

RESOLUTION 21-129

**A RESOLUTION TO AUTHORIZE EXPENDITURE OF
TEMPORARY STAFFING SERVICES FOR ASSISTANCE IN THE ENGINEERING
AND FINANCE DEPARTMENTS**

WHEREAS, because of vacancies of several positions, the City of Spring Hill has required support in the engineering and finance departments; and

WHEREAS, Staff engaged the services of a temporary staffing service, Beacon Hill Staffing, to assist with essential tasks and projects; and

WHEREAS, the expenditure for hours provided by Beacon Hill Staffing are as follows:

| | | |
|-----------|-------------|-------------|
| 2020-2021 | Engineering | \$11,876.63 |
| 2020-2021 | Finance | \$ 3,069.56 |
| 2021-2022 | Engineering | \$ 1,039.12 |
| 2021-2022 | Finance | \$ 3,009.00 |

WHEREAS, the cost for 2020-2021 is \$14,946.19; the cost for 2021-2022 is \$4,048.12, a total of \$18,994.31 to be taken from funds allocated for salaries and transferred to contract services.

NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill Board of Mayor and Aldermen, authorize the expenditure for temporary staffing services for assistance in the engineering and finance departments, payable to Beacon Hill Staffing in the amount of \$18,994.31.

Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 16th day of August, 2021.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney



REQUEST: Approval of Resolution 21-129
SUBMITTED BY: Pam Caskie, City Administrator
 April Goad, City Recorder
DATE: August 11, 2021
RE: Approval of Temporary Staffing Services Expenditures
ATTACHMENTS: Resolution No. 21-129

PURPOSE:

To approve temporary staffing expenditures for support in the Engineering and Finance Departments

BACKGROUND:

Because of recent turnover, several positions remain vacant. Staff has engaged Beacon Hill Staffing for assistance in the Engineering and Finance Departments for essential tasks and projects. Staff shortages were previously discussed with BOMA with the understanding that temp services could be retained with funding coming from unused salaries of vacated positions.

FINANCIAL IMPACT:

| | | | |
|-----------|-------------|-----------------|--------------------|
| 2020-2021 | Engineering | (410-52316-200) | \$ 8,907.48 |
| | | (416-42425-200) | <u>\$ 2,969.15</u> |
| | | Total | \$11,876.63 |
| 2020-2021 | Finance | (110-41500-200) | \$ 1,534.78 |
| | | (410-52316-200) | <u>\$ 1,534.78</u> |
| | | Total | \$ 3,069.56 |
| 2021-2022 | Engineering | (410-52318-200) | \$ 779.34 |
| | | (416-42425-200) | <u>\$ 259.78</u> |
| | | Total | \$ 1,039.12 |
| 2021-2022 | Finance | (110-41500-200) | \$ 1,504.50 |
| | | (410-52316-200) | <u>\$ 1,504.50</u> |
| | | Total | \$ 3,009.00 |



STAFF RECOMMENDATION:

Staff recommends approval of Resolution 21-129, to authorize expenditure of temporary staffing services to Beacon Hill Staffing in the amount of **\$18,994.31**.



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1656486
 INVOICE DATE 03/23/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 03/20/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

Please note that this address is a
 Lockbox and it does not accept
 Courier/Fed Ex payments. Please
 Contact us if you need to send
 payment via a courier. Thank You.



Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 3/14 | Mon 3/15 | Tue 3/16 | Wed 3/17 | Thu 3/18 | Fri 3/19 | Sat 3/20 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:15p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:15p | 7:00a-2:45p | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:15 | - 0:15 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.00 | 8.25 | 8.25 | 8.00 | 7.50 | .00 | 40.00 |
| Total | 0.00 | 8.00 | 8.25 | 8.25 | 8.00 | 7.50 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 03/22/2021 ET

Approved By: Sarah Totty
Date: 03/23/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1660850
 INVOICE DATE 03/30/2021
 TERMS Net 30

Spring Hill, TN 37174-2460

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 03/27/2021 | Ray, Cindy | 39.25 | Regular Pay | \$ 25.50 | \$1,000.88 |

Total Gross Sales \$1,000.88
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,000.88

