independence
- Impact and Accountability
- Supervision and Authority
- Interaction



**Figure 4 - Position Evaluation Factors (Example)**

Prior to developing detailed class descriptions, our job evaluation will result in a classification plan concept and employee allocation discussion with the Project Team. We recognize the City will have its own factors to determine hierarchy. We will compare changes in business needs and operations, as well as any reorganization, with the established classification system and job families, as well as review internal relationships between classifications.

Our job evaluation method involves a quantitative approach. The whole position classification methodology examines your current evaluation criteria and augments it with other factors as needed. Our analysis will include our assessment methodology. We will list broad class concepts and highlight where significant changes may be recommended, such as, expanding or collapsing class series in the same functional area and/or separating or combining classifications assigned to different functional areas. We will review and analyze current classification series, the number of classifications and classification levels, and job families. We will also review, and update established titling guidelines for the studied classifications for appropriate and consistent titling.

A detailed, incumbent-specific allocation list for each position included in the study will be prepared, specifying current and proposed classification title and the impact of our recommendations (reclassification upgrade or downgrade, title change, or no change).



After we have completed this process, a meeting will be arranged to review any recommended changes to the classification plan with the Study Project Leaders.

After preliminary approval of the class concepts and allocation lists, recommendations for new and/or updated class descriptions will be developed for each proposed classification following the format approved by the client.

From the review of the PVPs, desk audit reports and any interviews, we will update duties, responsibilities, and minimum qualifications of each class specification, as necessary, or develop new class specifications if duties, responsibilities, and minimum qualifications have changed significantly.

We will recommend new classification/class levels and/or operational changes, business needs, and any reorganizations that require new classifications. Analysis of FLSA, EEO, and ADA requirements will also be analyzed for compliance.

Index of Current to Recommend Job Classes

Current Job Class	New Job Class	Trans Code
Superintendent of Printing	Printing Supervisor	T
Support Services Project Manager	Delete	D
Survey Party Chief	Survey Party Chief	N
Surveyor I	Surveyor	M,D
Surveyor II	Surveyor	S,N
	Utility Locator	J
Switchboard Operator	Clerical Assistant	M,D
Systems Analyst	Systems Analyst	N
Transaction Codes		
M - Merge into Other Class	S - Split into Two or More Classes	
T - Title Modification	N - No Change	
D - Delete Class Title	J - New Job Class	

Figure 5 - Sample Index of Current to Recommended Classes

The Index of Current to Recommended Job Classes is an alphabetical listing of all job classes currently used by the client and the recommended disposition of each of those job classes and titles. Current data is from the payroll, class specifications, and/or job

descriptions, classification plan, and PVPs. New data includes job class title and transaction codes.

#### Task 1E - Draft of Job Descriptions and Policy Guides

Task E of the project will draft a job class classification and allow for review by the County. This task includes the following activities, principally for new job titles and those that have substantially changed, namely:

- A draft copy of the revised/new class description with an allocation recommendation will be submitted to the Project Leaders.
- Department Heads and managers will receive a copy of their employees' draft job descriptions and will be asked to review their comments and feedback to verify and concur with the information provided.
- Subsequently each manager, supervisor, and employee will be given an opportunity to provide comments and concerns regarding any modifications to the classification structure and specifications.
- Our experience has been that this is one of the most critical phases of the project (but also one of the most time-consuming).
- Our proactive and effective communication process at this crossroad has always avoided formal appeals, adversarial meetings, or major conflicts after the study.
- Paypoint HR will provide a format for the client to show each employee whose position was studied, and how their position is being affected.
- The form will have two options for the employee's signature: one line is reserved for employees who have read and agree with their draft job description; the other line is reserved for employees who have read the draft class description and disagree with certain parts, want to make changes, want to add or delete information, or have general questions about the description and/or the process.

#### Task 1F - Develop Guide for Implementation of Changes and Draft Interim Report

A Draft Interim Report of the Classification Study will be completed and submitted to the client for review and comment. The report will contain:

- A recommended classification plan.
- A classification implementation and maintenance manual, including documentation regarding study goals and objectives, classification methodology, approach, and process, as well as analysis and resulting recommendations.
- The recommended allocation list, and classification title changes.
- Classification concepts and guidelines, as well as distinguishing characteristics and other pertinent information for implementation and continued maintenance of the pay plan.

Once we have received the County's comments regarding the Draft Interim Report and have made any necessary changes, a Final Classification Report will be developed that is compliant with State and Federal Regulations.

## Phase 2 Compensation Component

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This Section of the study will result in the development of labor market survey parameters and the collection and evaluation of labor market survey data. The findings from the compensation component will be reviewed and analyzed to look for areas of possible improvement.

Paypoint HR will create a pay structure that meets the County's objectives. We will give the Cityperspective on the economic impact adoption of the recommendations will have on the County. This will make the factors for implementation clear and help anticipate needed steps to meet the overall goals.

### Task 2A – Identify Benchmark Positions and External Survey Comparator List

Task 2A of the compensation portion of the study will include identifying benchmark job positions and identifying a mutually agreed upon list of external comparators to be included in the external survey. To complete this, the following steps will be taken:

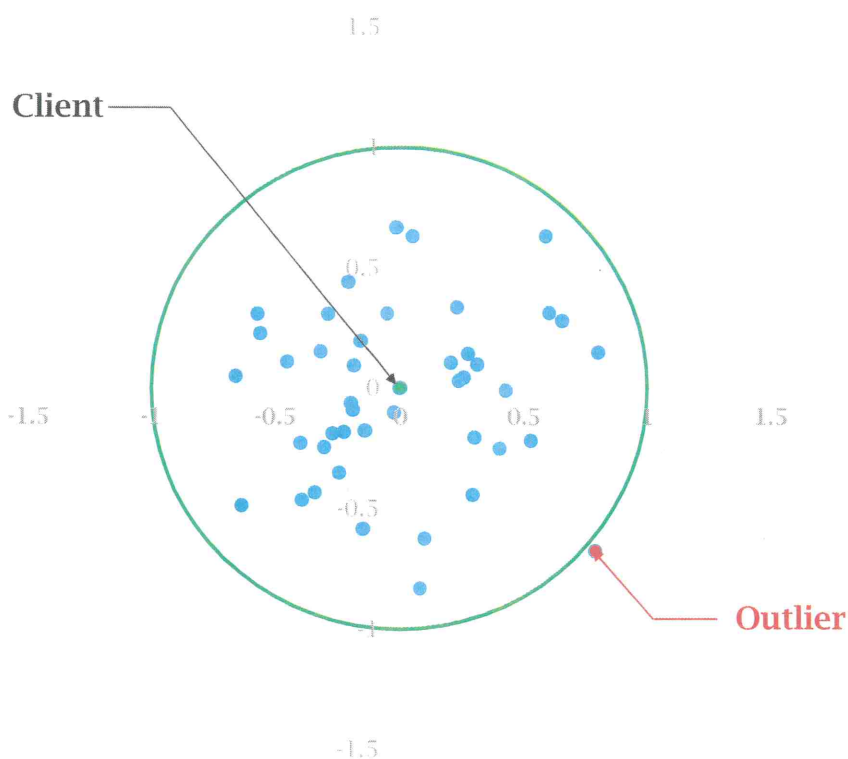
- Involving the Study Project Leaders and stakeholders as appropriate, in the decision-making process.
- Agreement on which agencies are included *PRIOR* to beginning the study. Our experience has shown that this is the most advantageous approach.
- Conducting a thorough review of all materials to date including employee database, classification listing, interviews, compensation review, and meetings with the Project Management Team. This will be closely followed by an exploration of the Project Team's overall strategic compensation vision.
- Thoroughly reviewing the various components of existing compensation plans and policies as well as the regulatory environment surrounding compensation.
- Identifying highly competitive positions within the organization and customizing the survey where appropriate.
- Reviewing and discussing how a compensation program might be designed to support the organization's business strategy and organizational objectives.
- Confirming and discussing the Project Team's preferred percentile placement within the marketplace.
- Acknowledging the organization's policy with respect to internal pay equity and employee perceptions of fairness.
- Addressing the Project Team's philosophy with respect to employee retention including the role compensation plays in retention issues.
- Reviewing the Project Team's philosophy with respect to fiscal sensitivity and flexibility.



"Benchmark classes" are normally chosen to reflect a broad spectrum of class levels. The positions that are selected normally include classes that are most likely to be found in other similar agencies and will therefore provide a sufficient and valid sample for analysis.

Benchmark positions should encompass the entire range of positions from the beginning of the pay ranges to the end. There should be a number of positions equally interspersed among the pay scale. Positions that have been difficult to attract and retain excellent employees should be included.

Paypoint HR will offer information and examples for the Project Leaders to consider, which will provide a measurable, rational, fact-based methodology to determine the relative job worth within the organization (as required by the EEOC).



**Figure 6 - Illustration of Economic Variance Using the Client as the Baseline**

Paypoint HR will conduct an economic analysis of regional organizations to identify a preliminary unbiased list of appropriate comparators. The purpose of this step is to ensure the worthiness and legitimacy of using these organizations to develop recommendations. This adds validity to the findings and yields defensible results.

We will keep in mind the Project Team's criteria on such factors as degree of competition for obtaining and retaining candidates for high quality staff, their location in the County's traditional recruitment areas, and their level of service.

Paypoint HR uses objective parameters to determine the legitimacy of findings. Below is a list of possible criteria to consider when selecting organizations to be sampled:

#### **Sample List of Selection Criteria**

Median Housing Price	Unemployment Rate
Median Household Income	Labor Force Participation Rate
Cost of Living Adjustment	Proximity
Population	

Each organization considered is given a variance score related to data points and an aggregate variance score is created. This will help identify the organizations whose results will provide validity to the study.

Upon identifying benchmark positions and the selected comparators, Paypoint HR will then create the document for surveying the selected organizations and conduct the external survey.

#### Task 2B - Design and Distribute Survey

In Task 2B of the study, it is anticipated that the creation and distribution of the external survey will take place. This analysis will include a detailed concise presentation of data to be collected.

The survey will include job titles along with a summary of each position. This approach allows respondents to compare job description to job description and not just job titles, therefore ensuring true "matches" from the survey respondents.

Paypoint HR will send the survey to all comparators and if necessary, complete Freedom of Information Act (FOIA) requests. We conduct all of the survey distribution, data collection, and analysis ourselves to ensure validity of the data and to enforce quality control.

While there is an industry standard of 5-15% response rate for surveys, Paypoint HR typically receives 25-40% response rates. While the surveys are out for distribution, Paypoint HR will further examine the existing compensation environment to establish a baseline and keep in contact with the Project Team.



## Task 2C – Collect and Analyze Survey Data

Job Title	Job Summary	Hours	Min	Max
<b>City Clerk's Office</b>				
Administrative Assistant	This work involves complex and responsible clerical support and staff assistance activity. Perform research and retrieval of records, reports, forms, memoranda, letters, etc. HS_GED, + 2 yrs experience.	2080	23.18	37.1
City Clerk	This position is responsible for administrative and supervisory work managing the various functions and responsibilities of the City Clerk's Office. Bachelor's Degree, + 5 yrs experience.	2080	39.66	63.45
Deputy City Clerk	This position is responsible for administrative and supervisory work in planning, organizing, and coordinating administrative activities of the City Clerk's Office. Performs customer service functions including information and assistance related to records research, responds to routine questions, complaints, or requests for service. Associate's Degree, + 3 yrs experience.	2080	26.84	42.95
<b>Development Services</b>				
Building Inspector	This is technical work conducting building inspections to ensure buildings and structures are constructed and tested in compliance with existing City codes, ordinances and statutes. Record and document all building inspections and prepare inspection reports. HS_GED, State of Florida Standard Inspector Certification, + 5 yrs experience.	2080	25.56	40.9
Planner	The work of a Planner is either in the category of current planning, focusing on landscape and development project review, or in long-range planning, focusing on land use, zoning, and land development regulation amendments. Bachelor's Degree, + 2 yrs experience.	2080	24.35	38.96

Figure 7 – Sample of Job Summaries in External Survey

Following the distribution of the surveys, Paypoint HR will collect the data and conduct an in-depth review of the survey results with the Study Project Leaders, as appropriate. The purpose of this review is to identify any additional information needed or areas that require further analysis.

As part of the initial phase of the compensation study, Paypoint HR will conduct a baseline analysis of the County's existing pay structure. This analysis provides a foundational understanding of how current pay practices align with internal equity principles and market competitiveness.

This baseline analysis will inform both the internal alignment portion of the study and help shape the methodology used for market benchmarking. It also ensures that any recommended changes are grounded in a clear understanding of the County's current compensation environment.

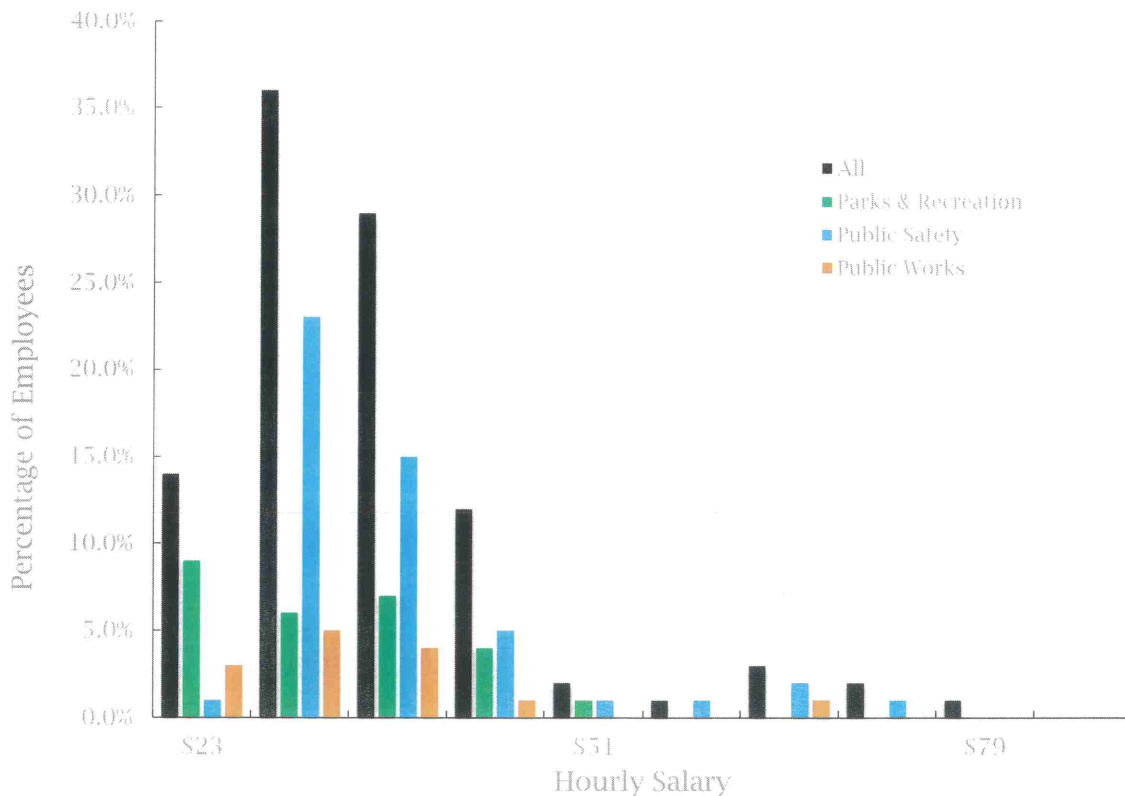
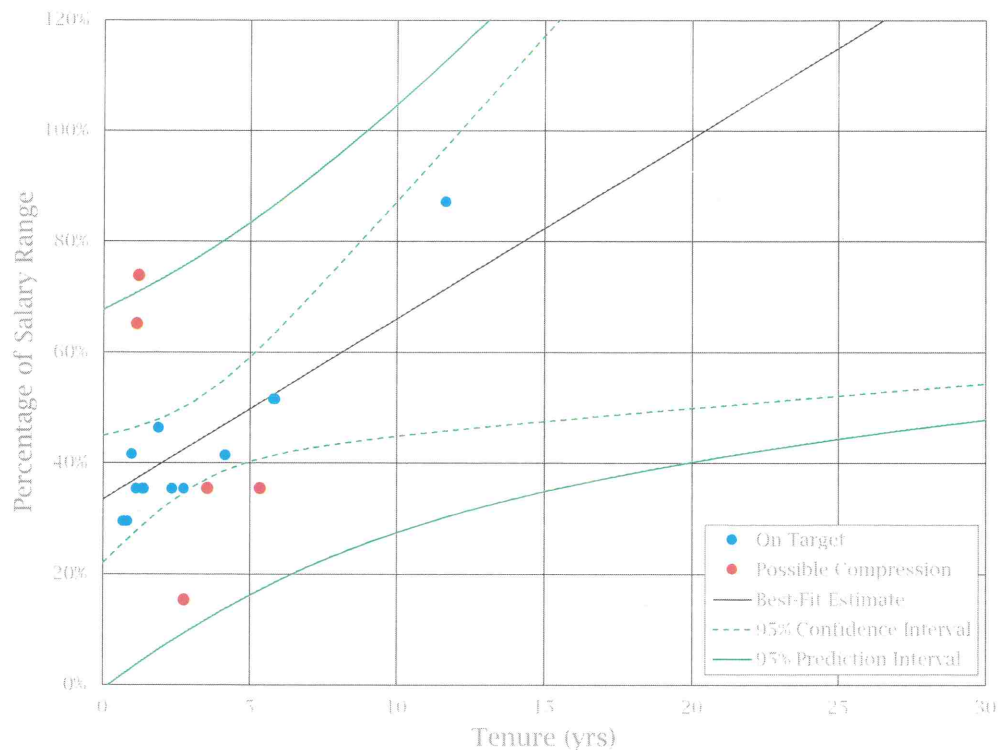


Figure 8 - Baseline Analysis of Client's Workforce

### Task 2D - Internal Relationship Analysis and Alignment

To determine recommendations for internal equity, considerable attention will be given to this phase of the project. It is necessary to develop an internal position hierarchy based on the organizational value of each classification. By reviewing those factors, we will make recommendations regarding vertical salary differentials between classes in a class series (if recommended), as well as across departments.

