



Monthly Management Report



JAN

2025



Executive Department – Lisa Peck, MPA, PCED, City Manager

- Staff Meetings
- Building Commission
- Council Meetings
- Planning and Zoning Meeting
- Chamber Board Meeting
- Participated in interviews for Assistant Building Inspector position
- Contacted NP and GSA for updates on disposal process for the Old Federal Building
- Continued General Mills lease negotiations, draft, comment and make lease revisions
- Participated in interviews for IT support position
- Participated in Mark Twain Boyhood Home and Museum Community Stakeholder Listening Session
- Met with Councilman Phillips
- Update BRIC grant documents for resubmission
- Contacted Representative Riggs and Missouri re potential public safety legislative bill
- Uploaded documents necessary for North Street ARPA project payment processing
- Continue to seek and research potential grants.
- Review/propose revisions to various code amendments, ordinance changes, contracts, and other docs.
- Collaborated with the building inspector's office on various zoning and code-related matters, zoning questions and issues.
- Discussed various code and project related matters with the Acting City Engineer.
- Responded to complaints, issues, and questions from various residents, businesses, and entities.
- Consulted with City Attorney on various legal matters.

Note: This report covers a wide range of activities carried out during the month and is not exhaustive.

Below are grants obtained under my tenure. It is important to keep in mind these funds have allowed the City to complete projects that otherwise would not have been possible but are not ongoing revenue streams.

Grant	Award Amount
MO DNR North Street	\$5,010,000.00
American Rescue Plan Act	\$3,194,919.12
Governor's Cost Share Grant (Lakeside Drive)	\$835,000.00
CDBG Grant (19-EM-04)	\$752,479.85
MO State Block Grant - Airport Runway Lights	\$638,118.00
Marion County CARES	\$531,652.00
MOSWIN Radios	\$406,787.00
Huckleberry Pond Grant - Land Water Conservation Fund	\$184,171.00
Show Me Strong	\$153,900.00
USDA Grant (Street Equipment)	\$115,500.00
MoDOT Airport Business Plan	\$75,000.00
USDA SCBA Grant	\$65,000.00
DHSA Thermal Imaging Camera Grant	\$43,635.14
MoDOT Aviation CARES Act	\$30,000.00
Promote Missouri Grant	\$20,625.00
Total	\$ 12,056,787.11

Additionally, I was able to negotiate the rebuild of the downtown Pump Station, which estimates place at \$650,000 if the City had been responsible for the cost, and the repair of the North Street failure from the foot of the levee to the eastern most alleyway at a \$1,061,457.50 project cost. Both were completed by the Corps of Engineers at NO COST to the city. In keeping with our responsibility to be good stewards of taxpayer funds, we will continue to actively seek out potentially available funding to offset costs when possible.

Street Department

- All crews spent multiple days/nights plowing snow
- Pothole crew was out multiple days
- Demo of dilapidated house at 912 Lindell
- Crews hauled water from the landfill on multiple days
- Street sign repairs
- Removed trees from multiple sites

Airport

- Drafted a response to Woolpert answering environmental questions for the Airport Fuel Farm Project
- Attended a TEAMS Meeting with Woolpert Engineers to discuss the Airport Fuel Farm Project
- Opened bids for the Airport Farm Lease
- Signed and submitted an environmental document for the Airport Fuel Farm Project

Landfill

- Crews hauled water from the Landfill

Parks & Recreation Department

- Pickleball 101 classes start at the Armory
- Parks and Rec hosted a Gun Show at the Armory
- All crews spent multiple days snow plowing
- Parks hosted two Birthday Parties at the Armory
- Parks sponsored a Bird Walk at Sodalis
- Parks sponsored the Pedal Power event at the Armory
- Parks sponsored a Making Bird Feeder program at the Armory
- Parks staff removed the Christmas Wreaths from Main & Broadway light poles
- Parks and Rec sponsored Pickleball League starts at the Armory
- Parks hosted the Wing Ding at the Armory
- Parks and Rec sponsored Ice Bowl at the Don Crane Disc Golf Course in Huckleberry
- Parks and Rec sponsored “Frosty Forts” nature program at Riverview Park
- Park Maintenance staff installed new rock barriers at Riverview Park at Mirma’s request
- Parks and Rec sponsored the CHART Teen Health Fair at the Armory

