



CITY OF CAPE GIRARDEAU, MISSOURI

City Council Agenda

Stacy Kinder, Mayor
Dan Presson, Ward 1
Tameka Randle, Ward 2
Nate Thomas, Ward 3
David J. Cantrell, Ward 4
Rhett Pierce, Ward 5
Mark Bliss, Ward 6

City Council Chambers
City Hall
44 N. Lorimier St

Agenda Documents, Videos
Minutes, and Other Information:
www.cityofcape.org/citycouncil

June 3, 2024
5:00 PM

- **City residents desiring to speak about items NOT on the agenda must register no later than 8:00 am, on Monday, June 3, 2024, by using the form found at cityofcape.org/council, by emailing cityclerk@cityofcape.org, or by calling 573-339-6320.**

Invocation

Pastor Timothy Lee of The Apostolic Promise Church in Cape Girardeau

Pledge of Allegiance

Study Session

No action will be taken during the study session

Presentations

Communications/Reports

Items for Discussion

- Appearances by Advisory Board Applicants
- Consent Agenda Review

Regular Session

Call to Order/Roll Call

Adoption of the Agenda

Public Hearings

1. Public Hearing on the Annual Operating Budget for the fiscal year ending June 30, 2025. (Item 6; BILL NO. 24-59)

Consent Agenda

The Consent Agenda is a meeting method to make City Council meetings more efficient and meaningful to the members of the audience. All matters listed within the Consent Agenda have been distributed to each member of the Cape Girardeau City Council for reading and study, are considered to be routine, and will be enacted by one motion of the council with no separate discussion. Staff recommends approval of the Consent Agenda. 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 City Council.

2. Approval of the May 20, 2024, City Council Regular Session Minutes.
3. BILL NO. 24-56, an Ordinance vacating the City's interest in a portion of North West End Boulevard Right of Way adjacent to 689 Highland Drive, in the City of Cape Girardeau, Missouri. Second and Third Readings.
4. BILL NO. 24-57, an Ordinance authorizing the City Manager to execute Supplemental Agreements with Bacon Farmer Workman Engineering & Testing, Inc., for the design of sidewalks along North Cape Rock Drive, in the City of Cape Girardeau, Missouri. Second and Third Readings.
5. BILL NO. 24-58, a Resolution authorizing the City Manager to execute an Agreement with Nip Kelley Equipment Company, Inc., for 2024-2025 CIST Street Repair, in the City of Cape Girardeau, Missouri. Reading and Passage.

Items Removed from Consent Agenda

New Ordinances

Mayor will ask for appearances after each Ordinance is read.

Individuals who wish to make comments regarding the item must be recognized by the Mayor/Mayor Pro Tempore. Each speaker is allowed 3 minutes and must stand at the public microphone and state his/her name and address for the record. The timer will buzz at the end of the speaker's time.

6. BILL NO. 24-59, an Ordinance adopting the annual operating budget for the City of Cape Girardeau, Missouri, for the fiscal year beginning July 1, 2024. First Reading. FIN - Lisa Mills
7. BILL NO. 24-60, an Ordinance establishing utility rates for the City of Cape Girardeau, Missouri, by amending Chapter 29 relating to sewer and water rates. First Reading. FIN - Lisa Mills
8. BILL NO. 24-62, an Ordinance amending and adopting new sections of Chapter 2 of the Code of Ordinances of the City of Cape Girardeau, Missouri, relating to the Convention and Visitors Bureau. First Reading. PARKS - Doug Gannon
9. BILL NO. 24-61, an Ordinance authorizing the City Manager to execute a Transportation Planning Consolidated Grant Agreement with the Missouri Highways and Transportation Commission, in the City of Cape Girardeau, Missouri. First Reading. FIN - Alex McElroy

Appointments

10. Appointments to the Board of Appeals

Other Business

Appearances regarding items not listed on the agenda.

This is an opportunity for the City Council to listen to comments regarding items not listed on the agenda. The Mayor may refer any matter brought up to the City Council to the City Manager if action is needed. Individuals who wish to make comments must first be recognized by the Mayor or Mayor Pro Tempore. Each speaker is allowed 3 minutes. Please face and speak directly to the City Council as a whole. The Mayor and Council Members will not engage or answer questions during the speaker's time at the podium. The timer will sound at the end of the speaker's time.

Meeting Adjournment**Closed Session**

The City Council of the City of Cape Girardeau, Missouri, may, as a part of a study session or regular or special City Council meeting, vote to hold a closed session to discuss issues listed in RSMo. Section 610.021, including but not limited to: legal actions, causes of legal action or litigation, leasing, purchasing or sale of real estate, hiring, firing, disciplining, personnel issues, or confidential or privileged communications with its attorneys.

Future Appointments and Memos

- Appointment to the Public Library Board of Directors

Staff: Lisa Mills, Finance Director
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-095

SUBJECT

Public hearing to receive public input regarding the proposed operating budget for the fiscal year ending June 30, 2025.

EXECUTIVE SUMMARY

The City Charter requires a public hearing regarding the proposed city budget be held each year before the budget is adopted.

This hearing provides an opportunity for citizens to comment on the proposed budget before it is adopted.

BACKGROUND/DISCUSSION

The budget provides a financial plan for City Departments to utilize in order to deliver services to the citizens of Cape Girardeau. In addition, the budget provides for capital improvements throughout the City and services the city debt.

STAFF RECOMMENDATION

Staff recommends council conduct a public hearing to receive input regarding the proposed operating budget for the fiscal year ending June 30, 2024. A motion for any desired changes to the budget should be made and approved before approving the final readings of the budget ordinance at the June 17, 2024 City Council Meeting.

PUBLIC OUTREACH

The 2024-2025 Proposed Operating Budget is on the City's web page at cityofcape.org/finance. It is also available for review in the City Clerk's office.

ATTACHMENTS:

Name:

Description:

No Attachments Available

Staff: Bruce Taylor, Deputy City Clerk
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

SUBJECT

Approval of the May 20, 2024, City Council Regular Session Minutes.

ATTACHMENTS:	
Name:	Description:
DRAFT_Council.RegularSession_Minutes.05-20-2024.pdf	Regular Session Minutes 05-20-2024

**Proceedings of the City Council, City of Cape Girardeau, Mo.
Regular Session May 20, 2024 MM-39**

STUDY SESSION – May 20, 2024

NO ACTION TAKEN DURING THE STUDY SESSION

The Cape Girardeau City Council held a study session at the Cape Girardeau City Hall on Monday, May 20, 2024, starting at 5:00 p.m. with Mayor Stacy Kinder presiding and Council Members Mark Bliss, David J. Cantrell, Rhett Pierce, Dan Presson, Tameka Randle, and Nate Thomas present.

REGULAR SESSION –May 20, 2024

CALL TO ORDER

The Cape Girardeau City Council convened in regular session at the Cape Girardeau City Hall on Monday, May 20, 2024, starting at 5:45 p.m. with Mayor Stacy Kinder presiding and Council Members Mark Bliss, David J. Cantrell, Rhett Pierce, Dan Presson, Tameka Randle, and Nate Thomas present.

ADOPTION OF THE AGENDA

A Motion was made by Tameka Randle, Seconded by Nate Thomas, to approve and adopt the agenda.
Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas.

PUBLIC HEARINGS

A public hearing to consider the proposed voluntary annexation and zoning of property located at 212 Misty Hollow Lane.

Mayor Stacy kinder opened the public hearing.
There being no appearances the public hearing was closed.

A Public Hearing to consider vacating the City’s interest in an approximately 20-foot-wide part of N. West End Blvd Right-of-Way adjacent to 689 Highland Drive.

Mayor Stacy kinder opened the public hearing.
There being no appearances the public hearing was closed.

CONSENT AGENDA

Approval of the May 6, 2024, City Council Regular Session Minutes and May 2, 2024, City Council Closed Session Minutes.

**Proceedings of the City Council, City of Cape Girardeau, Mo.
Regular Session May 20, 2024 MM-40**

BILL NO. 24-50, an Ordinance amending Chapter 30 of the Code of Ordinances of the City of Cape Girardeau, Missouri, by changing the zoning of property located at 728 Good Hope Street, in the City and County of Cape Girardeau, Missouri, from C-1 to R-3. Second and Third Readings.

BILL NO. 24-51, an Ordinance approving the record plat of Latham's First Subdivision. Second and Third Readings.

BILL NO. 24-52, an Ordinance approving the record plat of Seyer Enterprises Subdivision. Second and Third Readings.

BILL NO. 24-53, an Ordinance authorizing the issuance of Special Tax Bills for various properties for the demolition of dangerous buildings and for the abatement of nuisances, located in the City and County of Cape Girardeau, Missouri. Second and Third Readings.

BILL NO. 24-54, a Resolution authorizing the City Manager to execute a Contract with Lochmueller Group for Engineering Services, in the City of Cape Girardeau, Missouri. Reading and Passage.

A Motion was made by Mark Bliss, Seconded by Dan Presson, to approve and adopt. Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas.

BILL NO. 24-50 will be Ordinance NO. 5753; BILL NO. 24-51 will be Ordinance NO. 5754; BILL NO. 24-52 will be Ordinance NO. 5755; BILL NO. 24-53 will be Ordinance NO. 5756; and BILL NO. 24-54 will be Resolution NO. 3607.

ITEMS REMOVED FROM CONSENT AGENDA

BILL NO. 24-55, a Resolution authorizing the City Manager to execute an Agreement with KCI Construction Company for improvements at the Wastewater Treatment Plant in the City of Cape Girardeau, Missouri. Reading and Passage.

A Motion was made by Dan Presson, Seconded by Nate Thomas, to approve and adopt. Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas. BILL NO. 24-55 will be Resolution NO. 3608.

NEW ORDINANCES

BILL NO. 24-56, an Ordinance vacating the City's interest in a portion of North West End Boulevard Right of Way adjacent to 689 Highland Drive, in the City of Cape Girardeau, Missouri. First Reading. Mayor Kinder called for public appearances regarding this Bill. No one appeared.

A Motion was made by Mark Bliss, Seconded by Nate Thomas, to approve. Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas.

BILL NO. 24-57, an Ordinance authorizing the City Manager to execute Supplemental Agreements with Bacon Farmer Workman Engineering & Testing, Inc., for the design of

**Proceedings of the City Council, City of Cape Girardeau, Mo.
Regular Session May 20, 2024 MM-41**

sidewalks along North Cape Rock Drive, in the City of Cape Girardeau, Missouri. First Reading. Mayor Kinder called for public appearances regarding this Bill. No one appeared.

A Motion was made by Dan Presson, Seconded by Tameka Randle, to approve. Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas.

APPOINTMENTS

Appointment to the Parks and Recreation Advisory Board

A Motion was made by Nate Thomas, Seconded by David J. Cantrell, to appoint Thomas Drummond to the Parks and Recreation Advisory Board for a term expiring October 29, 2025.

Appointment to the Tax Increment Financing Commission

A Motion was made by Dan Presson, Seconded by Tameka Randle, to approve Mayor Stacy Kinder’s appointment of Liz Haynes to the Tax Increment Financing Commission for a term expiring April 1, 2028.

Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas.

OTHER BUSINESS

Appearances for Items Not on the Agenda

Leslie Washington appeared regarding concerns about gun violence and invited citizens to participate in Gun Violence Awareness Day on June 7,

Michelle Latham appeared regarding concerns about gun violence.

Alice Jenkins appeared regarding concerns about gun violence and the cleanliness of the City.

Council Member Tameka Randle encouraged citizens to become involved in boards and organizations in the City to help improve the community.

MEETING ADJOURNMENT

A Motion was made to adjourn by Dan Presson, Seconded by Mark Bliss. Motion passed. 7-0. Ayes: Bliss, Cantrell, Kinder, Pierce, Presson, Randle, Thomas. The regular session ended at 6:27 pm.

Bruce Taylor, Deputy City Clerk



Stacy Kinder, Mayor

Proceedings of the City Council, City of Cape Girardeau, Mo.
Regular Session May 20, 2024 **MM-42**

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Staff: Jake Garrard, PE, City Engineer
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-091

SUBJECT

An Ordinance vacating the City's interest in an approximately 20-foot-wide part of N. West End Blvd Right of Way adjacent to 689 Highland Drive.

EXECUTIVE SUMMARY

The City received a request from Debra and Brian Tracy to vacate the City's interest in an approximately 20-foot-wide strip of N West End Blvd Right of Way adjacent to the backyard of 689 Highland Drive.

BACKGROUND/DISCUSSION

Debra and Brian Tracy have requested the City of Cape Girardeau vacate its interest in part of N West End Blvd adjacent to their property at 689 Highland Drive. The request is for an approximately 20-foot-wide strip of land that contains property improvements including flower beds and a perimeter property fence. This right of way vacation would bring the existing fence into their property. It seems the fence has mistakenly built in the N West End Blvd Right of Way well over 20+ years ago. The Tracy's were not aware that this fence was not already part of their property. This problem was brought to their attention during the Engineering Improvement project for N West End Blvd happening over the last couple of years. After the vacation request is complete, the N West End Blvd Right of Way will be 75-foot-wide. This is equivalent to the majority of the N. West End Blvd Right of Way.

FINANCIAL IMPACT

The property owners will pay for the cost of recording the vacation ordinance.

STAFF RECOMMENDATION

Staff recommends approval of the attached Ordinance vacating a part of N West End Blvd adjacent to 689 Highland Drive in the City of Cape Girardeau, Missouri.

PUBLIC OUTREACH

An advertisement for a Public Hearing appeared in the Southeast Missourian on May 9, 2024. A Public Hearing was held on May 20, 2024. External Utility Companies were contacted on April 18, 2024. No company had

utilities in the vacation area and none objected to the vacation.

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Vacate Right of Way North West End Highland Drive.doc	Ordinance
<input type="checkbox"/> GOOD Tracy - ROW Vacation Area Exhibit.pdf	Exhibit
<input type="checkbox"/> GOOD Legal Description N West End Vacation area for 689 Highland Dr.docx	Legal Description
<input type="checkbox"/> City of Cape - Public Hearing May 20.pdf	Publication Proof

BILL NO. 24-56

ORDINANCE NO. _____

AN ORDINANCE VACATING THE CITY'S INTEREST IN
A PORTION OF NORTH WEST END BOULEVARD RIGHT
OF WAY ADJACENT TO 689 HIGHLAND DRIVE, IN
THE CITY OF CAPE GIRARDEAU, MISSOURI

WHEREAS, the City Council has received a request to vacate an approximately twenty foot wide part of North West End Boulevard Right of Way adjacent to 689 Highland Drive, in the City of Cape Girardeau, Missouri; and

WHEREAS, a public hearing was held on May 20, 2024, at which time all interested parties were afforded the opportunity to speak in favor of or in opposition to the proposed vacation of the Right of Way; and

WHEREAS, at least ten days notice of the time and place of this hearing was published in a newspaper of general circulation in the City; and

WHEREAS, the City Council has determined that the Right of Way in question is not necessary or needed for any of the purposes for which it was dedicated and established; and

WHEREAS, it is in the public interest that the Right of Way be vacated.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. The City Council hereby finds that it is in the public interest that this Right of Way be vacated.

ARTICLE 2. The City's interest in the Right of Way located in the following described real estate:

TRACT 1

THAT PART OF OUT LOT 38 OF U.S.P. SURVEY NO. 2199, ALL IN TOWNSHIP 31 NORTH, RANGE 14 EAST, OF THE FIFTH PRINCIPAL MERIDIAN IN THE COUNTY OF CAPE GIRARDEAU, THE STATE OF MISSOURI, DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF LOT 5 OF THE WEST HIGHLAND PLACE SUBDIVISION AS RECORDED IN DEED BOOK 4,

PAGE 28 OF THE COUNTY LAND RECORDS, IN THE CITY AND COUNTY OF CAPE GIRARDEAU, STATE OF MISSOURI, THENCE SOUTH 06°20'14" WEST, 3.65 FEET TO A POINT ON THE EAST RIGHT-OF-WAY OF NORTH WEST END BLVD, SAID POINT BEING THE POINT OF BEGINNING; THENCE LEAVING SAID POINT NORTH 83°12'06" WEST, 22.08 FEET; THENCE NORTH 25°37'16" WEST, 120.00 FEET; THENCE NORTH 30°52'15" EAST, 26.72 FEET; THENCE SOUTH 24°11'46" EAST, 146.63 FEET TO THE POINT OF BEGINNING AND MORE OR LESS CONTAINING 0.06 ACRES.

is hereby vacated.

ARTICLE 3. This ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



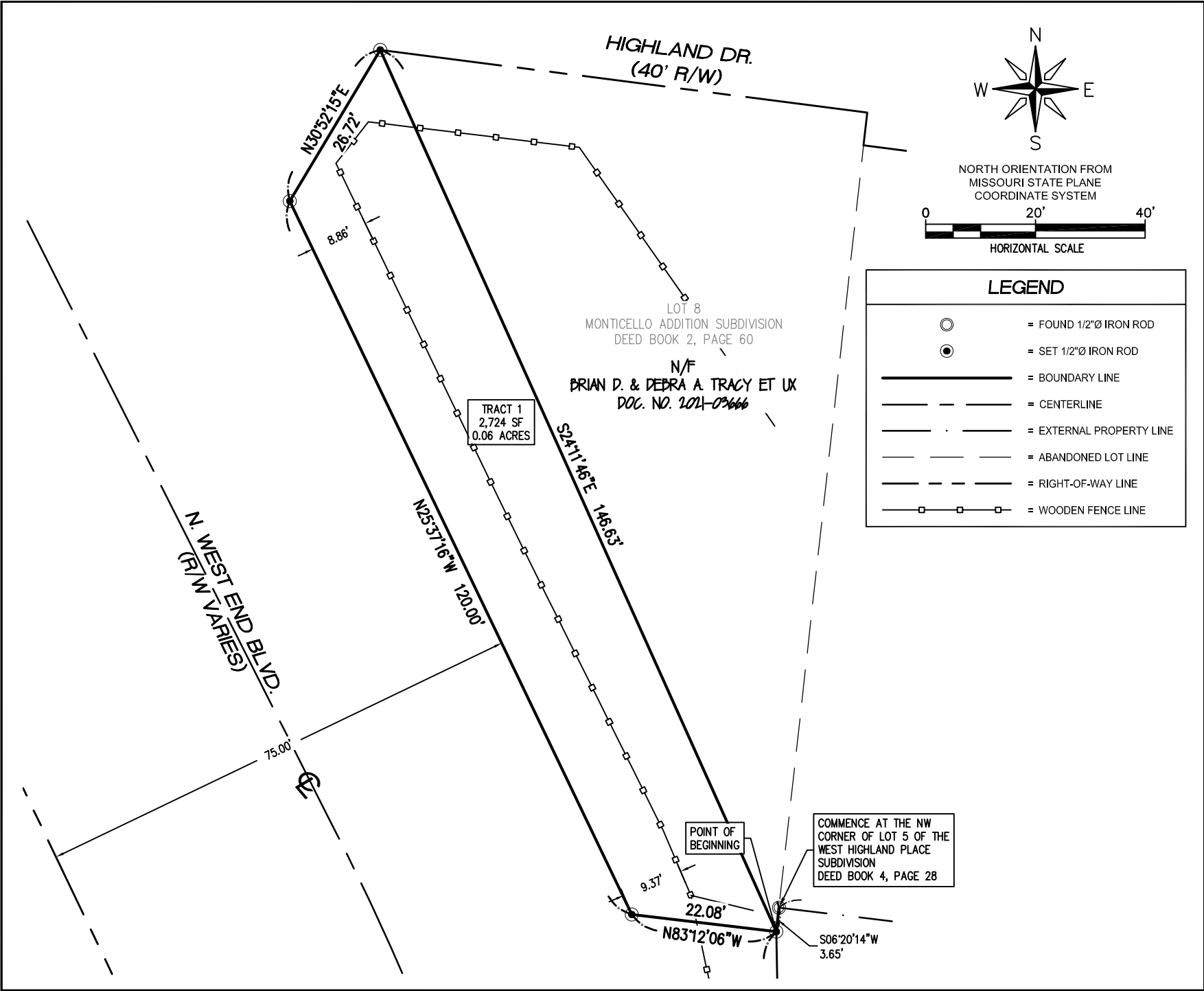
STATE OF MISSOURI)
) ss.
COUNTY OF CAPE GIRARDEAU)

On this _____ day of _____, 2024, before me personally appeared Stacy Kinder, to me personally known, who, being by me duly sworn, did say that she is the Mayor of the City of Cape Girardeau, Missouri, a Municipal Corporation of the State of Missouri, and that the seal affixed to the foregoing instrument is the seal of said City and that said instrument was signed and sealed on behalf of said City by authority of its City Council, and acknowledged said instrument to be the free act and deed of said City.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in Cape Girardeau, Missouri, the day and year first above written.

My Commission Expires:

Notary Public



DATE: 04/17/2024
REVISED: 4/22/2024

DRAWING
1 of **1**

EXHIBIT FOR
N. WEST END BLVD VACATION AREA

689 HIGHLAND
CAPE GIRARDEAU, MO 63701

KE KOEHLER
ENGINEERING AND LAND SURVEYING, INC.

Civil Engineering and Surveying Services
194 Coker Lane - Cape Girardeau, MO 63701
Phone: 573.335.3026 - Fax: 573.335.3049
www.koehlersurveying.com

TRACT 1

THAT PART OF OUT LOT 38 OF U.S.P. SURVEY NO. 2199, ALL IN TOWNSHIP 31 NORTH, RANGE 14 EAST, OF THE FIFTH PRINCIPAL MERIDIAN IN THE COUNTY OF CAPE GIRARDEAU, THE STATE OF MISSOURI, DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF LOT 5 OF THE WEST HIGHLAND PLACE SUBDIVISION AS RECORDED IN DEED BOOK 4, PAGE 28 OF THE COUNTY LAND RECORDS, IN THE CITY AND COUNTY OF CAPE GIRARDEAU, STATE OF MISSOURI, THENCE SOUTH $06^{\circ}20'14''$ WEST, 3.65 FEET TO A POINT ON THE EAST RIGHT-OF-WAY OF NORTH WEST END BLVD, SAID POINT BEING THE POINT OF BEGINNING; THENCE LEAVING SAID POINT NORTH $83^{\circ}12'06''$ WEST, 22.08 FEET; THENCE NORTH $25^{\circ}37'16''$ WEST, 120.00 FEET; THENCE NORTH $30^{\circ}52'15''$ EAST, 26.72 FEET; THENCE SOUTH $24^{\circ}11'46''$ EAST, 146.63 FEET TO THE POINT OF BEGINNING AND MORE OR LESS CONTAINING 0.06 ACRES.

Classified Proof

Client	15897 - City Of Cape Girardeau	Phone	(573) 339-6707
Address	44 North Lorimier Street, P. O. Box 617	E-Mail	acctspayable@cityofcape.org
	Cape Girardeau, MO, 63701	Fax	(573) 335-3357

Order#	589203	Requested By		Order Price	\$79.69
Classification	0999 - Legals	PO #	050924	Tax 1	\$0.00
Start Date	05/09/2024	Created By	JJOHNS	Tax 2	\$0.00
End Date	05/09/2024	Creation Date	04/25/2024, 02:12:34 pm	Total Net	\$79.69
Run Dates	1			Payment	\$0.00
Publication(s)	Southeast Missourian	Dimensions	3.627 " X 2.110 "		

Sales Rep	10CL - Jasmine Johnson	Phone	(573) 335-6611
		E-Mail	jjohnson@semissourian.com
		Fax	

NOTICE OF PUBLIC HEARING CITY OF CAPE GIRARDEAU, MISSOURI

Notice is hereby given that Cape Girardeau, Missouri, City Council will hold a public hearing on Monday, May 20, 2024 at 5:00 p.m., in the City Hall Council Chambers, at City Hall, 44 N. Lorimier St., Cape Girardeau, Missouri, to consider vacating part of the City's interest in: An approx. 20-foot-wide strip of N West End Blvd adjoining 689 Highland Dr.

All interested parties shall be afforded the opportunity to speak at the hearing in favor of or in opposition to the proposed vacation.

Gayle L. Conrad
City Clerk
City of Cape Girardeau

(May 9, 2024)(589203)

Staff: Jake Garrard, PE, City Engineer
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-092

SUBJECT

An Ordinance authorizing the City Manager to execute Supplemental Agreements with Bacon Farmer Workman Engineering & Testing, Inc., for the design of sidewalks along North Cape Rock Drive, in the City of Cape Girardeau, Missouri.

EXECUTIVE SUMMARY

The Supplemental Agreements between the City of Cape Girardeau and Bacon Farmer Workman Engineering & Testing, Inc., update delivery milestones and expanding the cost of work specified in the Engineering Services Contract and Program Agreement for the design of sidewalks along N. Cape Rock Drive.

BACKGROUND/DISCUSSION

The scope of work in the ESC was changed in the ESC Supplemental Agreements (021) and (022) due to needs discovered once design work in the field began. Due to the need for acquisition of easements along the project, we are revising the original PS&E approval deadline dates and the cost of work.

FINANCIAL IMPACT

The changes will effect on the costs and services to be provided under the provisions of the agreement.

STAFF RECOMMENDATION

Staff recommends Council approve an ordinance authorizing the City Manager to enter into a Supplemental Agreements between the City of Cape Girardeau and Bacon Farmer Workman Engineering & Testing, Inc., updating delivery milestones and expanding the cost of work specified in the Engineering Services Contract and Program Agreement for the design of sidewalks along N. Cape Rock Drive, contingent upon MoDOT approval.

ATTACHMENTS:

Name:	Description:
TAP_Agreement.Bacon_Farmer_Cape_Rock_Drive_Sidewalks.doc	Ordinance
2607_001.pdf	Supplemental Agreement (021)
2608_001.pdf	Supplemental Agreement (022)

BILL NO. 24-57

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE SUPPLEMENTAL AGREEMENTS WITH BACON FARMER WORKMAN ENGINEERING & TESTING, INC., FOR THE DESIGN OF SIDEWALKS ALONG NORTH CAPE ROCK DRIVE, IN THE CITY OF CAPE GIRARDEAU, MISSOURI

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. The City Manager is hereby authorized to execute, on behalf of the City, Supplemental Agreements for Project (TAP-1501(021)) and (TAP-1501(022)), with Bacon Farmer Workman Engineering & Testing, Inc., for the design of sidewalks along North Cape Rock Drive, in the City of Cape Girardeau, Missouri. The City Clerk is hereby authorized and directed to attest to said documents and to affix the seal of the City thereto. Said Agreements shall be in substantially the form attached hereto, which documents are hereby approved by the City Council, with such changes or amendments as shall be approved by the officer of the City executing the same. The officers, agents, and employees of the City are hereby authorized to execute all documents and take steps as they deem necessary and advisable to carry out and perform the purpose of this Ordinance.

ARTICLE 2. This Ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



**SUPPLEMENTAL AGREEMENT NO. 1
TO
ENGINEERING SERVICES CONTRACT**

This Supplemental Agreement is made part of an agreement dated June 1, 2023 between the City of Cape Girardeau and Bacon Farmer Workman Engineering & Testing, Inc. for design of project TAP-1501(021). The purpose of this Supplemental Agreement is to: 1) Revise the scope of work specified in the Original Agreement to include additional surveying, design, and environmental/cultural review as necessary for the preparation of right of way plans for City acquisition of temporary construction easements to accommodate driveway grade adjustments, or as otherwise needed, and; 2) To update the delivery Milestone specified in Original Agreement which remains to be accomplished. These additional services shall be in an amount not to exceed Thirty Thousand, Five Hundred Seventy Three Dollars and Fifty Six Cents (\$30,573.56) without further authorization. The total design services shall be in an amount not to exceed Ninety Nine Thousand, One Hundred Sixty Five Dollars and Sixty Eight Cents (\$99,165.68). Attachment A outlines the cost breakdown for this Supplemental Agreement.

The right of way line is located 12 feet, more or less, beyond the back side of the street curb through much of the project. A significant number of driveways have existing grades which exceed 8%, therefore there is insufficient room within the available right of way to modify the driveway grades to accommodate the sidewalk crossings and yet achieve an acceptable grade on the driveway tie-ins at the back side of the sidewalk crossings. In February 2024, the City's original assumption for resolving the grade issues via a separate city project was determined by MoDOT to not meet the intent of the TAP program guidelines. As a result, the preparation of right of way plans has been deemed necessary.

The Final PS&E Approval delivery Milestone of 12/01/23 in the Original Agreement was arbitrarily set to precede the Final PS&E Approval date in the Program Agreement by 5 months, leaving little buffer time for potential delays. Acquisition of field survey data by the project subconsultant occurred 3 months later than scheduled resulting in less than planned project development time. The delivery Milestone is being revised to accommodate the earlier survey field work delay plus the additional work in this Supplemental Agreement, plus time needed for City acquisition and right of way clearance.

Revised date for delivery Milestone under Article V shall be established as follows:

	<u>Original Date</u>	<u>Supp. #1 Date</u>
PS&E Approval by MoDOT	12/01/23	2/28/25

Supplement Agreement No. 1 accepted as defined herein:

OWNER: City of Cape Girardeau

ENGINEER: Bacon Farmer & Workman
Engineering & Testing, Inc

BY: _____

BY: [Signature]

TITLE: _____

TITLE: Executive VP

DATE: _____

DATE: 4/22/2024

ATTEST:

BY: _____

BY: [Signature]

TITLE: _____

TITLE: Benefits & Wellness Coordinator

DATE: _____

DATE: 04/22/2024

Executed by the City on the _____ day of _____, 2024.

**ATTACHMENT A
SUPPLEMENTAL AGREEMENT NO. X
April 22, 2024**

DESIGN Phase Services (Additional):

	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
Project Manager	21	\$70.42	\$1,478.82
Environmental Manager	22	\$57.34	\$1,261.48
Historic Preservation Specialist	40	\$49.91	\$1,996.40
GIS Specialist	4	\$21.78	\$87.12
Project Engineer	25	\$70.33	\$1,758.25
Staff Engineer	50	\$38.73	\$1,936.50
Senior Transportation Designer	8	\$42.91	\$343.28
Professional Land Surveyor	28	\$48.03	\$1,344.84
Instrument Operator	24	\$31.35	\$752.40
Subtotal	222		\$10,959.09
Payroll Overhead (est. at 44.30%)			\$4,854.88
General and Administrative Overhead (est. at 99.61%)			\$10,916.35
Other Direct Costs			
Mileage, etc			\$131.00
Subtotal			\$26,700.32
Fixed Fee (available only for significant supplemental agreements)			\$3,742.24
Total Supplemental Agreement No. 1			\$30,573.56
Summary Design Phase:			
Original Agreement			\$68,592.12
Supplemental Agreement			\$30,573.56
Total			\$99,165.68

FIG. VI - 4

FIG. VI - 4

Revised 02-14-00

**SUPPLEMENTAL AGREEMENT NO. 1
TO
ENGINEERING SERVICES CONTRACT**

This Supplemental Agreement is made part of an agreement dated June 1, 2023 between the City of Cape Girardeau and Bacon Farmer Workman Engineering & Testing, Inc. for design of project TAP-1501(022). The purpose of this Supplemental Agreement is to: 1) Revise the scope of work specified in the Original Agreement to include additional surveying, design, and environmental/cultural review as necessary for the preparation of right of way plans for City acquisition of temporary construction easements to accommodate driveway grade adjustments, or as otherwise needed, and; 2) To update the delivery Milestone specified in Original Agreement which remains to be accomplished. These additional services shall be in an amount not to exceed Twenty Nine Thousand, Five Hundred Eighty Four Dollars and Sixty Cents (\$29,584.60) without further authorization. The total design services shall be in an amount not to exceed Sixty Nine Thousand, One Hundred Eighty Seven Dollars and One Cent (\$69,187.01). Attachment A outlines the cost breakdown for this Supplemental Agreement.

The right of way line is located 12 feet, more or less, beyond the back side of the street curb through much of the project. A significant number of driveways have existing grades which exceed 8%, therefore there is insufficient room within the available right of way to modify the driveway grades to accommodate the sidewalk crossings and yet achieve an acceptable grade on the driveway tie-ins at the back side of the sidewalk crossings. In February 2024, the City's original assumption for resolving the grade issues via a separate city project was determined by MoDOT to not meet the intent of the TAP program guidelines. As a result, the preparation of right of way plans has been deemed necessary.

The Final PS&E Approval delivery Milestone of 12/01/23 in the Original Agreement was arbitrarily set to precede the Final PS&E Approval date in the Program Agreement by 5 months, leaving little buffer time for potential delays. Acquisition of field survey data by the project subconsultant occurred 3 months later than scheduled resulting in less than planned project development time. The delivery Milestone is being revised to accommodate the earlier survey field work delay plus the additional work in this Supplemental Agreement, plus time needed for City acquisition and right of way clearance.

Revised date for delivery Milestone under Article V shall be established as follows:

	<u>Original Date</u>	<u>Supp. #1 Date</u>
PS&E Approval by MoDOT	12/01/23	2/28/25

Supplement Agreement No. 1 accepted as defined herein:

OWNER: City of Cape Girardeau

ENGINEER: Bacon Farmer & Workman
Engineering & Testing, Inc

BY: _____

BY: [Signature]

TITLE: _____

TITLE: Executive VP

DATE: _____

DATE: 4/22/2024

ATTEST:

BY: _____

BY: [Signature: Sonya Wuth]

TITLE: _____

TITLE: Benefits & Wellness Coordinator

DATE: _____

DATE: 04/22/2024

Executed by the City on the _____ day of _____, 2024.

**ATTACHMENT A
SUPPLEMENTAL AGREEMENT NO. X
April 22, 2024**

DESIGN Phase Services (Additional):

	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
Project Manager	19	\$70.42	\$1,337.98
Environmental Manager	24	\$57.34	\$1,376.16
Historic Preservation Specialist	36	\$49.91	\$1,796.76
GIS Specialist	4	\$21.78	\$87.12
Project Engineer	23	\$70.33	\$1,617.59
Staff Engineer	50	\$38.73	\$1,936.50
Senior Transportation Designer	8	\$42.91	\$343.28
Professional Land Surveyor	28	\$48.03	\$1,344.84
Instrument Operator	24	\$31.35	\$752.40
Subtotal	222		\$10,592.63
Payroll Overhead (est. at 44.30%)			\$4,692.54
General and Administrative Overhead (est. at 99.61%)			\$10,551.32
Other Direct Costs			
Mileage, etc			\$131.00
Subtotal			\$25,967.49
Fixed Fee (available only for significant supplemental agreements)			\$3,617.11
Total Supplemental Agreement No. 1			\$29,584.60
Summary Design Phase:			
Original Agreement			\$39,602.41
Supplemental Agreement			\$29,584.60
Total			\$69,187.01

FIG. VI - 4

Revised 02-14-00

Staff: Casey Brunke, P.E. Public Works
Agenda: Director
6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-096

SUBJECT

A Resolution authorizing the City Manager to execute an Agreement with Nip Kelley Equipment Company, Inc. for the 2024-2025 CIST Street Repair, for the City of Cape Girardeau.

EXECUTIVE SUMMARY

The Locations for the work to be performed under these Contract Documents are on the 100 block of S. Farrar Drive, 2810 to 2846 Whitener Street, Whitener Street and N. Silver Springs Road intersection, 1823 to 2365 Rust Avenue, 741 Forest Avenue, 2311 to 2331 Bloomfield Road, 2050 to 2061 Corporate Circle, and 1439 to 1491 S. Minnesota Avenue.

The improvements consist of removing and replacing concrete streets as shown in the project plans, removal and replacement of portions of street, curb, and gutter, adjustments to existing manholes, inlets, and utility castings, all as described in the contract documents. The streets are located in various areas within the City of Cape Girardeau, Missouri.

BACKGROUND/DISCUSSION

The City has designated a portion of the Capital Improvement Sales Tax revenues to street repair. The 2024-2025 CIST Street Repair project is being funded with Capital Improvement Sales Tax funds. The work has been designed by City staff and the call for bids was publicly advertised. On May 7, 2024, five (5) bids were received; the high was \$1,047,013.45 and \$841,609.85 was the low bid, submitted by Nip Kelley Equipment Company, Inc. Three (3) bids were below the Engineer's Estimate.

FINANCIAL IMPACT

The construction contract will be issued to the low bidder, Nip Kelley Equipment Company, Inc. for the bid amount of \$841,609.85 with funding from the Capital Improvement Sales Tax.

SUSTAINABILITY: ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACTS

The City is responsible for the routine maintenance of existing City streets and public alleys. This requires

funding to be allotted for the cost of this maintenance work in the City's annual budget. This contract will use monies set aside in the Capital Improvement Sales Tax fund for these upgrades.

STAFF RECOMMENDATION

Staff recommends the Council pass and approve a Resolution authorizing the City Manager to enter into a contract with Nip Kelley Equipment Company, Inc. for the 2024-2025 CIST Street Repair Project.

ATTACHMENTS:	
Name:	Description:
<input type="checkbox"/> Agreement_Nip_Kelley_CIST_Street_Repair_project.doc	Resolution
<input type="checkbox"/> Agreement_with_Nip_Kelley.docx	Contract with Nip Kelley
<input type="checkbox"/> Signed_2024_2025_CIST_Bid_Summary.pdf	Bid Tabulation

BILL NO. 24-58

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH NIP KELLEY EQUIPMENT COMPANY, INC., FOR 2024-2025 CIST STREET REPAIR, IN THE CITY OF CAPE GIRARDEAU, MISSOURI

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. The City Manager, for and on behalf of the City of Cape Girardeau, Missouri, is hereby authorized to execute an Agreement with Nip Kelley Equipment Company, Inc., for 2024-2025 CIST Street Repair. The Agreement shall be in substantially the form attached hereto, which document is hereby approved by the City Council, and incorporated herein by reference, with such changes or amendments as shall be approved by the officers of the City executing the same. The officers, agents and employees of the City are hereby authorized to execute all documents and take such actions as they deem necessary and advisable in order to carry out and perform the purpose of this Resolution.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



CITY *of* CAPE G I R A R D E A U

AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between The City of Cape Girardeau (“Owner”) and
Nip Kelley Equipment Company, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 The Locations for the work to be performed under these Contract Documents are on the 100 block of S. Farrar Drive, 2810 to 2846 Whitener Street, Whitener Street and N. Silver Springs Road intersection, 1823 to 2365 Rust Avenue, 741 Forest Avenue, 2311 to 2331 Bloomfield Road, 2050 to 2061 Corporate Circle, and 1439 to 1491 S. Minnesota Avenue.

The improvements consist of removing and replacing concrete streets as shown in the project plans, removal and replacement of portions of street, curb, and gutter, adjustments to existing manholes, inlets, and utility castings, all as described in the contract documents. The streets are located in various areas within the City of Cape Girardeau, Missouri.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: *2024 – 2025 CIST Street Repair.*

ARTICLE 3 – ENGINEER

3.01 The Project has been designed in-house.

3.02 The City Engineer or the City Engineer’s designee is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times:*

- A. Regardless of when the work is begun on this contract, all work shall be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before June 30, 2025 .

4.03 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):
 - 1. Contractor shall pay Owner \$ 1000 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Work, at the prices stated in Contractor’s Bid, attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor’s Applications for Payment on or about the 10th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 - 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract
 - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

- b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 98 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

- 7.01 All amounts not paid when due shall bear interest at the maximum rate allowed by Missouri's Public Prompt Payment Act.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
 - A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. If applicable, Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
 - E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and if applicable, the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.
 - F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 7, inclusive).
 - 2. Performance bond (pages to , inclusive).
 - 3. Payment bond (pages to , inclusive).
 - 4. General Conditions and Supplementary Conditions (pages i to 66, inclusive).
 - 5. Specifications as listed in the table of contents of the Project Manual.
 - 6. Maps consisting of 8 sheets with each sheet bearing the following general title: 2024-2025 CIST Street Repair.
 - 7. Addenda (numbers to , inclusive).
 - 8. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages to , inclusive).
 - 9. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
 - e. Affidavit of Compliance with Prevailing Wage
 - f. Contractor's Warranty
 - g. Contractor's Affidavit Regarding Settlement of Claims
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. Bidder must submit a completed Certification Regarding Debarment, Suspension and other Responsibility Matters as attachment to the Bid. For the purposes of this Paragraph 10.05:
 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on _____ (which is the Effective Date of the Contract).

OWNER: City of Cape Girardeau

CONTRACTOR: NIP KELLEY EQUIPMENT CO INC

By: Dr. Kenneth Haskin

By: _____

Title: City Manager

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

Community Development Department, City Hall

Nip Kelley Equipment Co., Inc.

44 N. Lorimier Street

41 N. Sprigg Street

Cape Girardeau, MO 63701

Cape Girardeau, MO 63701

License No.: _____
(where applicable)

BID OPENING

SUMMARY OF PROPOSALS RECEIVED FOR:

DATE: MAY 7, 2024

2024-2025 CIST Street Repair

TIME: 10:00 AM

PLACE: HUB CONFERENCE ROOM

COMPUTED BY: KJ

				ENGINEER'S ESTIMATE		Nip Kelley Equipment 41 North Sprigg St. Cape Girardeau, Mo. 63701		Kluesner Construction P.O. Box 95 Kelso, Mo. 63758		Putz Construction 9257 State Highway 72 Millersville, Mo. 63766	
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Remove and Replace Concrete Street	SF	104377	\$ 8.50	\$887,204.50	\$ 8.05	\$840,234.85	\$8.15	\$850,672.55	\$8.20	\$855,891.40
2	Pop Up Drain	Each	3	\$ 150.00	\$450.00	\$ 125.00	\$375.00	\$150.00	\$450.00	\$250.00	\$750.00
3	Temporary Traffic Control	LS	1	\$ 5,000.00	\$5,000.00	\$ 1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$15,000.00	\$15,000.00
Total Bid					\$892,654.50		\$841,609.85		\$856,122.55		\$871,641.40
AMOUNT OF PROPOSAL GUARANTEE						5% of Amount Bid		5% of Amount Bid		5 and 00/100% of Amount Bid	
SURETY						Merchants Bonding Company		Arch Insurance Company		United Fire & Casualty Company	
				Lappe Cement Finishing Inc. 2710 County Road 413 Friedheim, Mo. 63747		Fronabarger Concreters Inc. 3290 State Hwy E Oak Ridge, Mo. 63769					
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Remove and Replace Concrete Street	SF	104377	\$ 9.64	\$1,006,194.28	\$ 9.85	\$1,028,113.45				
2	Pop Up Drain	Each	3	\$ 240.00	\$720.00	\$ 300.00	\$900.00				
3	Temporary Traffic Control	LS	1	\$ 10,000.00	\$10,000.00	\$ 18,000.00	\$18,000.00				
Total Bid					\$1,016,914.28		\$1,047,013.45				
AMOUNT OF PROPOSAL GUARANTEE					5% of Amount Bid	5% of Amount Bid					
SURETY					United Fire & Casualty Company	United Fire & Casualty Company					
I hereby certify that the above is a true and correct summary of proposals received											
PROJECT MANAGER <i>Boch Davis</i>											

Staff: Lisa Mills, Finance Director
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-097

SUBJECT

This ordinance adopts the operating budget for the fiscal year beginning July 1, 2024.

EXECUTIVE SUMMARY

The City Charter requires a public hearing regarding the proposed city budget be held each year before the budget is adopted. This hearing is schedule for the June 3, 2024 City Council meeting.

BACKGROUND/DISCUSSION

All material items included in this proposed budget have previously been communicated. this budget proposes changes to the City's Fees as per the Fee Schedule included; details begin on page 269 of the budget.

This budget proposes increases to water and solid waste fees.

A separate ordinance will be needed to approve these increases. The property tax levy will be adopted in August after a public hearing has been held.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance to adopt the annual operating budget. Any desired changes to the budget should be specifically agreed to at this meeting or no later than the June 17, 2024 City Council meeting before the final readings of the budget ordinance.

PUBLIC OUTREACH

The 2024-2025 Proposed Operating Budget is on the City's web page at cityofcape.org/finance. It is also available for review in the City Clerk's office.

ATTACHMENTS:

Name:	Description:
📄 2024-2025_Operating_Budget.doc	Ordinance
📄 24-25_PROPOSED_BUDGET.pdf	24-25 Proposed Budget

BILL NO. 24-59

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE ANNUAL OPERATING
BUDGET FOR THE CITY OF CAPE GIRARDEAU,
MISSOURI, FOR THE FISCAL YEAR BEGINNING
JULY 1, 2024

WHEREAS, the City Manager has submitted a proposed budget to the City Council in accordance with Section 6.02 of the City Charter; and

WHEREAS, the proposed budget provides a complete financial plan of all City funds and activities for the fiscal year in accordance with Section 6.03 of the City Charter; and

WHEREAS, the City Council has held the required public hearing on the budget in accordance with Section 6.06 of the City Charter; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. The City Council hereby adopts the annual operating budget for the fiscal year of July 1, 2024, to June 30, 2025. A copy of this document is on file in the office of the City Clerk.

ARTICLE 2. This ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

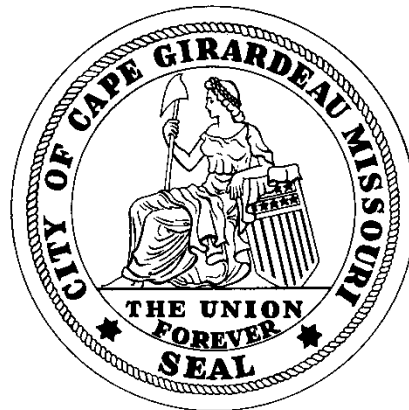
Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



PROPOSED ANNUAL BUDGET 2024-2025



MAYOR

Stacy Kinder

CITY COUNCIL

Daniel Presson

Tameka Randle

Nate Thomas

David J. Cantrell

Rhett Pierce

Mark Bliss

The seal of the City of Cape Girardeau, Missouri, is a circular emblem. It features a central figure of a woman holding a staff and a shield, with a banner below her that reads "THE UNION FOREVER". The outer ring of the seal contains the text "CITY OF CAPE GIRARDEAU MISSOURI" and "SEAL" at the bottom. The seal is rendered in a light gray color.

City of Cape Girardeau **mission statement**

The City of Cape Girardeau, the regional hub of Southeast Missouri, will actively promote a safe, innovative climate through city services that enhances the quality of life for its citizens and our region.

**2024-2025 PROPOSED ANNUAL BUDGET
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BUDGET MESSAGE

Office of the City Manager

INTRODUCTION

In accordance with Article VI of the City Charter, we are submitting herewith a recommended budget for the City of Cape Girardeau, Missouri, for the period from July 1, 2024 to June 30, 2025. The recommended budget is balanced within the total of estimated income plus unencumbered fund balances.

The budget provides the financial plan for the various City departments to deliver services to the citizens of the City and provide infrastructure for future City development. The various departments funded under this budget are organized by department as set out in the administration ordinance of the City. These departments include Administrative Services, Development Services, Parks and Recreation, Public Safety, and Public Works. Outside of these departments are the following budget categories: Debt Service and Capital Improvement Program (governmental fund types only) and Contingency. Internal Service Funds (funds that provide and charge for service to other city programs) are not included in the above categories to avoid reporting costs twice.

The Administrative Services Department administers the fiscal affairs and personnel policies, and provides legal counsel and representation. The Municipal Court is included in Administrative Services. This budget authorizes 25.45 full time equivalent employees (FTE) for this department. Its proposed operating budget is \$4,310,951.

The Development Service Department coordinates activities pertaining to community and economic development. This budget authorizes 47.50 (FTE) for this department. Its proposed operating budget is \$6,265,221.

The Parks and Recreation Department is responsible for the care and upkeep of the 26 city parks totaling around 665 acres, maintaining 4 indoor and numerous outdoor recreation facilities, a golf course, 10 miles of trail, and supervising a city recreation program. This budget authorizes 125.40 (FTE) for this department. Its proposed operating budget is \$8,696,953.

The Public Safety Department is responsible for protecting life and property through the enforcement of state and city ordinances, fire and crime prevention activities, and emergency response. Its service area is approximately 28.4 square miles and is responsible for protecting approximately 40,000 citizens and a total day-time population of approximately 100,000 people. This budget authorizes 195.24 (FTE) for this department. Its proposed operating budget is \$19,669,911.

The Public Works Department is responsible for the care and maintenance of the city streets and sidewalks, the operation and maintenance of the city's water and sewer systems, the operation of city's solid waste disposal service, and maintenance of the city's storm water systems. This department currently maintains 226 linear miles of streets, 319 linear miles of water lines, and

INTRODUCTION (cont.)

275 linear miles of sanitary sewer lines. This budget authorizes 76.76 (FTE) for this department. Its proposed operating budget is \$27,152,436.

The total budget authorizes 488.49 (FTE) with a total operating budget of \$70,464,956. This budget also authorizes an additional \$32,206,805 in capital outlays and \$9,902,238 in debt service payments.

Budget Hearing Requirements

The City Council, in accordance with Article VI of the City Charter is required to hold a public hearing on the proposed budget. It is recommended that this public hearing be held on Monday, June 3, 2024. It is also recommended that the City Council consider adoption of the budget ordinance at its meetings on June 3 and June 17, 2024.

Another public hearing will be required in conjunction with the adoption of the tax levy. The state law requires the County Clerk to certify to the City, by July 1 of each year, the assessment information on which the City can calculate its actual tax levy. Once this information has been provided to the City, the City Council must hold a public hearing after adequate notice has been published, and at that time (normally first meeting in August), the City Council formally adopts the tax levy for the City of Cape Girardeau.

BUDGETARY ACCOUNTING BASIS

All financial data included in this budget reflect the modified accrual method of accounting. Under the modified accrual method capital purchases, bond issuance costs, and bond principal repayments are reflected as expenses when made and bond proceeds, grants for capital projects, special tax assessments, and sewer connections fees are treated as revenue when received.

PROGRAM BUDGETS

A summary of the program budgets is included on page 2 of this budget. A more detailed breakdown of the programs by departments is included in pages 3 – 8. Total operating expenditures for all programs excluding Internal Service Funds is \$67,413,048. This is a total increase of 4.53% over the prior year's original adopted budget.

GENERAL FUND REVENUES

The General Fund is almost totally supported by general taxes and accounts for the basic municipal functions of police, fire, street maintenance, parks maintenance, etc. In addition, this fund is used to finance temporary cash flow shortfalls in other funds, to provide a contingency account, to provide operating transfers to the employee benefits, health, parks and recreation, airport, and outdoor sports complex funds, and to meet special project needs for economic development and other purposes approved by the City Council.

INTRODUCTION (cont.)

The revenues for this fund are as follows:

<u>SOURCE</u>	<u>AMOUNT</u>	<u>% OF TOTAL FUND</u>	<u>% CHANGE</u>
Property Taxes	2,649,425	7.2%	15.5%
Sales Taxes	13,100,000	35.9%	12.5%
Franchise Taxes	4,962,335	13.6%	3.9%
Other Taxes	313,414	0.9%	11.1%
Licenses & Permits	2,188,592	6.0%	12.5%
Public Safety Grants	251,240	0.7%	-65.1%
Public Service Fees	82,000	0.2%	-83.4%
Fines & Forfeitures	275,691	0.8%	-26.7%
Lease and Rental	236,585	0.6%	-18.1%
Miscellaneous	482,338	1.3%	-8.8%
Internal Service Charges	1,190,629	3.3%	20.7%
Motor Fuel Tax Transfer	1,540,000	4.2%	10.0%
Recreational MJ Sales Tax	500,000	1.4%	0.0%
Sales Tax Transfers	4,912,500	13.5%	12.5%
Use Tax	3,800,000	10.4%	61.4%
TOTAL	36,484,749	100.0%	12.4%

Sales and Use Tax represents 46.3% of the total General Fund budget; therefore, the assumptions of growth in this revenue can have a significant impact on the amount of funds projected to be available for payroll, equipment, and capital improvement projects.

