

EMPLOYEE MONTHLY STATUS REPORT

EMPLOYEE

Dana Kautz

DEPARTMENT

Treasurer

MONTH

July

TASKS COMPLETED

- Filing Payroll
- Claims Review
- May Bank Reconciliations
- May Financial Reports
- FY 2022 Quarter 4 Financial Report
- Yearly Local Government Central Registry (LSO)
- Budget Journal Vouchers
- Budget Prep

PROJECTS IN PROGRESS

CHALLENGES / ISSUES

COMMUNITY INPUT & COMMENTS