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**TO:** Mayor and City Council Members

**FROM:** Crystal Postell, Finance Director

**CC:** Stevie Cox, City Manager

**DATE:** May 3, 2024

**REF:** Utility Audit Revision

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**Summary:**

The Finance Department is working to ensure the fiscal integrity of the City of Trinity by exercising due diligence and control over the City's assets and resources while providing timely and accurate reporting under the guidelines of the Generally Accepted Accounting Principles (GAAP) and city regulations. We are striving to improve the City's daily processes and appreciate your support and cooperation in this matter. After the completion of our Utility Audit, there is one account that has been overlooked and the City should issue a "Notice of Intent to Lien". This account owes an outstanding balance of \$9,544.65.

Until this is under control, the Finance Department will conduct a quarterly utility audit to ensure that all matters are reconciled in a timely manner.

**Recommendation:**

Staff recommends that the City Council adopts and approves a Lien on the property mention with the trash account to improve the overall status of the City's utility operations.

**Attachments:**

None