Franchise Taxes represent 13.6% of the total General Fund budget. Each 1% change in franchise tax receipts equals approximately \$46,100 in revenue.

The Property Tax, which is the next most important revenue source, only represents 7.2% of the General Fund.

USER CHARGES

Projected sewer, water and solid waste revenues included in this budget are based on activity from the year ending June 30, 2024 and projected rates for the fiscal year ending June 30, 2025. Residential and commercial water, sewer charges, residential solid waste and recycling charges are to increase 5% the first billing in July.

INTRODUCTION (cont.)

DEBT SERVICE

A summary of the city's outstanding bonded debt and its anticipated sources of repayment are included along with detailed schedules of debt service requirements in the appendices. Total debt service payments during the coming fiscal year will be \$9,902,238. Debt service is paid from specific revenue sources designated for that purpose in this budget.

CAPITAL IMPROVEMENTS

Projects (or phases of projects) as set out in the Capital Improvement Plan recently adopted by the City Council are included in this budget to the extent funding is available and planning procedures have been completed.

A parks / storm water sales tax was extended April 2018 and will provide funding for the parks and storm water projects included in the Capital Improvement Program. However, these projects have not been included in this budget but are included in project length budgets.

CONCLUSION

In preparing the annual operating budget, the City Staff and I have continued our commitment to our staff and our community. We are sensitive to the challenges before us, while striving to improve. Throughout the budget process we have continued to assess the impact inflation has had on our operations and the budget reflects the use of resources needed to mitigate that effect. Those efforts will result in more efficient operations and effective cost control strategies.

For the next fiscal year we expect to continue to move forward with confidence, continuing to lead the community and dedicated as an organization that is a valuable provider of services to our citizens. The coming year will be yet another year of more success as we look forward to the future.

Respectfully submitted,

City Manager
Dr. Kenneth Haskin

Finance Director
Lisa Mills

**SUMMARY
OF
PROGRAMS
BY
DEPARTMENT**

SUMMARY BY PROGRAM *

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
ADMINISTRATIVE SERVICES	\$ 3,916,816	\$ 4,310,951	10.06%	\$ 1,220,045
DEVELOPMENT SERVICES	6,141,969	6,265,221	2.01%	5,802,296
PARKS AND RECREATION	8,185,270	8,696,953	6.25%	4,739,584
PUBLIC SAFETY	18,718,993	19,669,911	5.08%	333,240
PUBLIC WORKS	26,102,990	27,152,436	4.02%	22,774,049
CAPITAL IMPROVEMENTS	-	-	0.00%	
DEBT SERVICE	4,158,310	4,180,784	0.54%	
CONTINGENCY	188,700	188,700	0.00%	
TOTAL OPERATING EXPENDITURES	\$ 67,413,048	\$ 70,464,956	4.53%	\$ 34,869,214

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
ADMINISTRATIVE SERVICES	\$ 95,505	\$ 30,000	-68.59%
DEVELOPMENT SERVICES	15,710,727	4,653,278	-70.38%
PARKS AND RECREATION	165,000	80,000	-51.52%
PUBLIC SAFETY	486,981	-	-100.00%
PUBLIC WORKS	6,180,000	6,982,134	12.98%
CAPITAL IMPROVEMENTS	15,370,624	20,461,393	33.12%
DEBT SERVICE	-	-	0.00%
CONTINGENCY	-	-	0.00%
TOTAL CAPITAL OUTLAY	\$ 38,008,837	\$ 32,206,805	-15.26%

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
ADMINISTRATIVE SERVICES	\$ 4,012,321	\$ 4,340,951	8.19%	\$ 1,220,045
DEVELOPMENT SERVICES	21,852,696	10,918,499	-50.04%	5,802,296
PARKS AND RECREATION	8,350,270	8,776,953	5.11%	4,739,584
PUBLIC SAFETY	19,205,974	19,669,911	2.42%	333,240
PUBLIC WORKS	32,282,990	34,134,570	5.74%	22,774,049
CAPITAL IMPROVEMENTS	15,370,624	20,461,393	33.12%	
DEBT SERVICE	4,158,310	4,180,784	0.54%	
CONTINGENCY	188,700	188,700	0.00%	
GRAND TOTAL	\$ 105,421,885	\$ 102,671,761	-2.61%	\$ 34,869,214

* Excludes Internal Service Funds.

ADMINISTRATIVE SERVICES

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
CITY COUNCIL	\$ 50,894	\$ 56,906	11.81%	\$ -
CITY MANAGER	475,183	587,330	23.60%	
CITY CLERK	166,671	130,908	-21.46%	
PUBLIC AWARENESS	157,414	200,085	27.11%	
CITY ATTORNEY	278,654	295,081	5.90%	
HUMAN RESOURCES	534,967	557,878	4.28%	
FINANCE	669,903	680,413	1.57%	
MUNICIPAL COURT	386,125	355,863	-7.84%	29,416
FACILITY MAINTENANCE	420,909	404,369	-3.93%	
INTERDEPARTMENTAL	776,096	1,042,118	34.28%	1,190,629
TOTAL OPERATING EXPENDITURES	\$ 3,916,816	\$ 4,310,951	10.06%	\$ 1,220,045

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
CITY COUNCIL	\$ -	\$ -	0.00%
CITY MANAGER	-	-	0.00%
CITY CLERK	-	-	0.00%
PUBLIC AWARENESS	-	-	0.00%
CITY ATTORNEY	-	-	0.00%
HUMAN RESOURCES	-	-	0.00%
FINANCE	-	-	0.00%
MUNICIPAL COURT	-	-	0.00%
FACILITY MAINTENANCE	-	-	0.00%
INTERDEPARTMENTAL	95,505	30,000	-68.59%
TOTAL CAPITAL OUTLAY	\$ 95,505	\$ 30,000	0.00%

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
CITY COUNCIL	\$ 50,894	\$ 56,906	11.81%	\$ -
CITY MANAGER	475,183	587,330	23.60%	
CITY CLERK	166,671	130,908	-21.46%	
PUBLIC AWARENESS	157,414	200,085	27.11%	
CITY ATTORNEY	278,654	295,081	5.90%	
HUMAN RESOURCES	534,967	557,878	4.28%	
FINANCE	669,903	680,413	1.57%	
MUNICIPAL COURT	386,125	355,863	-7.84%	29,416
FACILITY MAINTENANCE	420,909	404,369	-3.93%	
INTERDEPARTMENTAL	871,601	1,072,118	23.01%	1,190,629
GRAND TOTAL	\$ 4,012,321	\$ 4,340,951	8.19%	\$ 1,220,045

DEVELOPMENT SERVICES

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
PLANNING	\$ 268,438	\$ 299,327	11.51%	11,701
INSPECTION	935,385	908,694	-2.85%	352,314
ENGINEERING	1,303,786	1,297,516	-0.48%	82,106
AIRPORT				
OPERATIONS	1,426,538	1,538,548	7.85%	4,768,720
FBO OPERATION	332,626	379,430	14.07%	587,455
TOTAL AIRPORT	<u>\$ 1,759,164</u>	<u>\$ 1,917,978</u>	<u>9.03%</u>	
C/V BUREAU	807,600	807,600	0.00%	
DOWNTOWN BUS DISTRICT	39,214	36,156	-7.80%	-
COMMUNITY DEVELOPMENT	4,000	4,000	0.00%	-
ECONOMIC DEVELOPMENT	120,000	116,978	-2.52%	-
ECONOMIC REDEVELOPMENT	791,882	764,472	-3.46%	-
UNITED WAY	2,500	2,500	0.00%	-
PUBLIC TRANSPORTATION	110,000	110,000	0.00%	-
TOTAL OPERATING EXPENDITURES	<u>\$ 6,141,969</u>	<u>\$ 6,265,221</u>	<u>2.01%</u>	<u>\$ 5,802,296</u>

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
PLANNING	\$ -	\$ -	0.00%
INSPECTION	2,000	-	-100.00%
ENGINEERING	-	-	0.00%
AIRPORT			
OPERATIONS	15,583,000	4,200,000	-73.05%
FBO OPERATIONS	-	-	0.00%
TOTAL AIRPORT	<u>\$ 15,583,000</u>	<u>\$ 4,200,000</u>	<u>-73.05%</u>
C/V BUREAU	125,727	453,278	260.53%
DOWNTOWN BUS DISTRICT	-	-	0.00%
COMMUNITY DEVELOPMENT	-	-	0.00%
ECONOMIC DEVELOPMENT	-	-	0.00%
UNITED WAY	-	-	0.00%
PUBLIC TRANSPORTATION	-	-	0.00%
TOTAL CAPITAL OUTLAY	<u>\$ 15,710,727</u>	<u>\$ 4,653,278</u>	<u>0.00%</u>

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
PLANNING	\$ 268,438	\$ 299,327	11.51%	11,701
INSPECTION	937,385	908,694	-3.06%	352,314
ENGINEERING	1,303,786	1,297,516	-0.48%	82,106
AIRPORT				
OPERATIONS	17,009,538	5,738,548	-66.26%	4,768,720
FBO OPERATIONS	332,626	379,430	14.07%	587,455
TOTAL AIRPORT	<u>\$ 17,342,164</u>	<u>\$ 6,117,978</u>	<u>-64.72%</u>	
C/V BUREAU	933,327	1,260,878	35.09%	-
DOWNTOWN BUS DISTRICT	39,214	36,156	-7.80%	-
COMMUNITY DEVELOPMENT	4,000	4,000	0.00%	-
ECONOMIC DEVELOPMENT	120,000	116,978	-2.52%	-
ECONOMIC REDEVELOPMENT	791,882	764,472	-3.46%	-
UNITED WAY	2,500	2,500	0.00%	-
PUBLIC TRANSPORTATION	110,000	110,000	0.00%	-
GRAND TOTAL	<u>\$ 21,852,696</u>	<u>\$ 10,918,499</u>	<u>-50.04%</u>	<u>\$ 5,802,296</u>

PARKS AND RECREATION

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
PARK MAINTENANCE	\$ 1,565,253	\$ 1,563,635	-0.10%	\$ 18,500
CEMETERY	215,045	201,414	-6.34%	14,000
ARENA BUILDING MTNCE	265,850	288,294	8.44%	75,708
OSAGE PARK COMMUNITY CENTER	722,530	757,419	4.83%	369,525
SHAWNEE PARK COMMUNITY CENTER	223,405	243,044	8.79%	75,960
CENTRAL POOL	358,516	545,543	52.17%	281,350
FAMILY AQUATIC CENTER	767,862	891,958	16.16%	965,320
JEFFERSON POOL	254,154	150,986	-40.59%	169,875
RECREATION	763,568	783,883	2.66%	340,430
CULTURAL EVENTS	58,100	60,669	4.42%	-
GOLF COURSE	748,184	799,329	6.84%	929,526
INDOOR SPORTS COMPLEX	1,028,009	1,117,678	8.72%	1,035,530
SPORTS COMPLEXES	1,214,794	1,293,101	6.45%	463,860
TOTAL OPERATING EXPENDITURES	\$ 8,185,270	\$ 8,696,953	6.25%	\$ 4,739,584

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
PARK MAINTENANCE	\$ 160,000	\$ -	-100.00%
CEMETERY	-	-	0.00%
ARENA BUILDING MTNCE	-	-	0.00%
OSAGE PARK COMMUNITY CENTER	-	-	0.00%
SHAWNEE PARK COMMUNITY CENTER	-	-	0.00%
CENTRAL POOL	-	-	0.00%
FAMILY AQUATIC CENTER	-	-	0.00%
JEFFERSON POOL	-	-	0.00%
RECREATION	-	80,000	0.00%
CULTURAL EVENTS	5,000	-	-100.00%
GOLF COURSE	-	-	0.00%
INDOOR SPORTS COMPLEX	-	-	0.00%
SPORTS COMPLEXES	-	-	0.00%
TOTAL CAPITAL OUTLAY	\$ 165,000	\$ 80,000	-51.52%

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
PARK MAINTENANCE	\$ 1,725,253	\$ 1,563,635	-9.37%	\$ 18,500
CEMETERY	215,045	201,414	-6.34%	14,000
ARENA BUILDING MTNCE	265,850	288,294	8.44%	75,708
OSAGE PARK COMM CENTER	722,530	757,419	4.83%	369,525
SHAWNEE PARK COMM CTR	223,405	243,044	8.79%	75,960
CENTRAL POOL	358,516	545,543	52.17%	281,350
FAMILY AQUATIC CENTER	767,862	891,958	16.16%	965,320
JEFFERSON POOL	254,154	150,986	-40.59%	169,875
RECREATION	763,568	863,883	13.14%	340,430
CULTURAL EVENTS	63,100	60,669	-3.85%	-
GOLF COURSE	748,184	799,329	6.84%	929,526
INDOOR SPORTS COMPLEX	1,028,009	1,117,678	8.72%	1,035,530
SPORTS COMPLEXES	1,214,794	1,293,101	6.45%	463,860
GRAND TOTAL	\$ 8,350,270	\$ 8,776,953	5.11%	\$ 4,739,584

PUBLIC SAFETY

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
POLICE	\$ 11,086,826	\$ 11,472,143	3.48%	\$ 297,240
FIRE	7,092,952	7,685,927	8.36%	36,000
HEALTH	539,215	511,841	-5.08%	-
TOTAL OPERATING EXPENDITURES	<u>\$ 18,718,993</u>	<u>\$ 19,669,911</u>	<u>5.08%</u>	<u>\$ 333,240</u>

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
POLICE	\$ 338,940	\$ -	-100.00%
FIRE	148,041	-	-100.00%
HEALTH	-	-	0.00%
TOTAL CAPITAL OUTLAY	<u>\$ 486,981</u>	<u>\$ -</u>	<u>-100.00%</u>

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
POLICE	\$ 11,425,766	\$ 11,472,143	0.41%	\$ 297,240
FIRE	7,240,993	7,685,927	6.14%	36,000
HEALTH	539,215	511,841	-5.08%	-
GRAND TOTAL	<u>\$ 19,205,974</u>	<u>\$ 19,669,911</u>	<u>2.42%</u>	<u>\$ 333,240</u>

PUBLIC WORKS

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
STREET	\$ 2,938,432	\$ 2,570,636	-12.52%	\$ -
SOLID WASTE:				
TRANSFER STATION	3,320,330	3,413,626	2.81%	
RESIDENTIAL	1,810,875	1,806,450	-0.24%	
LANDFILL	3,138	3,116	-0.70%	
RECYCLING	1,139,758	1,047,056	-8.13%	
TOTAL SOLID WASTE	\$ 6,274,101	\$ 6,270,248	-0.06%	6,207,000
WATER	6,871,169	8,241,650	19.95%	8,362,400
SEWER:				
STORMWATER	683,712	623,996	-8.73%	
MAIN STREET LEVEES	61,323	52,082	-15.07%	
SLUDGE DISPOSAL	596,491	620,695	4.06%	
PLANT OPERATIONS	6,952,776	6,939,041	-0.20%	
LINE MAINTENANCE	1,724,986	1,834,088	6.32%	
TOTAL SEWER	\$ 10,019,288	\$ 10,069,902	0.51%	8,204,649
TOTAL OPERATING EXPENDITURES	\$ 26,102,990	\$ 27,152,436	4.02%	\$ 22,774,049

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
STREET	\$ -	\$ -	0.00%
SOLID WASTE:			
TRANSFER STATION	-	-	0.00%
RESIDENTIAL	-	175,000	0.00%
LANDFILL	-	-	0.00%
RECYCLING	180,000	45,000	-75.00%
TOTAL SOLID WASTE	\$ 180,000	\$ 220,000	0.00%
WATER	2,500,000	1,997,134	-20.11%
SEWER:			
STORMWATER	-	180,000	0.00%
MAIN STREET LEVEES	-	-	0.00%
SLUDGE DISPOSAL	-	-	0.00%
PLANT OPERATIONS	3,500,000	4,435,000	26.71%
LINE MAINTENANCE	-	150,000	0.00%
TOTAL SEWER	3,500,000	4,765,000	36.14%
TOTAL CAPITAL OUTLAY	\$ 6,180,000	\$ 6,982,134	12.98%

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
STREET	\$ 2,938,432	\$ 2,570,636	-12.52%	\$ -
SOLID WASTE:				
TRANSFER STATION	3,320,330	3,413,626	2.81%	
RESIDENTIAL	1,810,875	1,981,450	9.42%	
LANDFILL	3,138	3,116	-0.70%	
RECYCLING	1,319,758	1,092,056	-17.25%	
TOTAL SOLID WASTE	\$ 6,454,101	\$ 6,490,248	0.56%	6,207,000
WATER	9,371,169	10,238,784	9.26%	8,362,400
SEWER:				
STORMWATER	683,712	803,996	17.59%	
MAIN STREET LEVEES	61,323	52,082	-15.07%	
SLUDGE DISPOSAL	596,491	620,695	4.06%	
PLANT OPERATIONS	10,452,776	11,374,041	8.81%	
LINE MAINTENANCE	1,724,986	1,984,088	15.02%	
TOTAL SEWER	13,519,288	14,834,902	9.73%	8,204,649
GRAND TOTAL	\$ 32,282,990	\$ 34,134,570	5.74%	\$ 22,774,049

INTERNAL SERVICE

OPERATING EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
INFORMATION TECHNOLOGY	\$ 909,502	\$ 914,929	0.60%	\$ 1,034,929
FLEET	1,730,780	1,843,831	6.53%	1,843,831
EMPLOYEE BENEFITS	4,643,441	4,698,396	1.18%	4,138,396
RISK MANAGEMENT	803,445	806,670	0.40%	806,670
EQUIPMENT REPLACEMENT	-	-	0.00%	295,052
TOTAL OPERATING EXPENDITURES	<u>\$ 8,087,168</u>	<u>\$ 8,263,826</u>	<u>2.18%</u>	<u>\$ 8,118,878</u>

CAPITAL OUTLAY

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>
INFORMATION TECHNOLOGY	\$ 131,948	\$ 120,000	-9.06%
FLEET	-	-	0.00%
EMPLOYEE BENEFITS	-	-	0.00%
RISK MANAGEMENT	-	-	0.00%
EQUIPMENT REPLACEMENT	338,500	295,052	-12.84%
TOTAL CAPITAL OUTLAY	<u>\$ 470,448</u>	<u>\$ 415,052</u>	<u>-11.78%</u>

TOTAL EXPENDITURES

<u>PROGRAM/SERVICE</u>	<u>2023-24 BUDGET</u>	<u>2024-25 BUDGET</u>	<u>% CHANGE</u>	<u>PROGRAM INCOME</u>
INFORMATION TECHNOLOGY	\$ 1,041,450	\$ 1,034,929	-0.63%	\$ 1,034,929
FLEET	1,730,780	1,843,831	6.53%	1,843,831
EMPLOYEE BENEFITS	4,643,441	4,698,396	1.18%	4,138,396
RISK MANAGEMENT	803,445	806,670	0.40%	806,670
EQUIPMENT REPLACEMENT	338,500	295,052	100.00%	295,052
GRAND TOTAL	<u>\$ 8,557,616</u>	<u>\$ 8,678,878</u>	<u>1.42%</u>	<u>\$ 8,118,878</u>

**SUMMARY OF
REVENUE
AND
EXPENSES
BY FUND
AND
FUND TYPES**

COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
AND CHANGES IN FUND BALANCES
GENERAL, SPECIAL REVENUE, DEBT SERVICE AND CAPITAL PROJECTS FUND TYPES
ENTERPRISE AND INTERNAL SERVICE FUND TYPES

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ 47,861,274	\$ 53,160,624	\$ 47,669,081	\$ 54,087,976
LICENSES AND PERMITS	1,938,114	2,003,034	1,801,262	2,017,529
INTERGOVERN REVENUE	9,403,830	11,928,456	17,885,990	6,611,551
SERVICE CHARGES	33,880,120	35,136,063	36,250,241	36,826,903
FINES AND FORFEITS	319,978	253,041	331,258	253,721
MISCELLANEOUS	2,883,884	6,259,840	2,453,122	3,102,430
OTHER FINANCING	<u>5,072,627</u>	<u>2,493,003</u>	<u>10,000</u>	<u>8,000</u>
TOTAL REVENUE	\$ 101,359,827	\$ 111,234,061	\$ 106,400,954	\$ 102,908,110
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 27,538,700	\$ 29,387,023	\$ 32,776,949	\$ 33,970,951
MATERIALS & SUPPLIES	6,344,669	6,875,158	7,624,786	7,806,152
CONTRACTUAL SERVICES	20,422,793	22,179,125	22,693,257	23,488,428
GENERAL OPERATIONS	1,167,692	1,513,405	1,600,291	1,801,793
CAPITAL OUTLAY	7,117,219	18,100,204	39,445,118	40,766,574
SPECIAL PROJECTS	2,331,401	6,178,934	2,681,312	2,587,961
DEBT SERVICE	<u>9,666,262</u>	<u>12,441,464</u>	<u>9,863,694</u>	<u>9,902,238</u>
TOTAL EXPENSES	\$ 74,588,736	\$ 96,675,313	\$ 116,685,407	\$ 120,324,097
FUND TRANSFERS IN *	446,601	1,539,646	7,000	7,000
FUND TRANSFERS OUT *	4,450,093	7,730,661	2,685,312	1,901,412
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			8,585,000	-
RESERVED FUND BALANCE DECREASE(INCREASE)			(134,631)	266,000
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(215,794)	(327,838)
BEGINNING UNRESERVED FUND BALANCE			85,505,253	80,777,063
ENDING UNRESERVED FUND BALANCE			<u>80,777,063</u>	<u>61,404,826</u>
EMERGENCY RESERVE FUND			<u>8,848,930</u>	<u>9,176,768</u>

* Eliminates all interfund transfers, excluding transfers to project life budgeted funds.

COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
AND CHANGES IN GOVERNMENTAL FUND BALANCES
GENERAL, SPECIAL REVENUE, AND CAPITAL PROJECTS FUND TYPES

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ 47,861,274	\$ 53,160,624	\$ 47,669,081	\$ 54,087,976
LICENSES AND PERMITS	1,938,114	2,003,034	1,801,262	2,017,529
INTERGOVERN REVENUE	9,101,827	9,514,571	17,885,990	6,611,551
SERVICE CHARGES	3,701,163	3,495,338	4,490,236	4,500,158
FINES AND FORFEITS	319,978	253,041	331,258	253,721
MISCELLANEOUS	1,682,117	4,055,195	1,682,747	2,107,332
OTHER FINANCING	<u>5,068,288</u>	<u>2,369,632</u>	<u>10,000</u>	<u>8,000</u>
TOTAL REVENUE	\$ 69,672,761	\$ 74,851,435	\$ 73,870,574	\$ 69,586,267
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 22,179,695	\$ 23,854,023	\$ 26,159,966	\$ 27,186,820
MATERIALS & SUPPLIES	2,655,335	2,783,277	3,012,889	2,883,912
CONTRACTUAL SERVICES	5,862,972	5,645,124	5,818,395	6,139,489
GENERAL OPERATIONS	349,122	543,884	654,185	884,669
CAPITAL OUTLAY	5,504,477	14,291,049	32,794,670	33,369,388
SPECIAL PROJECTS	2,038,670	5,283,408	2,312,681	2,226,118
DEBT SERVICE	<u>3,952,379</u>	<u>6,611,297</u>	<u>4,158,310</u>	<u>4,180,784</u>
TOTAL EXPENSES	\$ 42,542,650	\$ 59,012,062	\$ 74,911,096	\$ 76,871,180
FUND TRANSFERS IN *	23,174	29,700	30,000	-
FUND TRANSFERS OUT *	5,599,317	8,024,460	8,782,491	9,509,266
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			8,585,000	-
RESERVED FUND BALANCE DECREASE(INCREASE)			8,226	500,000
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			118,668	(216,967)
BEGINNING UNRESERVED FUND BALANCE			58,397,723	57,316,604
ENDING UNRESERVED FUND BALANCE			<u>57,316,604</u>	<u>40,805,458</u>
EMERGENCY RESERVE FUND		<u>5,767,901</u>	<u>5,649,233</u>	<u>5,866,201</u>

* Eliminates interfund transfers between annually budgeted governmental funds.

City of Cape Girardeau, Missouri
 COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
 AND CHANGES IN PROPRIETARY FUND TYPES
 ENTERPRISE AND INTERNAL SERVICE FUND TYPES

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	302,003	2,413,885	-	-
SERVICE CHARGES	30,178,957	31,640,725	31,760,005	32,326,745
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	1,201,767	2,204,645	770,375	995,098
OTHER FINANCING	<u>4,339</u>	<u>123,371</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 31,687,066	\$ 36,382,626	\$ 32,530,380	\$ 33,321,843
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 5,359,005	\$ 5,533,000	\$ 6,616,983	\$ 6,784,131
MATERIALS & SUPPLIES	3,689,334	4,091,881	4,611,897	4,922,240
CONTRACTUAL SERVICES	14,559,821	16,534,001	16,874,862	17,348,939
GENERAL OPERATIONS	818,570	969,521	946,106	917,124
CAPITAL OUTLAY	1,612,742	3,809,155	6,650,448	7,397,186
SPECIAL PROJECTS	292,731	895,526	368,631	361,843
DEBT SERVICE	<u>5,713,883</u>	<u>5,830,167</u>	<u>5,705,384</u>	<u>5,721,454</u>
TOTAL EXPENSES	\$ 32,046,086	\$ 37,663,251	\$ 41,774,311	\$ 43,452,917
FUND TRANSFERS IN *	3,145,177	5,177,738	6,104,179	7,614,854
FUND TRANSFERS OUT *	2,205	29,700	30,000	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE (INCREASE)			(142,857)	(234,000)
EMERGENCY RESERVE FUND BALANCE DECREASE (INCREASE)			(334,462)	(110,871)
BEGINNING UNRESERVED FUND BALANCE			27,107,530	23,460,459
ENDING UNRESERVED FUND BALANCE			<u>23,460,459</u>	<u>20,599,368</u>
EMERGENCY RESERVE FUND		<u>2,865,234</u>	<u>3,199,697</u>	<u>3,310,567</u>

*Eliminates interfund transfers between all enterprise and internal service funds.

ALL FUNDS REVENUE

BUDGET BY FUND

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
GENERAL FUND	\$ 37,160,594	\$ 36,220,052	\$ 32,463,447	\$ 36,484,749
AIRPORT FUND	2,615,350	12,744,927	17,445,688	6,221,502
PARKS & RECREATION	3,368,243	3,111,054	3,418,985	3,801,795
HEALTH	418,106	459,543	539,215	511,841
CONVENTION/VISITORS	2,877,826	3,252,640	2,813,785	3,102,800
DOWNTOWN BUS DISTRICT	37,854	40,755	39,214	36,156
PUBLIC SAFETY TRUST FUND II	3,385,319	3,316,036	2,932,475	3,299,012
CASINO REVENUE FUND	3,290,665	5,188,427	2,699,652	2,718,739
RIVERFRONT REGION ECONOMIC DEVL	495,094	437,029	437,859	425,642
MOTOR FUEL TAX	1,676,079	2,010,524	1,637,300	1,963,900
TRANSPORTATION SALES TAX V	231,690	610,239	45,000	165,281
TRANSPORTATION SALES TAX VI	6,020,459	6,747,456	5,878,749	6,587,141
CAP IMPR SALES TAX - SEWER	3,098,114	3,541,534	2,997,375	3,337,126
CAP IMPR SALES TAX - GEN IMPROV	4,867,825	6,921,152	3,317,375	3,752,050
PARK/STORMWATER SALES TAX -CAPITAL II	4,681,326	4,995,265	4,408,562	4,955,265
FIRE SALES TAX FUND	2,983,343	3,189,243	2,912,375	3,275,000
PARK/STORMWATER SALES TAX -OPERATIONS	1,533,584	1,641,937	1,602,120	1,637,500
GENERAL CAPITAL IMPROV	5,490,318	69,396	-	20,742
SEWER OPERATIONS	9,790,455	15,128,876	11,855,457	12,910,275
WATER OPERATIONS	8,458,165	8,642,662	9,152,033	9,800,240
SOLID WASTE	5,432,751	6,287,599	6,101,800	6,207,000
GOLF COURSE	818,909	905,354	783,100	929,526
INDOOR SPORTS COMPLEX	922,189	982,123	1,028,009	1,117,678
SPORTS COMPLEXES	1,112,152	1,181,171	1,214,794	1,293,101
INFORMATION TECHNOLOGY	1,110,904	1,040,519	1,041,450	1,034,929
FLEET MANAGEMENT	1,690,985	1,731,299	1,730,780	1,843,831
EMPLOYEE BENEFITS	4,498,075	4,403,982	4,673,441	4,698,396
RISK MANAGEMENT	644,555	803,023	803,445	806,670
EQUIPMENT REPLACEMENT	353,102	453,756	250,250	295,052
TOTAL REVENUE	\$ 119,064,030	\$ 136,057,573	\$ 124,223,735	\$ 123,232,939
LESS TRANSFERS	17,704,204	24,823,511	17,822,781	20,324,828
NET REVENUE	\$ 101,359,826	\$ 111,234,062	\$ 106,400,954	\$ 102,908,111

ALL FUNDS EXPENSE

BUDGET BY FUND

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
GENERAL FUND	\$ 29,600,703	\$ 35,458,646	\$ 35,257,282	\$ 36,544,749
AIRPORT FUND	2,835,084	8,581,068	17,445,688	6,221,502
PARKS & RECREATION	3,026,817	3,071,757	3,418,985	3,801,795
HEALTH	428,729	409,738	539,215	511,841
CONVENTION/VISITORS	2,396,943	1,860,122	1,926,440	2,279,329
DOWNTOWN BUS DISTRICT	80,245	(15,204)	39,214	36,156
PUBLIC SAFETY TRUST FUND II	3,306,121	3,333,845	2,895,438	3,299,012
CASINO REVENUE FUND	2,304,251	4,787,870	2,038,214	2,165,246
RIVERFRONT REG. ECONOMIC DEVL	207,453	127,433	437,859	425,642
MOTOR FUEL TAX	1,443,052	1,400,000	1,637,300	1,775,400
TRANSPORTATION SALES TAX V	1,425,561	3,587,189	8,630,000	9,671,579
TRANSPORTATION SALES TAX VI	2,073,632	2,607,369	5,878,749	9,861,472
CAP IMPR SALES TAX-SEWER	220,668	2,767,756	2,997,375	5,149,626
CAP IMPR SALES TAX-GEN IMPROV	1,998,782	5,824,560	3,317,375	7,164,550
PARK/STORMWATER SALES TX -CAPITAL	4,426,540	5,041,337	4,408,562	3,970,022
FIRE SALES TAX FUND	3,010,907	3,166,959	2,912,375	3,275,000
PARK/STORMWATER SALES TX-OPERATIONS	1,598,449	1,639,893	1,602,120	1,637,500
GENERAL CAPITAL IMPROV	1,900,418	2,963,456	-	1,300,000
SEWER OPERATIONS	9,544,894	12,506,807	13,519,288	14,834,901
WATER OPERATIONS	7,204,514	7,728,626	10,252,319	10,238,784
SOLID WASTE	5,113,073	5,992,937	6,454,101	6,490,247
GOLF COURSE	606,714	706,893	748,184	799,329
INDOOR SPORTS COMPLEX	808,586	945,072	1,028,009	1,117,678
SPORTS COMPLEXES	870,671	1,073,011	1,214,794	1,293,101
INFORMATION TECHNOLOGY	953,376	1,030,035	1,041,450	1,034,929
FLEET MANAGEMENT	1,673,469	1,669,971	1,730,780	1,843,831
EMPLOYEE BENEFITS	4,486,276	5,351,904	4,673,441	4,698,396
RISK MANAGEMENT	477,387	687,695	803,445	806,670
EQUIPMENT REPLACEMENT	308,229	-	338,500	295,052
TOTAL EXPENSES	\$ 94,331,544	\$ 124,306,745	\$ 137,186,502	\$ 142,543,339
LESS TRANSFERS	19,742,809	27,631,432	20,501,094	22,219,240
NET EXPENSE	\$ 74,588,735	\$ 96,675,313	\$ 116,685,408	\$ 120,324,099

GENERAL

FUND

**GENERAL FUND
BUDGET HIGHLIGHTS**

SIGNIFICANT OPERATING CHANGES

Pay Plan – This budget continues to support the City’s efforts to increase pay and improve the City’s ability to retain and hire city employees. Thus we have included a 3% pay increase for all employees. The cost to the General Fund is \$537,113 and is reflected in the General Fund budget.

Operating Costs – This budget reflects the continuing impact of inflation on City expenditures and operations.

Contingency – This budget continues to include one-time allocations of \$148,700 to cover one time unforeseen projects that require immediate completion. The funding is at the discretion of the City Manager.

REVENUE/RATE INCREASES

The proposed fee schedule is included in the appendix of this document.

REVENUE/EXPENDITURE PROJECTIONS

The following assumptions were used for the proposed budget for the fiscal year ending June 30, 2025.

- Transfers to Airport, Parks and Recreation, Softball Complex, and Health Funds are made at levels to enable them to have balanced budgets.
- A transfer to the Employee Benefit Fund enabling it to have a balanced budget is projected to be \$560,000.
- Unreserved fund balance is projected to be at \$8,026,919 at the end of the fiscal year ending June 30, 2025.

GENERAL FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 20,521,923	\$ 24,225,884	\$ 21,301,386	\$ 25,269,463
LICENSES AND PERMITS	1,938,114	2,003,034	1,801,262	2,017,529
INTERGOVERN REVENUE	5,650,539	882,000	511,890	293,951
SERVICE CHARGES	1,651,392	1,535,872	2,018,974	1,562,343
FINES AND FORFEITS	319,978	253,041	331,258	253,721
MISCELLANEOUS	512,430	1,019,182	700,115	635,242
OTHER FINANCING	<u>6,458</u>	<u>114,901</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 30,600,834	\$ 30,033,914	\$ 26,664,885	\$ 30,032,249
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 19,056,045	\$ 20,669,541	\$ 22,350,337	\$ 23,067,858
MATERIALS & SUPPLIES	1,893,557	2,065,446	2,167,098	2,034,566
CONTRACTUAL SERVICES	3,590,162	3,714,674	4,041,689	4,327,455
GENERAL OPERATIONS	281,000	473,336	578,864	806,453
CAPITAL OUTLAY	233,296	681,026	744,486	30,000
SPECIAL PROJECTS	792,344	3,851,326	924,670	877,648
DEBT SERVICE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	\$ 25,846,404	\$ 31,455,349	\$ 30,807,144	\$ 31,143,980
FUND TRANSFERS IN	6,559,760	6,186,138	5,798,562	6,452,500
FUND TRANSFERS OUT	3,754,299	4,003,297	4,450,138	5,400,769
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	500,000
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			116,394	(157,698)
BEGINNING UNRESERVED FUND BALANCE			10,422,058	7,744,617
ENDING UNRESERVED FUND BALANCE			<u>7,744,617</u>	<u>8,026,919</u>
EMERGENCY RESERVE FUND		<u>4,625,793</u>	<u>4,509,399</u>	<u>4,667,097</u>

GENERAL FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Real Estate Tax	\$ 1,575,211	\$ 1,637,546	\$ 1,585,881	\$ 1,716,128
Personal Property Tax	436,977	514,046	418,275	472,344
Railroad & Utility Tax	86,336	83,933	76,640	82,254
Intangible Tax	8,319	133	2,828	200
Delinquent Real Estate Tax	23,534	27,723	28,124	17,119
Delinquent Personal Prop Tax	14,148	19,088	15,738	18,134
PILOT real property-current	146,997	155,275	156,800	283,083
PILOT real property-prior	-	-	-	46,897
Public Utility Franchise Tax	2,828,733	2,915,400	2,880,990	2,769,630
Natural Gas Franchise Tax	771,747	891,810	573,680	802,629
Local Telephone Franchise Tax	251,819	294,643	223,210	278,532
Cable T.V. Franchise Tax	380,130	378,896	382,582	348,584
P.I.L.O.T. - Franchise Tax Sewer	682,974	418,633	357,000	374,900
P.I.L.O.T. - Franchise Tax Water	-	461,128	360,000	388,060
General Sales Tax	12,262,886	13,116,788	11,649,498	13,100,000
Use Tax	821,403	3,072,035	2,353,691	3,800,000
Recreational MJ Sales Tax	-	-	-	500,000
Cigarette Tax	135,372	144,062	134,128	145,503
Economic activity tax	83,139	79,754	90,000	112,000
Penalty on Delinquent R.E. Tax	7,094	7,980	6,964	7,560
Penalty on Delinquent P.P. Tax	5,104	7,014	5,357	5,907
	<u>20,521,923</u>	<u>24,225,884</u>	<u>21,301,386</u>	<u>25,269,463</u>
Gen Business License-Flat fee	21,978	22,687	22,693	21,588
Gen Business Lic-Gross receipts	1,492,138	1,611,435	1,388,556	1,611,400
Liquor Licenses	80,607	84,688	83,190	87,419
Trade Licenses	31,365	33,933	32,078	35,056
Residential Rental Licenses	40,475	39,704	43,152	40,747
Security Guard Licenses	2,720	3,200	3,077	3,293
Business License-penalty	17,194	20,299	16,764	18,770
Building Permits	122,996	80,998	93,777	98,007
Plumbing & Sewer Permits	18,352	17,976	18,271	17,976
Electrical Permits	39,678	26,388	29,229	26,388
Mechanical Permits	19,635	16,764	16,430	16,764
Other Permits	38,865	32,120	41,764	32,120
Alarm Permits	12,111	12,842	12,281	8,000
	<u>1,938,114</u>	<u>2,003,034</u>	<u>1,801,262</u>	<u>2,017,529</u>
Fed Direct Operating-FEMA	147,024	46,505	35,000	-
Misc local operating grants	-	1,800	-	-
County Business Surtax	56,045	55,982	55,050	55,711
Police Grants	339,828	340,787	406,840	226,240
Police Dept of Justice Capital Grants	11,592	131,901	-	-
Fed Direct Capital-Treasury	59,400	41,550	-	-
Fed Direct Operating-Treasury	4,828,976	17,180	-	-
Fed Direct Capital-Police	-	63,493	-	-
Federal Direct Cap-FEMA	-	43,231	-	-
Misc Local Grants-HERO fund USA	-	6,565	-	-
Fed Indirect Capital-FEMA	23,728	-	15,000	-
Fed Indirect Operating-FEMA	66,339	34,291	-	-
Fed Indirect Operating-Treasury	3,136	-	-	-
Fed Indirect Capital-DHS	81,808	49,170	-	-
Other State Grants	22,434	30,915	-	-
SEMO Reg Planning	10,230	18,630	-	12,000
	<u>5,650,539</u>	<u>882,000</u>	<u>511,890</u>	<u>293,951</u>

GENERAL FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Misc. Fees-Grave Openings	5,600	8,000	15,500	7,500
Cemetery Plot Sales	(300)	7,800	10,605	6,500
Engineering Fees	34,171	82,106	75,245	82,106
Inspection Fees	505	5,056	101	5,056
Plan Review Fees	62,424	85,206	67,665	80,200
Plannning Fees	6,658	5,681	6,238	5,681
Planning Services Fees	6,541	6,020	6,386	6,020
Tax Collection Fees	29,566	32,267	26,403	28,992
Prisoner Housing Fee	109,620	-	383,250	-
Police services-reimbursements	152,585	15,656	263,022	13,000
Police services-reimb St Francis	55,193	-	-	-
Police Training Fees	22,500	55,935	20,000	5,000
False Alarm Fees	19,895	39,455	40,600	40,000
Extra Patrol Fees	25,349	4,662	-	5,000
Emergency incident fees	-	1,000	13,751	-
Outside Fire Protection	24,000	24,000	23,666	24,000
Fire services-reimbursements	3,131	948	-	-
Fire Training Fees	15,450	15,400	11,517	-
Weed Abatements	8,400	15,952	11,284	11,839
Demolition Assessment	19,562	44,647	5,000	21,403
Special Event Fees	1,000	3,400	-	-
Court Costs	35,976	32,552	49,850	28,091
Court summons fees	-	250	-	-
DWI Recoupment Fee	894	635	2,298	1,325
	<u>638,720</u>	<u>486,629</u>	<u>1,032,381</u>	<u>371,714</u>
Municipal Court Fines	236,946	124,552	239,771	133,835
Non Traffic Fines	75,351	118,795	81,369	112,440
Parking Tickets	1,456	656	2,852	-
Returned Check Charge	6,225	9,039	7,267	7,446
	<u>319,978</u>	<u>253,041</u>	<u>331,258</u>	<u>253,721</u>
Interest on Overnight Investments	90,217	458,044	300,000	329,900
Interest paid by State	-	895	-	2,539
Interest on Interfund Advances	21,260	158,577	-	-
Interest on Taxes from County	182	996	-	492
Interest on Special Assessment	4,404	6,022	1,040	3,728
Interest on Leases	943	-	-	314
Office Space Rental	227,310	231,855	244,385	236,585
Railroad Lease	43,948	1,533	44,541	-
Police Operating Contributions	245	-	-	-
Capital Contributions	17,705	(5,492)	-	-
Accounts Payable Rebates	48,723	56,491	65,650	61,684
General Miscellaneous	57,301	110,215	44,499	-
Cash Overages & Shortages	192	47	-	-
	<u>512,430</u>	<u>1,019,182</u>	<u>700,115</u>	<u>635,243</u>
Proceeds from Sale of Assets	5,313	57,745	-	-
Settlements	-	49,946	-	-
Compensation for Damages	1,145	7,210	-	-
	<u>6,458</u>	<u>114,901</u>	<u>-</u>	<u>-</u>

GENERAL FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Project Personnel Costs	960,193	983,214	944,267	1,130,629
Project Overhead Costs	52,479	60,829	42,326	60,000
Project Equipment Costs	<u>-</u>	<u>5,200</u>	<u>-</u>	<u>-</u>
	1,012,672	1,049,243	986,593	1,190,629
Transfer-Parks & Rec Fund	13,400	6,000	-	-
Transfer-Motor Fuel Fund	1,400,000	1,400,000	1,400,000	1,540,000
Transfer-Employee Benefit Fd	-	29,700	30,000	-
Transfer-Fire Sales Tax	3,010,907	3,166,959	2,912,375	3,275,000
Transfer-Public Safety Trust II	1,505,453	1,583,479	1,456,187	1,637,500
Transfer-Casino	<u>630,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>6,559,760</u>	<u>6,186,138</u>	<u>5,798,562</u>	<u>6,452,500</u>
	<u>\$ 37,160,594</u>	<u>\$ 36,220,052</u>	<u>\$ 32,463,447</u>	<u>\$ 36,484,749</u>

GENERAL FUND
EXPENDITURES BY DIVISION

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
CITY COUNCIL	\$ 101,271	\$ 34,294	\$ 50,894	\$ 56,906
CITY MANAGER	564,205	442,003	475,183	587,330
CITY CLERK	-	167,931	166,671	130,908
PUBLIC AWARENESS	131,605	161,787	157,414	200,085
CITY ATTORNEY	300,055	253,742	278,654	295,081
HUMAN RESOURCES	459,758	505,897	534,967	557,878
FINANCE	635,184	638,991	669,903	680,413
MUNICIPAL COURT	347,473	369,010	386,125	355,863
FACILITY MAINTENANCE	294,692	338,157	420,909	404,369
PLANNING SERVICES	264,362	259,739	268,438	299,327
INSPECTION SERVICES	800,636	864,856	937,385	908,694
ENGINEERING	1,008,576	1,156,532	1,303,786	1,297,516
POLICE	9,188,771	9,865,278	11,425,766	11,472,143
FIRE	6,665,678	7,686,964	7,240,993	7,685,927
STREET	2,725,396	2,717,926	2,938,432	2,570,636
PARK MAINTENANCE	1,347,346	1,435,615	1,725,253	1,563,635
CEMETERY	193,562	210,126	215,045	201,414
INTERDEPARTMENTAL SERV	4,577,996	8,340,131	5,872,764	7,087,924
CONTINGENCY	<u>(5,863)</u>	<u>9,667</u>	<u>188,700</u>	<u>188,700</u>
TOTAL EXPENDITURES	29,600,703	35,458,646	35,257,282	36,544,749
LESS TRANSFERS	<u>3,754,299</u>	<u>4,003,297</u>	<u>4,450,138</u>	<u>5,400,769</u>
NET EXPENDITURES	<u>\$ 25,846,404</u>	<u>\$ 31,455,349</u>	<u>\$ 30,807,144</u>	<u>\$ 31,143,980</u>

City of Cape Girardeau 2024-2025 Budget

City Council

The City Council is the elected legislative authority of the City Government. It passes all ordinances, policy documents and other measures conducive to the welfare of the City. The City Council is directly accountable to the citizenry for the conduct of municipal affairs.

CITY COUNCIL (1010)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
MATERIALS AND SUPPLIES	281	410	950	950
CONTRACTUAL SERVICES	88,296	23,375	33,744	39,756
GENERAL OPERATIONS	3,694	1,509	7,200	7,200
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 101,271</u>	<u>\$ 34,294</u>	<u>\$ 50,894</u>	<u>\$ 56,906</u>

TOTAL PERSONNEL SERVICE BY POSITION
CITY COUNCIL

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Mayor	Grade	1	1
City Council	Grade	<u>6</u>	<u>6</u>
TOTAL		7	7

City of Cape Girardeau 2024-2025 Budget

City Manager

The City Manager is the administrative head of the City government. Under the direction of the City Council, he supervises all City departments, appoints all City employees, achieves goals and objectives established by the City Council, sees that laws, ordinances and provisions of the Charter are enforced, enforces terms of public utility franchises, prepares and submits the annual and capital program budgets, advises the City Council of financial affairs, makes appropriate recommendations to the City Council and performs such other duties as prescribed by the law and the City Council.

CITY MANAGER (1020)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 524,164	\$ 404,325	\$ 446,576	\$ 568,935
MATERIALS AND SUPPLIES	3,614	3,020	1,890	1,100
CONTRACTUAL SERVICES	23,048	15,805	11,987	13,695
GENERAL OPERATIONS	13,379	2,557	14,730	3,600
CAPITAL EXPENDITURES	-	16,296	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 564,205</u>	<u>\$ 442,003</u>	<u>\$ 475,183</u>	<u>\$ 587,330</u>

TOTAL PERSONNEL SERVICE BY POSITION
CITY MANAGER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
City Manager	Grade	1	1
Asst City Manager-Community Dev. Direc	Grade X	1	1
Executive Assistant to City Manager	Grade K	-	1
Administrative Secretary	Grade K	1	-
		<u>3</u>	<u>3</u>
TOTAL		3	3

City of Cape Girardeau 2024-2025 Budget

City Clerk/Citizen Services

The City Council appoints a City Clerk who shall hold office at the pleasure of the council. The City Clerk keeps the journal of council proceedings, authenticates by his signature all ordinances and resolutions, and records them in full in a book kept for that purpose. The City Clerk oversees the election process for Mayor and City Council; maintains records of the City's ordinances, contracts, agreements, and other historical and legal documents; and performs such other duties as required by law, by the City Charter, or by the City Council.

2023-2024 Accomplishments:

- Completed scanning for permanent record City advisory board agendas and minutes
- Expanded Laserfiche enterprise records management system to city hall divisions for electronic file storage
- Established records management for all city contract files in the vault
- Upgraded city-wide Munis ERP software system to current version
- Upgraded Tyler Cashiering software system for account receivable collections
- Implemented new credit card devices for permits, licenses, code enforcement, general billing and utility billing

2024-2025 Goals:

- Continue improvement of City records management by: updating open records management plan; improving permanent record organization and purging documents exceeding Secretary of State retention schedule; seeking grant funding for physical file storage solutions.
- Replace unsupported agenda management software.
- Develop new advisory board handbook; implement advisory board member and liaison training.
- Research possible implementation of Tyler 311 Citizen Engagement software to track and respond to citizen inquiries and concerns.
- Coordinate implementation and transfer of tax bill and nuisance abatement invoicing from current Access database to Munis General Billing.

CITY CLERK (1025)

BUDGET BY MAJOR OBJECT

	2022-23 <u>ACTUAL</u>	2023-24 <u>PROPOSED</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 164,574	\$ 158,598	\$ 121,916
MATERIALS AND SUPPLIES	451	415	415
CONTRACTUAL SERVICES	928	3,568	4,487
GENERAL OPERATIONS	1,978	4,090	4,090
CAPITAL EXPENDITURES	-	-	-
SPECIAL PROJECTS	-	-	-
DEBT PAYMENTS	-	-	-
TRANSFERS	-	-	-
	<u>\$ 167,931</u>	<u>\$ 166,671</u>	<u>\$ 130,908</u>

TOTAL PERSONNEL SERVICE BY POSITION
CITY CLERK

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Director of Citizens Services	Grade U	0.4	0.4
Deputy City Clerk/Administrative Aide	Grade M	1	1
Administrative Secretary	Grade E	<u>1</u>	<u>-</u>
TOTAL		2.4	1.4

City of Cape Girardeau 2024-2025 Budget

Public Awareness

The Public Information Office assists the media, public, organizations, and city employees and officials in efforts to improve stakeholder knowledge of City goals, projects, and services.

2023-2024 Accomplishments:

- Fulfilled requests from the web team regarding technical issues with the website, provided alerting services, responded to the media, performed design and video production, trainings, events, and other services.

2024-2025 Goals:

- Articulate the City's goals and progress as identified by the City Council and leadership.
- Convene a committee to update the Citizen Academy and maintain pathways for citizen participation
- Rebuild the City's web team and update website to current standards.

PUBLIC AWARENESS (1030)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 95,522	\$ 101,364	\$ 120,983	\$ 127,546
MATERIALS AND SUPPLIES	1,061	1,293	780	780
CONTRACTUAL SERVICES	30,461	55,995	29,480	65,589
GENERAL OPERATIONS	4,561	3,135	6,171	6,171
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 131,605</u>	<u>\$ 161,787</u>	<u>\$ 157,414</u>	<u>\$ 200,085</u>

TOTAL PERSONNEL SERVICE BY POSITION
PUBLIC AWARENESS

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Director of Citizen Services	Grade	U	0.15	0.15
Public Information Manager	Grade	R	<u>1</u>	<u>1</u>
TOTAL			1.15	1.15
Part-Time Employees				
	Actual	2023-24	Actual	2024-25
	<u>Hours</u>	Full-Time	<u>Hours</u>	Full-Time
		<u>Equivalent</u>		<u>Equivalent</u>
Part-Time Hours	1,040	0.5	1,040	0.5

City of Cape Girardeau 2024-2025 Budget

City Attorney's Office

The City Attorney's Office performs all necessary legal services for and on behalf of the City. The City Attorney serves as the chief legal advisor to the City Council, the City Manager and all City Departments, agencies and officers in their official capacity, and prepares ordinances and other legal documents relating to City affairs and represents the City's legal interest as required. The City Attorney's Office assists various City Departments in navigating legal issues as they arise. The City Attorney's office also prosecutes ordinance violations in Municipal Court, and takes other enforcement actions.

