



AUGUST

MONTHLY REPORT

From the Director:

Greetings from the Finance Team!

July was an extremely busy month with over 100 hours of accounting staff time spent on user acceptance training for MUNIS. During this phase of the project, staff tested the system: uploading budgets, creating journal entries, invoices, requisitions, accounts payable checks and many other important financial processes. It was the first time we had to ‘play around’ in the system and figure out how we will need to change our current business practices to work with MUNIS. It is going to be a big change for our finance staff but we are looking forward to implementation

Our year end process continues and we have had to speed things up with the MUNIS implementation. While we technically have until November 1 to complete the process, we have had to shorten the time frame to September 18th! With the dates all set, we are looking at an official go-live date of October 12th.

The HR/Payroll implementation is moving along as well. They will soon be running parallel payrolls in MUNIS and in Eden to insure things have been set up properly. They are scheduled to go live sometime in April.

Stay cool and enjoy September!

-Cathy Rodocker

By the Numbers:

Finance Statistics for the period of August 1, 2020-August 31, 2020

Please Note: Utility Billing is reported with a one month lag.

<u>Utility Billing:</u>		<u>Accounts Payable:</u>		<u>Municipal Court:</u>	
Total Monthly Bills	6,789	Invoices Processed	194	Total Citations Issued	120
New Customers	89	Payments Processed	236	Total Suspensions Issued	0
New Service Locations	17			Ticket Revenue	\$9,044

FY21 Financial Update:

Attached please find the financial reports for the month of August 2020. It is difficult to get a clear understanding from these reports to see just where we are at as many revenues received in July and August were for the prior fiscal year and has been correctly recorded into the proper fiscal year. And, some revenues are typically collected later in the fiscal year.

However, one fund that has seen a significant reduction in revenues is the Water Fund. The billing months for June, July and August has seen a cumulative reduction of over \$660K as compared to the same time period in 2019. June and July revenues were down significantly but August, while still not at 2019 levels, has shown a rebound. When comparing the consumption by customer type, the reduction is seen in each category: residential, commercial, industrial, etc. This type of reduction is being seen throughout the region primarily due to the economic effects of COVID-19. Fortunately, this fund has adequate reserves that will enable them to weather this storm. We will have the September billing data in the next week or so and hope to see the upward trend continue.

	Budget	Activity	% Used
Fund 110 General Fund:			
Taxes	11,954,800	54,181	-%
Intergovernmental	2,415,495	21,656	1%
Licenses and Permits	182,750	28,851	16%
Charges for Services	672,610	41,081	6%
Fines	320,000	36,482	11%
Investment Revenue	163,900	21,588	13%
Other Revenues	1,180,350	829	-%
Transfers	3,429,047	510,848	15%
Total Revenue	20,318,952	715,515	4%
Personal Services	9,334,432	1,076,888	12%
Materials and Services	10,186,292	1,367,697	13%
Capital Outlay	20,000	0	-%
Transfers	5,647,535	2,740,834	49%
Total Expense	25,188,259	5,185,419	21%
Fund 210 Fleet Fund:			
Charges for Services	1,411,703	235,355	17%
Investment Revenue	9,600	3,283	34%
Other Revenues	18,000	0	-%
Total Revenue	1,439,303	238,638	17%
Personal Services	788,700	79,298	10%
Materials and Services	676,906	73,351	11%
Capital Outlay	65,000	0	-%
Transfers	2,400	400	17%
Total Expense	1,533,006	153,049	10%
Fund 230 Building Fund:			
Licenses and Permits	877,190	99,449	11%
Licenses and Permits-Villebois	73,375	38,838	53%
Charges for Services	9,600	1,600	17%
Investment Revenue	22,800	16,142	71%
Transfers	40,883	6,814	17%
Total Revenue	1,023,848	162,842	16%
Personal Services	1,081,750	122,037	11%
Materials and Services	165,347	60,486	37%
Transfers	405,321	50,888	13%
Total Expense	1,652,418	233,411	14%
Fund 235 Community Development Fund:			
Intergovernmental	63,000	0	-%
Licenses and Permits	689,983	102,079	15%
Licenses and Permits-Villebois	11,740	11,552	98%
Charges for Services	607,450	91,254	15%
Investment Revenue	12,500	464	4%
Other Revenues	250	103	41%
Transfers	2,862,264	455,974	16%
Total Revenue	4,247,187	661,426	16%
Personal Services	3,215,620	355,009	11%
Materials and Services	712,625	32,064	4%
Transfers	584,243	97,374	17%
Total Expense	4,512,488	484,447	11%
Fund 240 Road Operating Fund:			
Intergovernmental	2,382,151	19,384	1%
Investment Revenue	2,000	0	-%
Other Revenues	2,000	162	8%
Total Revenue	2,386,151	19,547	1%
Personal Services	382,270	33,701	9%
Materials and Services	514,578	35,469	7%
Debt Service	82,000	0	-%
Transfers	1,525,765	38,050	2%
Total Expense	2,504,613	107,220	4%

	Budget	Activity	% Used
Fund 245 Road Maintenance Fund:			
Charges for Services	2,065,000	346,027	17%
Investment Revenue	3,100	7,840	253%
Total Revenue	2,068,100	353,867	17%
Transfers	3,458,278	0	-%
Total Expense	3,458,278	0	0%
Fund 260 Transit Fund:			
Taxes	5,050,000	1,289,217	26%
Intergovernmental	5,296,588	32,028	1%
Charges for Services	170,000	0	-%
Investment Revenue	36,100	134,220	372%
Other Revenues	16,000	0	-%
Total Revenue	10,568,688	1,455,465	14%
Personal Services	4,106,110	438,702	11%
Materials and Services	2,268,268	275,203	12%
Capital Outlay	2,629,941	55,487	2%
Transfers	721,421	99,062	14%
Total Expense	9,725,740	868,454	9%
Fund 310 Water Operating Fund:			
Charges for Services	9,006,000	1,722,095	19%
Fines	19,000	0	-%
Investment Revenue	195,000	52,219	27%
Other Revenues	195,270	2,000	1%
Total Revenue	9,415,270	1,776,314	19%
Personal Services	615,190	65,461	11%
Materials and Services	4,405,491	139,038	3%
Capital Outlay	426,000	26,960	6%
Transfers	3,979,914	117,286	3%
Total Expense	9,426,595	348,746	4%
Fund 320 Sewer Operating Fund:			
Charges for Services	8,147,000	1,336,628	16%
Investment Revenue	196,200	52,468	27%
Other Revenues	18,000	254	1%
Transfers	600,000	0	-%
Total Revenue	8,961,200	1,389,351	16%
Personal Services	365,500	41,977	11%
Materials and Services	3,577,813	298,462	8%
Debt Service	2,960,000	0	-%
Transfers	3,863,718	88,970	2%
Total Expense	10,767,031	429,409	4%
Fund 350 Street Lighting Fund:			
Charges for Services	524,150	88,150	17%
Investment Revenue	12,500	0	-%
Total Revenue	536,650	88,150	16%
Materials and Services	381,320	56,615	15%
Transfers	1,088,820	0	-%
Total Expense	1,470,140	56,615	4%
Fund 370 Storm Water Operating Fund:			
Charges for Services	3,370,000	549,200	16%
Investment Revenue	15,300	0	-%
Transfers	2,500,000	2,500,000	100%
Total Revenue	5,885,300	3,049,200	52%
Personal Services	270,080	30,106	11%
Materials and Services	782,453	44,924	6%
Debt Service	679,200	0	-%
Transfers	2,849,969	86,738	3%
Total Expense	4,581,702	161,768	4%