Administration

- Attended two City Council Meetings
- Opened bids and prepared/submitted paperwork to council for the sale of City owned property at 419 North 7th
- Attended a project planning meeting with Mark Bross from Klingner’s
- Emailed the City Council the 2025 Pavement Plan
- Drafted a new airport hangar lease for the Municipally owned hangar
- Attended the Quarterly Safety Meeting
- Worked with James Lemon to draft a memo & ordinance for an alley donation and sent to Council for approval
- Met with Councilmen Phillips on City Issues
- Met with Councilmen Dobson on City Issues
- Drafted the January MS4 training documents
- Attended the monthly EBTB Meeting
- Attended a TEAMS Meeting with Klingner for the City Hall Roof Project
- Attended via TEAMS the monthly HREDC Transportation Committee Meeting
- Reviewed and approved the 2025 MIRMA Property Schedule

- Reviewed and approved the 2025 MIRMA Heavy Equipment Schedule
- Drafted invoice document for Progress Payment #1 for the Market Street Tap Sidewalk Project
- Met with Kristy Trevathan and Bill Martin to discuss the Broadway Tree Plan

Hannibal Police Department: Jacob Nacke, Chief of Police

January Calls For Service	1,628
2025 Total Calls For Service	1,628

Patrol Summary of Calls

Traffic Stops	110
Mental Health	13
Alarm	22
Stealing	32
Disturbance	50
Domestic	37
Traffic Accidents	48

Community Service Officers Calls for Service

Property Maintenance	15
Animal Complaint	44
Animal Neglect	6
Dog at Large	23
Animal Bite	1

Sworn Officer Staffing:

Budgeted	Officers on Payroll	Light Duty	Field Training	Academy	Functional	Openings
34 (36)	31	1	2	1	27	3 (5)

Notes

Staffing: We are currently budgeted at 34 this fiscal year, down two from the previous year. We would seek approval to fill positions if sufficient applicants were selected.

Flock Safety: Five of the Flock ALPR cameras have been installed. We have found success within the first 24 hours of installation. Five more cameras in set to be installed, however the exact date is unknown.

Hannibal Emergency Management: Jacob Nacke, Director

In January, there was not much to report as it is generally a slow month on the emergency management side. We conducted an outdoor siren test and attended the regional homeland security meeting. We will be obtaining three portable radios from the regional homeland security grant all of which have been ordered from A&W Communications.

In the coming months we will work on the following:

- Spring Flooding Outlook
- Physical Outdoor Siren Test
- Train on the Salamander System
- Test the Code Red Alert System

Hannibal Fire Department: Ryan Neisen, Fire Chief

EMT Refresher

In January approximately half of our department completed their continuing education for EMT. In addition to the training we receive throughout the year, we are required to complete a 24-hour core refresher course every other year for recertification.

Resignations

We had 4 firefighters submit their resignations in January. We wish the best of luck to them in their future endeavors.

Hiring

On January 7th, Lake Bergman and Jacob Schuster began their careers with HFD. Firefighter Bergman grew up in the Quincy area and has some experience with Tri Township Fire Department. Firefighter Schuster does not have any firefighting experience but does have experience in law enforcement with Ralls County Sheriff's Office.

