



# City of Marshall

*City of Marshall  
214 North Lafayette  
Marshall, MO 65340  
660-886-2226*

Honorable Mayor and City Council  
City of Marshall  
Marshall, Missouri

Honorable Mayor Lutterbie and City Council:

Submitted herewith is the recommended annual budget for fiscal year 2023-2024 . This budget message is submitted in accord with RSMo 67.010. This document includes Department Heads', Budget Committee's and Finance Director's requests for your consideration. Every effort has been made to implement policy directives of the City Council and provide service levels as determined by the City Council.

## General Overview

The budgeted revenues as set forth are in the amount of \$13,417,797 including Park and Library Funds. The total estimated expenditures in the proposed budget amount to \$14,631,386. The proposed budget is based on a tax levy of \$1.0363 per \$100 assessed valuation. The levy will be distributed as follows:

General Fund	0.5901
Park Fund	0.2551
Band Fund	0.0395
Library Fund	<u>0.1516</u>
	1.0363

## Budget Highlights

- \* Real Estate and Personal Property tax revenues raise slightly for 2023-24.
- \* Sales Tax Revenues remain the same for 2023-2024.
- \* A 3% pay increase to city workers for 2023-2024.
- \* Improving City Department Buildings.
- \* Adding a Narcotics Officer at the Police Department.
- \*Implementing a new communication platform, Granicus, for all City Departments.

## Capital Projects

In previous years, the capital improvement requests were unable to be satisfied. In 2023-2024 , we are able to fulfill some of the requests submitted from each department. Some of those items are listed below with a total of \$445,000.

- \* Purchase Air Pacs at the Fire Department.
- \* Purchase a new Arm Mower at the Sanitation Department.
- \* Purchase a new Snow Plow at the Street Department.

While we are proud of the accomplishments that we have achieved with the community, we recognize the many challenges that face us in the upcoming fiscal year and beyond. This proposed budget is designed to support the City's priorities within available resources.

Special thanks to our Budget Committee, Aimee Klinge, our Finance Director, and to all of our Department Heads who participated in the budget process.

Respectfully submitted,



JD Kehrman  
City Administrator

**2023 - 2024 CAPITAL OUTLAYS**

**Fire Department**

Air Pacs	37,000.00	
		<b>37,000.00</b>

**Sanitation**

Arm Mower	158,000.00	
		<b>158,000.00</b>

**Street Department**

Snow Plow	250,000.00	
		<b>250,000.00</b>

**ARPA Funds**

Police Dept Roof	70,000	
Police Dept Indoor/Outdoor Cameras w/ Communication	24,100	
Court Dept Courtroom/Offices Remodel	18,000	
City Office Bldg Roof	120,000	
City Office Bldg Cameras	3,000	
Miami Street Sidewalk Project	100,000	
Street Repairs (Milling & Overlay)	500,000	
		<b>835,100.00</b>

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**1,280,100.00**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE PROVIDING FOR THE LEVYING OF TAXES ON ALL TAXABLE PROPERTY SUBJECT TO TAXATION IN THE CITY OF MARSHALL, MISSOURI, FOR THE YEAR 2023**

**BE IT ORDAINED** by the City Council of the City of Marshall, Missouri, as follows:

**SECTION 1.** There is hereby levied on all property subject to taxation in the City of Marshall, Missouri, for the year 2023, the sum of fifty nine zero one (.5901) cents on the one hundred dollar valuation thereof as returned by Assessor and the Board of Equalization for said year for General purposes.

**SECTION 2.** There is hereby levied on all property subject to taxation in the City of Marshall, Missouri, for the year 2023, the sum of twenty five fifty one (.2551) cents on the one hundred dollar valuation thereof as returned by the Assessor and the Board of Equalization for said year for the purpose of creating a special fund to be known as the "Park Fund" to be used for the maintenance of free public parks.

**SECTION 3.** There is hereby levied on all property subject to taxation in the City of Marshall, Missouri, for the year 2023, the sum of zero three ninety five (.0395) cents on the one hundred dollar valuation thereof as returned by Assessor and the Board of Equalization for said year for the purpose of creating a special fund to be known as the "Band Fund" to be used for the purposes as directed by the City Council. This levy is made under authorization by the vote of the people of Marshall, Missouri, on April 3, 1934, and reaffirmed in April, 1938.

**SECTION 4.** There is hereby levied on all property subject to taxation in the City of Marshall, Missouri, for the year 2023, the sum of fifteen sixteen (.1516) cents on the one hundred dollar valuation thereof as returned by the Assessor and the Board of Equalization for said year for the purpose of creating a special fund to be known as the "Library Fund" to be used for the establishment and maintenance of a public library. This levy is made under authorization by the vote of the people of Marshall, Missouri, on April 4, 1989.

