



TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: JULY 22, 2024
FROM: MASON PETERS, FINANCE SUPERVISOR
SUBJECT: FINANCE DEPT. JUNE 2024 REPORT

RECOMMENDATION:

Informational only.

BACKGROUND:

To provide information regarding the activities of the Finance Department for the month of June 2024.

DISCUSSION:

Note that the monthly finance reports represent the end of the FY23-24 year. Reviewing the end of year numbers for revenue and expenses will give you a rough view of our performance. Finance will bring a EOY performance review at a future council meeting once all payables and receivables are in and the books are closed.

We are also starting the FY23-24 Audit process. This is a two step engagement with the accounting firm – they do review of the books and testing of processes in August and then complete the audit work at the end of the calendar year.

Accounts Receivable

- Thirteen building permits were issued for a total of \$7,117.27, a decrease of \$2,662.73 from May 2024. Some highlights are 3 re-roofs, 4 solar installations, and 3 HVAC installations.
- TOT collected for May 2024 is currently \$27,994.29. This is a decrease from April of approximately \$593. We are expecting one more large TOT payment for May, so this total will likely increase.
- Currently we have 365 Sewer customers enrolled in Auto Pay and 216 enrolled in E-Bill. The Finance Department is encouraging sewer customers to visit City Hall for assistance in enrolling.

Accounts Payables

- Total amount of warrant checks issued was \$303,329.11.

Misc.

- Italian Picnic Parade on June 2nd – Great turnout, lots of firetrucks!
- Farmer's Markets every Saturday through October 12th at the Violich Lot
- Christy Kafka (Account Clerk) is undergoing training for her position
- Collaborating with Andy Heath, financial consultant
 - Budget finalization and new financial software migration
- Meeting in Fresno with CSJVRMA – insurance rates increased across all cities participating in the RMA, though less than we originally forecast