



CITY OF LAS VEGAS

Finance Department

April 13, 2010

Finance is currently working on several items. We were assigned to research any former policies regarding local bidding. While we continue to search for any past policy, we are recommending to add an amendment to the procurement policy to include adding an additional 5% on the grading process to any local bidders who bid on projects or submit bids for inventory. We will insert a disclaimer to the policy to omit when not applicable. For example, federal funded jobs may not allow for special considerations.

Another option Finance will consider is to procure locally. It is important that we spend our money in our community so in order to ensure that, we are researching the steps to take to allow us to purchase an item locally and a minimally higher price rather than purchasing from a large corporation.

We are preparing to impose our 6th ¼% GRT tax as allowed by the state in January 2011 for Capital Outlay. There are various steps that need to be followed such as Publishing Notice, Enacting an Ordinance, etc. prior to implementing a new tax.

All DFA quarterly reports, lodgers tax reports, administrative charges, franchise taxes are paid up to date. Budgeted transfers are done promptly once proper signatures are obtained. Gross receipts tax analysis is up to date. CRS and Water Conservation Taxes and Payroll Quarterly's are reported and paid on a timely basis.

There is a budget resolution going to the April 21, 2010 meeting. It addresses increasing various departments/funds budgets.

We are continually working with auditors regarding the 2009 audit year. Our goal is to be completed by month end.

Finance is still in the process of researching new accounting/information software options. One company has visited and completed a GAP analysis. The second company has visited and we are awaiting the report on the findings.

Our department continually strives to be prompt, professional and efficient in all that we do to ensure accuracy in every aspect of our job.

Pamela Marrujo
Interim Finance Director