CITY ATTORNEY (1040)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 244,678	\$ 183,168	\$ 179,125	\$ 197,194
MATERIALS AND SUPPLIES	13,715	6,617	10,700	9,500
CONTRACTUAL SERVICES	38,745	59,489	82,529	80,787
GENERAL OPERATIONS	2,917	4,468	6,300	7,600
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 300,055</u>	<u>\$ 253,742</u>	<u>\$ 278,654</u>	<u>\$ 295,081</u>

TOTAL PERSONNEL SERVICE BY POSITION
CITY ATTORNEY

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
City Attorney	Grade V	1	1
Legal Assistant	Grade N	<u>1</u>	<u>1</u>
TOTAL		2	2

City of Cape Girardeau 2024 – 2025 Budget

Human Resources

This is a division of the Administrative Services Department and reports to the City Manager. This office is responsible for oversight and administration of all personnel systems and policies, property and liability coverages including compliance with state and federal laws. Primary functions include administering a \$34 + million payroll annually; administering all employee benefits along with their annual corresponding renewals and open enrollments; development and/or coordination of employee training; managing claim processes and insurance coverages to eliminate and/or reduce risk in regard to work related injuries, fleet/equipment accidents, and general liability/casualty exposure.

2023-2024 Accomplishments:

- Implement new recruiting software, which reduce time HR personnel spent in posting job ads, sending applications to departments, and streamlined information transferred to the on boarding and the payroll systems.
- Completed Anti-Harassment training for employees.
- Completed an RFP for Health Insurance; introduced additional health plans that will reduce expenses for the employees and employer.

2024-2025 Goals:

- Updating the Safety Manual.
- Supervisor Training.
- RFP for Broker Services for General Liability, Property, Auto, Law Enforcement Liability, Cyber, Equipment, etc. Insurance coverage.

HUMAN RESOURCES (1050)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 288,814	\$ 328,243	\$ 337,942	\$ 353,673
MATERIALS AND SUPPLIES	1,224	2,175	1,950	3,500
CONTRACTUAL SERVICES	162,667	173,590	189,417	193,130
GENERAL OPERATIONS	7,053	1,889	5,458	7,375
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	200	200
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 459,758</u>	<u>\$ 505,897</u>	<u>\$ 534,967</u>	<u>\$ 557,878</u>

TOTAL PERSONNEL SERVICE BY POSITION
HUMAN RESOURCES

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Director of HR/Risk Management	Grade	V	1	1
HR Specialist	Grade	N	1	1
Fitness Wellness Specialist	Grade	M	0.5	0.5
Administrative Coordinator	Grade	J	1.5	1
Payroll-Benefits Coordinator	Grade	L	1	1
TOTAL			5	4.5

City of Cape Girardeau 2024-2025 Budget

Finance

This department is responsible for all accounting and financial functions of the City, including records management, utility billing, revenue collection, licensing, purchasing, disbursements, investments, data processing, budget analysis, and financial reporting.

2023-2024 Accomplishments:

- Received a clean audit report for Fiscal Year 2023.

2024-2025 Goals:

- Continue to institute cross-training measures to ensure a wider range of aptitude among employees to enhance service to both internal and external customers.
- Hire and onboard the vacant position on the Finance Team.
- Focus reviews and find opportunities to reduce operating costs. Continue to review long-term debt. Find opportunities throughout the City to maximize cost recovery.

FINANCE (1060)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 517,784	\$ 535,022	\$ 543,982	\$ 572,366
MATERIALS AND SUPPLIES	1,438	6,240	10,100	10,300
CONTRACTUAL SERVICES	115,133	96,854	109,721	91,647
GENERAL OPERATIONS	829	875	6,100	6,100
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 635,184</u>	<u>\$ 638,991</u>	<u>\$ 669,903</u>	<u>\$ 680,413</u>

TOTAL PERSONNEL SERVICE BY POSITION
FINANCE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Finance Director	Grade V	1	1
Controller	Grade T	-	1
SEMPO Exe Dir/Grant Coordinator	Grade	0.4	0.4
Senior Accountant	Grade Q	3	2
Accountant	Grade N	1	1
Administrative Coordinator	Grade J	<u>0.5</u>	<u>-</u>
TOTAL		5.9	5.4

City of Cape Girardeau 2024-2025 Budget

Municipal Court

The Municipal Court has exclusive original jurisdiction to hear and rule on all complaints under City ordinances. It is empowered to imprison and/or fine any person violating City ordinances.

2023-2024 Accomplishments:

- The Court has been working on moving open cases from its legacy software, InCode, to the state software, Show Me Courts. We anticipate that this will save city funds in maintenance fees for InCode. We are trying to move all open cases and simply retain InCode for document storage as we have been using the InCode software since the late 1990s in Municipal Court. We have completed reviewing most all of the open cases. We have forwarded some of those cases, that were very old, to the Prosecuting Attorney to review for dismissal. The remaining cases pending without dispositions have been moved to the Show Me Courts software and warrants have been removed from InCode and reissued in Show Me Courts. We are moving all the disposed but open cases where fines are still owed from InCode to Show Me Courts. We are about 50% done with this process. Once completed, the only cases left in Incode will be closed.
- The Court had one of its Court clerks retire in August of 2023. Since we have reduced Court to one day a week, the remaining clerks have been able to pick up the additional work without the City filling that position.
- The Judge and Court staff have participated in cyber security training again this year to ensure compliance with the use of state software. Each individual court employee is required to pass modules on various cyber security units to continue using the software.
- The State Court Administrator's Office Municipal Review Unit from Jefferson City visited the Court on March 14, 2024, and conducted a review of Court processes and the Minimum Operating Standards. They submitted a report to the Court and Presiding Judge of the Circuit and found no deficiencies in our processes. In fact, the monitor visiting the Court spoke with Court Administrator, Jenea Stafford and Judge Teresa Pearson and was very complimentary of the Court. As part of the review, they looked at City ordinances and made suggestions that were forwarded to the City Attorney's Office.

2024-2025 Goals:

- In the coming months, the Court will continue to move cases from the legacy software system to the Show Me Courts system. We hope to complete all work within the next few months and then will reduce the InCode system to a read only software which should drastically reduce the costs of the software. Supreme Court rules were amended this past year to allow us to no longer keep InCode as a working system as long as we are able to retrieve documents from the old software. We should be able to accomplish this with either a read only copy of the old cases or moving the cases to an independent system. We will work with IT to determine which is the most cost effective.
- As the state software, Show Me Courts, is changing and evolving very frequently, the Court will continue to update training of staff though on line training with OSCA and in person training through the MO Municipal Judges Association and the MO Court Administrators Association. This training allows us to be up to date on court rules and procedures to better serve the public.

MUNICIPAL COURT (1070)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 283,714	\$ 294,243	\$ 301,570	\$ 278,219
MATERIALS AND SUPPLIES	2,882	2,573	6,600	3,550
CONTRACTUAL SERVICES	42,317	50,499	51,595	46,859
GENERAL OPERATIONS	18,560	21,695	26,360	27,235
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 347,473</u>	<u>\$ 369,010</u>	<u>\$ 386,125</u>	<u>\$ 355,863</u>

TOTAL PERSONNEL SERVICE BY POSITION
MUNICIPAL COURT

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Municipal Judge	Grade	1	1
Chief Court Clerk	Grade M	1	1
Court Clerk	Grade I	1	1
Violations Clerk	Grade F	1	1
Administrative Clerk	Grade D	<u>1</u>	<u>-</u>
TOTAL		5	4

City of Cape Girardeau 2024-2025 Budget

Facility Maintenance

This division accounts for all costs of maintaining the City Hall, Police Station, and certain areas of all city facilities.

2023-2024 Accomplishments:

- Initiated repairs to the Statue and Fountain at Iver's Square.
- Completed tower roof repairs at City Hall.
- City Hall second year of operations went very well.

2024-2025 Goals:

- Develop plan for flowerbeds at City Hall.
- Develop & implement a preventative maintenance plan for City Parks & Recreation Facilities.
- Pressure wash entire exterior of City Hall.
- Evaluate and make needed changes in maintenance practices and tasks. With new and old facilities, proper planning will be needed to complete preventative and normal maintenance and ensure efficiencies in staff daily schedules.
- Improve knowledge and practices of communication technology. Understand and be able to use technology (computers, email, text) to communicate will be imperative to the success of projects and maintenance.

FACILITY MAINTENANCE (1080)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 186,233	\$ 200,686	\$ 250,559	\$ 249,830
MATERIALS AND SUPPLIES	60,882	77,037	73,049	77,522
CONTRACTUAL SERVICES	47,577	60,434	97,301	77,017
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 294,692</u>	<u>\$ 338,157</u>	<u>\$ 420,909</u>	<u>\$ 404,369</u>

TOTAL PERSONNEL SERVICE BY POSITION
FACILITY MAINTENANCE

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Facility Maintenance Coord.	Grade	M	1	1
Maintenance Worker	Grade	G	<u>3</u>	<u>3</u>
TOTAL			4	4

City of Cape Girardeau 2024-2025 Budget

Planning Services

The Planning Services Division is responsible for both long-range and current planning functions, including managing the City's comprehensive plan and providing staff support for the Board of Adjustment, the Historic Preservation Commission, and the Planning and Zoning Commission. The Division administers the application and review processes for these advisory boards and commissions. In addition, Planning staff serves as the City liaison to various organizations such as Old Town Cape, Southeast Metropolitan Planning Organization (SEMPO), and the Neighborhood Development Initiative (NDI) neighborhood groups. The Division also co-manages the City's dangerous buildings (condemnation) program.

2023-2024 Accomplishments:

- Approved FY 2024-2029 Capital Improvements Program (Planning & Zoning Commission)
- Adopted 2024 Endangered Buildings List (Historic Preservation Commission)
- Amended Zoning Code to add vehicle fueling, service or repair facilities as a special use in the Central Business District (CBD)
- Amended Zoning Code to add mobile outdoor recreation facilities as a temporary use category
- Assisted with development of SEMPO Regional Trail Connection Study
- Demolished six condemned structures
- Procured asbestos inspection reports for structures to be demolished by the City
- Improved communication and coordination with property owners and utility providers regarding condemnation process

2024-2025 Goals:

- Assist the Transportation Trust Fund 7 (TTF7) Committee with development of a list of recommended projects for consideration by the City Council.
- Amend the Zoning Code and the Development Code as necessary to achieve the objectives of the comprehensive plan and to improve the development process.
- Increase compliance with condemnation orders.
- Obtain asbestos inspection reports and demolish condemned structures that are past the compliance deadline.
- Support redevelopment efforts in the Central Business District (CBD) and in other areas of the city.
- Support neighborhood improvement programs such as NDI and the PORCH Initiative.

PLANNING SERVICES (2010)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 159,807	\$ 154,619	\$ 158,098	\$ 165,804
MATERIALS AND SUPPLIES	4,117	4,439	3,270	6,038
CONTRACTUAL SERVICES	98,601	97,730	102,520	122,860
GENERAL OPERATIONS	1,337	2,472	3,050	3,125
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	500	479	1,500	1,500
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 264,362</u>	<u>\$ 259,739</u>	<u>\$ 268,438</u>	<u>\$ 299,327</u>

TOTAL PERSONNEL SERVICE BY POSITION
PLANNING SERVICES

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
City Planner	Grade	R	1	1
Planning Technician	Grade	K	<u>1</u>	<u>1</u>
TOTAL			2	2

City of Cape Girardeau Budget Year 2024-2025

Inspection Services

This division is responsible for all inspections, interpretation, and enforcement activities required by the international Code Council family of codes adopted by the city. In addition the division also handles plan review, all city licensing, rental inspection and complaints, as well as some Ms4 responsibilities.

2023-2024 Accomplishments:

- Transitioned the Permit Counter Receptionist, Permit Tech, and License Tech into one position. With this the 3 individuals were able to take on the Main Reception Area eliminating the need for replacing a vacated position. Thus saving on payroll costs.
- Nearing completion of the Rental Restructuring process.
- Improve Business license inspection process.
- Had an inspector complete the training program and pass the B1 Exam.
- Improved upon Business License renewal process.
- Improved upon the condemnation process and had 6 or more properties demolished.
- Researched and vetted different software to replace munis
- Moral improved.

2024-2025 Goals:

- Get more certifications for employees
- Have the 3 new code inspectors complete the training program
- Finalize the business license process
- Finalize the rental license process
- Improve communication processes

INSPECTION SERVICES (2011)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 677,011	\$ 754,706	\$ 798,395	\$ 778,731
MATERIALS AND SUPPLIES	16,051	13,711	18,420	14,270
CONTRACTUAL SERVICES	99,420	72,598	88,110	93,593
GENERAL OPERATIONS	8,154	18,341	24,460	19,600
CAPITAL EXPENDITURES	-	5,500	2,000	-
SPECIAL PROJECTS	-	-	6,000	2,500
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 800,636</u>	<u>\$ 864,856</u>	<u>\$ 937,385</u>	<u>\$ 908,694</u>

TOTAL PERSONNEL SERVICE BY POSITION
INSPECTION SERVICES

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Building and Code Enforcement Mgr	Grade R	1	1
Code Enforcement Officer	Grade L	1	1
Plan Reviewer and Site Inspector	Grade Q	3	3
Senior Code Inspector	Grade O	1	1
Code Inspector	Grade L	3	3
MS4 Inspector	Grade L	1	-
License Technician	Grade G	1	-
Permit Technician	Grade G	1	-
Inspections Specialist	Grade I	-	3
Administrative Secretary	Grade E	<u>1</u>	<u>-</u>
TOTAL		13	12

City of Cape Girardeau 2024-2025 Budget

Engineering Services

This division provides engineering design services for most City construction projects, reviews private development designs and construction in accordance with ordinances and other policy statements by the City Council, keeps the necessary records, and performs other such engineering assignments and duties as required.

2023-2024 Accomplishments:

- Completed construction and inspection of the 2023 Asphalt Overlay Project, the Concrete Street Repair 2023, and the Capaha Pond Dredging Project.
- Designed and constructed the 2024 Asphalt Overlay Project and the Concrete Street Repair 2024 project.
- Completed construction and inspection of the West End Blvd (TTF5) project.
- Began final design of High-Density Lime System Improvements (Water Plant 1) and initiated procurement of the long-lead equipment.
- Re-designed and implemented plans for Filter Gallery Piping Improvements (Water Plant 1).
- Completed the Best Professional Judgement (BPJ) Study (Water Plant 1 discharge / DNR permit) and the Water Treatment Plant # 1 Water Source Study (High Iron)
- Completed the construction of the Pedestrian Improvements at US 61/Kingshighway (TAP).
- Completed in-house design for Lexington Avenue from Carolina Lane to Sherwood Drive and Lexington Avenue from West Cape Rock Drive to Sprigg Street (TTF6) and began construction.
- Finalized design and began construction of the Intersection Improvements at MO74/Shawnee Pkwy/Minnesota (Cost-Share).
- Finalized design for Sprigg St, Shawnee Pkwy/Route 74 to Southern Expressway (TTF6).
- Finalized preliminary layout and identified right of way needs for the VMD 6 (TTF6).
- Continued design for Cape Rock Drive Sidewalk, Kingshighway to Brookwood (Phase 1) and Brookwood to Perryville (Phase 2).
- Reviewed public improvement plans to serve South Side Village Subdivision, Capaha Place Subdivision, Mayson Headquarters at 580 S Mt Auburn, Bellevue Street Extension, Houck Stadium watermain ext, Isle Casino Hotel Addition/Water Main Ext.
- Reviewed & inspected public improvements constructed to serve Lifehouse Subdivision, Baldwin Creek Subdivision, Baldwin Farms Subdivision, Ramsay's Run Subdivision, Conrad Motors at 1295 Independence Street, and the Hawthorne Place Subdivision.
- Facilitated Deed issuance and acceptance for Southern Expressway (Rhodes), Southern Expressway (Six-Thirty, Inc.), Cornerstone Church (Minnesota/74), and 1327 Wayne (West End Blvd.).
- Accepted Right-of-Way and Permanent Utility Easements for Improvements at 2078 Southern Expressway, Water line at 400 Houck Place, Sanitary Sewer west of Bloomfield Road and south of County Road 208, for property located at 720 Main, fiber optics at 1920 Whitener Street, drainage at 4150 Thousand Oaks Lane, from Cape Retirement Community, Inc. at Ramsay's Run, to serve the Tru Hotel at 2520 Veterans Memorial Drive, and from SIMX Holdings, Inc. at 4269 Nash Road.
- Facilitated Easements from Biokyowa and a BNSF License Agreement for water main to serve 5566 Nash Road.

City of Cape Girardeau 2024-2025 Budget

Engineering Services (cont.)

- License and Indemnity Agreements for improvements along Creekside Way in the Baldwin Creek Subdivision, with Codefi for “Free Public Wifi” signs, and improvements in a utility easement along 2930 Pine Hill Spur.
- Worked on sidewalk transition plan utilizing data from SEMPO
- Hired and trained a new Assistant City Engineer, an Engineering Technician, an Engineering/Survey Technician, and an Acquisition Agent/Project Specialist.
- Assisted with the project management process for the Central Municipal Pool, Airport New Terminal Facility, and T-Hangars project.
- Worked to improve MUNIS workflows to make plan review more efficient and streamlined.
- Worked to create efficiencies between the MUNIS and ProjectDox softwares to ensure the systems will communicate and work together eliminating excess staff input and possible human error.
- Continued to review, update, and enforce the City’s Municipal Separate Storm Sewer System (MS4) program through review and education.

2024-2025 Goals:

- Finalize TTF5 Project, bid, award and begin construction.
- Complete design, acquisitions, and construction for Main St (TTF5) project.
- Complete construction for Intersection Improvements at Route 74/Shawnee Parkway and Minnesota Avenue (MoDOT Cost-Share).
- Execute contract for preliminary design of Sprigg Street Improvements from North to Bertling, expand Broadway to Lexington if funds allow.
- Complete Engineering for Cape Rock Drive Sidewalk Phases 1 & 2 (TAP)
- Finalize engineering & construction on the Cape Rock Water Treatment plant – Mod to Filter Gallery Piping and Lime Density Improvements.
- Finalize and implement Pavement Management Program
- Finalize sidewalk transition plan utilizing data from SEMPO
- Finalize in-house design and construct Sprigg Street TTF6 Project
- Finalize Final Engineering and Begin Acquisition for VMD6 TTF6 Project
- Complete construction for Concrete Street Repair 2024
- Complete construction for 2024 Asphalt Overlay Project.
- Begin in-house design for Bertling Street TTF6 project.
- Complete Construction on the Lexington Ave TTF6 projects.
- Finalize the project/construction management of Airport Terminal
- Begin TTF7 planning/committee meetings
- Increase use of ProjectDox digital plan review software

ENGINEERING (2012)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 895,194	\$ 1,022,656	\$ 1,076,487	\$ 1,153,264
MATERIALS AND SUPPLIES	15,641	19,907	24,796	33,450
CONTRACTUAL SERVICES	92,540	103,540	182,768	95,352
GENERAL OPERATIONS	5,201	6,887	19,735	15,450
CAPITAL EXPENDITURES	-	3,542	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,008,576</u>	<u>\$ 1,156,532</u>	<u>\$ 1,303,786</u>	<u>\$ 1,297,516</u>

TOTAL PERSONNEL SERVICE BY POSITION
ENGINEERING

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
City Engineer	Grade T	1	1
Civil Engineer II	Grade R	1	-
Civil Engineer	Grade R	-	1
Assistant City Engineer	Grade S	1	1
Acquisition Agent	Grade L	1	1
Chief Construction Inspector	Grade P	1	1
Engineering/Surveying Technician	Grade N	-	1
Sr. Construction Inspector	Grade N	1	2
Construction Inspector	Grade M	3	3
Engineering Technician	Grade M	1	1
Stormwater Coordinator	Grade P	1	1
Project Specialist	Grade J	1	1
Administrative Coordinator	Grade J	1	1
TOTAL		13	15

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	1,200	0.58	-	-

City of Cape Girardeau 2024-2025 Budget

Police

The Police Department maintains the public peace, suppresses crime, enforces traffic and other city ordinances, executes warrants and other processes issued by the municipal court, state court, and performs related duties.

2023-2024 Accomplishments:

- Engaged with community stakeholders to address violent crimes.
- Implemented camera license plate reader system throughout the city as a force multiplier in detecting and investigating crime.
- Developed and implemented a citizen's police academy to enhance community engagement.

2024-2025 Goals:

- Expand Co-Responder Unit by 50%.
- Partner with local law enforcement agencies to develop violent crime task force.
- Continue community engagement initiatives.

POLICE (3010)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 7,292,893	\$ 7,945,248	\$ 9,184,907	\$ 9,614,771
MATERIALS AND SUPPLIES	504,606	546,833	604,332	487,232
CONTRACTUAL SERVICES	962,856	909,847	1,030,597	1,181,792
GENERAL OPERATIONS	63,290	103,538	65,250	70,550
CAPITAL EXPENDITURES	113,382	238,948	338,940	-
SPECIAL PROJECTS	251,744	120,864	201,740	117,798
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 9,188,771</u>	<u>\$ 9,865,278</u>	<u>\$ 11,425,766</u>	<u>\$ 11,472,143</u>

TOTAL PERSONNEL SERVICE BY POSITION
POLICE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Chief of Police	Grade LL	1	1
Assistant Chief of Police	Grade KK	2	2
Police Lieutenant	Grade II	6	6
Police Sergeant	Grade FF	8	8
Police Corporal	Grade EE	11	11
Police Officer	Grade CC	45	43
Police Cadet - External	Grade AA	2	2
Police Cadet - Internal	Grade BB	1	1
Communications Manager	Grade M	1	1
Communications Officer	Grade I	11	11
Lead Communicator	Grade J	4	4
Property Evidence Tech	Grade J	1	-
Property/Evidence Specialist	Grade J	-	1
Administrative Coordinator	Grade J	2	2
Station Commander	Grade H	1	-
Front Desk Officer	Grade H	-	3
Jailer	Grade I	12	12
Records Clerk	Grade D	3	-
Co-Responder Behavioral Health	Grade	2	2
PD IT Technician	Grade M	1	1
Tech Support Specialist	Grade L	1	-
Evidence Technician	Grade K	4	4
Safe Communities Coordinator	Grade	-	1
Safe Communities Program Coordinator	Grade	-	1
Crme Prevention Officer	Grade CC	-	1
TOTAL		119	118

Part-Time Employees

	2023-24	2024-25
	Actual Hours	Full-Time Equivalent
Part-Time Hours	16,640	8
		Actual Hours
		4,631
		Full-Time Equivalent
		2

City of Cape Girardeau 2024-2025 Budget

Fire

The major emphasis of this department will continue to be fire prevention and enforcement of the fire code, suppressing fires, together with providing first response emergency medical service, and performance of related duties.

2023-2024 Accomplishments:

- Secured the training site with perimeter fencing.
- Updated the City Emergency Operations Plan.
- Placed an Asst. EMD vehicle, a Dive Vehicle, and Marine 3 (Boat) in service.
- Outfitted all front line and specialty apparatus with new tablets and Automatic Vehicle Location software.
- Attended several job fairs and met with counselors to host another High School Academy.
- Received \$129,319.43 from various grant sources.
- Finished Strategic Planning for 2024-2027 based on input from external and internal stakeholders.
- Started work on a partnership with Cape Girardeau CTC to enhance our training site for fire, rescue, and drivers training.

2024-2025 Goals:

- Work with Finance to find creative ways to reduce FD overtime.
- Continue to enhance relationship with Cape County Emergency Management to improve interoperability.
- Seek grant opportunities to replace fire equipment.
- Work with city administration to develop a replacement plan for fire apparatus.
- Continue working with the Cape Girardeau CTC to develop the training site.
- On board a new Captain/Fire Inspector and Captain/Training Officer.
- Replace shift commander's vehicle.

FIRE (3030)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 5,679,266	\$ 6,378,276	\$ 6,222,908	\$ 6,571,042
MATERIALS AND SUPPLIES	348,478	354,509	351,620	326,106
CONTRACTUAL SERVICES	451,432	585,551	474,124	724,664
GENERAL OPERATIONS	37,898	33,617	40,950	59,115
CAPITAL EXPENDITURES	104,132	321,860	148,041	-
SPECIAL PROJECTS	44,472	13,151	3,350	5,000
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 6,665,678</u>	<u>\$ 7,686,964</u>	<u>\$ 7,240,993</u>	<u>\$ 7,685,927</u>

TOTAL PERSONNEL SERVICE BY POSITION
FIRE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Fire Chief	Grade LL	1	1
Deputy Fire Chief	Grade KK	1	1
Battalion Chief	Grade II	5	-
Battalion Chief/Fire Marshal	Grade II	-	1
Battalion Chief/Shift Commander	Grade II	-	3
Battalion Chief/Training & Safety Office	Grade II	-	1
Fire Captain	Grade FF	16	15
Fire Captain/Fire Inspector	Grade FF	-	1
Fire Captain/Asst Emergency Mgmt	Grade FF	-	1
Fire Captain/Training & Safety	Grade FF	-	1
Captain FSI	Grade FF	1	-
Driver/Operator	Grade EE	15	15
Fire Fighter	Grade CC	27	25
Fire Fighter Cadet - External	Grade AA	-	2
Fire Mechanic	Grade M	1	1
Administrative Coordinator	Grade J	1	1
Administrative Secretary	Grade F	1	1
TOTAL		69	70

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	1,040	0.50	500	0.24

City of Cape Girardeau 2024-2025 Budget

Street

This division maintains over 200 miles of public streets and right-of-ways. The division repairs street defects for short term and long term repairs, mows over 600 acres of right of way, and responds to emergencies as needed. The division also installs and maintains pavement markings, traffic signals and signs. This division manages multiple street maintenance contracts which expedite street repairs, and performs street evaluations to track City street conditions.

2023-2024 Accomplishments:

- Maintained the City's 22 traffic signals for optimal traffic flow.
- Maintained the City's street infrastructure, including pothole patching.
- Completed leaf pick-up for the citizens of Cape Girardeau.
- Performed snow removal for winter weather events.
- Provided traffic control signage for all City departments.
- Removed storm debris from wind and storm events.
- Inspected half of City Streets for condition ratings.
- Closed out the 22-23 CIST Street Repair contract.
- Juggled limited staff to address potholes and leaf pick-up operations.
- Completed the 23-24 Leaf Pick Up Program.

2024-2025 Goals:

- Have no lost time or at-fault accidents.
- Continue to respond to call-outs in a timely manner.
- Continue to maintain street infrastructure for the citizens, visitors, and businesses of the City of Cape Girardeau.
- Prepare for winter weather events.
- Complete pavement marking striping for various streets.
- Coordinate the 24-25 CIST Street Repair contract.

STREET (4010)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 1,163,544	\$ 1,125,216	\$ 1,304,576	\$ 1,076,795
MATERIALS AND SUPPLIES	729,728	842,083	873,055	833,009
CONTRACTUAL SERVICES	762,181	668,596	742,561	634,092
GENERAL OPERATIONS	69,943	82,031	18,240	26,740
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 2,725,396</u>	<u>\$ 2,717,926</u>	<u>\$ 2,938,432</u>	<u>\$ 2,570,636</u>

TOTAL PERSONNEL SERVICE BY POSITION
STREET

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Public Works Director	Grade V	0.2	0.2
Traffic Operations Manager	Grade R	1	1
Special Projects Coord.	Grade N	1	-
Street Maintenance Supervisor	Grade N	1	1
Crew Leader	Grade L	2	2
PW System/GIS Analyst	Grade L	0.125	0.125
Traffic Control Technician	Grade K	1	1
Equipment Operator	Grade K	4.5	1.5
Street Maintenance Tech	Grade K	1	1
PW Operations Specialist	Grade J	7	7
Public Works Technician	Grade K	0.5	0.5
TOTAL		19.325	15.325

Part-Time Employees

	2023-24	2024-25
	Actual <u>Hours</u>	Full-Time <u>Equivalent</u>
	Actual <u>Hours</u>	Full-Time <u>Equivalent</u>
Part-Time Hours	-	-
	2040	0.98

City of Cape Girardeau 2024-2025 Budget

Park Maintenance

This division maintains and operates all public parks, buildings, medians and areas around other public buildings and recreational facilities.

2023-2024 Accomplishments:

- Completed Capaha Park Pond renovations and improvements.
- Completed Capaha Park Garden renovations and improvements.
- Completed the Jefferson Community Center Park.
- Completed renovations of the Capaha Park Tot Lot Playground area.
- Developed and renovated Ranney Park.

2024-2025 Goals:

- Finish Walker Park preparation, including completing initial cleanup, establish parking lot and set Park sign.
- Complete roof repair of bathroom at Shawnee Park, located on hill by soccer field #12.
- Complete roof repair of Washington Park shelter.
- Replace bridge planks on three of the trail bridges along the Cape LaCroix Trail.
- Replace doors of the downtown bathrooms to keep them secure when doors are locked.
- Complete a thorough annual evaluation of all Parks playground equipment.
- Continue to improve safety practices and training. This is imperative to ensure the safety of our staff and reduce injuries and claims.
- Begin renovation of the Bloomfield Road/Shawnee section of the Cape La Croix Recreation Trail.
- Develop an overall park maintenance and replacement master plan.

PARK MAINTENANCE (5010)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 906,248	\$ 915,218	\$ 1,047,943	\$ 1,033,057
MATERIALS AND SUPPLIES	149,451	153,940	158,386	198,933
CONTRACTUAL SERVICES	278,958	311,136	346,054	318,752
GENERAL OPERATIONS	11,256	11,468	10,870	10,893
CAPITAL EXPENDITURES	124	37,670	160,000	-
SPECIAL PROJECTS	1,309	6,183	2,000	2,000
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,347,346</u>	<u>\$ 1,435,615</u>	<u>\$ 1,725,253</u>	<u>\$ 1,563,635</u>

TOTAL PERSONNEL SERVICE BY POSITION
PARK MAINTENANCE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Parks Division Manager	Grade S	1	1
Parks Supervisor	Grade O	1	1
Crew Leader	Grade L	2	2
Administrative Coordinator	Grade J	1	2
Sr. Maintenance Worker	Grade I	5	5
Maintenance Worker	Grade G	5	5
Administrative Assistant	Grade F	1	-
TOTAL		16	16

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	6,450	3.1	6,090	2.9

City of Cape Girardeau 2024-2025 Budget

Cemetery Maintenance

This division operates and maintains three Cemetery facilities within the community.

2023-2024 Accomplishments:

- Added solar LED lighting in various locations throughout New Lorimier to improve safety.
- Additional signs were placed in New Lorimier and Fairmount Cemeteries to assist patrons.
- Grooming of several trees in all three cemeteries which will make the mowing process more efficient.
- Uncovered and cleaned plot markers
- Cleaning of Military Markers in New Lorimier and Fairmount.

2024-2025 Goals:

- Finish the section signs for New Lorimier and Fairmount Cemeteries.
- Add native plants under the map signs and throughout the Cemeteries.
- Repair New Lorimier Mausoleum with tuck point restoration.
- Identify and remove trees that are damaged or have aged out and are becoming a hazard.
- Acquire additional Military Markers.
- Continue to find ways to streamline the mowing, trimming processes.
- Acquire additional grave spaces by contacting families or finding additional spaces on the current property.
- Repairing driveways in Cemeteries.
- Replace roof of the Old Office in Fairmount
- Acquire a security system for Old Lorimier Cemetery.
- Refresh The Louis Lorimier Pavilion at Old Lorimier Cemetery.
- Repair The Daues Crypt at Old Lorimier Cemetery.
- Cleaning additional headstones in Fairmount and New Lorimier Cemeteries as well as cleaning all headstones at Old Lorimier Cemeteries. This is the removal of Lichens, which is the growth that looks like mold (black & green).

CEMETERY (5020)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 132,173	\$ 152,948	\$ 168,688	\$ 155,716
MATERIALS AND SUPPLIES	21,580	19,805	17,172	16,849
CONTRACTUAL SERVICES	33,426	30,708	29,185	28,827
GENERAL OPERATIONS	20	15	-	22
CAPITAL EXPENDITURES	6,363	6,650	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 193,562</u>	<u>\$ 210,126</u>	<u>\$ 215,045</u>	<u>\$ 201,414</u>

TOTAL PERSONNEL SERVICE BY POSITION
CEMETERY

CLASSIFICATION	SALARY RANGE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Cemetery Sexton	Grade	N	1	1
Maintenance Worker	Grade	G	<u>1</u>	<u>1</u>
TOTAL			2	2
Part-Time Employees				
	<u>Actual Hours</u>	2023-24 <u>Full-Time Equivalent</u>	<u>Actual Hours</u>	2024-25 <u>Full-Time Equivalent</u>
Part-Time Hours	3,955	1.9	3,419	1.6

INTERDEPARTMENTAL SERVICES

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ 29	\$ -	\$ -
MATERIALS AND SUPPLIES	18,808	10,403	9,613	11,061
CONTRACTUAL SERVICES	258,700	397,999	425,428	503,557
GENERAL OPERATIONS	42,575	167,194	316,200	527,887
CAPITAL EXPENDITURES	9,295	50,560	95,505	30,000
SPECIAL PROJECTS	494,319	3,710,649	575,880	614,650
DEBT PAYMENTS	-	-	-	-
TRANSFERS	<u>3,754,299</u>	<u>4,003,297</u>	<u>4,450,138</u>	<u>5,400,769</u>
	<u>\$ 4,577,996</u>	<u>\$ 8,340,131</u>	<u>\$ 5,872,764</u>	<u>\$ 7,087,924</u>

CONTINGENCY (8000)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ 40,000	\$ 40,000
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	3,804	-	11,000	11,000
GENERAL OPERATIONS	(9,667)	9,667	3,700	3,700
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	134,000	134,000
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ (5,863)</u>	<u>\$ 9,667</u>	<u>\$ 188,700</u>	<u>\$ 188,700</u>

**SPECIAL
REVENUE
FUNDS**

SPECIAL REVENUE FUNDS
BUDGET HIGHLIGHTS

Special Revenue Funds account for receipts from revenue sources that have been earmarked for specific purposes. Revenue funds are administered by various City departments and including the following funds.

- Airport Fund
- Parks and Recreation Fund
 - Arena Maintenance
 - Osage Park
 - Shawnee Park Community Center
 - Cape Aquatic Center
 - Family Aquatic Center
 - Jefferson Community Center
 - Recreation
 - Cultural Events
- Health Fund
- Convention and Tourism Fund
- Downtown Business District Fund
- Public Safety Trust Fund II
- Casino Revenue Fund
- Riverfront Region Economic Development Fund
- Motor Fuel Tax Fund
- Transportation Sales Tax Trust Fund V
- Transportation Sales Tax Trust Fund VI
- Capital Improvement Sales Tax Fund - Sewer System Improvements
- Capital Improvement Sales Tax Fund - General Improvements
- Park/Stormwater Sales Tax-Capital II Fund
- Fire Sales Tax Fund
- Park/Stormwater Sales Tax-Operating Fund

City of Cape Girardeau, Missouri
 COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
 AND CHANGES IN FUND BALANCES - SPECIAL REVENUE FUNDS
 AIRPORT, PARK/REC, HEALTH, CONV/TOURISM, DOWNTOWN BUS. DIST.,
 PUBLIC SAFETY TRUST II, CASINO REVENUE,
 RIVERFRONT REGION ECONOMIC DEVELOPMENT, MOTOR FUEL,
 TRANSP SALES TAX:V,VI, CAP IMP SALES TAX-SEWER SYSTEM IMPR,
 CAP IMP SALES TAX-GENERAL IMPROVEMENTS,
 PARK/STORMWATER SALES TAX-CAPITAL II, FIRE SALES TAX,
 PARK/STORMWATER SALES TAX-OPERATIONS

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ 27,339,351	\$ 28,934,740	\$ 26,367,695	\$ 28,818,513
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	3,451,288	8,632,571	17,374,100	6,317,600
SERVICE CHARGES	2,049,771	1,959,466	2,471,262	2,937,815
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	1,092,542	2,966,617	982,632	1,451,348
OTHER FINANCING	<u>61,830</u>	<u>2,254,731</u>	<u>10,000</u>	<u>8,000</u>
TOTAL REVENUE	\$ 33,994,782	\$ 44,748,125	\$ 47,205,689	\$ 39,533,276
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 3,123,650	\$ 3,184,482	\$ 3,809,629	\$ 4,118,962
MATERIALS & SUPPLIES	761,778	717,831	845,791	849,346
CONTRACTUAL SERVICES	2,272,810	1,930,450	1,776,706	1,812,034
GENERAL OPERATIONS	68,122	70,548	75,322	78,216
CAPITAL OUTLAY	5,120,763	13,646,567	32,050,184	32,039,388
SPECIAL PROJECTS	1,246,326	1,432,082	1,388,011	1,348,470
DEBT SERVICE	<u>3,952,379</u>	<u>6,611,297</u>	<u>4,158,310</u>	<u>4,180,784</u>
TOTAL EXPENSES	\$ 16,545,828	\$ 27,593,257	\$ 44,103,953	\$ 44,427,200
FUND TRANSFERS IN	7,586,095	13,459,634	5,920,040	6,257,474
FUND TRANSFERS OUT	14,237,406	20,598,435	16,020,956	16,818,471
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			8,585,000	-
RESERVED FUND BALANCE DECREASE(INCREASE)			8,226	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			2,274	(59,269)
BEGINNING UNRESERVED FUND BALANCE			46,611,348	48,207,668
ENDING UNRESERVED FUND BALANCE			<u>48,207,668</u>	<u>32,693,478</u>
EMERGENCY RESERVE FUND		<u>1,142,109</u>	<u>1,139,835</u>	<u>1,199,104</u>
OPERATIONS AND REPAIR FUND		<u>355,945</u>	<u>347,719</u>	<u>347,719</u>

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AIRPORT

FUND

City of Cape Girardeau 2024-2025 Budget

Airport/FBO

The Airport performs the operations and maintenance of the municipal airport facility in accordance with Federal Aviation Administration regulations. The airport provides a service facility for passenger traffic, private and commercial aircraft, and related business activities. Additionally, the FBO operates the Airport's fueling operations.

2023-2024 Accomplishments:

- Successfully completed Part 139 Inspections and conducted Triennial Live Fire Exercise
- Construction of New Passenger Terminal Building
- Continue to work toward construction of New T-hangars and associated taxiways
- Demolition of dilapidated T-hangars
- Supported SEMO University football and basketball charter flights
- Supported military charter flights
- Extended Air Traffic Control Tower hours (effective May 1, 2024)
- Hosted successful Eclipse event
- Design of Taxiway D
- Construction of extended long-term parking lot
- Installation of new taxiway connector to Taxiway E

2024-2025 Goals:

- Implement new fee structure
- Completion of New Passenger Terminal Building
- Completion of New T-hangars and associated taxiways
- Complete federal application to collect Passenger Facility Charges
- Construction of Taxiway D
- Complete Design of Taxiways E and F
- Pursue development opportunities including private hangar development
- Pursue funding opportunities to construct new Air Traffic Control Tower
- Pursue funding opportunities to construct new fuel farm

AIRPORT FUND
BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	1,323,155	6,575,132	15,750,000	4,367,000
SERVICE CHARGES	492,396	489,857	684,754	641,147
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	299,799	576,346	323,828	348,028
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 2,115,350	\$ 7,641,335	\$ 16,758,582	\$ 5,356,175
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 844,292	\$ 959,681	\$ 1,123,858	\$ 1,157,155
MATERIALS & SUPPLIES	213,265	257,961	211,875	204,945
CONTRACTUAL SERVICES	915,284	438,424	391,321	516,968
GENERAL OPERATIONS	25,629	39,154	31,010	37,810
CAPITAL OUTLAY	816,671	6,623,139	15,583,000	4,200,000
SPECIAL PROJECTS	825	1,000	1,100	1,100
DEBT SERVICE	19,118	261,709	103,524	103,524
	19,118	261,709	103,524	103,524
TOTAL EXPENSES	\$ 2,835,084	\$ 8,581,068	\$ 17,445,688	\$ 6,221,502
FUND TRANSFERS IN	500,000	5,103,592	687,106	865,327
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(13,070)	(23,822)
BEGINNING UNRESERVED FUND BALANCE			4,112,994	4,099,924
ENDING UNRESERVED FUND BALANCE			4,099,924	4,076,102
EMERGENCY RESERVE FUND		250,805	263,875	287,697

AIRPORT FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
DOT-FAA Control Tower	\$ 167,000	\$ 167,000	\$ 167,000	\$ 167,000
Other Federal Grants	<u>1,156,155</u>	<u>6,408,132</u>	<u>15,583,000</u>	<u>4,200,000</u>
	1,323,155	6,575,132	15,750,000	4,367,000
Special Event Fees	-	100	500	-
Fuel Flowage Fees	33,040	24,241	47,800	35,800
Miscellaneous Usage Fees	19,411	10,468	25,000	25,092
Airport Sales-Jet A Fuel Sales	1,068,287	1,178,518	1,068,324	1,283,522
Airport Sales-100 LL Fuel Sales	397,602	555,274	396,000	633,785
Airport Sales-Oil Sales	11,737	12,867	16,800	16,800
Airport Sales-Catering	165	90	250	400
Airport Sales-Aircraft Washing	99	419	500	500
Airport Sales-Misc Retail Sales	1,954	2,984	2,500	2,500
Airport Sales-Miscellaneous Fees	8,408	15,911	10,000	8,500
Airport Sales-Miscellaneous Fees (costs)	-	(3,300)	-	-
Miscellaneous Fees-Contour	-	83,399	150,480	150,480
Ramp/Parking Fees	-	-	-	16,800
Airport Sales-Emerg Call Out Fees	1,588	2,657	1,600	2,500
Cost of Items Resold-Jet A Fuel Sales	(722,914)	(897,026)	(700,000)	(975,477)
Cost of Items Resold-100 LL Fuel Sales	(316,297)	(479,197)	(320,000)	(545,055)
Cost of Items Resold-Oil Sales	(10,388)	(13,651)	(13,000)	(13,000)
Cost of Items Resold-Misc Retail Sales	<u>(296)</u>	<u>(3,897)</u>	<u>(2,000)</u>	<u>(2,000)</u>
	492,396	489,857	684,754	641,147
Interest on Overnight Inv.	3,827	250,206	5,000	-
Interest Paid by Other Funds	33	-	-	-
Interest on Leases	3,921	-	-	-
Office Space Lease	23,374	24,981	26,832	26,832
Crop Lease	30,412	65,877	65,877	65,877
Building Lease	12,663	12,663	12,663	12,663
Land Lease	34,322	23,020	20,256	20,256
Aviation Rental	35,879	44,101	22,000	24,000
Restaurant Rental	4,800	7,200	7,200	10,200
Sign Rentals	3,985	3,800	3,800	3,800
T-Hanger Rental	144,211	141,433	158,000	184,400
Cash Over and Short	(24)	501	-	-
General Miscellaneous	<u>2,396</u>	<u>2,565</u>	<u>2,200</u>	<u>-</u>
	299,799	576,346	323,828	348,028
Transfer from General Fund	-	68,592	687,106	865,327
Transfer from PRS II	-	85,000	-	-
Transfer from casino rev fund	-	1,200,000	-	-
Transfer from Gen Impr Sales Tax	<u>500,000</u>	<u>3,750,000</u>	<u>-</u>	<u>-</u>
	<u>500,000</u>	<u>5,103,592</u>	<u>687,106</u>	<u>865,327</u>
	<u>\$2,615,350</u>	<u>\$12,744,927</u>	<u>\$17,445,688</u>	<u>\$ 6,221,502</u>

AIRPORT OPERATIONS (2020)

BUDGET BY MAJOR OBJECT

	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2023-24 BUDGET</u>	<u>2024-25 PROPOSED</u>
PERSONNEL COSTS	\$ 595,145	\$ 775,458	\$ 936,989	\$ 966,972
MATERIALS AND SUPPLIES	164,616	182,247	164,292	148,369
CONTRACTUAL SERVICES	814,332	311,543	298,447	389,598
GENERAL OPERATIONS	22,527	24,822	25,710	32,510
CAPITAL EXPENDITURES	816,671	6,623,139	15,583,000	4,200,000
SPECIAL PROJECTS	825	1,000	1,100	1,100
DEBT PAYMENTS	19,118	261,709	103,524	103,524
TRANSFERS	-	-	-	-
	<u>\$ 2,433,234</u>	<u>\$ 8,179,918</u>	<u>\$ 17,113,062</u>	<u>\$ 5,842,072</u>

TOTAL PERSONNEL SERVICE BY POSITION
AIRPORT OPERATIONS

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Airport Manager	Grade U	1	1
Control Tower Chief	Grade S	1	1
Air Traffic Controller	Grade	3	3
Airport Operations Specialist	Grade I	2	2
Airport Operations Supervisor	Grade M	1	1
Building Maintenance Worker	Grade D	1	1
Airport Support Specialist	Grade F	1	1
Flight Line Technician	Grade F	1	1
Flight Line Supervisor	Grade M	1	1
TOTAL		12	12

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	4,160	2	4,160	2

AIRPORT FBO OPERATIONS (2022)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 249,147	\$ 184,223	\$ 186,869	\$ 190,183
MATERIALS AND SUPPLIES	48,649	75,714	47,583	56,576
CONTRACTUAL SERVICES	100,952	126,881	92,874	127,371
GENERAL OPERATIONS	3,102	14,332	5,300	5,300
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 401,850</u>	<u>\$ 401,150</u>	<u>\$ 332,626</u>	<u>\$ 379,430</u>

TOTAL PERSONNEL SERVICE BY POSITION
AIRPORT FBO OPERATIONS

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Lead Flight Line Technician	Grade	H	1	1
Administrative Secretary	Grade	F	1	1
Flight Line Technician	Grade	F	<u>1</u>	<u>1</u>
TOTAL			3	3
Part-Time Employees				
	Actual	2023-24		Actual
	<u>Hours</u>	Full-Time	Full-Time	2024-25
		<u>Equivalent</u>	<u>Equivalent</u>	<u>Hours</u>
Part-Time Hours	3,120	1.5	1.5	3,120

**PARKS
AND
RECREATION
FUND**

PARKS & RECREATION FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	279	2,022	-	-
SERVICE CHARGES	1,557,375	1,469,609	1,786,508	2,296,668
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	36,139	66,341	32,993	41,581
OTHER FINANCING	-	1,026	-	-
	-	1,026	-	-
TOTAL REVENUE	\$ 1,593,793	\$ 1,538,998	\$ 1,819,501	\$ 2,338,249
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 2,100,440	\$ 2,069,692	\$ 2,405,492	\$ 2,663,309
MATERIALS & SUPPLIES	442,860	420,263	526,298	528,303
CONTRACTUAL SERVICES	314,152	297,262	284,733	317,659
GENERAL OPERATIONS	14,063	17,547	42,312	38,406
CAPITAL OUTLAY	30,664	115,925	5,000	80,000
SPECIAL PROJECTS	124,638	151,068	155,150	174,118
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 3,026,817	\$ 3,071,757	\$ 3,418,985	\$ 3,801,795
FUND TRANSFERS IN	1,774,450	1,572,056	1,599,484	1,463,546
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE			-	-
DECREASE(INCREASE)			8,226	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			(92,209)	(46,171)
BEGINNING UNRESERVED FUND BALANCE			108,693	24,709
ENDING UNRESERVED FUND BALANCE			24,709	(21,462)
EMERGENCY RESERVE FUND		419,889	512,098	558,269
OPERATIONS AND REPAIR FUND		355,945	347,719	347,719

PARKS & RECREATION FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Fed Indirect Operating-Treasury	279	-	-	
Fed indirect op-Health	-	2,022	-	
	279	2,022	-	-
Arena Building Usage Fees	65,166	66,029	78,000	75,708
Arena Building Usage Fees	-	486	-	-
Park Shelter Fees	20,654	17,560	11,685	18,500
Miscellaneous Usage Fees	1,197	2,595	2,200	1,500
City Central Pool Fees	110,899	107,864	47,836	236,600
Aquatic Center Annual Passes	44,937	48,250	45,000	58,600
Aquatic Center Annual Passes	-	144	-	-
Recreation Special Event Fees	107,640	100,566	110,447	130,050
Parks Miscellaneous Retail Sales	15	-	38	50
Cost of Items Resold	-	-	(25)	(25)
Central Vending Machines	69	121	400	400
Special Events Fees	-	-	750	750
Central Pool Concessions	19	11	-	1,800
Cost of Items Resold	(30)	-	-	-
Special Events Fees	4,930	6,162	4,600	8,720
Aquatic Center-Concessions	245,473	221,210	250,000	265,000
Aquatic Miscellaneous Retail Sales	(6,305)	9,878	8,000	13,000
Cost of Items Resold	(159,443)	(179,065)	(160,000)	(170,000)
Cost-sale of misc retail items	(3,297)	(5,409)	(6,000)	(8,000)
League Fees	117,861	134,266	134,930	177,695
Special Events Concessions	-	40	-	-
Recreation Vending Machines	619	986	1,500	1,500
Cost of Items Resold	(886)	(413)	(890)	(890)
Osage Repair & Replacement	8,531	5,194	8,500	8,500
Osage Building Usage	173,984	180,399	200,747	291,025
Cost of Items Resold	(9,061)	(9,255)	(7,000)	(8,000)
Shawnee Park Ctr Bldg Usage Fees	41,242	47,344	42,300	61,500
Shawnee Park Program Fees	5,299	13,057	11,000	9,900
Special Events Fees	2,407	3,023	2,850	3,610
Shawnee Pk Ctr-Concs-Non-Alcoholic	-	(34)	-	-
Shawnee Pk Ctr Vending Machines	4,246	4,686	4,650	4,650
Cost of Items Resold	(2,891)	(3,693)	(3,600)	(3,700)
Recreation Program Fees	35,780	31,350	37,390	30,575
Aquatics Program Fees-Central	21,941	5,639	7,950	41,025
Miscellaneous Pool Revenue	4	-	-	750
Program Fees	-	2,685	40,000	6,200
Special Event Fees	-	-	-	800
Pool Entrance Fees	-	7,085	125,000	153,625
Miscellaneous Pool Revenue	-	-	3,750	3,750
Jefferson Concessions	-	659	20,000	10,000
Cost of Items Resold	-	(3,493)	(12,000)	(4,500)
Aquatics Program Fees-Splash	37,292	30,627	35,000	41,000
Family Aquatic Ctr Pool Usage	567,951	527,021	665,000	751,000
Miscellaneous Fees	8,052	4,318	2,000	6,000
Osage Building Concessions	4,865	8,281	8,500	9,000
Osage Vending	5,262	5,475	6,000	6,000
Osage Program Fees	102,953	77,962	60,000	63,000
	1,557,375	1,469,609	1,786,508	2,296,668

PARKS & RECREATION FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Interest on Overnight Investments	15,173	53,191	18,593	26,581
Operating Contributions	46	320	-	15,000
Property Rental	14,375	14,375	14,400	-
General Miscellaneous	4,181	2,803	-	-
Cash Overages & Shortages	<u>2,364</u>	<u>(4,347)</u>	<u>-</u>	<u>-</u>
	36,139	66,341	32,993	41,581
Compensation for Damages	<u>-</u>	<u>1,026</u>	<u>-</u>	<u>-</u>
	-	1,026	-	-
Transfer-General Fund	214,444	318,411	397,894	235,421
Transfer-CVB	333,333	-	-	-
Transfer-Park/Stormwtr-Operating	1,205,704	1,253,645	1,201,590	1,228,125
Transfer-Park System Imp Ph 2	<u>20,969</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>1,774,450</u>	<u>1,572,056</u>	<u>1,599,484</u>	<u>1,463,546</u>
	<u>\$ 3,368,243</u>	<u>\$ 3,111,054</u>	<u>\$ 3,418,985</u>	<u>\$ 3,801,795</u>

City of Cape Girardeau 2024-2025 Budget

A. C. Brase Arena/4-H Exhibit Hall

This division is responsible for the operations and maintenance of the A.C. Brase Arena and the 4-H Exhibit Hall in Arena Park.

