



## Department Report

**MEETING DATE:** December 1, 2025  
**FROM:** Teri Lea Beiriger, Director of Finance  
**SUBJECT:** Department of Finance Activity Report

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### DEPARTMENT HIGHLIGHTS

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The following report provides activity within the Department of Finance for the reporting period from October 1 through October 31, 2025:

- Fiscal Year 2026 Kick-off
- Pink Day for Breast Cancer Awareness
- All Finance staff have recertified their HIPAA training
- Continued to work on efficiencies to better serve our internal and external customers
  
- General Operations
  - Continued Fixed Assets process improvements
  - Posted electronic budget book on City website for public access
  
- Grants
  - Submitted applications for the following grant(s):
    - 2026 SWA - Entryway Beautification
  - Submitted quarterly progress reports on the following grant(s):
    - 2022 Opioid Settlement
    - 2024 JAG Camera grant
    - ARP Youth Building
    - EECBG Energy Program
    - FL Dept. of Education - Youth Program Capital Outlay
    - FL Dept. of Environmental Protection - Swain Blvd Sewer Ext. Phase I
  - Grant Close out:
    - Submitted close out documents for Gladiator Lake Project
    - Submitted FL 2024-2025 Cybersecurity Grant Round 2