Call Volume Statistics

Building Fires	4
Vehicle Fires	1
Other Fires	9
Motor Vehicle Crashes	8
EMS	91
Hazmat	2
Other	35
Total Calls for Service	150

Hannibal Convention & Visitors Bureau: Trisha O'Cheltree, Director

General Updates

- Meta ads for January: "Winter Wonderland" reached 281,332 accounts; 17,583 clicks at \$0.24 each
- Blog on Eagle Days
- Website metrics we have for the past 28 days: "all visitors" up from last month showing 17,000 visitors. Other metrics: 249,000 total impressions, 3,300 clicks and 3,500 unique visitors from Search.
- Newsletter went out on 1/22 and got 2,154 opens and 103 clicks.
- Molly Brown Home- Construction, Electrical, etc. should start back up after the weather delay in January. The drawing should be ready by the end of the month for the updated entrance to the home.
- 2025 Visitors Guide is out for print. The electronic version is available on our website.
- Wayfinder grant- Kiosks have been ordered and artwork has been approved by MDT.
- Two Trade shows this month. ABA in Philly and then the WWSS in St. Charles.
- Ads for Facebook, Spotify, and CTV are currently running. ½ page was placed in Show Me MO magazine for their spring edition.
- We are working on an HCVB ambassador program
- Starting conversations with other departments and community partners about 2026 and possible events- with it being America's 250, FIFA in Kansas City and 150th Anniversary of the publishing of The adventures of Tom Sawyer.

Group and Convention Marketing

- **2025**
 - Seton Catholic School - April 25th (20 people)
 - Veritas Christian School - May 12th-13th (26 people)
 - Trinity Lutheran School - May 20th (30 people)
 - Maine Township senior group – September 24th (56 people)

Upcoming Festivals/Big Events *Please remember these can always be found at www.visithannibal.com!*

- **March 7th – 9th: Chocolate Extravaganza**
- **March 28th – 29th: Big River Comic Convention (Hannibal High School)**

Date Submitted	Record #	Record Type
1/2/2025 16:48	RB-25-1	Residential Building Permit
1/2/2025 20:33	RB-25-2	Residential Building Permit
1/8/2025 21:08	EL-25-1	Electrical Permit
1/9/2025 19:55	S-25-1	Sign Permit
1/9/2025 21:39	RI-25-1	Rental Inspection
1/10/2025 15:05	RI-25-2	Rental Inspection
1/14/2025 19:06	RB-25-3	Residential Building Permit
1/15/2025 15:08	RI-25-3	Rental Inspection
1/15/2025 18:14	RI-25-4	Rental Inspection
1/16/2025 16:04	RB-25-4	Residential Building Permit
1/16/2025 17:15	RI-25-5	Rental Inspection
1/16/2025 17:24	RI-25-6	Rental Inspection
1/16/2025 18:10	RI-25-7	Rental Inspection
1/16/2025 20:51	EL-25-2	Electrical Permit
1/16/2025 21:32	RI-25-8	Rental Inspection
1/17/2025 16:31	RI-25-9	Rental Inspection
1/17/2025 20:37	RI-25-10	Rental Inspection
1/20/2025 15:52	RI-25-11	Rental Inspection
1/21/2025 21:28	RI-25-12	Rental Inspection
1/22/2025 14:48	EL-25-3	Electrical Permit
1/22/2025 23:36	RI-25-13	Rental Inspection
1/23/2025 17:31	RI-25-14	Rental Inspection
1/24/2025 19:53	RB-25-5	Residential Building Permit
1/24/2025 22:35	EL-25-4	Electrical Permit
1/27/2025 18:45	251	Building Commission
1/28/2025 17:15	CB-25-1	Commercial Building Permit
1/28/2025 21:13	RI-25-15	Rental Inspection
1/28/2025 21:39	RI-25-16	Rental Inspection
1/28/2025 22:04	RI-25-17	Rental Inspection
1/28/2025 22:10	RI-25-18	Rental Inspection
1/29/2025 18:59	RB-25-6	Residential Building Permit
1/30/2025 20:45	252	Building Commission
1/31/2025 16:18	RI-25-19	Rental Inspection

