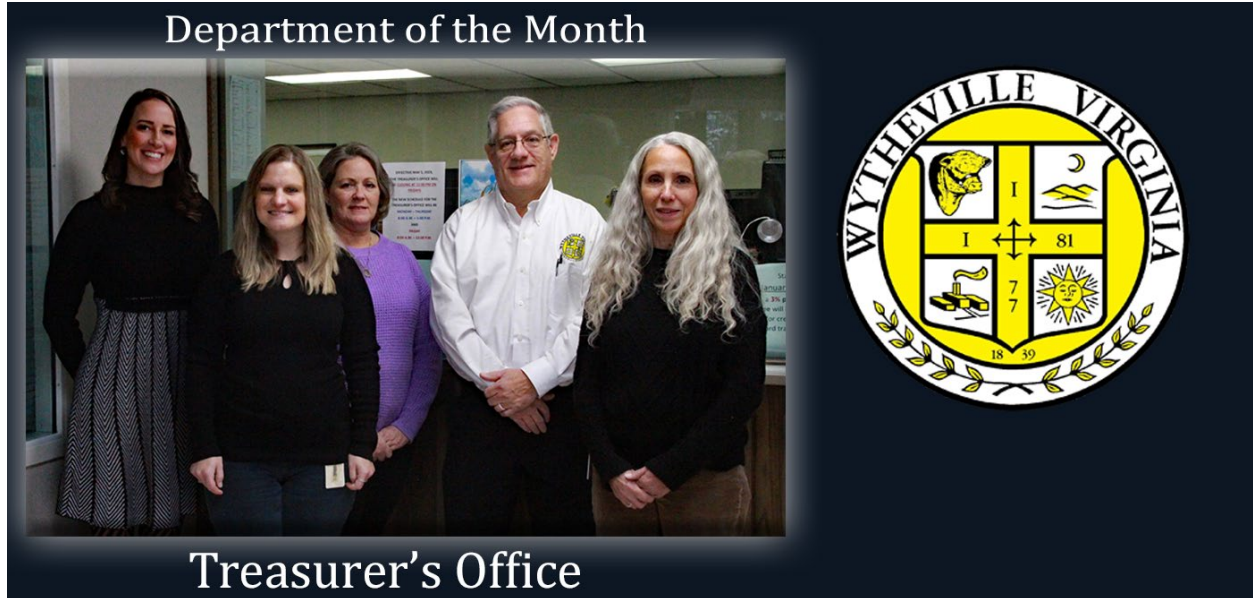


## TOWN OF WYTHEVILLE DEPARTMENT OF THE MONTH – JANUARY 2024



### TREASURER'S OFFICE

The Treasurer's Office is responsible for the financial operations of the Town of Wytheville. Duties include maintaining financial records, collecting all funds due, and paying invoices for all Town departments. Additionally, the staff prepares and collects water and sewer bills, and mowing invoices. They must also oversee delinquent notices for utility bills, personal property and real estate taxes, and business licenses. The Treasurer's Office maintains the records for the Town-owned cemeteries as well as coordinates burials and monument permits with the Cemetery Manager.

The department has received an overall office accreditation from the Treasurers' Association of Virginia every year since 2012. All employees are certified through the University of Virginia Weldon Cooper Center. Town Treasurer Michael G. Stephens is the current President of the Treasurers' Association of Virginia. This organization's annual conference was held in Wytheville in June 2023 with over 250 attendees from across the Commonwealth.

"The Treasurer's Office is an important component of the successful operation of the Town of Wytheville," said Brian Freeman, Wytheville Town Manager. "Mr. Stephens' long-term leadership has helped ensure that the department stays up to date with the procedures necessary to keep the Town's finances in excellent fiscal order."

Name	Years of Service	Certifications
Michael G. Stephens Treasurer	38	<p data-bbox="857 254 1300 317">Master Governmental Treasurer from UVA Weldon Cooper Center</p> <p data-bbox="857 359 1419 464">Certified Public Finance Administrator from the Association of Public Treasurers of the United States and Canada</p> <p data-bbox="857 506 1289 537">VA Dept of Taxation System Certified</p> <p data-bbox="857 579 1117 611">DMV System Certified</p>
Angela Pennington Assistant Treasurer	20	<p data-bbox="857 646 1398 709">Master Governmental Deputy Treasurer from UVA Weldon Cooper Center</p> <p data-bbox="857 751 1370 814">Local Government Management Certificate from Virginia Tech (in process)</p> <p data-bbox="857 856 1370 919">Virginia Government Accounting Certificate from Radford University</p> <p data-bbox="857 961 1117 993">DMV System Certified</p>
Dara Wood Accounting Clerk II	33	<p data-bbox="857 1073 1398 1136">Master Governmental Deputy Treasurer from UVA Weldon Cooper Center</p>
Janet Lynn-Taylor Accounting Clerk III	14	<p data-bbox="857 1178 1398 1241">Master Governmental Deputy Treasurer from UVA Weldon Cooper Center</p>
Amanda Duncan Accounting Clerk III/Utility Billing Clerk	14	<p data-bbox="857 1283 1398 1346">Master Governmental Deputy Treasurer from UVA Weldon Cooper Center</p> <p data-bbox="857 1388 1117 1419">DMV System Certified</p> <p data-bbox="857 1461 1289 1493">VA Dept of Taxation System Certified</p>

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