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**Finance Department  
Staff Report  
July, 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. This item is ready for Council action, pending action by the Finance and Administration Committee.

The Finance department is providing increased support to the Parks and Public Works department during its transition period, including assistance with both the Utility and Non-Utility CIPs.

The CIP Staff Committee has concluded its meetings regarding 2020-2025 CIP proposal evaluations and has made recommendations to the Mayor. The Mayor's CIP proposal was released at the end of July and is pending Council action.