

	Presented
Date Action Taken: <i>N/A</i>	<i>8/26/19</i>
Other:	
Verified By: <i>[Signature]</i>	

CITY COUNCIL
INFORMATIONAL
MEMORANDUM

IM No. 19-09: Monthly financial Reports For The Period Ending June 30, 2019; To Include The Month-To-Date Expenditure Report; And Disbursements Greater Than \$10,000, Investment Report; Quarterly Report Of Businesses Receiving a Penalty Waiver For Sales Tax; And Auditor's Report.

Originator: Troy Tankersley, Finance Director
Date: 8/12/2019

Agenda of: 8/26/2019

Route to:	Department Head	Signature	Date
X	Finance Director	<i>[Signature]</i>	<i>8/14/19</i>
X	Deputy Administrator	<i>[Signature]</i>	<i>8/19/19</i>
X	City Clerk	<i>[Signature]</i>	<i>8/15/19</i>

Reviewed by Mayor Bert L. Cottle: *[Signature]* *8/16/2019*

Attachments: See below.

Summary Statement: Attached for your review are the following financial reports for the period ending June 30, 2019:

	Page Number
• Month-To-Date Expenditure Report (Unaudited), Ending June 30, 2019	2
• Expenditures Greater Than \$10,000 (for the period, June 1, 2019 through June 30, 2019)	6
• Quarterly Investment Report, Ending June 30, 2019	7
• Quarterly Report of Businesses That Received a Penalty Waiver for Sales Tax for the Fourth Fiscal Quarter Ending June 30, 2019; Per WMC 5.16.150(B)	9
• Auditor's Report for the period ending June 30, 2019	10

MONTH TO DATE COUNCIL REPORT (UNAUDITED)
FOR FISCAL YEAR 2019
FOR JUNE 2019

100% OF YEAR LAPSED

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	ADJUSTED BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	CURRENT ENC.	REMAINING BUDGET	PERCENT BUDGET REMAINING
General Fund							
General Government							
* Clerk's Office	438,053	438,728	37,122	399,150	3,537	36,041	8
* Records Management	12,550	12,550	150	8,098	0	4,452	35
* Council	184,035	184,035	7,305	153,112	0	30,923	17
* Administration	295,281	295,281	25,845	261,154	0	34,127	12
* General & Administrative	232,726	232,726	24,162	206,221	0	26,505	11
* Human Resources	240,843	240,843	4,528	185,792	0	55,051	23
* Planning	315,197	315,197	26,358	281,589	0	33,608	11
* Finance	1,286,832	1,286,832	119,398	1,215,636	0	71,196	6
* MIS	436,091	436,091	23,026	344,753	0	91,338	21
** General Government	3,441,608	3,442,283	267,894	3,055,505	3,537	383,241	11
Public Safety							
* Administration	695,780	695,780	78,123	632,357	0	63,423	9
* MultiTask Drug Enforcemnt	164,985	164,985	17,801	170,158	0	5,173	3
* General Investigation	507,030	507,030	34,735	376,763	0	130,267	26
* Police-Patrol	3,273,326	3,303,662	340,464	2,916,262	23,042	364,358	11
* Mat Su SRO	136,419	323,859	15,454	161,313	0	162,546	50
* Dispatch Center	3,819,761	3,819,761	275,167	3,417,794	1,080	400,887	11
* Code Compliance	212,019	212,019	23,037	179,542	0	32,477	15
** Public Safety	8,809,320	9,027,096	784,781	7,854,189	24,122	1,148,785	13
Public Works							
* Administration	398,229	398,229	39,033	369,784	0	28,445	7
* Roads	1,247,503	1,295,064	255,398	1,234,509	0	60,555	5
* Property Maintenance	597,946	624,026	57,377	535,271	0	88,755	14
* Meta Rose Square	126,574	126,574	0	118,159	0	8,415	7
** Public Works	2,370,252	2,443,893	351,808	2,257,723	0	186,170	8
Cultural & Recreation Svr							
* Museum	277,975	277,975	31,580	239,431	0	38,544	14
* Parks Maintenance	788,312	788,312	119,886	659,101	0	129,211	16
* Library	1,311,287	1,326,787	136,793	1,243,985	0	82,802	6
* Recreation Services	99,815	109,815	13,193	97,647	0	12,168	11
** Cultural & Recreation Svr	2,477,389	2,502,889	301,452	2,240,164	0	262,725	11
Debt Service							
* 2007(1998) GO Bond - Road	413,500	413,500	0	413,100	0	400	0
** Debt Service	413,500	413,500	0	413,100	0	400	0
Non-Departmental							
* Non-Departmental	1,684,000	2,600,000	95,877	2,604,745	0	4,745	0
** Non-Departmental	1,684,000	2,600,000	95,877	2,604,745	0	4,745	0
*** General Fund	19,196,069	20,429,661	1,801,812	18,425,426	27,659	1,976,576	10

