

RESOLUTION NO #2017-15

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ALTURAS**

BE IT RESOLVED, by the City Council of the City of Alturas that the following changes are authorized for the signature cards for all City of Alturas US Bank accounts:

Sara Peet, City Treasurer is hereby added.

Heather MacDonnell, past City Treasurer, is hereby removed.

PASSED AND ADOPTED by the City Council of the City of Alturas at a regular meeting held on the 16th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JOHN E. DEDERICK, Mayor

ATTEST:

CARY L. BAKER, City Clerk

RESOLUTION NO #2017-16

**RESOLUTION OF THE CITY OF ALTURAS
AUTHORIZING SUBMITTAL OF APPLICATION FOR ALL CALRECYCLE GRANTS FOR WHICH
THE CITY OF ALTURAS IS ELIGIBLE**

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the application, awarding, and management of the grants; and

WHEREAS, CalRecycle grant application procedures require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the submittal of application to CalRecycle for Beverage Recycling grant for which City of Alturas is eligible; and

that the City Clerk is hereby authorized and empowered to execute in the name of the City of Alturas all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution.

PASSED AND ADOPTED by the City Council of the City of Alturas at a regular meeting held on the 16th day May, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

JOHN E. DEDERICK, Mayor

ATTEST:

CARY L. BAKER, City Clerk

RESOLUTION NO #2017-17

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ALTURAS**

BE IT RESOLVED, by the City Council of the City of Alturas that the 2nd amended budget for fiscal year 2016/2017 is hereby adopted in the amount of \$6,384,958.

PASSED AND ADOPTED by the City Council of the City of Alturas at a regular meeting held on the 16th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JOHN E. DEDERICK, Mayor

ATTEST:

CARY L. BAKER, City Clerk

RESOLUTION NO #2017-18

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ALTURAS**

BE IT RESOLVED, by the Alturas City Council that the inactive water & sewer accounts (attached) be removed from regular billing in the amount of \$298.33.

PASSED AND ADOPTED by the City Council of the City of Alturas at a regular meeting held on the 16th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JOHN E. DEDERICK, Mayor

ATTEST:

CARY L. BAKER, City Clerk

RESOLUTION # 2017-18

CITY OF ALTURAS

INACTIVE WATER AND SEWER ACCOUNTS

MAY 2017

NAME	CUST-ID	CLOSED	CDL#	SS#	TOTAL
ANISETO, MATTHEW	ANI0001	12/12/16			\$ 76.66
BLACWOOD, JUNIOR C/O SAMANTHA CALHOON	BLA0025	11/30/16			\$ 141.03
ZAHARA, CHEYENNE	ZAH0003	12/12/16			\$ 80.64

TOTAL: \$ 298.33

THE ABOVE INACTIVE LIST WAS APPROVED BY THE CITY COUNCIL ON MAY 16TH, 2017

John E. Dederick, Mayor
City of Alturas

RESOLUTION NO. 2017-19

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALTURAS
ADOPTING A CONFLICT OF INTEREST POLICY FOR DESIGN-BUILD PROJECTS**

WHEREAS, the City of Alturas (“City”) intends to engage in design-build construction projects as authorized by Public Contract Code section 22160, et seq.; and

WHEREAS, pursuant to Public Contract Code section 22162(c), the City is required to develop conflict of interest guidelines to apply to design-build projects authorized by Public Contract Code section 22160, et seq. as a precondition of awarding projects under that statute; and

WHEREAS, staff recommends the City Council adopt the Conflict of Interest Policy For Design-Build Projects, which is attached hereto as Exhibit A and is incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Alturas does hereby resolve as follows:

The City Council of the City of Alturas does hereby adopt the *Conflict of Interest Policy For Design-Build Projects*, attached hereto as Exhibit A, which shall become effective immediately.

PASSED AND ADOPTED, by the City Council of the City of Alturas at a regular meeting held on the 16th day of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

JOHN E. DEDERICK, Mayor

ATTEST:

CARY L. BAKER, City Clerk

**CITY OF ALTURAS
CONFLICT-OF-INTEREST POLICY FOR DESIGN-BUILD PROJECTS**

The purpose of this document is to clarify the City of Alturas's ("City") position on potential conflicts of interest which may arise when Consultants or Contractors ("Proposers") perform work for the City relating to potential design-build programs or projects.

