

ACCOUNTING ADMINISTRATOR'S REPORT

October 2019

10/21/2019

1. FINANCIALS:

a. 2020-2022 Budget:

1. The first process of reviewing formulas and comparing each department to the "master" budget file to make sure all items from the departments' budget sheets are reflected in the full budget is in process. Several formula errors have been discovered as well as incorrect information (duplications, missed items, budget amounts to be moved to other accounts, etc.). These corrections and updates that have been caught, as well as items brought up at the workshops will be done, as well as any changes received from the 10/17/19 budget Workshop and subsequent department changes.
2. I apologize that the "2020 Projects Report" wasn't printed out for the 10/17/19 workshop, as a summary of where certain 2020 projects and/or capital expenditures and funding sources are in the budget.

b. **Recycling:** The Town's Responsible Unit Grant (RUG) application for 2020 was completed and submitted to the WI DNR by the Oct. 1st, 2019 deadline. This grant application reflects what budgetary expenses and revenues will be for recycling in 2020.

c. **County Library Exemption resolution:** This resolution will be on the next Town Board's agenda for review and approval; it reflects the Town spends more in the town's budget for library services as opposed to what the Town's share of the Ashland County Library budget would be, thereby exempting the Town's from the County Library levy.

d. **County General Exemption:** Once again, the filing of exemption (70.62(4)) by the Town to Ashland County for shared services, was not done.

e. **Billings:** Ashland County has been billed for the 1st, 2nd & 3rd Qtrs of Town maintenance to County H. Emmer has some equipment and billing questions that he sent to Ben for review.

f. 2019 Budget:

1. Another budget amendment will be drafted for some of the un-budgeted expenditures that are being done. I had hoped to have it for the 10/22/19 Town Board meeting, but unfortunately, I wasn't able to get to it.
- g. Next is back to the audit, as the Auditors would like to get the year end 12/31/2018 finished. If the start of the Town dock project gets pushed back until 2020, it may relieve the Town from having to have a Single Source Audit done for the year ending 12/31/2019.

2. MISCELLANEOUS:

- a. Thanks for your understanding as I need to take various periods of time off.

Respectfully submitted,

Barb Nelson
Accounting Administrator/Deputy Clerk