MONTH TO DATE COUNCIL REPORT (UNAUDITED)
 FOR FISCAL YEAR 2019
 FOR JUNE 2019

100% OF YEAR LAPSED

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	ADJUSTED BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	CURRENT ENC.	REMAINING BUDGET	PERCENT BUDGET REMAINING
CIP Fund							
General Government							
* Gen Gov't Construction	80,000	283,203	43,697	53,719	0	229,484	81
** General Government	80,000	283,203	43,697	53,719	0	229,484	81
* Public Safety Administration	6,000,000	9,783,826	1,786,811	3,339,076	3,984,863	2,459,887	25
** Public Safety	6,000,000	9,783,826	1,786,811	3,339,076	3,984,863	2,459,887	25
* Public Works							
Roads	0	43,426	0	43,426	0	0	0
* Property Maintenance	220,000	849,193	3,600	656,177	115,705	77,311	9
** Public Works	220,000	892,619	3,600	699,603	115,705	77,311	9
* Cultural & Recreation Svr							
Museum	200,000	262,789	31,374	182,143	5,879	74,767	28
* Parks Maintenance	45,000	201,237	30,506	158,089	0	43,148	21
* Library	0	26,380	22,462	24,850	1,530	0	0
** Cultural & Recreation Svr	245,000	490,406	84,342	365,082	7,409	117,915	24
*** CIP Fund	6,545,000	11,450,054	1,918,450	4,457,480	4,107,977	2,884,597	25
Vehicle Replacement Fund							
Public Safety							
* Police-Patrol	150,000	182,000	0	114,894	33,397	33,709	19
** Public Safety	150,000	182,000	0	114,894	33,397	33,709	19
* Public Works Administration	110,000	110,000	325	100,959	0	9,041	8
** Public Works	110,000	110,000	325	100,959	0	9,041	8
*** Vehicle Replacement Fund	260,000	292,000	325	215,853	33,397	42,750	15
Right of Way Fund							
Public Works							
* Roads	15,000	30,070	0	2,750	0	27,320	91
** Public Works	15,000	30,070	0	2,750	0	27,320	91
*** Right of Way Fund	15,000	30,070	0	2,750	0	27,320	91
Road							
Public Works							
* Roads	75,000	482,527	144,972	278,127	56,913	147,487	31

