



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

Current Projects & Issues

- **June 2019** - The financial results through June 30th have been compiled and summarized in the monthly Financial Condition Report, which was previously distributed and is currently available on the city's website.
- **2018 Financial Reporting & Audit** –We finalized the CAFR (Comprehensive Annual Financial Report) and published it to the city's website and the SEC's EMMA reporting website in compliance with continuing disclosure requirements. The 2018 PAFR (Popular Annual Financial Report) document has just been finalized and copies will be printed and mailed to Pataskala residents shortly. A copy of the PAFR accompanies this report.
- **2020 Budget** – Planning for the 2020 CIP program have been completed, as all departments received updated instructions/assumptions and copies of the 2019 projects for mark-up purposes. They were also provided blank spreadsheet templates for the creation of new projects. The submissions are due back to Finance on or before August 2nd. We began updating the departmental budgeting tools to enable them to develop their operating budgets, and would anticipate sending them and the budget instructions prior to the mid-July scheduled distribution.
- **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. Unfortunately, we were unable to get a proposal in time to prepare the necessary resolution for Council but would anticipate bringing one to Council on the August 5th Council agenda.
- **Public Records Request 2019-015** – I gathered the requested records pursuant to the records request and provided them to the Clerk of Council. These records dealt with income tax collections from 2015-2018 as well as Police wage and related spending during that same time period.
- **Finance Director Vacation** – I will be out of the office on vacation from July 15-19. I will be accessible by phone, text or email if needed however.