Paypoint HR will examine salary spread for all grades, ladders between grades, and identify the possibility of positions being compensated differently than intended from the existing plan. We will examine the distribution of employee salaries to highlight challenges and conduct an analysis of wage compression using Paypoint HR's proprietary statistical processes, if requested. Positions that contribute to compression are specifically identified for adjustment.



**Figure 9 - Sample Internal Compression Analysis**

Paypoint HR analytically develops an internal hierarchy based upon the job analysis responses. The goal of this critical step of the process is to address any internal equity issues and concerns with the current compensation system. We look for compression and inconsistencies. Our quantitative tool, Compensable Factor Score (CFS) system, allows us to objectively compare between certain classifications.

Paypoint HR utilizes a point factor scoring system as a structured, equitable method for evaluating and classifying positions. This approach assigns numerical values (points) to key compensable factors common to all positions, allowing for objective comparisons across diverse job functions.

- Compensable Factors typically include:
  - Knowledge and Skills
  - Responsibility (e.g., decision-making, supervisory scope)
  - Complexity and Problem-Solving
  - Working Conditions
  - Impact of the Role
  - Communication and Interpersonal Demands
- Each factor is divided into defined levels, with corresponding point values.

- Points are totaled for each position to determine its relative value within the organization.
- This total score is used to place positions into appropriate classification levels or pay grades, ensuring internal equity.

#### Benefits of the Point Factor System:

- Objective and consistent evaluation of all roles
- Promotes transparency and supports defensible classification decisions
- Facilitates the alignment of pay with job content, not incumbent performance
- Supports long-term classification system maintenance

This methodology ensures that the County's classification and compensation structure is equitable, data-driven, and scalable, providing a solid foundation for current and future HR decisions.

We will create a sound and logical compensation structure for the various levels within each class series, so that career ladders are not only reflected in the classification system but also in the compensation system.

The recommendations will contain pay differentials between levels that allow employees to progress on a clear path for career growth and development.

Position Classification	CFS Score
Assistant CityManager	787.8
Police Chief	517.1
Fire Chief	445.8
Utilities Director	374.4
Chief Financial Officer	353.5
Public Works Director	329.4
Development Services Director	229.5
Human Resources Director	215.3
Neighborhood & Community Services Director	212.4
Parks & Recreation Director	210.2

**Figure 10 - Sample of Compensable Factor Score Results**



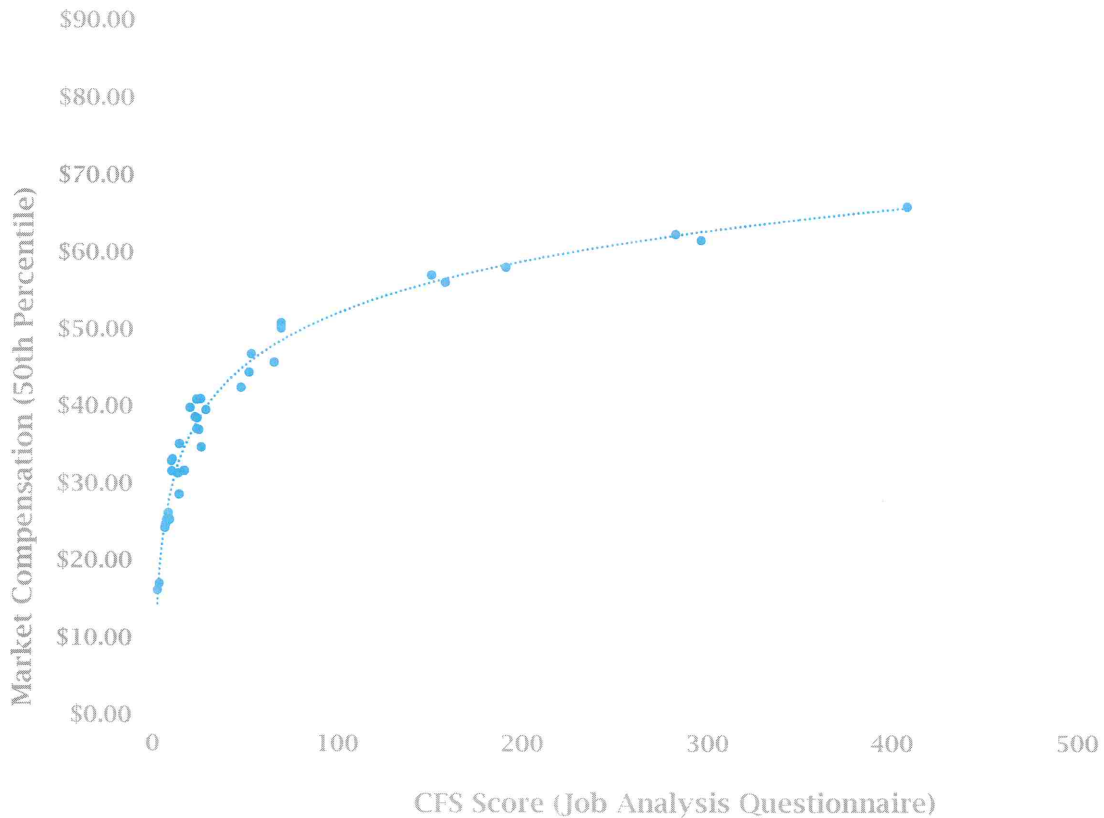
Career ladders will be looked at both vertically and horizontally to mirror the classification structure that was developed during the classification section of the study. Paypoint HR's Compensable Factor Score (CFS) formulation provides a framework to construct an unbiased internal hierarchy of positions.

The internal hierarchy is correlated with the findings of the external market, external equity, by using Paypoint HR's non-linear statistical algorithm. A 90% or greater correlation is typical, lending to confidence that both the internal and external equity are sound and appropriate.

Category	Score	Grade	Min	Max
Education	11.16	1	0.0	7.0
Experience	4.65	2	7.0	7.5
		3	7.5	8.0
Complexity	7.60	4	8.0	8.6
Independence	3.30	5	8.6	9.2
		6	9.2	9.9
Supervision Received	1.34	7	10.0	10.8
Supervision Responsibilities	1.21	8	10.8	11.7
		9	11.7	12.8
Impact	7.84	10	12.8	14.0
Physical	0.47	11	14.0	15.4
		12	15.5	17.1
Working Condition	0.31	13	17.1	19.0
Interaction	9.30	14	19.0	21.3
		15	21.3	24.0
Financial	1.05	16	24.0	27.1
		17	27.1	30.9
<b>Total Score</b>	<b>48.22</b>	18	30.9	35.4
		19	35.4	40.9
		20	40.9	47.5
		21	47.5	55.6

Figure 11 - Compensable Factor Score Example

Paypoint HR may choose to supplement the survey data with information from our own internal library. This helps to identify outliers and get a pulse on how the study results compare to the market.



**Figure 12 - Sample Comparison of Internal / External Hierarchy**

### Task 2E - Preparation of Draft Report

Depending on the data developed from the internal analysis, we will review and make recommendations regarding internal alignment of your salary structures including combining or expanding groups or salary scales. We will develop recommendations for pay grades and salary ranges for all classifications based typically on median salaries from the comparable agencies based on the organization's overall compensation philosophy and policy. We will also analyze any pay compression issues to ensure internal equity, if requested.

- We will conduct a competitive pay analysis using the market data gathered to assist in the determination of external pay equity and the recommendation of a new base compensation level for each classification studied.
- We will conduct a comparative analysis to illustrate the relationship between current pay practices and the newly determined market conditions. We will also develop solutions to address pay equity issues. Our analysis includes information regarding the financial impact of addressing pay equity issues for the County.

The result is intended to create a market adjustment and implementation strategy supporting your goals, objectives, and budget considerations.

Positions will be categorized in a compensation ratio or “Compa-ratio” relating actual pay rates to market rates to determine if they are in-line with the external market. Positions will be classified by their Compa-ratio and determined to be either below, at, or above the market rate. We use these findings to make corrections to pay for each position which allows for fiscal impact analysis of recommendations.

	Engineering Technician II	Engineering Technician III	Engineering Technician IV	Foreman
<b>Market Percentiles</b>				
20%	\$32.31	\$36.30	\$39.16	\$39.56
25%	\$32.96	\$37.10	\$40.05	\$40.47
30%	\$33.67	\$37.90	\$40.93	\$41.35
...	...	...	...	...
70%	\$38.82	\$43.74	\$47.25	\$47.75
75%	\$39.45	\$44.47	\$48.06	\$48.56
80%	\$40.27	\$45.42	\$49.10	\$49.62
Mean	\$36.36	\$40.95	\$44.23	\$44.69
Compa-Ratio	-5.0%	-6.9%	-2.4%	-8.1%

**Figure 13 - Sample Compa-Ratio Results by Job Title**

The Draft Final Report will be completed and submitted to the Study Project Leaders for review and comment. The report will provide detailed compensation findings, documentation, and recommendations. The report will include the following information:

- A proposed Salary Range/Plan document.
- Any alternative compensation plans identified.
- Reports addressing employees whose base pay either is below or exceeds the market rate.
- The option to implement the recommended plan in phases.

After an initial round of feedback from the Study Project Leaders, we will make edits and resubmit the draft to the Project Team for review and approval. Final meetings with the Project Team and stakeholders will be conducted and any final adjustments are made prior to delivery of the final report to the appropriate stakeholders. Once all questions and concerns are addressed, a Final Report will be created and submitted in a bound format and electronic format.

**Full-Time Positions Substantially Below Market (Compa-Ratio % Diff < -10%)**

Accreditation Manager	Human Resources Manager
Assistant Fire Chief	IPP Administrator
Benefits Manager	Lead Code Enforcement Officer
Communications Manager	Structural Plan Reviewer
Executive Assistant	System Administrator

**Full-Time Positions Below Market (-10% < Compa-Ratio % Diff < -5%)**

Accounting Manager	Code Enforcement Officer
Agenda Coordinator	Communications Supervisor
Assistant CityAttorney II	Crime Scene Investigation Supervisor
Building Maintenance Superintendent	Cross Connect Control Specialist I
Chief Parking Facilities Administrator	Data Analyst Accreditation Manager
CityManager	Deputy CityClerk

**Figure 14 - Sample External Market Results Summary**

**Task 2F - Deliver Final Report and Deliverables for Implementation**

Paypoint HR typically works on tight schedules that demand extensive communication. We first listen to our clients to understand their specific needs and then create recommendations that fulfill the purpose of the study. Our final report reviews the County's background as related to the study and conveys complex concepts clearly and concisely. We feel this is one of our strongest attributes. An area of communication where we particularly excel is in the ability to communicate with employees at all levels of education and background. The concepts covered during employee outreach are reflected in the final report, as appropriate. This improves morale as the employees feel valued by knowing they have been heard. We are a liaison and have discovered opportunities and issues that would not have otherwise been utilized or addressed.



The final report includes an Executive Summary that summarizes the study methodology and gives recommendations for consideration by the County. The report highlights specific areas where an opportunity exists to improve the County's Classification and Compensation programs. The strategic position of the existing plan is reviewed in relation to the findings and shows comparisons. Recommendations that affect the County's budget are reviewed and their financial impacts are projected to ensure the City is able to support them. The Final Report is developed in a way that is relevant to the current market as well as allowing the City to make a long-term strategic plan for attracting and retaining staff. The work product includes steps for implementation, training, and ongoing administration.

Our recommendations have been well received by our audiences. We have developed valued relationships and are considered by our clients and their employees as a trusted advisor. We welcome the opportunity to work with the City to prove ourselves as an excellent service-oriented firm.

## Recommendations

The fiscal impact of the recommendations below is approximate cost for salary adjustments only. It does not factor in associated costs for employee-related benefits.

### 50<sup>th</sup> Percentile of Market

1. Raise the salary of 24 positions that are below grade minimum market, first, at a cost of \$24,169.
2. Raise the salary of 20 positions that are *substantially* below market, second, at a cost of \$248,318.
3. Raise the salary of 125 positions that are below market, third, at a cost of \$550,160.

Total: 169 positions, \$822,647

4. Raise the salary of 12 positions that are experiencing compression, fourth, at a cost of \$17,246.
5. Consider reclassifying the following titles, fifth, according to the city's personnel policy manual.
  - Community Services Division Manager
  - Community Support Specialist

Figure 15 - Sample of Study Recommendations

## Structure and Content of Work Product

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- Kick-off meeting with Project Team and collaborative development of the Project Communication Plan.
- Project planning and methodology.
- Briefing Sessions with All Employees to go over the scope of the project, their role, and to give directions on how to complete the job analysis.
- Job Evaluation report completed using scores from job analysis responses.
- Comparator Analysis reports to identify localities that compete for labor with the County.
- Development of agreed benchmark positions.
- External Market Survey for comparators with benchmark job titles and short job summaries.
- Update of Job Descriptions, where applicable, to include FLSA, EEO, and ADA compliance (sample provided upon request).
- Creation of Recommendations for Reclassifications report, including job title simplification.
- Development of a Compensable Factor Scoring System tailored to the City for use and maintenance of job evaluations and internal equity.
- Development of training for ongoing administration and implementation along with supporting materials and manual.
- Development of a salary structure based on the survey findings and job evaluations.
- Survey finding reports showing options for strategic position as compared to current position.
- Fiscal Impact report showing costs associated with the selected strategic market position.
- Cumulative Final Report for presentation which shows methodology, procedures, development of findings, work product deliverables, and the financial impact of recommendations.

## Implementation

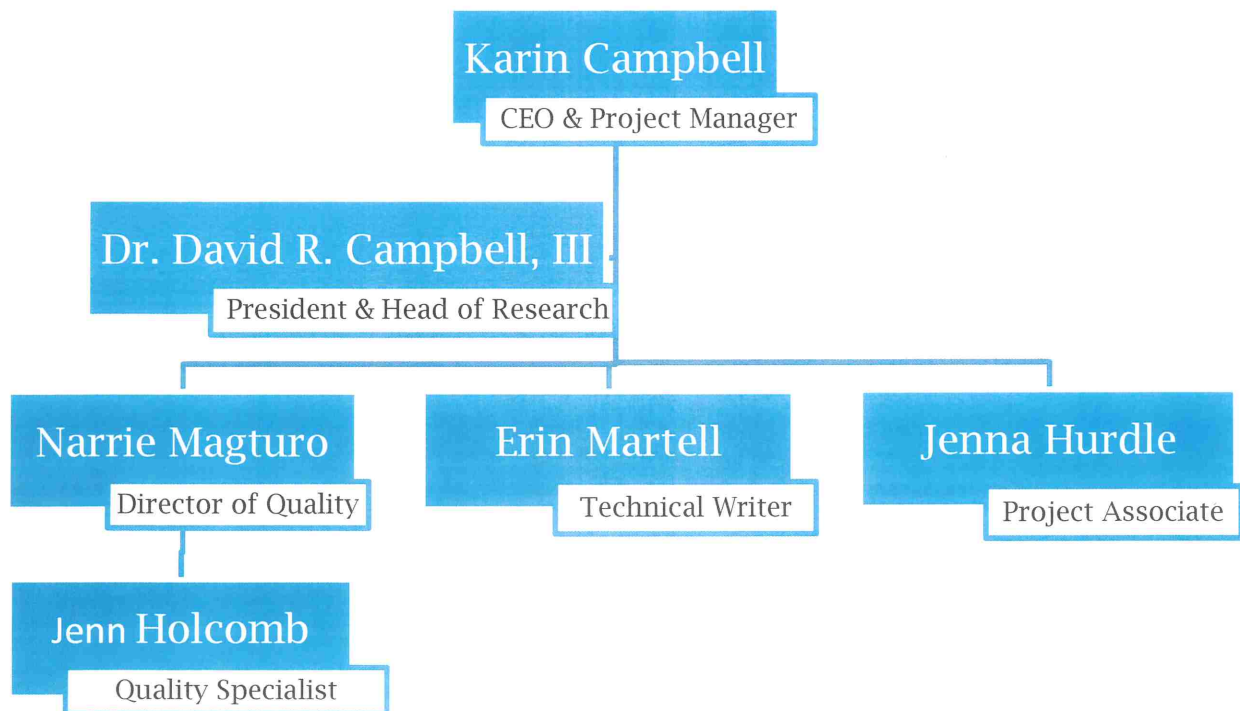
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Communication with the Project Team and key stakeholders are described at each step in the process of our project methodology. We consider our audience for implementation to be the Project Team, managers, and employees. We have tailored our process to involve each at the appropriate times. We incorporate meetings, frequently asked questions, questionnaires, informal appeals, reviews and feedback sessions. Various media is used during the project to convey changes. We include online access to information, written communication, forms, face-to-face meetings, electronic communication, as well as virtual meetings.

