



## Department Report

**MEETING DATE:** July 18, 2022

**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 May 1 through June 30, 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 collect outstanding solid waste accounts; IT re-licensed the Utilities Management module in NWS.
- Continued to review and discuss x:/drive format and Laserfiche cleanup.
- Completed and distributed the Annual Comprehensive Financial Report for FY21.
- Continued department budget meetings with City Manager, including CIP revisions.
- Reassigned the Finance City vehicle to HR and updated corresponding department policies.
- Presented EMS deceased write-offs to Council.

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

---