



Department Details

Department name: General Finance

Type: Department

Meeting time:

Meeting location:

Primary contact: Mary Collins

Description: The General Finance office is under the City Clerk and responsible for the billing, collection and/or depositing of city funds. This includes Privilege Tax License fees, Parking Garage fees, Burglar Alarm Permit fees, Harbor Dockage and lease fees, and other miscellaneous monies. Property and sales taxes, which are collected by other government agencies, are deposited in this office. Insurance schedules and policy renewals, purchasing and renewal of all city vehicle tags, and processing all Liability Insurance Claims are other major functions of the Finance Office. Notary and Public Officials bonds for city employees are processed along with Voter Registration and assistance with elections.

Name	Title	Start Date	End Date
Mary Collins	Office Manager	5/24/2009	5/28/2040