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 3/21 | Mon 3/22 | Tue 3/23 | Wed 3/24 | Thu 3/25 | Fri 3/26 | Sat 3/27 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-1:30p | 7:00a-3:00p | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.25 | 8.25 | 8.25 | 6.50 | 8.00 | .00 | 39.25 |
| Total | 0.00 | 8.25 | 8.25 | 8.25 | 6.50 | 8.00 | 0.00 | 39.25 |

Submitted By: Cindy Ray
Date: 03/26/2021 ET

Approved By: Sarah Totty
Date: 03/26/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1666060
 INVOICE DATE 04/06/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|-----------|
| 04/03/2021 | Ray, Cindy | 33.00 | Regular Pay | \$ 25.50 | \$ 841.50 |

Total Gross Sales \$ 841.50
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$ 841.50

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 3/28 | Mon 3/29 | Tue 3/30 | Wed 3/31 | Thu 4/1 | Fri 4/2 | Sat 4/3 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|---------|---------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:15 | | | |
| | | break | break | break | break | | | |
| Regular Pay | .00 | 8.25 | 8.25 | 8.25 | 8.25 | .00 | .00 | 33.00 |
| Total | 0.00 | 8.25 | 8.25 | 8.25 | 8.25 | 0.00 | 0.00 | 33.00 |

Submitted By: Cindy Ray
Date: 04/01/2021 ET

Approved By: Sarah Totty
Date: 04/01/2021 ET



INVOICE

Beacon Hill Staffing Group, LLC and Subsidiaries
PO Box 846193
Boston, MA 02284-6193

Attn: Shelley Taylor
City of Spring Hill
199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
CONTACT ID NUMBER ERM813596
INVOICE NUMBER 1670093
INVOICE DATE 04/13/2021
TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 04/10/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

| | |
|-----------------------|------------|
| Total Gross Sales | \$1,020.00 |
| Sales Tax: | \$ 0.00 |
| Expenses Sub Total: | |
| Total Invoice Amount: | \$1,020.00 |

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EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 4/4 | Mon 4/5 | Tue 4/6 | Wed 4/7 | Thu 4/8 | Fri 4/9 | Sat 4/10 | Total |
|-------------|---------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 9:00a-3:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 04/09/2021 ET

Approved By: Sarah Totty
Date: 04/09/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1674143
 INVOICE DATE 04/20/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 04/17/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 4/11 | Mon 4/12 | Tue 4/13 | Wed 4/14 | Thu 4/15 | Fri 4/16 | Sat 4/17 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:15a-3:30p | 7:00a-3:30p | 7:15a-3:30p | 7:00a-3:30p | 7:00a-2:15p | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.00 | 8.25 | 8.00 | 8.50 | 7.25 | .00 | 40.00 |
| Total | 0.00 | 8.00 | 8.25 | 8.00 | 8.50 | 7.25 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 04/16/2021 ET

Approved By: Sarah Totty
Date: 04/16/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1678439
 INVOICE DATE 04/27/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 04/24/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 4/18 | Mon 4/19 | Tue 4/20 | Wed 4/21 | Thu 4/22 | Fri 4/23 | Sat 4/24 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:15a-1:15p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 04/23/2021 ET

Approved By: Sarah Totty
Date: 04/23/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1683890
 INVOICE DATE 05/04/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 05/01/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 4/25 | Mon 4/26 | Tue 4/27 | Wed 4/28 | Thu 4/29 | Fri 4/30 | Sat 5/1 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|---------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-2:15p | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:15 | - 0:15 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.25 | 8.25 | 8.25 | 8.25 | 7.00 | .00 | 40.00 |
| Total | 0.00 | 8.25 | 8.25 | 8.25 | 8.25 | 7.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 05/03/2021 ET

Approved By: Sarah Totty
Date: 05/03/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1687701
 INVOICE DATE 05/11/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 05/08/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 5/2 | Mon 5/3 | Tue 5/4 | Wed 5/5 | Thu 5/6 | Fri 5/7 | Sat 5/8 | Total |
|-------------|---------|-------------|-------------|-------------|-------------|-------------|---------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-2:15p | | |
| | | - 0:15 | - 0:15 | - 0:15 | - 0:15 | - 0:15 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.25 | 8.25 | 8.25 | 8.25 | 7.00 | .00 | 40.00 |
| Total | 0.00 | 8.25 | 8.25 | 8.25 | 8.25 | 7.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 05/07/2021 ET