Organizational conflicts of interest can occur when, because of existing or planned activities or because of relationships with other persons, the Proposer is unable or potentially unable to render impartial assistance or advise the City; the Proposer's objectivity in performing the contract work is or might be otherwise impaired; or the proposer has an unfair competitive advantage.

The policies and guidelines concerning the organizational conflicts of interest found herein will be specified or referenced in the design-build Request for Qualifications of Request for Proposal documents, as well as any contract for the engineering services, inspection, or technical support in the administration of the design-build program or projects.

A conflict of interest checklist will be provided to and is to be used by all Proposers, including subconsultants, to assist in screening for potential organizational conflicts of interest. The checklist, which will provide various examples of conflicts, is for the internal use of the Proposers and does not need to be submitted to the City. The checklist will only serve as a guide, and there may be additional potential conflict situations not covered by that checklist. If a Proposer determines a potential conflict of interest exists that is not covered by the checklist, that potential conflict must still be disclosed.

After review of the checklist, the Proposers must complete the Disclosure of Potential Conflict of Interest and submit it along with the proposal. If the Proposer determines a potential conflict of interest exists, it must disclose the potential conflict of interest to the City; however, such a disclosure will not necessarily disqualify a Proposer from being awarded a contract. The Proposer shall propose measures to avoid, neutralize or mitigate all potential conflicts. To avoid any unfair taint of the selection process, the disclosure form will be provided separate from the bound proposal, and it will not be provided to the selection committee members. The City's staff will review the disclosure and the appropriateness of the proposed mitigation measures to determine if the Proposer may be awarded the contract notwithstanding the potential conflict. The City's staff may consult with its Legal Counsel. Resolution of the conflict of interest issues is ultimately at the sole discretion of the City. The City reserves the right to cancel or amend the resulting contract if the successful Proposer failed to disclose a potential conflict, which it knew or should have known about, or if the Proposer provided information on the disclosure that is false or misleading.

After award, conflict of interest guidelines and policies shall continue to be monitored and enforced. If an organizational conflict of interest is discovered after award, the Proposer will make an immediate and full written disclosure to the City that includes a description of the action that the Proposer has taken or proposes to take to avoid or mitigate such conflicts. If an organizational conflict of interest is determined to exist and the Proposer was aware of an organizational conflict of interest prior to award of the contract and did not disclose the conflict, the City may terminate for default. If the Proposer is terminated, the City assumes no obligations, responsibilities, and liabilities to reimburse all or part of the costs incurred or alleged to have been incurred by the Proposer.

The City recognizes that the Proposers must maintain business relations with other public and private sector entities in order to continue as viable businesses. The City will take this reality into account as it evaluates the appropriateness of proposed measures to mitigate potential conflicts. It is not the intent of the City to disqualify Proposers based merely on the existence of a business relationship with another entity, but rather only when such relationship causes a conflict that potentially impairs the Proposer's ability to provide objective advice to the City. The City would seek to disqualify Proposers only in those cases where a potential conflict cannot be adequately mitigated.

The California Board for Professional Engineers and Land Surveyors provide additional guidance and has established conflict of interest rules applicable to those professionals licensed by the Board (see Board Rules 475 and 476). These rules require full disclosure when a licensee has any business association or financial interest that may influence his or her judgment in connection with the performance of professional services and when a licensee provides professional services for two or more clients on a project or related project.

APPROACH

Based on the guidelines of state and federal laws, codes, regulations, and policies, the following approach to conflict of interest will apply:

1. Consultants will NOT be allowed to participate as a Proposer or to join a design-build team if, including, but not limited to:
 - a. The Consultant is the City's general engineering consultant ("GEC") to the design-build program. Subconsultants to the GEC that have not yet performed work on the contract to provide services for design-build programs may participate as a Proposer or join a design-build team.
 - b. The Consultant has assisted the City in managing or assisting in the management of this design-build project, including the preparation of Request for Proposal ("RFP") language or evaluation criteria.
 - c. The Consultant has conducted preliminary design services for the design-build project.
 - d. The Consultant performed design work related to the design-build project for other stakeholders.
 - e. The Consultant has performed work on a previous contract that specifically excludes them from participating as a Proposer or joining a design-build team.
 - f. The Consultant is under contract with any other entity or stakeholder to perform oversight on the project after letting.
 - g. The Consultant has obtained any advice from, or discussed any aspect relating to the project or procurement of the project with any person or entity with an organizational conflict of interest, including, but not limited to, the Consultants of any entity who have provided technical support on the design-build project or program.

