



TO: TOM DUBOIS, CITY MANAGER
MEETING DATE: MAY 20, 2024
FROM: MASON PETERS, FINANCE SUPERVISOR
SUBJECT: FINANCE DEPT. APRIL 2024 REPORT

RECOMMENDATION:

Informational only.

BACKGROUND:

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

DISCUSSION:

Accounts Receivable

- 12 building permits were issued for a total of \$9,366, an increase of \$2,262 from March 2024. Unordinary projects included a sewer connection and installation of an EV charging station.
- TOT collected for March 2024 was \$17,322. This is a decrease from February of approximately \$2,166.
- Currently we have 353 Sewer customers enrolled in Auto Pay and 213 enrolled in E-Bill. The Finance Department is encouraging sewer customers to visit City Hall for assistance in enrolling. We are utilizing an iPad at the front counter to assist in enrollment.
- FEMA reimbursements – 2 projects obligated (Culverts & Armor Wall), 1 in review (Flushing Dam).

Accounts Payables

- Total amount of warrant checks issued was \$238,381.85.

Misc.

- FY 22-23 Audit with Maze & Associates
 - Final audit received, will be presented during this meeting
- Christy Kafka (Account Clerk) is undergoing training for her new position
- Collaborating with Andy Heath, financial consultant
 - Budget development and final audit report review
- Online Sewer Enrollment Event
 - Enrolled 1 customer for ebill and autopay

Permits

- Special Events
 - Wildflowers & Wine – April 7th
 - Spring Fling Ladies Night – April 19th
 - Kit Carson Mountain Men – Apr 26th
- Business Licenses
 - Sutter Creek Roasting Company (new ownership)
 - Creeky Cupboard moved to Amador City