2023-2024 Accomplishments:

- Repainting of the outside of the A.C Brase Arena scheduled Summer 2024.
- Upgraded the HVAC computer control system.
- In progress of developing a facility event management plan involving the Facility Services Assistant position and team of part-time staff to effectively and efficiently set up, manage, and clean up facility events.
- Recruited two new multi-day circus event rentals for the A.C Brase Arena as well as secured five rental dates per year of Cape Championship Wrestling working with the new owner/promoter.

2024-2025 Goals:

- Attain revenue goal of \$76,000.
- Stay within the FY '25 expense budget.
- Achieve a 40% cost recovery.
- Procure the next order of Arena tables and chairs to improve the A.C Brase Arena rental inventory.
- Increase daily rental fees for A.C Brase Arena (Non-Profit & Commercial) and 4-H Exhibit Hall.
- Recruit 1-2 new annual rental events for the A.C Brase Arena.
- Will implement price increases for new table, chair, riser, and other rented service amenities for Parks and Recreation Foundation- Arena Fund.

ARENA MAINTENANCE (5032)

BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
PERSONNEL COSTS	\$ 187,065	\$ 88,617	\$ 157,353	\$ 148,104
MATERIALS AND SUPPLIES	73,755	72,296	74,320	102,103
CONTRACTUAL SERVICES	32,678	31,945	32,935	36,845
GENERAL OPERATIONS	658	700	1,242	1,242
CAPITAL EXPENDITURES	14,724	7,700	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 308,880</u>	<u>\$ 201,258</u>	<u>\$ 265,850</u>	<u>\$ 288,294</u>

TOTAL PERSONNEL SERVICE BY POSITION
ARENA MAINTENANCE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Facility Services Assistant	Grade I	2	2
TOTAL		2	2
Part-Time Employees			
	2023-24		2024-25
	<u>Actual</u> <u>Hours</u>	<u>Full-Time</u> <u>Equivalent</u>	<u>Actual</u> <u>Hours</u>
Part-Time Hours	2,122	1.02	1,710
			0.82

City of Cape Girardeau 2024-2025 Budget

Osage Centre

This division is responsible for the operations and maintenance of the multi-purpose building at Osage Park.

2023-2024 Accomplishments:

- Increased court reservations for Pursuit Volleyball and NSSC increasing revenue
- Added four new main floor events increasing revenue.
- Added new meeting room clients increasing revenue
- Increased pickleball open play hours to meet patron needs.
- Purchased new Fitness equipment to meet the needs of our patrons including a Pilates Reformer which increased personal training revenue.
- Developed a facility event management plan that involves the development of Facility Services Assistant positions and teams of part-time staff to effectively and efficiently set up, manage and clean up facility events.

2024-2025 Goals:

- Meet or exceed 2024-2025 operating revenue goal.
- Continue to add main floor events as well as maintain 90% of current main floor bookings.
- Meet or exceed cost recovery goal of 50%.
- Continue to add new meeting room clients.
- Continue to add new Main Floor events while maintaining 90% of current events.
- Improve the quality and safety of group fitness through the purchases of additional equipment.
- Develop and implement a facility preventative maintenance schedule.
- Develop and implement a two year plan to replace the current volleyball net systems with two new net systems in FY25 and FY26.
- Develop and implement a three year plan to replace the current fluorescent lighting with LED lights in the fitness area, all hallways and meeting rooms improving the look and efficiency of the facility.

OSAGE PARK COMMUNITY CENTER (5034)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 402,763	\$ 365,506	\$ 564,779	\$ 589,385
MATERIALS AND SUPPLIES	106,504	99,696	89,153	94,866
CONTRACTUAL SERVICES	80,214	74,082	64,668	69,118
GENERAL OPERATIONS	1,767	1,931	2,430	2,550
CAPITAL EXPENDITURES	-	93,300	-	-
SPECIAL PROJECTS	-	2,360	1,500	1,500
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 591,248</u>	<u>\$ 636,875</u>	<u>\$ 722,530</u>	<u>\$ 757,419</u>

TOTAL PERSONNEL SERVICE BY POSITION
OSAGE PARK COMMUNITY CENTER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Asst. Recreation Division Manager	Grade P	0.25	0.25
Recreation Supervisor	Grade O	1	1
Facility Maintenance Coordinator	Grade M	0.5	0.5
Fitness & Wellness Specialist	Grade M	0.5	0.5
Facility Services Assistant	Grade I	2	2
Administrative Assistant	Grade F	1	-
Administrative Coordinator	Grade J	-	1
Administrative Secretary	Grade F	0.5	0.5
TOTAL		5.75	5.75

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	16,082	7.73	16,133	7.76

City of Cape Girardeau 2024-2025 Budget

Shawnee Park Center

This division is responsible for the operations and maintenance of the Shawnee Park Center.

2023-2024 Accomplishments:

- Increased revenue through acquiring new rentals (Church / Boys and Girls club) and retaining yearly rentals.
- Further implemented the camps and programs developed with PORCH by providing new special events.
- Bid out and started the installation of a facility PA system.
- Installed a new LED Sign to promote events, facility rentals, and leagues.
- Executed a maintenance and replacement plan on basketball goals systems.

2024-2025 Goals:

- Attain a cost recovery of 40%.
- Continue to look for ways to increase revenue
- Increase facility attendance through rentals, open gym, camps and classes
- Continue to develop the SPARKS Camps, Programs, and Events.
- Complete installation of PA system
- Continue working cooperatively with CPSEMO and PORCH to recruit staff and acquire resources to improve the programming opportunities at the Shawnee Park Center.

SHAWNEE PARK COMMUNITY CENTER (5036)

BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
PERSONNEL COSTS	\$ 95,268	\$ 128,557	\$ 135,348	\$ 145,738
MATERIALS AND SUPPLIES	30,099	37,872	39,972	48,445
CONTRACTUAL SERVICES	21,145	20,622	23,505	27,994
GENERAL OPERATIONS	935	1,592	22,280	18,017
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	1,168	2,088	2,300	2,850
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 148,615</u>	<u>\$ 190,731</u>	<u>\$ 223,405</u>	<u>\$ 243,044</u>

TOTAL PERSONNEL SERVICE BY POSITION
SHAWNEE PARK COMMUNITY CENTER

			2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Recreation Supervisor	Grade	O	0.5	0.5
TOTAL			0.5	0.5
Part-Time Employees				
	Actual	2023-24	Actual	2024-25
	<u>Hours</u>	Full-Time	<u>Hours</u>	Full-Time
		<u>Equivalent</u>		<u>Equivalent</u>
Part-Time Hours	7,183	3.45	7,525	3.62

City of Cape Girardeau 2024-2025 Budget

Cape Aquatic Center

2023-2024 Accomplishments:

- Renovation of the pool and improvements to the bathhouse completed.
- Added Fiber to bathhouse to better accommodate full time staff and better communication.
- Agreement with Cape Girardeau Public School District and Local Swim Club re-evaluated and completed.

2024-2025 Goals:

- Continue to endeavor towards fiscal stewardship to control expenditures.
- Draw new users in through special events to increase usage, attendance and revenue.
- Develop a sponsorship sign program.
- Bring one new large swim meet to newly renovated pool.
- Develop a plan to fundraise for a video scoreboard system.
- Work with local swim clubs to increase participation in swimming within the community.
- Continue to improve safety through staff readiness and response.
- Develop and improve swim lesson programming.
- Work with Cape Public Schools to implement lifeguard training as part of the school curriculum.

CAPE AQUATIC CENTER (5040)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 311,424	\$ 204,212	\$ 252,400	\$ 421,225
MATERIALS AND SUPPLIES	113,576	49,497	74,979	91,395
CONTRACTUAL SERVICES	33,626	23,853	26,202	27,988
GENERAL OPERATIONS	2,948	2,434	3,210	3,210
CAPITAL EXPENDITURES	11,645	-	-	-
SPECIAL PROJECTS	1,237	929	1,725	1,725
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 474,456</u>	<u>\$ 280,925</u>	<u>\$ 358,516</u>	<u>\$ 545,543</u>

TOTAL PERSONNEL SERVICE BY POSITION
CAPE AQUATIC CENTER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Asst. Recreation Division Manager	Grade P	0.25	0.25
Recreation Supervisor	Grade O-1	0.58	0.58
Recreation Coordinator	Grade L	1	1
Senior Maintenance Worker	Grade I	1	1
TOTAL		<u>2.83</u>	<u>2.83</u>

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	4,845	2.33	14,030	6.75

City of Cape Girardeau 2024-2025 Budget

Family Aquatic Center (Cape Splash)

This division is responsible for the operations and maintenance of an Outdoor Family Aquatic Center adjacent to the Osage Centre.

2023-2024 Accomplishments:

- Endeavored to fulfill the expectation to manage a gainful operation.
- Extended River Walking program 15 minutes on night sessions to better accommodate patrons.
- Continued to have an exemplary record in facility safety concerning major incidents. Minor incidents that staff reported were effectively handled following safety protocols.
- Expanded after hour party bookings to increase revenue.
- Added new food offerings in concession stand that increased concession sales.
- Expanded merchandise offerings to increase revenue sales.
- Replaced old daily lockers with new ones to better accommodate patron accessibility.
- Replaced office A/C unit in concession stand and main office.
- Added windows in the concession stand to better accommodate air flow to keep kitchen cooler throughout the day.

2024-2025 Goals:

- Continue endeavor towards fiscal stewardship by controlling expenditures and effectively managing part time personnel schedules.
- Continue to improve marketing special events including two Adult Beach Bashes, Luau Party and Doggy Swim Day through social media.
- Continue to evaluate events to determine what to reduce, eliminate, or expand based on trends and fiscal outcome.
- Develop a plan to replace aging umbrellas.
- Develop a plan to replace aging tables and lounge chairs.
- Develop a plan to offer Wi-Fi for patrons at the facility.
- Develop sponsorship package.
- Secure a presenting sponsor for the Luau Party.
- Continue to improve safety, staff readiness and response to emergencies by evaluating and integrating emergency response protocol with the Fire Department.
- Invest in further Lifeguard staff development, training, and recruitment.
- Develop a plan to fix the Speed Slide Tower Slides with new fiberglass Coating.
- Add an additional night of River Walking to keep up with the demand.

FAMILY AQUATIC CENTER (5042)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 501,617	\$ 555,456	\$ 603,437	\$ 655,191
MATERIALS AND SUPPLIES	112,223	119,560	104,049	161,884
CONTRACTUAL SERVICES	64,588	79,126	55,956	70,326
GENERAL OPERATIONS	2,182	2,176	3,520	3,557
CAPITAL EXPENDITURES	-	9,925	-	-
SPECIAL PROJECTS	448	1,016	900	1,000
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 681,058</u>	<u>\$ 767,259</u>	<u>\$ 767,862</u>	<u>\$ 891,958</u>

TOTAL PERSONNEL SERVICE BY POSITION
FAMILY AQUATIC CENTER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Asst. Recreation Division Manager	Grade P	0.25	0.25
Recreation Supervisor	Grade O-1	0.42	0.42
Facility Maintenance Coordinator	Grade M	0.5	0.5
Marketing Coordinator	Grade L	0.25	-
Marketing/Social Media Specialist	Grade M	-	0.25
Administrative Secretary	Grade F	0.5	0.5
TOTAL		<u>1.92</u>	<u>1.92</u>

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	31,913	15.34	35,185	16.92

City of Cape Girardeau 2024-2025 Budget

Jefferson Community Center

This division operates an indoor aquatic facility in conjunction with the Cape Girardeau Public School District at Jefferson Elementary School.

2023-2024 Accomplishments:

- Developed a facility operating agreement with Cape Girardeau Public School District.
- Developed positive relationships with the local swim club and other groups engaged in use of the facility.
- Designed and implemented concession operations to serve the needs of facility patrons and generate additional revenue.

2024-2025 Goals:

- Develop a positive partnership with the Cape Girardeau Public School District in the collaborative operation of the facility.
- Practice good fiscal stewardship by controlling expenses and maximizing revenue potential.
- Maximize facility usage, attendance and revenue through quality programming, marketing and professional operation of the facility.
- Develop and implement in-service programs to ensure excellent staff readiness and response.
- Design a program portfolio to maximize revenue potential including birthday party packages, facility rentals and other applicable programs.
- Develop swim lesson and water exercise programs to serve the needs of the community
- Renegotiate contract to better reflect operations.

JEFFERSON COMMUNITY CENTER (5043)

BUDGET BY MAJOR OBJECT

	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 52,541	\$ 185,229	\$ 122,791
MATERIALS AND SUPPLIES	16,397	54,425	13,860
CONTRACTUAL SERVICES	1,067	9,500	11,134
GENERAL OPERATIONS	109	-	200
CAPITAL EXPENDITURES	-	-	-
SPECIAL PROJECTS	-	5,000	3,000
DEBT PAYMENTS	-	-	-
TRANSFERS	-	-	-
	<u>\$ 70,114</u>	<u>\$ 254,154</u>	<u>\$ 150,986</u>

TOTAL PERSONNEL SERVICE BY POSITION
JEFFERSON POOL

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	11,925	5.73	7,250	3.49

City of Cape Girardeau 2024-2025 Budget

Recreation

This division operates a year-round public program for all age groups, including a multitude of programs, and coordinates use of all facilities by organized groups.

2023-2024 Accomplishments:

- Increased participation in a majority of summer classes, events, and leagues.
- Added reoccurring Painting with a Princess program.
- Boys and Girls Basketball League teams grew from 127 teams in 2023 to 147 teams in 2024
- Brought Father Daughter Dance participation back closer to historical numbers.
- Increased participation in recreation leagues. Youth Cross Country 35; Youth Track Club 134; NFL Flag Football 266.
- Brought back the Trail of Tears Triathlon.
- Returned Youth Catch and Release program back to Capaha Park to utilize the enhanced pond design.
- Increased the number of qualified sports officials across all leagues.
- Successfully implemented Cape Public School partnership into youth leagues
- Increased competitive part-time salaries and improved recruiting methods to gain quality sports officials and staff.

2024-2025 Goals:

- Meet or exceed cost recovery goal for 2024-2025.
- Offset some of the minimum wage increase by lowering expenses where possible and increasing revenue.
- Continue to restructure the class schedule and come up with new program opportunities.
- Continue to develop a more comprehensive and effective staff training program.
- Continue to offer competitive salaries and improve recruiting methods to gain quality sports officials and staff.
- Bring back trips to Patti's Settlement and a Cardinals game.
- Continue to enhance the Camp Playmo experience adding new themes, activities and field trip opportunities.
- Look to partnering with outside entities to enhance our classes and programs to bring in new innovative ideas.
- Continue to increase participation in youth and adult leagues.
- Continue to grow relationship with Cape Public Schools through increased league entries

RECREATION (5050)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 602,303	\$ 674,803	\$ 506,946	\$ 580,875
MATERIALS AND SUPPLIES	6,581	20,344	88,900	12,750
CONTRACTUAL SERVICES	46,796	37,478	36,567	38,835
GENERAL OPERATIONS	5,573	8,605	9,630	9,630
CAPITAL EXPENDITURES	4,295	-	-	80,000
SPECIAL PROJECTS	102,932	125,846	121,525	141,793
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 768,480</u>	<u>\$ 867,076</u>	<u>\$ 763,568</u>	<u>\$ 863,883</u>

TOTAL PERSONNEL SERVICE BY POSITION
RECREATION

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Parks & Recreation Director	Grade V	1	1
Asst Recreation Division Manager	Grade P	0.25	0.25
Recreation Division Manager	Grade S	2	2
Recreation Specialist	Grade M	1	1
Recreation Coordinator	Grade L	0.5	0.5
Marketing Coordinator	Grade L	0.25	-
Marketing/Social Media Specialist	Grade M	-	0.25
TOTAL		5	5

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	5,005	2.41	7,735	3.72

City of Cape Girardeau 2024-2025 Budget

Cultural Events

This division provides open-air concerts at the Amphitheatre in Capaha Park, the Broadway Art Exhibition and additional concerts and events in other areas within the community.

2023-2024 Accomplishments:

- Had eight band concerts.
- Held July 4th Celebration Event in Arena Park.
- Conducted the Annual Broadway Art Exhibition in conjunction with the Arts Council of Southeast Missouri.

2024-2025 Goals:

- Coordinate the Summer Concert Series in conjunction with the Cape Girardeau Municipal Band utilizing the Capaha Park Amphitheatre.
- Conduct the Annual July 4th Celebration Event in Arena Park.

CULTURAL EVENTS (5060)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	122	4,601	500	3,000
CONTRACTUAL SERVICES	35,105	29,089	35,400	35,419
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	5,000	5,000	-
SPECIAL PROJECTS	18,853	18,829	22,200	22,250
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 54,080</u>	<u>\$ 57,519</u>	<u>\$ 63,100</u>	<u>\$ 60,669</u>

HEALTH

FUND

City of Cape Girardeau 2024-2025 Budget

Health Fund

This division provides limited funding for enforcement of health ordinances including animal control, weed abatement, and demolitions of condemned structures. In addition, contractual payments to the County Health Department and annual support to SEMO Pets are also paid by this fund.

2023-2024 Accomplishments:

- Responded to and resolved over 4,500 calls for vehicle and animal complaints.
- Transitioned all nuisance abatement functions from Development Services to the Police Department, increasing staff and adding needed equipment.

2024-2025 Goals:

- Reduce parking and animal complaints through education and enforcement.
- Continue working with property owners and landlords to address nuisance issues.

HEALTH FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 402,686	\$ 430,630	\$ 412,340	\$ 442,087
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	10,505	10,493	10,600	10,600
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	4,915	18,419	7,200	7,000
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 418,106	\$ 459,542	\$ 430,140	\$ 459,687
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 178,918	\$ 155,109	\$ 280,279	\$ 298,499
MATERIALS & SUPPLIES	13,076	8,507	14,309	10,540
CONTRACTUAL SERVICES	95,178	98,999	100,723	25,851
GENERAL OPERATIONS	23,430	8,847	2,000	2,000
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	118,127	138,276	141,904	174,952
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 428,729	\$ 409,738	\$ 539,215	\$ 511,842
FUND TRANSFERS IN	-	-	109,075	52,155
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(19,421)	4,106
BEGINNING UNRESERVED FUND BALANCE			306,463	287,042
ENDING UNRESERVED FUND BALANCE			287,042	291,148
EMERGENCY RESERVE FUND		61,461	80,882	76,776

HEALTH FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Real Estate Tax	\$ 295,256	\$ 306,939	\$ 305,000	\$ 323,300
Personal Property Tax	81,906	96,352	80,000	90,787
Railroad & Utility Tax	16,183	15,732	16,000	16,000
Intangible Tax	-	25	500	200
Delinquent Real Estate Tax	4,407	5,195	5,200	5,200
Delinquent Personal Prop Tax	2,649	3,577	3,400	4,200
Penalty on Delinquent R.E. Tax	1,329	1,495	1,250	1,200
Penalty on Delinquent P.P. Tax	956	1,314	990	1,200
	<u>402,686</u>	<u>430,630</u>	<u>412,340</u>	<u>442,087</u>
County Business Surtax	<u>10,505</u>	<u>10,493</u>	<u>10,600</u>	<u>10,600</u>
	10,505	10,493	10,600	10,600
Interest on Overnight Investments	4,881	18,232	7,200	7,000
Interest on Taxes from County	<u>34</u>	<u>187</u>	<u>-</u>	<u>-</u>
	<u>4,915</u>	<u>18,419</u>	<u>7,200</u>	<u>7,000</u>
Transfer from General Fund	<u>-</u>	<u>-</u>	<u>109,075</u>	<u>52,155</u>
	<u>-</u>	<u>-</u>	<u>109,075</u>	<u>52,155</u>
	<u>\$ 418,106</u>	<u>\$ 459,543</u>	<u>\$ 539,215</u>	<u>\$ 511,841</u>

HEALTH FUND (3070)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 178,918	\$ 155,109	\$ 280,279	\$ 298,499
MATERIALS AND SUPPLIES	13,076	8,507	14,309	10,540
CONTRACTUAL SERVICES	95,178	98,999	100,723	25,851
GENERAL OPERATIONS	23,430	8,847	2,000	2,000
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	118,127	138,276	141,904	174,952
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 428,729</u>	<u>\$ 409,738</u>	<u>\$ 539,215</u>	<u>\$ 511,841</u>

TOTAL PERSONNEL SERVICE BY POSITION
HEALTH

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Police Officer	Grade CC-5	1	1
Nuisance Abatement Officer	Grade I	<u>4</u>	<u>4</u>
TOTAL		5	5

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**CONVENTION
AND
VISITOR'S
BUREAU
FUND**

CONVENTION AND VISITOR'S FUND BUDGET HIGHLIGHTS

ACTIVITIES

The Convention and Visitor's Fund provides for the receipt and disbursement of all funds in conjunction with the hotel/motel/restaurant tax. This is a gross receipt tax that provides for a rate of 4% on hotel/motel rooms and 1% on restaurants. The funds may be used for conventions and tourism purposes, as well as other uses authorized by the ordinance and law.

Future expenditures from this fund are controlled by an agreement between the City and MidAmerican Hotels Corporation. This budget includes payments to the Cape Chamber of Commerce for operation of the Convention and Visitors Bureau, debt payments on bonds issued to fund the construction of a new indoor sports complex, and transfers to cover operations of the indoor sports complex fund.

CONVENTION VISITORS FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 2,848,695	\$ 3,108,058	\$ 2,767,085	\$ 2,984,800
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	29,131	144,582	46,700	118,000
OTHER FINANCING	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	\$ 2,877,826	\$ 3,252,640	\$ 2,813,785	\$ 3,102,800
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	786,073	897,457	807,600	807,600
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	125,727	453,278
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	1,225,730	913,035	924,642	936,303
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	\$ 2,011,803	\$ 1,810,492	\$ 1,857,969	\$ 2,197,181
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	385,140	49,630	68,471	82,148
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(640)	-
BEGINNING UNRESERVED FUND BALANCE			3,727,912	4,614,617
ENDING UNRESERVED FUND BALANCE			<hr/> <u>4,614,617</u>	<hr/> <u>5,438,088</u>
EMERGENCY RESERVE FUND		<hr/> <u>120,500</u>	<hr/> <u>121,140</u>	<hr/> <u>121,140</u>

CONVENTION/VISITOR BUREAU FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Hotel / Motel Tax	\$ 974,429	\$ 1,052,615	\$ 875,000	\$ 1,080,000
Restaurant Tax	1,871,322	2,051,252	1,888,000	1,900,000
Osage Caterer Fee	<u>2,944</u>	<u>4,191</u>	<u>4,085</u>	<u>4,800</u>
	2,848,695	3,108,058	2,767,085	2,984,800
Interest on Overnight Invmt	<u>29,131</u>	<u>144,582</u>	<u>46,700</u>	<u>118,000</u>
	<u>29,131</u>	<u>144,582</u>	<u>46,700</u>	<u>118,000</u>
	<u><u>\$2,877,826</u></u>	<u><u>\$3,252,640</u></u>	<u><u>\$2,813,785</u></u>	<u><u>\$ 3,102,800</u></u>

CONVENTION & VISITORS BUREAU FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	786,073	897,457	807,600	807,600
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	125,727	453,278
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	1,225,730	913,035	924,642	936,303
TRANSFERS	<u>385,140</u>	<u>49,630</u>	<u>68,471</u>	<u>82,148</u>
	<u>\$ 2,396,943</u>	<u>\$ 1,860,122</u>	<u>\$ 1,926,440</u>	<u>\$ 2,279,329</u>

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**DOWNTOWN
BUSINESS
DISTRICT
FUND**

DOWNTOWN BUSINESS DISTRICT FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 35,650	\$ 33,205	\$ 36,714	\$ 33,280
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	2,204	7,550	2,500	2,876
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 37,854	\$ 40,755	\$ 39,214	\$ 36,156
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	75,000	(24,500)	-	-
CONTRACTUAL SERVICES	5,245	9,296	39,214	36,156
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 80,245	\$ (15,204)	\$ 39,214	\$ 36,156
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER				
(UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE				
DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			(4,488)	459
BEGINNING UNRESERVED FUND				
BALANCE			162,961	158,473
ENDING UNRESERVED FUND				
BALANCE			158,473	158,932
EMERGENCY RESERVE FUND		1,394	5,882	5,423

DOWNTOWN BUSINESS DISTRICT FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Real Estate Tax	\$ 33,814	\$ 33,145	\$ 36,514	\$ 33,100
Delinquent Real Estate Tax	1,499	-	100	100
Penalty on Delinquent R.E. Tax	<u>296</u>	<u>60</u>	<u>100</u>	<u>80</u>
	35,650	33,205	36,714	33,280
Interest on Overnight Investmnt	<u>2,204</u>	<u>7,550</u>	<u>2,500</u>	<u>2,876</u>
	<u>2,204</u>	<u>7,550</u>	<u>2,500</u>	<u>2,876</u>
	<u>\$ 37,854</u>	<u>\$ 40,755</u>	<u>\$ 39,214</u>	<u>\$ 36,156</u>

DOWNTOWN BUSINESS DISTRICT FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	75,000	(24,500)	-	-
CONTRACTUAL SERVICES	5,245	9,296	39,214	36,156
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 80,245</u>	<u>\$ (15,204)</u>	<u>\$ 39,214</u>	<u>\$ 36,156</u>

**PUBLIC
SAFETY
TRUST
FUND
II**

PUBLIC SAFETY TRUST FUND II **BUDGET HIGHLIGHTS**

ACTIVITIES

The Public Safety Trust Fund II is a fund established to account for transfers received from the General Fund that is equal to the amount of Fire operating expenses offset by transfers received by the General Fund from the Fires Sales Tax Trust Fund after March 31, 2014. These revenues can only be used to offset Public Safety operating and capital expenditures.

REVENUE/EXPENDITURE PROJECTIONS

This budget includes transfers from the General Fund totaling \$3,275,000. This budget also includes \$1,297,636 for debt service on bonds issued to build a new police headquarters, replacement and relocation of fire station #4, upgrades to fire stations #1 and #2, replacement of fire apparatus, and \$1,637,500 for transfers to the General Fund to cover various public safety operating expenses.

PUBLIC SAFETY TRUST FUND II
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	58,660	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	17,911	90,417	20,100	24,012
OTHER FINANCING	<u>19,068</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 36,979	\$ 149,077	\$ 20,100	\$ 24,012
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	37,967	75,309	87,558
CONTRACTUAL SERVICES	-	59,479	50,000	100,000
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	215,983	362,555	20,000	176,317
SPECIAL PROJECTS	-	-	12,500	-
DEBT SERVICE	<u>1,584,685</u>	<u>1,290,365</u>	<u>1,281,442</u>	<u>1,297,637</u>
TOTAL EXPENSES	<u>\$ 1,800,668</u>	<u>\$ 1,750,366</u>	<u>\$ 1,439,251</u>	<u>\$ 1,661,512</u>
FUND TRANSFERS IN	3,348,340	3,166,959	2,912,375	3,275,000
FUND TRANSFERS OUT	1,505,453	1,583,479	1,456,187	1,637,500
PROJECTED NET REVENUE OVER				
(UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE				
DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			216,851	(7,463)
BEGINNING UNRESERVED FUND				
BALANCE			432,522	686,410
ENDING UNRESERVED FUND				
BALANCE			<u>686,410</u>	<u>678,947</u>
EMERGENCY RESERVE FUND		<u>237,522</u>	<u>20,671</u>	<u>28,134</u>

PUBLIC SAFETY TRUST FUND II REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Federal Direct Capital - FEMA	\$ -	\$ 58,660	\$ -	\$ -
	-	58,660	-	-
Interest on Overnight Invmts	17,911	70,767	20,100	24,012
Sale of Assets	-	19,650	-	-
	17,911	90,417	20,100	24,012
Compensation for Damages	19,068	-	-	-
	19,068	-	-	-
Transfers In -General	3,010,907	3,166,959	2,912,375	3,275,000
Transfer from Pub Safety Tr Fd	4,100	-	-	-
Transfer from parks and rec fd	333,333	-	-	-
	<u>3,348,340</u>	<u>3,166,959</u>	<u>2,912,375</u>	<u>3,275,000</u>
	<u>\$ 3,385,319</u>	<u>\$ 3,316,036</u>	<u>\$ 2,932,475</u>	<u>\$ 3,299,012</u>

PUBLIC SAFETY TRUST FUND II

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	37,967	75,309	87,558
CONTRACTUAL SERVICES	-	59,479	50,000	100,000
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	215,983	362,555	20,000	176,317
SPECIAL PROJECTS	-	-	12,500	-
DEBT PAYMENTS	1,584,685	1,290,365	1,281,442	1,297,637
TRANSFERS	<u>1,505,453</u>	<u>1,583,479</u>	<u>1,456,187</u>	<u>1,637,500</u>
	<u>\$ 3,306,121</u>	<u>\$ 3,333,845</u>	<u>\$ 2,895,438</u>	<u>\$ 3,299,012</u>

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CASINO REVENUE FUND

CASINO REVENUE FUND BUDGET HIGHLIGHTS

ACTIVITIES

This fund will account for the receipt of all revenues associated with the Century (formerly) Isle of Capri Casino that opened in October 2012.

REVENUE/EXPENDITURE PROJECTIONS

This budget includes tax revenue from the Casino, interest revenue, and repayments received on loans made to the solid waste and airport fund. It also provides for a \$201,446 matching transfer to the riverfront economic development fund, and \$78,800 for revenue share payments to adjacent communities.

Expenditures are in accordance with the objectives detailed in the Casino Funding Policy, approved by City Council May 15, 2023.

CASINO REVENUE FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-24</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 2,624,246	\$ 2,471,999	\$ 2,400,000	\$ 2,400,000
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	345,526	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	320,893	483,017	299,652	318,739
OTHER FINANCING	-	2,220,868	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	3,290,665	\$ 5,175,884	\$ 2,699,652	\$ 2,718,739
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	73,570	41,446	95,000	-
GENERAL OPERATIONS	5,000	5,000	-	-
CAPITAL OUTLAY	434,932	(41,788)	652,414	885,000
SPECIAL PROJECTS	76,912	678,727	678,800	678,800
DEBT SERVICE	460,000	2,300,000	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	\$ 1,050,414	\$ 2,983,385	\$ 1,426,214	\$ 1,563,800
FUND TRANSFERS IN	-	12,543	-	-
FUND TRANSFERS OUT	1,253,837	1,804,485	612,000	601,446
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(84,647)	14,250
BEGINNING UNRESERVED FUND BALANCE			2,927,318	3,504,109
ENDING UNRESERVED FUND BALANCE			<hr/> <u>3,504,109</u>	<hr/> <u>4,071,851</u>
EMERGENCY RESERVE FUND		<hr/> <u>31,423</u>	<hr/> <u>116,070</u>	<hr/> <u>101,820</u>

CASINO REVENUE FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Gaming Gross Receipts Tax	\$ 2,624,246	\$ 2,471,999	\$ 2,400,000	\$ 2,400,000
	2,624,246	2,471,999	2,400,000	2,400,000
Fed Direct Cap-Treasury	<u>345,526</u>	<u>-</u>	<u>-</u>	<u>-</u>
	345,526	-	-	-
Interest Paid by other Funds	15,475	29,596	25,397	22,747
Repayment of Interfund Adv	278,285	335,924	211,999	213,086
Interest on Overnight Investments	<u>27,133</u>	<u>117,497</u>	<u>62,256</u>	<u>82,906</u>
	320,893	483,017	299,652	318,739
Sale of Assets (Governmental)	<u>-</u>	<u>2,220,868</u>	<u>-</u>	<u>-</u>
	-	2,220,868	-	-
Transfer from General Fund	<u>-</u>	<u>12,543</u>	<u>-</u>	<u>-</u>
	-	12,543	-	-
	<u>\$ 3,290,665</u>	<u>\$ 5,188,427</u>	<u>\$ 2,699,652</u>	<u>\$ 2,718,739</u>

CASINO REVENUE FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	73,570	41,446	95,000	-
GENERAL OPERATIONS	5,000	5,000	-	-
CAPITAL EXPENDITURES	434,932	(41,788)	652,414	885,000
SPECIAL PROJECTS	76,912	678,727	678,800	678,800
DEBT PAYMENTS	460,000	2,300,000	-	-
TRANSFERS	1,253,837	1,804,485	612,000	601,446
	<u>\$ 2,304,251</u>	<u>\$ 4,787,870</u>	<u>\$ 2,038,214</u>	<u>\$ 2,165,246</u>

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**RIVERFRONT
REGION
ECONOMIC
DEVELOPMENT
FUND**

RIVERFRONT REGION ECONOMIC DEVELOPMENT FUND
BUDGET HIGHLIGHTS

ACTIVITIES

This fund was established by a development agreement between IOC-Cape Girardeau LLC (Developer) and the City. The developer shall pay monthly .3% of its gross gaming revenue into this fund for improvements, economic development, and other public purposes benefiting the downtown commercial and riverfront areas. The developer's monthly payments are only required if the City funds, or makes a binding commitment to fund, an equal amount to be deposited into this fund.

REVENUE/EXPENDITURE PROJECTIONS

This budget includes \$201,446 in revenue that is expected to be received from the developer during the current fiscal year and matching funding from the City. This budget allocates \$106,500 to be used to fund the operations of Old Town Cape, \$18,000 Bill Emerson Bridge lighting, and \$293,342 for currently undetermined future development projects.

RIVERFRONT REGION ECONOMIC DEVELOPMENT FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 220,154	\$ 213,348	\$ 219,000	\$ 210,196
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	60,000	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	1,735	19,197	6,859	14,000
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 281,889	\$ 232,544	\$ 225,859	\$ 224,196
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	17,577	17,633	18,000	18,000
CONTRACTUAL SERVICES	83,308	7,800	8,115	7,800
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	309,744	293,342
SPECIAL PROJECTS	106,500	102,000	102,000	106,500
DEBT SERVICE	68	-	-	-
	68	-	-	-
TOTAL EXPENSES	\$ 207,453	\$ 127,433	\$ 437,859	\$ 425,642
FUND TRANSFERS IN	213,205	204,485	212,000	201,446
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(102)	(628)
BEGINNING UNRESERVED FUND BALANCE			596,846	596,744
ENDING UNRESERVED FUND BALANCE			596,744	596,116
EMERGENCY RESERVE FUND		19,115	19,217	19,845

RIVERFRONT REGIONAL ECONOMIC DEVELOPMENT FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Gaming Gross Receipts Tax	\$ 211,883	\$ 204,127	\$ 212,000	\$ 201,446
CID - Sales Tax	<u>8,271</u>	<u>9,221</u>	<u>7,000</u>	<u>8,750</u>
	220,154	213,348	219,000	210,196
Fed Direct Operating-Commerce	<u>60,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	60,000	-	-	-
Interest on Overnight Investments	<u>1,735</u>	<u>19,197</u>	<u>6,859</u>	<u>14,000</u>
	1,735	19,197	6,859	14,000
Transfer fm Casino Rev Fd	<u>213,205</u>	<u>204,485</u>	<u>212,000</u>	<u>201,446</u>
	<u>213,205</u>	<u>204,485</u>	<u>212,000</u>	<u>201,446</u>
	<u>\$ 495,094</u>	<u>\$ 437,029</u>	<u>\$ 437,859</u>	<u>\$ 425,642</u>

RIVERFRONT REGIONAL ECONOMIC DEVELOPMENT FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	17,577	17,633	18,000	18,000
CONTRACTUAL SERVICES	83,308	7,800	8,115	7,800
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	309,744	293,342
SPECIAL PROJECTS	106,500	102,000	102,000	106,500
DEBT PAYMENTS	68	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 207,453</u>	<u>\$ 127,433</u>	<u>\$ 437,859</u>	<u>\$ 425,642</u>

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**MOTOR
FUEL
TAX
FUND**

MOTOR FUEL TAX FUND BUDGET HIGHLIGHTS

ACTIVITIES

The Motor Fuel Tax Fund provides for the receipt of funds from the City's allocable portion of the state motor fuel taxes, the state sales tax on motor vehicles, the state vehicle license fees. The state motor fuel tax is 15% of the remaining net proceeds of that tax and is allocated to various incorporated cities, towns and villages within the State based on the population of that City. As stipulated in Article IV of the Missouri Constitution all taxes in this fund provide for the construction, repair, signing or lighting of roads, street and bridge projects. The only airport improvement expenses that could be approved are those for construction or repair of streets and roads within the airport property.

REVENUE/EXPENDITURE PROJECTIONS

State Motor Fuel Tax revenues for fiscal year ending June 30, 2025 are projected to increase.

This budget includes \$1,540,000 transfers to the general fund.

MOTOR FUEL TAX FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	1,667,771	1,950,706	1,613,500	1,940,000
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	3,796	38,681	13,800	15,900
OTHER FINANCING	<u>4,512</u>	<u>21,137</u>	<u>10,000</u>	<u>8,000</u>
TOTAL REVENUE	\$ 1,676,079	\$ 2,010,524	\$ 1,637,300	\$ 1,963,900
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	43,052	-	237,300	235,400
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	<u>\$ 43,052</u>	<u>\$ -</u>	<u>\$ 237,300</u>	<u>\$ 235,400</u>
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	1,400,000	1,400,000	1,400,000	1,540,000
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			1,145,805	1,145,805
ENDING UNRESERVED FUND BALANCE			<u>1,145,805</u>	<u>1,334,305</u>
EMERGENCY RESERVE FUND		<u>-</u>	<u>-</u>	<u>-</u>

MOTOR FUEL TAX FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Motor Fuel Tax	\$ 1,112,843	\$ 1,348,502	\$ 1,040,000	\$ 1,350,000
Motor Vehicle Sales Tax	375,207	417,744	400,000	418,000
Vehicle License Fees	<u>179,721</u>	<u>184,460</u>	<u>173,500</u>	<u>172,000</u>
	1,667,771	1,950,706	1,613,500	1,940,000
Interest on Overnight Investments	2,503	29,911	8,800	14,700
Interest on Special Assessments	<u>1,293</u>	<u>8,770</u>	<u>5,000</u>	<u>1,200</u>
	3,796	38,681	13,800	15,900
Street Assessments	<u>4,512</u>	<u>21,137</u>	<u>10,000</u>	<u>8,000</u>
	<u>4,512</u>	<u>21,137</u>	<u>10,000</u>	<u>8,000</u>
	<u>\$ 1,676,079</u>	<u>\$ 2,010,524</u>	<u>\$ 1,637,300</u>	<u>\$ 1,963,900</u>

MOTOR FUEL TAX FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	43,052	-	237,300	235,400
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,540,000</u>
	<u>\$ 1,443,052</u>	<u>\$ 1,400,000</u>	<u>\$ 1,637,300</u>	<u>\$ 1,775,400</u>

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**TRANSPORTATION
SALES
TAX
TRUST
FUND
V**

TRANSPORTATION SALES TAX TRUST FUND V
BUDGET HIGHLIGHTS

ACTIVITIES

The Transportation Sales Tax Trust Fund is a fund established to account for receipt of ½ cent sales tax authorized by the voters in August 2015, to fund major street improvement projects. The tax is effective January 1, 2016 through December 31, 2020.

REVENUE/EXPENDITURE PROJECTIONS

Interest revenue is expected for fiscal year ending June 30, 2025 and expenditures reflect finalizing projects that are in process.

TRANSPORTATION SALES TAX TRUST FUND V
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	44,052	35,558	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	187,538	574,681	45,000	165,281
OTHER FINANCING	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	\$ 231,590	\$ 610,239	\$ 45,000	\$ 165,281
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	1,425,561	3,587,189	8,630,000	9,671,579
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	\$ 1,425,561	\$ 3,587,189	\$ 8,630,000	\$ 9,671,579
FUND TRANSFERS IN	100	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			8,585,000	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			9,506,298	9,506,298
ENDING UNRESERVED FUND BALANCE			<hr/> <u>9,506,298</u>	<hr/> <u>-</u>
EMERGENCY RESERVE FUND		<hr/> <u>-</u>	<hr/> <u>-</u>	<hr/> <u>-</u>

TRANSPORTATION SALES TAX TRUST FUND V REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Fd indirect cap-Transportation	\$ 44,052	\$ 35,558	\$ -	\$ -
	44,052	35,558	-	-
Interest on Overnight Investments	<u>187,538</u>	<u>574,681</u>	<u>45,000</u>	<u>165,281</u>
	187,538	574,681	45,000	165,281
Transfer from TTF IV	<u>100</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>100</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 231,690</u>	<u>\$ 610,239</u>	<u>\$ 45,000</u>	<u>\$ 165,281</u>

TRANSPORTATION SALES TAX TRUST FUND V

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	1,425,561	3,587,189	8,630,000	9,671,579
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,425,561</u>	<u>\$ 3,587,189</u>	<u>\$ 8,630,000</u>	<u>\$ 9,671,579</u>

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**TRANSPORTATION
SALES
TAX
TRUST
FUND
VI**

TRANSPORTATION SALES TAX TRUST FUND VI
BUDGET HIGHLIGHTS

ACTIVITIES

The Transportation Sales Tax Trust Fund is a fund established to account for receipt of ½ cent sales tax authorized by the voters in August 2020, to fund major street improvement projects. The tax is effective January 1, 2021 through December 31, 2025.

REVENUE/EXPENDITURE PROJECTIONS

Capital expenditures for this fund are analyzed by management and appropriations for the projects are made annually through the budget process and reflected in the budget.

TRANSPORTATION SALES TAX TRUST FUND VI
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 5,966,689	\$ 6,378,124	\$ 5,824,749	\$ 6,373,150
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	53,770	369,331	54,000	213,991
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 6,020,459	\$ 6,747,455	\$ 5,878,749	\$ 6,587,141
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	1,695,644	2,487,320	5,824,749	9,811,472
SPECIAL PROJECTS	377,988	120,049	54,000	50,000
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 2,073,632	\$ 2,607,369	\$ 5,878,749	\$ 9,861,472
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			9,585,384	9,585,384
ENDING UNRESERVED FUND BALANCE			9,585,384	6,311,053
EMERGENCY RESERVE FUND		-	-	-

TRANSPORTATION SALES TAX TRUST FUND VI REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Transportation Sales Tax	\$ 5,966,689	\$ 6,378,124	\$ 5,824,749	\$ 6,373,150
	5,966,689	6,378,124	5,824,749	6,373,150
Interest on Overnight Investments	53,770	368,969	54,000	213,991
Interest paid by State	<u>-</u>	<u>363</u>	<u>-</u>	<u>-</u>
	<u>53,770</u>	<u>369,331</u>	<u>54,000</u>	<u>213,991</u>
	<u>\$ 6,020,459</u>	<u>\$ 6,747,456</u>	<u>\$ 5,878,749</u>	<u>\$ 6,587,141</u>

TRANSPORTATION SALES TAX TRUST FUND VI

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	1,695,644	2,487,320	5,824,749	9,811,472
SPECIAL PROJECTS	377,988	120,049	54,000	50,000
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 2,073,632</u>	<u>\$ 2,607,369</u>	<u>\$ 5,878,749</u>	<u>\$ 9,861,472</u>

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**CAPITAL
IMPROVEMENT
SALES
TAX
FUND**

SEWER PROJECTS

**CAPITAL IMPROVEMENT SALES TAX FUND-SEWER SYSTEM IMPRV.
BUDGET HIGHLIGHTS**

ACTIVITIES

The Capital Improvement Sales Tax Fund – Sewer System Improvements is a fund established to account for receipt of ¼¢ sales tax collections authorized by the voters for the purpose of funding capital improvements, operations and maintenance of such improvements, and constructing a new wastewater treatment plant. This tax was initially authorized to fund major capital improvement projects for the water system and expired March 31, 2017. It was subsequently extended by the voters for twenty years to pay for improvements to the city's sewer system. The sales tax will terminate automatically on December 31, 2037.

Included in this budget are sales tax and interest revenue, payments on the, Academy, and Greater Missouri Builder's development agreements, capital improvements and transfers to the sewer fund for debt service on bonds issued to build the new sewer plant.

CAPITAL IMPROVEMENT SALES TAX FUND
(SEWER SYSTEM IMPROVEMENTS)
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 3,064,518	\$ 3,277,594	\$ 2,912,375	\$ 3,275,000
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	33,596	263,940	85,000	62,126
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 3,098,114	\$ 3,541,534	\$ 2,997,375	\$ 3,337,126
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	-	2,000,000
SPECIAL PROJECTS	220,668	120,481	121,057	81,500
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 220,668	\$ 120,481	\$ 121,057	\$ 2,081,500
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	2,647,275	2,876,318	3,068,126
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			4,736,387	4,736,387
ENDING UNRESERVED FUND BALANCE			4,736,387	2,923,887
EMERGENCY RESERVE FUND		-	-	-

CAPITAL IMPROVEMENT SALES TAX FUND REVENUE
(SEWER SYSTEM IMPROVEMENTS)

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Capital Improvements Sales Tax	<u>\$ 3,064,518</u>	<u>\$ 3,277,594</u>	<u>\$ 2,912,375</u>	<u>\$ 3,275,000</u>
	3,064,518	3,277,594	2,912,375	3,275,000
Interest on Overnight Investments	33,596	263,753	85,000	62,126
Interest paid by state	<u>-</u>	<u>187</u>	<u>-</u>	<u>-</u>
	<u>33,596</u>	<u>263,940</u>	<u>85,000</u>	<u>62,126</u>
	<u><u>\$ 3,098,114</u></u>	<u><u>\$ 3,541,534</u></u>	<u><u>\$ 2,997,375</u></u>	<u><u>\$ 3,337,126</u></u>

CAPITAL IMPROVEMENT SALES TAX FUND
 (SEWER SYSTEM IMPROVEMENTS)
 BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	2,000,000
SPECIAL PROJECTS	220,668	120,481	121,057	81,500
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	2,647,275	2,876,318	3,068,126
	<u>\$ 220,668</u>	<u>\$ 2,767,756</u>	<u>\$ 2,997,375</u>	<u>\$ 5,149,626</u>

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**CAPITAL
IMPROVEMENT
SALES
TAX
FUND**

**GENERAL
IMPROVEMENTS**

**CAPITAL IMPROVEMENT SALES TAX FUND-
GENERAL IMPROVEMENTS
BUDGET HIGHLIGHTS**

ACTIVITIES

The Capital Improvement Sales Tax Fund – General Improvements fund was established to account for the receipt of ¼ cent sales tax collections authorized by the voters in August, 2019. The tax is to fund capital improvements for water system projects, street repairs, and city facilities in addition to the New City Hall project and airport improvement projects. The tax will expire on December 31, 2034.

CAPITAL IMPROVEMENT SALES TAX FUND
(GENERAL IMPROVEMENTS)
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 3,064,518	\$ 3,277,594	\$ 2,912,375	\$ 3,275,000
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	53,307	243,557	5,000	77,050
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 3,117,825	\$ 3,521,151	\$ 2,917,375	\$ 3,352,050
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	80,287	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	313,264	325,532	529,250	4,100,000
SPECIAL PROJECTS	220,668	120,481	121,500	81,500
DEBT SERVICE	364,850	1,548,260	1,550,592	1,545,210
	-	-	-	-
TOTAL EXPENSES	\$ 898,782	\$ 2,074,560	\$ 2,201,342	\$ 5,726,710
FUND TRANSFERS IN	1,750,000	3,400,000	400,000	400,000
FUND TRANSFERS OUT	1,100,000	3,750,000	1,116,033	1,437,840
PROJECTED NET REVENUE OVER				
(UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE				
DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND				
BALANCE			5,928,074	5,928,074
ENDING UNRESERVED FUND				
BALANCE			5,928,074	2,515,574
EMERGENCY RESERVE FUND		-	-	-

CAPITAL IMPROVEMENT SALES TAX FUND REVENUE
(GENERAL IMPROVEMENTS)

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Capital Improvement Sales Tax	\$ 3,064,518	\$ 3,277,594	\$ 2,912,375	\$ 3,275,000
	3,064,518	3,277,594	2,912,375	3,275,000
Interest on Overnight Investments	53,307	243,371	5,000	77,050
Interest paid by state	<u>-</u>	<u>187</u>	<u>-</u>	<u>-</u>
	53,307	243,557	5,000	77,050
Transfer from Casino Revenue	-	400,000	400,000	400,000
Transfer from General Capital Improve.	<u>1,750,000</u>	<u>3,000,000</u>	<u>-</u>	<u>-</u>
	<u>1,750,000</u>	<u>3,400,000</u>	<u>400,000</u>	<u>400,000</u>
	<u>\$ 4,867,825</u>	<u>\$ 6,921,152</u>	<u>\$ 3,317,375</u>	<u>\$ 3,752,050</u>

CAPITAL IMPROVEMENT SALES TAX FUND
(GENERAL IMPROVEMENTS)
BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	80,287	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	313,264	325,532	529,250	4,100,000
SPECIAL PROJECTS	220,668	120,481	121,500	81,500
DEBT PAYMENTS	364,850	1,548,260	1,550,592	1,545,210
TRANSFERS	<u>1,100,000</u>	<u>3,750,000</u>	<u>1,116,033</u>	<u>1,437,840</u>
	<u>\$ 1,998,782</u>	<u>\$ 5,824,560</u>	<u>\$ 3,317,375</u>	<u>\$ 7,164,550</u>

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**PARKS/
STORMWATER
SALES TAX –
CAPITAL
FUND II**

PARKS/STORMWATER SALES TAX-CAPITAL FUND II **BUDGET HIGHLIGHTS**

ACTIVITIES

The Parks/Storm Water Sales Tax - Capital Fund was a fund established to account for receipt of 3/8 cent sales tax authorized by the voters in April 2018. Two thirds of this tax will fund major parks, recreation, and storm water capital projects and parks and recreation equipment. The remaining third will fund other storm water projects and operating expenditures. The tax went into effect January 1, 2019. This tax will expire on December 31, 2033.