Bi-weekly progress reports will be provided to the Project Team. Paypoint HR will also provide the Project Team status reports every two weeks and as requested. We keep our clients fully abreast of all activities that Paypoint HR undertakes during our projects to ensure timely completion and to short-circuit any issues that may arise.

- Paypoint HR provides forms for discussions with personnel regarding how the changes affect them individually.
- We create Job Discussion Request (JDR) and Job Discussion Guide (JDG) forms for employees and their supervisors to complete and submit to the Human Resources department. While employees may not always agree with our recommendations, they have a "second chance" to ensure that they have been heard and to continue the educational process regarding why specific recommendations were made.
- A manual of instructions and training materials regarding the administration of the proposed compensation system.
- A list of implementation issues, schedules, fiscal impact statements, cost projections, and communications surrounding our recommendations.
- A guide for rules, policies, and procedures for you in implementing, managing, and maintaining the compensation system.
- Train the trainer sessions.
- Customized software, unique for each client based on the results of the study, and support plan options.

## Project Team Organizational Chart



### Resumes of Principals



Karin Campbell, SPHR, SHRM-SCP, IPMA-SCP - CEO & Project Manager

Davidsonville, MD 21035

Karin@PaypointHR.com | 443-336-4272

#### PROFILE

Strategic and accomplished Human Resources executive with over two decades of experience in leading classification and compensation studies, organizational consulting, and HR operations for public sector and nonprofit institutions. Demonstrated expertise in project management, stakeholder engagement, labor market research, compensation strategy, and HR compliance. Proven ability to lead large-scale initiatives that improve organizational performance, ensure legal defensibility, and support equity and retention.

#### CORE COMPETENCIES



- Public Sector HR Consulting
- Classification & Compensation Studies
- Market Pay Analysis & Survey Design
- Strategic Planning & Implementation
- Labor Relations & Workforce Analysis
- Employee Communications & Change Management
- Total Rewards & Benefits Analysis
- Executive Reporting & Presentation
- Team Leadership & Development
- Quality Assurance & Risk Mitigation

## PROFESSIONAL EXPERIENCE

### *CEO & Owner*

#### *Paypoint HR - Davidsonville, MD*

*2013 - Present*

Founded and lead a consulting firm specializing in classification and compensation services for state and local governments nationwide.

- Directed full lifecycle of complex classification and compensation studies across more than 20 U.S. states.
- Designed and implemented communication plans, briefing sessions, and employee outreach to ensure transparency and engagement.
- Conducted market pay studies, benefit comparisons, and total compensation analysis for positions across all areas of government operations.
- Developed custom job analysis tools and facilitated job description updates, benchmarking, and slotting methodologies.
- Delivered fiscally responsible recommendations to leadership, including full implementation plans and projected cost impact.
- Oversaw quality assurance for implementation and long-term plan sustainability; created manuals and train-the-trainer resources.
- Led stakeholder engagement with employees, HR staff, elected officials, and executives to ensure understanding and buy-in.
- Identified and validated comparator organizations; designed defensible pay scales and classification structures.

### *Senior HR Consultant / Owner*

#### *Alpine HR - Anne Arundel County, MD*

*2003 - 2012*

Co-founded and operated a successful HR services firm, providing payroll, benefits, compliance, and HR consulting to small- and mid-sized clients.

- Developed HR policies, procedures, and strategic HR plans tailored to client needs and compliance requirements.
- Provided labor law compliance, risk management training, and audit readiness services across multiple industries.
- Led total rewards analysis, benefits program administration, and Section 125 plan setup.
- Advised on employee relations issues including FLSA, ADA, COBRA, and FMLA.
- Delivered workforce compliance training and conducted compensation reviews.

### *Business Development & HR Strategy Roles*

*1992 - 2002*

Held progressively responsible roles in business development and HR within healthcare, professional employer organizations (PEOs), and benefits management.

- Business Development Manager, Staff Leasing Systems / HR Logic - Waltham, MA

Developed organic growth strategy and facilitated M&A transition through acquisition by NovaCare and Fidelity Investments.

- Life & Health Producer, Maryland Health Benefits Exchange - MD

Managed employee benefit enrollments, compliance, plan design, and cost analysis for small businesses.

### EDUCATION

- MBA - University of Texas, Permian Basin
- MBA Studies - University of Maryland University College
- B.A. in Business Marketing - University of Maryland, College Park

### CERTIFICATIONS

- Senior Professional in Human Resources (SPHR) - HRCI
- SHRM Senior Certified Professional (SHRM-SCP)
- IPMA-HR Senior Certified Professional (SCP)
- Maryland Health Benefits Exchange Producer (2003-2015)

### AFFILIATIONS

- Member, Society for Human Resource Management (SHRM)
- Member, International Public Management Association for HR (IPMA-HR)
- Member, HR Certification Institute (HRCI)
- Member, WorldatWork
- Former Board Member, Anne Arundel SHRM Chapter

### SELECT ACHIEVEMENTS

- Managed implementation of large-scale compensation overhauls across public safety, utilities, education, healthcare, and municipal operations.
- Led two startup firms to profitability and supported a third firm through IPO.
- Conducted complex labor cost analyses, including benchmarking benefits and pay against regional and national markets.



**Dr. Rick Campbell, CCP - President & Director of Research**

Davidsonville, MD 21035

Dr.Rick.Campbell@gmail.com | 540-815-7837

### PROFILE

Experienced executive and classification & compensation strategist with a Ph.D. in Engineering Science and over 25 years of experience across aerospace, energy, and public sector HR consulting. Founder of Paypoint HR, specializing in classification and compensation studies for municipalities, sales compensation for businesses, and the development of advanced SaaS tools. Skilled in quantitative analysis, leadership communication, stakeholder engagement, and systems implementation.

#### CORE COMPETENCIES

- Classification & Compensation Studies
- Executive Communication & Public Engagement
- Project Management & Implementation
- Research Design & Statistical Analysis
- Technical Writing & Presentation
- SaaS Development & Application
- Public Sector Consulting
- Team Leadership & Training
- Quality Assurance & Risk Mitigation
- Salary Survey & Market Analysis

#### PROFESSIONAL EXPERIENCE

##### *President & Founding Partner*

*Paypoint HR - Davidsonville, MD*

*2015 - Present*

Founded and lead a consultancy focused on classification and compensation studies for local and state governments, and private-sector incentive pay systems.

- Directed comprehensive classification and compensation projects, ensuring stakeholder alignment and implementation.
- Conducted advanced statistical analysis of job data and external market surveys using proprietary SaaS tools.
- Created and presented tailored recommendations for equitable pay structures and succession plans.
- Developed custom SaaS tools including a performance review system and a profit-based sales compensation model.
- Led client engagement from executive leadership to rank-and-file employees through transparent communication strategies.

##### *Principal Manager / Project Engineer*

*Genpact Solutions - GE Middle River Aircraft Systems, Baltimore, MD*

*2006 - 2014*

Led engineering teams in the design and certification of aircraft propulsion structures for Boeing, Airbus, Embraer, and COMAC.

- Managed a team of 15 with a \$1.5M project budget, ensuring compliance with technical, safety, and budgetary standards.
- Served as Airworthiness Certification Testing Engineer with MRB authority from Boeing.
- Provided mentorship to engineers and was promoted to Subject Matter Expert in structural analysis.

### *Founding Partner*

#### *Revolution Electric Motors - Reno, NV*

*2000 - 2005*

Co-founded a technology company focused on high-performance electric motors and generators.

- Secured seven U.S. and international patents.
- Raised capital and secured contracts from clients including Rockwell Automation and the California Energy Commission.
- Directed R&D and business development efforts from concept to market.

### EDUCATION

- Ph.D. - Engineering Science and Mechanics, The Pennsylvania State University
- B.S. - Applied Mathematics, University of Virginia

### CERTIFICATIONS & HONORS

- Certified Compensation Professional (CCP)
- Genpact Gold Award, 2013
- Lockheed Martin VP Performance Award, 1998
- Defense Contract Audit Agency Performance Award, 1990
- MRB Authority (Boeing)
- Seven U.S. Patents: 6,585,490; 6,624,542; 6,727,616; 6,798,092; 6,825,588; 7,053,589; 7,066,050
- Maryland Public Notary (2016-Present)



## Resumes of Additional Project Personnel

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LTC (Ret) Narrie Magturo, Director of Quality Assurance

Narrie@PaypointHR.com

### PROFILE

Results-driven Director of Quality Assurance with more than 15 years of experience in compliance auditing, risk mitigation, and quality control across military and HR consulting environments. Retired U.S. Army officer with over 22 years of distinguished service, now applying military-grade QA/QC methodologies to public sector classification and compensation projects. Skilled in developing, implementing, and evaluating quality assurance processes that support equity, legal compliance, and strategic HR outcomes.

### CORE COMPETENCIES

- Quality Assurance & Control (QA/QC)
- HR Compliance Audits & Standards
- Public Sector Risk Management
- ISO 9001 & Regulatory Compliance
- Environmental, Health & Safety Oversight
- Stakeholder Engagement & Communication
- Emergency Response Planning (NIMS/FEMA)
- Program & Project Management
- Training & Technical Documentation
- Vulnerability & Infrastructure Assessment

### PROFESSIONAL EXPERIENCE

*Director of Quality Assurance*

*Paypoint HR - Davidsonville, MD*

*2019 - Present*

- Lead quality assurance initiatives for classification and compensation consulting projects across public sector clients.
- Ensure deliverables meet established accuracy, consistency, and compliance standards.
- Conduct internal audits and peer reviews to ensure adherence to client scope, legal frameworks, and HR best practices.
- Collaborate with project managers and analysts to standardize documentation and QA protocols across engagements.
- Support training of staff on quality expectations and control tools to improve workflow efficiency and client satisfaction.

*U.S. Army (Retired Lieutenant Colonel)*

*U.S. Department of Defense*

*1992 - 2013*

- Conducted over 20 years of compliance audits at the company and division levels (100 to 50,000 personnel).
- Led ISO 9001 certification efforts for Army Chemical Defense Training operations.
- Guided treaty compliance and safety operations aligned with national and international defense standards.
- Served as a certified instructor for vulnerability assessments of government and military infrastructure.
- Provided QA/QC leadership for high-risk training environments, including live chemical nerve agent use.
- Implemented emergency response systems following FEMA and NIMS protocols.
- Advised cross-functional teams on environmental, safety, and operational risk mitigation.

## EDUCATION

- Master of Science in Environmental Management – Webster University
- Master of Science in Environmental Science – Purdue University
- Bachelor of Arts in Biology – Capital University

## CERTIFICATIONS

- American Red Cross Disaster Response Team
- Department of Defense Certified Vulnerability Assessment Instructor



Jennifer Holcomb, Quality Assurance Specialist

Jennifer@PaypointHR.com

## PROFILE

Detail-oriented Quality Assurance Specialist with over 7 years of experience supporting classification and compensation projects for public sector clients. Brings a background in health sciences and nursing to her analytical and structured approach. Highly experienced in job evaluation, market survey coordination, and documentation review. Known for precision, follow-through, and effective collaboration in multidisciplinary project teams.

## CORE COMPETENCIES

- Job Evaluation & Classification Support
- External Market Survey Coordination
- Job Description Analysis
- Quality Assurance & Audit Review
- Report Design & Documentation
- Project Coordination & Milestone Tracking
- Data Verification & Benchmarking
- Public Sector HR Consulting

- Communication of Technical Concepts
- Cross-Functional Team Collaboration

## PROFESSIONAL EXPERIENCE

### *Quality Assurance Specialist*

*Paypoint HR - Davidsonville, MD*

*2017 - Present*

- Conduct review, analysis, and updates of job descriptions as part of classification and compensation studies.
- Analyze job analysis questionnaires to support accurate job evaluations and job family structure creation.
- Coordinate and disseminate external market surveys, ensuring high-quality data collection from comparator organizations.
- Assist in building comprehensive pay and benefits databases to support market competitiveness analyses.
- Collaborate with project teams to ensure QA milestones and deadlines are met across deliverables.
- Contribute to the design and vetting of client-facing reports, ensuring clarity and alignment with audit findings.

## EDUCATION

- Bachelor of Science in Health Sciences – San Diego State University
- Associate Degree in Nursing – Mira Costa College

### Jenna Hurdle, Project Associate



Jenna@PaypointHR.com

## PROFILE

Experienced Project Associate with over 15 years in the legal field and more than 2 years supporting classification and compensation projects at Paypoint HR. Brings expertise in legal compliance, document review, data quality, and administrative support. Strong background in criminal justice, real estate, and insurance. Recognized for meticulous research, regulatory compliance, and efficient coordination of project tasks and data preparation.

## CORE COMPETENCIES

- Project Coordination & Administrative Support
- Legal & Regulatory Compliance
- Document Review & Management
- Preliminary Data Analysis
- Research & Quality Control

- Classification & Compensation Project Support
- Client Communications & Service
- Legal Procedures & Filing Systems
- Cross-Industry Experience
- Confidential Records Management

## PROFESSIONAL EXPERIENCE

### *Project Associate*

*Paypoint HR - Davidsonville, MD*

*2022 - Present*

- Support classification and compensation projects through document review, data collection, and compliance checks.
- Assist in reviewing materials to ensure alignment with federal, state, and local regulations.
- Conduct research and data validation tasks to ensure quality and accuracy of project deliverables.
- Prepare and organize preliminary datasets for analysis and presentation.
- Collaborate with team members to streamline project processes and improve data management systems.

### *Legal Assistant*

*Law Firm*

*2007 - 2022*

- Provided legal administrative support in criminal justice, real estate, and insurance fields.
- Managed legal documents, client communications, case filings, and compliance tracking.
- Maintained confidentiality, ensured deadlines were met, and coordinated with clients and legal professionals.

## EDUCATION

- Bachelor of Arts in Criminal Justice - High Point University



Erin Martell, Technical Writer

Erin@PaypointHR.com

## PROFILE

Experienced technical writer and project team collaborator with 17 years of experience supporting public sector and nonprofit initiatives. Brings over eight years of experience working with Paypoint HR on classification and compensation projects, where she contributes precise technical documentation and quality assurance deliverables. Proven success in developing systems to ensure contract and grant compliance, analyzing data for program effectiveness, and improving project communications and deliverables.



## CORE COMPETENCIES

- Technical Writing & Editing
- Public Sector Contract Compliance
- Grants Management & Reporting
- Survey Development & Analysis
- Project Documentation & Quality Control
- Communication Systems Development
- Operations Management
- Stakeholder Reporting & Deliverables

## PROFESSIONAL EXPERIENCE

### *Technical Writer*

*Paypoint HR - Davidsonville, MD*

*2015 - Present*

- Contributed to the preparation and delivery of classification and compensation reports, project deliverables, training documents, and communications plans.
- Supported documentation and editing processes across multiple projects to ensure accuracy, consistency, and clarity of technical materials.
- Collaborated with project teams to align final deliverables with client expectations and contract requirements.

### *Managing Editor*

*Financial Services Marketing- Los Angeles, CA*

*2013 - 2015*

- Team Management: Supervising a team of writers, editors, and possibly designers, providing guidance, feedback, and ensuring that the team produces high-quality content consistently.
- Editorial Oversight: Reviewing and editing content to maintain consistency in tone, style, and quality, as well as ensuring adherence to editorial guidelines.
- Project Coordination: Planning and managing the editorial calendar, assigning tasks to team members, and ensuring that all content is produced and published according to set timelines.