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	ADJUSTED BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	CURRENT ENC.	REMAINING BUDGET	PERCENT BUDGET REMAINING
** Public Works	75,000	482,527	144,972	278,127	56,913	147,487	31
*** Road	75,000	482,527	144,972	278,127	56,913	147,487	31
Technology Replacement Fu							
General Government							
* MIS	99,000	99,000	0	39,191	0	59,809	60
** General Government	99,000	99,000	0	39,191	0	59,809	60
*** Technology Replacement Fu	99,000	99,000	0	39,191	0	59,809	60
Youth Court							
Public Safety							
* Youth Court	103,505	109,754	7,234	97,340	0	12,414	11
** Public Safety	103,505	109,754	7,234	97,340	0	12,414	11
*** Youth Court	103,505	109,754	7,234	97,340	0	12,414	11
Sewer Fund							
Public Works							
* Sewer - General Admin	254,400	254,400	16,872	224,042	0	30,358	12
* Sewer - Cust Accting Svc	92,216	95,966	7,887	91,703	700	3,563	4
* Sewer - O&M Treatment	484,736	503,701	49,168	457,625	0	46,076	9
* Collection System O & M	334,955	334,955	25,292	258,135	0	76,820	23
* Sewer Construction	25,000	2,445,560	200,722	1,285,429	688,923	471,208	19
* NonDepartmental	16,250	16,250	0	16,250	0	0	0
** Public Works	1,207,557	3,650,832	299,941	2,333,184	689,623	628,025	17
*** Sewer Fund	1,207,557	3,650,832	299,941	2,333,184	689,623	628,025	17
Water Utility Fund							
Public Works							
* Water - General Admin	245,806	245,806	15,037	222,097	3,600	20,109	8
* Water - Cust Accting Svcs	96,016	99,766	8,159	94,327	700	4,739	5
* Water - Treatment Plant	366,172	373,172	48,946	303,181	0	69,991	19
* Water - Distribution	243,535	275,532	18,841	216,772	0	58,760	21
* Water - Non-Operating	180,341	180,341	166,252	14,088	0	166,253	92
* Water Construction	90,000	376,706	33,308	194,654	12,785	169,267	45
* NonDepartmental	19,250	19,250	0	19,250	0	0	0
** Public Works	1,241,120	1,570,573	41,961	1,064,369	17,085	489,119	31
*** Water Utility Fund	1,241,120	1,570,573	41,961	1,064,369	17,085	489,119	31

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	ADJUSTED BUDGET	M-T-D ACTUAL	Y-T-D ACTUAL	CURRENT ENC.	REMAINING BUDGET	PERCENT BUDGET REMAINING
Airport Fund							
Public Works							
* Airport	191,688	191,688	16,642	169,432	0	22,256	12
* Airport Construction	75,000	4,855,717	489,141	3,159,896	1,667,443	28,378	1
** Public Works	266,688	5,047,405	505,783	3,329,328	1,667,443	50,634	1
*** Airport Fund	266,688	5,047,405	505,783	3,329,328	1,667,443	50,634	1
C. Menard Sports Center							
Cultural & Recreation Svr							
* CMMSC - Operations	1,283,518	1,283,518	86,777	1,179,434	0	104,084	8
* CMMSC Construction	405,990	515,484	12,444	485,778	0	29,706	6
** Cultural & Recreation Svr	1,689,508	1,799,002	99,221	1,665,212	0	133,790	7
*** C. Menard Sports Center	1,689,508	1,799,002	99,221	1,665,212	0	133,790	7
Cemetery Fund							
Cultural & Recreation Svr							
* Cemetery	789	789	0	1,089	0	300-	38-
** Cultural & Recreation Svr	789	789	0	1,089	0	300-	38-
*** Cemetery Fund	789	789	0	1,089	0	300-	38-
	30,699,236	44,961,667	4,735,777	31,909,349	6,600,097	6,452,221	14