2. Consultants who may have potential conflicts of interest in relation to the design-build project and wish to participate as a Proposer or join a design-build team must:
 - a. Conform to federal and state conflict of interest rules and regulations.
 - b. Disclose all relevant facts relating to past, present or planned interest(s) of the Proposer's team (including the Proposer, Proposer's proposed Consultants, and subconsultants and/or subcontractors and their respective chief executives, directors and key personnel) which may result, or could be viewed as an organizational conflict of interest in connection with any design-build procurement, including present or planned contractual or employment relationships with any current employee of the City.
 - c. Disclose in the response documents to a design-build Request for Qualifications (RFQ) and RFP, all of the work performed in relation to the design-build program and project.
 - d. Provide ALL records of such work performed for the City so that all information can be evaluated and made available to all potential design-build teams, if necessary.
 - e. Ensure that the Consultant's contract with any related entity to perform services related to the design-build project or program has expired or has been terminated.
 - f. In cases where Consultants on different Consultant teams belong to the same parent company, each Consultant describe how the subconsultants and/or subcontractors would avoid conflicts through the qualification bid phases of the project. Upon review of the information provided above, the City will determine, in its sole discretion, if the Consultant has obtained an unfair competitive advantage.
3. For other potential conflicts of interest not mentioned above (e.g., employee changing companies, merger/acquisitions or firms, property ownership, business arrangements, financial interest), Consultants shall disclose and address any conflicts of interest or potential conflicts of interest when participating as a Prime or joining a design-build team. The City will then determine if a conflict of interest exists.
4. The successful Proposer or firms affiliated with this Proposer are prohibited from competing on any agreement to provide construction inspection services for the design-build project. An affiliated firm is one, which is subject to the control of the same persons, through joint ownership or otherwise. Except for subconsultants whose services are limited to providing surveying or material testing information, no subconsultants who provided design services in connection with the design-build project shall be eligible to compete for any agreement to provide construction inspection services for the design-build project.

Notes – The forgoing is provided by way of example, and shall not constitute a limitation on the disclosure obligations.

Unless otherwise stated, "Consultant" or "Proposers" shall mean prime consultant or prime contractor and subconsultants and subcontractors performing services for the prime.

CONFLICT OF INTEREST CHECKLIST INSTRUCTIONS AND DISCLOSURE FORM

Purpose of the Checklist. A conflict of interest checklist will be provided to and is to be used by all Proposers to assist in screening for potential organizational conflicts of interest. The checklist is for the internal use of the Proposers and does not need to be submitted to the City of Alturas ("City").

Definition of Proposer. As used herein, the word "Proposer" includes both the Prime Contractor/Consultant and all proposed subcontractors/subconsultants.

Use of the Disclosure Form. After review of the checklist, the Proposers must complete the Disclosure of Potential Conflict of Interest and submit it along with the Proposer's proposal. If the Proposer determines a potential conflict of interest exists, it must disclose the potential conflict of interest to the City; however, such a disclosure will not necessarily disqualify a Proposer from being awarded a contract. To avoid any unfair taint of the selection process, the disclosure form will be provided separate from the bound proposal, and it will not be provided to the selection committee members. The City's staff will review the disclosure and the appropriateness of the proposed mitigation measures to determine if the Proposer may be awarded the contract notwithstanding the potential conflict. The City's staff may consult with its Legal Counsel. Resolution of the conflict of interest issues is ultimately at the sole discretion of the City.

Material Representation. The Proposer is required to submit the attached disclosure form either declaring, to the best of its knowledge and belief, that no potential conflict exists, or identifying potential conflicts and proposing remedial measures to mitigate such conflicts. The Proposer is also responsible to update conflict information if such information changes after the submission of the proposal. Information provided on this form will constitute a material representation as to the award of this contract. The City reserves the right to cancel or amend the resulting contract if the successful Proposer failed to disclose a potential conflict, which it knew or should have known about, or if the Proposer provided information on the disclosure form that is false or misleading.

