



## Department Report

**MEETING DATE:** July 21, 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 June 1 through June 30, 2025:

- Continued to work on efficiencies to better serve our internal and external customers.
- General Operations
  - Submitted online applications for the year ending 9/30/24 Annual Comprehensive Financial Report and Popular Annual Financial Report awards.
  - Began process of Fixed Assets tasks for the current fiscal year.
  - Conducted a physical inventory 10% audit of Fixed Assets across multiple departments with the assistance of a summer intern.
  - Pre-viewed Department Emergency Plan.