

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, Treasurer and Finance Director
Date: September 2, 2009
Reference: Treasurer's Report for September 8, 2009

Summer 2009 Property Tax Collection: Through August 31, 2009 of the \$2,986,336.91 total summer 2009 real and personal property taxes to be collected for the City, County and Library a total of \$2,700,596.95 has been paid, or 90.43%.

Fiscal 2008/09 Annual Audit: Staff accountants from Burnside and Lang are currently scheduled to return during the week of September 21st to complete the field work and financial statement review for this year's annual audit.

Utility Billing System Reconciliation and Receivable Report (9 pages): Enclosed you will find the August 2009 Utility System Reconciliation Summary Report along with the first and last page of the accounts receivable report prepared as of September 1, 2009. The Aged Accounts Receivable Report is aged to highlight any significant collection problems. If you are interested in viewing the complete Utility Accounts Receivable Report or discussing any particular aspect of the billing process or our collection efforts please feel encouraged to contact Cathy or myself at your convenience.

Information Technology Update:

- On September 2, 2009 we completed a project to migrate all of the City of Clare's e-mail accounts to our primary technology support partner IT Right.
- On August 31st we received the new laptop computers to be used by the City Commission and three department heads and we have started the process of configuring each of them for use.
- We continue to receive very positive comments about our updated Internet site. Each of the local newspapers and a local radio station have provided very positive coverage of the change. We will be providing statistics on visits to the updated site in future Treasurer Reports.

Municipal Employee's Retirement System (MERS) Conference: As the management designee for the City of Clare I will be attending the MERS Conference in Grand Rapids on September 16th.

AUGUST 2009 RECONCILIATION REPORT

Reconciliation Manager X

↑ ↓ 📄 Add 🗑️ Delete 🖨️ Print Reconciliation Number 51 of 52

Description: Date Created:

Reconciliation Start: Reconciliation End:

Beginning Balance		Billings		Penalties/Interest		Adjustments		Receipts		
\$68,678.60	+	\$114,125.31	+	\$2,052.58	+	\$-53.59	-	\$114,651.83	=	\$70,151.07
									Ending Balance:	\$70,151.07
									Net Difference:	\$0.00

Comment:

JULY 2009 USAGE
 BILLED AUGUST 2009
 DUE SEPT. 1, 2009

AUG 2009

	<u>Starting Balance</u>	<u>Ending Balance</u>
<i>WATER</i>	\$16,646.26	\$22,766.59
<i>SEWER</i>	\$41,847.75	\$36,669.24
<i>GARBAGE</i>	\$9,464.11	\$9,970.22
<i>METER FEES</i>	\$720.48	\$745.02
<i>TOTAL</i>	\$68,678.60	\$70,151.07

City of Clare
 Aged Accounts Receivable Report (by Days Delinquent)
 Date: 09/01/2009 Time: 10:51 am