Approach to Reviewing Potential Conflicts. The City recognizes that the Proposers must maintain business relations with other public and private sector entities in order to continue as viable businesses. The City will take this reality into account as it evaluates the appropriateness of proposed measures to mitigate potential conflicts. It is not the intent of the City to disqualify Proposers based merely on the existence of a business relationship with another entity, but rather only when such relationship causes a conflict that potentially impairs the Proposer's ability to provide objective advice to the City. The City would seek to disqualify Proposers only in those cases where potential conflicts cannot be adequately mitigated.

Additional Guidance for Professionals Licensed by the California Board for Professional Engineers and Land Surveyors. The California Board for Professional Engineers and Land Surveyors provides additional guidance and has established conflict of interest rules applicable to those professionals licensed by the Board (see Board Rules 475 and 476). These rules require full disclosure when a licensee has any business association or financial interest that may influence his or her judgment in connection with the performance of professional services and when a licensee provides professional services for two or more clients on a project or related project.

CONFLICT OF INTEREST CHECKLIST

An organizational conflict of interest may exist in any of the following cases:

The Proposer, or its principals, own real property in a location where there may be a positive or adverse impact on the value of such property based on the recommendations, designs or other deliverable required by this contract.

The Proposer is providing services to another governmental or private entity and the Proposer knows or has reason to believe, that the entity's interests are, or may be, adverse to the City of Alturas's ("City") interest with respect to the specific project covered by this contract. **Comment:** the mere existence of a business relationship with another entity would not ordinarily need to be disclosed. Rather, this focuses on the nature of services commissioned by the other entity. For example, it would not be appropriate to propose on a City project if a local government has retained the Proposer for the purposes of persuading the City to stop or alter the project plans.

The Proposer is providing design services to a private entity, including, but not limited to, developers, whom the Proposer knows or has good reason to believe, own or are planning to purchase property affected by the project covered by this contract, when the value or potential uses of such property may be affected by the Proposer's performance of work pursuant to this contract. "Property affected by the project" includes property that is in, adjacent to, or in reasonable proximity to the current or potential right-of-way for a project. The value or potential uses of the private entity's property may be affected by the Proposer's work pursuant to the contract when such work involves providing recommendations for right-of-way acquisition, access control and the design or location of frontage roads and interchanges. **Comment:** this provision does not presume the Proposer knows or has a duty to inquire as to all of the business objectives of its clients. Rather, it seeks the disclosure of information regarding cases where the Proposer has a reason to believe that its performance of work under this contract may materially affect the value or viability of a project it is performing for the other entity.

The Proposer has a business arrangement with a City representative or immediate family member of such representative, including promised future employment of such person, or a subcontracting arrangement with such person, when such arrangement is contingent on the Proposer being awarded this contract. This item does not apply to pre-existing employment of current or former City representatives, or their immediate family members. **Comment:** this provision is not intended to supersede any statutes or policies applicable to its own employees accepting outside employment. This provision is intended to focus on identifying situations where promises of employment have been made contingent on the outcome of this particular procurement. It is intended to avoid a situation where a Proposer may have unfair access to "inside" information.

The Proposer has, in previous work for any city, provided design services and such professional services that potentially provides the Proposer with an unfair advantage in preparing a proposal for this project. **Comment:** this provision will not, for example, necessarily disqualify a Proposer who provided surveying or material testing services for this project, however, such work must be disclosed and all work products must be provided.

The Proposer has, in previous work for the City, been given access to "data" relevant to this procurement or this project that is classified as "private" or "nonpublic" under the California Public Records Act (see Gov. Code §§ 6250-6270), and such data potentially provides the Proposer with an unfair advantage in preparing a proposal for this project. **Comment:** this provision is intended to avoid a situation where a Proposer has been provided information that cannot be provided to other Proposers.

The Proposer has, in previous work for the City, managed or assisted in the management of the City's design-build program, performing such work as: helping to create the ground rules for this solicitation, writing this solicitation, or preparing evaluation criteria or evaluation guides for this solicitation.

The Proposer, or any of its principals, because of any current or planned business arrangement, investment interest, or ownership interest in any other business, may be unable to provide objective advice to the City.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST FORM

Having had the opportunity to review the Conflict of Interest Checklist, the Proposer hereby indicates that it has, to the best of its knowledge and belief:

_____ Determined that no potential organizational conflict of interest exists.

_____ Determined a potential organizational conflict of interest as follows:

Attach additional sheets as necessary.

