



**City of Sweet Home**  
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Finance Department

To: City Council  
 Ray Towry, City Manager

From: Brandon Neish, Finance Director

Subject: Finance Department Monthly Report – July 2021

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 **July 2021**.

	July 2021	June 2021	YTD	Fiscal Year 2021	Prior Five-Year Average
<b>Accounts Payable</b>					
Chks printed	51	294	51	2,099	2,037
Exp. Total	\$102,511.73	\$1,876,082.03	\$102,511.73	\$9,419,358.90	\$7,448,251.05
<b>Passports</b>					
Processed	29	37	29	260	280*
Photos taken	34	36	34	254	249*
* Data back to August 2018					
<b>Lien Searches</b>	83	113	83	765	680

	July 2021	June 2021	YTD	Fiscal Year 2021	Prior Five-Year Average
<b>Utility Billing</b>					
Service requests	254	212	254	2,000	2,119*
New accounts	22	12	22	138	138*
Net account changes	+5	+1	+5	+26	+26*
Statements processed	3,201	3,201	3,201	35,410	35,140*
Past-due notices sent	773	819	773	9,916	10,764*
Accounts scheduled for turn-off	39	44	39	503	516*

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

<b>Check No.</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	<b>Fund</b>
92822	Sweet Home Volunteer Firefighters Assoc.	City support for fireworks	\$ 10,000.00	General Fund (100)
92835	Environmental Systems Research Institute	ArcGIS Annual Maintenance	\$ 5,900.00	Various
92849	RAIN		\$ 7,124.76	General Fund (100)