



Finance Department

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July 2026

Ballot Proposition Decision

Following the Council retreat in May, the Finance Department helped to facilitate the conversation around a proposed ballot proposition for the November general election. This required the development of multiple presentations and supporting calculations and gathering support. The presentations focused on department service levels, the cost of providing services, the funding required to maintain, restore, and modernize services across the City, and the cost of a property tax levy lid lift on a home with a certain assessed valuation.

Enterprise Resource Planning System (ERP) Project – Tyler EERP

Phase 3 – Utility Billing

The Finance Department kicked off this phase of the project in March 2026. A project schedule has been developed, key legacy system extracts have been provided, and the Department is currently working through the “current state” analysis and “future state” analysis with the vendor. These sessions help the vendor to understand our current operations, system specifications, and how we would like to evolve systems and processes in order to improve our utility billing service. The expected go-live date is currently July 1, 2027.

Other Major Projects in Progress or Completed

- FEMA Assistance: In Progress
- Purchase Card Transition: In Progress
- Bank Reconciliation Manager ERP Implementation: In Progress
- Month End Manager ERP Implementation: In Progress
- Unclaimed Property: In Progress
- Positive Pay Implementation: In Progress
- Centralized Payments (AR): In Progress
- Business Licensing & B&O Tax Documentation: In Progress
- Department Billing Catch Up: DONE
- Parks Reservation System Implementation: In Progress
- Utility Meter Audit: In Progress
- Unleashing the eLockbox: DONE
- Department of Revenue (DOR) Tax Return Amendment: In Progress
- Budget Quarterly Reporting: In Progress

Metrics Snapshot (July)

Payroll

	July
New Hires	1
Departures	3
Special Payrolls	-
Voids	-
Personnel Action Requests	23
Retro Payrolls	1
Error Repayments	-
Total Checks:	
Payroll Checks (Direct Deposit)	240
Payroll Checks (Physical)	-
Vendor Checks:	21
Physical Checks	7
Direct Disbursement	14
Payroll Cost	\$1,646,791.59

Utility Billing

	July
Returned Items	3
Shut Offs	4
New Accounts	36
Finalized Accounts	41
New Liens or Lien Releases	10
# of 30 Day Past Due Accounts	354
# of 60 Day Past Due Accounts	99
Leak Adjustments: City	1
Credit Amount (100%)	\$565.56
Leak Adjustments: Customers	1
Credit Amount (50%)	\$188.76
Utility Refund Checks	5