**SECTION 5.** The City Clerk is hereby directed to extend on the tax books of the City of Marshall, Missouri, for the year 2023, the taxes as in this ordinance provided, and when said taxes are so extended, said tax books shall be by the City Clerk delivered over to the County Collector for collection of the taxes herein provided and levied, and the County Collector shall by said City Clerk be charged with the respective amounts of such taxes shown by said tax books.

**PASSED** by the City Council of the City of Marshall, Missouri, this 15th day of August, 2023.

\_\_\_\_\_  
President, City Council

**APPROVED** by the Mayor of the City of Marshall, Missouri, this 15th day of August, 2023.

\_\_\_\_\_  
Mayor

**FILED** this 15th day of August, 2023.

\_\_\_\_\_  
City Clerk

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE ACCEPTING THE BUDGET FOR 2023-2024 OF THE CITY OF MARSHALL MISSOURI, AS SUBMITTED BY THE COUNCIL COMMITTEE ON THE FINANCES FOR SAID CITY OF MARSHALL, MISSOURI, AND ESTABLISHING ALL SALARIES AS SET OUT IN SAID BUDGET.**

**BE IT ORDAINED** by the City Council of the City of Marshall, Missouri, as follows:

**SECTION 1.** That the Budget for the City of Marshall, Missouri, for the year 2023-2024 as submitted by the Council Committee on Finances to the City Council is hereby approved and accepted.

**SECTION 2.** That the salaries to be paid as set out in said Budget are hereby established for the fiscal year 2023-2024.

**SECTION 3.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**PASSED** by the City Council of the City of Marshall, Missouri this 28th day of September, 2023.

\_\_\_\_\_  
President, City Council

**APPROVED** by the Mayor of the City of Marshall, Missouri this 28th day of September, 2023.

\_\_\_\_\_  
Mayor

**FILED** this 28th day of September, 2023.

\_\_\_\_\_  
City Clerk

**2023 - 2024 BUDGET SUMMARY**

<b>FUND</b>	<b>REVENUES</b>	<b>EXPENDITURES</b>	<b>SURPLUS</b>
Police		3,080,551	
Fire		2,244,147	
Court		123,126	
Executive		335,834	
General Admin		884,428	
Inspection		209,302	
<b>GENERAL</b>	<b>\$ 7,004,092</b>	<b>\$ 6,877,388</b>	<b>\$ 126,704</b>
<b>SANITATION*</b>	<b>1,645,925</b>	<b>2,126,212</b>	<b>(480,287)</b>
<b>STREET</b>	<b>2,013,895</b>	<b>1,978,480</b>	<b>35,415</b>
<b>AIRPORT</b>	<b>142,900</b>	<b>166,966</b>	<b>(24,066)</b>
<b>LIBRARY</b>	<b>318,085</b>	<b>308,000</b>	<b>10,085</b>
<b>TOURISM</b>	<b>90,000</b>	<b>90,000</b>	<b>-</b>
<b>BAND</b>	<b>97,200</b>	<b>92,362</b>	<b>4,838</b>
<b>PARK</b>	<b>1,934,300</b>	<b>1,799,686</b>	<b>134,614</b>
<b>PARK CAPITAL IMP</b>		<b>-</b>	<b>-</b>
<b>MARTIN COMM CENTER</b>	<b>74,400</b>	<b>67,292</b>	<b>7,108</b>
<b>HAB CENTER**</b>	<b>-</b>	<b>275,000</b>	<b>(275,000)</b>
<b>ECONOMIC DEVELOPMENT</b>	<b>97,000</b>		<b>97,000</b>
	<b><u>\$ 13,417,797.00</u></b>	<b><u>\$ 13,781,386.00</u></b>	<b><u>\$ (363,589.00)</u></b>

<b>ARPA FUNDS</b>	
<b>TOTAL DISTRIBUTIONS</b>	<b>\$2,603,613.00</b>
<b>FY 2022 DISTRIBUTIONS</b>	<b>\$128,881.00</b>
<b>FY 2023 DISTRIBUTIONS</b>	<b>\$10,976.00</b>
<b>FY 2024 DISTRIBUTIONS</b>	<b>\$850,000.00</b>
<b>REMAINING BALANCE</b>	<b><u>\$1,613,756.00</u></b>

\*Expenditures include \$750,000 transfer to Street Department per Ordinance.

\*\* The Hab Center loan was received in FY 2021 and is now considered a Debt Service which only expends payments of said loan.