### *Director of Strategic Planning*

*Community Health Clinics - Los Angeles, CA*

*May 2011 - Dec 2012*

- Determined organizational strategic direction and developed an annual fundraising plan targeting \$1.4M in diverse funding sources.
- Maintained awareness of industry trends and ensured alignment with nonprofit sector best practices.
- Prepared and submitted 20-30 funding requests annually to corporations, foundations, and governmental entities.
- Guided internal departments in service development, outreach strategies, and pursuit of funding.
- Represented the organization publicly, building funder relationships and forming collaborative partnerships.
- Partnered with the board of directors to enhance their effectiveness in nonprofit fundraising and strategic governance.

*Grants & Operations Manager*

*American Bar Association - Washington, DC*

*2001 - 2005*

- Managed between 15 and 20 federal, state, and local grants and contracts, ensuring compliance through reporting and tracking mechanisms.
- Designed and implemented internal systems to monitor and communicate compliance across departments.
- Developed and administered surveys to assess training program effectiveness, using feedback to inform continuous improvement efforts.
- Authored progress reports and conducted site visits to ensure successful grant performance and adherence to funding guidelines.
- Introduced a tracking system to monitor case data and awards, increasing efficiency and enabling improved case oversight.

EDUCATION

- Master of Science in Criminal Justice - Northeastern University
- Bachelor of Arts in Liberal Arts - St. John's College



## Relevant Experience

Classification and compensation studies are the core of our business, with approximately 95% of our clients representing public sector entities. Over the past three years alone, we have successfully completed 47 similar studies for counties, municipalities, and other government agencies across the country. Our team brings deep expertise in developing equitable, defensible, and sustainable classification and pay systems that reflect both internal structure and external market realities. This focused experience positions us to deliver high-quality results tailored specifically to the unique needs of the County.

## Recent Studies

Organization	Project Title and Service Dates
Accomack County, Virginia	Classification & Compensation Study 2023
Town of Berlin, Maryland	Wage Compensation and Classification Study 2022 - 2023
City of Bellaire, Texas	Classification Study and Total Compensation Study 2023 - 2024
City of Brentwood, Missouri	Employee Compensation (Wage and Benefits) and Classification Consulting Services 2024
City of Broken Arrow, Oklahoma	Classification Study 2024
City of Brooklyn Center, Minnesota	Peer Market Survey and Job Salary Analysis 2024
Caroline County Public Schools, Virginia	Classification and Compensation Study 2022 - 2023
Town of Centreville, Maryland	Classification and Compensation Study 2024
City of College Park, Maryland	Job Classification and Compensation Study 2023 - 2024
City of Concord, New Hampshire	Classification and Compensation Study 2024
City of Cottage Grove, Minnesota	Position Classification and Compensation System 2020 - 2024



City of Delray Beach, Florida	Compensation and Classification Study 2024
Town of Derry, New Hampshire	Consulting Services for Classification and Compensation 2023 - 2024
City of Des Peres, Missouri	Comprehensive Compensation Study 2024
Town of Enfield, New Hampshire	Classification and Compensation Study 2023
Eureka County, Nevada	Compensation and Classification Study 2023 - 2024
City of Fort Morgan, Colorado	Compensation Study & Analysis 2022 - 2023
Town of Frederick, Colorado	Classification and Compensation Study 2023 - 2024
Fredericksburg City Public Schools, Virginia	Classification and Compensation Study 2022 - 2024
Town of Front Royal, Virginia	Compensation and Classification Study 2016 - 2018, 2022, 2023
Town of Goffstown, New Hampshire	Classification and Compensation Study 2023
Gratiot County, Michigan	Classification and Compensation Study 2022 - 2023
City of Green Cove Springs, Florida	Comprehensive Classification and Compensation Study 2024
City of Hagerstown, Maryland	Compensation and Classification Analysis 2023 - 2024
Kent County, Delaware	Compensation & Classification Study 2022 - 2023
Knox County, Illinois	Classification & Compensation Study 2019 - 2024
City of Largo, Florida	Compensation & Classification Study 2019 - 2020, 2022, 2023 - 2024

Lunenburg County Public Schools, Virginia	Classification and Compensation Study 2023 - 2024
Merrimack County, New Hampshire	Pay and Classification Study - Consulting Services 2023
Miami-Dade County, Florida	Position and Compensation Study 2024
Mid-America Regional Council, Missouri	Pay Plan Study Consultation Services 2016, 2022, 2024
City of Muscatine, Iowa	Compensation Study 2023
City of Newberry, Florida	Employee Classification & Compensation Study 2023
Town of North Beach, Maryland	Wage Compensation and Classification Study 2023 - 2024
Nye County, Nevada	Classification & Compensation Study and Analysis 2024
City of Portland, Tennessee	Compensation Study 2024
City of Raytown, Missouri	Compensation and Classification Plan 2021 - 2023
Richmond Metropolitan Transportation Authority, Virginia	Compensation Consultant 2018 - 2019; 2023
Town of Scarsdale, New York	Compensation and Classification Study 2023 - 2024
City of Seabrook, Texas	Job Analysis & Evaluation 2023
City of South Portland, Maine	Compensation Plan Study 2019 - 2020; 2024
City of St Pete Beach, Florida	Compensation Study 2023 - 2024
City of Stuart, Florida	Classification and Compensation Study 2019, 2024
Town of Sunapee, New Hampshire	Classification and Compensation Study 2024
City of Tomball, Texas	Classification and Compensation Study

	2023
City of Villa Rica, Georgia	Compensation Study 2023
Town of Warrenton, Virginia	Classification and Compensation Study Organizational & Staffing Study 2022 - 2023

Contact Name	Contact Info	Project Title and Service Dates
Kathleen Beebe HR Coordinator City of Des Peres	12325 Manchester Road Des Peres, MO 63131 (314) 835-6107 <a href="mailto:KBeebe@DesPeresMO.org">KBeebe@DesPeresMO.org</a>	Comprehensive Compensation Study 2024

The City of Des Peres employs 100 employees in 62 unique job titles. The scope of work included the following areas of work:

1. Assist in the development of a process to determine when long-term or returning part-time employees receive pay increases. Our pay matrix has grades for part-time employees. Some of the part-time positions are permanent, with the same person holding the position for a number of years. Other part-time positions are more seasonal, but the same person may return for multiple seasons.
2. Develop a standard format for job descriptions for all full-time employees that are both ADA and FLSA compliant. Review all current job descriptions and propose revisions to reflect actual job duties. The review may include use of employee and supervisor questionnaires and individual interviews. Information gathered shall be used to analyze the duties and responsibilities of each position to determine if it has been appropriately classified.
3. Conduct a Fair Labor Standards audit of each full-time position for classification and state an opinion as to whether each position is to be classified “Exempt” or “Non-Exempt”.
4. The city will identify ten (10) comparable public entities in the metropolitan area for salary survey purposes. Vendor should evaluate selections and make recommendations on changes. Vendor shall identify specific positions for which they believe comparisons to the private sector are appropriate.

5. Identify the process to be used in collecting data on salary and major benefits from comparison cities and any process or technique to normalize the data between comparison cities of differing sizes or service levels.
6. Identify the process to be used in collecting data on major fringe benefits including but not limited to pension, health insurance, dental insurance, vision insurance, life insurance, vacation benefits, sick leave and other leave policies.
7. Develop a pay grade and range for jobs (current pay plan attached) providing starting, mid-point and top pay ranges including any intermediate ranges recommended.
8. Identify the cost savings or additional costs associated with implementing the recommended pay plan including any recommended transitional plans from the current pay plan.
9. Provide an administration manual including plan maintenance procedures.
10. Conduct an employee survey to assess current job duties and update job descriptions accordingly.
11. Provide sample documents to be used to communicate the compensation system change to current employees, and a summary document to communicate the full compensation system to current and future employees, both to be provided in reproducible hardcopy and electronic copies
12. The successful vendor will have a minimum of two presentations at a joint meeting of the Audit & Finance Committee and Board of Aldermen including one to review process and comparable city criteria and one to present findings and recommendations.

Contact Name	Contact Info	Project Title and Service Dates
Tangula Bell Human Resources Manager City of Brentwood	2348 S. Brentwood Blvd. Brentwood, MO 63144 (314) 963-8609 <a href="mailto:TBell@BrentwoodMO.org">TBell@BrentwoodMO.org</a>	Employee Compensation (Wage and Benefits) and Classification Consulting Services 2024

The City of Brentwood employs approximately 125 employees in 61 unique job titles. The scope of work included the following areas of work:

1) Compensation and Benefits Study

- Review the City's existing compensation and benefit plans, including retirement benefits for both uniformed and non-uniformed employees.



- Conduct a comprehensive survey of external regional labor market impacting the job markets for all positions in the City. This shall include public sector and private sector jobs with the same essential duties and functions.
- Provide recommendations for adding or deleting to the list of current comparative organizations/municipalities. Provide rationale for comparative organizations/municipalities.
- Gather necessary survey data from comparable organizations/municipalities of the public and private sector using a customized survey.
- Prepare a written report to include a comparison, by position, of the full market compensation and benefit plans.
- Prepare cost analysis for implementation of recommended changes to the pay and classification system.

## 2) Job Audit and Analysis

- Evaluate current classification positions.
- Gather necessary employee information. Broad focus groups may be used for large or similar job classes.
- Examine equity of pay among preset full-time employees based on qualification, experience, responsibilities, and tenure.
- Identify problem areas within the internal compensation system and suggest implementation methods to correct identified problems.
- Information will be used to analyze the duties and responsibilities of each employee and position to determine the following: whether individual employees are appropriately classified; whether a position should be moved to a different job classification and/or pay grade; and whether position titles are appropriate.

## 3) Job Descriptions

- All job descriptions will be updated or developed after reviewing job analysis questionnaires and interviews.
- Recommendations will be made to revise, create, or consolidate titles.
- Job descriptions should be established in a standardized format which are ADA and FLSA compliant. The city will have review/input as to the final format of job descriptions.
- Revised job descriptions should include FLSA exemption tests to determine the appropriate FLSA overtime classification for each position based upon the duties and responsibilities provided in the job documentation.
- Final job descriptions are provided to the City, with allowance for one set of revisions included in the project cost.

- The consultant shall assist in determining if all city departments are adequately and appropriately staffed for a community of approximately 8230 residents.

4) Final Report requirements

- Methods used to conduct the salary survey results and methodology of job evaluation.
- Summarized position comparison data.
- Recommended classification plan.
- Recommended pay structures for the 75th and 95th percentiles for non-uniform employees and 95th percentile for uniformed employees.
- Recommendations for maintaining future market competitiveness.
- Other recommendations.

Contact Name	Contact Info	Project Title and Service Dates
Debbie Duncan HR Manager City of Raytown	10000 E 59 Street Raytown, MO 64133 (816) 737-6006 <a href="mailto:DebraD@Raytown.MO.US">DebraD@Raytown.MO.US</a>	Compensation & Classification Plan 2021 – 2023

The City of Raytown employs approximately 109 employees in 68 unique job classifications. The scope of services for the project included

Meet with the HR Manager and City Administrator at the initiation of each phase of the study and to make oral presentations to the Selection Committee at the conclusion of each phase. Ongoing and open communications between designated City representatives and the consultant over the course of the study. All products and recommendations to comply with applicable State and Federal laws and enhance the City's ability to obtain and retain qualified personnel. The consultant to review the current job descriptions and Compensation and Classification Plan and determine the need for a new compensation system, which would assure internal equity and external competitiveness.

Conduct a comprehensive compensation survey of external regional labor market for designated positions and make recommendations for changes to the current classification system or adoption of a newly designed compensation system, which assures internal equity and external competitiveness. The method in which to perform this analysis is to be determined by the consultant, and comparison cities to be included in the study will be approved by the City of Raytown. The consultant to provide city staff with copies of the final compensation study and proposed salary structure – the final number to be determined. Design an implementation strategy for the updated compensation system



recognizing the financial impact on city operating process and greatest gain to positions that fall outside of a designated range.

Upon implementation of the compensation system, the consultant required to provide training to the HR Manager on the utilization and maintenance of the system. Additionally, the consultant to provide necessary documentation and other materials so the City will be able to maintain the system independently of the consultant following the implementation of the job evaluation/compensation plan. The consultant to provide City staff with training materials and policies and procedures for maintenance of the system.

Contact Name	Contact Info	Project Title and Service Dates
Kasey Lawson MARC Head Start Director Mid-America Regional Council	600 Broadway, Suite 200 Kansas City, MO 64105-1554 (816) 701-8376 <a href="mailto:KLawson@MARC.org">KLawson@MARC.org</a>	Position & Compensation Study 2016, 2022, 2024

Comprehensive Classification and Compensation Study for 15 Head Start Service Partner Organizations (SPOs)  
Total Positions Reviewed: 645

Paypoint HR conducted a full-scale compensation analysis for MARC's Head Start SPO network, encompassing 645 positions in job titles specific to Head Start. The project included a compression analysis, position review, and grant compliance verification to ensure alignment with federal Head Start funding requirements. Our team conducted local, regional, and national external market surveys to benchmark compensation levels and provided updated pay scale recommendations with detailed fiscal impact projections. Paypoint HR was responsible for all deliverables and led quality assurance throughout the engagement to ensure data accuracy, regulatory compliance, and strategic alignment with MARC's workforce objectives.

## References

*Additional References are available upon request.*

Contact Name	Contact Info	Project Title and Service Dates
Dee Jones Human Resources Director City of Green Cove Springs	321 Walnut Street Green Cove Springs, FL 32043 (904) 297-7500 x3313 <a href="mailto:DJones@GreenCoveSprings.com">DJones@GreenCoveSprings.com</a>	Classification and Compensation Study 2024

The City of Green Cove Springs employs 134 employees in 91 unique job titles. The scope of work included the following areas of work:

### **Classification Study**

1. Consultant to review current classification grade methodology and propose recommended strategies for the City.
2. Employees to complete Position Descriptions Questionnaires (PDQ's).
3. Consultant to conduct interviews and/or job audits as appropriate. Interviews and/or job audits may be conducted individually or in groups based upon classification.
4. Consultant to compare PDQ's and interviews and job audit results to existing job descriptions.
5. Consultant to update job descriptions to uniformly reflect the distinguishing characteristics, essential job functions, minimum qualifications (education/experience and knowledge/skills/abilities), working conditions (physical demands, work environment, and travel requirements), and certifications/licenses/registrations required for classifications as needed.
6. Consultant to identify Officials & Administrators, Professionals, Technicians, Paraprofessionals, Administrative Support, Skilled Craft Workers, and Service employees, including Fair Labor Standards Act (FLSA) status (exempt/non-exempt).
7. Consultant to present proposed recommendations to the HR Director and City Manager for review prior to making any final classification determinations.
8. Consultant to finalize class specifications and recommend appropriate classification for each employee, including correction of identified discrepancies between existing and proposed classifications.

9. Consultant to identify career ladders/promotional opportunities as deemed appropriate.
10. Consultant to submit recommendations for appropriate implementation measures that the Human Resources staff will need to take.
11. Consultant to provide a straightforward, easily understood, maintenance system that the Human Resources Department will use to keep the classification system current and equitable. The classification system should be provided in an electronic medium. Maintenance should include annual activities, as well as the process we would use in the review of the classification of individual jobs, as needed.
12. Consultant to conduct a comprehensive training program for Human Resources staff to ensure that the staff can explain and administer the new system in the future. The training program should be clearly spelled out in the proposal.

### **Compensation Study**

1. Consultant to review current compensation plan (salary grade levels and steps) and understand current challenges in recruiting and retaining employees.
2. Consultant to recommend and identify a consistent and competitive market position that the City can strive to maintain.
3. Consultant to recommend comparable labor markets, including both private and public-sector employers, for compensation survey.
4. Consultant to develop and conduct a comprehensive compensation and benefits survey.
5. Consultant to recommend appropriate salary range for each position based on the classification plan, the compensation survey results, and internal relationships and equity. Prepare a new salary structure based on the results of the survey and best practices.
6. Consultant to develop guidelines to assist City staff with determining the starting pay for new employees based on knowledge and experience above the minimum requirements of the position, how difficult the position is to fill, and market competitiveness.
7. Consultant to recommend implementation strategies including calculating the cost of implementing the plan.
8. Consultant to identify any extreme current individual or group compensation inequities and to provide a recommended corrective action plan and process to remedy these situations.
9. Consultant to make recommendations and provide implementation strategies related to other key compensation practices, based on market demands, including



- pay for performance, skill pay, special assignment pay, certification pay, bilingual pay, promotional pay, and acting assignment pay.
10. Consultant to provide system documentation and computer formats/software to administer compensation plan.
  11. Consultant to provide recommendations for the ongoing internal administration and maintenance of the proposed compensation plan. Maintenance should include annual activities such as a market survey.
  12. Consultant to conduct a compression analysis to include recommendations for implementation.
  13. Consultant to conduct a comprehensive training program for Human Resources staff to ensure that the staff can explain and administer the new system in the future. The training program should be clearly spelled out in the proposal.

