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MEMORANDUM

Finance Department

To: Mayor Jackola and City Council
Ron Whitlatch, City Manager

July 8, 2026

From: Brandon Neish, Finance Director

Subject: Department Report – June 2026

- Accounts Payable
 - Payments made in May 2026; 249 payments were processed for payments of \$6,249,737.59.
 - Payments made in June 2026; 103 payments were processed for payments of \$1,450,481.55.
- Audit
 - The FY2025 audit kicked off September 2, 2025 with discussion over the engagement letters and staff assignments. City staff will be writing the annual report this year.
 - Final field audit occurred the week of November 3rd. Auditors are still reviewing documents submitted and requesting documentation to complete necessary reviews.
 - Staff absences impacted the department's ability to complete its necessary steps before December 31.
 - Pending items with the audit firm were confirmed and cleared at the end of March.
- Payroll
 - Payroll was processed on May 8th, May 22nd, June 5th, and June 19th for all employees. In total, 122 employees were paid.
- Utility Billing
 - 6,731 billing statements (including electronics) were mailed June 29th for a total of \$1,320,787.13 in utility revenue and \$187,812.03 in city service fee revenue.
 - On June 15th, 356 phone calls went out to notify customers they have a past due balance.
 - There was a total of 126 lockouts in June.
 - There was a total of 443 service requests in June: 58 move ins, 130 lock-offs, 8 re-read meters, 104 reconnects, 41 move outs, 18 leak checks, 12 changed meters, 43 turn ons, 6 turn offs, 18 meter installations, 1 meter removal, 1 water quality check, no pressure tests, 1 emergency request, no meter tests, no meter locates, and 2 miscellaneous request.

Utility Billing Data

	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Active Accounts	6,651	6,655	6,658	6,659	6,663	6,665	6,665	6,668	6,674	6,685	6,738	6,743	6,754	6,754
Penalty Applied	189	327	268	335	346	483	348	331	192	316	104	199	304	211
Lock Offs	105	57	83	95	85	76	96	N/A	144	81	92	68	82	126

Municipal Court Data

	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Charges Filed	200	178	217	188	204	245	141	185	309	169	124	108	115	207
Show Cause Issued	61	62	66	62	75	75	68	77	75	58	67	94	83	84
Licenses Suspensions Issued	35	49	32	56	34	73	45	43	30	44	44	45	57	50
Warrants Issued	205	168	201	213	175	216	159	125	179	166	183	207	181	191
Charges Disposed	187	200	136	213	200	292	180	175	241	278	218	188	93	138