



Department Report

MEETING DATE: July 15, 2024

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Department of Finance Activity Report

BACKGROUND

The following report provides activity within the Department of Finance for the reporting period from June 1 through June 30, 2024.

In brief, the Finance Department:

- Completed the Annual Comprehensive Financial Report and audit.
- Submitted the GFOA award application for Certificate of Achievement for Excellence in Financial Reporting (ACFR).
- Continued Budget FY25 prep.
- Welcomed the new Grants Accountant.
- Senior Accountant attended the GFOA Annual Conference in Orlando.
- Interviewed for Payroll Accountant position.
- Finalized and distributed the Department Emergency Management Plan within the department.
- Research alternative billing software/processes for miscellaneous accounts receivable, specifically for fire inspections.

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