PREPARED 08/10/2019, 9:41:51
 PROGRAM: GM350L
 City of Wasilla

A/P CHECKS BY PERIOD AND YEAR
 MINIMUM AMOUNT: 10,000.00
 FROM 06/01/2019 TO 06/30/2019

BANK CODE *ALL*

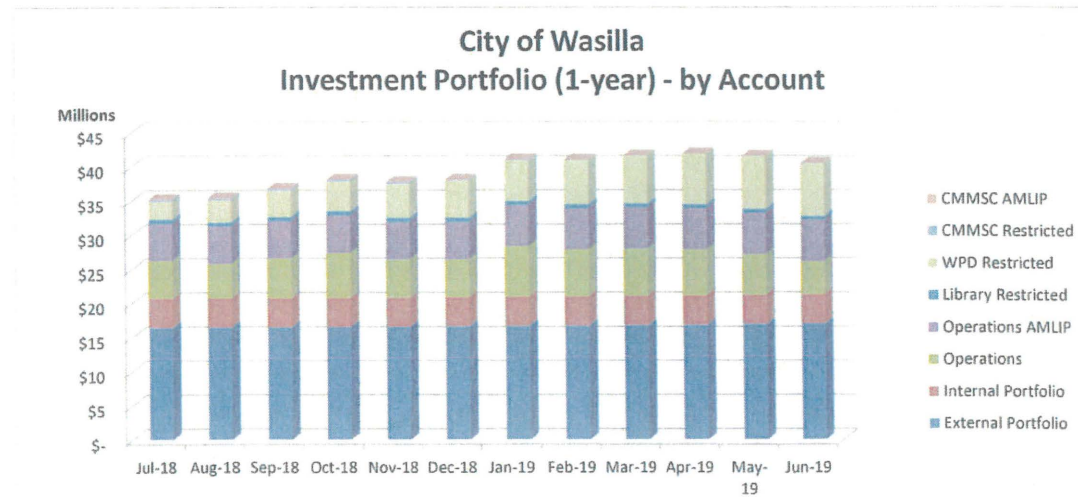
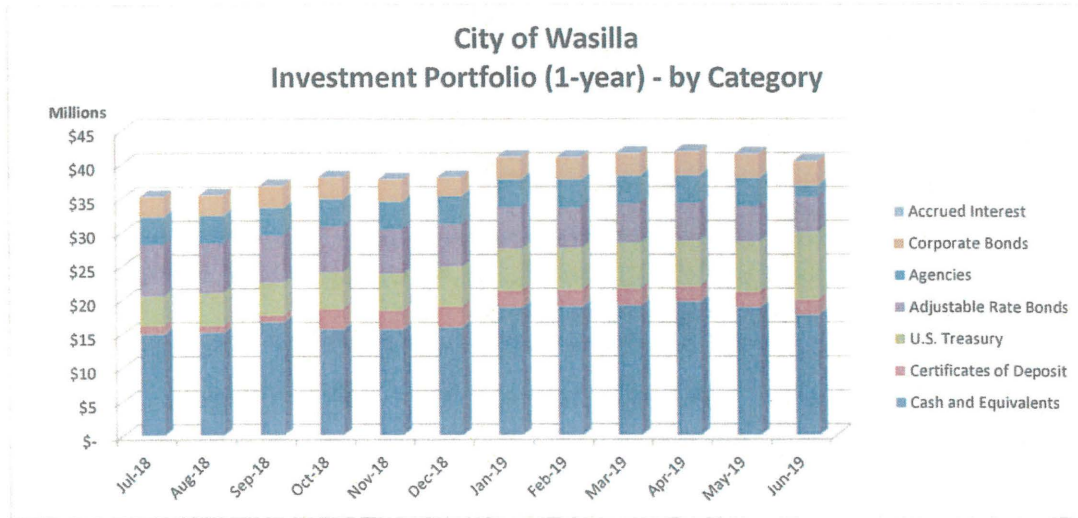
CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
06/07/2019	91056	COOL AIR MECHANICAL INC	2674	12,333.53
06/07/2019	91058	CRAIG TAYLOR EQUIPMENT CO	490	10,381.36
06/07/2019	91082	MATANUSKA ELECTRIC ASSOCIATION	432	53,890.51
06/07/2019	91083	MCCOOL CARLSON GREEN	2379	80,130.32
06/07/2019	91099	STANTEC CONSULTING SERVICES IN	2655	22,589.33
06/14/2019	91122	BIG DIPPER CONSTRUCTION INC	621	27,637.72
06/14/2019	91129	COLLINS CONSTRUCTION INC	3028	784,510.00
06/14/2019	91140	HOLIDAY STATIONSTORES LLC	2966	11,584.20
06/14/2019	91156	NATIONAL METER & AUTOMATION	3032	19,547.36
06/14/2019	91172	STATE OF ALASKA SBS	153	81,065.42
06/21/2019	91196	ELECTRIC POWER CONSTRUCTORS IN	3039	22,499.06
06/21/2019	91218	VFW POST 9365	235	14,780.00
06/28/2019	91220	ALASKA COMMUNICATIONS INTERNET	2998	12,625.00
06/28/2019	91234	BIG DIPPER CONSTRUCTION INC	621	99,666.52
06/28/2019	91239	COLLINS CONSTRUCTION INC	3028	737,222.00
06/28/2019	91250	HDL ENGINEERING CONSULTANTS LL	367	73,096.75
06/28/2019	91259	MATANUSKA TELEPHONE ASSOCIATIO	23	14,492.30
06/28/2019	91277	SCARSELLA BROTHERS INC	2104	364,391.79
06/28/2019	91286	TELECOMMUNICATION SYSTEMS INC	2945	96,000.00
06/28/2019	91288	TIBURON INC	1111	136,901.83
06/10/2019	992924	WELLS FARGO FEDERAL DEPOSIT	51	41,645.29
06/10/2019	992927	IUOE LOCAL 302/612 TRUST FUNDS	2803	94,244.00
06/10/2019	992928	IUOE LOCAL 302/612 TRUST FUNDS	2803	91,976.04
06/13/2019	992930	STATE OF ALASKA PERS	152	96,138.14
06/24/2019	992937	WELLS FARGO FEDERAL DEPOSIT	51	50,884.60
06/26/2019	992939	STATE OF ALASKA PERS	152	92,409.62