EXPENDITURE PROJECTIONS

Debt service expenditures are amounts due on Special Obligation Bonds issued in October 2018 to fund a portion of the parks and storm water projects. Transfers to cover the costs of major parks & recreation capital projects are \$1,614,576 for the year ending June 30, 2025. In addition, transfers for storm water capital projects and operations are \$1,924,335 for the budget year.

PARK/STORMWATER SALES TAX - CAPITAL II FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 4,596,639	\$ 4,916,390	\$ 4,368,562	\$ 4,912,500
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	46,437	67,176	40,000	42,765
OTHER FINANCING	<u>38,250</u>	<u>11,700</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 4,681,326	\$ 4,995,266	\$ 4,408,562	\$ 4,955,265
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	144,992	186,695	133,000	133,000
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	<u>297,928</u>	<u>297,928</u>	<u>298,110</u>	<u>298,110</u>
TOTAL EXPENSES	\$ 442,920	\$ 484,623	\$ 431,110	\$ 431,110
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	3,983,620	4,556,714	3,977,452	3,538,912
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			2,860,889	2,860,889
ENDING UNRESERVED FUND BALANCE			<u>2,860,889</u>	<u>3,846,132</u>
EMERGENCY RESERVE FUND		<u>-</u>	<u>-</u>	<u>-</u>

PARK STORMWATER SALES TAX - CAPITAL FUND II REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Park/Stormwater Sales Tax	<u>\$ 4,596,639</u>	<u>\$ 4,916,390</u>	<u>\$ 4,368,562</u>	<u>\$ 4,912,500</u>
	4,596,639	4,916,390	4,368,562	4,912,500
Int-cash equiv and pooled inv	46,437	66,896	40,000	42,765
Interest Paid by State	<u>-</u>	<u>280</u>	<u>-</u>	<u>-</u>
	46,437	67,176	40,000	42,765
Proceeds from Sale of Assets	<u>38,250</u>	<u>11,700</u>	<u>-</u>	<u>-</u>
	<u>38,250</u>	<u>11,700</u>	<u>-</u>	<u>-</u>
	<u>\$ 4,681,326</u>	<u>\$ 4,995,265</u>	<u>\$ 4,408,562</u>	<u>\$ 4,955,265</u>

PARK STORMWATER SALES TAX - CAPITAL FUND II

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	144,992	186,695	133,000	133,000
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	297,928	297,928	298,110	298,110
TRANSFERS	<u>3,983,620</u>	<u>4,556,714</u>	<u>3,977,452</u>	<u>3,538,912</u>
	<u>\$ 4,426,540</u>	<u>\$ 5,041,337</u>	<u>\$ 4,408,562</u>	<u>\$ 3,970,022</u>

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**FIRE
SALES
TAX
FUND**

FIRE SALES TAX FUND
BUDGET HIGHLIGHTS

ACTIVITIES

The Fire Sales Tax Fund is a fund established to account for receipt of ¼ cent sales tax authorized by the voters in June 2004 to fund operating and capital expenditures of the Fire department. The tax went into effect October 1, 2004. One-eighth of the tax expires December 31, 2035 and the remaining 1/8 does not expire. The total amount of the tax will be transferred each year to the General Fund to offset Fire operating and capital expenditures.

FIRE SALES TAX FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 2,983,343	\$ 3,189,062	\$ 2,912,375	\$ 3,275,000
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	-	181	-	-
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 2,983,343	\$ 3,189,243	\$ 2,912,375	\$ 3,275,000
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	3,010,907	3,166,959	2,912,375	3,275,000
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			268,870	268,870
ENDING UNRESERVED FUND BALANCE			268,870	268,870
EMERGENCY RESERVE FUND		-	-	-

FIRE SALES TAX FUND REVENUE

	<u>2021-22 ACTUAL</u>	<u>2022-23 ACTUAL</u>	<u>2023-24 BUDGET</u>	<u>2024-25 PROPOSED</u>
Fire Sales Tax	<u>\$ 2,983,343</u>	<u>\$ 3,189,062</u>	<u>\$ 2,912,375</u>	<u>\$ 3,275,000</u>
	2,983,343	3,189,062	2,912,375	3,275,000
Interest paid by state	<u>-</u>	<u>181</u>	<u>-</u>	<u>-</u>
	-	181	-	-
	<u><u>\$ 2,983,343</u></u>	<u><u>\$ 3,189,243</u></u>	<u><u>\$ 2,912,375</u></u>	<u><u>\$ 3,275,000</u></u>

FIRE SALES TAX FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	<u>3,010,907</u>	<u>3,166,959</u>	<u>2,912,375</u>	<u>3,275,000</u>
	<u>\$ 3,010,907</u>	<u>\$ 3,166,959</u>	<u>\$ 2,912,375</u>	<u>\$ 3,275,000</u>

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**PARKS/
STORMWATER
SALES TAX –
OPERATIONS
FUND**

PARKS/STORMWATER SALES TAX-OPERATIONS FUND
BUDGET HIGHLIGHTS

ACTIVITIES

The Parks/Storm Water Sales Tax - Operations Fund is a fund established to account for receipt of 1/8 cent sales tax authorized by the voters in April 2008 to fund parks and recreation operating expenditures. The tax went into effect October 1, 2008. This tax does not expire. Approximately 75% of the revenue from taxes are transferred to the General, Parks and Recreation, and Softball Complex funds to cover additional personnel and operating expenses.

PARK/STORMWATER SALES TAX - OPERATIONS FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ 1,532,213	\$ 1,638,737	\$ 1,602,120	\$ 1,637,500
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	1,371	3,201	-	-
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 1,533,584	\$ 1,641,938	\$ 1,602,120	\$ 1,637,500
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ -
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	1,598,449	1,639,893	1,602,120	1,637,500
PROJECTED NET REVENUE OVER				
(UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE				
DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND				
BALANCE			203,933	203,933
ENDING UNRESERVED FUND				
BALANCE			203,933	203,933
EMERGENCY RESERVE FUND		-	-	-

PARK STORMWATER SALES TAX - OPERATIONS FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Park/Stormwater Sales Tax	<u>\$ 1,532,213</u>	<u>\$ 1,638,737</u>	<u>\$ 1,602,120</u>	<u>\$ 1,637,500</u>
	1,532,213	1,638,737	1,602,120	1,637,500
Interest on Overnight Invmnts	1,371	3,107	-	-
Interest paid by state	<u>-</u>	<u>93</u>	<u>-</u>	<u>-</u>
	<u>1,371</u>	<u>3,201</u>	<u>-</u>	<u>-</u>
	<u>\$ 1,533,584</u>	<u>\$1,641,937</u>	<u>\$ 1,602,120</u>	<u>\$ 1,637,500</u>

PARK STORMWATER SALES TAX - OPERATIONS FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	<u>1,598,449</u>	<u>1,639,893</u>	<u>1,602,120</u>	<u>1,637,500</u>
	<u>\$ 1,598,449</u>	<u>\$ 1,639,893</u>	<u>\$ 1,602,120</u>	<u>\$ 1,637,500</u>

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**GENERAL
CAPITAL
IMPROVEMENTS
FUND**

GENERAL CAPITAL IMPROVEMENTS FUND
BUDGET HIGHLIGHTS

ACTIVITIES

The General Capital Improvements Fund is a fund established to account for major capital improvement projects, funded through local revenue sources, involving general public facilities. This budget proposes no major capital improvement projects.

GENERAL CAPITAL IMPROVEMENTS FUND
BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	77,145	69,396	-	20,742
OTHER FINANCING	<u>5,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 5,077,145	\$ 69,396	\$ -	\$ 20,742
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	150,418	(36,544)	-	1,300,000
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	<u>\$ 150,418</u>	<u>\$ (36,544)</u>	<u>\$ -</u>	<u>\$ 1,300,000</u>
FUND TRANSFERS IN	413,173	-	-	-
FUND TRANSFERS OUT	1,750,000	3,000,000	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BUDGET DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			1,364,317	1,364,317
ENDING UNRESERVED FUND BALANCE			<u>1,364,317</u>	<u>85,059</u>
EMERGENCY RESERVE FUND		<u>-</u>	<u>-</u>	<u>-</u>

GENERAL CAPITAL IMPROVEMENTS FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Interest on Overnight Invments	\$ 77,145	\$ 69,396	\$ -	\$ 20,742
	77,145	69,396	-	20,742
Annual approp bond proceeds	<u>5,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	5,000,000	-	-	-
Trfer from Sewer Fund	1,103	-	-	-
Trfer from Water Fund	1,103	-	-	-
Transfer from Casino Rev Fd	410,632	-	-	-
Transfer from Riverfront Ec. Dev	<u>335</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>413,173</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 5,490,318</u>	<u>\$ 69,396</u>	<u>\$ -</u>	<u>\$ 20,742</u>

GENERAL CAPITAL IMPROVEMENTS FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	150,418	(36,544)	-	1,300,000
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	<u>1,750,000</u>	<u>3,000,000</u>	<u>-</u>	<u>-</u>
	<u>\$ 1,900,418</u>	<u>\$ 2,963,456</u>	<u>\$ -</u>	<u>\$ 1,300,000</u>

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ENTERPRISE

FUNDS

ENTERPRISE FUNDS BUDGET HIGHLIGHTS

Enterprise Funds account for business type activities that are supported by user charges. The City of Cape Girardeau operates the water, sewer, solid waste utilities, golf course, indoor sports complex, and sport complexes as enterprise operations. Utility billing works in conjunction with the utility based enterprise funds.

City of Cape Girardeau, Missouri
 COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
 AND CHANGES IN FUND BALANCES - ENTERPRISE FUNDS
 SEWER, WATER, SOLID WASTE, GOLF COURSE, INDOOR SPORTS COMPLEX, SPORTS COMPLEXES

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	302,003	2,413,885	-	-
SERVICE CHARGES	22,463,789	23,886,235	23,576,114	24,579,901
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	790,927	1,657,760	454,900	623,064
OTHER FINANCING	<u>4,292</u>	<u>60,558</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 23,561,011	\$ 28,018,438	\$ 24,031,014	\$ 25,202,965
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 4,311,424	\$ 4,409,238	\$ 5,437,709	\$ 5,542,704
MATERIALS & SUPPLIES	3,070,098	3,463,725	3,990,900	4,301,868
CONTRACTUAL SERVICES	8,759,172	9,727,396	10,704,555	10,989,383
GENERAL OPERATIONS	785,495	937,885	832,253	876,353
CAPITAL OUTLAY	1,217,912	3,691,626	6,180,000	6,982,134
SPECIAL PROJECTS	290,941	893,701	365,894	360,143
DEBT SERVICE	<u>5,712,307</u>	<u>5,829,775</u>	<u>5,705,384</u>	<u>5,721,454</u>
TOTAL EXPENSES	<u>\$ 24,147,349</u>	<u>\$ 28,953,346</u>	<u>\$ 33,216,695</u>	<u>\$ 34,774,039</u>
FUND TRANSFERS IN	2,973,610	5,109,346	6,104,179	7,054,854
FUND TRANSFERS OUT	2,205	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE (INCREASE)			(142,857)	(234,000)
EMERGENCY RESERVE FUND BALANCE DECREASE (INCREASE)			(334,462)	(110,871)
BEGINNING UNRESERVED FUND BALANCE			22,492,355	18,933,534
ENDING UNRESERVED FUND BALANCE			<u>18,933,534</u>	<u>16,072,443</u>
EMERGENCY RESERVE FUND		<u>2,865,234</u>	<u>3,199,697</u>	<u>3,310,567</u>

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UTILITY

BILLING

City of Cape Girardeau 2024-2025 Budget

Utility Billing Office

The overall goal is to provide quality customer service to the citizens of Cape Girardeau through personal accountability and professional commitment. Activities involve interfacing (in person, over the phone and email) with customers concerning their utility services which may include transfers, turn on/offers and general service issues/inquiries (leaks, rereads, billing questions, etc.); providing over-the-phone payment processing for billing needs; handling weekly collection attempts for delinquent accounts and issuing cut off work orders; daily mail pickup and bank deposit deliveries; adjusting the annual sewer rate calculations for each customer's account and billing for state required fees, along with submittal of those fees back to the state; facilitating in the testing/training of the Utility Billing's software upgrades, service pack releases and initiating/following up with support of any issues that may arise on a daily basis or because of these releases.

We strive to provide great service to each person that comes in, calls or emails our office. We make every effort to be fair and consistent with all of our customers and help them with whatever concerns they may have.

2023-2024 Accomplishments:

- Worked with lockbox company to complete scrub files to decrease the amount of checks being processed from bank bill-pay
- Updated the Red Flag Rule/Policy and completed staff training
- Facilitated various state agencies pledging processes/portals to apply utility payments
- Worked with Development Services on providing assistance with condemned properties
- Changed payment vendor to allow EMV compliancy within the needed upgrade to the Tyler Cashiering system
- Helped facilitate the upgrade to both the Tyler Cashiering and EERP system to the web version

2024-2025 Goals:

- With City Council approval, revamp the disconnect procedure to decrease the length of time from bill delinquency to utility disconnection
- Merge customers within the UB module to allow only one CID to be used for each person/entity
- Update and re-adopt the Utility Billing Policy Manual
- Set up/implement training documents for a UB manual (optimal for new hires)
- Once CSS migrates to using Tyler Payments, we would like to switch citizen access via CSS to log in credentials instead of only searching, thus allowing linking of multiple module's accounts under one log in and preparing for future enhancements of the citizen portal
- Identify customers within 200' of sewer main and allocate a unique charge code for tracking purposes. Work with GIS to facilitate this project
- Schedule tour/ride-along with Alliance Water and water plant for all UB staff to get a better understanding of what they do and how it impacts our processes
- Change from sending XML files to PDF files for utility bill print vendor

SEWER

FUND

SEWER FUND BUDGET HIGHLIGHTS

ACTIVITIES

The Sewer Fund provides for five critical functions for the City including, Storm Water, Main Street Levees, Sludge Operations, Wastewater Operations, and Sewer Line Maintenance.

REVENUE/RATE INCREASES

Revenue is projected based on projected residential and commercial usage for the current year. A 5% rate increase for residential service and a 5% increase for commercial service is included in this budget.

CAPITAL IMPROVEMENT BUDGET AND EQUIPMENT REPLACEMENT

Capital expenditures provided by this budget are \$4,765,000 and include fleet replacements totaling \$305,000 and Capital Improvements totaling \$4,460,000.

SEWER FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	300,872	2,358,264	-	-
SERVICE CHARGES	7,546,349	7,772,200	7,685,000	7,973,000
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	386,804	695,604	2,000	231,649
OTHER FINANCING	<u>7,450</u>	<u>30,540</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 8,241,475	\$ 10,856,608	\$ 7,687,000	\$ 8,204,649
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 1,568,585	\$ 1,429,983	\$ 1,553,893	\$ 1,593,629
MATERIALS & SUPPLIES	908,286	808,362	1,328,268	1,157,943
CONTRACTUAL SERVICES	1,524,440	1,972,767	2,373,837	2,531,878
GENERAL OPERATIONS	403,964	451,399	424,045	432,565
CAPITAL OUTLAY	800,401	3,216,379	3,500,000	4,765,000
SPECIAL PROJECTS	53,914	327,872	25,000	25,000
DEBT SERVICE	<u>4,285,304</u>	<u>4,300,045</u>	<u>4,314,245</u>	<u>4,328,886</u>
TOTAL EXPENSES	<u>\$ 9,544,894</u>	<u>\$ 12,506,807</u>	<u>\$ 13,519,288</u>	<u>\$ 14,834,901</u>
FUND TRANSFERS IN	1,548,980	4,272,268	4,168,457	4,705,626
FUND TRANSFERS OUT	1,103	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(115,624)	(5,396)
BEGINNING UNRESERVED FUND BALANCE			11,048,376	9,268,921
ENDING UNRESERVED FUND BALANCE			<u>9,268,921</u>	<u>7,338,899</u>
EMERGENCY RESERVE FUND		<u>740,132</u>	<u>855,756</u>	<u>861,152</u>
FUNDS RESERVED FOR DEBT SERVICE		<u>4,280,199</u>	<u>4,280,199</u>	<u>4,280,199</u>
FUNDS RESERVED FOR EQUIPMENT REPLACEMENT		<u>2,171,395</u>	<u>2,171,395</u>	<u>2,171,395</u>

SEWER FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Health - Grant	\$ -	\$ 9,600	\$ -	\$ -
Treasury - Grant	<u>300,872</u>	<u>2,348,664</u>	<u>-</u>	<u>-</u>
	300,872	2,358,264	-	-
Residential Sewer Usage	4,731,471	4,925,863	4,900,000	5,100,000
Commercial Sewer Usage	2,385,220	2,572,935	2,500,000	2,600,000
Waste Haulers Dumping Fees	7,225	17,654	18,000	6,000
Com sewer penalty charges	15,263	20,087	20,000	20,000
Penalty	96,602	85,118	97,000	97,000
Special Assessment	1,968	500	-	-
Sewer Connection Fees	<u>308,299</u>	<u>150,010</u>	<u>150,000</u>	<u>150,000</u>
	7,546,048	7,772,167	7,685,000	7,973,000
Interest-Restrict Inv-SRF Bond	519	85,038	-	-
Interest on Overnight Investments	188,935	608,306	-	229,649
Rebates	5,350	-	-	-
General Miscellaneous	<u>192,000</u>	<u>2,259</u>	<u>2,000</u>	<u>2,000</u>
	386,804	695,604	2,000	231,649
Property sale (Proprietary)	<u>7,450</u>	<u>30,540</u>	<u>-</u>	<u>-</u>
	7,450	30,540	-	-
Project Personnel Cost	<u>301</u>	<u>33</u>	<u>-</u>	<u>-</u>
	301	33	-	-
Transfer-Capital Imp. Sales Tax	-	2,647,275	2,876,317	3,068,126
Transfer - Park/Stormwater II	<u>1,548,980</u>	<u>1,624,993</u>	<u>1,292,140</u>	<u>1,637,500</u>
	1,548,980	4,272,268	4,168,457	4,705,626
	<u>\$ 9,790,455</u>	<u>\$ 15,128,876</u>	<u>\$ 11,855,457</u>	<u>\$ 12,910,275</u>

City of Cape Girardeau 2024-2025 Budget

Stormwater

This division maintains stormwater drainage and retention facilities accepted by the City from private developers or neighborhoods and will continue operations and maintenance of the Flood Protection System. This division also provides nuisance abatement services.

2023-2024 Accomplishments:

- Completed routine maintenance on the Mill and Merriwether pump stations and floodwall/levee.
- Completed routine maintenance along the floodwall and levee.
- Continued routine stormwater basin mowing and maintenance.
- Continued maintenance on the LaSalle Dam & Detention Basin
- Continued maintenance on curb inlets and street crossing pipes/box culverts.
- Responded to nuisance abatement orders.
- Completed the Sherwood/Hood/Brookwood Drainage Project (PRS2 project).
- Prepared the bid package for the Westwood, Glenridge, Lisa, Melrose, and Perryville Rd. Drainage Crossings using PRS2 and ARPA funds.

2024-2025 Goals:

- Continue to mow and maintain stormwater basins and the LaSalle Dam & Basin.
- Continue to maintain and operate the Mill and Merriwether pump stations and floodwall/levee.
- Have no lost time or at-fault accidents.
- Respond to nuisance abatement orders.
- Respond to stormwater complaints in a timely manner.
- Maintain fleet for extended service life.
- Complete the Westwood, Glenridge, Lisa, Melrose and Perryville Rd. Drainage Crossings.

STORMWATER (4020)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 316,752	\$ 337,992	\$ 421,907	\$ 402,214
MATERIALS AND SUPPLIES	54,169	35,225	90,811	78,198
CONTRACTUAL SERVICES	111,375	81,694	151,644	124,234
GENERAL OPERATIONS	8,146	10,581	19,350	19,350
CAPITAL EXPENDITURES	68,200	12,100	-	180,000
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 558,642</u>	<u>\$ 477,592</u>	<u>\$ 683,712</u>	<u>\$ 803,996</u>

TOTAL PERSONNEL SERVICE BY POSITION
STORMWATER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Assistant Public Works Director	Grade U	0.125	0.125
Stormwater Supervisor	Grade N	1	1
PW Engineer	Grade P	0.5	0.5
Crew Leader	Grade L	1	1
PW System/GIS Analyst	Grade L	0.25	0.25
Equipment Operator	Grade K	2	5
Stormwater Maintenance Worker	Grade G	2	-
PW Special Projets Coordinator	Grade M	-	1
PW Operations Specialiat	Grade J	-	2
TOTAL		<u>6.875</u>	<u>10.875</u>

City of Cape Girardeau 2024-2025 Budget

Main Street Levees

During the fiscal year ending June 30, 2008 the assets and operations of the Main Street Levee District and North Main Street Levee District were assumed by the City. This division accounts for the operations of the former two levee districts which is the Riverfront Levee and Floodwall System.

2023-2024 Accomplishments:

- Maintained the Mill Street and Merriwether Pump Stations.
- Completed routine maintenance along the floodwall and levee.
- Worked with USACE for update of the Levee Safety System data base.
- Had successful inspections by the USACE.

2024-2025 Goals:

- Continue operations during Mississippi River flooding events.
- Continue routine maintenance activities for the floodwall and levee system.
- Replace seals on all four gates
- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.

MAIN STREET LEVEES (4025)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	12,335	9,694	21,105	20,597
CONTRACTUAL SERVICES	15,161	10,206	36,718	27,985
GENERAL OPERATIONS	1,456	1,981	3,500	3,500
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 28,952	\$ 21,881	\$ 61,323	\$ 52,082

City of Cape Girardeau 2024-2025 Budget

Sludge Operations

The sludge division processes approximately 775 dry tons of bio-solids per year from the wastewater. Biosolids are heat treated to reduce pathogens and moisture content to >92% solids for vector control. This produces a Class “A” exceptional quality unrestricted use product. Other material is sent to the landfill for disposal. The bio-solids program involves labor, testing, hauling, and farming practices. With the addition of the pathogen reduction system, the City meets the current Environmental Protection Agency and Missouri Department of Natural Resources rules and regulations.

2023-2024 Accomplishments:

- Continued successful training on the Bio-solids equipment.
- Maintained bio-solids dryer equipment and worked through equipment issues.
- Produced 777 tons of product as a fertilizer.
- Continued to maximize efforts to reduce the volume of bio-solids sent to landfill.

2024-2025 Goals:

- Continue increasing ratio of fertilizer produced.
- Have no lost time or at-fault accidents.

SLUDGE OPERATIONS (4030)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 214,966	\$ 248,331	\$ 231,986	\$ 250,816
MATERIALS AND SUPPLIES	188,620	123,002	239,750	239,528
CONTRACTUAL SERVICES	257,257	75,417	123,680	129,276
GENERAL OPERATIONS	246	178	1,075	1,075
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 661,089</u>	<u>\$ 446,928</u>	<u>\$ 596,491</u>	<u>\$ 620,695</u>

TOTAL PERSONNEL SERVICE BY POSITION
SLUDGE OPERATIONS

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Biosolids Crew Leader	Grade L	-	1
Maintenance Worker	Grade G	-	1
Wastewater Treatment Operator	Grade K	4	2
TOTAL		4	4

City of Cape Girardeau 2024-2025 Budget

Wastewater Operations

The wastewater operations division operates and maintains an eleven million gallon per day activated sludge treatment facility. Plant operations involve lift stations, an industrial pretreatment program, laboratory testing, record keeping, and maintenance of the overall facility. The facility meets the Environmental Protection Agency and Missouri Department of Natural Resources required parameters.

2023-2024 Accomplishments:

- Provided wastewater processing for the citizens, visitors, and businesses of Cape Girardeau.
- Met all requirements of the City's DNR wastewater permit.
- Maintained the wastewater treatment facility.
- Maintained the City's 32 lift stations.
- Maintained the irrigation system at the old Airport Lagoon.
- Continued improvement in the Class A Bio-solids operations
- Bid out the Influent Pump Station Mechanical Bar Screen project.

2024-2025 Goals:

- Continue to provide wastewater processing for the citizens, visitors, and businesses of Cape Girardeau.
- Continue to maintain the City's 32 lift stations.
- Meet all requirements of the City's DNR wastewater permit.
- Have no lost time or at-fault accidents.
- Begin construction on the Influent Pump Station Mechanical Bar Screen.

WASTEWATER OPERATIONS (4032)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 740,047	\$ 736,634	\$ 745,059	\$ 782,895
MATERIALS AND SUPPLIES	584,338	588,459	818,728	708,394
CONTRACTUAL SERVICES	692,016	734,057	659,844	686,066
GENERAL OPERATIONS	360,808	437,733	389,900	407,800
CAPITAL EXPENDITURES	134,127	499,417	3,500,000	4,435,000
SPECIAL PROJECTS	53,914	327,872	25,000	25,000
DEBT PAYMENTS	4,285,304	4,300,045	4,314,245	4,328,886
TRANSFERS	-	-	-	-
	<u>\$ 6,850,554</u>	<u>\$ 7,624,217</u>	<u>\$ 10,452,776</u>	<u>\$ 11,374,041</u>

TOTAL PERSONNEL SERVICE BY POSITION
WASTEWATER OPERATIONS

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Assistant Public Works Director	Grade U	0.25	0.25
Wastewater Plant Manager	Grade Q	1	1
Chief Wastewater Operator	Grade O	1	1
Wastewater Pretreatment Coordinator	Grade M	1	1
Wastewater Specialist	Grade L	1	1
Wastewater Mechanic	Grade L	3	3
Wastewater Treatment Operator	Grade K	3	3
Senior Customer Service Rep.	Grade H	0.3	0.3
Customer Serv. Reps.	Grade G	1.23	1.23
TOTAL		11.78	11.78

City of Cape Girardeau 2024-2025 Budget

Sewer Line Maintenance

The sewer line maintenance division maintains over 200 miles of sewer lines. This division includes preventative maintenance, television inspection, routine maintenance, point repairs, flat grate cleaning, sewer separation and maintenance as required. This division is staffed by Alliance Water Resources.

2023-2024 Accomplishments:

- CCTV'd over 23,000 LF of sanitary sewer main.
- Jet rodded over 260,000 LF of sanitary sewer main.
- Inspected over 1,300 manholes.
- Responded to 120 sewer calls/complaints.
- Repaired 7 sanitary sewer mains.

2024-2025 Goals:

- Man the Mill Street and Merriwether Pump Stations during Mississippi River flood events.
- Complete routine rodding list.
- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.

SEWER LINE MAINTENANCE (4034)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 296,820	\$ 107,026	\$ 154,941	\$ 157,704
MATERIALS AND SUPPLIES	68,824	51,982	157,874	111,226
CONTRACTUAL SERVICES	448,631	1,071,393	1,401,951	1,564,318
GENERAL OPERATIONS	33,308	926	10,220	840
CAPITAL EXPENDITURES	598,074	2,704,862	-	150,000
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,445,657</u>	<u>\$ 3,936,189</u>	<u>\$ 1,724,986</u>	<u>\$ 1,984,088</u>

TOTAL PERSONNEL SERVICE BY POSITION
SEWER LINE MAINTENANCE

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Public Works Director	Grade V	0.2	0.2
Director of Citizen Services	Grade U	0.15	0.15
Customer Service Manager	Grade P-3	0.33	0.33
PW Engineer	Grade P	0.5	0.5
Public Works Technician	Grade K	0.5	0.5
PW System/GIS Analyst	Grade L-6	0.125	0.125
		<u>1.805</u>	<u>1.805</u>
TOTAL		1.805	1.805

WATER

FUND

City of Cape Girardeau 2024-2025 Budget

Water Fund

The water division is responsible for the operation and maintenance of waterlines and water plant in cooperation with Alliance Water Resources.

2023-2024 Accomplishments:

- Completed several necessary projects at the water plant which addressed flow to filters 19 and 20, reduced scale build up, rehabbed all filters, redesigned a drain pit, conducted polymer trials, and implemented a chlorine booster pump.
- Continued to provide high quality drinking water for the community.
- 2.2 billion gallons of water treated and distributed to the users.
- Addressed numerous water main breaks and service line leaks.

2024-2025 Goals:

- Continue to produce high quality water for the City.
- Continue to coordinate with Engineering on necessary water plant upgrades for the Filter Gallery, Lime System, SCADA, Corrosion Control, and Plant Expansion.

WATER FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	30,309	-	-
SERVICE CHARGES	7,732,325	8,128,457	7,844,000	8,211,400
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	130,273	456,520	192,000	151,000
OTHER FINANCING	<u>(4,433)</u>	<u>18,618</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 7,858,165	\$ 8,633,904	\$ 8,036,000	\$ 8,362,400
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 166,798	\$ 143,837	\$ 387,366	\$ 403,834
MATERIALS & SUPPLIES	1,508,989	1,898,471	1,877,211	2,337,038
CONTRACTUAL SERVICES	3,876,136	3,934,115	4,236,992	4,223,868
GENERAL OPERATIONS	365,101	468,586	369,600	397,660
CAPITAL OUTLAY	404,119	357,249	2,500,000	1,997,134
SPECIAL PROJECTS	-	44,000	-	-
DEBT SERVICE	<u>882,268</u>	<u>882,368</u>	<u>881,150</u>	<u>879,250</u>
TOTAL EXPENSES	<u>\$ 7,203,411</u>	<u>\$ 7,728,626</u>	<u>\$ 10,252,319</u>	<u>\$ 10,238,784</u>
FUND TRANSFERS IN	600,000	8,758	1,116,033	1,437,840
FUND TRANSFERS OUT	1,103	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			(142,857)	(150,000)
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(97,816)	(73,685)
BEGINNING UNRESERVED FUND BALANCE			7,574,985	6,234,026
ENDING UNRESERVED FUND BALANCE			<u>6,234,026</u>	<u>5,571,797</u>
EMERGENCY RESERVE FUND		<u>932,859</u>	<u>1,030,675</u>	<u>1,104,360</u>
FUNDS RESERVED FOR DEBT SERVICE		<u>307,140</u>	<u>307,140</u>	<u>307,140</u>
FUNDS RESERVED FOR EQUIPMENT REPLACEMENT		<u>1,821,044</u>	<u>1,821,044</u>	<u>1,821,044</u>
RESERVED FOR FUTURE CAPITAL		<u>1,502,727</u>	<u>1,645,584</u>	<u>1,795,584</u>

WATER FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
State Grants	\$ -	\$ 30,309	\$ -	\$ -
	-	30,309	-	-
Residential Water Usage	4,364,344	4,709,502	4,500,000	4,725,000
Commercial Water Usage	2,837,916	3,051,714	3,000,000	3,150,000
Water Tap Fee	309,052	140,915	150,000	150,000
Water Penalty	89,671	88,785	83,000	75,000
Commercial Sewer Penalty	18,369	23,904	23,000	23,400
Residential Service Revenue	<u>112,973</u>	<u>113,637</u>	<u>88,000</u>	<u>88,000</u>
	7,732,325	8,128,457	7,844,000	8,211,400
Interest on Overnight Investments	107,862	413,714	170,000	143,000
Interest on Leases	4,882	11,527	-	-
Property rental	9,661	16,370	14,000	-
Parts markup	-	-	-	-
General Miscellaneous	<u>7,868</u>	<u>14,909</u>	<u>8,000</u>	<u>8,000</u>
	130,273	456,520	192,000	151,000
Compensation for Damages	(4,583)	6,476	-	-
Property Sale	<u>150</u>	<u>12,142</u>	<u>-</u>	<u>-</u>
	(4,433)	18,618	-	-
Transfers - General Fund	-	8,758	-	-
Transfer-Capital Sales Tax-Gen	<u>600,000</u>	<u>-</u>	<u>1,116,033</u>	<u>1,437,840</u>
	<u>600,000</u>	<u>8,758</u>	<u>1,116,033</u>	<u>1,437,840</u>
	<u>\$ 8,458,165</u>	<u>\$ 8,642,662</u>	<u>\$ 9,152,033</u>	<u>\$ 9,800,240</u>

WATER FUND (4060)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 166,798	\$ 143,837	\$ 387,366	\$ 403,834
MATERIALS AND SUPPLIES	1,508,989	1,898,471	1,877,211	2,337,038
CONTRACTUAL SERVICES	3,876,136	3,934,115	4,236,992	4,223,868
GENERAL OPERATIONS	365,101	468,586	369,600	397,660
CAPITAL EXPENDITURES	404,119	357,249	2,500,000	1,997,134
SPECIAL PROJECTS	-	44,000	-	-
DEBT PAYMENTS	882,268	882,368	881,150	879,250
TRANSFERS	<u>1,103</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 7,204,514</u>	<u>\$ 7,728,626</u>	<u>\$ 10,252,319</u>	<u>\$ 10,238,784</u>

TOTAL PERSONNEL SERVICE BY POSITION
WATER

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Public Works Director	Grade V	0.2	0.2
Director of Citizen Services	Grade U	0.15	0.15
Customer Serv. Manager	Grade P	0.33	0.33
Foreman	Grade L	1	1
Water Field Maintenance Mechanic	Grade J	2	2
Senior Customer Service Rep.	Grade H	0.4	0.4
Equipment Operator	Grade K	1	1
Customer Serv. Reps.	Grade G	<u>1.53</u>	<u>1.53</u>
TOTAL		6.61	6.61

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SOLID WASTE FUND

**SOLID WASTE FUND
BUDGET HIGHLIGHTS**

ACTIVITIES

The Solid Waste Fund is responsible for operation and maintenance of the Transfer Station, Residential Solid Waste, Landfill and Recycling.

REVENUE/RATE INCREASES

A rate increase of 5.00% is included in this budget.

SOLID WASTE FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	797	25,312	-	-
SERVICE CHARGES	5,262,899	5,919,094	5,921,800	6,062,000
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	169,055	343,193	180,000	145,000
OTHER FINANCING	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL REVENUE	\$ 5,432,751	\$ 6,287,599	\$ 6,101,800	\$ 6,207,000
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 1,295,764	\$ 1,260,794	\$ 1,664,082	\$ 1,632,386
MATERIALS & SUPPLIES	254,494	307,855	342,182	307,062
CONTRACTUAL SERVICES	2,930,145	3,388,055	3,592,618	3,670,850
GENERAL OPERATIONS	12,319	14,633	27,230	33,630
CAPITAL OUTLAY	-	90,200	180,000	220,000
SPECIAL PROJECTS	75,616	284,038	138,000	113,000
DEBT SERVICE	544,735	647,362	509,989	513,319
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	\$ 5,113,073	\$ 5,992,937	\$ 6,454,101	\$ 6,490,247
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(76,998)	1,078
BEGINNING UNRESERVED FUND BALANCE			2,623,211	2,193,912
ENDING UNRESERVED FUND BALANCE			<hr/> <u>2,193,912</u>	<hr/> <u>1,911,743</u>
EMERGENCY RESERVE FUND		<hr/> <u>787,619</u>	<hr/> <u>864,617</u>	<hr/> <u>863,539</u>
FUNDS RESERVED FOR EQUIPMENT REPLACEMENT		<hr/> <u>1,645,457</u>	<hr/> <u>1,645,457</u>	<hr/> <u>1,645,457</u>

SOLID WASTE FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Fed Treasury Grant	\$ 797	\$ -	\$ -	\$ -
Solid Waste Dist. Oper Grant	-	25,312	-	-
	797	25,312	-	-
Penalty	57,518	75,320	58,000	-
City Collection	51,327	50,384	53,000	51,000
Residential Collection	3,154,343	3,333,335	3,300,000	3,500,000
Commercial Collection	8	425	-	-
Transfer Station Fees	1,987,110	2,447,707	2,500,000	2,500,000
Other residential water fees	-	25	-	-
Lugger service fee	92	-	-	-
Special Wednesday Pickup	12,501	11,899	10,800	11,000
	5,262,899	5,919,094	5,921,800	6,062,000
Interest on Overnight Investments	45,078	168,661	50,000	-
Interest on Leases	19,340	19,408	-	-
General Miscellaneous	11,718	7,593	5,000	-
Recycling Revenue	53,315	93,123	65,000	85,000
Building Lease	40,660	56,575	60,000	60,000
Cash Overages & Shortages	(1,056)	(2,166)	-	-
	169,055	343,193	180,000	145,000
	<u>\$ 5,432,751</u>	<u>\$ 6,287,599</u>	<u>\$ 6,101,800</u>	<u>\$ 6,207,000</u>

City of Cape Girardeau 2024-2025 Budget

Transfer Station

The transfer station is the disposal point of solid waste materials. This facility also receives waste materials from numerous residential, commercial, and industrial facilities throughout the county. The station prepares waste material for shipment to the sanitary landfill facility in Dexter, MO. The facility is the processing point for the Single Stream Recycling operations. The recycle materials are loaded on trucks for transport to the processing facility in St. Louis.

2023-2024 Accomplishments:

- Continued weekly solid waste processing and recycling City of Cape Girardeau and commercial users.
- Processed over 45,000 tons of solid waste that was sent to the landfill.
- Processed over 2,600 tons of recycling materials, including residential and commercial recycling.

2024-2025 Goals:

- Continue weekly solid waste processing for the City of Cape Girardeau and commercial users.
- Continue weekly recycling processing for the City of Cape Girardeau and commercial users.
- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.
- Fill open positions for full staffing.

TRANSFER STATION (4080)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 265,691	\$ 275,170	\$ 315,474	\$ 317,693
MATERIALS AND SUPPLIES	47,509	52,098	57,804	48,754
CONTRACTUAL SERVICES	2,263,212	2,508,080	2,563,834	2,658,669
GENERAL OPERATIONS	2,078	1,248	7,100	7,500
CAPITAL EXPENDITURES	-	90,200	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	250,975	385,366	376,118	381,010
TRANSFERS	-	-	-	-
	<u>\$ 2,829,465</u>	<u>\$ 3,312,162</u>	<u>\$ 3,320,330</u>	<u>\$ 3,413,626</u>

TOTAL PERSONNEL SERVICE BY POSITION
TRANSFER STATION

			2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Assistant Public Works Director	Grade	U	0.125	0.125
Transfer Station Chief Operator	Grade	L	1	1
Administrative Technician	Grade	G	0.25	-
Transfer Station Operator	Grade	K	3	3
Transfer Station Operator-Scale Operator	Grade	F	1	1
TOTAL			5.375	5.125

City of Cape Girardeau 2024-2025 Budget

Residential Solid Waste

The residential division collects and disposes of solid waste materials generated by citizens, as well as provides for special pick-up services for items and materials excluded in scheduled daily collection.

2023-2024 Accomplishments:

- Continued curbside weekly solid waste service.
- Adjusted weekly assignments to address staffing shortages.
- Picked up over 7,600 tons of residential solid waste.
- Completed special Wednesday pick-ups as scheduled.

2024-2025 Goals:

- Continue weekly curbside solid waste service for Cape Girardeau residents.
- Complete special Wednesday pick-ups as scheduled.
- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.

RESIDENTIAL WASTE DISPOSAL (4082)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 636,042	\$ 597,742	\$ 901,561	\$ 896,478
MATERIALS AND SUPPLIES	127,116	167,897	185,561	168,246
CONTRACTUAL SERVICES	536,769	653,276	710,703	722,676
GENERAL OPERATIONS	7,856	11,535	13,050	19,050
CAPITAL EXPENDITURES	-	-	-	175,000
SPECIAL PROJECTS	-	176,000	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,307,783</u>	<u>\$ 1,606,450</u>	<u>\$ 1,810,875</u>	<u>\$ 1,981,450</u>

TOTAL PERSONNEL SERVICE BY POSITION
RESIDENTIAL WASTE DISPOSAL

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Public Works Director	Grade V	0.2	0.2
Director of Citizen Services	Grade U	0.15	0.15
Assistant Public Works Director	Grade U	0.25	0.25
Solid Waste Superintendent	Grade Q	1	1
Fleet Manager	Grade O	0.25	-
Customer Service Manager	Grade P	0.34	0.34
Crew Leader	Grade L	1	1
PW System/GIS Analyst	Grade L	0.125	0.125
Senior Solid Waste Driver	Grade K	1	1
Solid Waste Driver	Grade K	2	2
Senior Customer Service Rep.	Grade H	0.3	0.3
Administrative Technician	Grade G	0.25	-
Customer Service Rep.	Grade G	1.24	1.24
Solid Waste Worker II	Grade F	3	-
Solid Waste Woker	Grade J	-	3
Equipment Operator	Grade K	2	2
Administrative Secretary	Grade F	1	1
TOTAL		14.105	13.605

City of Cape Girardeau 2024-2025 Budget

Landfill

The landfill which has served as a back-up disposal facility in the past is now closed. The City is required by state and federal laws and regulations to place a final cover on the landfill and perform monitoring functions for thirty years after closure. The proposed budget provides for post closure maintenance and monitoring of the landfill.

2023-2024 Accomplishments:

- Continued post closure maintenance of the landfill by mowing on a routine basis.

2024-2025 Goals:

- Visually monitor the landfill area for any changes in ground conditions.
- Continue post closure landfill maintenance activities.
- Continue to support the Galaxy Park model airplane operations.

LANDFILL (4084)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 2,376	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	379	854	1,038	1,016
CONTRACTUAL SERVICES	1,070	677	2,100	2,100
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 3,825</u>	<u>\$ 1,531</u>	<u>\$ 3,138</u>	<u>\$ 3,116</u>

City of Cape Girardeau 2024-2025 Budget

Recycling

The recycling division accounts for the collection and processing cost of handling all recyclable materials. Materials are collected on weekly routes and are received at the Recycling Center.

2023-2024 Accomplishments:

- Though staffing challenges forced occasional adjustments, the Recycling Division completed curbside pickup of recycling each week.
- Picked up over 1,800 tons of recycling.

2024-2025 Goals:

- Continue weekly curbside recycling service for Cape Girardeau residents.
- Continue operations for the Recycling Drop Off Center.
- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.

RECYCLING (4086)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 391,655	\$ 387,882	\$ 447,047	\$ 418,216
MATERIALS AND SUPPLIES	79,490	87,006	97,779	89,046
CONTRACTUAL SERVICES	129,094	226,022	315,981	287,405
GENERAL OPERATIONS	2,385	1,850	7,080	7,080
CAPITAL EXPENDITURES	-	-	180,000	45,000
SPECIAL PROJECTS	75,616	108,038	138,000	113,000
DEBT PAYMENTS	293,760	261,996	133,871	132,309
TRANSFERS	-	-	-	-
	<u>\$ 972,000</u>	<u>\$ 1,072,794</u>	<u>\$ 1,319,758</u>	<u>\$ 1,092,056</u>

TOTAL PERSONNEL SERVICE BY POSITION
RECYCLING

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Fleet Manager	Grade O	0.25	-
Crew Leader	Grade L	1	1
PW System/GIS Analyst	Grade L	0.125	0.125
Equipment Operator	Grade K	0.5	0.5
Administrative Coordinator	Grade J	1	1
Solid Waste Driver	Grade K	4	4
Administrative Technician	Grade G	0.25	-
TOTAL		<u>7.125</u>	<u>6.625</u>

GOLF COURSE FUND

City of Cape Girardeau 2024-2025 Budget

Golf

This division provides for the operation and maintenance of the 18 hole Jaycee Municipal Golf Course and the operation of the golf pro shop which provides services such as concessions, equipment, rental, marshalling the course and conducting tournaments.

2023-2024 Accomplishments:

- Developed a plan to utilize the shelter and outdoor kitchen to enhance tournament amenities and explore other opportunities for special events.
- Added an additional sponsorship hole to increase the total to 18.
- Continued to add more tournaments and sponsorships while also retaining 90% of existing tournaments and sponsorships.
- Increased participation in the Junior Golf program. Had three sessions from May through August.
- We had a very successful 2023. We did not lose any grass on the greens or fairways which is outstanding considering the level of play the course receives.
- Effectively managed the 2023-24 Operating Budget by completing projects in-house and value engineering where possible to help stay within the budget.
- We added an additional concrete cart path by hole #10 to help maintain the grass around the tee box for hole #10.
- Installed new Zoysia sod in ditch by hole #15.
- Cut back the wood line on #11 & #15 tee which improved airflow and sunlight for better turf.
- Cut down three trees on #16 rough that were overgrown, which has improved the tee shot to the green.
- Upgraded the course irrigation system by purchasing an updated computer system for irrigation control.
- Successfully transitioned from retired Golf Course Superintendent (Randy Lueder) to new Superintendent (Rusty Golightly).
- Recruited and hired 3 new full-time staff to bring the maintenance crew to full capacity for the first time in two years.

2024-2025 Goals:

- Meet or exceed 2024-2025 operating revenue.
- Meet or exceed cost recovery of 100%.
- Maintain consistent full time and part time staffing.
- Continue to develop a plan to improve the pro shop concession offerings and overall look.
- Work on improving the course championship and add new course tournaments.
- Host a Junior Golf tournament.
- Increase yearly membership sales.

City of Cape Girardeau 2024-2025 Budget

Golf (cont.)

- Continue to develop opportunities to utilize the renovated and improved pavilion for patron enjoyment, promotion and revenue opportunities.
- Develop a coordinated plan with the Golf Manager and Marketing Coordinator to increase participation in Jaycee sponsored tournaments.
- Replace the shingles on the Pro Shop roof.
- Replace broken cart path on holes #5 & #8.
- Concrete a connection point by the putting green.
- Repair sand traps on holes #4 & #15.
- Plant additional trees along holes #2, #3 #6, #7 & #8 to add additional greenery throughout the course.
- Cut back the wood line on #8 tee to improve airflow and sunlight for better turf.
- Continue to effectively manage the Golf Course operations budget while continuing to maintain the course efficiently and effectively.

GOLF FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	199	-	-	-
SERVICE CHARGES	766,185	841,939	778,300	929,526
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	14,240	36,014	4,800	-
OTHER FINANCING	<u>1,275</u>	<u>11,400</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 781,899	\$ 889,353	\$ 783,100	\$ 929,526
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 347,636	\$ 412,040	\$ 487,474	\$ 523,300
MATERIALS & SUPPLIES	133,393	137,661	114,264	131,257
CONTRACTUAL SERVICES	109,145	125,065	135,396	133,622
GENERAL OPERATIONS	772	404	4,050	4,050
CAPITAL OUTLAY	13,392	27,798	-	-
SPECIAL PROJECTS	2,376	3,925	7,000	7,100
DEBT SERVICE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	\$ <u>606,714</u>	\$ <u>706,893</u>	\$ <u>748,184</u>	\$ <u>799,329</u>
FUND TRANSFERS IN	37,010	16,000	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	(84,000)
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(10,364)	(7,671)
BEGINNING UNRESERVED FUND BALANCE			547,770	572,322
ENDING UNRESERVED FUND BALANCE			<u>572,322</u>	<u>610,848</u>
EMERGENCY RESERVE FUND		<u>101,864</u>	<u>112,228</u>	<u>119,899</u>
FUNDS RESERVED FOR EQUIPMENT REPLACEMENT		<u>-</u>	<u>-</u>	<u>84,000</u>

GOLF FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Fed Indirect Operating-Treasury	\$ 199	\$ -	\$ -	\$ -
	199	-	-	-
Pro Shop Concessions	32,680	35,517	52,000	55,000
Pro Shop Concessions-Beer	62,601	64,681	65,000	70,000
Cost of Misc Retail Items	(2,081)	(8,653)	(5,000)	(15,000)
Cost of Items Resold	(45,003)	(58,608)	(59,400)	(59,400)
Green Fees - Weekend	133,078	130,559	135,000	138,000
Green Fees - Weekly	163,109	164,191	155,500	167,000
Private-Cart Fees	2,149	154	1,500	-
Motor-Cart Fees	276,997	359,579	275,000	439,226
Other Equipment Rental	687	-	700	-
Equipment Sales	13,378	65,204	14,000	17,000
Annual Pass Fees	120,655	79,493	121,000	100,000
Golf Class Fees	5,765	4,284	5,500	5,700
Tournament Fees	2,170	5,540	17,500	12,000
	<u>766,185</u>	<u>841,939</u>	<u>778,300</u>	<u>929,526</u>
Interest on Overnight Investments	6,319	30,100	3,800	-
Cash Overages & Shortages	6,592	5,915	-	-
General Miscellaneous	1,329	-	1,000	-
	<u>14,240</u>	<u>36,014</u>	<u>4,800</u>	<u>-</u>
Property Sale	1,275	9,700	-	-
Operating contributions	-	1,700	-	-
	<u>1,275</u>	<u>11,400</u>	<u>-</u>	<u>-</u>
Transfers In Parks & Rec Fund	-	6,000	-	-
Transfers In-Parks & Rec Foundation	17,010	10,000	-	-
Transfers In-Park/Stormwater -Operating	10,000	-	-	-
Transfers In-Pk System Imp Ph 2	10,000	-	-	-
	<u>37,010</u>	<u>16,000</u>	<u>-</u>	<u>-</u>
	<u>\$ 818,909</u>	<u>\$ 905,354</u>	<u>\$ 783,100</u>	<u>\$ 929,526</u>

GOLF FUND (5075)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 347,636	\$ 412,040	\$ 487,474	\$ 523,300
MATERIALS AND SUPPLIES	133,393	137,661	114,264	131,257
CONTRACTUAL SERVICES	109,145	125,065	135,396	133,622
GENERAL OPERATIONS	772	404	4,050	4,050
CAPITAL EXPENDITURES	13,392	27,798	-	-
SPECIAL PROJECTS	2,376	3,925	7,000	7,100
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 606,714</u>	<u>\$ 706,893</u>	<u>\$ 748,184</u>	<u>\$ 799,329</u>

TOTAL PERSONNEL SERVICE BY POSITION
GOLF

CLASSIFICATION	SALARY GRADE		2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Golf Course Supervisor	Grade	N	1	-
Golf Course Superintendent	Grade	N	-	1
Golf Course Manager	Grade	N	1	1
Senior Maintenance Worker	Grade	I	1	2
Maintenance Worker	Grade	G	2	1
TOTAL			5	5
Part-Time Employees				
	Actual	2023-24	Actual	2024-25
	<u>Hours</u>	Full-Time	<u>Hours</u>	Full-Time
		<u>Equivalent</u>		<u>Equivalent</u>
Part-Time Hours	12,035	5.78	13,215	6.35

**INDOOR
SPORTS
COMPLEX
FUND**

City of Cape Girardeau 2024-2025 Budget

Indoor Sports Complex

The Indoor Sports Complex Fund provides for the operation and maintenance of the Sportsplex which opened in May 2017.

2023-2024 Accomplishments:

- Attained a cost recovery of 95% on direct expenses not counting depreciation allocations.
- Hosted 39 sports tournaments which boosted economic impact in Cape Girardeau through hotel stays, restaurant visits and retail purchases.
- Secured all sign sponsors on courts and new sign sponsors on fields as well as new program sponsors at the SportsPlex to gain additional revenue.
- Maintained or grew participation in a majority of youth and adult sports leagues.
- Concession revenue increased by \$15,000 over the previous fiscal year.
- Birthday parties and meeting room rentals doubled in numbers and revenue over the previous fiscal year.
- Partnered with Cape Noon Optimist Club to bring the Indoor Soccer League to the SportsPlex.
- Continued rental relationships with several local sports clubs including NSSC Volleyball, Pursuit Volleyball, SEMO Elite Soccer, Perryville Stars Softball and Jackson Tribe Baseball.
- Provided an indoor training facility for local high schools and Southeast Missouri State University soccer, baseball, softball and football.
- Rented to ten schools for field trips during weekday daytime hours.