Contact Name	Contact Info	Project Title and Service Dates
Hazel Johnson Director of Human Resources City of Portland	100 South Russell Street Portland, TN 37148 (615) 325-6776 x232 <a href="mailto:HJohnson@CityofPortlandTN.gov">HJohnson@CityofPortlandTN.gov</a>	Compensation Study 2024

The City of Portland employs 175 employees in 130 unique job titles. The scope of work included the following areas of work:

- All positions and job descriptions on the proposed city authorization list are to be studied, and employee interviews are to be conducted as necessary.
- Local governments within both Sumner and Robertson County are to be used for comparison. The key is not simply comparing communities our size, but a comparison should be based on the communities to which we lose employees. The study should review wage and benefit information for local industry as provided by the City's Economic and Community Development Department.
- Give a recommendation for a phased implementation of the study, and how that may apply to exempt and non-exempt employees if the plan cannot be implemented in one budget cycle.
- Comparison of benefits and their value to wages will also be important. Example: Compare employee "A" with a \$37,440 yearly salary and employer paid health insurance, to employee "B" with a \$43,680 yearly salary and a 50% employer paid health insurance.

- Recommend best practice for maintaining pay ranges. Such as updating the ranges yearly or every 3 years according to cost of living.
- Evaluate the current police and fire step plans and offer recommendations to compress or alter the current plan.
- Create a new step plan for all other positions along with recommendations on how to transition from current ranges.
- Provide methodology for developing steps and adding new positions to the plan.
- Present industry standards on how and when to progress within a step plan as it applies to yearly evaluations, employees with recent disciplinary action, or sub-par performance.
- All information completed within the contracted study shall become the property of the City. Any proprietary software data must be converted to excel spreadsheets to be used and edited according to the needs of the City.

Contact Name	Contact Info	Project Title and Service Dates
Duane D'Andrea Human Resources Director City of Delray Beach	100 NW 1 <sup>st</sup> Avenue Delray Beach, FL 33444 (561) 243-7125 <a href="mailto:DandreaD@MyDelrayBeach.com">DandreaD@MyDelrayBeach.com</a>	Compensation and Classification Study 2024

The City of Delray Beach employs approximately 387 employees in 239 unique job classifications. The scope of services for the project entailed conducting a survey of comparable governmental agencies and private employers if applicable within South Florida (Palm Beach, Broward and Miami-Dade Counties Only) to assess the external competitiveness of the following:

- Review current compensation plans for all employee groups (salary, grade levels and steps) of approximately 240 positions.
- Prepare a summary and make recommendations for revising the job classification and salary plan that details the following: ensures fairness and competitiveness to attract and retain qualified employees.; enables compensation decision making that is based on valid data and is consistent and defensible across the organization; and is flexible and responsive to changes in the City's objectives or structure and is simple to understand and can be clearly communicated to employees.
- Determine comparable labor markets, including both private and public sector employers for compensation survey. Establish appropriate benchmarking standards.

- d. Consolidate the survey result in a clear, objective summary detailing the following: agencies surveyed; position titles surveyed; and position titles that match City position titles in level of responsibility, minimum requirements, and essential job functions.
- e. Conduct a comprehensive salary survey of job classifications in comparable organizations to include salary ranges and actual salaries.
- f. Based upon results of the survey, and review of internal relationships between positions and classifications, recommend a revised Classification & Compensation Plan.
- g. Recommend appropriate salary range for each position based on the classification plan, the compensation survey results, and the internal relationships and equality. Prepare a new salary structure based on the results of the survey and best practices.
- h. Based upon the recommended pay plan, review existing salaries to determine proper placement within proposed classifications, and recommend appropriate “equity adjustments” as needed.
- i. Identify any extreme current individual or group compensation inequities and provide a recommended corrective action plan and process to remedy these situations.

Contact Name	Contact Info	Project Title and Service Dates
Tiffany Jenkins Director of Human Resources City of Villa Rica	571 W Bankhead Highway Villa Rica, GA 30180 (678) 840-1225 <a href="mailto:TJenkins@VillaRica.gov">TJenkins@VillaRica.gov</a>	Compensation Study 2023

The City of Villa Rica employs approximately 183 employees in 123 unique job classifications. The scope of services for the project included

1. Conduct a comprehensive benchmark market analysis of all City positions with comparable and surrounding (regional) jurisdictions, institutions of higher education, and applicable private/public sector competitors.
2. Identify potential pay compression issues and provide potential solutions.
3. Review existing position descriptions to ensure current and accurate Fair Labor Standards Act (FLSA) exemption status, essential functions, minimum qualifications for education and experience, required knowledge, skills, and abilities, special requirements, and physical and environmental conditions; Update the descriptions as needed.
4. Gain an understanding of the City’s existing classification, grouped positions and compensation structure and revise where needed.



5. Review all background materials including, but not limited to, existing salary scale, organizational charts, classification specifications, etc.
6. Perform a pay compression analysis of all City positions.

Contact Name	Contact Info	Project Title and Service Dates
Melanie Glaze Director of Human Resources City of Bellaire	7008 South Rice Avenue Bellaire, TX 77401 (713) 662-8271 MGlaze@BellaireTX.gov	Classification Study and Total Compensation Study 2024

The City of Bellaire employs 188 Full-time equivalent employees across 160 classifications.

The Scope of Work to be provided includes conducting a comprehensive evaluation of every job within the City to determine relative worth within the organization for internal equity and for the establishment of pay ranges and step progressions within the ranges. The Consultant will be required to review all current job classifications, confirm, and recommend changes to hierarchical order of jobs using an approved evaluation system. Additionally, the Consultant will be required to complete the following:

#### **Classification Study**

- i. Review relevant background materials, including but not limited to organizational charts, budgets, personnel rules, and job descriptions.
- ii. Conduct a comprehensive evaluation of existing job descriptions for City employees.
- iii. Establish appropriate benchmarking standards and conduct classification/salary surveys as needed for similar positions with comparable Texas municipalities and relevant private employers.
- iv. Review current classification grade methodology and proposed recommended strategies for the City.
- v. Meet with staff to discuss study and agree on methodology and Position Description Questionnaire (PDQ) to be used.
- vi. Develop and distribute a PDQ to each employee.
- vii. Review and analyze completed PDQs for all employees covered by the study.
- viii. Conduct interviews and/or job audits as appropriate. Interviews and/or job audits may be conducted individually or in groups based upon the classification.
- ix. Draft updated job descriptions to uniformly reflect the distinguishing characteristics, essential job functions, supervisory responsibility and level of

- authority, minimum qualifications (education/experience and knowledge/skills/abilities), working conditions (physical demands, working environment, and travel requirements) certification/licenses/registrations requirements, and accurate ADA compliant language for classifications as needed.
- x. Recommend deletion of outdated or unnecessary duties or classes.
  - xi. Develop new classes as appropriate.
  - xii. Develop and identify viable career progressions within the classification plan.
  - xiii. Review various job series in terms of appropriateness.
  - xiv. Confirm and recommend changes to the hierarchal order of jobs according to the established methodology.
  - xv. Identify EEO classes, including but not limited to Officials & Administrators, Professionals, Technicians, Paraprofessionals, Administrative Support, Skilled Craft Workers, and Service employees.
  - xvi. Qualify the FLSA status (exempt/non-exempt) of each classification.
  - xvii. Allocate all employees to an appropriate job class.
  - xviii. Submit proposed recommendations to the City Manager and designated Human Resources staff for review prior to making any final classification determinations.
  - xix. Provide straightforward, easily understood, maintenance system that the Human Resources Department will use to keep the classification system current and equitable. This should be provided in an electronic format. Maintenance should include annual activities, as well as the process to be used to review the classification of individual jobs, as needed; and

### **Total Compensation Study**

- i. Review current compensation plan and understand current challenges in recruiting and retaining employees.
- ii. Recommend and identify a consistent and competitive market position that the City can strive to maintain.
- iii. Recommend comparable labor markets, including both private and public sector employers for total compensation (compensation and benefits) study. (For comparator Cities, recommendations should demonstrate similarities between Bellaire and cities of like size and area. This should include comparing factors such as population, staff and budget size, growth rate, Ad Valorem Taxable Value, tax rate, median household value, etc.).
- iv. Develop and conduct a comprehensive compensation and benefits survey.
- v. Analyze benefits data to provide a comparison of total compensation for Bellaire and comparators. Analysis should include:
- vi.

1. Medical, dental, life, short-term disability, long-term disability, long-term care, vision, and paid time off such as holidays, vacation, and sick leave.
  2. Employer matches to employee retirement and/or deferred compensation contributions.
  3. Availability of and employer matches to Health Savings Accounts.
  4. Pay incentives such as longevity, tuition reimbursement, and any other innovative benefits/pay.
- 
- vii. Recommend an appropriate salary range for each position based on the classification plan, the compensation survey results, and the internal relationships and equality. Prepare a new salary structure based on the results of the survey and best practices.
  - viii. Recommend and develop guidelines to assist City staff with determining starting pay for new employees based on knowledge and experience above the minimum requirements of the position, difficulty to fill and market competitiveness.
  - ix. Recommend and develop salary administration procedures regarding promotions, demotions, and other position movements which may affect salary.
  - x. Recommend implementation strategies, including calculating the cost of implementing the plan.
  - xi. Identify any extreme current individual or group compensation inequities and provide a recommended corrective action plan and process to remedy.
  - xii. Make recommendations and provide implementation strategies related to other key compensation practices, based on market demands, including pay for performance, skill pay, special assignment pay, certification pay, bilingual pay, shift pay, on call pay, and acting assignment pay.
  - xiii. Provide system documentation and computer formats/software to administer compensation plan.
  - xiv. Provide recommendations for the ongoing internal administration and maintenance of the proposed compensation plan. Maintenance should include annual activities such as market survey.
  - xv. Conduct a compression analysis to include any recommendations for implementation; and
  - xvi. Provide documentation of methodologies, techniques, and data used to make recommendations.



Contact Name	Contact Info	Project Title and Service Dates
Teresa Way-Pezzuti Director of Human Resources City of College Park	7401 Baltimore Avenue College Park, MD 20740 (240) 487-3536 Tway@CollegeParkMD.gov	Job Classification and Compensation Study 2024

The City of College Park employs 118 employees across 80 classifications. The scope of work for the Job Classification and Compensation Study included:

- Review existing job descriptions and conduct comprehensive interviews where necessary to update and/or create new job descriptions and ensure that they accurately reflect duties performed by position incumbents and comply with relevant federal, state, and county regulations. Job descriptions shall reflect essential responsibilities and duties, minimum and preferred qualifications, and working conditions and physical requirements. Provide electronic, editable copies to City. Confirm the exempt or non-exempt status of each position, per Fair Labor Standards Act requirements.
- Conduct market-based wage, salary, and benefits survey for all positions, to include without limitation the identified peer group, to determine the competitiveness of the City's total compensation package. Also, look at whether the City is paying a living wage for our positions living here in the DC Metro area.
- Revise or develop wage and salary grades and ranges. Place each position into the appropriate wage range or grade according to the market, the compensation philosophy, and internal equity.
- Write a policy and process that enables the City to maintain the wage and salary structure that is developed (or revised); including issues such as transfer, promotion, demotion, red-circling, reclassification, new hire salaries, etc.
- Recommend an implementation plan for the new system. Include calculations for the approximate cost of implementing the recommendations and a workable timetable for implementation.

Contact Name	Contact Info	Project Title and Service Dates
Stephanie Romagnoli Human Resources Manager City of Muscatine	215 Sycamore Street Muscatine, Iowa 52761 (563) 264-1550 SRomagnoli@MuscatineIowa.gov	Compensation Study 2023

The City of Muscatine employs 144 employees across 86 classifications. The scope of work for the Compensation Study included:

#### Review

- Review the current compensation and pay ranges for all positions not covered under a collective bargaining agreement.
- Evaluate pay plan for appropriate internal equity.
- Positions will be evaluated in comparison to local economic market conditions for entry level, professional, and management personnel. In order to accomplish the external market review of positions, ten or more comparable organizations (e.g. cities or counties) and a minimum of five major private and/or public sector market competitors will be surveyed as determined in agreement with the city.
- Identify factors and appropriate weights which accurately reflect the value of the different types of work.

#### Survey -

- Develop and conduct an external assessment or compensation survey evaluating all current non-union and selected union job classifications by comparing actual job content and duties of the classification to comparable job classification in other comparable organizations.
- Provide a report between survey data and estimates of fiscal impact at various percentage relationships to prevailing market rates.
- Provide an alternate or additional cost proposal for surveying insurance plans, leave policies, and retirement benefits.

Contact Name	Contact Info	Project Title and Service Dates
Ed Morris Town Manager Town of Enfield	23 Main Street Enfield, NH 03748 (603) 442-5405 <a href="mailto:TownManager@Enfield.NH.US">TownManager@Enfield.NH.US</a>	Classification and Compensation Study 2023

The Town of Enfield employs 42 employees across 38 job titles. The scope of work for the Classification and Compensation Study included

- Provide a comprehensive evaluation of every job within the town to determine relative worth within the organization for internal equity and for the establishment of pay ranges and step progressions within the ranges.
- Review all current job classifications, confirm, and recommend changes to hierarchical order of jobs using your evaluation system.
- Establish appropriate benchmarking standards and conduct salary surveys as needed for similar positions with comparable municipalities as required.
- Identify potential pay compression issues and provide potential solutions.
- Compare leave and other benefits with other comparable government entities and private employers within the same geographic areas.
- Create a long-term compensation structure to meet market analysis.

Contact Name	Contact Info	Project Title and Service Dates
Kim Todd Comptroller Eureka County	701 South Main Street Eureka, Nevada 89316 (775) 237-6128 <a href="mailto:KTodd@EurekaCountyNV.gov">KTodd@EurekaCountyNV.gov</a>	Compensation and Classification Study 2023

Eureka County has employees engaged across 113 job titles. The scope of work for the Compensation and Classification Study included

- Review and assess the County's current compensation plan; conduct a comprehensive compensation comparability study; and recommend revisions to the plan.
- Ensure the County's compensation plan revision recommendations reflect internal equity and external equity as compared with compensation for similar work in comparable municipalities and the private sector.



- Provide alternative recommendations demonstrating the methodology the County should use to implement any new classification and compensation system, including the placement of all employees within the classification and compensation system, and the advantages, disadvantages, and financial impact of each alternative.

Contact Name	Contact Info	Project Title and Service Dates
Donna Jentink HR Compensation Supervisor City of Largo	201 Highland Avenue Largo, Florida 33770 (727) 586-7349 <a href="mailto:DJentink@Largo.com">DJentink@Largo.com</a>	Compensation & Classification Study 2019 – 2020, 2022, 2023 – 2024

The City of Largo employs 232 non-represented employees across 168 job titles. The scope of work for the Compensation & Classification Study included

- Conduct a comprehensive salary survey for the City's Non-Represented positions to determine and identify quality job matches for each job title.
- Conduct a compensation and classification study of the City's job titles in the Non-Represented Pay Groups: City Manager, Executive Management, Operational Management, Professional/Technical, Temporary, and Variable.
- Review job titles and make recommendations for pay group, grade, range placement of current and proposed positions based on the classification study and salary survey.
- Review job families and career ladders and identify problem/concerns within the internal hierarchy system and propose methods to correct.
- Prepare a framework for a new and improved compensation structure to include definitions for each pay group identified, recommended pay ranges per group, and the list of the job titles to be classified to each unique pay group and pay range.
- Determine if the Professional/Technical group should be further defined and separated. Determine if the Operational Management group should be further defined and separated (ex. a business track vs. technical career track).
- Perform a comprehensive compensation analysis to address internal equity and compression issues considering employee compensation history, annual compensation in relationship to pay range spread, midpoint, anniversary, education, directly related years of experience and related factors to include state and federal regulations.

- Conduct an analysis of the City's administrative support classifications for the purpose of recommending job descriptions that more effectively capture the department's administrative needs city-wide.
- Recommend specific job evaluation methodologies and approaches to ensure the establishment and maintenance of a job evaluation and pay system based on internal equity and competitiveness with the public sector and private sector (similar sized organizations).
- Review and determine best practices and improved narratives to enhance the process in which the City administers the following personnel actions and handling of the transaction for the City's consideration in updating the Personnel Rules and Regulations, Section VI: Pay and Classification Plan. Personnel Action Types: Starting Pay, Rehire, Reclassification and Types, Delete/Add, Demotion, Promotion, Transfer, Standby Time, and Call Back Time.

