

CITY CLERK/TREASURER
Monthly Report
Rose Courneya

DATE: SEPTEMBER 5, 2017

TO: MAYOR, COUNCILMEMBERS, AND CITY ADMINISTRATOR

1. Treasurer – Closed out July Treasurer Report. Monthly financial statements were handed out. Continue working on 2018 budget
2. Training – Met with Franklin PUD to review procedures for PUD customers. Continue working with Genesis on payroll process.
3. Utilities – Reviewed monthly utilities with Marissa.
4. Business Licenses- 15 business licenses in August.
5. Closed out pool expenditures and revenues for the 2017 pool season. Discussed the 2018 pool season and what it should look like with City Administrator and Pool Manager Jason Janosky.