

## Accounting Manager Report February 2025

### 1. Accounting Manager

February was a quick month, but I am starting to feel more comfortable in my position and with fellow staff as I continue to work on understanding all aspects of my responsibilities. I have been working with our CPA, Nicole of KerberRose, and Evan Erickson, Jr., MRF Supervisor, on the new point of sales and billing system through Square. Ashland County was billed for work done on County Road H during quarter 3 and 4 of 2024 and we have already received their payment. The 2025 budget has been entered into Workhorse.

### 2. CPA Firm:

Nicole and I continue to have meetings upon request. She has assisted in getting the new MRF billing system reports to enter into Workhorse, monthly banking reconciliations, and a better understanding of Workhorse and governmental accounting.

### 3. 2025 Audit:

Baker Tilly continues to request documents from Lauren about the Harbor Commission and myself for the town, in preparation for the spring audit which takes place last week of April.

### 4. Financial Working Group:

Glenn Carlson, Mike Anderson, Max Imholte and I are continuing to work together in this new group for a better understanding of the current and history of the town's financials.

Respectfully submitted,

*Liz Brown*

Accounting Manager

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