

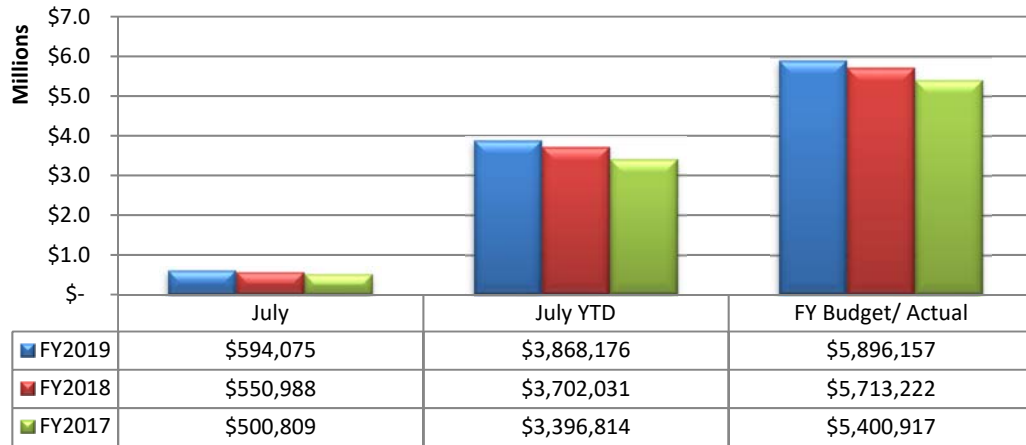


**City of Pataskala Finance Department**  
**James M. Nicholson, Finance Director**  
*Finance Director's Report to Council*

**Current Projects & Issues**

- **July 2019** - We are still working on closing the books for the month of July and plan to have the process completed by the end of the week. With that said, I can provide Council with an update on income tax collections for the month.
  - **Income Tax Revenue** - Collections for the month of July were \$594,075 and are \$43,087 (7.82%) higher than the July 2018 collections. Total year to-date collections are \$3.87 million and when compared to a July 2018 YTD total of \$3.70 million are \$166.1 thousand (4.49%) higher. This amount equates to 65.61% of the full-year budget, somewhat higher than the 58.33% straight-line rate if revenues were collected evenly throughout the year. In 2018, the July year to-date collections amount equated to 64.80% of full-year collections, and the rate was 62.89% in 2017.

**Income Tax Collections - All Funds**



- **2020 Budget** – We are currently waiting to receive the departmental 2020-2024 CIP project information in order to update the 5-year capital plan. In addition, all departmental operating budget models and instructions/assumptions have been updated and distributed to the department heads. August will be a very busy month for the budget process, as that is when the initial submissions are due to the Finance department for an initial review. We will also be working on updating the 2020-24 revenue projections.
- **Utility Administration Copier** – As the Utility administration and billing functions will be soon moving to the old Town Hall, they will need a copier/fax machine. Currently, they share the machine in Suite 2B for their copying and faxing needs. We solicited and received proposals from both Konica Minolta (our current vendor) and the Gordon Flesch Company. We've experienced a number of service issues with Konica, so we are looking to move away from that vendor. Both proposals were based upon the state term schedule, but the Gordon Flesch proposal was slightly

lower in cost. As a result, we are recommending that we accept their proposal. We have prepared the required resolution for Council which will be on the August 5<sup>th</sup> Council agenda.