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**Finance Department
Staff Report
April, 2019**

Department Update

Finance staff has proposed a purchasing matrix to the Finance and Administration Committee as the core of the comprehensive Procurement Guide and Policy Document being drafted. This comprehensive document will serve to increase internal controls and provide staff with a straightforward guide for all City purchases. Finance hopes to have this item on the Council agenda by the end of May.

The CIP Staff Committee heard presentations on each project and program proposal for ranking. Committee members will have their rankings back to Finance by mid-May for compilation and presentation to executive staff in June.