## Work Examples

### Executive Summary

#### External Competitiveness Takeaway

Overall, job titles at the City of Bath are compensated 1.0% above market in the region. Compensation is not lagging the market across most departments, as shown below, but especially in Administration where compensation is substantially below market.

Department	Market Position
Administration	-14.3% below market
Assessing	0.0% at market
Clerk	-4.7% below market
Facilities/Transportation	-3.3% below market
Finance	+0.8% above market
Fire	+2.8% above market
Parks and Recreation Department	+1.3% above market
Planning and Development	+5.0% above market
Police	+3.2% above market
Public Works	+3.5% above market
Overall	1.0% above market

Recommendations for holistic compensation adjustments for all job titles at the City is delineated in the report. No wage reductions are recommended.

## Recommendations

The fiscal impact of the recommendations listed below are approximate costs for salary adjustments for non-represented positions. The fiscal impact does not factor in associated costs for employee related benefits. The fiscal impact of collective bargaining adjustments are not considered.

1. Raise the salary of 4 positions that are below the new grade minimum, first, at a cost of \$15,576.
  - 1 Administrative Assistant – Cemetery (\$1,495),
  - 1 Deputy City Clerk (\$2,174),
  - 1 Deputy Finance Director (\$4,579) and
  - 1 Deputy Recreation Director (\$7,327).
2. Raise the salary of 5 positions that are *substantially* below market, second, at a cost of \$59,583.
  - 1 Custodian – Facilities (\$2,650),
  - 1 Executive Assistant to City Manager/Human Resource Director (\$18,292),
  - 1 General Assistance Coordinator (\$1,460),
  - 1 IT Coordinator (\$19,747), and
  - 1 WW Superintendent (\$17,434).
3. Raise the salary of 2 positions that are below market, third, at a cost of \$11,647.
  - 1 City Clerk (\$4,665), and
  - 1 Director of Planning and Development (\$6,982).
4. Adjust the salaries of positions that are near market with normal base-salary and tenure adjustments.
5. Discontinue making base-salary adjustments to the salaries of positions that are above or *substantially* above market until compensation is near market.

Table 3 - Economic Data of Bath and Potential Comparators

Community	Population	MHP	MHI	COLA	U Rate	LFP Rate
<b>Bath</b>	8,319	\$175,700	\$48,252	99.0	5.4%	64.0%
<b>Maine</b>						
Androscoggin County	107,602	\$158,200	\$53,509	96.0	5.8%	65.5%
Auburn	23,187	\$165,200	\$49,719	97.0	5.7%	66.7%
Augusta	18,605	\$144,800	\$43,796	95.0	4.9%	58.5%
Bangor	32,095	\$157,000	\$46,625	97.0	5.4%	59.7%
Belfast	6,688	\$190,500	\$62,857	100.0	5.3%	57.9%
Biddeford	21,462	\$245,900	\$53,120	104.0	5.4%	67.3%
Brewer	9,090	\$162,100	\$52,174	98.0	4.7%	65.3%
<b>Cumberland County</b>	<b>292,307</b>	\$278,100	\$73,072	110.0	4.5%	69.1%
Ellsworth	7,991	\$178,400	\$53,324	98.0	4.4%	68.1%
<b>Franklin County</b>	29,982	\$139,800	\$51,422	94.0	5.7%	60.8%
<b>Hancock County</b>	54,601	\$212,700	\$57,178	102.0	4.5%	61.6%
Kennebec County	121,753	\$159,400	\$55,365	96.0	4.9%	61.6%
Knox County	39,759	\$213,400	\$57,751	102.0	4.3%	61.7%
Lewiston	36,095	\$140,600	\$44,523	95.0	7.2%	62.2%
Lincoln County	34,201	\$215,400	\$57,720	103.0	4.3%	58.6%
Old Town	7,474	\$135,700	\$42,679	94.0	4.4%	64.7%
<b>Oxford County</b>	57,550	\$144,100	\$49,204	94.0	5.9%	57.3%
Portland	66,595	\$289,000	\$60,467	109.0	5.2%	71.9%
Rockland	7,178	\$172,800	\$44,156	97.0	5.1%	64.1%
<b>Saco</b>	19,497	\$258,900	\$70,517	109.0	5.1%	72.6%
Sagadahoc County	35,452	\$213,400	\$63,694	103.0	4.3%	65.0%
Sanford	21,015	\$171,200	\$49,642	99.3	5.0%	64.0%
<b>South Portland</b>	25,548	\$257,200	\$69,290	110.0	4.5%	71.6%
Waldo County	39,539	\$163,000	\$51,931	97.0	5.1%	60.7%
Waterville	16,577	\$125,000	\$38,862	93.0	6.0%	53.5%
Westbrook	18,633	\$232,900	\$59,460	105.0	5.4%	69.3%
<b>York County</b>	<b>204,316</b>	\$252,300	\$67,830	107.0	4.5%	66.3%



## Overall Salary Distribution

The salary distribution for all employees is shown in Figure 1. The label "Percentage of Employees" on the ordinate y-axis reflects the total number of employees. The three largest departments, Fire, Police, and Public Works are highlighted.

A clear bimodal pattern does not exist which would demonstrate a two-tier compensation structure for any department of overall. It is preferable if there is a clear broad-banded bimodal distribution, that is, two bell curves, demonstrating both separation between supervisory and non-supervisory compensation and career progression within these two groups.

The concentration of employees in the upper end, top 20%, of the salary range (3 of 102, 3%) in comparison to the lower end is not excessive, meaning that the organization is not top-heavy with respect to compensation.

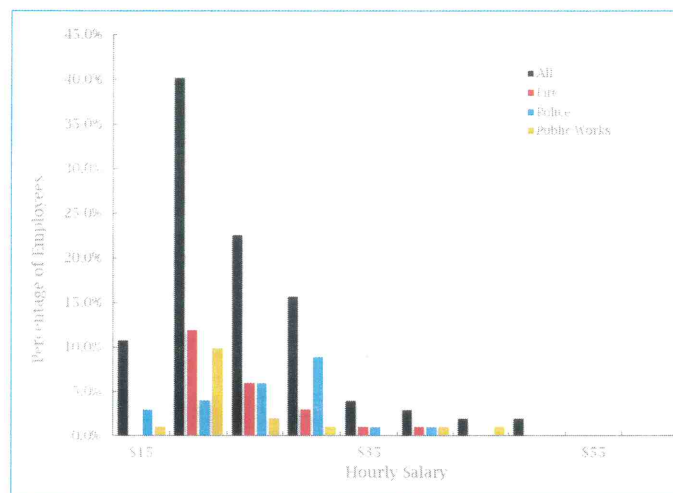


Figure 1 - Salary Distribution

## Focus Groups

### a. Economic

#### Local Economy

- Participants noted that Bath is a city with a small but thriving local business community, although there were limited economic opportunities for residents in the city.
- There was mention the population of Bath was made up of extremes with many high- and low-income residents, but not much of a middle class.
- It was said that most middle-class residents have moved outside of the city limits due to the cost of homes and property taxes in Bath.
- Employees added that housing availability is scarce, and homes sell quickly, when available.
- Bath Ironworks is a massive contributor to their economy. The shipyard is one of the largest employers in the area and has anywhere from 3,500 to 5,000 working day shifts.
- The city lacks enough parking to accommodate visitors who want to come downtown. Staff thought a parking garage would help.

#### City of Bath Government Finances

- Staff concurred that although the demand for services has been on the rise, the resources available to provide those services, including staffing levels, are not keeping up with demand.
- Some employees felt they were being asked to do more but given less to do their jobs. They would like to see additional staffing, training opportunities, and more technology and tools.
- With recent economic fluctuation staff expect this year would bring many challenging financial decisions for the city.
- Departments like Police supplemented their funds with grants when available.
- Parks, recreation, forestry & cemetery managed parks were in great demand during the pandemic. However, because gatherings were restricted, so was

## Compensable Factor Score from Position Vantage Point

To assist in determining the internal hierarchy of positions in the County, the employees and managers participated in the Position Vantage Point Job Survey. Questions asked in the PVP are divided into four areas: Background, Authority, Skill, and Environment. In these four areas, the following compensable factors were examined:

Education	Complexity
Certifications	Independence
Work Duties	Impact
Work Experience	Physical
Financial Authority	Working Conditions
Supervision	Interaction

Job descriptions were consulted to update both the minimum education level and minimum experience level required for each position. The responses were then evaluated, producing the Compensable Factor Score (CFS) as shown below. For positions, where there was insufficient data from the employee/manager survey, job descriptions were consulted to fill out the survey.

Table 23 – Compensable Factor Score

Position Classification	CFS Score
Finance Director/Assistant City Manager	829.4
Director of Cemetery, Parks and Recreation	457.6
Director of Public Works	378.5
Chief of Police	330.4
Fire Chief	316.0
Deputy Director of Public Works	314.5
WW Superintendent	203.7
Deputy Chief of Police	157.0
Deputy Fire Chief	149.3
Assessor	125.7

## External Market Comparison

A summary of the findings of the external market analysis is presented in Table 24 through Table 28. In Table 29 through Table 33, the external market findings for all position classifications is presented. The minimum, midpoint, and maximum hourly salary for each position classification is presented first. The market average (mean) and the various market quantiles are then presented. Lastly the Compa-Ratio, the ratio of the grade's midpoint divided by the 50th percentile from the external market, which measures the extent of the deviation of the current salary range in comparison to the market median, is presented.

**Table 24 – Full-Time Positions Substantially Below Market (Compa-Ratio % Diff < -10%)**

Arborist	General Assistance Coordinator
Custodian – Facilities	IT Coordinator
Director of Community & Economic Development	WW Superintendent
Executive Assistant to City Manager/Human Resource Director	

**Table 25 – Full-Time Positions Below Market (-10% < Compa-Ratio % Diff < -5%)**

City Clerk	Director of Planning and Development
Detective	

**Table 26 – Full-Time Positions Near Market (-5% < Compa-Ratio % Diff < +5%)**

Administrative Assistant - Cemetery	Crossing Guard
Administrative Assistant - Fire	Custodian - Recreation
Administrative Assistant - Recreation	Data Entry/Analyst
Animal Control Officer	Deputy Chief of Police
Assessor	Deputy City Clerk
Assistant Assessor	Deputy Director of Public Works
Bus Driver	Deputy Finance Director
Chief of Police	Deputy Fire Chief
Code Enforcement Officer	Deputy Recreation Director

Table 29 – External Market Comparison – Non-Represented

	Admin Assistant Cemetery	Admin Assistant Fire	Admin Assistant Police	Admin Assistant PW	Admin Assistant Recreation
<b>Current Scale</b>					
Minimum	\$19.21	\$19.21		\$19.21	\$19.21
Midpoint	\$22.29	\$22.29	\$31.25	\$22.29	\$22.29
Maximum	\$25.37	\$25.37		\$25.37	\$25.37
<b>Market Percentiles</b>					
20%	\$19.46	\$19.24	\$20.08	\$18.96	\$19.44
25%	\$19.94	\$19.45	\$20.16	\$19.00	\$19.88
30%	\$20.15	\$19.53	\$20.88	\$19.08	\$20.15
35%	\$21.61	\$19.58	\$21.45	\$19.32	\$21.07
40%	\$22.12	\$20.18	\$21.47	\$19.60	\$21.74
45%	\$22.40	\$20.52	\$21.92	\$19.67	\$22.04
50%	\$22.60	\$21.57	\$22.39	\$20.54	\$22.06
55%	\$23.43	\$22.09	\$23.06	\$21.15	\$22.13
60%	\$24.52	\$22.38	\$23.56	\$21.55	\$22.38
65%	\$24.91	\$22.44	\$24.97	\$21.59	\$22.64
70%	\$25.33	\$22.44	\$25.34	\$21.82	\$23.18
75%	\$25.64	\$22.66	\$26.99	\$22.18	\$23.87
80%	\$26.64	\$23.05	\$29.62	\$22.70	\$24.62
Mean	\$23.56	\$21.37	\$24.04	\$20.90	\$22.21
Compa- Ratio	-1.3%	+3.4%	<b>+39.6%</b>	<b>+8.5%</b>	+1.0%



## Proposed Salary Schedules

A recommended salary scale for all Non-Represented employees is shown in Table 34. The spread between the minimum and maximum salary was set to 30% as the average spread adopted by comparable communities from the external survey was 28.5%. The number of pay grades was set to 16 to accommodate the range of CFS Scores. The Ladders, i.e., the distance between grades, was set to be 7.5%. Larger Ladders were included to increase the incentive for employees to seek positions of greater responsibility and to make it financially beneficial.

It is recommended that in subsequent years after the adoption of the recommended pay plan, the City should adjust the entire salary scale by the CPI annually as budget permits.

Table 34 – Proposed Salary Schedule – Non-Represented

Grade	Min	Mid	Max
B01	\$15.00	\$17.25	\$19.50
B02	\$16.13	\$18.54	\$20.96
B03	\$17.33	\$19.93	\$22.53
B04	\$18.63	\$21.43	\$24.22
B05	\$20.03	\$23.04	\$26.04
B06	\$21.53	\$24.76	\$27.99
B07	\$23.15	\$26.62	\$30.09
B08	\$24.89	\$28.62	\$32.35
B09	\$26.75	\$30.76	\$34.78
B10	\$28.76	\$33.07	\$37.39
B11	\$30.92	\$35.55	\$40.19
B12	\$33.23	\$38.22	\$43.20
B13	\$35.73	\$41.09	\$46.44
B14	\$38.41	\$44.17	\$49.93
B15	\$41.29	\$47.48	\$53.67
B16	\$44.38	\$51.04	\$57.70

## Proposed Internal Equity

In Table 40, the resulting proposed internal equity for the City is presented for non-represented job titles.

Table 40 – Proposed Internal Equity

Grade	Title
B16	Finance Director/Assistant City Manager
B15	-
B14	Chief of Police Director of Cemetery, Parks and Recreation Director of Public Works Fire Chief
B13	Deputy Director of Public Works
B12	Deputy Chief of Police Deputy Fire Chief WW Superintendent
B11	Assessor City Clerk Code Enforcement Officer Deputy Finance Director Director of Community and Economic Development Director of Planning and Development Director of Sustainability and Environment Facilities Director
B10	Executive Assistant to City Manager/Human Resource Director IT Coordinator
B09	Deputy Recreation Director Foreman - Cemetery PW Foreman
B08	Arborist Work Leader – Recreation
B07	Payroll Supervisor
B06	Assistant Assessor Deputy City Clerk Treasurer Clerk/Deputy Tax Collector

## Recommended Salary Adjustments

A regression analysis of the CFS Score and the salary survey results indicate that market median salary for all positions is predicted very well by the CFS Score. The coefficient of determination is **94.4%**, in other words, the knowledge, skills, and abilities identified in the employee/manager Position Vantage Point job description survey correlate very well with the external markets' valuation of the non-represented job positions at Bath.

In Table 41, salary recommendation for employees based on the external market findings is presented.

**Table 41 –Salary Adjustments – Non-Represented**

Title	Current Rate	New Grade	New Rate
<b>Administration</b>			
Executive Assistant to City Manager/Human Resource Director	\$28.59	B10	\$37.39
IT Coordinator	\$23.62	B10	\$33.11
Marketing and Communication Specialist	\$22.29	B05	\$22.29
Digital Media and IT Specialist	\$19.93	B04	\$19.93
<b>Assessing</b>			
Assessor	\$37.03	B11	\$37.03
Assistant Assessor	\$24.46	B06	\$24.46
<b>Cemetery, Parks and Recreation</b>			
Administrative Assistant - Cemetery	\$19.21	B05	\$20.03
Administrative Assistant - Recreation	\$25.37	B05	\$25.37
Custodian – Recreation	\$16.69	B02	\$16.69
Deputy Recreation Director	\$23.23	B09	\$26.75
Director of Cemetery, Parks and Recreation	\$45.82	B14	\$45.82
Laborer – Recreation	\$24.39	B04	\$24.39
Work Leader – Recreation	\$29.37	B08	\$29.37

## Cost Proposal

### PHASE 1 Classification Component

Task	Hours
A Project Start and Initial Meetings	10
B Baseline Data Collections & Initial Analysis	21
C Job Analysis Collection/Completion	24
D Job Evaluation and Classification Development	21
E Draft Job Descriptions and Policy Guides	7
F Develop Guide for Implementation of Changes and Draft Interim Report	10
Subtotal Professional Hours	93

### PHASE 2 Compensation Component

Task	Hours
A Identify Benchmark Positions and External Survey Comparator List	10
B Design and Distribution of Survey	21
C Collect and Analyze Survey Data	52
D Internal Relationship Analysis and Internal Alignment	35
E Preparation of Draft Report	28
F Deliver Final Report and Work Products for Implementation	21
Subtotal Professional Hours	167

<b>Total Estimated Hours of Phase 1 &amp; Phase 2</b>	<b>260</b>
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The standard consulting rate for the senior personnel listed, consistent with the Federal GSA schedule, is \$125 per hour of service. The total, firm-fixed price fee would be \$32,500. Regular invoices, including a thorough delineation of services rendered, would be on a net 30-day basis. Paypoint expects support from the client in communication with key staff, setting up meetings, and providing meeting resources, as well as establishing reporting relationships, milestones, and timelines.