January 2025 Payables Reports

CHECK RUN
January 17, 2025

	Dollars
General Fund (G/F)	\$ 254,147.03
Capital Equipment	\$ -
Sales Tax Cap Improv 1/2 cent	\$ 7,428.04
Parks & Rec	\$ 15,992.14
Self Insurance	\$ 2,916.66
Investigation Fund	\$ -
Tourism	\$ 19,406.31
DARE	\$ -
Library	\$ 6,267.85
P & F Retirement	\$ 165,241.92
Infrastructure	\$ 101,154.10
Law Enforcement Training	\$ -
Riverfront	\$ -
Catastrophic Fund	\$ -
Other Funds Sub-Total	\$ 318,407.02
G/F + Other Funds Total	\$ 572,554.05
Check run total Jan 17	\$ 572,554.05
Checks Grand Total	\$ 572,554.05

General Fund	254,147	44.39%
Capital Equipment	0	0.00%
Sales Tax Cap Improv 1/2 cent	15,992	2.79%
Parks & Rec	7,428	1.30%
Self Insurance	2,917	0.51%
Investigation Fund	0	0.00%
Tourism	19,406	3.39%
DARE	0	0.00%
Library	6,268	1.09%
P & F Retirement	165,242	28.86%
Infrastructure	101,154	17.67%
Law Enforcement Training	0	0.00%
Riverfront	0	0.00%
Catastrophic Fund	0	0.00%
Total	572,554	100.00%

CHECK RUN
January 31, 2025

	Dollars
General Fund (G/F)	\$ 37,964.27
Capital Equipment	\$ 1,200.00
Sales Tax Cap Improv 1/2 cent	\$ 54,387.48
Parks & Rec	\$ 108,422.15
Self Insurance	\$ 6,332.36
Investigation Fund	\$ -
Tourism	\$ 39,269.03
DARE	\$ 1,599.11
Library	\$ 10,622.61
P & F Retirement	\$ 29,930.26
Infrastructure	\$ 12,764.88
Law Enforcement Training	\$ -
Riverfront	\$ -
Catastrophic Fund	\$ -
Other Funds Sub-Total	\$ 264,527.88
G/F + Other Funds Total	\$ 302,492.15
Check run total Jan 31	\$ 302,492.15
Checks Grand Total	\$ 302,492.15

General Fund	37,964	12.55%
Capital Equipment	1,200	0.40%
Sales Tax Cap Improv 1/2 cent	108,422	35.84%
Parks & Rec	54,387	17.98%
Self Insurance	6,332	2.09%
Investigation Fund	0	0.00%
Tourism	39,269	12.98%
DARE	1,599	0.53%
Library	10,623	3.51%
P & F Retirement	29,930	9.89%
Infrastructure	12,765	4.22%
Law Enforcement Training	0	0.00%
Riverfront	0	0.00%
Catastrophic Fund	0	0.00%
Total	302,492	100.00%

January 2025 Self-Insurance checks

ACS GOV'T FINANCIAL SYSTEM
01/29/2025 15:25:49

Schedule of Bills

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
40	5088348 SELF INSURANCE FUND	60,499.39
TOTAL ALL FUNDS		60,499.39

January 2025 Payroll reports

1/07/2025 15:27:55 Employee Gross Pay/Benefits Report COUNCIL PAYROLL - JANUARY 2025 GROSS & NET PAY PAGE Paymat PR4CNR V14.1

EMPLOYEE NAME	DEPT	JOB TITLE	REGULAR WAGES HOURS	OV-TIME WAGES HOURS	SPECIAL PAY	BENEFITS	GROSS WAGES HOURS	Emp Type
=====								
EMP TYPE TOTALS.....FULL TIME								
EMP TYPE TOTALS.....PART TIME								
EMP TYPE TOTALS.....TEMPORARY								
			6	\$1,200.00			\$1,200.00	
				6.00			6.00	

