



## Department Report

**MEETING DATE:** February 7, 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 December 1 through December 31, 2021.

In brief, the Finance Department:

- Continued to reconcile outstanding balances of Miscellaneous Billing.
- Increased the number of monthly inspection invoices to reflect Fire Rescue's new billing processes.
- Continued to clean up billing on EMS accounts with balances.
- Continued to collect outstanding solid waste accounts; working with IT to retrieve the Utilities module in NWS.
- Continued to review and discuss x:/drive format and Laserfiche cleanup.
- Executed Ambulance Data Collection Agreement.

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

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