



★ CITY OF ★
**BELLEFONTAINE
NEIGHBORS**

MAYOR'S MAY 21, 2026 REPORT

★
DR. MIRANDA AVANT
MAYOR



★ **STRONG LEADERSHIP. STRONG COMMUNITY. BRIGHT FUTURE.** ★

Financial Update

- I reached out to the Missouri State Auditor's Office and discovered that the City's financial statements for 2025 were not submitted on time.
 - As a result of this delay, the city has incurred a fee of \$15,000 (\$500 per day) since the report was due in June 2025. The money was taken from our sales and use tax allocations.
 - We found out that the contact information was not updated from the previous mayor, and no one from the finance team or city clerk's office informed the mayor about this essential report.
- **Resolutions**
 - We are currently working on submitting a document to update the contacts necessary for accessing and uploading reports. These contacts must be renewed every December.
 - The treasurer has suggested submitting a letter requesting the return of the \$15,000 fee based on the city's circumstances at that time.



State Audit

1. Once the Board adopts the updated resolution, please email me a copy of the resolution. My contact information is below.
2. If you have documentation to support the reasons for the resolution please provide them. It is important that just because the Board passed the resolution, the Missouri State Auditor still has the ability to choose whether to complete the audit for the entity.
3. The minimum cost for the Missouri State Auditor to provide an audit that is requested through resolution is \$25,000 and goes up from there. Once we receive the resolution, I can provide a more accurate estimate of the cost but the Board needs to realize it is an estimate.
4. There are payment arrangements available. We usually ask the entity to start budgeting once an audit is put on our plan. The audit is not billed until the audit is finalized and do within 30 days but the office will work with the entity to set up payments usually with a goal to have it paid within 2 years but if the cash flow isn't sufficient the audit manager will work with the entity to expand the time for full payment.
5. Prior audit work can be reviewed to determine if it can be used during an audit by the Missouri State Auditor's Office.
6. The important thing to remember is be open, transparent and provide documents requested as soon as possible. The more reconciliation completed can also help. If the Auditor chooses to do the audit, an audit manager will reach out to you and the Board at an entrance conference to discuss the audit plan and provide how it will be the entity can make the audit more time efficient.

If you have any further questions please feel free to contact me.

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Contracts, Staffing & Services

- I have also been reviewing ordinances, contracts, and related records to identify compliance requirements associated with approved services, payments, and contractual obligations.
- This review is part of ensuring that city operations, agreements, and financial processes are aligned with adopted ordinances and proper procedures.
- We are also working through staffing needs and operational concerns with the goal of becoming fully staffed or having contracted services in place to effectively meet the needs of the city and maintain continuity of services for residents.



Current Reality

Position	Monthly Amount Per Ordinance	Annual	Notes
City Attorney	\$5,833.00	\$69,996.00	Contracted Services
Deletra Hudson LLC Finance Director	\$5,000.00	\$60,000.00	Contracted Services
Deletra Hudson LLC HR	\$6,250.00	\$75,000.00	Contracted Services
Rick Rognan	\$3,000.00	\$36,000.00	Ordinance for Treasurer and Contract Signed by Mayor in March 2025
Leslie Blackshear	\$2,000.00	\$24,000.00	Contracted Services
Total Monthly Expenses	\$22,083.00		
Total Annually		\$264,996.00	



Proposal

Proposed	Monthly	Annual	Notes
City Administrator	\$3,653.85	\$95,000.00	Full time w/Benefits
Financial Secretary	\$2,000.00	\$24,000.00	Contracted or Full time w/ benefits
Treasurer	\$1,350.00	\$16,200.00	City Employee-no benefits
Assistant Treasurer	\$1,000.00	\$12,000.00	City Employee-no benefits
City Collector	\$475.00	\$5,700.00	City Employee-no benefits
CPA Firm	\$3,000.00	\$36,000.00	Contracted Services
City Attorney	\$5,833.00	\$69,996.00	Contracted Services
Total Annually	\$17,311.85	\$258,896.00	
	Savings	\$6,100.00	



Municipal Court Review

Pending / In Progress Items

- Court office separation and security upgrades:
- Secured clerk office access
- Additional customer service window
- Board approval and contractor estimates still needed
- Court records storage corrections:
- Separation of court and city records
- Locked file cabinet storage
- Review/destruction of outdated records
- Staffing shortages delaying portions of compliance work
- Purchase and installation of secure court safe still pending approval



Municipal Court Review

Pending / In Progress Items

- Filing backlog and improperly stored case files still being addressed
- DWI reporting policy still being drafted by judge
- Cognos report corrections pending:
- Past events without outcomes
- Pending cases without scheduled events
- Disposed cases without sentence
- Electronic traffic reporting issues
- Bank reconciliations still pending with OSCA assistance
- Accounts receivable listing procedures still being implemented
- Outstanding checks from 2025 still under review
- Fee adjustment documentation procedures still being finalized

Partially Completed

- Court independence/separation of powers improvements initiated but awaiting construction and Board approval.



Municipal Court Review

Important Update

- Presiding judge, Judge Hilton, has given us an extension from May 19th to July 19, 2026.

