



## Department Report

**MEETING DATE:** September 28, 2022

**FROM:** Teri Lea Beiriger, Director of Finance

**SUBJECT:** Department of Finance Activity Report

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### BACKGROUND

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The following report provides activity within the Department of Finance for the reporting period from August 1 through August 31, 2022.

In brief, the Finance Department:

- Continued to reconcile outstanding balances of Miscellaneous Billing.
- Continued to clean up billing on EMS accounts with balances.
- Continued to review and discuss x:/drive format and Laserfiche cleanup.
- Presented and approved a lowered millage rate at Council.
- Continued to finalize the FY23 budget and prepare budget books.
- Executed CDBG Grant for Lift Station/Original Section Sewer Project.
- Submitted CARES Act 2 and 3 Grants reports.
- Received \$10,296,800 for second tranche of American Rescue funds.
- Received Council approval for the assistance to Firefighters grant (Department of Homeland Security).
- Submitted Release of Solid Waste Liens for accounts paid up to date as of 6/2022.
- Reviewed old records from file cabinets, sorted for destruction, etc. in preparation for new file cabinets ordered for Finance.
- Ordered and installed new furniture for Finance Director's office.

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

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