

Finance Department

June 2021 Department Report

- Accounts Payable
- Reconciliation of bank accounts
- Biweekly Payroll / Payroll Reporting & Taxes
- Grant management and monthly reporting
- Worked on NMFA loan for Fire Truck
- Attended NMFA Meeting for loan for Fire Truck
- Held Pre-Bid Conference for Invitation to Bid #2021-0105
- Worked on end of year adjustments
- Preparing for end of year and FY 2021 audit
- Working on finishing touches for Final Budget