12/30/2024 08:22:33 Employee Gross Pay/Benefits Report BI-WEEKLY PAYROLL - 01/02/2025 GROSS & NET PAY PAGE Paymat PR4CNR V14.1

EMPLOYEE NAME	DEPT	JOB TITLE	REGULAR WAGES HOURS	OV-TIME WAGES HOURS	SPECIAL PAY	BENEFITS	GROSS WAGES HOURS	Emp Type
=====								
EMP TYPE TOTALS.....FULL TIME								
			124	\$258,752.60	\$15,427.47	\$1,564.06	\$275,744.13	
				10,832.03	510.75		11,342.78	
EMP TYPE TOTALS.....PART TIME								
			14	\$5,796.02			\$5,796.02	
				379.00			379.00	
EMP TYPE TOTALS.....TEMPORARY								
			9	\$2,239.77			\$2,239.77	
				229.50			229.50	

1/14/2025
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Employee Gross Pay/Benefits Report

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BI-WEEKY PAYROLL - 1/16/2025
GROSS & NET PAY

EMPLOYEE NAME	DEPT	JOB TITLE	REGULAR WAGES HOURS	OV-TIME WAGES HOURS	SPECIAL PAY	BENEFITS	GROSS WAGES HOURS	Emp Type
=====								
EMP TYPE TOTALS.....FULL TIME			125	\$257,900.50		\$1,334.72	\$280,466.03	
				10,808.60	\$21,230.81		11,450.10	
					641.50			
EMP TYPE TOTALS.....PART TIME			15	\$5,855.86			\$5,855.86	
				381.75			381.75	
EMP TYPE TOTALS.....TEMPORARY			11	\$3,483.43			\$3,483.43	
				284.00			284.00	

1/24/2025
10:53:08

Employee Gross Pay/Benefits Report

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BI-WEEKY PAYROLL - 1/30/25
GROSS & NET PAY

EMPLOYEE NAME	DEPT	JOB TITLE	REGULAR WAGES HOURS	OV-TIME WAGES HOURS	SPECIAL PAY	BENEFITS	GROSS WAGES HOURS	Emp Type
=====								
EMP TYPE TOTALS.....FULL TIME			124	\$253,415.06		\$1,318.01	\$274,932.17	
				10,657.98	\$20,199.10		11,341.98	
					684.00			
EMP TYPE TOTALS.....PART TIME			12	\$5,899.23			\$5,899.23	
				383.25			383.25	
EMP TYPE TOTALS.....TEMPORARY			10	\$2,286.26			\$2,286.26	
				229.50			229.50	

