



## Department Report

**MEETING DATE:** May 15, 2023

**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 April 1 through April 30, 2023.

In brief, the Finance Department:

- Continued to collaborate with DNS (BTR and Code Enforcement) to reconcile outstanding Miscellaneous Billing balances.
- Presented EMS deceased write-offs to City Council for approval.
- Began budget meeting for CIP and Vehicles, with departments and City Manager.
- Completed the annual financial audit.
- Submitted the FY 2022 GFOA Certificate of Achievement for Excellence in Financial Reporting (COA) Award application.
- Submitted the FY 2022 GFOA Popular Annual Financial Reporting Award application; re-submitted the FY 2021 application.
- Posted the open Grants Coordinator position.
- Grants:
  - Submitted application and was awarded Safety Grant for \$5,000
  - Submitted first quarter of 2023 report for American Rescue Plan.

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

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