Approved By: Sarah Totty
Date: 05/07/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1692278
 INVOICE DATE 05/18/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 05/15/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 5/9 | Mon 5/10 | Tue 5/11 | Wed 5/12 | Thu 5/13 | Fri 5/14 | Sat 5/15 | Total |
|-------------|---------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:00p | 7:00a-1:30p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 8.00 | 6.50 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 8.00 | 6.50 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 05/14/2021 ET

Approved By: Sarah Totty
Date: 05/14/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1696300
 INVOICE DATE 05/25/2021
 TERMS Net 30

Spring Hill, TN 37174-2460

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 05/22/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 5/16 | Mon 5/17 | Tue 5/18 | Wed 5/19 | Thu 5/20 | Fri 5/21 | Sat 5/22 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:15a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-2:15p | | |
| | | - 0:00 | - 0:00 | - 1:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.25 | 7.50 | 8.50 | 7.25 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.25 | 7.50 | 8.50 | 7.25 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 05/21/2021 ET

Approved By: Sarah Totty
Date: 05/23/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1701547
 INVOICE DATE 06/01/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 05/29/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

Please note that this address is a
 Lockbox and it does not accept
 Courier/Fed Ex payments. Please
 Contact us if you need to send
 payment via a courier. Thank You.



Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 5/23 | Mon 5/24 | Tue 5/25 | Wed 5/26 | Thu 5/27 | Fri 5/28 | Sat 5/29 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-1:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 05/29/2021 ET

Approved By: Sarah Totty
Date: 06/01/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1706220
 INVOICE DATE 06/08/2021
 TERMS Net 30

Spring Hill, TN 37174-2460

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|-----------|
| 06/05/2021 | Ray, Cindy | 33.50 | Regular Pay | \$ 25.50 | \$ 854.25 |

Total Gross Sales \$ 854.25
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$ 854.25

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 5/30 | Mon 5/31 | Tue 6/1 | Wed 6/2 | Thu 6/3 | Fri 6/4 | Sat 6/5 | Total |
|-------------|----------|----------|-------------|-------------|-------------|-------------|---------|-------|
| | | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:00p | | |
| | | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | | break | break | break | break | | |
| Regular Pay | .00 | .00 | 8.50 | 8.50 | 8.50 | 8.00 | .00 | 33.50 |
| Total | 0.00 | 0.00 | 8.50 | 8.50 | 8.50 | 8.00 | 0.00 | 33.50 |

Submitted By: Cindy Ray
Date: 06/04/2021 ET

Approved By: Sarah Totty
Date: 06/04/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1710626
 INVOICE DATE 06/15/2021
 TERMS Net 30

Spring Hill, TN 37174-2460

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 06/12/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 6/6 | Mon 6/7 | Tue 6/8 | Wed 6/9 | Thu 6/10 | Fri 6/11 | Sat 6/12 | Total |
|-------------|---------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:00a-1:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 8.50 | 6.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 06/11/2021 ET

Approved By: Sarah Totty
Date: 06/11/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1715160
 INVOICE DATE 06/22/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 06/19/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |
| 06/19/2021 | Ray, Cindy | 0.25 | Overtime | \$ 38.25 | \$ 9.56 |

Total Gross Sales \$1,029.56
 Sales Tax: \$ 0.00

Expenses Sub Total:
 Total Invoice Amount: \$1,029.56

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 6/13 | Mon 6/14 | Tue 6/15 | Wed 6/16 | Thu 6/17 | Fri 6/18 | Sat 6/19 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:45p | 7:15a-3:45p | 7:15a-3:30p | 7:15a-3:30p | 7:30a-2:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.75 | 8.50 | 8.25 | 8.25 | 6.50 | .00 | 40.25 |
| Total | 0.00 | 8.75 | 8.50 | 8.25 | 8.25 | 6.50 | 0.00 | 40.25 |

