

CITY OF GREENACRES

INTEROFFICE MEMORANDUM 2021.07DM2.01

TO: Andrea McCue, City Manager
FROM: Teri Lea Beiriger, Director of Finance
SUBJECT: Department of Finance Activity Report
DATE: July 19, 2021

The following report provides activity within the Department of Finance for the reporting period from June 1 through June 30, 2021.

In brief, the Finance Department has:

- Continued to reconcile outstanding balances of Miscellaneous Billing.
- Continued to clean up billing on EMS accounts with balances.
- Continued to work on resolving EMS credits.
- Continued to established payment plans and collected almost \$80,000 for outstanding solid waste accounts since the first attorney's letter was mailed in March.
- Continued to review Finance policies and revise accordingly.
- FY 2020 audit was completed and Comprehensive Annual Financial Report was presented at Council and distributed accordingly.
- 2020 Comprehensive Annual Financial Report Certificate of Achievement award application submitted to GFOA.
- Continued to review and discuss x:/drive format and Laserfiche cleanup.
- Prepared 16 boxes of paper documents for records destruction, and still reviewing more.
- On track with the 2022 Budget process.
- Continuing the search for the Grants and Accountant positions.

The Finance Department has, and continues to, work on efficiencies to better serve our internal and external customers.



Teri Lea Beiriger
Director of Finance

TLB/dm