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2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Chief of Police Tier 4	1		\$ 79,997
12	Asst. Chief Tier 4	1		67,496
12	City Prosecutor	1		22,876
14	Lieutenant Tier 4	2		62,130
14	Sergeant Tier 4	1		55,661
14	Sergeant Tier 3	2		54,538
14	Sergeant	1		51,251
14	Corporal Tier 2	3		51,168
14	Corporal	1		48,963
14	Patrolman - 1st Class Tier 1	1		49,379
14	Patrolman - 1st Class	10		48,298
14	Narcotics Officer - 1st Class	1		48,298
14	Evidence Tech	1		39,437
14	Administrative Asst	1	\$18.96/hour	39,437
14	Dispatcher	4	\$18.96/hour	39,437
14	Animal Control Officer	1	\$17.70/hour	36,816
16	Custodian	1040 hours	\$14.35/hour	14,924
16	School Patrol	1080 hours	\$12.36/hour	13,348
		TOTALS		\$ 1,595,451.00

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Chief Tier 4	1		\$ 79,997
14	Batt. Chief Tier 4	3		66,169
14	Captain Tier 4	2		62,752
14	Captain Tier 3	1		61,234
14	Engineer Tier 4	1		57,554
14	Engineer Tier 2	2		54,547
14	Firefighter-1st Class-Tier 3	2		53,057
14	Firefighter-1st Class-Tier 2	2		51,539
14	Firefighter-1st Class-Tier 1	3		50,050
14	Firefighter-2nd Class	1		46,400
14	Firefighter-3rd Class	1		44,677
16	Records Clerk	1	\$18.96/1040 hours	19,718
		TOTALS		\$ 1,102,027.00

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

NO.	CLASSIFICATION	THIS CLASSIFICATION		SALARY
12	Municipal Judge	1	\$1906.33/month	22,876
14	Court Clerk	1	\$22.33/hour	46,446
16	Part-time Asst Clerk	1	\$12.36/hour (900 hours)	11,124
16	Part-time Court Bailiff	1	\$23.22/hour (208 hours)	4,830
		TOTALS		\$ 85,276.00

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
10	Mayor	1	\$325.00/month	3,900
10	Councilmen	8	\$250.00/month	3,000
12	City Administrator	1	50% of \$150,000	75,000
12	Human Resources/Communications	1	\$31.67/hr	66,234
		TOTALS		\$169,134

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	City Clerk	1	\$31.67/hour	\$ 66,234
14	Clerical	1	\$27.81/hour	57,845
		TOTALS		\$124,079

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Finance Director	1	\$31.67/hour	\$ 66,234
14	Clerical	1	\$23.00/hour	47,840
10	Treasurer	1		200
		TOTALS		\$114,274

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

NO.	CLASSIFICATION	THIS CLASSIFICATION		SALARY
12	Counselor	(200 hours)	1	\$ 150/HOUR
			TOTALS	\$ 30,000

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Planning Manager	1	\$31.67/hour	66,234
14	Building/Code Official	1	\$24.72/hour	51,418
		TOTALS		\$ 117,652.00

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	City Administrator	1	(25% of 150,000 )	\$ 37,500
12	Director	1	(40% of 65,874)	26,350
14	Street Sweeper	1	\$23.03/hour	47,902
14	Clerical	1	(40% of 51,958)	20,783
16	Compost Attendant	1	\$12.73/1300 hours	16,549
16	Compost Attendant	1	\$12.73/1300 hours	16,549
16	Part-time Laborer	1	\$12.36/1040 hours	12,854
		TOTALS		\$ 178,487.00

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Director	1	\$300/month	3,600
12	Business Manager	1	\$150/month	1,800
TOTALS				\$5,400

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.,	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	City Administrator	1	(25% of 150,000)	\$ 37,500
12	Director	1	(40% of 65,874)	26,350
14	Foreman	2	\$26.78/hour	55,702
14	Mechanic	1	\$22.00/hour	45,760
14	Clerical	1	(40% of 51,958)	20,783
14	Clerical	1	(\$15.45/hour)	32,136
14	Equipment Operator	3	\$17.51/hour	36,421
14	Equipment Operator	1	\$18.22/hour	37,898
14	Equipment Operator	1	\$19.87/hour	41,330
14	Equipment Operator	1	\$21.71/hour	45,157
14	Equipment Operator	1	\$22.36/hour	46,509
14	Laborer	1	\$15.00/hour	31,200
14	Laborer	2	\$15.45/hour	32,136
14	Laborer	1	\$15.91/hour	33,093
TOTALS				\$682,655

2023-2024 SALARY SCHEDULE BY CLASSIFICATION

ACCT. NO.	CLASSIFICATION	NUMBER OF EMPLOYEES IN THIS CLASSIFICATION		SALARY
12	Director	1	(20% of 65,874)	13,174
14	Clerical	1	(20% of 51,958)	10,392
		TOTALS		\$ 23,566