Submitted By: Cindy Ray
Date: 06/18/2021 ET

Approved By: Sarah Totty
Date: 06/18/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1719707
 INVOICE DATE 06/29/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 06/26/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 6/20 | Mon 6/21 | Tue 6/22 | Wed 6/23 | Thu 6/24 | Fri 6/25 | Sat 6/26 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:15a-3:30p | 7:15a-3:45p | 7:15a-3:45p | 7:30a-3:30p | 7:15a-2:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.25 | 8.50 | 8.50 | 8.00 | 6.75 | .00 | 40.00 |
| Total | 0.00 | 8.25 | 8.50 | 8.50 | 8.00 | 6.75 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 06/25/2021 ET

Approved By: Sarah Totty
Date: 06/25/2021 ET

April Goad

From: Cole Federiconi <cfedericoni@beaconhillstaffing.com>
Sent: Friday, July 30, 2021 12:01 PM
To: April Goad
Subject: [External] RE: Cindy Ray invoices

****External Email****

Hello April,

Hope all is well! Will this payment be covering the following invoices?

2020-2021

| Inv date | Inv # | Days old | Contact | Candidate | Inv amt |
|------------|-----------|----------|-----------------|------------|---------------------|
| 03/23/2021 | 1656486 ✓ | 129 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 03/30/2021 | 1660850 ✓ | 122 | Taylor, Shelley | Ray, Cindy | \$ 1,000.88 |
| 04/06/2021 | 1666060 ✓ | 115 | Taylor, Shelley | Ray, Cindy | \$ 841.50 |
| 04/13/2021 | 1670093 ✓ | 108 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 04/20/2021 | 1674143 ✓ | 101 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 04/27/2021 | 1678439 ✓ | 94 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 05/04/2021 | 1683890 ✓ | 87 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 05/11/2021 | 1687701 ✓ | 80 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 05/18/2021 | 1692278 ✓ | 73 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 05/25/2021 | 1696300 ✓ | 66 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 06/01/2021 | 1701547 ✓ | 59 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 06/08/2021 | 1706220 ✓ | 52 | Taylor, Shelley | Ray, Cindy | \$ 854.25 |
| 06/15/2021 | 1710626 ✓ | 45 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| 06/22/2021 | 1715160 ✓ | 38 | Taylor, Shelley | Ray, Cindy | \$ 1,029.56 |
| 06/29/2021 | 1719707 ✓ | 31 | Taylor, Shelley | Ray, Cindy | \$ 1,020.00 |
| | | | | | \$ 14,946.19 |

Engineering
 410-52316-200
 \$ 8,907.48
 416-42425-200
 \$ 2,969.15

Finance
 110-41500-200-1.534.78
 410-52316-200 1.534.78

Thank you,

Cole Federiconi | Collections Specialist
 Beacon Hill Staffing Group | 100 River Ridge #100 | Norwood, MA 02062 |
 Direct: 617.826.3957 x1057 | Mobile: 716.392.8697
 CFedericoni@beaconhillstaffing.com

MS4 - Engineering 11,876.63
 UTB - Finance 3,069.56

From: April Goad <agoad@springhilltn.org>
Sent: Friday, July 30, 2021 12:47 PM
To: Cole Federiconi <cfedericoni@beaconhillstaffing.com>
Subject: Cindy Ray invoices

! EXTERNAL !

Hi Cole,

I am getting the invoices ready for payment for our temp. I have invoices totaling \$13,926.19.

Can you verify that this is correct? I don't see that we've paid anything unless it was paid on a procurement card.

We will also owe for this week.

Thanks,



April Goad

City Recorder/Treasurer
(931) 486-2252, ext. 206

199 Town Center Parkway
P.O. Box 789
Spring Hill, TN 37174

www.springhilltn.org

ALERT: This email is from an external source -
exercise caution regarding links and attachments.



