

## Finance Department Report

August 2025

- **Personnel Updates**
  - No new personnel changes to report this month. Staff continue to progress in their current roles and professional development.
- **Budgetary Updates**
  - Attached are the following financial reports for your review:
    - Revenue Status Report
    - Budget Status Report
    - Monthly Expenditure Report
- **Ongoing Projects**
  - Continue collaboration with Administration, Council, and the State to move toward budget adoption.
  - Maintaining enhanced procedures for managing escrow accounts, with emphasis on timely fund replenishment
  - Continuing to work with Primepoint for payroll system integration, including alignment of time and attendance tracking with payroll processing.
  - We are working to streamline and improve the efficiency of the bank reconciliation process.
  - Setting up meeting and items needed to move ahead with the 2025 Capital Project requests.
  - Setting up the accounts for the reallocated capital funds from Ordinance # 2025-27
- **Kudos**
  - Budget has been amended and scheduled to be adopted September 9<sup>th</sup> with presentation
  - User Friendly Budget has been completed and uploaded to website
  - Continue to work on additional unclaimed funds to be claimed.