



District of Central Saanich

Four month period Ended
December 31, 2007

Departmental Activity Report Financial Services

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Accounts Payable

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
# Invoices Processed	6,958	2,586	2,173	2,199	5,918
# Cheques Issued	3,543	1,194	1,278	1,071	3,010
Dollar Value	\$23,012,418	\$5,383,058	\$13,000,118	\$4,629,242	\$22,126,130

Accounts Receivable

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Invoices issued	961	303	380	278	882
Dollar value	\$931,643	\$461,357	\$209,617	\$260,669	\$991,754
Increase (decrease) in o/s Accounts Receivable)	\$ (131,362)	\$189,142	\$(92,430)	\$ (228,074)	\$ (24,035)

Cash Receipting

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Transactions processed	15,660	3,296	8,045	4,319	15,993
Dollar Value	\$25,337,108	\$2,597,283	\$19,906,939	\$2,832,887	\$21,779,611

Dog & Business Licensing



	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Dog licenses issued	1,288	336	78	874	709
Business Licenses Issued	620	77	39	504	699

Payroll



	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Transactions Processed	3,023	940	1,066	1,017	2,922
Gross Dollar Value (excluding council)*	\$6,525,948	\$2,019,646	\$2,310,261	\$2,196,041	\$6,270,800
Full time	91.3	91.3	90.3	89.9	84.6
Seasonal & Casual*	35.0	35.0	30.0	27.0	23.0

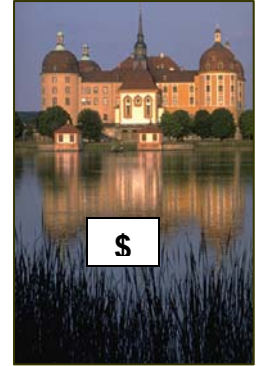
* Full time, casual and seasonal includes volunteer firemen but not council.

* Gross Dollar value does not include council .



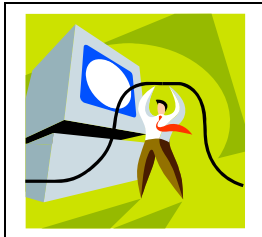
Property Taxes

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Collections (net)	\$22,619,980	\$866,206	\$21,964,824	\$788,951	\$22,226,649
% of current collected to tax due date			96.73%		96.41%
% of current collected to Dec 31	98.52%				98.58%



Utility Billing

	YTD	3rd Period	2nd Period	1st Period	2006 YTD
Regular bills issued	13,351	4,452	4,446	4,453	13,313
Interim bills issued	317	80	114	123	379
Dollar Value (gross)	\$3,199,644	\$230,575	\$1,988,822	\$980,247	\$3,228,685



Information Technology

Another busy period for the Information Technology department (otherwise known as Tony Bousquet!) During this period, the long anticipated GIS system was implemented, although there are still a few "bugs" to work out in 2008. Also during the last period of 2007, a decision was made on the Permit & Fire Tracking software, one which is welcomed, and will be the start of automating some of our business processes.

The second Request for Proposals for the IT Strategic Plan refresh garnered better results, and the contract was awarded to KPMG. This is the same group that did the last update to the IT Strategic Plan, so they are very familiar with our organization. Plan on meeting with Gordon and/or Jan during the first quarter of 2008. They will be interviewing staff and Council alike.

Help Desk calls totaled 188; 4 were unresolved at the end of the period.

Our perimeter email gateway stopped 1,711,825 SPAM emails; 181 email viruses were blocked.

System "uptime" over the period was 99.4%. Good work, Tony!

General Accounting & Budgeting

District finance staff are developing a policy for accounting for Tangible Capital Assets, and in conjunction with the Engineering department have planned several studies in 2008 for a complete inventory of the District's assets. This is to bring us in compliance with the Public Sector Accounting Board's new regulation PS3150.

The Western Canada Government Finance Officers 2008 conference will be held at the Empress Hotel in October, and along with finance directors and staff from other Capital Regional District municipalities, our staff are working hard at planning the conference to ensure its success.

The Request for Proposals for banking services brought in a number of excellent proposals. The best value for money was deemed to be the proposal received from Coast Capital Savings & Credit Union, and the contract was duly awarded to our neighbours. We anticipate a changeover early in the first quarter of 2008.

Water and Sewer Utilities have completed the final billing for 2007. Both utilities show an increase in customers