



Finance Department

City of Sweet Home
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To: City Council
Ray Towry, City Manager

From: Brandon Neish, Finance Director

Subject: Finance Department Monthly Report – August 2020

The Finance Department is responsible for the for the fiscal management of the City of Sweet Home. This includes accounts payable, payroll, general accounting, preparing the annual budget and the city's annual audit. This department also administers the city's assessment docket, coordinates employee's benefits and maintains financial records relating to grants and contracts. The following information represents the department's activities during the month of **August 2020**.

	August 2020	July 2020	YTD	August 2019	Prior Five-Year Average
<u>Accounts Payable</u>					
Chks printed	98	166	166	202	374
Exp. Total	\$426,784.82	\$733,730.16	\$1,160,514.98	\$553,913.37	\$313,817.77
<u>Passports</u>					
Processed	7	0	0	16	N/A
Photos taken	8	0	0	16	N/A
<u>Lien Searches</u>					
	62	45	107	48	69

	August 2020	July 2020	YTD	August 2019	Prior Five-Year Average
Utility Billing					
Service requests	223	195	418	254	N/A
New accounts	21	13	34	19	N/A
Net account changes	+3	+/- 0	+3	+7	N/A
Statements processed	3,235	3,239	6,474	3,281	N/A
Past-due notices sent	1,019	974	1,993	910	N/A
Accounts scheduled for turn-off	112*	131	243*	84	N/A

* Beginning April 2020, accounts with past due balances were not turned off due to non-payment

Below is a list of the checks that were equal to or exceeded \$5,000 and their purpose (if not clear on check listing).

Check No.	Vendor	Description	Amount	Fund
91373	Fisher's RPM Electric Motor	Repair work on water treatment pump	\$10,505.05	Water Treatment (500)