



Department Report

MEETING DATE: June 16, 2025

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Department of Finance Activity Report

DEPARTMENT HIGHLIGHTS

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

- Continued to work on efficiencies to better serve our internal and external customers.
- General Operations
 - Completed and distributed the Annual Comprehensive Financial Report for fiscal year ending 9/30/2024.
 - Held departmental budget meetings.
 - Completed credit card passthrough convenience fee to card users. Reviewed and amended the Finance Department Emergency Management Plan for FY25.
- Grants
 - Submitted applications for the following grant:
 - Hopey's Heart Foundation - Automated External Defibrillator (AED).
 - Applied for and received Preferred 2025 Safety Grant for \$5,000.