2024-2025 Goals:

- Meet or exceed direct expense cost recovery goal of 100%.
- Help offset the minimum wage increase by reducing expenses when possible and increasing revenue through fee increases and increased participation.
- Host a sports tournament or other large event 42 weekends during the year to boost economic impact in Cape Girardeau through restaurant visits and hotel stays.
- Increase court and field rental revenue by 5% by obtaining new rental customers and fee increases.
- Obtain new tournaments, large corporate, school and church rentals during our non-peak time of late summer and fall.
- Create new summer sports-related youth programming at the SportsPlex such as sports camps and clinics.
- Operate the concession stand at a fee based service ratio of 1.5 by implementing small price increases.
- Implement quarterly professional development training for part-time staff.
- Continue selling all wall space through our sponsor signage program.
- Create a facility maintenance plan for upcoming desired facility repairs and restorations.

INDOOR SPORTS COMPLEX FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	786,059	823,881	883,688	940,365
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	84,323	98,812	75,850	95,165
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 870,382	\$ 922,693	\$ 959,538	\$ 1,035,530
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 450,102	\$ 521,157	\$ 592,137	\$ 608,440
MATERIALS & SUPPLIES	146,465	169,592	164,134	196,110
CONTRACTUAL SERVICES	147,981	151,345	193,633	233,373
GENERAL OPERATIONS	2,093	2,036	4,610	3,930
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	61,945	100,942	73,495	75,825
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 808,586	\$ 945,072	\$ 1,028,009	\$ 1,117,678
FUND TRANSFERS IN	51,807	59,430	68,471	82,148
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(13,201)	(13,451)
BEGINNING UNRESERVED FUND BALANCE			339,609	326,408
ENDING UNRESERVED FUND BALANCE			326,408	312,957
EMERGENCY RESERVE FUND		141,000	154,201	167,652

INDOOR SPORTS COMPLEX FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Vending machine sales	\$ 5,303	\$ 9,807	\$ 7,200	\$ 8,100
Concessions-non-alcoholic	369,196	414,399	420,000	445,000
Concessions-non-alcohol(cost)	(210,141)	(235,291)	(225,000)	(240,000)
Concessions-misc retail items	1,258	(779)	1,000	700
Concess-misc ret items (cost)	-	(91)	(300)	(300)
Total cost of concession sales	(983)	-	1,000	-
Program Fees	42,797	48,396	48,775	43,000
League Fees	158,562	158,862	169,538	187,865
Special Event Fees	15,730	12,485	18,600	18,000
Entrance Fees	<u>404,337</u>	<u>416,094</u>	<u>442,875</u>	<u>478,000</u>
	786,059	823,881	883,688	940,365
Interest on Overnight Investments	5,616	20,709	-	16,500
Operating contributions	10,042	5,011	5,000	5,000
Advertising space lease	68,850	73,290	70,850	73,665
Cash over (short)	<u>(185)</u>	<u>(198)</u>	<u>-</u>	<u>-</u>
	84,323	98,812	75,850	95,165
Transfer from Parks and Rec	-	9,800	-	-
Trf from CVB	<u>51,807</u>	<u>49,630</u>	<u>68,471</u>	<u>82,148</u>
	<u>51,807</u>	<u>59,430</u>	<u>68,471</u>	<u>82,148</u>
	<u>\$ 922,189</u>	<u>\$ 982,123</u>	<u>\$ 1,028,009</u>	<u>\$ 1,117,678</u>

INDOOR SPORTS COMPLEX FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 450,102	\$ 521,157	\$ 592,137	\$ 608,440
MATERIALS AND SUPPLIES	146,465	169,592	164,134	196,110
CONTRACTUAL SERVICES	147,981	151,345	193,633	233,373
GENERAL OPERATIONS	2,093	2,036	4,610	3,930
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	61,945	100,942	73,495	75,825
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 808,586</u>	<u>\$ 945,072</u>	<u>\$ 1,028,009</u>	<u>\$ 1,117,678</u>

TOTAL PERSONNEL SERVICE BY POSITION
INDOOR SPORTS COMPLEX

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Sportsplex Facility Supervisor	Grade P	1	1
Recreation Specialist	Grade M	1	1
Marketing Coordinator	Grade L	0.25	-
Marketing/Social Media Specialist	Grade M	-	0.25
Recreation Coordinator	Grade L	1	1
Senior Maintenance Worker	Grade I	1	-
Facility Services Assistant	Grade I	1	2
TOTAL		5.25	5.25

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	17,436	8.38	18,386	8.84

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SPORTS COMPLEXES FUND

City of Cape Girardeau 2024-2025 Budget

Shawnee Park Sports Complex Division

The Sports Complexes Fund provides for the operation and maintenance of all of the athletic fields throughout the city and the operation of concession stands for league and tournament events.

2023-2024 Accomplishments:

- Successfully hosted The Bank of Missouri Fall Cape Classic Soccer tournament with a total of 123 teams (increase of 14 teams from previous year).
- From July 2023 through November 2024, we hosted 9 baseball, softball and soccer tournaments with an approximate total of 300 teams at the Shawnee Park Sports Complex and Arena Park Sports Complex.
- Increased participation of youth leagues including Spring Soccer, Fall Soccer and Youth Baseball
- Met monthly with Visit Cape to discuss scheduled tournaments and better coordinate with our local hoteliers.
- Had a successful summer and fall league and tournament season while operating with only four of our six full-time maintenance positions and only two of three recreation full-time staff for the first three months.
- Retained our current baseball, softball and soccer tournament rentals and added one tournament.
- Attained a revenue budget improving the Sports Complex's cost recovery.
- Completed renovation of baseball / softball fields 1-8.
- Completed demolition and build of new Capaha Field outfield fence
- Implemented Cape Public School partnership in youth leagues increasing participation.)

2024-2025 Goals:

- Fill our two open full-time maintenance position and retain current employees.
- Continue to grow the participation levels of all of our youth and adult sports leagues.
- Attain or exceed 2023/2024 revenue budget improving the Sports Complex's cost recovery.
- Increase positive margin on concession operations to exceed fee based service ratio of 1.30.
- Continue to meet monthly with Visit Cape to discuss scheduled tournaments and coordinate with our local hoteliers.
- Develop a professional facility brochure for the Shawnee Park Sports Complex.
- Implement interior facility way finding signs for the Shawnee Park Sports Complex.
- Initiate Youth Complex RFP and development process. This will include issuing an RFP, selection and development process. Construction on the Youth Sports Complex will begin in Fall 2024.
- Continue to grow the Youth Sports League partnership with Cape Public Schools.

SPORTS COMPLEXES FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>BUDGET</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	135	-	-	-
SERVICE CHARGES	369,972	400,664	463,326	463,610
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	6,232	27,617	250	250
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 376,339	\$ 428,281	\$ 463,576	\$ 463,860
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 482,539	\$ 641,427	\$ 752,757	\$ 781,115
MATERIALS & SUPPLIES	118,471	141,784	164,841	172,458
CONTRACTUAL SERVICES	171,325	156,049	172,079	195,792
GENERAL OPERATIONS	1,246	827	2,718	4,518
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	97,090	132,924	122,399	139,218
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 870,671	\$ 1,073,011	\$ 1,214,794	\$ 1,293,101
FUND TRANSFERS IN	735,813	752,890	751,218	829,241
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			(20,459)	(11,746)
BEGINNING UNRESERVED FUND BALANCE			358,404	337,945
ENDING UNRESERVED FUND BALANCE			337,945	326,199
EMERGENCY RESERVE FUND		161,760	182,219	193,965

SPORTS COMPLEXES FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Fed Indirect Operating-Treasury	\$ 135	\$ -	\$ -	\$ -
	135	-	-	-
Concessions	150,187	149,960	180,000	167,000
Concessions-Beer	16,506	16,355	18,000	18,000
Equipment Sales	1,955	4,881	2,650	2,650
Cost of Items Resold	(101,350)	(107,483)	(108,000)	(108,000)
Field Rental	30,779	36,282	74,861	38,760
Field Usage Fees-Capaha	37,922	37,448	-	46,465
League Fees	218,100	252,270	283,490	290,410
Entrance Fees	7,317	7,272	12,000	8,000
Tournament Fees	8,556	3,679	225	225
Shelter rental fees	-	-	100	100
	369,972	400,664	463,326	463,610
Interest on Overnight Invments	4,492	22,769	-	-
Cash Over and Short	1,490	4,273	-	-
General Miscellaneous	250	575	250	250
	6,232	27,617	250	250
Transfer from General Fund	337,918	359,642	343,688	412,866
Transfer from Parks & Rec Fund	12,650	-	-	-
Transfer from Parks/Stormwtr-Operating	372,745	386,248	400,530	409,375
Transfer from Parks & Rec Foundation	7,000	7,000	7,000	7,000
Transfer from Park System Imp Ph 2	5,500	-	-	-
	735,813	752,890	751,218	829,241
	<u>\$ 1,112,152</u>	<u>\$ 1,181,171</u>	<u>\$ 1,214,794</u>	<u>\$ 1,293,101</u>

SPORTS COMPLEXES FUND

BUDGET BY MAJOR OBJECT

	2021-22	2022-23	2023-24	2024-25
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROPOSED</u>
PERSONNEL COSTS	\$ 482,539	\$ 641,427	\$ 752,757	\$ 781,115
MATERIALS AND SUPPLIES	118,471	141,784	164,841	172,458
CONTRACTUAL SERVICES	171,325	156,049	172,079	195,792
GENERAL OPERATIONS	1,246	827	2,718	4,518
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	97,090	132,924	122,399	139,218
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 870,671</u>	<u>\$ 1,073,011</u>	<u>\$ 1,214,794</u>	<u>\$ 1,293,101</u>

TOTAL PERSONNEL SERVICE BY POSITION
SPORTS COMPLEXES

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Assistant Recreation Division Manager	Grade P	1	1
Recreation Supervisor	Grade O	0.5	0.5
Recreation Coordinator	Grade L	0.5	0.5
Maintenence Supervisor	Grade L	2	2
Marketing Coordinator	Grade L	0.25	-
Marketing/Social Media Specialist	Grade M	-	0.25
Sr. Maintenance Worker	Grade I	1	1
Maintenance Worker	Grade G	<u>3</u>	<u>3</u>
TOTAL		8.25	8.25

Part-Time Employees

	2023-24	2024-25
	Actual <u>Hours</u>	Full-Time <u>Equivalent</u>
	Actual <u>Hours</u>	Full-Time <u>Equivalent</u>
Part-Time Hours	14,880	7.15
		16,754
		8.05

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INTERNAL SERVICE FUNDS

INTERNAL SERVICE FUNDS BUDGET HIGHLIGHTS

ACTIVITIES

Internal Service Funds are similar to Enterprise Funds except that the services are not rendered to the general public but are for other City departments.

Information Technology

Fleet Management

Employee Benefit Fund

Risk Management Fund

Equipment Replacement Fund

City of Cape Girardeau, Missouri
 COMBINED STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID
 AND CHANGES IN FUND BALANCES - INTERNAL SERVICE FUNDS
 INFORMATION TECHNOLOGY FUND, FLEET, EMPLOYEE BENEFITS, RISK MANAGEMENT, AND
 EQUIPMENT REPLACEMENT FUNDS

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUES COLLECTED:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	7,715,168	7,754,490	8,183,891	7,746,844
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	410,840	546,885	315,475	372,034
OTHER FINANCING	<u>47</u>	<u>62,813</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 8,126,055	\$ 8,364,188	\$ 8,499,366	\$ 8,118,878
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 1,047,581	\$ 1,123,762	\$ 1,179,274	\$ 1,241,427
MATERIALS & SUPPLIES	619,236	628,156	620,997	620,372
CONTRACTUAL SERVICES	5,800,649	6,806,605	6,170,307	6,359,556
GENERAL OPERATIONS	33,075	31,636	113,853	40,771
CAPITAL OUTLAY	394,830	117,529	470,448	415,052
SPECIAL PROJECTS	1,790	1,825	2,737	1,700
DEBT SERVICE	<u>1,576</u>	<u>392</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	\$ 7,898,737	\$ 8,709,905	\$ 8,557,616	\$ 8,678,878
FUND TRANSFERS IN	171,566	68,392	-	560,000
FUND TRANSFERS OUT	-	29,700	30,000	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			4,615,175	4,526,925
ENDING UNRESERVED FUND BALANCE			<u>4,526,925</u>	<u>4,526,925</u>

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INFORMATION TECHNOLOGY FUND

City of Cape Girardeau 2024-2025 Budget

Information Technology

This division manages and maintains all information technology software and infrastructure throughout the City. Provides support to County Sheriff and Jackson PD as the City of Cape host a RMS system used by all local law enforcement to include County Prosecutors.

2023-2024 Accomplishments:

- Support Munis SaaS
 - Manage and maintain all environments performing weekly updates to keep system up-to-date with the most current fixes
 - Created and manage new accounts for access to Cashiering and data cubes
 - Continue to be POC for any and all Munis issues working with SaaS support
 - Continue to be the point of contact for all issue and new module versions
- Extended network to new Cape Aquatic Center (CAC)
 - Worked with public works to get fiber extended into CAC
 - Purchased and installed new network switches
 - Installed 3 computers and VOIP Cisco phones
 - Installing Wi-Fi for entire facility for public access
- Purchased new hardware to replacing aging network switches in every office
 - Have backup switches to replace single points of failure
 - Installing redundant switches in City Hall for network high available
- Completed Travelers Cyber insurance renewal certifying the network passes Travelers security requirements for renewal of the cyber insurance policy
- Continue to assist Municipal Court's transition to the state's court system as there have been many issues
- Manage remote access for Cape County sheriff's office, Count Prosecutors, Jackson PD and county 911 allowing them direct access to Police CAD and RMS shared by all
- Maintain 20 internal servers that support the operations for all departments.
- Complete 50+ help desk requests a week from end users for software and hardware issues
- Replaced approximately 50 computers and 50 phones
- Worked with HR removing network accounts of user no longer employed by the city
- Reduced the IT annual budget by \$21,700
- After working with Johnson Controls we now have a quote to upgrade our badge system
 - Quote is good for 150 days so most likely we will upgrade next fiscal year
- Upgraded the Milestone camera server to the current supported version
- Upgraded Cisco DUO multi-factor authentication software used by all city employees
- Upgraded the Microsoft Azure software for Munis authentication
 - Munis increased security requiring us to implement the newest version
- Placed order for Charter Internet at City Hall to implement Wi-Fi for council chambers and citizens isolating them from the city network
- Working with Airport contractors on network for new airport terminal
- Working with CPU getting all HR data exported from the old aging GEMS server an imported in the current CPU payroll system
- Worked with Munis support in upgrading Munis from version 2019 to version 2021

City of Cape Girardeau 2024-2025 Budget

Information Technology (cont.)

- Worked with customer service upgrading cashiering to new version and hardware

2024-2025 Goals:

- Continue providing IT support to all city employees for any and all computer needs
- Migrate all local virtual servers (20) to the newest Microsoft OS version 2021 as most systems are running on an unsupported OS versions
- Replace aging network switches in offices with older out dated equipment
- Upgrade the Johnson Controls badge system to newest supported version
- Replace all Cisco phones with newer models that support Gigabit speeds allowing faster network access to local and remote servers in the Cloud
- Continue working with Municipal Court's transition to the state's court system
- Review IT budget because of growing number of network devices
- Stream-line computer purchasing process by having departments purchase their own computers
- Continue supporting public safety's CAD, RMS and 911 systems
 - These are used by Cape, County, Jackson, Fire and both 911 centers

INFORMATION TECHNOLOGY FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	939,338	1,038,849	1,041,450	1,030,509
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	-	1,277	-	4,420
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 939,338	\$ 1,040,126	\$ 1,041,450	\$ 1,034,929
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 306,875	\$ 361,581	\$ 336,645	\$ 291,482
MATERIALS & SUPPLIES	80,458	66,797	86,200	86,200
CONTRACTUAL SERVICES	483,509	483,712	484,307	535,397
GENERAL OPERATIONS	1,707	24	2,350	1,850
CAPITAL OUTLAY	79,251	117,529	131,948	120,000
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	1,576	392	-	-
	1,576	392	-	-
TOTAL EXPENSES	\$ 953,376	\$ 1,030,035	\$ 1,041,450	\$ 1,034,929
FUND TRANSFERS IN	171,566	392	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			16,791	16,791
ENDING UNRESERVED FUND BALANCE			16,791	16,791
EMERGENCY RESERVE FUND		-	-	-

INFORMATION TECHNOLOGY FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Internal EDP Services	\$ 939,338	\$ 1,038,849	\$ 1,041,450	\$ 1,030,509
	939,338	1,038,849	1,041,450	1,030,509
Int on Overnight Investments	-	1,277	-	4,420
	-	1,277	-	4,420
Transfer - General Fund	171,566	392	-	-
	171,566	392	-	-
	<u>\$ 1,110,904</u>	<u>\$ 1,040,519</u>	<u>\$ 1,041,450</u>	<u>\$ 1,034,929</u>

INFORMATION TECHNOLOGY FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 306,875	\$ 361,581	\$ 336,645	\$ 291,482
MATERIALS AND SUPPLIES	80,458	66,797	86,200	86,200
CONTRACTUAL SERVICES	483,509	483,712	484,307	535,397
GENERAL OPERATIONS	1,707	24	2,350	1,850
CAPITAL EXPENDITURES	79,251	117,529	131,948	120,000
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	1,576	392	-	-
TRANSFERS	-	-	-	-
	<u>\$ 953,376</u>	<u>\$ 1,030,035</u>	<u>\$ 1,041,450</u>	<u>\$ 1,034,929</u>

TOTAL PERSONNEL SERVICE BY POSITION
INFORMATION TECHNOLOGY

			2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees				
Information Technology Manager	Grade	T	1	1
Senior Networking Engineer	Grade	Q	1	1
Network Engineer	Grade	M	1	1
Applications & Tech Support Specialist	Grade	L	1	-
TOTAL			4	3

FLEET MANAGEMENT FUND

City of Cape Girardeau 2024-2025 Budget

Fleet Management Fund

This division manages and maintains all fleet vehicles and equipment throughout the City. This division also maintains the facilities for Public Works buildings.

2023-2024 Accomplishments:

- Processed over 226,000 gallons of fuel through the City's fueling island.
- Managed over \$1.3 million of internal and external fleet repairs.
- Purchased 30 vehicles/pieces of equipment.
- Cross Training within the crew for more flexible operations

2024-2025 Goals:

- Have no lost time or at-fault accidents.
- Maintain fleet for extended service life.
- Continue to cut costs by performing additional in-house fleet repairs instead of sending out fleet/equipment for repair.
- Continue to perform necessary repairs or replacement of elements for the various Public Works buildings

FLEET MANAGEMENT FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>BUDGET</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	1,683,298	1,650,251	1,727,000	1,835,831
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	7,640	11,736	3,780	8,000
OTHER FINANCING	<u>47</u>	<u>1,313</u>	<u>-</u>	<u>-</u>
TOTAL REVENUE	\$ 1,690,985	\$ 1,663,300	\$ 1,730,780	\$ 1,843,831
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ 740,706	\$ 762,181	\$ 842,629	\$ 949,945
MATERIALS & SUPPLIES	538,426	561,092	534,396	533,772
CONTRACTUAL SERVICES	386,137	346,143	349,202	356,564
GENERAL OPERATIONS	850	555	4,553	3,550
CAPITAL OUTLAY	7,350	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	<u>\$ 1,673,469</u>	<u>\$ 1,669,971</u>	<u>\$ 1,730,780</u>	<u>\$ 1,843,831</u>
FUND TRANSFERS IN	-	68,000	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER				
(UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE			-	-
DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE				
DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND				
BALANCE			402,622	402,622
ENDING UNRESERVED FUND				
BALANCE			<u>402,622</u>	<u>402,622</u>
EMERGENCY RESERVE FUND		<u>-</u>	<u>-</u>	<u>-</u>

FLEET MANAGEMENT FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Diesel Fuel Sales	\$ 211,939	\$ 346,977	\$ 300,000	\$ 342,468
Diesel Fuel Sales (cost)	(213,807)	(325,298)	(288,000)	(303,665)
Unleaded fuel sales	93	609	-	-
Unleaded fuel sales (cost)	(90)	(614)	-	-
Internal Fleet Services	<u>1,685,163</u>	<u>1,628,577</u>	<u>1,715,000</u>	<u>1,797,028</u>
	1,683,298	1,650,251	1,727,000	1,835,831
Int on Overnight Investments	2,593	10,201	-	6,500
Interest On Notes Receivable	-	-	-	-
Miscellaneous	<u>5,047</u>	<u>1,534</u>	<u>3,780</u>	<u>1,500</u>
	7,640	11,736	3,780	8,000
Gain From Sale of Asset	47	1,313	-	-
Compensation for Damages	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	47	1,313	-	-
Transfer from General Fund	<u>-</u>	<u>68,000</u>	<u>-</u>	<u>-</u>
	-	68,000	-	-
	<u>\$ 1,690,985</u>	<u>\$ 1,731,299</u>	<u>\$ 1,730,780</u>	<u>\$ 1,843,831</u>

FLEET MANAGEMENT FUND (9020)

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ 740,706	\$ 762,181	\$ 842,629	\$ 949,945
MATERIALS AND SUPPLIES	538,426	561,092	534,396	533,772
CONTRACTUAL SERVICES	386,137	346,143	349,202	356,564
GENERAL OPERATIONS	850	555	4,553	3,550
CAPITAL EXPENDITURES	7,350	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 1,673,469</u>	<u>\$ 1,669,971</u>	<u>\$ 1,730,780</u>	<u>\$ 1,843,831</u>

TOTAL PERSONNEL SERVICE BY POSITION

FLEET MANAGEMENT

CLASSIFICATION	SALARY GRADE	2023-24 FISCAL YEAR	2024-25 FISCAL YEAR
Regular Employees			
Public Works Director	Grade V	0.2	0.2
Assistant Public Works Director	Grade U	0.25	0.25
Fleet Manager	Grade O	0.5	1
Fleet Maintenance Supervisor	Grade M	1	1
Senior Mechanic	Grade L	1	1
PW System/GIS Analyst	Grade L	0.25	0.25
Fleet Mechanic	Grade L	5	5
Fleet Specialist	Grade I	1	1
Administrative Technician	Grade G	0.25	1
Parts Technician	Grade F	1	1
Administrative Secretary	Grade F	1	1
Maintenance Worker	Grade G	1	1
TOTAL		12.45	13.7

Part-Time Employees

	2023-24		2024-25	
	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>	<u>Actual Hours</u>	<u>Full-Time Equivalent</u>
Part-Time Hours	1,040	0.5	2,998	1.44

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EMPLOYEE BENEFITS FUND

City of Cape Girardeau 2024-2025 Budget

Employee Benefits Fund

This division manages all employee benefits programs, including, health and dental insurance plans.

EMPLOYEE BENEFITS FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	4,453,453	4,286,245	4,623,441	4,084,334
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	44,622	117,738	50,000	54,062
OTHER FINANCING	-	-	-	-
	\$ 4,498,075	\$ 4,403,983	\$ 4,673,441	\$ 4,138,396
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	352	267	401	400
CONTRACTUAL SERVICES	4,464,469	5,298,239	4,614,798	4,674,296
GENERAL OPERATIONS	19,665	21,873	25,505	22,000
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	1,790	1,825	2,737	1,700
DEBT SERVICE	-	-	-	-
	\$ 4,486,276	\$ 5,322,204	\$ 4,643,441	\$ 4,698,396
FUND TRANSFERS IN	-	-	-	560,000
FUND TRANSFERS OUT	-	29,700	30,000	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE				
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			1,260,250	1,260,250
ENDING UNRESERVED FUND BALANCE			1,260,250	1,260,250
EMERGENCY RESERVE FUND		-	-	-

EMPLOYEE BENEFITS FUND REVENUE

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
Internal Health Prem.-Employee	\$ 3,616,005	\$ 3,485,608	\$ 3,702,019	\$ 3,526,954
Internal Health Prem.-Retiree	822,653	793,207	910,533	555,613
Cobra Health & Dental	<u>14,795</u>	<u>7,430</u>	<u>10,889</u>	<u>1,767</u>
	4,453,453	4,286,245	4,623,441	4,084,334
Interest on Overnight Invments	34,374	107,528	50,000	54,062
Operating Contributions	10,000	10,000	-	-
General Miscellaneous	<u>248</u>	<u>209</u>	<u>-</u>	<u>-</u>
	44,622	117,738	50,000	54,062
Transfer-General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>560,000</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>560,000</u>
	<u>\$ 4,498,075</u>	<u>\$ 4,403,982</u>	<u>\$ 4,673,441</u>	<u>\$ 4,698,396</u>

EMPLOYEE BENEFITS FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	352	267	401	400
CONTRACTUAL SERVICES	4,464,469	5,298,239	4,614,798	4,674,296
GENERAL OPERATIONS	19,665	21,873	25,505	22,000
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	1,790	1,825	2,737	1,700
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	29,700	30,000	-
	<u>\$ 4,486,276</u>	<u>\$ 5,351,904</u>	<u>\$ 4,673,441</u>	<u>\$ 4,698,396</u>

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RISK MANAGEMENT FUND

City of Cape Girardeau 2024-2025 Budget

Risk Management Fund

This division manages the cities Risk Management program including Workers Compensation.

RISK MANAGEMENT FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	639,079	779,145	792,000	796,170
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	5,476	23,878	11,445	10,500
OTHER FINANCING	-	-	-	-
	-	-	-	-
TOTAL REVENUE	\$ 644,555	\$ 803,023	\$ 803,445	\$ 806,670
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	466,534	678,511	722,000	793,299
GENERAL OPERATIONS	10,853	9,184	81,445	13,371
CAPITAL OUTLAY	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 477,387	\$ 687,695	\$ 803,445	\$ 806,670
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			512,700	512,700
ENDING UNRESERVED FUND BALANCE			512,700	512,700
EMERGENCY RESERVE FUND		-	-	-

RISK MANAGEMENT FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Internal Work Comp Premium	\$ 639,079	\$ 779,145	\$ 792,000	\$ 796,170
	639,079	779,145	792,000	796,170
Interest on Overnight Invments	5,161	13,823	11,445	10,500
Interest on Investments	<u>315</u>	<u>10,054</u>	<u>-</u>	<u>-</u>
	<u>5,476</u>	<u>23,878</u>	<u>11,445</u>	<u>10,500</u>
	<u>\$ 644,555</u>	<u>\$ 803,023</u>	<u>\$ 803,445</u>	<u>\$ 806,670</u>

RISK MANAGEMENT FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	466,534	678,511	722,000	793,299
GENERAL OPERATIONS	10,853	9,184	81,445	13,371
CAPITAL EXPENDITURES	-	-	-	-
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 477,387</u>	<u>\$ 687,695</u>	<u>\$ 803,445</u>	<u>\$ 806,670</u>

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EQUIPMENT REPLACEMENT FUND

City of Cape Girardeau 2024-2025 Budget

Equipment Replacement Fund

This division manages the City's Equipment Replacement Program to assist in maintaining and planning the City's Fleet needs.

EQUIPMENT REPLACEMENT FUND
BUDGET BY MAJOR OBJECT

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>BUDGET</u>
REVENUE SOURCE:				
TAXES	\$ -	\$ -	\$ -	\$ -
LICENSES AND PERMITS	-	-	-	-
INTERGOVERN REVENUE	-	-	-	-
SERVICE CHARGES	-	-	-	-
FINES AND FORFEITS	-	-	-	-
MISCELLANEOUS	353,102	392,256	250,250	295,052
OTHER FINANCING	-	61,500	-	-
	-	61,500	-	-
TOTAL REVENUE	\$ 353,102	\$ 453,756	\$ 250,250	\$ 295,052
EXPENSE OBJECT:				
PERSONNEL SERVICES	\$ -	\$ -	\$ -	\$ -
MATERIALS & SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL OUTLAY	308,229	-	338,500	295,052
SPECIAL PROJECTS	-	-	-	-
DEBT SERVICE	-	-	-	-
	-	-	-	-
TOTAL EXPENSES	\$ 308,229	\$ -	\$ 338,500	\$ 295,052
FUND TRANSFERS IN	-	-	-	-
FUND TRANSFERS OUT	-	-	-	-
PROJECTED NET REVENUE OVER (UNDER) BUDGETED EXPENSE			-	-
RESERVED FUND BALANCE DECREASE(INCREASE)			-	-
EMERGENCY RESERVE FUND BALANCE DECREASE(INCREASE)			-	-
BEGINNING UNRESERVED FUND BALANCE			2,422,812	2,334,562
ENDING UNRESERVED FUND BALANCE			2,334,562	2,334,562
EMERGENCY RESERVE FUND		-	-	-

EQUIPMENT REPLACEMENT FUND REVENUE

	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ACTUAL</u>	<u>2023-24</u> <u>BUDGET</u>	<u>2024-25</u> <u>PROPOSED</u>
Interest on Overnight Investments	\$ 28,547	\$ 109,918	\$ 35,000	\$ 72,684
Lease Revenue	<u>324,555</u>	<u>282,338</u>	<u>215,250</u>	<u>222,368</u>
	353,102	392,256	250,250	295,052
Property sale (Proprietary)	<u>-</u>	<u>61,500</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>61,500</u>	<u>-</u>	<u>-</u>
	<u>\$ 353,102</u>	<u>\$ 453,756</u>	<u>\$ 250,250</u>	<u>\$ 295,052</u>

EQUIPMENT REPLACEMENT FUND

BUDGET BY MAJOR OBJECT

	2021-22 <u>ACTUAL</u>	2022-23 <u>ACTUAL</u>	2023-24 <u>BUDGET</u>	2024-25 <u>PROPOSED</u>
PERSONNEL COSTS	\$ -	\$ -	\$ -	\$ -
MATERIALS AND SUPPLIES	-	-	-	-
CONTRACTUAL SERVICES	-	-	-	-
GENERAL OPERATIONS	-	-	-	-
CAPITAL EXPENDITURES	308,229	-	338,500	295,052
SPECIAL PROJECTS	-	-	-	-
DEBT PAYMENTS	-	-	-	-
TRANSFERS	-	-	-	-
	<u>\$ 308,229</u>	<u>\$ -</u>	<u>\$ 338,500</u>	<u>\$ 295,052</u>

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APPENDICES

FEE SCHEDULE CHANGES

CITY of CAPE GIRARDEAU

FEE SCHEDULE

July 1, 2024

Fees are non-refundable, unless an application is canceled by the City or the applicant. Upon receipt of written notification of cancelling an application, the applicant will receive a refund of any amount paid which exceeds the cost incurred by the City in processing and reviewing the application to date.

APPLICATION FEES

Administrative Relief (25-13)

\$82.00 application fee per section

CBD Design Standards Approval

No fee

Certificate Of Appropriateness

No fee

Exception (25-13)

\$82.00 application fee per section

Local Historic District Designation (30-74)

\$148.00 application fee

Local Historic Landmark Designation (30-74)

\$148.00 application fee

Rezoning / Special Use Permit (30-104)

\$148.00 application fee + \$88.00 if rezoning to Planned Development (PD) + Recording fee if Special Use Permit

Variance – Board Of Adjustment (30-30)

\$82.00 application fee per section

Board Of Appeals (7-8)

\$165.00 application fee

Annexation

\$148.00 application fee + recording fee

License And Indemnity

\$55.00 application fee + recording fee

Vacation Of Right-Of-Way Or Easement (25-308)

\$165.00 application fee + recording fee

Envelopes

\$2.85 per adjacent property owner if not included with Application. This applies to Administrative Relief, Exception, Rezoning, Special Use Permit and Variance.

Special Event (15-602)

\$105.00 application fee

CITY of CAPE GIRARDEAU

INSPECTION FEES (25-356)

Infrastructure Improvements / Relocations / Modifications

(STREETS, WATER, SANITARY SEWER, AND PUBLIC STORM WATER)

Actual inspection costs

PERMIT FEES

BUILDING PERMITS (7-6)

Demolition (7-381)

\$82.00 (flat fee)

New Construction and Additions

0 - 1,000 sq ft	=	\$.130 per sq ft (\$88.00 minimum)
1,000 sq ft – 2,500 sq ft	=	\$138.00 + \$.130 per sq ft for area over 1,000 sq ft
2,501 sq ft – 10,000 sq ft	=	\$276.00 + \$.130 per sq ft for area over 2,500 sq ft
Over 10,000 sq ft	=	\$510.00 + \$.130 per sq ft for area over 10,000 sq ft

Re-Inspection Fees (7-38(8))

\$33.00 per inspection after the first two (2) inspections

Remodeling

\$0 - \$3,000	=	\$ 84.00
\$3,001 - \$10,000	=	\$137.00 + \$3.50 each additional \$1,000 (next \$7,000)
\$10,001 - \$50,000	=	\$163.00 + \$2.50 each additional \$1,000 (next \$40,000)
\$50,001 - \$100,000	=	\$221.00 + \$1.50 each additional \$1,000 (next \$50,000)
Over \$100,000	=	\$268.00 + \$1.00 each additional \$1,000 (over \$100,000)

Signs and Billboards (25-136)

Sign	=	\$ 71.00
Billboard	=	\$ 55.00

Miscellaneous

Commercial driveway	=	\$ 82.00
Residential driveway	=	\$ 71.00
Driveway with culvert	=	\$110.00
Fence (25-159)	=	\$ 82.00
Mobile home park license (27-24)	=	\$ 42.00 (to operate)
Mobile home park permit (27-23)	=	\$ 44.00 (to construct, alter, extend any mobile home park)
Mobile home re-inspection	=	\$ 33.00
Retaining wall (25-196)	=	\$110.00
Sidewalk Café (25-157)	=	fee as required under building permit
Sidewalk	=	\$ 71.00

CITY of CAPE GIRARDEAU

ELECTRICAL PERMITS

- \$ 4.20 per circuit
- \$ 33.00 per service
- \$ **38.00 minimum** permit charge

ROW/EXCAVATION (24-109)

- \$ 60.00 excavation with no pavement cut
- \$110.00 excavation with pavement cut

WIRELESS COMMUNICATIONS FACILITIES (24-192)

- \$110.00 per small wireless facility
- \$551.00 per installation, modification, or replacement of a utility pole
- \$165.00 per collocation of a small wireless facility to a city utility pole

FLOODPLAIN DEVELOPMENT (12-44)

- \$ 55.00 development in the floodplain
- \$ 55.00 development in the floodway

MECHANICAL PERMITS (7-127(6))

- \$ 27.00 per appliance
- \$121.00 for gas piping
- \$ 22.00 to move meter
- \$ **44.00 minimum** permit charge

PLUMBING PERMITS

- \$ **44.00 minimum** permit charge + \$2.10 per fixture
- \$ 33.00 cut wye into sewer main
- \$ 22.00 backflow preventer

SANITARY SEWER PERMITS (25-281)

Private Sewage Disposal System

- \$ 33.00 single family
- \$ 55.00 multifamily, commercial, and industrial

Sewer Connection for Parcel Outside the Boundaries of a Sewer District (25-279)

\$263.00 per building served

Sewer Main Connection (25-279(h)(5))

\$500.00 (*flat fee*)

Sewer Service if Producing Industrial Wastes

- \$ 33.00 residential or commercial building sewer permit
- \$ 38.00 industrial building sewer permit

CITY of CAPE GIRARDEAU

Sewer Tap Fees (25-281(4)(e))

3/4" water tap	=	\$2,500.00
1"	=	\$3,000.00
1 1/2"	=	\$3,500.00
2"	=	\$4,000.00
3"	=	\$9,010.00
4" & larger	=	\$ 0.373 per est. gallon/day of volume for new connector

WATER PERMITS (25-282 & 29-247)

Prices below assume no additional construction costs including pavement repair. If additional costs are incurred, adjustments to reflect actual cost will be made after completion of work. Cost estimates may be provided upon request.

Water Service Installation Fees

5/8" service line	=	\$1,600.00		
3/4" service line	=	\$1,700.00	3/4" service line w/PRV	= \$1,800.00
1"	=	\$1,800.00	1" w/PRV	= \$1,950.00
1 1/2"	=	\$3,000.00		
2"	=	\$4,000.00	2" w/PRV	= \$4,500.00
OVER 2" Deposit	=	\$4,000.00		
OVER 2" w/ PRV Deposit	=	\$4,500.00		
Non-metered				
Fire Service Line (any size)	=	\$1,800.00		
	=	\$1,800.00		

DEPOSIT – *adjustments to reflect actual cost will be made after completion of work*

MISCELLANEOUS WATER FEES

Fire Hydrant Meter (29-253)

Deposit (Equipment + consumption)	=	\$1,300.00 1" meter
		\$2,800.00 3" meter
User Fee (nonrefundable)	=	\$45 per month

Water Service Disconnect/Reconnect Fees (29-214)

Disconnect Fee	=	\$20.75
Reconnect Fee	=	\$20.75
Reconnect after 4:30 pm	=	\$41.50

CITY of CAPE GIRARDEAU

PLAN REVIEW FEES (25-354 & 25-355)

Plan Review Deposit due at time building plans are submitted for review:

\$ 88.00 = electronic plan review submittal

\$110.00 = paper plan review submittal

Commercial Building

New construction and additions: \$88.00 + \$0.05 per sq. ft.

Remodels: \$ 88.00 + 0.2% of the cost of construction

Residential Building

New construction and additions: \$88.00 + \$0.05 per sq. ft.

Subdivision Plat (25-318 & 25-321)

\$22.00 per lot (**\$220.00 minimum**) + recording fee (cannot be e-filed)

Stormwater Management (23-6(15) and 23-7)

Grading/fill permit: \$110.00

Stormwater permit: \$221.00

RECORDING FEES*

(includes applicable County credit card fee)

18" x 24" = \$46.00 first page, \$25.00 for each additional page

24" x 36" = \$71.00 first page, \$25.00 for each additional page

8.5" x 11" = \$25.00 first page, \$3.00 for each additional page

E-file (Simplifile) = \$5.50 per document + recording fee

* Recording fees are set by the Cape Girardeau County Recorder of Deeds Office and are subject to change.

PRINT FEES

Size	Color	Black/White
8.5" x 11"	\$ 1.30	\$.10
8.5" x 14"	\$ 1.95	\$.10
11" x 17"	\$ 2.60	\$.33
2' x 3'	\$15.60	\$3.90
3' x 4'	\$26.00	\$6.50

CITY of CAPE GIRARDEAU

LICENSE FEES

Residential Rental License (15-379)

One (1) - five (5) units	=	\$ 53.00 (renewable annually)
Six (6) or more units	=	\$105.00 (renewable annually)
Re-inspection fee	=	\$ 68.00
Missed inspection fee	=	\$ 68.00

License Renewal Late Fees

After: 30 days = 5%, 60 days = 10%, 90 days = 15%, 120 days = 20%, 150 days and after = 25%

Trade License (15-491)

Building trade license	=	\$49.00 (renewable annually)
------------------------	---	------------------------------

License Renewal Late Fees

After: May 1st = 5%, June 1st = 10%, July 1st = 15%, August 1st = 20%, September 1st and after = 25%

Business Licenses

License Tax for Certain Occupations Businesses and Trades (15-3) \$40.00

Tax Schedule for Business License Gross Sales (15-73 and 15-78)

- (1) Gross sales less than \$10,000.00. Where the annual gross sales of such licensee derived from his business, occupation or calling have amounted to less than \$10,000.00 during the year for which the license was issued, the sum of \$10.00.
- (2) Gross sales more than \$10,000.00. Where the annual gross sales of such licensee derived from his business, occupation or calling have amounted to more than \$10,000.00 during the year for which the license was issued, the sum of \$10.00 for the first \$10,000.00 and \$1.00 for each \$1,000.00 or fractional part thereof in excess of \$10,000.00.
- (3) Licensee to receive \$10.00 credit. The licensee shall receive as a credit on the license tax the \$10.00 delivered to the city clerk at the time the license was issued

Pawnbrokers (15-168 and 15-169)

- (1) *License Tax.* \$40.00
- (2) *Bond required.* Before any license to conduct the business of pawnbroker is issued, broker must enter into a bond to the city, with two or more sureties, \$500.00.

Downtown Mobile Vendor

- 15 days or less = \$100/month
- 16 days or more = \$150/month

Taxicab License (15-232) \$40.00.

Convalescent, Nursing Or Boarding Home, License Display Fee (15-295) \$40.00.

Vending Machine Operation Of Cigarettes Registration (15-319 and 15-320)

- (1) *Registration Fee.* \$1.00 for each place of business
- (2) *Occupation License Tax.* \$1.50 per every 1,000 cigarettes sold

CITY of CAPE GIRARDEAU

Security Guard License (15-424) \$40.00

Adult Entertainment License (15-515)

Adult entertainment business license \$40.00

Managers license \$40.00

Entertainers licenses \$40.00

Servers license \$40.00

License Renewal Late Fees

After: February 1st = 5%, March 1st = 10%, April 1st = 15%, May 1st = 20%, June 1st and after = 25%

Liquor Licenses

Fees for Liquor License are required for each place of business, and license shall be paid annually

Caterers, temporary (5-12 and 5-54k) \$10.00 per day

Special caterer's license (5-12 & 5-54l)

50 day maximum, \$500.00

Unlimited per year, \$1,000

Manufactures of malt liquors (5-54b) \$350.00

Distillers, manufacturers of intoxicating liquors (5-54c)

1. Manufacturers or microbreweries of beer containing alcohol in excess of five percent by weight, \$500.00
2. Wine or brandy manufacturers, not in excess of 18 percent of alcohol by weight for wine, or not in excess of 34 percent for brandy, \$300.00

Wholesalers and distributors of malt liquor (5-54d) \$150.00

Wholesalers and distributors of liquor; delivery (5-54e)

1. Distributors or wholesalers of intoxicating liquor not in excess of 22 percent of alcohol by weight, \$300.00
2. Distributors or wholesalers of intoxicating liquors of all kinds, \$750.00
3. Delivery of intoxicating liquor of all kinds and not included any other license, \$50.00

Retailers of liquor by the drink not more than 5 percent and light wines (5-54f) \$52.50

Retailers of liquor over 5 percent (5-54g) \$450.00

Retailers of package liquor (5-54h) \$150.00

Sunday sales (5-54i) \$300.00

Wine tasting (5-54j) \$37.50

Temporary liquor license (5-60) \$10.00 per day

Consumption liquor license (5-62) \$300.00

CITY of CAPE GIRARDEAU

FALSE ALARM FEES (15-676)

Alarm System Permit Fee	\$ 25.00
Annual Renewal Fee	\$ 25.00
Late Fee after 30 days	\$ 25.00
First Alarm	No charge
Second Alarm	\$ 50.00
Third Alarm	\$ 75.00
Fourth Alarm	\$100.00
Fifth Alarm	\$150.00
Sixth Alarm	\$200.00
Seventh Alarm	\$250.00
Eighth Alarm	\$300.00
Each Additional Alarm	\$300.00
Each Alarm without a valid registration,	\$100.00 in addition to above alarm fee
Appeal Hearing	\$ 25.00 plus assessed fee
Reinstatement of Response Fee	\$50.00
Application for trial de novo	\$ 30.00

NUISANCE ABATEMENT FEES (13-28(h))

Nuisance Abatement. \$150.00 administrative cost plus actual cost of the abatement.

TRANSACTION FEES

Transaction Fees*	Credit/debit card	3.75% of amount; \$1.95 min
*fees set by third-party	IVR (phone) credit/debit card	3.75% of amount; \$1.95 min; + \$.50
credit card company	E-checks	\$1.95
and subject to change	IVR E-checks	\$2.45
Return Payment Fee	includes auto-pay, ACH, DC/CC, check, e-check	\$25

CITY *of* CAPE GIRARDEAU

CEMETERY FEES (Ch. 9)

Grave Space Cost (9-32) \$400.00
Title Transfer \$75.00

Weekday Processing Fee (includes deeds and permits for services) \$100.00

Weekend Processing Fee (includes deeds and permits for services) \$150.00

Weekday/Holiday Grave Openings
Cremation \$200.00

Weekend/Holiday Grave Openings
Cremation \$400.00

Disinterments
Adult \$350.00
Infant \$100.00

Indigent Grave Openings (eligibility guidelines must be met)
Adult \$ 65.00
Infant \$ 20.00
Cremation \$ 20.00

Mausoleum Fee \$200.00

Impedements, Removal of any concrete walls or grave dividers that impede the opening of a gravesite, \$25.00 per hour plus cost of materials and supplies.

CITY of CAPE GIRARDEAU

SOLID WASTE FEES

Residential Solid Waste Collection Fee (22-38)

\$26.94 per month per dwelling + fuel surcharge, if applicable.

Additional 64-gallon solid waste container and/or 96-gallon recycling container,
\$53.88 per month

Residential Solid Waste Fuel Surcharge (22-30)

The monthly solid waste collection fee for residential customers shall be increased when the previous month's average per gallon diesel fuel price exceeds \$3.75. The charge will be increased by 25 percent of the difference between the previous month's average per gallon diesel fuel price and \$3.75. All surcharges will be rounded up to the next cent average per gallon diesel fuel costs will be the average of the Midwest Region Index as published by the U.S. Department of Energy.

Waste Hauler Disposal Fees (22-30)

Disposing less than 20 tons of solid waste per week at the City's Transfer Station
\$79.83 per ton + fuel surcharge, if applicable.

Disposing 20 tons or more of solid waste per week at the City's Transfer Station
\$68.75 per ton + fuel surcharge, if applicable. Rate will increase December 2024.

Unsecured load fee \$25.00

Waste Hauler Fuel Surcharge - The charge per ton of solid waste will be increased when the previous month's average per gallon diesel fuel price exceeds \$3.75. The charge per ton will be increased by 100 percent of the difference between the previous month's average per gallon diesel fuel price and \$3.75. All surcharges will be rounded up to the next cent. Average per gallon diesel fuel costs will be the average of the Midwest Region Index as published by the U.S. Department of Energy.

Transfer Station

- \$79.83/ton for disposal of trash - \$10.00 minimum
 - January 1, 2025 - \$12.00 minimum
- \$79.83/ton for disposal of limbs and brush - \$10.00 minimum
 - January 1, 2025 - \$12.00 minimum
- White Goods (Appliances) = \$12.00 ea.

