



## Treasurer's Department Report

For the Month of: December 2022

- Treasurer has enrolled in IRMS- Integrated Revenue Management System, also known as Debt Set-off. The Code of Virginia 58.1-520 authorizes Treasurers to use this tool for delinquent personal property taxes. The Set off Act allows the state to hold a tax refund or other state payments owed to a debtor with unresolved obligations owed to a local government.
- Treasurer has renewed documents with the Department of Motor Vehicles to continue using DMV Stops.
- Submitted Affordable Care Act reporting to Anthem so they can generate 1095s for all employees who are enrolled.
- Staff is working on processing second notices for park/ pool project pledges that are still outstanding.
- Business Licenses Renewals were mailed on January 6, 2023.
- Staff is working on Delinquent Personal Property notices to go out.

**Payroll**-Employees received pay on December 1<sup>st</sup>, December 16<sup>th</sup> & December 30<sup>th</sup>

**Taxes**- Abatements and Supplements are processed as they are received.

**General Ledger**- On a monthly basis staff reconciles and balances all bank statements for general operations, LGIP, and Money Market accounts. The general ledger subsidiary accounts are reconciled.

**Water Billing** – We had 4 Cut-offs for the month of December. All but one of the accounts on the cut-off list have been paid up-to-date.

**Maplewood**-Meeting scheduled for January 26, 2023 at 6:00pm. A solicitation for lawn care services is being advertised in the newspaper for two weeks and bids will be opened at the next regular meeting.