



District of Central Saanich

Four month period
Ended August 31, 2007

Departmental Activity Report Financial Services

Financial Services Statistics and Stories by Section:

Accounts Payable	1
Accounts Receivable	1
Cash Receipting	1
Dog & Business Licenses	2
Payroll	2
Property Taxes	3
Utility Billing	3
Information Technology	3
General Accounting & Budgeting	3

Accounts Payable

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
# Invoices Processed	4,372		2,173	2,199	3,801
# Cheques Issued	2,349		1,278	1,071	1,686
Dollar Value	\$17,629,360		\$13,000,118	\$4,629,242	\$17,055,639

Accounts Receivable

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Invoices issued	278		380	278	605
Dollar value	\$470,286		\$209,617	\$260,669	\$402,281
Increase (decrease) in o/s Accounts Receivable)	\$ (320,504)		\$(92,430)	\$ (228,074)	\$ (183,517)

Cash Receipting

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Transactions processed	12,364		8,045	4,319	12,673
Dollar Value	\$22,739,825		\$19,906,939	\$2,832,887	\$21,779,611

Dog & Business Licensing



	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Dog licenses issued	952		78	874	667
Business Licenses Issued	543		39	504	527

Payroll



	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Transactions Processed	2,083		1,066	1,017	1,985
Gross Dollar Value (excluding council)*	\$4,506,302		\$2,310,261	\$2,196,041	\$4,214,333
Full time			90.3	89.9	84.6
Seasonal & Casual*			30.0	27.0	23.0

* Full time, casual and seasonal includes volunteer firemen but not council.

* Gross Dollar value does not include council.



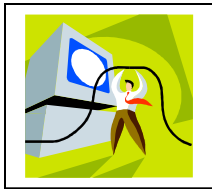
Property Taxes

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Collections (net)	\$21,753,774		\$21,964,824	\$788,951	\$21,633,538
% of current collected to tax due date			96.73%		96.41%
% of current collected to Dec 31					



Utility Billing

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Regular bills issued	8,899		4,446	4,453	8,860
Interim bills issued	237		114	123	233
Dollar Value (gross)	\$2,969,069		\$1,988,822	\$980,247	\$2,240,299



Information Technology

Always on the fly, Tony Bousquet has managed to complete a number of the projects on his "to-do" list, while others are "in progress". A rewiring of the Public Works network, an upgrade of the PW Wireless Radio network link, and an upgrade of the corporate data backup network equipment were completed during this period. In addition, the RFP for supply of the long-awaited GIS system was completed, with the contract award expected by the middle of October. The hardware installation for the server replacement project has been completed, and the migration of data to the new equipment will occur in October.

Help Desk calls totaled 213; 51 were unresolved at the end of the period. Good work, Tony!

In conjunction with Planning & Buildings Services and the Fire Chief, we have seen two software demonstrations during the past few months for new Permit/Fire tracking software, and expect to make a decision shortly. Along with Engineering Services and the Public Works Supervisors, we have also watched several different Asset Management and accounting packages to bring us in compliance with PSAB 3150. This will be brought forward as a new budget supplemental request for 2008.

General Accounting & Budgeting

The core budget documents for 2008 have been forwarded to each of the departments for completion by October 15th, 2007. With an earlier start, we are hoping to finish earlier and be prepared to issue RFPs for our projects in the early part of 2008. Thanks to everyone for the great team effort!

September 21, 2007 was the final day to submit applications for

Permissive Exemptions and Grants in Aid for the 2008 taxation year. This late date meant concentrated effort on behalf of the Finance department to ensure the reports and necessary bylaws are in front of Council in time for the October 31 deadline.

Water and Sewer Utilities have completed the second billing

period of 2007. Both utilities show an increase in customers and an overall marked increase billed amounts.

We're also working on bylaws for the Brownlee place Sewer Local Service Area, and assisting the Senanus area residents with their petition processes. It's always busy in Finance!