

Personal Time Off (PTO)

Hours currently at 213.79.

Personnel Policy States:

A). Should an employee reach the accrued PTO maximum of 200 hours. A plan for leave usage is to be devised to get under the 200 hours with approval at the following City Council meeting.

I will be taking May 31-June 2 off using 24 hours of PTO.

American Rescue Plan Funding

Email from Auditor Colleen Hoffman:

Hi Julie,

Just a heads up.

Since Biden declared the pandemic emergency over with there is a push to have any unspent money sent back.

Just wanted to let you know!

Have a great weekend!

Colleen

City of Vergas Checking Account Fraud

The City of Vergas has had 2 identified fraud 2 checks.

January 27 the first check was cashed totaling \$9,354.56. This check was cashed electronically and written to Jordan Lester of Riverview Florida.

February 6 the second check was cashed totaling \$10,000.00. This check was cashed electronically and written to Dootrey Jones of Blue Springs Missouri.

Checks were printed on checks with City of Vergas and did not have embroidery on them and the information required by the state to be printed on the back of city checks was missing.

The bank was notified of the fraud and provided documentation I needed for the sheriff's department. They cannot stop payment of electronic deposits unless they are notified within 48 hours of the amount being deposited.

Contacted Insurance Agent Sherri Hanson who filed a claim, I worked with claim adjuster and insurance is covering the fraud. The city has a deductible of \$250.00 for fraud claims.

Began working with Keith Rogal, Sherriff Deputy who has turned the case over to Detective Jensen to follow up on the claim.

Notified City Auditor.

The following changes have been made regarding City account:

Checking account changed and both accounts are checked every morning for activity.

I am looking at purchasing a locked file drawer to keep checks and other financial information secure.

Council Shared Documents

Click on one drive application.

Click on Shared. (located at the bottom of your screen.)

Shared files are located here.

Do not hesitate to ask if you have any questions or issues.