Location ID Account Number	Customer Name Parcel Number	Billing Item	Non-Delq	Pen/Int	-----Delinquent Amounts-----					Total	
					< 30 Days	30 Days	60 Days	90 Days	180 Days		
4THW-000127-0000-10	10-16 RECOVERY NETW	Meter Fee	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	
		Sewer	\$21.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.21	
		Water	\$16.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16.86	
		TOTALS----->	\$39.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$39.07
		STA2-000318-0000-10	ABBOTT, AIMEE 051-034-204-21	Garbage	\$14.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Meter Fee	\$1.00			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	
Sewer	\$24.93			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.93	
Water	\$14.73			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.73	
TOTALS----->	\$55.02			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55.02
MAPL-000907-0000-00	ABBOTT, KASSANDRA	Garbage	\$14.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.36	
		Meter Fee	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	
		Sewer	\$28.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28.65	
		Water	\$14.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.73	
		TOTALS----->	\$58.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.74
SCHO-000821-0002-01	ABBOTT, LANNEY	Garbage	\$0.00	\$0.00	\$-3.67	\$0.00	\$0.00	\$0.00	\$0.00	\$-3.67	
		Sewer	\$0.00	\$0.00	\$-4.48	\$0.00	\$0.00	\$0.00	\$0.00	\$-4.48	
		TOTALS----->	\$0.00	\$0.00	\$-8.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-8.15
HEML-001309-0000-00	ABBOTT, TIMOTHY	Garbage	\$14.36	\$1.32	\$0.00	\$13.20	\$0.00	\$0.00	\$0.00	\$28.88	
		Meter Fee	\$1.00	\$0.09	\$0.00	\$0.92	\$0.00	\$0.00	\$0.00	\$2.01	
		Sewer	\$28.65	\$3.09	\$0.00	\$30.98	\$0.00	\$0.00	\$0.00	\$62.72	
		Water	\$14.73	\$1.05	\$0.00	\$10.41	\$0.00	\$0.00	\$0.00	\$26.19	
		TOTALS----->	\$58.74	\$5.55	\$0.00	\$55.51	\$0.00	\$0.00	\$0.00	\$0.00	\$119.80
CLAR-010316-0000-00	ACE HARDWARE OF CLAR 0000299100	Sewer	\$42.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42.61	
		Water	\$32.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.94	
		TOTALS----->	\$75.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.55
JONR-000410-0000-00	ACKERMAN, ROBERT	Garbage	\$14.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.36	
		Meter Fee	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	
		Sewer	\$28.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28.65	
		Water	\$14.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.73	
		TOTALS----->	\$58.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$58.74

City of Clare
 Aged Accounts Receivable Report (by Days Delinquent)
 Date: 09/01/2009 Time: 10:51 am

Customers Printed: 743

Billing Item	Non-Delq	Pen/Int	< 30 Days	30 Days	60 Days	90 Days	180 Days	Total
Meter Fee	\$592.37	\$15.22	\$-16.93	\$96.61	\$20.11	\$6.51	\$31.13	\$745.02
Sewer	\$30111.36	\$643.63	\$-621.96	\$4202.46	\$782.11	\$198.20	\$1353.43	\$36669.23
Water	\$19090.43	\$266.42	\$-215.33	\$1719.61	\$322.82	\$93.68	\$470.07	\$21747.70
Garbage	\$7760.46	\$214.63	\$-240.08	\$1365.68	\$233.26	\$136.52	\$397.25	\$9867.72
CC1	\$36.60	\$0.60	\$0.00	\$3.30	\$1.00	\$0.00	\$0.00	\$41.50
DEP POSTED	\$0.00	\$0.00	\$0.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.01
Sprinkler Base Fee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water (Sprinklers)	\$902.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$902.39
LC REBATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Turn On	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
NSF	\$25.00	\$2.50	\$0.00	\$50.00	\$25.00	\$0.00	\$0.00	\$102.50
	\$58593.61	\$1143.00	\$-1094.29	\$7437.66	\$1384.30	\$434.91	\$2251.88	\$70151.07

Total Due (Journalized Amounts ONLY) = \$ 70151.07
 Total Due (Non-Journalized Current Amounts) = \$ 0.00
 Total Due (Journalized & Non-Journalized) = \$ 70151.07

Journal Receivable #	Debit	Credit
101-000.000-043.000	\$ 9970.22	\$ 0.00
590-000.000-043.000	\$ 36669.24	\$ 0.00
591-000.000-043.000	\$ 22766.59	\$ 0.00
641-000.000-043.000	\$ 745.02	\$ 0.00
	\$ 70151.07	\$ 0.00

OUTSTANDING BALANCES AS OF END OF AUGUST 2009 (PRINTED SEPT 1, 2009)

	WATER/TURN ON/CROSS CONNECTION	SEWER	GARBAGE/ NSF FEES	METER FEES
Usage based chgs	\$21,747.70	\$36,669.23	\$9,867.72	\$745.02
NSF Fees			\$102.50	
Deposit Posted		\$0.01		
Turn On	\$75.00			
Cross Connection Fee	\$41.50			
Sprinkler-Usage Fees	\$902.39			
	\$22,766.59	\$36,669.24	\$9,970.22	\$745.02
	+	+	+	=
				\$70,151.07