



FINANCE DEPARTMENT REPORT:

August 2026

- 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- 1st Source Bank, Sturgis Bank and Honor Credit Union

- Obtain copies of Investment Account bank statements Honor, Sturgis, 1st Source, Horizon, MiCLASS and UMB.
- Attend Department Head meetings every Monday morning
- Attend City Hall meetings on Thursday mornings
- Attend City Commission meeting on 8/10/26

Property taxes due August 10, 2026

Tax distribution for the month of July 2026

Final payment to K&R for downtown project withholding \$10,000 for final finish work (Wesner's)

Enter the DDAs new budget in BS&A based on their new TIF plan. Prepare financial reports for the DDAs August meeting.

Update the spreadsheet used to track tax disbursements for the current tax year.

Review the new lease documents for the Cemetery's new Dump Truck.

Attend Brownfield meeting on 8/11/26

Meet with Alice Kring regarding the Fine Arts Council. Conversation with her about creating a 501(c)3 and getting their own EIN number. Prepared checks for her to distribute for July expenses.

Consult with Joelle at Abonmarche regarding filing an amendment for the Riverfront grant project to extend the time for completion of the project. Tony wants to rebid the contracts.

Research special revenue funds versus fiduciary funds for BARB

Signed up for BS&A University: learning platform for when we transition to BS&A Cloud in August and enrolled everyone.

August 19 – 24 BSA down for taking payments.

Work on going through the BS&A University training (videos and reading materials) for the modules before going live.

August 24th we went live with the BSA Cloud

Begin work on preparing year end 2026 closing entries in BS&A for the audit.