

To: Mayor and Town Council

From: Chris Landrum, Finance Director

**Through: Mario Canizares, Town Manager
Bob Scott, Deputy Town Manager**

Re: Monthly Financial Reports

Town Council Meeting – September 12, 2023

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider acceptance of the April, May, and June 2023 monthly financial reports. (CL)

Description of Agenda Item:

The Town Charter requires the submission of monthly financial reports to the Town Council. Staff has included a summary for the third quarter of fiscal year 2023 and will continue to expand the summary as needed for future quarters submitted to the Town Council. In summary, both revenues and expenditures are occurring within the expected ranges and no unexpected events have occurred that require significant changes in original projections.

The attached monthly financial reports for April-June 2023 were prepared in the old format. This format is not particularly “user friendly” and staff is looking to reformat the monthly financial reports after the ERP software conversion.

Budget Impact:

There is no budgetary impact affiliated with this item.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Third Quarter Financial Summary
2. Monthly Financial Report – April 30, 2023
3. Monthly Financial Report – May 31, 2023
4. Monthly Financial Report – June 30, 2023

Town Staff Recommendation:

Town staff recommends the Town Council accept the submission of the monthly financial reports for the periods April-June 2023 in compliance with the requirements of the Town Charter.

Proposed Motion:

I move to accept the April through June 2023 Monthly Financial Reports in compliance with charter requirements.