Revenues January 2025

DEPARTMENT	BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE
10 GENERAL FUND	\$ 12,523,731.00	\$ 2,851,646.26	\$ 9,108,207.81	\$ 3,415,523.19
20 DOWNTOWN TIF	\$ -	\$ -	\$ -	\$ -
28 INFRASTRUCTURE/REM	\$ 2,208,200.00	\$ 221,145.03	\$ 1,492,243.73	\$ 715,956.27
30 SALES TAX CAP	\$ 2,227,500.00	\$ 222,882.60	\$ 1,451,518.57	\$ 775,981.43
37 RIVERFRONT 8006245	\$ 28,000.00	\$ (1,623.28)	\$ 28,320.92	\$ (320.92)
38 PARKS DEPT.	\$ 2,491,007.00	\$ 273,378.22	\$ 1,624,089.19	\$ 866,917.81
40 SELF INS FUND	\$ 4,407,170.00	\$ 642,972.46	\$ 3,101,252.33	\$ 1,305,917.67
42 DARE FUND	\$ 12,090.00	\$ 11.71	\$ 8,294.39	\$ 3,795.61
43 FEMA/SEMA FUND	\$ -	\$ -	\$ -	\$ -
45 CAPITAL EQUIP/PROJT	\$ 18,480.00	\$ 3,345.87	\$ 905,268.77	\$ (886,788.77)
48 TOURISM	\$ 989,548.00	\$ 66,910.81	\$ 684,084.57	\$ 305,463.43
52 LAW ENF TRNG	\$ 18,150.00	\$ 839.88	\$ 12,732.13	\$ 5,417.87
80 LIBRARY	\$ 930,651.74	\$ 679,032.49	\$ 1,009,930.75	\$ (79,279.01)
81 P&F RETIREMENT	\$ 2,242,857.00	\$ 518,918.72	\$ 1,499,888.27	\$ 742,968.73
84 CDBG	\$ -	\$ -	\$ -	\$ -
86 MUNICIPAL COURT	\$ -	\$ 262.45	\$ 1,664.07	\$ (1,664.07)
87 HPD INVESTIGATION FND	\$ 2,250.00	\$ 168.46	\$ 1,084.68	\$ 1,165.32
88 HPD POLICE DEPT	\$ -	\$ 8.52	\$ 102.58	\$ (102.58)
89 CATASTROPHE FUND	\$ 58,000.00	\$ 1,035.77	\$ 7,856.39	\$ 50,143.61
92 REVOLVING LOAN	\$ 76,000.00	\$ 3,252.86	\$ 50,276.80	\$ 25,723.20
96 UNUSED SICK LV	\$ 109,355.00	\$ 1,121.29	\$ 9,454.04	\$ 99,900.96

Expenditures January 2025

DEPARTMENT	BUDGET	MTD ACTUAL	YTD ACTUAL	REMAINING BALANCE
10 GENERAL FUND	\$ 13,639,474.00	\$ 1,224,885.90	\$ 7,302,647.26	\$ 6,336,826.74
20 DOWNTOWN TIF	\$ -	\$ -	\$ -	\$ -
28 INFRASTRUCTURE/REM	\$ 2,050,000.00	\$ 118,775.16	\$ 205,634.02	\$ 1,844,365.98
30 SALES TAX CAP	\$ 2,276,500.00	\$ 68,906.07	\$ 1,123,548.08	\$ 1,152,951.92
37 RIVERFRONT 8006245	\$ 40,000.00	\$ -	\$ 501.12	\$ 39,498.88
38 PARKS DEPT.	\$ 2,609,531.00	\$ 248,879.61	\$ 1,452,085.52	\$ 1,157,445.48
40 SELF INS FUND	\$ 4,407,164.00	\$ 153,059.17	\$ 3,202,250.29	\$ 1,204,913.71
42 DARE FUND	\$ 12,000.00	\$ 1,617.03	\$ 7,233.42	\$ 4,766.58
43 FEMA/SEMA FUND	\$ -	\$ -	\$ -	\$ -
45 CAPITAL EQUIP/PROJT	\$ -	\$ 4,545.87	\$ 906,468.77	\$ (906,468.77)
48 TOURISM	\$ 872,256.00	\$ 80,999.90	\$ 431,504.52	\$ 440,751.48
52 LAW ENF TRNG	\$ 20,000.00	\$ -	\$ 1,360.00	\$ 18,640.00
80 LIBRARY	\$ 951,012.86	\$ 76,569.06	\$ 433,065.79	\$ 517,947.07
81 P&F RETIREMENT	\$ 2,558,631.00	\$ 40,532.42	\$ 158,383.67	\$ 2,400,247.33
84 CDBG	\$ -	\$ -	\$ -	\$ -
86 MUNICIPAL COURT	\$ -	\$ -	\$ -	\$ -
87 HPD INVESTIGATION FND	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
88 HPD POLICE DEPT	\$ -	\$ -	\$ -	\$ -
89 CATASTROPHE FUND	\$ 20,000.00	\$ -	\$ 8,854.50	\$ 11,145.50
92 REVOLVING LOAN	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
96 UNUSED SICK LV	\$ 70,000.00	\$ 1,675.00	\$ 68,190.06	\$ 1,809.94