Special Pick-ups and Specialty Charges

- Wednesday Special Pick-up
 - Bags & Boxes \$ 6.30
 - Appliances \$12.60
 - Furniture and Large Items \$12.60
 - Special Pickups over 10 min. \$ 1.52/minute additional charge
 - Limbs: 1-5 bundles \$ 6.30
 - Limbs: 6+ bundles \$12.60

CITY *of* CAPE GIRARDEAU

- Christmas Trees \$ 6.30
- City Compost Bags \$ 7.80 (5 count)
- Non-City Compost Bags \$12.60 (1-10 Count)
- Riverboat Pick-up
 - Trip Fee \$25.00
 - Riverboat Trash Pickup \$ 1.52/minute

WASTEWATER TREATMENT PLANT FEES (29-35)

Waste Hauler Permit Fee \$60 annually

Sludge Disposal Fee \$0.33 per gallon

- After Hours Fee = \$100 for dumping outside of 7:30 am to 4:00 pm, Monday through Friday, in addition to \$0.33 per gallon

CITY *of* CAPE GIRARDEAU

AIRPORT FEES

Commercial and/or Non-Commercial Improved (Access to Utilities) Land Lease

Automatic Reversion Clause	=	\$0.20/SF
75% FMV Purchase Option	=	\$0.22/SF

Community Hangar Lease – (Commander/Rickard)

Single	=	\$175.00 per month
Small Twin	=	\$335.00 per month
Cab Class Twin	=	\$385.00 per month
Jet/Turbo	=	\$650.00 per month

T-Hangar Lease

Units 1-10	=	\$175.00 per month
Units 11-20	=	\$205.00 per month
Units 21-47	=	\$220.00 per month

Crop Duster Permit

First Aircraft	=	\$500.00 per year per company
Second Aircraft	=	\$200.00 per year per company

Aircraft Cleaning (no tax)

Small single engine	=	\$ 150.00
Small Twin	=	\$ 300.00
Small Cabin Class	=	\$ 500.00
Larger Aircraft	=	Based on Size

Aircraft De-Icing (no tax)

Single	=	\$130.00
Light Twin	=	\$150.00



Aircraft Type	(39) Ramp Fee	Fuel Waive	Daily/ Overnight		Weekly		(46) Cleaning	(58) De Icing
			(38) Parking	(65) Hangar	(38) Parking	(65) Hangar		
Small Single piston <i>C172,C180,C152,PA28</i>	\$12.00	10 gal	\$15.00	\$65.00	\$80.00	\$350.00	\$150.00	\$130.00
Large Single Piston <i>BE35/36,SR20,SR22,C185,C182,C206,C210,PA32,PA45</i>	\$20.00	15 gal	\$20.00	\$80.00	\$110.00	\$420.00	\$150.00	\$130.00
Small/Medium Twin Piston <i>BE55,BE58,PA23,PA30,PA34,PA31,C310,C337,C335,C340,C414,C421</i>	\$50.00	40 gal	\$40.00	\$100.00	\$225.00	\$550.00	\$300.00	\$150.00
Small Turbo Prop Single <i>TBM,PA46,EVOT,EPIG</i>	\$65.00	50 gal	\$50.00	\$200.00	\$250.00	\$600.00	\$300.00	N/A
Med/Large Turboprop Single <i>Caravan,Kodiak,PC12,VisionJet</i>	\$90.00	80 gal	\$80.00	\$250.00	\$450.00	\$800.00	\$500.00	N/A
X	X	X	X	X	X	X	X	X
Small/ Medium Turboprop Twin <i>BE90,PA31T,C425,C441, BE100,BE200,BE250,BE300,BE350, BE360,PA42, MU-2</i>	\$125.00	90 gal	\$90.00	\$250.00	\$450.00	\$800.00	\$500.00	N/A
Large Turboprop Twin <i>ATR,DASH8,328, Piaggio</i>	\$400.00	250 gal	\$400.00	\$1,000.00	\$1,200.00	\$4,000.00	BOS	N/A
X	X	X	X	X	X	X	X	X
Light/ Medium/ Heavy Jet <i>10k- 55k</i>	\$250.00	200 gal	\$120.00	\$300.00	\$600.00	\$1,200.00	N/A	N/A
X	X	X	X	X	X	X	X	X
Jet <i>55k+</i>	\$500.00	400 gal	\$450.00	N/A	\$1,200.00	N/A	N/A	N/A
Airline Style	\$1,000.00	700 gal	\$500.00	N/A	\$2,500.00	N/A	N/A	N/A
Helicopter <i>AVGAS</i>	\$25.00	20 gal	\$20.00	\$100.00	\$100.00	\$500.00	N/A	N/A
Helicopter <i>JET A Single</i>	\$50.00	40 gal	\$50.00	\$200.00	\$225.00	\$1,000.00	N/A	N/A
Helicopter <i>Jet A Twin</i>	\$100.00	100 gal	\$100.00	\$400.00	\$475.00	\$1,800.00	N/A	N/A
(67 Labor) Windshield Cleaning	\$10.00		Hangar Door Dimensions				Discounts	
(34) Lavatory Services	\$100.00	Other Fees	Cape Aviation- West		Height	Width	Jet A	
(21) Call Out Fee	\$75.00		15ft	19in	59ft			
(89) Forklift Fee	\$400.00		Cape Aviation- East	19ft	10in	85ft		
			Commander	17ft		58ft		
(52) Catering Fee	cost + 40% (\$40 minium)		Rickard				100LL	
(26 Facility) Conference Room	\$15/ hr- \$50/4 hrs- \$100/ 8hrs		City T Hangars	10ft	41ft		Angel Flights	?
(16) Oil- plus tax			(76) Pilot Supplies- plus tax (SEMO 10% off)				Discount Codes	
W100	\$17.26		T Shirts	\$18.00	Ear Plugs	\$3.67	1	\$0.10
W100 Plus	\$11.66		Low/ High Enroute Charts	\$5.25	Pilot Log	\$15.00	2	\$0.20
100 Mineral	\$16.32		Terminal Area Charts (TAC)	\$6.20	Engine Log	\$10.00	3	\$0.30
W80	\$11.69		Sectional Charts	\$9.75	Aircraft Log	\$10.00	4	\$0.40
80 Mineral	\$6.99		Chart Wallet- Accordion	\$9.95	Propeller Log	\$8.00	5	\$0.50
15W50	\$18.66		Chart Wallet- Book	\$12.95	Fuel Tester- Stick	\$10.71	6	\$1.00
20W50	\$13.90		FAR AIM	\$34.93	Fuel Tester- Sump Cup	\$34.93		
2380 Turbine	\$37.80		Kneeboard	\$27.93	Fuel Tester- GAT	\$27.79		
Mobil Jet 2	\$31.79		E6B Computer	\$20.93	Micro Plotter	\$12.25		
25W60 (Gallon)	\$27.30		Rotating Plotter	\$23.73	AA/ AAA Battery	\$2.00		
			Prist Window Cleaner	\$10.07	C/ D Battery	\$2.50		
			Carbon Monoxide Tester	\$5.53	9V Battery	\$3.00		
								(70) Miscellaneous
								(86) Payment On Account
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AUTHORIZED POSITIONS SUMMARY

AUTHORIZED POSITIONS SUMMARY
Full Time Equivalents (FTE's)

	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Actual 2023-24</u>	<u>Proposed 2024-25</u>
<u>Administrative</u>							
City Manager	4.40	4.40	4.40	4.40	3.00	3.00	3.00
City Clerk					2.40	2.40	1.40
City Attorney	3.50	3.50	3.50	3.50	2.00	2.00	2.00
Human Resources	4.10	4.10	3.50	3.50	4.00	4.50	4.50
Finance	7.85	7.85	6.25	5.90	5.90	5.90	5.40
Facility Maintenance	3.00	3.99	3.99	3.67	4.00	4.00	4.00
Municipal Court	5.00	5.00	5.00	5.00	5.00	5.00	4.00
Public Awareness	2.15	2.15	1.15	1.15	1.15	1.65	1.15
Interdepartmental	-	-	-	-	-	-	-
TOTAL	<u>30.00</u>	<u>30.99</u>	<u>27.79</u>	<u>27.12</u>	<u>27.45</u>	<u>28.45</u>	<u>25.45</u>
<u>Development Services</u>							
Planning	4.00	4.00	4.00	4.00	2.00	2.00	2.00
Inspection	8.40	8.40	8.40	12.40	13.00	13.00	12.00
Engineering	<u>16.05</u>	<u>16.05</u>	<u>15.05</u>	<u>15.06</u>	<u>14.58</u>	<u>14.58</u>	<u>15.00</u>
<u>Airport</u>							
Operations	9.02	9.34	8.34	9.14	13.00	14.00	14.00
FBO Operations	<u>6.99</u>	<u>6.99</u>	<u>6.99</u>	<u>6.59</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>
Airport Total	<u>16.01</u>	<u>16.33</u>	<u>15.33</u>	<u>15.73</u>	<u>17.50</u>	<u>18.50</u>	<u>18.50</u>
TOTAL	<u>44.47</u>	<u>44.79</u>	<u>42.78</u>	<u>47.19</u>	<u>47.08</u>	<u>48.08</u>	<u>47.50</u>
<u>Parks and Recreation</u>							
Park Maintenance	24.17	24.17	22.90	22.48	22.38	19.10	18.93
Cemetery	3.83	3.93	3.93	4.02	3.92	3.90	3.64
Arena Building Maintenance	3.90	3.88	3.88	3.88	3.89	3.02	2.82
Central Pool	8.88	8.54	9.12	9.76	9.41	5.16	9.58
Family Aquatic Center	18.18	17.46	16.88	18.87	18.84	17.26	18.84
Jefferson Pool	0.00	0.00	0.00	0.00	5.23	5.73	3.49
Recreation	11.32	11.00	9.92	7.04	6.71	7.41	8.72
Osage Park	13.24	13.02	12.77	13.48	13.48	13.48	13.51
Shawnee Park Comm. Ctr.	4.68	4.50	4.50	4.09	4.19	3.95	4.12
Golf Course	10.48	10.49	10.49	11.70	11.65	10.78	11.35
Indoor Sports Complex	13.26	13.51	13.51	12.58	13.11	13.63	14.09
Softball Complex	<u>17.58</u>	<u>17.09</u>	<u>17.09</u>	<u>16.71</u>	<u>16.14</u>	<u>15.40</u>	<u>16.31</u>
TOTAL	<u>129.52</u>	<u>127.59</u>	<u>124.99</u>	<u>124.61</u>	<u>128.95</u>	<u>118.82</u>	<u>125.40</u>
<u>Public Safety</u>							
Health	3.50	3.50	3.50	3.50	3.00	5.00	5.00
Police	116.44	120.48	123.48	123.48	126.00	127.00	120.00
Fire	<u>65.00</u>	<u>65.00</u>	<u>69.00</u>	<u>69.00</u>	<u>69.50</u>	<u>69.50</u>	<u>70.24</u>
TOTAL	<u>184.94</u>	<u>188.98</u>	<u>195.98</u>	<u>195.98</u>	<u>198.50</u>	<u>201.50</u>	<u>195.24</u>
<u>Internal Service</u>							
Information Technology	4.15	4.15	4.00	4.00	4.00	4.00	3.00
Fleet	<u>12.45</u>	<u>12.45</u>	<u>12.45</u>	<u>12.62</u>	<u>12.95</u>	<u>12.95</u>	<u>15.14</u>
TOTAL	<u>16.60</u>	<u>16.60</u>	<u>16.45</u>	<u>16.62</u>	<u>16.95</u>	<u>16.95</u>	<u>18.14</u>

AUTHORIZED POSITIONS SUMMARY
Full Time Equivalents (FTE's)

	<u>Actual 2018-19</u>	<u>Actual 2019-20</u>	<u>Actual 2020-21</u>	<u>Actual 2021-22</u>	<u>Actual 2022-23</u>	<u>Actual 2023-24</u>	<u>Proposed 2024-25</u>
<u>Public Works</u>							
Street	22.92	22.31	22.31	22.31	21.33	19.33	16.31
Sewer							
Stormwater	6.38	6.38	7.38	7.13	6.88	6.88	10.88
Main Street Levees	0.72	0.72	0.72	0.00	0.00	0.00	0.00
Sludge	3.00	4.00	4.00	4.00	4.00	4.00	4.00
Wastewater Operations	11.92	11.92	11.92	11.78	11.78	11.78	11.78
Line Maintenance	<u>13.18</u>	<u>13.18</u>	<u>13.23</u>	<u>13.73</u>	<u>1.81</u>	<u>1.81</u>	<u>1.81</u>
Sewer Total	35.20	36.20	37.25	36.63	24.46	24.46	28.47
Water	5.72	6.72	6.72	6.77	6.61	6.61	6.61
Solid Waste							
Transfer Station	5.38	5.38	5.38	5.38	5.38	5.38	5.13
Residential	12.09	12.09	12.14	12.11	12.11	14.11	13.61
Commercial							
Landfill							
Recycling	<u>6.63</u>	<u>7.13</u>	<u>7.13</u>	<u>7.13</u>	<u>7.13</u>	<u>7.13</u>	<u>6.63</u>
Solid Waste Total	24.10	24.60	24.65	24.61	24.61	26.61	25.37
 TOTAL	 <u>87.94</u>	 <u>89.83</u>	 <u>90.93</u>	 <u>90.32</u>	 <u>77.01</u>	 <u>77.01</u>	 <u>76.76</u>
 TOTAL FTE'S	 <u><u>493.47</u></u>	 <u><u>498.77</u></u>	 <u><u>498.92</u></u>	 <u><u>501.84</u></u>	 <u><u>495.93</u></u>	 <u><u>490.81</u></u>	 <u><u>488.49</u></u>

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PROPOSED PAY PLAN

City of Cape Girardeau, Missouri
Pay Plan Effective 7/1/24 - 6/30/25

Updated 5/8/2024

		Years of Service	0 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30+
<u>Grade</u>	<u>Position</u>	<u>Salary Range</u>							
		<u>Step 0 (Base)</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6(Max)</u>	
Grade F		30,781	32,320	33,936	35,632	37,414	39,285	41,249	
	ADMINISTRATIVE SECRETARY	14.80	15.54	16.32	17.13	17.99	18.89	19.83	
	AIRPORT SUPPORT SPECIALIST								
	FLIGHT LINE TECHNICIAN								
	PARTS TECHNICIAN								
	TRANSFER STATION OPERATOR - SCALE OPERATOR								
	VIOLATIONS CLERK								
Grade G		32,388	34,008	35,708	37,494	39,368	41,337	43,403	
	CUSTOMER SERVICE REP	15.57	16.35	17.17	18.03	18.93	19.87	20.87	
	MAINTENANCE WORKER								
Grade H		33,970	35,669	37,452	39,325	41,291	43,356	45,524	
	LEAD FLIGHT LINE TECHNICIAN	16.33	17.15	18.01	18.91	19.85	20.84	21.89	
	FRONT DESK OFFICER								
	SENIOR CUSTOMER SERVICE REP								
Grade I		35,676	37,460	39,333	41,300	43,365	45,533	47,809	
	AIRPORT OPERATIONS SPECIALIST	17.15	18.01	18.91	19.86	20.85	21.89	22.99	
	COMMUNICATIONS OFFICER								
	COURT CLERK								
	FACILITY SERVICES ASSISTANT								
	FLEET SPECIALIST								
	INSPECTIONS SPECIALIST								
	JAILER								
	NUISANCE ABATEMENT OFFICER								
	SENIOR MAINTENANCE WORKER								
Grade J		37,530	39,407	41,377	43,446	45,618	47,899	50,294	
	ADMINISTRATIVE COORDINATOR	18.04	18.95	19.89	20.89	21.93	23.03	24.18	
	LEAD COMMUNICATOR								
	PROJECT SPECIALIST								
	PROPERTY/EVIDENCE SPECIALIST								
	PW OPERATIONS SPECIALIST								
	SOLID WASTE WORKER								
	WATER FIELD MAINTENANCE MECHANIC								
Grade K		39,410	41,380	43,449	45,622	47,903	50,298	52,813	
	EQUIPMENT OPERATOR	18.95	19.89	20.89	21.93	23.03	24.18	25.39	
	EVIDENCE TECHNICIAN								
	EXECUTIVE ASSISTANT TO CITY MANAGER								
	PLANNING TECHNICIAN								
	PUBLIC WORKS TECHNICIAN								
	SOLID WASTE DRIVER								
	SENIOR SOLID WASTE DRIVER**								
	STREET MAINTENANCE TECH								
	TRAFFIC CONTROL TECHNICIAN								
	TRANSFER STATION OPERATOR								
	WASTEWATER TREATMENT OPERATOR								
Grade L		41,363	43,431	45,602	47,883	50,277	52,791	55,430	
	ACQUISITION AGENT	19.89	20.88	21.92	23.02	24.17	25.38	26.65	
	CODE ENFORCEMENT OFFICER								
	CODE INSPECTOR								
	CREW LEADER								
	FLEET MECHANIC								
	MAINTENANCE SUPERVISOR								
	PAYROLL & BENEFITS COORDINATOR								
	PUBLIC WORKS SYSTEM GIS ANALYST								
	RECREATION COORDINATOR								
	SENIOR MECHANIC**								
	TRANSFER STATION CHIEF OPERATOR								
	WASTEWATER MECHANIC								
	WASTEWATER SPECIALIST								
	WATER CREW FOREMAN								
Grade M		43,489	45,663	47,946	50,344	52,861	55,504	58,279	
	AIRPORT OPERATIONS SUPERVISOR	20.91	21.95	23.05	24.20	25.41	26.68	28.02	
	CHIEF COURT CLERK								
	COMMUNICATIONS MANAGER								
	CONSTRUCTION INSPECTOR								
	DEPUTY CITY CLERK/ADMINISTRATIVE AIDE								
	ENGINEERING TECHNICIAN								
	FACILITY MAINTENANCE COORDINATOR								
	FIRE MECHANIC								
	FITNESS & WELLNESS SPECIALIST								
	FLEET MAINTENANCE SUPERVISOR								
	FLIGHT LINE SUPERVISOR								
	MARKETING/SOCIAL MEDIA SPECIALIST								
	PD IT TECHNICIAN								
	PW SPECIAL PROJECTS COORDINATOR								
	RECREATION SPECIALIST								
	WASTEWATER PRETREATMENT COORDINATOR								

*Place one grade higher with PE registration in the state of Missouri.

**Added speciality pay of \$0.35 per hour.

City of Cape Girardeau, Missouri
Pay Plan Effective 7/1/24- 6/30/25

Updated 5/8/2024

Public Safety

Years of service: 0 to 3 4 to 7 8 to 11 12 to 15 16 to 19 20 to 23 24+

Grade	Position	Salary Range						
		Step 0 (Base)	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6(Max)
Grade AA	FIRE FIGHTER CADET - EXTERNAL	41,537	43,614	45,794	48,084	50,488	53,013	55,663
	POLICE CADET - EXTERNAL	14.26	14.98	15.73	16.51	17.34	18.20	19.12
Grade BB	FIRE FIGHTER CADET - INTERNAL	19.97	20.97	22.02	23.12	24.27	25.49	26.76
	POLICE CADET - INTERNAL	43,612	45,793	48,083	50,487	53,011	55,662	58,445
Grade CC	FIRE FIGHTER	14.98	15.73	16.51	17.34	18.20	19.11	20.07
	POLICE OFFICER	20.97	22.02	23.12	24.27	25.49	26.76	28.10
Grade DD	FIRE FIGHTER	45,837	48,129	50,535	53,062	55,715	58,501	61,426
	POLICE OFFICER	15.74	16.53	17.35	18.22	19.13	20.09	21.09
Grade EE	FIRE CAPTAIN	22.04	23.14	24.30	25.51	26.79	28.13	29.53
	POLICE SERGEANT	48,188	50,597	53,127	55,783	58,572	61,501	64,576
Grade FF	FIRE CAPTAIN/FIRE INSPECTOR	23.17	24.33	25.54	26.82	28.16	29.57	31.05
	FIRE CAPTAIN/ASSISTANT EMD	50,634	53,165	55,824	58,615	61,546	64,623	67,854
Grade GG	FIRE CAPTAIN/TRAINING & SAFETY	17.39	18.26	19.17	20.13	21.14	22.19	23.30
	POLICE CORPORAL	24.34	25.56	26.84	28.18	29.59	31.07	32.62
Grade HH	POLICE SERGEANT	53,206	55,866	58,659	61,592	64,672	67,905	71,301
	POLICE SERGEANT	18.27	19.18	20.14	21.15	22.21	23.32	24.49
Grade II	BATTALION CHIEF/SHIFT COMMANDER	25.58	26.86	28.20	29.61	31.09	32.65	34.28
	BATTALION CHIEF/FIRE MARSHAL	58,667	61,600	64,680	67,914	71,310	74,875	78,619
Grade JJ	BATTALION CHIEF/TRAINING & SAFETY OFFICER	64,782	68,021	71,422	74,993	78,743	82,680	86,814
	POLICE LIEUTENANT	71,501	75,076	78,829	82,771	86,909	91,255	95,818
Grade KK	DEPUTY FIRE CHIEF	24.55	25.78	27.07	28.42	29.85	31.34	32.90
	ASSISTANT CHIEF OF POLICE	34.38	36.09	37.90	39.79	41.78	43.87	46.07
Grade LL	FIRE CHIEF	78,958	82,906	87,051	91,403	95,974	100,772	105,811
	CHIEF OF POLICE	Mid						Max
Grade LL	FIRE CHIEF	87,151						116,783
	CHIEF OF POLICE	41.90						56.15
Grade LL	FIRE CHIEF	96,199						128,907
	CHIEF OF POLICE	46.25						61.97

LONG-TERM DEBT STATEMENTS

CITY OF CAPE GIRARDEAU
Debt Statement

	Outstanding Principal as of 6/30/2024	Debt Service Reserves	Net Debt Outstanding
State Revolving Fund Bonds			
2012 SRF Sewer Revenue Direct Loan	18,508,000		18,508,000
2013A SRF Sewer Revenue Direct Loan	1,928,000		1,928,000
2013B SRF Sewer Revenue Direct Loan	21,203,000		21,203,000
	41,639,000		41,639,000
Revenue Bonds			
2019 Water System Refunding Revenue Bonds	6,220,000		6,220,000
	6,220,000		6,220,000
Annual Appropriation Debt			
2016 Special Obligation Bonds	12,655,000		12,655,000
2018 Special Obligation Bonds	8,710,000		8,710,000
2020 Special Obligation Bonds	14,835,000		14,835,000
2022 Special Obligation Bonds	3,690,000		3,690,000
	39,890,000		39,890,000
TOTAL CURRENT OUTSTANDING OBLIGATIONS	\$87,749,000		\$87,749,000

Computation of Legal Debt Margin

Assessed Value	\$806,637,911
Legal Debt Margin:	
Legal Debt Margin -Debt limitation - 20 percent of total assessed value	\$161,327,582

DEBT SERVICE
Schedule of Requirements
STATE REVOLVING FUND DIRECT LOAN
Issue 2012

Period Ending	Interest Rate	Principal Due	Interest Due (1)	Total Payments
07-01-24	1.430%	\$ 778,000	\$ 224,872	\$ 1,002,872
01-01-25	1.430%	787,000	215,420	1,002,420
07-01-25	1.430%	797,000	205,857	1,002,857
01-01-26	1.430%	807,000	196,174	1,003,174
07-01-26	1.430%	817,000	186,369	1,003,369
01-01-27	1.430%	827,000	176,442	1,003,442
07-01-27	1.430%	837,000	166,394	1,003,394
01-01-28	1.430%	847,000	156,225	1,003,225
07-01-28	1.430%	858,000	145,934	1,003,934
01-01-29	1.430%	868,000	135,509	1,003,509
07-01-29	1.430%	879,000	124,963	1,003,963
01-01-30	1.430%	890,000	114,283	1,004,283
07-01-30	1.430%	901,000	103,469	1,004,469
01-01-31	1.430%	912,000	92,522	1,004,522
07-01-31	1.430%	923,000	81,441	1,004,441
01-01-32	1.430%	934,000	70,227	1,004,227
07-01-32	1.430%	946,000	58,879	1,004,879
01-01-33	1.430%	958,000	47,385	1,005,385
07-01-33	1.430%	969,000	35,745	1,004,745
01-01-34	1.430%	981,000	23,972	1,004,972
07-01-34	1.430%	992,000	12,053	1,004,053
	1.430%	\$ 18,508,000	\$ 2,574,135	\$ 21,082,135

DEBT SERVICE
Schedule of Requirements
STATE REVOLVING FUND DIRECT LOAN
Issue 2013A

Period Ending	Interest Rate	Principal Due	Interest Due (1)	Total Payments
07-01-24	1.390%	\$ 82,000	\$ 23,040	\$ 105,040
01-01-25	1.390%	83,000	22,060	105,060
07-01-25	1.390%	84,000	21,068	105,068
01-01-26	1.390%	85,000	20,064	105,064
07-01-26	1.390%	86,000	19,048	105,048
01-01-27	1.390%	87,000	18,021	105,021
07-01-27	1.390%	88,000	16,981	104,981
01-01-28	1.390%	89,000	15,929	104,929
07-01-28	1.390%	90,000	14,866	104,866
01-01-29	1.390%	91,000	13,790	104,790
07-01-29	1.390%	92,000	12,703	104,703
01-01-30	1.390%	93,000	11,603	104,603
07-01-30	1.390%	94,000	10,492	104,492
01-01-31	1.390%	95,000	9,369	104,369
07-01-31	1.390%	96,000	8,234	104,234
01-01-32	1.390%	97,000	7,086	104,086
07-01-32	1.390%	98,000	5,927	103,927
01-01-33	1.390%	99,000	4,756	103,756
07-01-33	1.390%	100,000	3,573	103,573
01-01-34	1.390%	102,000	2,378	104,378
07-01-34	1.390%	97,000	1,159	98,159
	1.390%	\$ 1,928,000	\$ 262,147	\$ 2,190,147

DEBT SERVICE
Schedule of Requirements
STATE REVOLVING FUND DIRECT LOAN
Issue 2013B

Period Ending	Interest Rate	Principal Due (2)	Interest Due (1)	Total Payments
07-01-24	1.390%	\$ 899,000	\$ 253,376	\$ 1,152,376
01-01-25	1.390%	909,000	242,633	1,151,633
07-01-25	1.390%	920,000	231,770	1,151,770
01-01-26	1.390%	930,000	220,776	1,150,776
07-01-26	1.390%	941,000	209,663	1,150,663
01-01-27	1.390%	952,000	198,418	1,150,418
07-01-27	1.390%	962,000	187,041	1,149,041
01-01-28	1.390%	973,000	175,547	1,148,547
07-01-28	1.390%	985,000	163,918	1,148,918
01-01-29	1.390%	996,000	152,147	1,148,147
07-01-29	1.390%	1,007,000	140,245	1,147,245
01-01-30	1.390%	1,019,000	128,212	1,147,212
07-01-30	1.390%	1,030,000	116,035	1,146,035
01-01-31	1.390%	1,042,000	103,726	1,145,726
07-01-31	1.390%	1,054,000	91,274	1,145,274
01-01-32	1.390%	1,066,000	78,679	1,144,679
07-01-32	1.390%	1,078,000	65,940	1,143,940
01-01-33	1.390%	1,091,000	53,058	1,144,058
07-01-33	1.390%	1,103,000	40,021	1,143,021
01-01-34	1.390%	1,116,000	26,840	1,142,840
07-01-34	1.390%	<u>1,130,000</u>	<u>13,504</u>	<u>1,143,504</u>
	1.390%	\$ 21,203,000	\$ 2,892,821	\$ 24,095,821

DEBT SERVICE
Schedule of Requirements
WATER SYSTEM REFUNDING REVENUE BONDS
Issue 2019

Period Ending	Interest Rate	Principal Due	Interest Due	Total Payments
07-01-24		\$ -	\$ 103,975	\$ 103,975
01-01-25	4.000%	685,000	103,975	788,975
07-01-25			90,275	90,275
01-01-26	4.000%	710,000	90,275	800,275
07-01-26			76,075	76,075
01-01-27	4.000%	740,000	76,075	816,075
07-01-27			61,275	61,275
01-01-28	3.000%	770,000	61,275	831,275
07-01-28			49,725	49,725
01-01-29	3.000%	795,000	49,725	844,725
07-01-29			37,800	37,800
01-01-30	3.000%	815,000	37,800	852,800
07-01-30			25,575	25,575
01-01-31	3.000%	840,000	25,575	865,575
07-01-31			12,975	12,975
01-01-32	3.000%	865,000	12,975	877,975
	3.302%	\$ 6,220,000	\$ 915,350	\$ 7,135,350

DEBT SERVICE
Schedule of Requirements
SPECIAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS
2016 Issue

Period Ending	Interest Rate	Principal Due	Interest Due	Total Payments
12-01-24		\$ -	\$ 185,759	\$ 185,759
06-01-25	2.000%	1,420,000	185,759	1,605,759
12-01-25			171,559	171,559
06-01-26	2.000%	1,460,000	171,559	1,631,559
12-01-26			156,959	156,959
06-01-27	2.125%	1,505,000	156,959	1,661,959
12-01-27			140,969	140,969
06-01-28	3.000%	1,550,000	140,969	1,690,969
12-01-28			117,719	117,719
06-01-29	4.000%	1,625,000	117,719	1,742,719
12-01-29			85,219	85,219
06-01-30	4.000%	1,715,000	85,219	1,800,219
12-01-30			50,919	50,919
06-01-31	3.000%	1,190,000	50,919	1,240,919
12-01-31			33,069	33,069
06-01-32	3.000%	430,000	33,069	463,069
12-01-32			26,619	26,619
06-01-33	3.000%	450,000	26,619	476,619
12-01-33			19,869	19,869
06-01-34	3.000%	470,000	19,869	489,869
12-01-34			12,819	12,819
06-01-35	3.000%	490,000	12,819	502,819
12-01-35			5,469	5,469
06-01-36	3.125%	350,000	5,469	355,469
	2.959%	\$ 12,655,000	\$ 2,013,896	\$ 14,668,896

DEBT SERVICE
Schedule of Requirements
SPECIAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS
2018 Issue

Period Ending	Interest Rate	Principal Due	Interest Due	Total Payments
12-01-24		\$ -	\$ 148,805	\$ 148,805
06-01-25			148,805	148,805
12-01-25			148,805	148,805
06-01-26			148,805	148,805
12-01-26			148,805	148,805
06-01-27			148,805	148,805
12-01-27			148,805	148,805
06-01-28			148,805	148,805
12-01-28			148,805	148,805
06-01-29			148,805	148,805
12-01-29			148,805	148,805
06-01-30			148,805	148,805
12-01-30			148,805	148,805
06-01-31	3.300%	1,755,000	148,805	1,903,805
12-01-31			119,848	119,848
06-01-32	3.400%	2,460,000	119,848	2,579,848
12-01-32			78,028	78,028
06-01-33	3.450%	2,540,000	78,028	2,618,028
12-01-33			34,213	34,213
06-01-34	3.500%	<u>1,955,000</u>	<u>34,213</u>	<u>1,989,213</u>
	3.423%	\$ 8,710,000	\$ 2,547,448	\$ 11,257,448

DEBT SERVICE
Schedule of Requirements
SPECIAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS
2020 Issue

Period Ending	Interest Rate	Principal Disbursed	Principal Due	Interest Due (1)	Total Payments
12-01-24	2.460%	\$ -	\$ 1,190,000	\$ 182,471	\$ 1,372,471
06-01-25				167,834	167,834
12-01-25	2.460%		1,225,000	167,834	1,392,834
06-01-26				152,766	152,766
12-01-26	2.460%		1,255,000	152,766	1,407,766
06-01-27				137,330	137,330
12-01-27	2.460%		1,280,000	137,330	1,417,330
06-01-28				121,586	121,586
12-01-28	2.460%		1,310,000	121,586	1,431,586
06-01-29				105,473	105,473
12-01-29	2.460%		1,345,000	105,473	1,450,473
06-01-30				88,929	88,929
12-01-30	2.460%		1,380,000	88,929	1,468,929
06-01-31				71,955	71,955
12-01-31	2.460%		1,410,000	71,955	1,481,955
06-01-32				54,612	54,612
12-01-32	2.460%		1,445,000	54,612	1,499,612
06-01-33				36,839	36,839
12-01-33	2.460%		1,480,000	36,839	1,516,839
06-01-34				18,635	18,635
12-01-34	2.460%		1,515,000	18,635	1,533,635
	2.460%	\$ -	\$ 14,835,000	\$ 2,094,389	\$ 16,929,389

DEBT SERVICE
Schedule of Requirements
SPECIAL OBLIGATION REFUNDING AND IMPROVEMENT BONDS
2022 Issue

Period Ending	Interest Rate	Principal Due	Interest Due (1)	Total Payments
12/1/2024		\$ -	\$ 36,716	\$ 36,716
6/1/2025	1.990%	750,000	36,716	786,716
12/1/2025			29,253	29,253
6/1/2026	1.990%	440,000	29,253	469,253
12/1/2026			24,875	24,875
6/1/2027	1.990%	450,000	24,875	474,875
12/1/2027			20,398	20,398
6/1/2028	1.990%	455,000	20,398	475,398
12/1/2028			15,870	15,870
6/1/2029	1.990%	465,000	15,870	480,870
12/1/2029			11,244	11,244
6/1/2030	1.990%	470,000	11,244	481,244
12/1/2030			6,567	6,567
6/1/2031	1.990%	475,000	6,567	481,567
12/1/2031			1,841	1,841
6/1/2032	1.990%	185,000	1,841	186,841
	1.990%	\$ 3,690,000	\$ 293,525	\$ 3,983,525

TAX RATE/ ASSESSED VALUATION

TAX RATE ANALYSIS*

Fiscal Year	General Fund	Library Fund	Health Fund	65 Airport	Parks & Recreation	1984 Bldg. Bonds	Total Levy	Business District
1963-64	0.8700	0.1300	0.0700	0.06	0.17		1.3000	
1964-65	0.8700	0.1400	0.0600	0.05	0.17		1.2900	
1965-66	0.8700	0.2000	0.0600	0.19	0.17		1.4900	
1966-67	0.8700	0.2000	0.0600	0.19	0.17		1.4900	
1967-68	0.8700	0.2000	0.0600	0.19	0.13		1.4500	
1968-69	0.9600	0.2000	0.0600	0.19			1.4100	
1969-70	0.9600	0.2000	0.0600	0.19			1.4100	
1970-71	0.5000	0.2000	0.0600	0.19			0.9500	
1971-72	0.5000	0.2000	0.0600	0.09			0.8500	
1972-73	0.5000	0.2000	0.0600	0.09			0.8500	
1973-74	0.5000	0.2000	0.0600	0.08			0.8400	
1974-75	0.4400	0.1800	0.0500	0.07			0.7400	
1975-76	0.4400	0.2000	0.0500	0.07			0.7600	
1976-77	0.4300	0.2000	0.0600	0.05			0.7400	
1977-78	0.4200	0.2000	0.0700	0.05			0.7400	
1978-79	0.4200	0.2000	0.0700	0.05			0.7400	
1979-80	0.4200	0.2000	0.0700	0.05			0.7400	
1980-81	0.4200	0.2000	0.0700	0.05			0.7400	
1981-82	0.4200	0.2000	0.0500	0.05			0.7200	
1982-83	0.4200	0.2000	0.0500	0.05			0.7200	
1983-84	0.4200	0.2000	0.0500	0.05			0.7200	
1984-85	0.4200	0.2000	0.0500	0.05			0.7200	0.8500
1985-86	0.3000	0.1400	0.0400				0.4800	0.8500
1986-87	0.3000	0.1400	0.0400			0.10	0.5800	0.8500
1987-88	0.3000	0.1400	0.0400			0.10	0.5800	0.8500
1988-89	0.3000	0.1400	0.0400			0.10	0.5800	0.8500
1989-90	0.3000	0.1400	0.0400			0.10	0.5800	0.7700
1990-91	0.3000	0.1400	0.0400			0.10	0.5800	0.7700
1991-92	0.3000	0.1400	0.0400			0.10	0.5800	0.8000
1992-93	0.3100	0.1500	0.0400			0.10	0.6000	0.8000
1993-94	0.3200	0.1600	0.0500			0.10	0.6300	0.8000
1994-95	0.3200	0.1600	0.0500			0.10	0.6300	0.8000
1995-96	0.3200	0.1600	0.0500			0.10	0.6300	0.8000
1996-97	0.3300	0.1700	0.0600			0.10	0.6600	0.8000
1997-98	0.3200	0.1700	0.0600			0.10	0.6500	0.7900
1998-99	0.3200	0.1700	0.0600			0.10	0.6500	0.7900
1999-00	0.3200	0.1700	0.0600			0.10	0.6500	0.7900
2000-01	0.3200	0.1700	0.0600			0.10	0.6500	0.7900
2001-02	0.3128	0.1664	0.0586			0.10	0.6378	0.7838
2002-03	0.3135	0.1665	0.0587			0.10	0.6387	0.7793
2003-04	0.3135	0.1665	0.0587			0.10	0.6387	0.7605
2004-05	0.3135	0.1665	0.0587				0.5387	0.7576
2005-06	0.3135	0.1665	0.0587				0.5387	0.7576
2006-07	0.3135	0.1665	0.0587				0.5387	0.7576
2007-08	0.2991	0.3090	0.0560				0.6641	0.6763
2008-09	0.3030	0.3118	0.0567				0.6715	0.6763
2009-10	0.3004	0.3095	0.0562				0.6661	0.6708
2010-11	0.3018	0.3112	0.0565				0.6695	0.6708
2011-12	0.3018	0.3112	0.0565				0.6695	0.6708
2012-13	0.3027	0.3132	0.0567				0.6726	0.6734
2013-14	0.3027	0.3132	0.0567				0.6726	0.6738
2014-15	0.3027	0.3132	0.0567				0.6726	0.6869
2015-16	0.3027	0.3132	0.0567				0.6726	0.6866
2016-17	0.3037	0.3141	0.0569				0.6747	0.6699
2017-18	0.3033	0.3141	0.0568				0.6742	0.7076
2018-19	0.3037	0.3143	0.0569				0.6749	0.7076
2019-20	0.3044	0.3152	0.0570				0.6766	0.7076
2020-21	0.3044	0.3152	0.0570				0.6766	0.7076
2021-22	0.3057	0.3158	0.0573				0.6788	0.6789
2022-23	0.3057	0.3158	0.0573				0.6788	0.6789
2023-24	0.3042	0.3146	0.0570				0.6758	0.6789

* All tax rates are presented per \$100 of assessed valuation.

ASSESSED VALUE OF TAXABLE PROPERTY

Fiscal Year	Real Estate	Personal Property	Merchants & Manufacturing	R. R. & Utilities	Total	Percent of Change
1964-65	\$32,223,860	\$6,202,220	\$3,505,020	\$1,392,456	\$43,323,556	
1965-66	34,412,340	6,649,080	3,640,340	1,505,642	46,207,402	6.7%
1966-67	35,604,340	7,332,440	3,715,960	1,753,515	48,406,255	4.8%
1967-68	38,355,900	8,082,200	3,832,540	2,031,867	52,302,507	8.0%
1968-69	42,186,000	8,237,220	4,198,580	2,224,729	56,846,529	8.7%
1969-70	43,981,400	8,668,680	4,102,600	2,441,012	59,193,692	4.1%
1970-71	45,439,880	8,863,100	4,274,420	2,626,754	61,204,154	3.4%
1971-72	47,000,480	9,786,720	4,345,800	2,783,860	63,916,860	4.4%
1972-73	50,059,300	9,764,480	4,619,500	2,930,205	67,373,485	5.4%
1973-74	54,712,920	10,686,700	5,286,160	3,110,970	73,796,750	9.5%
1974-75	63,400,200	11,756,920	5,874,980	3,474,335	84,506,435	14.5%
1975-76	65,330,200	11,923,720	6,057,040	4,068,333	87,379,293	3.4%
1976-77	68,883,290	11,810,410	6,305,540	4,235,363	91,234,603	4.4%
1977-78	73,046,700	10,338,290	6,491,940	4,340,871	94,217,801	3.3%
1978-79	78,801,900	12,395,315	6,679,400	5,006,308	102,882,923	9.2%
1979-80	80,342,400	13,123,035	6,684,900	4,880,684	105,031,019	2.1%
1980-81	84,762,810	13,660,940	6,651,520	5,412,522	110,487,792	5.2%
1981-82	98,001,550	13,749,508	6,764,940	5,330,614	123,846,612	12.1%
1982-83	98,615,210	13,389,800	12,915,080	5,421,885	130,341,975	5.2%
1983-84	100,419,370	14,837,940	12,608,280	4,198,382	132,063,972	1.3%
1984-85	99,992,640	13,586,410	13,048,370	13,844,701	140,472,121	6.4%
1985-86	156,607,540	28,628,085		19,026,515	204,262,140	45.4%
1986-87	161,046,740	29,644,440		20,464,762	211,155,942	3.4%
1987-88	165,181,180	29,852,921		20,611,933	215,646,034	2.1%
1988-89	169,915,310	30,499,772		20,331,289	220,746,371	2.4%
1989-90	177,974,550	32,833,840		20,697,281	231,505,671	4.9%
1990-91	181,481,140	32,995,384		20,683,803	235,160,327	1.6%
1991-92	184,638,910	40,378,970		21,491,906	246,509,786	4.8%
1992-93	188,852,960	42,109,675		22,146,745	253,109,380	2.7%
1993-94	195,809,200	45,126,875		17,950,900	258,886,975	2.3%
1994-95	203,600,210	51,733,340		19,113,775	274,447,325	6.0%
1995-96	208,809,260	61,421,730		18,527,925	288,758,915	5.2%
1996-97	215,300,380	69,259,255		19,044,414	303,604,049	5.1%
1997-98	245,894,550	72,237,580		19,406,348	337,538,478	11.2%
1998-99	251,356,660	74,549,645		19,905,580	345,811,885	2.5%
1999-00	260,802,360	77,883,292		20,345,362	359,031,014	3.8%
2000-01	269,016,020	85,006,163		21,291,449	375,313,632	4.5%
2001-02	296,023,850	87,066,979		22,577,736	405,668,565	8.1%
2002-03	302,459,240	86,673,333		21,998,931	411,131,504	1.3%
2003-04	314,074,280	82,030,473		21,820,611	417,925,364	1.7%
2004-05	321,044,100	80,569,040		23,284,355	424,897,495	1.7%
2005-06	346,656,300	85,331,600		15,302,627	447,290,527	5.3%
2006-07	361,998,920	94,755,320		15,006,408	471,760,648	5.5%
2007-08	408,385,280	97,850,863		15,766,380	522,002,523	10.6%
2008-09	421,542,710	90,205,672		15,241,138	526,989,520	1.0%
2009-10	432,056,440	90,443,151		16,382,003	538,881,594	2.3%
2010-11	436,383,490	88,756,143		17,016,310	542,155,943	0.6%
2011-12	441,787,760	86,786,204		18,075,415	546,649,379	0.8%
2012-13	444,515,940	89,254,739		18,277,472	552,048,151	1.0%
2013-14	464,088,030	104,466,758		18,422,026	586,976,814	6.3%
2014-15	473,052,490	109,377,874		19,401,222	601,831,586	2.5%
2015-16	478,128,650	118,311,608		21,179,053	617,619,311	2.6%
2016-17	484,614,340	115,659,020		21,212,084	621,485,444	0.6%
2017-18	503,024,280	116,243,334		21,608,170	640,875,784	3.1%
2018-19	511,342,160	121,991,825		21,397,543	654,731,528	2.2%
2019-20	522,707,860	129,804,030		24,755,247	677,267,137	3.4%
2020-21	527,243,460	129,844,065		25,641,162	682,728,687	0.8%
2021-22	539,982,410	141,212,089		28,234,462	709,428,961	3.9%
2022-23	555,875,130	164,173,099		27,456,637	747,504,866	5.4%
2023-24	605,065,160	172,097,460		29,475,291	806,637,911	7.9%
				Average Change		5.2%
				5 Year Average Change		4.3%

Staff: Lisa Mills, Finance Director
Agenda: 6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-098

SUBJECT

An Ordinance establishing utility rates for the City of Cape Girardeau, Missouri, by amending Chapter 29 relating to sewer and water rates.

EXECUTIVE SUMMARY

This ordinance would approve water and sewer fee increases assumed in the proposed 2024-2025 City Budget.

BACKGROUND/DISCUSSION

The proposed 2024-2025 budget includes a 5% increase to the residential and commercial water rates effective for bills issued after July 1, 2024. disconnect and reconnect fees charged by the City will increase to \$20.75 from \$19.75.

FINANCIAL IMPACT

This years rate increases will allow the City to meet its rate covenants for bonds previously issued by the sewer and water funds and support the operating needs of the sewer and water funds.

STAFF RECOMMENDATION

Staff recommends approval of this ordinance.

ATTACHMENTS:

Name:	Description:
Utility_Rates_2024-25.Ord.Proposed.docx	Ordinance

AN ORDINANCE ESTABLISHING UTILITY RATES FOR THE CITY OF CAPE GIRARDEAU, MISSOURI, BY AMENDING CHAPTER 29 RELATING TO SEWER AND WATER RATES

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. Section 29-121 of the Code of Ordinances of the City of Cape Girardeau, Missouri, reading as follows:

Sec. 29-121. - Sewer service charges.

(a) Levied. There is hereby levied on each sewage system user having any sewer connection with the sewage system of the city or otherwise discharging sewage, industrial waste, or other liquids, either directly or indirectly into the city's sewage system, a sewage service charge. Subject to the exceptions provided in this chapter, such charge shall be based upon the quantity of water used in or on the premises as the same is measured by a water or sewage meter or meters approved by the city. Additional charges for extra strength sewage, toxic pollutants, and wastewater monitoring will be levied where applicable.

(b) Basic sewer service charge. Each user of the sewage system of the city shall pay for the use of such system based on the following schedule of rates:

	User Charge Portion	Capital Charge Portion	Total
Service Charge:	\$3.76 monthly bill	\$10.03 monthly bill	\$13.79 monthly bill
Quantity Charge:	\$2.92/Cc f	\$0.47/Ccf	\$3.39/C cf

All Volume			
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(1) Quantity charges for residential users shall be based on the average monthly water usage during the immediate preceding months of January, February and March. When a residential user does not have a history of water usage for the immediate preceding January, February and March or when a residence is not properly metered, the quantity charge shall be computed on the basis of average water usage for the entire residential class. Charges for commercial and industrial users shall be based on one hundred (100) percent of the monthly metered water used except as otherwise provided in section 29-122.

(2) Beginning July 1, 2017, temporary construction users of the sewage system of the city shall pay for the use of such system based on the following schedule of rates:

	User Charge Portion	Capital Charge Portion	Total
Service Charge:	\$3.76 monthly bill	\$10.03 monthly bill	\$13.79 monthly bill

(c) Extra strength charge. Wastewater discharged to the sewage system from commercial or industrial users shall be subject to an extra strength charge when the BOD or suspended solids concentration exceeds three hundred (300) milligrams per liter (mg/l) by weight. All analyses shall be performed on composite samples collected at no less than hourly intervals over a twenty-four (24) hour period. Extra strength charges shall be calculated based on one hundred (100) percent of metered water use, except as otherwise provided in section 29-31, in accordance with the following formula:

$$S = V_s \times 0.00692 \times [\$0.126 \text{ (BOD - 300)} + \$0.102 \text{ (SS-300)}]$$

Where:

S	=	Surcharge in dollars monthly.
Vs	=	Sewage volume in one hundred (100) cubic feet per month.
0.00692	=	Conversion factor for one hundred (100) cubic feet to million pounds.
\$0.126	=	Unit charge for BOD in dollars per pound; of which \$0.122 represents the user charge portion and \$0.004 represents capital charges.
BOD	=	BOD strength index in mg/l by weight.
300	=	Allowed BOD and suspended solids strengths in mg/l by weight.
\$0.102	=	Unit charge for suspended solids in dollars per pound; of which \$0.100 represents the user charge portion and \$0.002 represents capital charges.
SS	=	Suspended solids strength index in mg/l by weight.

(d) Monitoring charge. When regulations as set forth by federal, state and city require monitoring of the waste from a commercial or industrial user whether for strength calculations or for national pollutant

discharge elimination system compliance, that user shall pay a monitoring charge. The monitoring charge shall consist of all costs for personnel, material and equipment used to collect and analyze samples from the user's sewage. The exact charge shall be based on actual costs and shall be determined by the city.

(e) Toxic pollutant charge. Any user which discharges any toxic pollutants which cause an increase in the cost of managing effluent or sludge from the city's treatment system shall pay for such increased costs.

is hereby repealed in its entirety, and a new Section 29-121 is hereby enacted in lieu thereof, in words and figures, to read as follows:

Sec. 29-121. - Sewer service charges.

(a) Levied. There is hereby levied on each sewage system user having any sewer connection with the sewage system of the city or otherwise discharging sewage, industrial waste, or other liquids, either directly or indirectly into the city's sewage system, a sewage service charge. Subject to the exceptions provided in this chapter, such charge shall be based upon the quantity of water used in or on the premises as the same is measured by a water or sewage meter or meters approved by the city. Additional charges for extra strength sewage, toxic pollutants, and wastewater monitoring will be levied where applicable.

(b) Basic sewer service charge. Each user of the sewage system of the city shall pay for the use of such system based on the following schedule of rates:

	User Charge Portion	Capital Charge Portion	Total
Service Charge:	\$3.95 monthly bill	\$10.53 monthly bill	\$14.48 monthly bill
Quantity Charge:	\$3.07/Ccf	\$0.49/Ccf	\$3.56/Ccf

All Volume			
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(1) Quantity charges for residential users shall be based on the average monthly water usage during the immediate preceding months of January, February and March. When a residential user does not have a history of water usage for the immediate preceding January, February and March or when a residence is not properly metered, the quantity charge shall be computed on the basis of average water usage for the entire residential class. Charges for commercial and industrial users shall be based on one hundred (100) percent of the monthly metered water used except as otherwise provided in section 29-122.

(2) Beginning July 1, 2024, temporary construction users of the sewage system of the city shall pay for the use of such system based on the following schedule of rates:

	User Charge Portion	Capital Charge Portion	Total
Service Charge:	\$3.95 monthly bill	\$10.53 monthly bill	\$14.48 monthly bill

(c) Extra strength charge. Wastewater discharged to the sewage system from commercial or industrial users shall be subject to an extra strength charge when the BOD or suspended solids concentration exceeds three hundred (300) milligrams per liter (mg/l) by weight. All analyses shall be performed on composite samples collected at no less than hourly intervals over a twenty-four (24) hour period. Extra strength charges shall be calculated based on one hundred (100) percent of metered water use, except as otherwise provided in section 29-122, in accordance with the following formula:

$$S = V_s \times 0.00727 \times [\$0.132 \text{ (BOD - 300)} + \$0.107 \text{ (SS-300)}]$$

Where:

S	=	Surcharge in dollars monthly.
V _s	=	Sewage volume in one hundred (100) cubic feet per month.
0.00727	=	Conversion factor for one hundred (100) cubic feet to million pounds.
\$0.132	=	Unit charge for BOD in dollars per pound; of which \$0.128 represents the user charge portion and \$0.004 represents capital charges.
BOD	=	BOD strength index in mg/l by weight.
300	=	Allowed BOD and suspended solids strengths in mg/l by weight.
\$0.107	=	Unit charge for suspended solids in dollars per pound; of which \$0.105 represents the user charge portion and \$0.002 represents capital charges.
SS	=	Suspended solids strength index in mg/l by weight.

(d) Monitoring charge. When regulations as set forth by federal, state and city require monitoring of the waste

from a commercial or industrial user whether for strength calculations or for national pollutant discharge elimination system compliance, that user shall pay a monitoring charge. The monitoring charge shall consist of all costs for personnel, material and equipment used to collect and analyze samples from the user's sewage. The exact charge shall be based on actual costs and shall be determined by the city.

(e) Toxic pollutant charge. Any user which discharges any toxic pollutants which cause an increase in the cost of managing effluent or sludge from the city's treatment system shall pay for such increased costs.

ARTICLE 2. Section 29-213 of the Code of Ordinances of the City of Cape Girardeau, Missouri, reading as follows:

Sec. 29-213. Rates.

(a) *General water service.*

Availability. This rate schedule is available to any metered customer adjacent to the city's water distribution mains, using standard water service.

Rate. The monthly rate for service delivered hereunder shall be the total of:

(1) A customer charge per month for each meter as follows:

Meter Size(s) (inches)	Monthly Customer Charge (per meter)
5/8	\$ 9.88
3/4	15.23
1	20.55
1 1/2	38.47
2	58.78

3	110.11
4	181.72
6	379.93

plus;

(2) A commodity charge of:

	Bills Rendered Before July 1, 2023
--	---------------------------------------

First 60 CCF used per month--\$2.858 per CCF.

All over 60 CCF used per month--\$2.202 per CCF.

	Bills Rendered After July 1, 2023
--	--------------------------------------

First 60 CCF used per month--\$3.001 per CCF.

All over 60 CCF used per month--\$2.312 per CCF.

(b) *Private fire protection service.*

Availability. This rate schedule is available to customers adjacent to adequate water distribution mains for private fire protection service.

Rate. Private fire protection service rates for all types of private fire protection systems are based on the size of connection of customer's private fire protection service to city's distribution main and shall be charged for as follows:

Size of Connection	Rate Per Connection Effective July 1, 2023
4 inch or smaller	\$12.57 per month

6 inch	\$25.18 per month
8 inch	\$37.82 per month

(c) *Industrial water service.*

Availability. This rate schedule is available for industrial use only, when separated from standard water service, to any customer adjacent to the department's water mains in The Greater Cape Girardeau Development Corporation Industrial Tract.

Rate. The monthly rate for service delivered hereunder shall be the total of:

- (1) A customer charge per month for each meter as follows:

Meter Size(s) (inches)	Monthly Customer Charge (per meter)
5/8 or ¾	\$9.57
1	\$19.96
1 ½	\$37.36
2	\$58.20
3	\$106.97
4	\$176.38
6	\$368.87

plus;

- (2) A commodity charge of \$0.1851 per CCF for all water used during the billing month.

is hereby repealed in its entirety, and a new Section 29-213 is hereby enacted in lieu thereof, in words and figures, to read as follows:

Sec. 29-213. Rates.

(a) *General water service.*

Availability. This rate schedule is available to any metered customer adjacent to the city's water distribution mains, using standard water service.

Rate. The monthly rate for service delivered hereunder shall be the total of:

(1) A customer charge per month for each meter as follows:

Meter Size(s) (inches)	Monthly Customer Charge (per meter)
5/8	\$10.37
3/4	\$15.99
1	\$21.58
1 1/2	\$40.39
2	\$61.72
3	\$115.62
4	\$190.81
6	\$398.93

plus;

(2) A commodity charge of:

	Bills Rendered Before July 1, 2024
--	---------------------------------------

First 60 CCF used per month--\$3.001 per CCF.

All over 60 CCF used per month--\$2.312 per CCF.

	Bills Rendered After July 1, 2024
--	--------------------------------------

First 60 CCF used per month--\$3.151 per CCF.

All over 60 CCF used per month--\$2.428 per CCF.

(b) *Private fire protection service.*

Availability. This rate schedule is available to customers adjacent to adequate water distribution mains for private fire protection service.

Rate. Private fire protection service rates for all types of private fire protection systems are based on the size of connection of customer's private fire protection service to city's distribution main and shall be charged for as follows:

Size of Connection	Rate Per Connection Effective July 1, 2024
4 inch or smaller	\$13.20 per month
6 inch	\$26.44 per month
8 inch	\$39.71 per month

(c) *Industrial water service.*

Availability. This rate schedule is available for industrial use only, when separated from standard water service, to any customer adjacent to the department's water mains in The Greater Cape Girardeau Development Corporation Industrial Tract.

