



FINANCE DEPARTMENT REPORT:

August 2025

- Balance and post daily Cash Receipts
- Check Sigma for State payments and post in GL
- TMF grant administration
- USDA loans administration/ Pay draw requests
- Obtaining interest quotes from several sources. Reinvesting the CDs that matured during the month of August
 - Sturgis
 - 1st Source
- Obtain copies of Investment Account bank statements Honor, Sturgis, 1st Source, Horizon, MiCLASS and UMB. Record interest earned.

*Posting of daily summer tax payments into the County Tax Database (need to post each one individually)

To-do: Prepare a tax disbursement after accounts are balanced from the banking change.

*Continue corresponding with Britni at Plante Moran regarding the USDA reporting requirements.

*Work on transferring entries into Fund 418 for costs attributed to the General Obligation portion of the USDA/MDOT projects.

*Balancing MDOT funds paid directly to Kalin and recording "other financing".

*Balancing USDA Accounts and posting entries into BS&A.

*Review UB Billing proofs for 7/30 – 8/28/25 and discuss outliers with Kellie.

*Meeting with the Auditors, Brian and Alex for audit prep, and discussion about the single audit requirements.

Ongoing:

Discussions with Michael Schwartz for the TMF grant

Discussions with Michael Schwartz for the USDA Projects

Discussions with Paul Bristol regarding loan principal payments and obtain year-end balance information.

Discussions with Brian Hake about FYE25 Audit prep

Prepare accounts for end-of-year closing and journal entries.