DATE RANGE TOTAL * 3,142,642.69 *

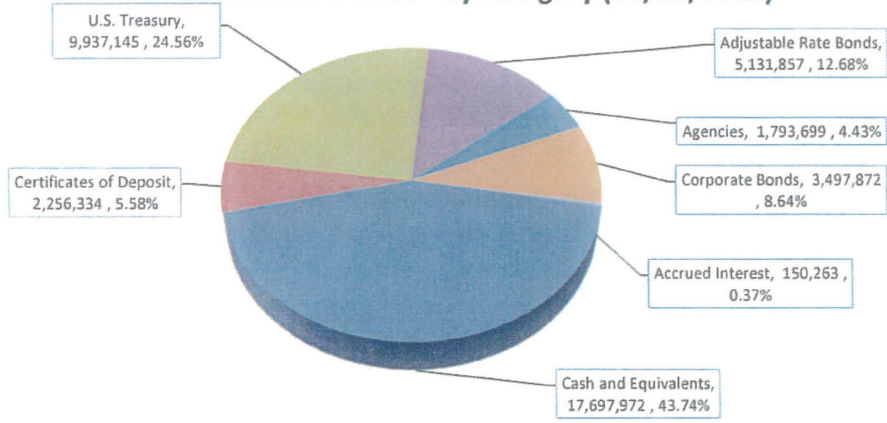
SUMMARY:	Total Cost	Market Value	% Allocation
Cash and Equivalents	17,697,972	17,697,972	43.74%
Certificates of Deposit	2,255,137	2,256,334	5.58%
U.S. Treasury	9,822,112	9,937,145	24.56%
Adjustable Rate Bonds	5,174,351	5,131,857	12.68%
Agencies	1,799,750	1,793,699	4.43%
Corporate Bonds	5,744,249	3,497,872	8.64%
Accrued Interest		150,263	0.37%
	42,493,570	40,465,141	100.00%

SUMMARY:	Q1	Q2	Q3	Q4	Total
Investment earnings	170,343.63	153,954.85	190,188.80	151,968.70	666,455.98
Market value adjustments	(48,207.57)	37,753.06	41,319.15	119,630.79	150,495.43
Net revenue (loss)*:	122,136.06	191,707.91	231,507.95	271,599.49	816,951.41

