



Treasurer's Department Report

For the Month of: August 2020

- The Treasurer's department has filled the Senior Deputy Treasurer position as of August 31, 2020. Please welcome Norma Miss to our team.
- Staff sent out a notice to all citizens who were on the potential utility cut-off list.
- Staff received the 2020 Personal Property tax book from Orange County on September 3, 2020.
- Staff anticipates the 2020 Personal Property and 2nd half of Real Estate 2020 tax bills to be mailed out by the end of October.
- Staff has continued to work on Audit prep for FY2020.
- Robinson, Farmer, & Cox is tentatively scheduled to arrive on September 28, 2020-October 2, 2020 to conduct their annual audit.

Payroll-Employees received pay on August 14, 2020, & August 28, 2020.

Taxes- Abatements and Supplements are processed as they are received.

General Ledger- On a monthly basis staff reconciles and balances all bank statements for general operations, LGIP, and Money Market accounts. The general ledger subsidiary accounts are reconciled.

Water Billing- Utility cut-offs have not been done since March due to the State Corporation Commission's moratorium on utility cut-offs that began on March 16, 2020. In August, staff sent out notices to the citizens that would have potentially been on the cut-off list. There were 32 citizens on the cut-off list for August.

Maplewood- Meeting scheduled for August 20, 2020 has been canceled to due to COVID-19.