

To: Mayor Pat Humphrey and the Clare City Commission
From: Shannon Sirpilla
Treasurer and Finance Director
Date: March 2, 2023
Reference: Treasurer's Report for March 6, 2023

Property Taxes:

Working on balancing and making sure all Board of Review and Assessor adjustments have been made and refunded. Since we still accept postmark tax payments, we're going to hold off working on settlement for another week.

Dot Gov:

- VC3 staff are still working on the email conversion to .gov.
- Shumaker is currently working to update all .org domains on our website to reflect .gov

Website:

Jeremy, Diane, and I have all completed a WordPress training with Shumaker in order to make quick websites updates and adjustments as needed.

Budget:

Budget preparations are being done sooner this year. All department heads were emailed a spreadsheet to complete budget line items for their upcoming department budget requests.

Banking:

- We are no longer writing checks from Huntington accounts.
- ACH/EFT payments are still pending the transition.