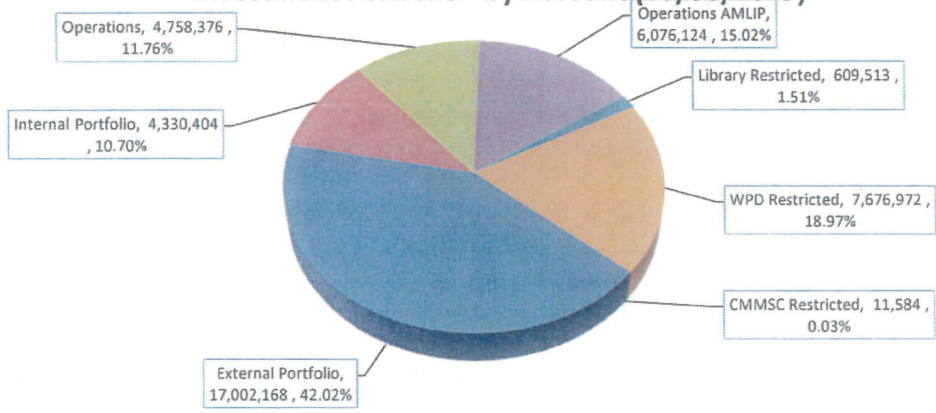
* before professional service fees and bank expenditures



**City of Wasilla
Investment Portfolio - by Category (06/30/2019)**



**City of Wasilla
Investment Portfolio - by Account (06/30/2019)**





CITY OF WASILLA

Finance Department

290 East Herning Avenue

Wasilla, Alaska 99654 7091

Phone (907) 373-9080 Fax (907) 373-9085

WASILLA CITY COUNCIL INFORMATION MEMORANDUM IM No. 19-09

TITLE: Quarterly report of businesses that received a penalty waiver for the Second quarter ending June 30, 2019 per WMC 5.16.150 B¹

Business Name	Owner Name	Address	City, State, Zip	Waiver Period	Amount of Penalty	Date of Waiver	Approved by:
Evangelos's Restaurant	Evangelos Lambernakis	PO Box 875609	Wasilla, AK. 99687	Feb 2019	\$195.89	04/08/2019	Troy Tankersley
3117 BBL LLC	Gary Haass	2320 W Lake Lucille Dr	Wasilla AK 99654	January 2019	\$250.00	05/30/2019	Troy Tankersley
Lowe's Home Centers LLC	Carrie Bowman	1000 Lowe's BLVD (NB3TA)	Mooresville NC 28117	March 2019	5269.87	06/10/2019	Troy Tankersley
Go wireless INC	Go Wireless Holdings INC	9970 W Cheyenne Ave	Las Vegas, NV 89129	April 2019	\$435.22	06/25/2019	Troy Tankersley

¹The finance director may waive the penalty on an account when; a written application by the seller is made within 45 business days of the penalty assessment; the account is in good standing; and the account has not received a penalty waiver within the last 24-month period. All waivers granted shall be reported to council at least once each calendar quarter.

Memorandum

To: Troy Tankersley, Finance Director
From: Maureen Graham, Sales Tax Auditor
Date: 8/12/2019
Re: Sales Tax Auditor Update for the period ending June 30, 2019

The tables below reflect the activity conducted on behalf of the sales tax audit program for the current fiscal year July 1, 2018 to June 30, 2019:

Activity Description	Quantity
Number of audits initiated	5
Number of audits completed	3
Number of audits in review	7
Number of audits awaiting documentation	0
Number of reviews completed (improper rate/unlicensed businesses)	34

Audit Results:	
Number of audits resulting in improper documentation finding	3
Number of audits resulting in balance due finding	3
Number of reviews completed resulting in balance dues	34
Collections due from audit and/or reviews	\$68,496

Other Functions performed this Quarter:	
Sales tax classes offered to local businesses (monthly)	1
Number in attendance to sales tax classes	1
Compliance Letters Mailed	10

Ten license compliance letters were mailed to businesses found or suspected to be operating in the City through canvassing, the real estate audit and review of State and Borough licensing records. Three estimations were done for non-compliant businesses.

On June 6, 2019 I attended the Municipal Online Sales Tax Authority meeting with the City Finance Director, where I volunteered to serve on the Drafting Committee along with ten other sales tax colleagues from around the State. We've been tasked with identifying, consolidating and streamlining definitions in the many municipal sales tax codes throughout the State of Alaska.

One sales tax class was held in April. Summer classes were not scheduled as attendance is historically very low. A new schedule will start up in September.

Most of this quarter has been busy with training our new Sales Tax Administrator, Bonnie Hoff who joined us on March 27, 2019 and has been eagerly learning the sales tax ropes.