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1725675
 INVOICE DATE 07/06/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 07/03/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00

Expenses Sub Total:

Total Invoice Amount: \$1,020.00

14406 110-41500-200 - \$ 510.00
 14405 410-52316-200 - \$ 510.00
Account # / Object Code

Purchase Order #

Partial Complete Date Approved 8-9-2021

Department Head Signature
Opal Good

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 6/27 | Mon 6/28 | Tue 6/29 | Wed 6/30 | Thu 7/1 | Fri 7/2 | Sat 7/3 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|---------|-------|
| | | 7:15a-3:30p | 7:00a-3:30p | 7:15a-2:15p | 7:00a-4:15p | 7:00a-2:00p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.25 | 8.50 | 7.00 | 9.25 | 7.00 | .00 | 40.00 |
| Total | 0.00 | 8.25 | 8.50 | 7.00 | 9.25 | 7.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 07/02/2021 ET

Approved By: Sarah Totty
Date: 07/02/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1729806
 INVOICE DATE 07/13/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|-----------|
| 07/10/2021 | Ray, Cindy | 38.00 | Regular Pay | \$ 25.50 | \$ 969.00 |

Total Gross Sales \$ 969.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$ 969.00

4406 110-41500-200 - \$ 484.50
 14405 410-52316-200 - \$ 484.50
Account # / Object Code

Purchase Order #

8-9-2021
Date Approved

Partial Complete

Department Head Signature

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 7/4 | Mon 7/5 | Tue 7/6 | Wed 7/7 | Thu 7/8 | Fri 7/9 | Sat 7/10 | Total |
|-------------|---------|---------|-------------|-------------|-------------|-------------|----------|-------|
| | | | 6:45a-4:15p | 6:45a-4:15p | 6:45a-4:15p | 6:45a-4:15p | | |
| | | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | | break | break | break | break | | |
| Regular Pay | .00 | .00 | 9.50 | 9.50 | 9.50 | 9.50 | .00 | 38.00 |
| Total | 0.00 | 0.00 | 9.50 | 9.50 | 9.50 | 9.50 | 0.00 | 38.00 |

Submitted By: Cindy Ray
Date: 07/09/2021 ET

Approved By: Sarah Totty
Date: 07/10/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1733717
 INVOICE DATE 07/20/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 07/17/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |
| 07/17/2021 | Ray, Cindy | 0.50 | Overtime | \$ 38.25 | \$ 19.12 |

Engineering

Total Gross Sales \$1,039.12
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,039.12

4405 410-52318-200 - \$ 779.34
 14407 416-42425-200 - \$ 259.78

Account # / Object Code

Purchase Order #

✓

8-9-2021

Partial Complete Date Approved

April Head

Department Head Signature

Make Check Payable to:
 Beacon Hill Staffing Group, LLC
 See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
 Questions, call Accounts Receivable at
 617-326-4000

Mail Payments To:
 Beacon Hill Staffing Group, LLC
 PO Box 846193
 Boston, MA 02284-6193
 Email: AR@beaconhillstaffing.com
 EIN: 04-3496741

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Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information

Ray, Cindy

Company Information

City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 7/11 | Mon 7/12 | Tue 7/13 | Wed 7/14 | Thu 7/15 | Fri 7/16 | Sat 7/17 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-4:00p | 7:00a-4:00p | 7:00a-2:30p | 7:00a-3:15p | 7:00a-1:45p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 9.00 | 9.00 | 7.50 | 8.25 | 6.75 | .00 | 40.50 |
| Total | 0.00 | 9.00 | 9.00 | 7.50 | 8.25 | 6.75 | 0.00 | 40.50 |

Submitted By: Cindy Ray
Date: 07/16/2021 ET

Approved By: Sarah Totty
Date: 07/16/2021 ET



Beacon Hill Staffing Group, LLC and Subsidiaries
 PO Box 846193
 Boston, MA 02284-6193

INVOICE

Attn: Shelley Taylor
 City of Spring Hill
 199 Town Center Pkwy

Spring Hill, TN 37174-2460

CUSTOMER NUMBER ERM51164
 CONTACT ID NUMBER ERM813596
 INVOICE NUMBER 1738621
 INVOICE DATE 07/27/2021
 TERMS Net 30

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 07/24/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

Total Gross Sales \$1,020.00
 Sales Tax: \$ 0.00
 Expenses Sub Total:
 Total Invoice Amount: \$1,020.00

14406 110-41500-200 - \$ 510.00
 14405 410-52316-200 - \$ 510.00
Account # / Object Code