Rate. The monthly rate for service delivered hereunder shall be the total of:

- (1) A customer charge per month for each meter as follows:

Meter Size(s) (inches)	Monthly Customer Charge (per meter)
5/8 or $\frac{3}{4}$	\$10.05
1	\$20.96
1 $\frac{1}{2}$	\$39.23
2	\$61.11
3	\$112.32
4	\$185.20
6	\$387.31

plus;

- (2) A commodity charge of \$0.1944 per CCF for all water used during the billing month.

ARTICLE 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

ARTICLE 4. It is the intention of the governing body and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances of the City of Cape Girardeau, Missouri, and the sections of this Code may be renumbered to accomplish such intention.

ARTICLE 5. This ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



Staff: Doug Gannon, Parks and
Agenda: Recreation Director
6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-099

SUBJECT

An Ordinance amending and adopting a new section of Chapter 2 of the Code of Ordinances of the City of Cape Girardeau, Missouri, regarding Boards and Commissions.

EXECUTIVE SUMMARY

The approval of the attached Ordinance will define the control of the Convention and Visitors Bureau within the administration of the City and establish an Advisory Board of the Convention and Visitors Bureau.

BACKGROUND/DISCUSSION

The City Council approved the administration of the Convention and Visitors Bureau would be provided by the City of Cape Girardeau effective July 1, 2024. The Ordinance for consideration is to establish an advisory board for the Convention and Visitors Bureau.

FINANCIAL IMPACT

Preliminary projections indicate a financial savings for operation of the Convention and Visitors Bureau as a city department.

STAFF RECOMMENDATION

Staff recommend the amended Ordinance providing for the establishment of a Convention and Visitors Bureau Advisory Board be approved.

ATTACHMENTS:

Name:	Description:
Adopt New Section Chap 2 Convention Visitors Bureau 2024.doc	Ordinance

AN ORDINANCE AMENDING AND ADOPTING NEW SECTIONS OF CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF CAPE GIRARDEAU, MISSOURI, RELATING TO THE CONVENTION AND VISITORS BUREAU

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. Section 2-123, entitled "Boards and Commissions", of Article V of Chapter 2 of the City Code, reading as follows:

Sec. 2-123. Boards and Commissions.

Except as otherwise required by state or federal law, the City Charter, or another city ordinance specifically dealing with a particular board or commission, the provisions of this article shall apply to the city council-appointed members to the following boards and commissions:

- (1) Cape Girardeau Airport Board;
- (2) Board of Adjustment;
- (3) Board of Appeals;
- (4) Cape Jaycee Municipal Golf Course Advisory Board;
- (5) Cape Girardeau Historic Preservation Commission;
- (6) Park and recreation advisory board;
- (7) Planning and Zoning Commission;
- (8) Special Business District Advisory Commission;
- (9) Tree Board; and
- (10) Any other board or commission established by the city council pursuant to sections 5.04, 5.05 and 5.06 of the city Charter.

is hereby repealed in its entirety and a new Section 2-123, entitled "Boards and Commissions", of Article V of Chapter 2 of the City Code, is hereby enacted in lieu thereof, in words and figures, to read as follows, to-wit:

Sec. 2-123. Boards and Commissions.

Except as otherwise required by state or federal law, the City Charter, or another city ordinance specifically dealing with a particular board or commission, the provisions of this article shall apply to the city council-appointed members to the following boards and commissions:

- (1) Cape Girardeau Airport Board;
- (2) Board of Adjustment;
- (3) Board of Appeals;
- (4) Cape Jaycee Municipal Golf Course Advisory Board;
- (5) Cape Girardeau Historic Preservation Commission;
- (6) Park and Recreation Advisory Board;
- (7) Planning and Zoning Commission;
- (8) Special Business District Advisory Commission;
- (9) Tree Board;
- (10) Advisory Board of the Convention and Visitors Bureau; and
- (11) Any other board or commission established by the city council pursuant to sections 5.04, 5.05 and 5.06 of the city Charter.

ARTICLE 2. A new Section 2-300, entitled "Convention and Visitors Bureau", of Article VIII of Chapter 2 of the City Code, reading as follows:

Sec. 2-300. Convention and Visitors Bureau.

- (a) A Convention and Visitors Bureau is established within the administration of the city. The Convention and Visitors Bureau shall promote conventions and tourism within the city and shall perform such other functions as may be prescribed by the City Manager.
- (b) The Convention and Visitors Bureau shall be responsible for the promotion of conventions and tourism within the city through staff and such other promotions and activities as the City Manager shall deem appropriate.

ARTICLE 3. A new Section 2-301, entitled "Advisory Board of the Convention and Visitors Bureau", of Article VIII of Chapter 2 of the City Code, reading as follows:

Sec. 2-301. Advisory Board of the Convention and Visitors Bureau.

- (a) There is hereby established an advisory board of the city and shall be known and designated as the Advisory Board of the Cape Girardeau Convention and Visitors Bureau. The Advisory Board shall consist of nine (9) members comprised of the following: two (2) members shall be owners or operators of hotels or motels within the city limits, one (1) member shall be from the Cape Girardeau Area Chamber of Commerce, one (1) member shall be from Old Town Cape, one (1) member shall be an owner or operator of a restaurant within the city limits, and four (4) members shall have demonstrated by past activities an interest in the entertainment, hospitality, convention or tourism business. Advisory Board members shall be appointed by the City Council and serve three year terms; provided, however, the City Council may, by initial appointment, stagger the terms of the board members as it may deem appropriate.
- (b) The City Council shall designate one of its members to serve as an ex officio member of the Advisory Board and shall maintain liaison with the City Council but shall not have a vote in the decisions of the Advisory Board.
- (c) The Park and Recreation Advisory Board shall designate one of its members to serve as an ex officio member of the Advisory Board and shall maintain liaison with the Park and Recreation Advisory Board but shall not have a vote in the decisions of the Advisory Board.

ARTICLE 4. A new Section 2-302, entitled "Powers and Duties of the Advisory Board of the Convention and Visitors Bureau", of Article VIII of Chapter 2 of the City Code, reading as follows:

Sec. 2-302. Powers and Duties of the Advisory Board of the Convention and Visitors Bureau.

The Advisory Board of the Cape Girardeau Convention and Visitors Bureau shall have the following duties:

- (a) Act in an advisory capacity to the Convention and Visitors Bureau, including providing recommendations on the methods of promoting tourism, conventions, meetings and other activities and events.
- (b) Recommend a long-term strategic plan for operations of the Convention and Visitors Bureau, including use of the Marketing Investment Fund.

- (c) Provide recommendations to the Convention and Visitors Bureau on goals, plans, policies and proposed projects for the convention and visitors bureau.
- (d) Require a quorum of six (6) members and the affirmative vote of five (5) of its members to make any recommendations.
- (e) Conduct regular meetings at least once every month and hold special meetings when called by the chairperson or five members.
- (f) Shall have the power to appoint subcommittees of citizens who are not members of the Advisory Board for set periods of time to work on specific projects. Such subcommittees will report their findings and recommendations to the Advisory Board. Each subcommittee will disband when work on its assigned project is completed.

ARTICLE 5. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

ARTICLE 6. It is the intention of the governing body and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances of the City of Cape Girardeau, Missouri, and the sections of this Code may be renumbered to accomplish such intention.

ARTICLE 7. This ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



Staff: Alex McElroy, MPA - SEMPO
Executive Director & City Grant
Agenda: Coordinator
6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-100

SUBJECT

An Ordinance authorizing the City Manager to execute a Transportation Planning Consolidated Grant Agreement with the Missouri Highways and Transportation Commission for Southeast Metropolitan Planning Organization expenses, in the City of Cape Girardeau, Missouri.

EXECUTIVE SUMMARY

The attached ordinance authorizes the execution of a grant agreement on behalf of the Southeast Metropolitan Planning Organization.

BACKGROUND/DISCUSSION

The Southeast Metropolitan Planning Organization (SEMPO) is a federally mandated and funded policy-making organization that oversees transportation planning for the Cape Girardeau-Jackson urbanized area. As authorized in the Memorandum of Understanding, the City of Cape Girardeau provides administrative services and staff support for SEMPO. Each fiscal year, SEMPO receives grant funds from the Federal Highway Administration and the Federal Transit Administration to cover eligible expenses. The grant is administered by the Missouri Highway and Transportation Commission. As the administrative body for SEMPO, the City of Cape Girardeau receives the funds and therefore is required to execute a Transportation Planning Consolidated Grant Agreement. The agreement for FY 2025 is attached. The agreement period is from July 1, 2024 to June 30, 2025.

FINANCIAL IMPACT

The agreement authorizes the City of Cape Girardeau to receive funds up to \$296,998 for reimbursement of eligible expenses incurred by SEMPO during the agreement period. A 20% local match is required. Per the Memorandum of Understanding, the local match is to be divided among the voting member organizations, with the City of Cape Girardeau paying 28.6%; City of Jackson paying 28.6%; Transit Agencies (Cape Girardeau County Transit Authority and Southeast Missouri State University) paying equal portions of 14.3%; Cape Girardeau County and Special Road District paying equal portions of 14.3%; and the Southeast Missouri Regional Planning Commission paying 14.2%.

SUSTAINABILITY: ECONOMIC, ENVIRONMENTAL AND SOCIAL IMPACTS

Execution of the agreement is necessary for SEMPO to fulfill its duties as the metropolitan planning organization for the Cape Girardeau-Jackson urbanized area, as mandated by federal law.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance authorizing execution of the Transportation Planning Consolidated Grant Agreement.

PUBLIC OUTREACH

A Public Hearing was held by the SEMPO Board of Directors on April 17, 2024 in consideration of the FY 2025 Unified Planning Work Program (UPWP), which details the planning projects to be conducted and funded through the Consolidated Planning Grant for the upcoming fiscal year. The SEMPO Board of Directors unanimously voted to approve the FY 2025 UPWP.

ATTACHMENTS:	
Name:	Description:
Grant_SEMPO_MODOT_2024.doc	Ordinance
City_of_Cape_Girardeau_CPG_Agreement_for_Ordinance.pdf	FY25 SEMPO CPG Agreement

BILL NO. 24-61

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE A TRANSPORTATION PLANNING CONSOLIDATED GRANT AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION, IN THE CITY OF CAPE GIRARDEAU, MISSOURI

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAPE GIRARDEAU, MISSOURI, AS FOLLOWS:

ARTICLE 1. The City Manager is hereby authorized and directed to execute, on behalf of the City, a Transportation Planning Consolidated Grant Agreement with the Missouri Highways and Transportation Commission for Southeast Metropolitan Planning Organization expenses, and is hereby authorized to execute all necessary grant documents. Said Agreement shall be in substantially the form attached hereto, which document is hereby approved by the City Council, with such changes or amendments as shall be approved by the officers of the City executing the same. The officers, agents, and employees of the City are hereby authorized to execute all documents and take steps as they deem necessary and advisable to carry out and perform the purpose of this ordinance.

ARTICLE 2. This ordinance shall be in full force and effect ten days after its passage and approval.

PASSED AND APPROVED THIS _____ day of _____, 2024.

Stacy Kinder, Mayor

ATTEST:

Bruce Taylor, Deputy City Clerk



CCO Form: TP01
Approved: 12/93 (GWS)
Revised: 03/24 (TLP)
Modified:

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
TRANSPORTATION PLANNING CONSOLIDATED GRANT AGREEMENT**

THIS AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the City of Cape Girardeau (hereinafter, "Grantee").

WITNESSETH:

WHEREAS, 23 U.S.C. Sections 104(f) and 134, and 49 U.S.C. Section 5303, provide metropolitan transportation planning funds for metropolitan planning organizations as designated by the Governor of the State of Missouri; and

WHEREAS, the Commission is the state agency designated to receive and dispense both the above-named funds to accomplish metropolitan transportation planning in the Cape Girardeau urbanized area; and

WHEREAS, the Grantee has been designated by the Governor of the State of Missouri as the local organization to conduct transportation planning for the Cape Girardeau urbanized area and to receive and expend the above-named funds on its behalf; and

WHEREAS, the Grantee has described the transportation planning work to be carried out and included a complete budget detailing the use of the above-named funds in an annually updated Unified Planning Work Program (UPWP); and

WHEREAS, the UPWP is accepted by the Commission, the Grantee, and the United States Department of Transportation (hereinafter, "USDOT"), describing the purposes and funding of all program components to be annually accomplished under this Agreement.

NOW THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

(1) PURPOSE AND SOURCE OF FUNDS: The purpose of this Agreement is to assist the Grantee in financing project expenses that are eligible for federal financial assistance. The Commission will make a grant from available federal funds in a manner consistent with the rules of the USDOT, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) under 23 U.S.C. Sections 104(f) and 134 and 49 U.S.C. Section 5303. These rules include 2 C.F.R. Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. The catalog of federal domestic assistance identification number (CFDA) is 20.205 for funds under 23 U.S.C. Sections 104(f) and 134 and 20.505 for funds under 49 U.S.C. Section 5303. The amount of available funds is limited by the unused portion of the above planning funds allocated to the Cape Girardeau urbanized area under the above acts and any amendments thereto.

(2) SCOPE OF WORK AND BUDGET: Grantee will undertake and complete the program

of work specified in the approved UPWP and the budget or scope of services (Appendix A).

(3) REPORTS:

(A) All draft reports, the cost of which will be considered a direct cost, will be submitted to the Commission for review prior to printing in final form. The Commission will be provided with an electronic copy of each draft and the final report.

(B) All reports, drawings, estimates, surveys, memoranda and other papers submitted by the Grantee shall be dated and bear the Grantee's name.

(4) PUBLICATION PROVISIONS:

(A) Copyright: Papers, interim or final reports, forms or other materials which are a part of the work under contract may be copyrighted without written approval of the Commission, and FHWA or FTA as appropriate.

(B) Request for Publication: Either party to the Agreement or FHWA or FTA may initiate a request for publication of reports or any request thereof.

(C) Abstracts: When the scheduled time for presentation of a paper does not permit formal review and approval of a complete report, abstracts may be used for notification of intent to present a paper based on the study. Such presentation must protect the interests of the other party by the inclusion of a statement in the paper and in the presentation to the effect that the paper has not been reviewed by the other party or FHWA or FTA.

(D) Publication: Publication by either party shall give credit to the other party or FHWA or FTA unless upon failure of agreement of any report of the study, FHWA, FTA or either of the contracting parties requests that its credit acknowledgment be omitted and then the following statement shall be added:

"The opinions, findings and conclusions expressed in this publication are those of the authors and not necessarily those of the Missouri Highways and Transportation Commission, the Federal Highway Administration or the Federal Transit Administration."

(E) Use of Data: After acceptance of reports, all parties are free to use the data and results for whatever purpose.

(F) Cooperative Participation: All reports shall contain a statement crediting the cooperative participation of all agencies, including the USDOT, FHWA or FTA as appropriate.

(G) Freedom of Information: The publication provisions contained in this paragraph (4) are subject to the provisions of Chapter 610, RSMo, and all applicable laws of the United States Government concerning freedom of information.

(5) RETENTION OF RECORDS: The Grantee or any approved subcontractor shall be required to maintain accounting records and other evidence pertaining to the cost incurred regarding

the study and to make the records available to the Commission at its office at all reasonable times during the contract period and for three years from the date of the final payment of federal funds. Such accounting records and other evidence pertaining to the costs incurred will be made available for inspection by the Commission, FHWA, FTA, or any authorized representative thereof, and copies shall be furnished if requested.

(6) INFORMATION FURNISHED AND WORK PERFORMED BY THE GRANTEE: The Grantee shall make available to the Commission upon request all of the data, reports, analysis, transcripts of hearings, maps, drawings, tables, and other pertinent background information related to the scope of services under this Agreement.

(7) INFORMATION AND WORK FURNISHED BY THE COMMISSION: The Commission shall make available to the Grantee all of the data, reports, analysis, transcripts of hearings, maps, drawings, tables and other pertinent background information related to the scope of services under this Agreement that the Commission deems necessary and non-confidential. No report, information, data or other materials provided to the Grantee shall be given to any individual or organization without the written approval of the Commission.

(8) PROJECT TIME PERIOD: Work under this Agreement shall begin July 1, 2024 and extend to June 30, 2025. No work shall be performed under this Agreement until a notice to proceed is received from the Commission.

(9) CONTRACT PRICE AND PAYMENT:

(A) Total Price: For the work described in this Agreement, the Grantee shall receive payment based on actual costs, as defined in subparagraph B of paragraph (9) up to the maximum amount of \$292,252 defined as consolidated planning funds. The local matching share shall be 20 percent for funds provided under 23 U.S.C. Section 104(f) and under 49 U.S.C. Section 5303. The local matching share may be either cash or direct cost match or a combination of both.

1. The Commission will pay for One Hundred percent (100%) of the total project cost, up to a maximum amount of \$4,746 for eligible activities under the set-aside for planning activities to increase safe and accessible transportation options under 23 U.S.C. Sections 104(f) and 134.

(B) Progress Payments: The Commission agrees to make progress payments to the Grantee not more than monthly upon receipt of a proper invoice and certification for services actually performed under this Agreement. Certification of services will be documented by a progress report submitted at least quarterly within 30 days after the end of the reporting period. However, the last progress report may be waived and included in the final or project completion report. Each progress report shall include tasks, what percentage of each task has been completed and overall task completion rate. Invoices will be based on actual costs incurred. Each invoice will show the breakdown of the cost incurred among the Grantee and the Commission. Such progress payments will be based on actual cost incurred. In no instance shall the progress payments exceed the percentage of work completed, per the judgment of the Commission's engineer. The accounting for and billing of project charges will be accomplished as follows:

1. The Grantee will establish cost principles for use in determining the

allowability of individual items of costs in accordance with 2 C.F.R. Part 200, "*Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.*"

2. Direct labor charges shall be based on actual time expended at the current approved gross salary of the assigned staff member.

3. Employee fringe benefits shall be based on a provisional rate, subject to audit, of direct labor costs. This rate is set on the basis of the employer's actual cost for group life insurance, health insurance, pension plan, workers compensation, holidays, F.I.C.A. taxes, accrued costs for sick leave, vacation and other items included in the Grantee's approved fringe benefit package to the total annual salaries paid. This rate is reviewed and adjusted annually and will be specified in the fiscal year scope of services.

4. Indirect costs shall be based on the approved cost allocation plan supported by the Grantee's annual budget for the fiscal year in which the scope of services is to be carried out. A rate is calculated on the basis of the estimated total annual administrative expenses, excluding known unallowable costs as prescribed in various federal regulations, including 2 C.F.R. Part 200, divided by the sum of total annual salaries chargeable as direct labor. Calculation of the indirect rate is specified in the cost allocation plan and is approved by the audit agency. The indirect rate is audited and adjusted at each fiscal year end by the audit agency. The applicable rate will be specified in Appendix A.

5. Other direct costs charges shall be based on actual cost of supplies and equipment purchased or rented for exclusive use of this project. Procurement of supplies and equipment should be in accordance with procedures established by the State of Missouri and Paragraph (26).

(C) Compensation: Compensation shall be paid by the Commission to the Grantee for work performed hereunder subject to the limitations of subparagraphs A and B of this paragraph (9), as supported by Appendix A.

(D) Direct Costs: The following are considered as direct costs and chargeable as such:

1. Salaries and fringe benefits.

2. Other non-salary expenses directly related to the completion of the work program activities, such as: classified advertising, contractual services, data processing, equipment maintenance and rental, meetings and conferences, postage, publications, reproduction, supplies, travel and long-distance calls.

(E) Final Payment: The final payment will be made only after acceptance by the Commission of a project completion report, summarizing the results of the job elements under this Agreement, considered to be satisfactory to the Commission. This project completion report is due within 60 days after the Agreement end date. The Commission's obligation will extend only to those costs incurred as verified by the final audit. A final audit will be completed after the acceptance of the project completion report. If Grantee was overcompensated according to final audit results, Grantee will reimburse the Commission the amount as specified by the final audit. If additional compensation is due Grantee, Grantee will present a supplemental invoice to the Commission for payment of the

amount specified by the final audit.

(F) Checks: Checks in payment for the services rendered hereunder shall be drawn to the order of the City of Cape Girardeau. The Grantee hereby agrees that the acceptance of the check so drawn shall constitute full payment for the Commission to the Grantee for the services for which such payments are made. The parties, acting through their authorized representatives, may also arrange for the electronic transfer of funds instead of a physical check.

(G) Title to Work Products: The making of payments to the Grantee in the manner aforesaid shall vest in the Commission title to the studies, documents and material produced by the Grantee under the terms of this Agreement up to the time of such payments, and the Commission shall have the right to use the same for any public purpose or make any desirable alterations thereto without other further compensation to the Grantee or to any other such agency or persons.

(H) Single Audit Requirement: If the Grantee receives \$750,000 or more per year total of all Federal assistance from all sources including Federal funds under this Agreement, it shall be required to have an independent annual single audit done in accordance with 2 C.F.R. Part 200, "*Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.*" A copy of the audit report shall be submitted to the Missouri Department of Transportation (MoDOT) within 30 days of the issuance of the report. Subject to the requirements of 2 C.F.R. Part 200, if the Grantee obtains less than \$750,000, the Grantee may be exempt from 2 C.F.R. Part 200 auditing requirements, but records must be available for review by applicable State and Federal authorities in accordance with Paragraph (5). The Commission reserves the right to audit expenditures under this Agreement independently in a separate report.

(10) INSPECTION OF RECORDS: The Grantee shall assure that representatives of the Commission and FHWA shall have the privilege of inspecting and reviewing the work being done by the Grantee's contractor and subcontractor on the herein project. The Grantee shall also assure that its contractor, and all subcontractors, if any, maintain all books, documents, papers and other evidence pertaining to costs incurred in connection with the work program and make such materials available at such contractor's office at all reasonable times at no charge during this Agreement period, and for three (3) years from the date of final payment under this Agreement, for inspection by the Commission, FHWA or any authorized representatives of the Federal Government and the State of Missouri, and copies shall be furnished, upon request, to authorized representatives of the Commission, State, FHWA, or other Federal agencies.

(11) CHANGES: The Commission or the Grantee may, from time to time, request changes in the scope of UPWP work. Changes in the scope of UPWP work that do not involve any increase or decrease in the amount of the Grantee's compensation shall be made with the mutual agreement of the parties to this Agreement evidenced by letters from each to the other. Changes involving adjustments to limiting amounts contained in the scope of UPWP work of any increase or decrease in the total amount of compensation which are mutually agreed upon by and between the Commission and the Grantee shall be incorporated in written amendments or supplements to this Agreement.

(12) INDEMNIFICATION: To the extent allowed or imposed by law, the City of Cape Girardeau shall defend, indemnify and hold harmless the Commission, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the City of Cape Girardeau's wrongful or negligent performance of its obligations under this Agreement.

(13) INSURANCE:

(A) The City of Cape Girardeau is required or will require any contractor procured by the City of Cape Girardeau to work under this Agreement:

(1) To obtain a no cost permit from the Commission's district engineer prior to working on the Commission's right-of-way, which shall be signed by an authorized contractor representative (a permit from the Commission's district engineer will not be required for work outside of the Commission's right-of-way); and

(2) To carry commercial general liability insurance and commercial automobile liability insurance from a company authorized to issue insurance in Missouri, and to name the Commission, and the Missouri Department of Transportation and its employees, as additional insureds in amounts sufficient to cover the sovereign immunity limits for Missouri public entities (\$600,000 per claimant and \$4,000,000 per occurrence) as calculated by the Missouri Department of Insurance, Financial Institutions and Professional Registration, and published annually in the Missouri Register pursuant to Section 537.610, RSMo.

(B) In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitution or law.

(14) TERMINATION OF AGREEMENT:

(A) Non-Performance: If Grantee shall for any cause fail to perform any of the provisions of this Agreement or fail to complete any of the work described in this Agreement, the Commission may terminate this Agreement. Also, the Commission may terminate this Agreement if the conduct or progress of the work is such that it is not up to professional standards of objectiveness, fairness, accuracy and completeness.

(B) Correction: The Commission may provide Grantee with a written notice of the defect(s) in Grantee's performance specifying a period of time for Grantee to correct such defect(s).

(C) Written Notice: To terminate this Agreement, the Commission must give Grantee at least 15 days written notice specifying the reason(s) for termination.

(D) Partial Payment: If the Commission terminates the Agreement, the Commission shall be liable only for the work rendered to the date of termination based on the compensation described in the scope of services. Grantee, for itself, its successors, assigns and legal representatives, agrees to accept this amount of compensation in full satisfaction of all claims for compensation under this Agreement. This does not abrogate the Grantee's right under law.

(E) Work Products: In the event of termination, Grantee shall deliver to the Commission, as property of the Commission, all designs, reports, drawings, studies, estimates, surveys, computations, memoranda, documents and other papers or materials either furnished by the Commission or prepared by or for the Grantee under this Agreement. In addition, ownership of all designs, reports, drawings, studies, estimates, models, computations, etc. prepared under this Agreement shall vest in the Commission, at the Commission's option. The Commission reserves the right to postpone or abandon further work of the type described by this Agreement or to cause such work to be continued or completed in such manner, by such person(s), and under such terms and agreements as the Commission shall determine.

(15) DISPUTES: The Commission's chief engineer will in all cases decide any and all questions which may arise in connection with the work not disposed of by agreement among or between the parties to the contract.

(16) NONDISCRIMINATION ASSURANCE: With regard to work under this Agreement, Grantee agrees as follows:

(A) Civil Rights Statutes: The Grantee shall comply with all state and federal statutes relating to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d and 2000e), as well as any applicable titles of the Americans with Disabilities Act). In addition, if the Grantee is providing services or operating programs on behalf of Department or the Commission, it shall comply with all applicable provisions of Title II of the Americans with Disabilities Act.

(B) Administrative Rules: The Grantee shall comply with the administrative rules of the U.S. Department of Transportation relative to nondiscrimination in federally assisted programs of the USDOT (49 CFR Subtitle A, Part 21) which are herein incorporated by reference and made part of this Agreement.

(C) Nondiscrimination: The Grantee shall not discriminate on grounds of the race, color, religion, sex, national origin, age or disability of any individual in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Grantee shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR Subtitle A, Part 21.5 including employment practices.

(D) Solicitations for Subcontracts, Including Procurements of Material and Equipment: These assurances concerning nondiscrimination also apply to subcontractors and suppliers of the Grantee. These apply to all solicitations either by competitive bidding or negotiation made by the Grantee for work to be performed under a subcontract including procurement of materials or equipment. Each potential subcontractor or supplier shall be notified by the Grantee of the requirements of this Agreement relative to nondiscrimination on grounds of the race, color, religion, sex, national origin, disability, or age of any individual.

(E) Information and Reports: The Grantee shall provide all information and reports required by the Agreement, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Commission or the USDOT to the pertinent to ascertain compliance with other such contracts,

orders and instructions. Where any information required of the Grantee is in the exclusive possession of another who fails or refuses to furnish this information, the Grantee shall so certify to the Commission or the USDOT as appropriate and shall set forth what efforts it has made to obtain the information.

(F) Sanctions for Noncompliance: In the event the Grantee fails to comply with the nondiscrimination provisions of this Agreement, the Commission shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including but not limited to:

1. Withholding of payments to the Grantee under the Agreement until the Grantee complies; and/or
2. Cancellation, termination or suspension of the Agreement, in whole or in part.

(G) Incorporation of Provisions: The Grantee shall include the provisions of paragraph (15)(A) of this Agreement in every subcontract, including procurements of materials and leases of equipment, unless exempted by the statutes, executive order, administrative rules or instructions issued by the Commission or the USDOT. The Grantee will take such action with respect to any subcontract or procurement as the Commission or the USDOT may direct as means of enforcing such provisions, including sanctions for noncompliance; provided that in event the Grantee becomes involved in or is threatened with litigation with a subcontractor or supplier as a result of such direction, the Grantee may request the United States to enter into such litigation to protect the interests of the United States.

(H) Title VI Program Reporting Requirements: The Grantee shall comply with data collection and reporting requirements subject to Title VI of the Civil Rights Act of 1964 and the implementing regulations of 28 CFR Part 42, Subpart F and 49 CFR Part 21. Such general and program specific required information shall be provided to the Commission yearly if updated information is warranted or at a minimum of every three years. Required submittals shall be made by December of the current agreement period.

(17) SECTION 504 ASSURANCES: The Grantee shall comply with all the requirements imposed by Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Sections 790 *et seq.*) and the administrative rules of the USDOT (49 CFR Subtitle A, Part 27).

(18) RESTRICTION ON LOBBYING: The Grantee shall comply with the requirements of 31 U.S.C. Section 1352.

(19) NO OBLIGATION BY THE FEDERAL GOVERNMENT: The Grantee acknowledges and agrees that, notwithstanding any concurrence by the USDOT in or approval of the solicitation or award of the underlying contract, absent the express written consent by the USDOT, the USDOT is not a party to this Agreement and shall not be subject to any obligations or liabilities to the Grantee or any other party pertaining to any matter resulting from this Agreement. The Grantee agrees that it will ensure that the contractor will include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FHWA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

(20) CLEAN WATER: The Grantee agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. Part 1251 *et seq.* The Grantee will require its contractor to report each violation to the Grantee and understands and agrees that the Grantee will, in turn, report each violation as required to assure notification to FHWA and the appropriate United States Environmental Protection Agency (hereinafter, "EPA") Regional Office. The Grantee agrees that it will ensure that the contractor agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FHWA.

(21) ENERGY CONSERVATION: The Grantee agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 USC 6321 *et seq.*).

(22) FEDERAL CHANGES: The Grantee shall at all times comply with all applicable FHWA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the most recent issued FHWA Master Agreement, as they may be amended or promulgated from time to time during the term of this Agreement. The Grantee's failure to comply shall constitute a material breach of this Agreement.

(23) CLEAN AIR: The Grantee agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 USC 7401 *et seq.* The Grantee shall ensure that its contractor will report each violation to the Grantee. The Grantee will, in turn, report each violation as required to assure notification to FHWA and the appropriate EPA Regional Office. The Grantee also agrees to include these requirements in each contract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FHWA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

(24) PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS:

(A) The Grantee acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 USC 3801 *et seq.* and USDOT regulations, "Program Fraud Civil Remedies," 49 CFR Subtitle A, Part 31, apply to its actions pertaining to this Agreement. The Grantee shall ensure that the contractor will certify or affirm the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract of the FHWA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Grantee further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the USDOT reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Grantee to the extent the USDOT deems appropriate.

(B) The Grantee also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the USDOT under a contract connected with a project that is financed in whole or in part with Federal assistance provided by FHWA and FTA under 23 U.S.C. Sections 104(f) and 134 and 49 USC 5303, the USDOT reserves the right to impose the penalties of 18 USC 1001 on the Grantee, to the extent the USDOT deems appropriate.

(C) The Grantee agrees to include the above two clauses in each of its contracts financed in whole or in part with Federal assistance provided by FHWA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

(25) DEBARMENT AND SUSPENSION: The Grantee agrees to comply with the requirements of the *Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction* as submitted with the grant application.

(26) SUBCONTRACTING: All work to be subcontracted shall be identified in the UPWP, regardless of amount. All subcontracts of \$50,000 or more shall be submitted to the Commission for review and approval. Grantee's approved contracting administration procedures may be used provided assurance is given that they conform to applicable Federal statutes, executive orders and regulations in accordance with 49 CFR Part 18 or 23 CFR Part 172 and Missouri statutes. Approval to subcontract for services incidental to the study operations, such as printing and computer services, is not required. Copies of all executed subcontracts, except those for incidental services, shall be furnished to the Commission.

(27) EQUIPMENT AND INSTRUMENTATION:

(A) All equipment and instrumentation to be purchased under this agreement shall be identified specifically in the UPWP. Equipment or instrumentation mean an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost which equals \$5,000 or more. Grantee's approved procurement procedures may be used provided assurance is given that they conform to applicable Federal statutes, executive orders and regulations in accordance with 2 C.F.R. Part 200 and Missouri statutes.

(B) Purchases costing less than \$5,000 are not subject to 2 C.F.R. Part 200 but shall follow Grantee's procurement procedures. However, purchases may not be subdivided to avoid this limitation. The Grantee certifies that no equipment and instrumentation listed for purchase in the UPWP have been included in the indirect costs approved for this Agreement.

(28) TRAVEL: The Commission approves Grantee staff travel expenses for work performed under this Agreement and provided for in the scope of services. Any additional travel must have prior approval of the Commission to be eligible for a direct cost reimbursement. The rate of reimbursement shall be in accordance with the Grantee's approved travel policy.

(29) COMPLIANCE WITH LAWS: The Grantee agrees to comply with all federal, state and local laws and ordinances applicable to the prosecution of the work covered by this Agreement.

(30) DISADVANTAGED BUSINESS ENTERPRISES: Grantee agrees to prepare and submit for the Commission's approval, a disadvantaged business enterprise plan as defined in 49 CFR Part 26, if Grantee receives financial planning assistance from the U.S. Department of Transportation and will award prime contracts exceeding \$250,000 in a single fiscal year or if Grantee is required to do so by 49 CFR Part 26.21.

(31) BUDGET:

(A) Summary: Appendix A, Section 1, includes a budget summary, which lists the following:

1. Estimated Expenditures: These would be the total of all UPWP components by federal funding type funded under this Agreement itemized by various cost categories. These categories may include but are not limited to: salaries, fringe benefits, indirect costs, contract services, equipment, data processing, meeting, conference, travel, printing, publications, supplies and other or miscellaneous expenses.

2. Estimated Revenues: These are the total anticipated funding and agency sources by federal funding type for work funded under this Agreement.

(B) Payment: The Grantee will receive payment by the Commission based on the following:

1. Agency Funding Participation: Appendix A, Section 2, lists estimated funding participation by various agencies for the UPWP program components funded under this Agreement. For the work by program component described in the UPWP and similarly identified in Appendix A, Section 2, payment will be made from the appropriate funds based on the proportionate share of FHWA PL or FTA Section 5303 funds, or consolidation of the two funds, being utilized from the Commission. The relationship of the manpower and cost borne under this Agreement to the total manpower and cost required to complete each program component is derived from the approved UPWP. The obligation of the Commission shall not exceed the amounts set out in Paragraph (9), Subparagraph (A).

2. Details of Missouri FHWA PL and/or FTA Section 5303 Matching Funds: Appendix A, Section 2, also lists the respective amounts of local matching funds by providing agency and the program components of the UPWP to which they are applied for the Missouri federal funds utilized under this Agreement. Application of local matching funds in the form of direct cost match or cash from the Commission to the various program components will be determined by the Commission in accordance with Missouri laws. Use of Commission local matching funds by the Grantee shall be based on the proportionate share of cost by program component as given in Appendix A, Section 2. Local matching funds from the Commission shall not exceed the federally required matching share for any Missouri federally funded program component. The Commission's cash payment obligation shall be in accordance with Paragraph (9), Subparagraph (A).

(C) Procedures: The following procedures shall be followed when deviations from Appendix A or the scope of services program components occur or are anticipated to occur:

1. Cost Overruns:

A. Program component overruns of thirty percent (30%) or less will be considered as eligible costs provided:

(I) The total scope of services dollar amount is not increased or;

(II) If the total scope of services dollar amount is increased, an amended scope of services is executed between the Commission and the Grantee.

B. Program component overruns in excess of thirty percent (30%) will require a written request for approval and include the anticipated amount of overruns on other program components.

C. Requests for overruns in program components shall be in writing and include the anticipated amount of overruns on other program components.

2. Agency Funding Participation: Revisions in the agency (i.e. FHWA, FTA, HUD, EPA) funding participation as shown in the scope of services require written approval by the Commission's chief engineer. Requests for revisions shall include the reason for the revisions, the proposed agency funding and the effect of the revisions on program components.

3. The Grantee shall monitor costs and initiate timely requests for approval as outlined above. Retroactive revisions of this scope of services will not be allowed.

(32) AMENDMENTS: Any change in this Agreement, whether by modification and/or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representatives of the Grantee and the Commission.

(33) COMMISSION REPRESENTATIVE: The Commission's chief engineer is designated as the Commission's representative for the purpose of administering the provisions of this Agreement.

(34) ENGINEER: As provided in this Agreement, "Engineer" means the Chief Engineer or any other authorized representative of the Commission. Where the specific term "Chief Engineer" is used, it shall mean the Chief Engineer exclusively.

(35) ASSIGNMENT: The Grantee shall not assign or delegate any interest in the Agreement and shall not transfer any interest in the Agreement, whether by assignment or notation without the prior written consent of the Commission.

(36) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the State of Missouri. The Grantee shall comply with all local, state and federal laws and regulations relating to the performance of the Agreement.

(37) VENUE: It is agreed by the parties that any action at law, suit in equity, or other judicial proceeding to enforce or construe this Agreement, or regarding its alleged breach, shall be instituted only in the Circuit Court of Cole County, Missouri.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the Grantee on _____(Date).

Executed by the Commission on _____(Date).

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

GRANTEE

By _____

Title _____

Title _____

ATTEST:

ATTEST:

By _____

Secretary to the Commission

Title _____

Approved as to Form:

Approved as to Form:

By _____

Commission Counsel

Title _____

	Missouri CPG (Federal)	Missouri Local Match	Illinois (Federal)	Illinois State Match	Total Cost
Staff Labor - City of Cape Girardeau					
Salaries	\$ 39,240	\$ 9,810	\$ 6,817	\$ 1,704	\$ 57,572
Benefits	\$ 9,486	\$ 2,372	\$ 1,648	\$ 412	\$ 13,918
Subtotal	\$ 48,727	\$ 12,182	\$ 8,465	\$ 2,116	\$ 71,490
Consultant Contract - KLG Engineering, LLC					
Program Support	\$ 11,928	\$ 2,982	\$ 2,072	\$ 518	\$ 17,500
Public Outreach	\$ 3,408	\$ 852	\$ 592	\$ 148	\$ 5,000
Education and Training	\$ 1,704	\$ 426	\$ 296	\$ 74	\$ 2,500
Subtotal	\$ 17,040	\$ 4,260	\$ 2,960	\$ 740	\$ 25,000
Consultant Contract - Southeast Missouri Regional Planning & Economic Development Commission					
Data Collection and Management	\$ 3,408	\$ 852	\$ 592	\$ 148	\$ 5,000
Transportation Improvement Program Management	\$ 10,224	\$ 2,556	\$ 1,776	\$ 444	\$ 15,000
Subtotal	\$ 13,632	\$ 3,408	\$ 2,368	\$ 592	\$ 20,000
Consultant Contract - (TBD)					
Origin and Destination Study Research & Analytics Tool Investment	\$ 6,816	\$ 1,704	\$ 1,184	\$ 296	\$ 10,000
Subtotal	\$ 6,816	\$ 1,704	\$ 1,184	\$ 296	\$ 10,000
Consultant Contract - EcoInteractive					
TIP Tool Online Management & Support	\$ 14,242	\$ 3,560	\$ 2,474	\$ 619	\$ 20,895
Subtotal	\$ 14,242	\$ 3,560	\$ 2,474	\$ 619	\$ 20,895
Consultant Contract - TBD					
Metropolitan Transportation Plan Update	\$ 102,238	\$ 25,559	\$ 17,762	\$ 4,441	\$ 150,000
Subtotal	\$ 102,238	\$ 25,559	\$ 17,762	\$ 4,441	\$ 150,000
Consultant Contract - TBD					
*SEMPO Region Trail Connection Study	\$ 81,790	\$ 20,448	\$ 14,210	\$ 3,552	\$ 120,000
Subtotal	\$ 81,790	\$ 20,448	\$ 14,210	\$ 3,552	\$ 120,000
Consultant Contract -TBD					
Title VI & Language Assistance Plan	\$ 2,726	\$ 682	\$ 474	\$ 118	\$ 4,000
Subtotal	\$ 2,726	\$ 682	\$ 474	\$ 118	\$ 4,000
Other Direct Costs					
Advertising	\$ 682	\$ 170	\$ 118	\$ 30	\$ 1,000
Books/Publications	\$ 204	\$ 51	\$ 36	\$ 9	\$ 300
Copies	\$ 682	\$ 170	\$ 118	\$ 30	\$ 1,000
Liability Insurance	\$ 682	\$ 170	\$ 118	\$ 30	\$ 1,000
Meetings/Conferences	\$ 2,726	\$ 682	\$ 474	\$ 118	\$ 4,000
Office Supplies	\$ 1,704	\$ 426	\$ 296	\$ 74	\$ 2,500
Postage	\$ 204	\$ 51	\$ 36	\$ 9	\$ 300
Printing	\$ 682	\$ 170	\$ 118	\$ 30	\$ 1,000
Training/Education	\$ 1,363	\$ 341	\$ 237	\$ 59	\$ 2,000
Dues and Memberships	\$ 450	\$ 112	\$ 78	\$ 20	\$ 660
Website Hosting	\$ 409	\$ 102	\$ 71	\$ 18	\$ 600
Subtotal	\$ 9,788	\$ 2,447	\$ 1,700	\$ 425	\$ 14,360
Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 296,998	\$ 74,249	\$ 51,598	\$ 12,900	\$ 435,745

SEMPO FY 2025 UPWP

* The Bipartisan Infrastructure Law (BIL) requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. FY 2025 2.5% estimate is \$4,746 and is addressed under Work Element 3.4.

Staff: Gayle L. Conrad, MPCC/CMC,
Director of Citizen Services/City
Agenda: Clerk
6/3/2024

AGENDA REPORT
Cape Girardeau City Council

24-101

SUBJECT

Appointment to the Board of Appeals for two terms expiring June 4, 2028 and two terms expiring June 4, 2029.

EXECUTIVE SUMMARY

Kristen Uhrhan and Brian Horrell have terms on the Board of Appeals which were set to expire June 4, 2023. Ms. Uhrhan has been serving an alternate position on the board since 2014, and Mr. Horrell has been serving since 2018. Mr. Horrell is not interested in reappointment.

Robert Blasiney and Willie Sandin have terms on the Board of Appeals that expire June 4, 2024. Mr. Blasiney has been serving on the board since 2015 and Mr. Sandin has been serving as an alternate since 2015. Each have expressed interest in reappointment. A copy of the roster is attached for your review. With the current makeup of the board, an individual from one of the following professions is eligible to serve: contractor/architect, plumber/mechanical engineer, structural engineer, electrical engineer, or fire protection engineer.

BACKGROUND/DISCUSSION

The International Building Code (as amended by the city) stipulates that the Board shall consist of seven individuals, not more than two from each of the following professions: (1) registered architect, or builder or superintendent of building construction with 10 years experience; (2) registered design professional with structural engineering or architectural experience; (3) registered design professional with mechanical or plumbing engineering experience, or mechanical or plumbing contractor with 10 years experience; (4) registered design professional with electrical engineering experience or an electrical contractor with 10 years experience; (5) registered design professional with fire protection engineering experience or a fire protection contractor with 10 years experience. If no qualified city residents apply for the board, then qualified applicants who are residents of Cape Girardeau County may be considered. In addition, two alternate members may be appointed and shall possess the qualifications required for board membership. Members serve five year terms.

The following individuals are qualified applicants and have expressed an interest in serving on the board; their board applications are attached.

Applicant Ward		Citizens Academy Graduate
Robert Blasiney	6	No
Duane W. Sandin, P.E.	n/a	No

STAFF RECOMMENDATION

It is recommended that the City Council appoint two regular members, with one term expiring June 4, 2028, and the other expiring June 4, 2029. Then the Council may appoint two alternate members with one term expiring June

4, 2028, and the other expiring June 4, 2029.

ATTACHMENTS:

Name:	Description:
☐ board_of_appeals_roster.docx	Board of Appeals Roster
☐ roster_attendance.appeals.pdf	Board of Appeals Attendance Roster

CITY OF CAPE GIRARDEAU, MISSOURI

Roster of Advisory Boards and Committees

May 6, 2024

All members of Advisory boards must be residents of the City of Cape Girardeau unless otherwise noted.
Members may serve for only two consecutive full terms on the same board or commission.

Board of Appeals

	<u>Date Appointed</u>	<u>Date Reappointed</u>	<u>Term Expires</u>
Kristen Uhrhan (architect) (alt.)	June 2, 2014	06/04/18	June 4, 2023
vacant		---	June 4, 2023
Robert Blasiney (contractor/electric)	January 20, 2015	05/20/19	June 4, 2024
(served as alternate)	October 6, 2014		
Willie Sandin (PE) (alt.)	January 20, 2015	05/20/19	June 4, 2024
Craig Milde (architect)	November 2, 2015	06/01/20	June 4, 2025
vacant (MEP engr)	----	---	September 4, 2025
Derrick Geringer (contractor)	June 21, 2021	---	June 4, 2026
Melanie Cantrell (structural engineer)	December 15, 2008	6/4/12; 6/05/17;10/17/22	June 4, 2027
Mark Strickland (mechanical)	October 6, 2014	06/05/17;10/17/22	June 4, 2027
(served as alternate)	June 2, 2014		

Serve five year terms, appointed by Council. Of the seven members, no more than two from each of the following professions: (1) Registered design professional that is a registered architect; or a builder or superintendent of building construction with at least 10 years experience 5 of which shall have been in responsible charge of work; (2) Registered design professional with structural engineering or architectural experience; (3) Registered design professional with mechanical or plumbing engineering experience; or a mechanical or plumbing contractor with 10 years experience 5 of which shall have been in responsible charge of work; (4) Registered design professional with electrical engineering experience; or an electrical contractor with at least 10 years experience 5 of which shall have been in responsible charge of work; (5) registered design professional with fire protection engineering experience; or a fire protection contractor with at least ten years experience 5 of which shall have been in responsible charge of work. If no applications from qualified residents, the qualified applicants from Cape Girardeau County may be considered (Ord. 4567) Meetings held second Thursday at 7:00 p.m. in Council Chambers. Board considers appeals from the building codes. Staff contact – Doug Weisbrod, Building and Code Enforcement Manager. 339-6327.

BOARD OF APPEALS Attendance Record

Ordinance effective 4/13/00

X = present, A = absent

2024 2nd Thursday	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	1st letter	2nd letter	3rd letter	termi- nated	appointed reapptd
Blasiney, Robert	X	X	X	X													05/20/19
Cantrell, Melanie	X	X	X	X													10/17/22
Geringer, Derrick	X	X	X	X													06/21/21
Horrell, Brian	RESIGNED 2/12/24													02/12/24	06/04/18		
Strickland, Mark	X	X	X	X													10/17/22
Milde, Craig	X	X	X	X													06/01/20
Alternates:	X	X	X	X													
Sandin, Willie	X	X	X	X													05/20/19
Uhrhan, Kristen	X	X	X	X													06/04/18

2023 2nd Thursday	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	1st letter	2nd letter	3rd letter	termi- nated	appointed reapptd
Blasiney, Robert	X	X	X	X	X	X	X	X	X	X	X	X					05/20/19
Cantrell, Melanie	X	X	X	X	X	X	X	X	X	X	X	X					10/17/22
Geringer, Derrick	X	X	X	X	X	X	X	X	X	X	X	X					06/21/21
Horrell, Brian	X	X	X	X	X	X	X	X	X	X	X	X					06/04/18
Strickland, Mark	X	X	X	X	X	X	X	X	X	X	X	X					10/17/22
Milde, Craig	X	X	X	X	X	X	X	X	X	X	X	X					06/01/20
Alternates:	X	X	X	X	X	X	X	X	X	X	X	X					
Sandin, Willie	X	X	X	X	X	X	X	X	X	X	X	X					05/20/19
Uhrhan, Kristen	X	X	X	X	X	X	X	X	X	X	X	X					06/04/18

Staff: Gayle Conrad, Director of Citizen
Agenda: Services/City Clerk
6/3/2024

MEMORANDUM
Cape Girardeau City Council

24-018

SUBJECT

Three appointments to the Public Library Board of Directors for terms set to expire June 30, 2027 and one appointment for a term set to expire June 30, 2026.

EXECUTIVE SUMMARY

Jessica Hill, Eric Redinger, and Stacy Lane Dohogne have terms on the Public Library Board of Trustees expiring June 30, 2024. Jessica Hill and Eric Redinger have expressed interest in reappointment. Due to term limits, Mrs. Lane Dohogne is no longer eligible to serve on the board. Rehka Patterson was serving a term set to expire June 30, 2026, but due to moving out of the Library District, resigned effective May 9, 2024. A copy of the board roster is attached for your review.

BACKGROUND/DISCUSSION

Appointments to the Public Library Board are made by the Mayor and approved by the City Council. The following individuals are eligible and have expressed an interest in serving on the board. Their board applications are attached.

Applicant	Ward	Citizen Academy Graduate
Matt Britt	5	No
Alix Gasser	4	Yes
Holly Godwin	5	No
Martha Hamilton	5	No
Amanda Heslinga	5	No
Jessica Hill	6	No
Michelle Latham	4	Yes
Michael Mcguire	6	No
Cindy Maher	3	No
Lenna Matukewicz	5	No
Eric Redinger	5	No

GENERAL DIRECTION

Unless directed otherwise, three appointments to the Public Library Board of Directors for terms expiring June

30, 2027, and one term expiring June 30, 2026, will appear on a future agenda for consideration.

ATTACHMENTS:

Name:	Description:
CITY_OF_CAPE_GIRARDEAU.docx	Library Board Roster
Britt_Matt.08-11-2023.pdf	Britt, Matt
Gasser_Alix.05-15-24.pdf	Gasser, Alix
Godwin_Holly.05-13-24.pdf	Godwin, Holly
Hamilton_Martha.2-29-2024.pdf	Hamilton, Martha
Heslinga_Amanda.01-25-24.pdf	Heslinga, Amanda
Hill_Jessica.05-16-24.pdf	Hill, Jessica
Latham_Michelle.04-16-24.pdf	Latham, Michelle
Maher_Cindy.02-21-2024.pdf	Maher, Cindy
Matukewicz_Lenna.08-24-2023.pdf	Matukewicz, Lenna
Redinger_Eric.05-07-24.pdf	Redinger, Eric

CITY OF CAPE GIRARDEAU, MISSOURI

Roster of Advisory Boards and Committees

May 20, 2024

All members of Advisory boards must be residents of the City of Cape Girardeau unless otherwise noted.
Members may serve for only two consecutive full terms on the same board or commission.

Public Library Board of Trustees

	<u>Date Appointed</u>	<u>Date Reappointed</u>	<u>Term Expires</u>
Jessica Hill	January 10, 2021	---	June 30, 2024
Eric Redinger	June 18, 2018	06/21/21	June 30, 2024
Stacy Lane Dohogne	June 15, 2015	6/18/18; 06/21/21	June 30, 2024
David Diveley	December 7, 2015	7/05/16; 6/17/19; 6/20/22	June 30, 2025
Lauren Clark Hill	September 5, 2023	----	June 30, 2025
Ed Thompson	January 23, 2023	---	June 30, 2025
Adam Criblez	June 20, 2023	---	June 30, 2026
Kathy Wolz	June 20, 2023	---	June 30, 2026
vacant	--	---	June 30, 2026

Serve three year terms, three full term limit, appointed by Mayor and approved by Council. Meetings held first Thursday at 7:00 a.m. at the library. Members can only serve three consecutive terms (Mo State Statute) and shall not be eligible for further appointment to the board until two (2) years after the expiration of the third term. A Council member may serve as liaison. Staff contact – Katie Earnhart, Library Director 334-5279.