Provisions to Other Agencies: Paypoint HR agrees to make available to other Government agencies, departments, and municipalities the prices submitted in accordance with said terms and conditions therein, should any said governmental entity desire to buy under the terms of the proposal.



## Timeline

Based on our professional experience, comprehensive classification and compensation studies of this scope and size typically require 16 weeks for completion. This timeframe allows for the thorough collection of job data, stakeholder interviews, development of classification descriptions, compensation data gathering and analysis, client review of key deliverables, and the preparation of final reports — including time to address questions or appeals.

A detailed milestone timeline is provided in this proposal. Key activities include project kickoff, job analysis, classification development, salary survey and market benchmarking, internal equity review, and preparation of final deliverables.

Throughout the project, Paypoint HR will provide timely written progress reports and schedule interim updates to the Project Team to ensure transparency and alignment. We believe that consistent communication is critical to keeping the project on schedule and addressing any emerging issues quickly and collaboratively.

A customized project schedule will be finalized with the City at kickoff to reflect internal availability, review windows, and key decision points, ensuring that the process is both rigorous and responsive to City needs.

### Project Timeline

Week	Phase	Activities and Deliverables
Week 1	Project Initiation	Conduct kickoff meeting with City leadership; finalize project plan, schedule, and communication protocols.
Weeks 2–3	Data Collection & Review	Gather and review existing job descriptions, organizational charts, pay ranges, benefits, and employee handbook.
Weeks 4–5	Job Analysis	Distribute job analysis questionnaires; conduct job audits and employee/supervisor interviews as needed.
Weeks 6–7	Job Description Updates	Draft, revise, and standardize ADA-compliant job descriptions based on data collected.
Week 8	Job Classification Review	Evaluate internal equity; assign positions to classification levels based on job content and responsibilities.
Weeks 9–10	Market Compensation Analysis	Conduct market survey of comparable municipalities; analyze base pay, LAGERS, and total compensation.
Week 11	Compensation Structure Development	Design market-informed salary structure; incorporate pay progression methodology aligned with City philosophy.
Week 12	Employee Handbook Review	Review current handbook for legal compliance, clarity, and alignment with current and best practices.
Week 13	Draft Recommendations	Develop and compile draft reports for job classification, compensation plan, and policy recommendations.



Week	Phase	Activities and Deliverables
Week 14	City Review & Feedback	Present draft findings to City leadership; collect feedback and discuss revisions.
Week 15	Final Revisions	Incorporate revisions and finalize all project deliverables.
Week 16	Presentation & Implementation	Present final report to City Council or stakeholders; deliver finalized job descriptions, pay plan, and handbook.

*E-Verify*



Company ID Number: 940090

## E-VERIFY

### CORPORATE COMPANY

If you have any questions, contact E-Verify at 888-464-4218.

#### INFORMATION REQUIRED FOR E-VERIFY

Information relating to your Company:

Company Name:	Paypoint HR, LLC
Company Facility Address:	695 Santa Maria Lane
	Davidsonville, MD 21035
County or Parish:	ANNE ARUNDEL

Company ID Number: 940090

**Information relating to the Corporate Administrator(s) for your Company on policy questions or operational problems:**

Name Karin V Campbell  
Phone Number (443) 336 - 4272  
Fax Number (443) 336 - 4272  
Email Address karin@paypointhr.com

Name David R Campbell  
Phone Number (540) 815 - 7837  
Fax Number (540) 815 - 7837  
Email Address rick@paypointhr.com

## *Appendix - Sample PVP Job Description Survey*



# Position Vantage Point



First Name

Last Name

Job Location

Department

Job Title

Full-time / Part-time

## Job Summary

Please provide a summary for the purpose of the position in one or two sentences.

## Where Position Fits

Complete the structure using job titles to show where your job fits. Use official classification titles only, not working titles.

Supervisor's Title

Job Titles of Peers / Co-workers (Reporting directly to same supervisor)

Jobs Reporting Direct to Position (If applicable)

# Position Vantage Point



## Education and Experience

Minimum Education Level that Should be Required for Job Title

<input type="checkbox"/> No Degree	<input type="checkbox"/> Master Degree in a Related Field (MA/MS/MBA)
<input type="checkbox"/> High School Diploma / GED	<input type="checkbox"/> Master Degree Not in a Related Field (MA/MS/MBA)
<input type="checkbox"/> Trade School Certificate	<input type="checkbox"/> Specialist Degree in a Related Field
<input type="checkbox"/> Associate Degree in a Related Field	<input type="checkbox"/> Specialist Degree Not in a Related Field
<input type="checkbox"/> Associate Degree Not in a Related Field	<input type="checkbox"/> Doctorate Degree in a Related Field (PhD/JD/EdD)
<input type="checkbox"/> Bachelor Degree in a Related Field	<input type="checkbox"/> Doctorate Degree Not in a Related Field (PhD/JD/EdD)
<input type="checkbox"/> Bachelor Degree Not in a Related Field	<input type="checkbox"/> Other

Degree Field Required for Job Title (e.g., Finance, Business Administration, Civil Engineering)

Required Certifications, Training, and Licensing for Job Title (e.g., Driver's License, CDL, CPR)

Upon entering position: the minimum number years of prior experience in profession required.  
(e.g., For Police Lieutenant: 8 years as a certified sworn officer, all ranks including Officer and Sergeant)

<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4 to 5	<input type="checkbox"/> 6 to 7	<input type="checkbox"/> 8 to 10	<input type="checkbox"/> More than 10
----------------------------	----------------------------	----------------------------	----------------------------	---------------------------------	---------------------------------	----------------------------------	---------------------------------------

Upon entering position: the minimum number of years in preceding job in job series required  
(e.g., For W/WWTP Operator III: 3 years as a W/WWTP Operator II )

<input type="checkbox"/> 0	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4 to 5	<input type="checkbox"/> 6 to 7	<input type="checkbox"/> 8 to 10	<input type="checkbox"/> More than 10
----------------------------	----------------------------	----------------------------	----------------------------	---------------------------------	---------------------------------	----------------------------------	---------------------------------------

# Position Vantage Point



**Equipment/Tools** (e.g., GIS, Microsoft Office, Backhoe, Narcan)

**Visual Acuity** (check all that apply)

- ☐ Clarity of vision at 20 feet or more
- ☐ Clarity of vision at 20 inches or less
- ☐ Three-dimensional vision – ability to judge distance and space relationships
- ☐ Precise hand-eye coordination
- ☐ Ability to identify and distinguish colors

**Regulatory** (Enter number associated with category)

EEO Category Number (if known)

- 1 – Officials / Administrators
- 2 – Professionals
- 3 – Technicians
- 4 – Protective Service Workers
- 5 – Paraprofessionals
- 6 – Office / Clerical
- 7 – Skilled Craft Workers
- 8 – Service / Maintenance

FLSA Status and Exemption (if known)

- 1 – Non-exempt
- 2 – Exempt – Executive
- 3 – Exempt – Administrative
- 4 – Exempt – Computer
- 5 – Exempt – Professional Learned or Creative

# Position Vantage Point



**Duties and Responsibilities** (to identify major duties and responsibilities)

## EXAMPLE

Percent of time spent

40%

Priority  
(Select one)

Essential **X**

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Payroll administration for the maintenance department

Tasks Required to Achieve Result

Collecting payroll information from department employees on a weekly basis; reviewing the collected information to make sure that it is complete; forwarding all appropriate documentation (timecards, requests for time off, etc.) to the business office for processing.

## Task 1

Percent of time spent

Priority  
(Select one)

Essential

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Tasks Required to Achieve Result

## Task 2

Percent of time spent

Priority  
(Select one)

Essential

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Tasks Required to Achieve Result

# Position Vantage Point



**Duties and Responsibilities** (to identify major duties and responsibilities)

## Task 3

Percent of time spent

\_\_\_\_\_

Priority  
(Select one)

Essential

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Tasks Required to Achieve Result

## Task 4

Percent of time spent

\_\_\_\_\_

Priority  
(Select one)

Essential

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Tasks Required to Achieve Result

## Task 5

Percent of time spent

\_\_\_\_\_

Priority  
(Select one)

Essential

Very important

Important

Somewhat important

Marginal

Result Expected of the Work

Tasks Required to Achieve Result



# Position Vantage Point



**Work Environment** (Check all that apply)

	Never (0%)	Rarely (1% - 15%)	Occasionally (16% - 40%)	Frequently (41% - 70%)	Regularly (over 70%)	Specific Examples
<b>EXAMPLE: Standing</b>			<b>X</b>			<u>Speaking at public events</u>
Sitting						<hr/>
Talking						<hr/>
Hearing						<hr/>
Standing						<hr/>
Walking						<hr/>
Driving						<hr/>
Grasping, pulling, pushing						<hr/>
Stooping, kneeling, crouching, crawling						<hr/>
Climbing or balancing						<hr/>
Repetitive wrist, hand and/or finger movement						<hr/>
Work in high, dangerous places						<hr/>
Work in confined spaces						<hr/>
Operate mechanical equipment						<hr/>
Biohazard or bloodborne pathogens						<hr/>
Required to wear respirator						<hr/>
Fumes or airborne particles						<hr/>
Risk of electrical shock						<hr/>

# Position Vantage Point



**Note:** Answer each question independent of any preceding questions. For example: a position that often involves complex and diversified tasks may also involve routine or repetitive tasks. Enter 1 to 5, 1 - Strongly Disagree with the statement to 5 - Strongly Agree.

Strongly Disagree	Somewhat Disagree	Neither Agree Nor Disagree	Somewhat Agree	Strongly Agree
1	2	3	4	5

## Complexity [\(Answer all questions\)](#)

**Question 1:** This position involves *routine or repetitive* tasks, processes, or operations requiring the application of well-defined rules, procedures, policies, guidelines, and/or instructions.

**Question 2:** This position involves generally *standardized* tasks processes, or operations requiring the *choice of action* within well-defined rules, procedures, policies, guidelines, and/or instructions.

**Question 3:** This position involves generally *diversified* tasks, processes, or operations requiring the *choice of action* within well-defined rules, procedures, policies, guidelines, and/or instructions.

**Question 4:** This position involves *occasional (16% - 40%) complex and diversified* tasks, processes, or operations requiring the *development* of rules, procedures, policies, guidelines, and/or instructions..

**Question 5:** This position involves *frequent (41% - 70%) complex and diversified* tasks, processes, or operations requiring the *development* of rules, procedures, policies, guidelines, and/or instructions.

## Independence [\(Answer all questions\)](#)

**Question 1:** My position primarily involves *detailed* work instructions with *close* supervisory review.

**Question 2:** My position primarily involves *detailed* work instructions with *regular* supervisory review.

**Question 3:** My position primarily involves *general* work instructions with *regular* supervisory review.

**Question 4:** My position primarily involves *broad latitude* on work tasks with *regular* supervisory review.

**Question 5:** My position primarily involves *broad latitude* on work tasks with *minimal* supervisory review.

# Position Vantage Point



**Note:** Answer each question independent of any preceding questions. For example: a position that involves employee training may also schedule tasks. Enter 1 to 5, 1 - Strongly Disagree with the statement to 5 - Strongly Agree.

Strongly Disagree	Somewhat Disagree	Neither Agree Nor Disagree	Somewhat Agree	Strongly Agree
1	2	3	4	5

## Supervision Received (Answer all questions)

**Question 1:** My position frequently (41% - 70%) is provided established policy and procedures.

**Question 2:** My position frequently (41% - 70%) is provided specific direction and task/project information needed is generally available.

**Question 3:** My position frequently (41% - 70%) is provided general direction and task/project information needed is generally available.

**Question 4:** My position frequently (41% - 70%) is provided general direction and task/project information is usually not readily available and must be sought.

**Question 5:** My position frequently (41% - 70%) is provided minimal direction and task/project information is regularly vague.

## Supervision Responsibilities (Answer all questions)

**Question 1:** My position involves the training and guidance of other employees and provides input to supervisors with respect to employee performance.

**Question 2:** My position involves the assignment and scheduling of tasks of others.

**Question 3:** My position is directly responsible for the performance of others.

**Question 4:** My position directs employee performance evaluation including hiring, promotion, discipline, and termination.

**Question 5:** My position has absolute authority to hire, discipline, and terminate employees with the involvement of human resources.

**Question 6:** Total number of people who report to your position in the organization. (E.g., For a department head, all employees in the department would be included.)

**Note:** Answer each question independent of any preceding questions. For example: a position that is occasionally somewhat strenuous may also be occasionally very strenuous. Enter 1 to 5, 1 - Strongly Disagree with the statement to 5 - Strongly Agree.

Strongly Disagree	Somewhat Disagree	Neither Agree Nor Disagree	Somewhat Agree	Strongly Agree
1	2	3	4	5

## Impact (Answer all questions)

- ☐ **Question 1:** Mistakes made in my position typically lead to only minor costs, waste, or inconvenience.
- ☐ **Question 2:** Mistakes made in my position may lead to some costs, waste, or inconvenience.
- ☐ **Question 3:** Mistakes made in my position may lead to significant costs, waste, or inconvenience.
- ☐ **Question 4:** Mistakes made in my position may lead to major costs, waste, or inconvenience and short-term impact to the direction, goals, and reputation of the organization.
- ☐ **Question 5:** Mistakes made in my position may lead to major costs, waste, or inconvenience and long-term impact to the direction, goals, and reputation of the organization.

## Physical (Answer all questions)

- ☐ **Question 1:** On occasion (16% - 40%), my position is slightly strenuous often requiring minimal physical exertion and/or lifting of minimal weight (< 5 pounds).
- ☐ **Question 2:** On occasion (16% - 40%), my position is somewhat strenuous often requiring light physical exertion and/or lifting of light weight (< 20 pounds).
- ☐ **Question 3:** On occasion (16% - 40%), my position is strenuous often requiring some physical exertion and/or lifting of moderate weight (< 40 pounds).
- ☐ **Question 4:** On occasion (16% - 40%), my position is very strenuous often requiring physical exertion and/or lifting of heavy weight (< 60 pounds).
- ☐ **Question 5:** On occasion (16% - 40%), my position is extremely strenuous often requiring substantial physical exertion and/or lifting of especially heavy weight (> 60 pounds).



**Note:** Answer each question independent of any preceding questions. For example: a position that involves interaction with vendors may also involve interaction with senior managers. Enter 1 to 5, 1 - Strongly Disagree with the statement to 5 - Strongly Agree.

Strongly Disagree	Somewhat Disagree	Neither Agree Nor Disagree	Somewhat Agree	Strongly Agree
1	2	3	4	5

## Working Condition (Answer all questions)

**Question 1:** My position *rarely (1% - 15%) or never (0%)* involves exposure to uncomfortable temperature, noise, chemicals/gases, contagious diseases, airborne pathogens, and/or physical trauma.

**Question 2:** My position often involves *occasional (16% - 40%)* exposure to uncomfortable temperature, noise, chemicals/gases, contagious diseases, airborne pathogens, and/or physical trauma.

**Question 3:** My position often involves *frequent (41% - 70%)* exposure to uncomfortable temperature, noise, chemicals/gases, contagious diseases, airborne pathogens, and/or physical trauma.

**Question 4:** My position often involves *regular (over 70%)* exposure to uncomfortable temperature, noise, chemicals/gases, contagious diseases, airborne pathogens, and/or physical trauma.

**Question 5:** My position often involves potentially *life-threatening* exposure temperature, noise, chemical/gases, contagious diseases, airborne pathogens, and/or physical trauma.

## Interaction (Answer all questions)

**Question 1:** My position requires *frequent (41% - 70%)* interaction with employees or supervisors within my work area.

**Question 2:** My position requires *frequent (41% - 70%)* interaction with employees and supervisors of other departments.

**Question 3:** My position requires *frequent (41% - 70%)* interaction with administrative and technical staff including those outside the organization, i.e., vendors.

**Question 4:** My position requires *frequent (41% - 70%)* interaction with executive level employees, senior managers, and directors.

**Question 5:** My position requires *frequent (41% - 70%)* interaction with individuals outside the organization including community leaders, citizens, and the media.