Purchase Order #
~~Partial~~ Complete 8-9-2021
Date Approved
Department Head Signature
April Wood

| | | |
|---|---|---|
| <p>Make Check Payable to: Beacon Hill Staffing Group, LLC See New Payment Portal Option at https://epay.beaconhillsg.com/Account/Login/ Questions, call Accounts Receivable at 617-326-4000</p> | <p>Mail Payments To: Beacon Hill Staffing Group, LLC PO Box 846193 Boston, MA 02284-6193 Email: AR@beaconhillstaffing.com EIN: 04-3496741</p> | <p>Please note that this address is a Lockbox and it does not accept Courier/Fed Ex payments. Please Contact us if you need to send payment via a courier. Thank You.</p> |
|---|---|---|



Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 7/18 | Mon 7/19 | Tue 7/20 | Wed 7/21 | Thu 7/22 | Fri 7/23 | Sat 7/24 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|-------------|----------|-------|
| | | 7:00a-3:30p | 7:00a-3:30p | 7:00a-3:30p | 7:30a-3:00p | 7:15a-2:15p | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 8.50 | 8.50 | 8.50 | 7.50 | 7.00 | .00 | 40.00 |
| Total | 0.00 | 8.50 | 8.50 | 8.50 | 7.50 | 7.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 07/23/2021 ET

Approved By: Sarah Totty
Date: 07/26/2021 ET



INVOICE

Beacon Hill Staffing Group, LLC and Subsidiaries
PO Box 846193
Boston, MA 02284-6193

Attn: Shelley Taylor
City of Spring Hill
199 Town Center Pkwy

CUSTOMER NUMBER ERM51164
CONTACT ID NUMBER ERM813596
INVOICE NUMBER 1743913
INVOICE DATE 08/03/2021
TERMS Net 30

Spring Hill, TN 37174-2460

| Week End | Description | QTY | Type | Rate | Total |
|------------|-------------|-------|-------------|----------|------------|
| 07/31/2021 | Ray, Cindy | 40.00 | Regular Pay | \$ 25.50 | \$1,020.00 |

| | |
|-----------------------|------------|
| Total Gross Sales | \$1,020.00 |
| Sales Tax: | \$ 0.00 |
| Expenses Sub Total: | |
| Total Invoice Amount: | \$1,020.00 |

14406
14405

110-41500-200 - \$ 510.00
410-52316-200 - \$ 510.00

Account # / Object Code

Purchase Order #

Partial Complete Date Approved 8-17-2021

Department Head Signature

April Wood

Make Check Payable to:
Beacon Hill Staffing Group, LLC
See New Payment Portal Option at
<https://epay.beaconhillsg.com/Account/Login/>
Questions, call Accounts Receivable at
617-326-4000

Mail Payments To:
Beacon Hill Staffing Group, LLC
PO Box 846193
Boston, MA 02284-6193
Email: AR@beaconhillstaffing.com
EIN: 04-3496741

Please note that this address is a
Lockbox and it does not accept
Courier/Fed Ex payments. Please
Contact us if you need to send
payment via a courier. Thank You.



Beacon Hill Staffing Group, LLC and Subsidiaries

Candidate Information
Ray, Cindy

Company Information
City of Spring Hill
199 Town Center Pkwy
Spring Hill, TN 37174-2460

| Time Class | Sun 7/25 | Mon 7/26 | Tue 7/27 | Wed 7/28 | Thu 7/29 | Fri 7/30 | Sat 7/31 | Total |
|-------------|----------|-------------|-------------|-------------|-------------|--------------|----------|-------|
| | | 7:00a-4:00p | 7:00a-4:00p | 7:00a-4:00p | 7:00a-4:00p | 7:15a-11:15a | | |
| | | - 0:00 | - 0:00 | - 0:00 | - 0:00 | - 0:00 | | |
| | | break | break | break | break | break | | |
| Regular Pay | .00 | 9.00 | 9.00 | 9.00 | 9.00 | 4.00 | .00 | 40.00 |
| Total | 0.00 | 9.00 | 9.00 | 9.00 | 9.00 | 4.00 | 0.00 | 40.00 |

Submitted By: Cindy Ray
Date: 07/30/2021 ET

Approved By: Sarah Totty
Date: 07/30/2021 ET