# Position Vantage Point



**Note:** Answer each question independent of any preceding questions. For example: position that involves petty cash purchases may also manage the department budget. Enter 1 to 5, 1 - Strongly Disagree with the statement to 5 - Strongly Agree.

Strongly Disagree	Somewhat Disagree	Neither Agree Nor Disagree	Somewhat Agree	Strongly Agree
1	2	3	4	5

## Financial (Answer all questions)

**Question 1:** My position is responsible for minor/petty cash purchases.

**Question 2:** My position is involved with financial/budgetary matters including purchase orders, payments, grant funds, employee benefits, and the like.

**Question 3:** My position manages the budget for the department / work unit.

**Question 4:** My position allocates funds for the various departments / work units.

**Question 5:** The greatest value that my position has purchasing authority without approval by another individual or external authority. (Select only one)

None	Less than \$5,000	Less than \$50,000
Less than \$1,000	Less than \$10,000	More than \$50,000
Less than \$2,500	Less than \$25,000	

## Additional Information



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## BOARD OF ALDERMEN ACTION REPORT

**ISSUE:** The Board of Aldermen for the City of Odessa aims to adopt meeting procedures for Regular, special, and called meetings to guide the conduct of the Board of Aldermen meetings.

**ACTION REQUESTED:** Motion/Second to approve Resolution No. 2025-16, to adopt meeting procedures for all meetings conducted by the Board of Aldermen.

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### BACKGROUND:

The Board of Aldermen conducts regular, special, and called meetings to carry out the legislative and administrative functions of the City. In order to promote transparency, consistency, and orderly governance, it is recommended that the Board adopt a standardized set of meeting procedures. These procedures outline the processes for setting agendas, managing public comment, conducting discussion and debate, voting, and maintaining general decorum.

Adopting such procedures ensures compliance with applicable laws and helps preserve the integrity and efficiency of Board operations. The procedures are intended to complement, not replace, existing laws in the City Code of Ordinances provisions.

Staff recommends approval of the resolution adopting the “Meeting Procedures for Board of Aldermen Meetings” as the official procedural guide for conducting all meetings of the Board.

07/14/2025 The Board of Aldermen postponed the vote for the Rules of Meeting Procedures to consider and add other verbiage to allow board members the opportunity to add items to the agenda. Staff requested that the board members email them their suggested language.

#### Alderman Plachte:

Under “Order of Business” #12 **New Business** .... Add (Agenda Requests by Aldermen)

#### Alderman Whitsitt:

“Agenda Preparation”

Recognizing that these Rules of Meeting Procedure are applicable to a meeting of the Board of Aldermen only and the Board of Aldermen are freely entitled to add, remove, or modify items of its own meeting according to applicable laws, preparation of the agenda also requires consultation and participation of other parts of city government. To ensure inclusion of certain items and participation of all necessary parts of city government in the preparation of the agenda, it shall be prepared in the following manner;

- 1) The agenda shall be prepared by the City Clerk in collaboration with the Mayor and City Administrator

- 2) The agenda and supportive documents shall be released to Aldermen and other required parties and posted within the timeframe indicated in city ordinance but no later than that required by the Missouri Sunshine Law.
- 3) Aldermen Requests to Add Agenda Items
  - A) Any Alderman may request an item to be added to an agenda.
  - B) While a request to add an item to the agenda from one Alderman may be added at the Mayor's and the City Administrator's discretion, an identical request from two or more Aldermen shall be added to the next agenda or at a date agreed upon by the requesting Aldermen.
  - C) Requesting Aldermen may provide information to be included with the Board package. If information is provided, the Mayor and City Administrator may exclude it from the Board package.
  - D) Aldermen requests to add agenda items must be received by the Mayor, City Administrator, or City Clerk no less than 5 working days prior to the meeting so they may have time to prepare the agenda and its documents and do necessary research. Email dated as sent 5 days prior to the meeting constitutes receipt.

Mayor Barner:

I have reservations about the suggestion to allow agenda items to be added at the request of two Aldermen. My concern is that this could lead to a situation where two Aldermen could conspire to place virtually any item on the agenda regardless how frivolous or unnecessary it might be.

I believe a more appropriate approach would be to discuss agenda item requests under "New Business" and have the entire Board vote on whether to include the topic on the next agenda.

With that in mind, I recommend presenting two options to the Board at our next meeting:

1. 2 Aldermen in agreement could have an item placed on the next, or future agenda.
2. Language that permits agenda items to be proposed under "New Business" on the next, or future, agenda.

Alderwoman Ehler:

One, or even two Aldermen should never have the authority to add anything to the agenda, especially FIVE days prior to the packet going out, (unless it is an emergency item decided by the Mayor and City Administrator.)

Adding an item for discussion to any agenda should be voted on by the ENTIRE board. Each of us individually do not have any power when it comes to making decisions regarding city business. It takes the collective board of all 6 of us. Five working days prior to the meeting" would put undue work/stress on city staff and in no way give staff ample time to do research and make any item ready for discussion at the upcoming meeting.

Staff Suggestion:

**New Business / Request to Add Items to the Agenda**

Any member of the Board of Aldermen may request that an item be added to the agenda under New Business during a regular meeting. A motion must be made and seconded, and the request must receive a majority vote of the board members present in order to be added to the next regular meeting agenda under New Business. If the motion carries, the item will be placed under New Business on the next regularly scheduled meeting agenda.

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**FINANCIAL CONSIDERATIONS:** None.

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**ATTACHMENTS:** Bill No. 2025-16; Rules of Meeting Procedure

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PREPARED BY: \_\_\_\_\_  
Karen Findora, City Clerk

DATED: July 14, 2025 Postponed  
July 28, 2025



# **CITY OF ODESSA** *MISSOURI*

RULES OF MEETING PROCEDURE  
BOARD OF ALDERMEN



# Rules of Procedure for Board of Aldermen Meetings

## City of Odessa, Missouri - Fourth Class City

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## **Authority**

These rules are established under the authority granted to fourth-class cities under Chapter 79, RSMo., and are designed to guide the procedures and conduct of the Board of Aldermen of the City of Odessa, Missouri.

## **Mayor and Board of Aldermen**

The governing body consists of the Mayor and six Aldermen, two elected from each ward. They are responsible for legislative policy and oversight.

## **Purpose**

The purpose of these rules is to promote the efficient, orderly, and transparent conduct of all meetings of the Board of Aldermen. They are intended to ensure consistency in meeting structure and decorum, facilitate effective decision-making, and encourage meaningful public participation, while encouraging transparency and public engagement.

## **Mayor**

The Mayor presides over all meetings, represents the City ceremonially, and only votes to break a tie. The Mayor ensures that meeting rules are followed and maintains order.

## **Mayor Pro-Tem**

In the absence of the Mayor, the Mayor Pro-Tem (elected annually by the Board) performs all duties of the Mayor during meetings.

## **Planning Commission Liaison**

The Planning Commission Liaison, appointed by the Mayor, shall attend all Planning Commission meetings and provide an update to the Board of Aldermen at the next scheduled meeting.

## **City Clerk**

The City Clerk prepares agendas, attends all meetings, records minutes, maintains records, provides notice of meetings, and ensures compliance with the Sunshine Law.

## **City Attorney**

The City Attorney serves as legal counsel to the Board, reviews and interprets legislation, advises on procedure and decorum, protects the City's legal interest, participates in closed sessions, and assists with conflict-of-interest issues.

## **Duties of Mayor**

The Mayor presides at meetings, calls special meetings, signs official documents, ensures orderly conduct, and may recommend measures to the Board.

## **Board of Aldermen**

Two-Year Term Aldermen are elected for staggered two-year terms. Each Alderman represents their ward and serves the community in accordance with state and local laws.

## **Conduct of the Board**

Board members shall maintain decorum, respect differing opinions, and conduct themselves professionally in all meetings.

## **Staff Participation**

City staff may provide input when called upon but do not vote. They may assist with reports, recommendations, or answer questions.

## **Meeting Schedule**

Regular meetings shall be held on the second and fourth Monday at 6:00 p.m. at Dyer Park Community Bldg., located at 601 W Main Street, Odessa, Missouri. Special meetings may be called per state law with proper notice.

## **Quorum and Attendance**

A majority (four of six Aldermen) constitutes a quorum. Members should notify the City Clerk in advance if they are unable to attend.

## **Voting**

Each Alderman shall have one vote. The Mayor only votes in case of a tie. All votes must be cast openly (roll call when required). Abstentions must be stated and will be recorded in the minutes.

## **Parliamentary Rules of Procedure**

The Board shall follow Robert's Rules of Order, Newly Revised, unless otherwise stated in these rules.

## **Open Meetings and Records Policy**

Meetings shall comply with the Missouri Sunshine Law (RSMo. Chapter 610). Notices and agendas must be posted at least 24 hours in advance. Communications among a quorum of the Board are considered a public record and should be copied to the City Clerk's email. More than one communication among a quorum of the Board is considered a meeting and is in violation of the Missouri Sunshine Law.

## **Closed Meetings and Records Policy**

Closed sessions may only be held for purposes outlined in RSMo. 610.021. A roll call vote citing the specific statutory reason is required.

## Special Meetings

Special meetings may be called by the Mayor or a majority of the Board with at least 24 hours' notice, in accordance with Missouri's Sunshine Law.

## Getting the Floor

Members must be recognized by the Mayor before speaking. Interruptions are not permitted except for procedural questions.

## Public Comment Request and Allotted Time

Anyone wishing to address the Board must complete a [Public Comment Request Form](#). The form can be submitted via email to the [City Clerk](#) or dropped off at City Hall located at 228 S Second Street by 4:00 p.m. on the day of the meeting; otherwise, the speaker will need to complete a paper form at the meeting and submit it to the City Clerk before the meeting begins. Any documents you wish to provide to the Aldermen during Public Comment must be submitted to the Clerk with the Public Comment Request form. At the beginning of the "Public Comment" period, the Mayor will call the speaker's name. The speaker will come to the podium and state their full name and address. The speaker will have three (3) minutes to speak, and all comments should be directed to the Mayor and the Board.

## Interruptions

Board members or the public shall not interrupt others while speaking. The Mayor may call to order any person who disrupts proceedings.

## Conflicts of Interest

Members must disclose conflicts of interest and refrain from discussing or voting on such matters in compliance with MEC regulations.

## Agenda Preparation

The agenda will be prepared by the City Clerk in collaboration with the Mayor and City Administrator.

## Order of Business

A typical meeting agenda will include the following, subject to change:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Welcome Visitors
5. Approval of Consent/Minutes Agenda
6. Mayor/Board Comments
7. City Administrator Report

8. Public Hearing
9. Public Comments
10. Recognitions/Presentations
11. Old Business
12. New Business
13. Discussion/Presentations
14. Next Scheduled Meeting
15. Adjournment

### **Procedure for Public Hearings**

Public hearings begin with a staff report, followed by public input, then discussion and decision by the Board.

- Order of Public Hearing
- Staff presentation
- Applicant statement (if applicable)
- Public comments (proponents then opponents)
- Board discussion
- Decision

### **New Business / Request to Add Items to the Agenda**

Any member of the Board of Aldermen may request that an item be added to the agenda under **New Business** during a regular meeting. A motion must be made and seconded, and the request must receive a majority vote of the board members present in order to be added to the next regular meeting agenda under New Business. If the motion carries, the item will be placed under New Business on the next regularly scheduled meeting agenda.

### **Meetings**

Shall Be Open to the Public. All regular and special meetings shall be open to the public unless legally closed.

### **Motions**

All motions shall be directed to the Mayor and stated out loud for the public to hear. Motions require a second before discussion. The Mayor restates the motion before a vote is taken.

### **Members Leaving Council Chambers During Meeting**

With the exception of a member of the Board recusing themselves and leaving the meeting due to a conflict, the Mayor and Board Members shall remain in their designated place during the meeting unless a recess is called or the member is excused by the Mayor with cause. A vote shall not be taken during a member's absence from their chair.



## **Visitors**

Visitors are welcome and encouraged to attend meetings but must remain orderly and follow meeting decorum.

## **Conduct During Meetings**

Members wishing to speak must be recognized by the Mayor and should confine their remarks to one specific topic currently under consideration. Discussions should be related to the topic at hand to allow enough time for all scheduled issues to be fully addressed.

Cell phone and computer use for texting or engaging in social media during meetings should be avoided.

All attendees at meetings must be respectful and refrain from disruptive behavior. The Mayor may have disorderly individuals removed. Decorum is essential; personal attacks and disruptive actions are not allowed. Members should treat one another, staff, and the public with courtesy and respect.

## **Communication Outside of Official Meetings**

Members of the Board of Aldermen are encouraged to maintain open, respectful communication with the public. When discussing City-related matters outside of official meetings, including on social media or in public forums, members should clearly indicate when they are expressing personal opinions.

## **Purpose**

This policy is intended to support transparent and effective communication between elected officials and the public, while preserving the integrity of the Board's deliberative processes. It affirms the public's right to be informed and involved, and recognizes the individual rights of Board members to express their views, while also emphasizing the importance of responsible communication in public service.

## **Policy**

This policy encourages members to balance transparency with the need for accurate and timely communication with the public.

Engagement with constituents is welcomed, and members are encouraged to direct residents to review official City information and participate in public meetings or forums to stay informed and involved in the process.

Members are expected to exercise discretion when commenting on matters that are pending, or under active consideration to maintain the integrity of the Board's decision-making process. Unless authorized by the Board of Aldermen, individual members shall not express or imply that their personal opinion is the opinion of the Board or the City.

Unless specifically authorized by the Board of Aldermen, individual members of the Board are not authorized to make social media posts or comments on behalf of the City or the Board of Aldermen. Any Board member wishing to make a social media post on their personal page regarding the City

or its policies shall clearly identify that post as a personal opinion, such as by using the acronym IMO within the body of the post or other substantially similar phrase.

### **Legal and Policy References**

- **Missouri Sunshine Law (Chapter 610, RSMo):** Board members are reminded that most records and communications relating to public business, including certain social media posts or emails, may be considered public records subject to disclosure.
- **Municipal Code (if applicable):** This policy is consistent with the City's governing documents and ethical standards expected of elected officials.
- **National League of Cities & Missouri Municipal League Guidelines:** Elected officials are encouraged to follow best practices for public engagement, which emphasize transparency, accountability, and the responsible use of digital platforms.

### **Suspension of Rules of Procedure**

These procedures may be amended by a majority vote of the Board. The Board may suspend any portion of these procedures by a two-thirds vote, unless otherwise prohibited by state law.

### **Sample Motions**

- "I move to approve/deny/amend the minutes as presented."
- "I move to approve/deny Resolution No. \_\_\_\_"
- "I move to approve/deny the first reading for Bill No. \_\_\_\_"
- "I move to approve/deny the second reading of Bill No. \_\_\_\_ and approve the bill as an ordinance."
- "I move to go into closed session pursuant to RSMo 610.021(1)."
- "I move to adjourn the meeting."

These procedures shall be effective upon adoption by resolution of the Board of Aldermen and remain in effect until amended or repealed.

Adopted by Resolution 2025-16 by the Board of Aldermen of the City of Odessa, Missouri, this 14<sup>th</sup> day of July, 2025.



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**RESOLUTION NO. 2025-16**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI,  
ADOPTING MEETING PROCEDURES FOR THE BOARD OF ALDERMEN MEETINGS.**

**WHEREAS**, the Board of Aldermen recognizes the importance of conducting its meetings in an orderly, efficient, and transparent manner that promotes public participation, consistency, and fairness; and

**WHEREAS**, establishing a clear set of meeting procedures will aid in the effective governance of the City and help ensure the business of the City is conducted responsibly and in accordance with applicable laws and public expectations; and

**WHEREAS**, the Board has reviewed and desires to adopt meeting procedures that outline guidelines for agendas, public comments, discussion and debate, voting, and general decorum during meetings of the Board of Aldermen.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF ODESSA, MISSOURI, AS FOLLOWS:**

**SECTION 1.** The Board of Aldermen hereby adopts the attached Meeting Procedures for Board of Aldermen Meetings as the official procedural guidelines for all regular, special, and called meetings of the Board.

**SECTION 2.** These procedures shall govern the conduct of all meetings unless otherwise superseded by state law or City ordinance.

**SECTION 3.** This Resolution shall be in full force and effect from and after its passage and approval.

**SECTION 4.** The City Clerk is hereby authorized to correct any scriveners' errors made in amending the Resolution.

**APPROVED AND PASSED** by the Board of Aldermen and approved by the Mayor of the City of Odessa, Missouri, this 28<sup>th</sup> day of July, 2025.

(SEAL)

ATTEST:

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Bryan D. Barner, Mayor

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Karen Findora, City Clerk