Describe nature of the potential conflict(s):

Describe measures proposed to mitigate the potential conflict(s):

Signature

Date

If a potential conflict has been identified, please provide the name and phone number for a contact person authorized to discuss the issue with City contract personnel.

Name

Phone

Alturas City Council

Regular Meeting

City Hall Council Chambers

April 18, 2017 2:00 p.m.

The meeting was called to order by Mayor John Dederick at 2:00 p.m. **Councilmembers present:** Bobby G. Ray, Cheryl Nelson, Jim Irvin, Mark Steffek. **Councilmembers absent:** None. **Staff present:** City Clerk Cary L. Baker, City Treasurer Sara Peet, City Attorney Al Monaco, DPW Joe Picotte, Police Chief Sid Cullins, City Planning Commissioners Bill Hall, Fire Chief Keith Jacques, Fire Marshal Eric Hunter. **Public attending:** 7. All present joined together in the pledge of allegiance.

Doreen Smith Powers is present under the public forum and requests the City look in to a possible water contamination around the area of the laundromat located at 308 N. Main St. There is a bad smell in the water and on her clothes. There is also a bad smell out by the wastewater treatment plant and it is coming into town. She further states the City and County need to work together with the County to figure out what is causing it.

Mayor Dederick responds that the City's water system is a closed system and wouldn't be contaminated by the laundromat. Also, the City tests the water monthly and would be notified if there was a contaminant in the water.

Dan Brooks, representing the California Pines Property Owner's Association, is present and requests city consideration for support of the annual Fire Works Display held at California Pines. He further states that he will also be asking the County for support. The current cost to hold the event is \$8,700; any support would be appreciated.

Mayor Dederick responds that he and Councilmember Ray (Finance Committee members) will meet with the City Treasurer and get back to Mr. Brooks.

Debbie McCoy is present and requests the City reconsider the charge of \$769.69 for the March 2017 water & sewer bill for 803 W. 4th St./Johnnie Looper and reduce the amount owed to the minimum charge of \$86.81; the high usage was the result of a water leak. The house had belonged to her mother, who is now deceased, and no one had been living in the house for months. Mrs. McCoy states she did do a weekly inspection but the leak was not detected; it had been discovered by City staff in the Water Dept. As soon as she was aware of the leak, she had it fixed.

Mayor Dederick responds that current city policy states there will be no adjustment of a customer's bill unless the city is responsible for the water loss on the customer's side of the meter. There may be some discretion on the sewer portion of the bill due to no one living in the residence for several months.

Councilmember Steffek states he feels it is the responsibility of the property owner to pay for any water that is used, but the City could develop a leak policy.

Mrs. McCoy states that this was not a visual leak, and is only asking for what is a common practice in other cities and water districts.

MOTION by Councilmember Dederick, **SECONDED** by Councilmember Nelson to waive two months of sewer charges (\$80.44) for 803 W. 4th St./Johnnie Looper, and that the City will consider developing a leak policy that may or may not have a retroactive effective date. **ALL AYES.**

On recommendation of Fire Chief Jacques, **MOTION** by Councilmember Steffek, **SECONDED** by Councilmember Irvin to approve the purchase of a used Fire Department vehicle for the Fire Chief, and make repairs to the current Fire Marshal vehicle not to exceed the current vehicle savings account balance of \$26,419.69. **ALL AYES.**

Fire Chief Jacques requests approval to establish a nuisance abatement budget for the City. There are several properties in town that are becoming an issue with garbage, as well as some houses that have the windows broken out and the doors kicked in. These types of properties become attractive nuisances for children as well as adults.

Fire Chief Jacques further states that all agencies, including the Modoc Co. Environment Health and Building Departments, are on board to abate these issues but we need funding to start the process. The property owners will be billed for the cleanup, and if there is no response the City can place a lien on the property.

Councilmember Steffek would like to have an inventory of how many properties need to be addressed so the Council will have a better understanding of what is needed in the budget.

Fire Chief Jacques responds that there are currently about 11 properties that need attention, and feels that \$20,000 in the budget is a good number to start with.

The City Council agrees to consider and establish a budget for nuisance abatement in next year's budget.

City Treasurer Peet requests approval to move the job classification of Administrative Clerk II from pay range 30 to pay range 31 (a 2.5% increase) based on the complexity, volume of work, and responsibility.

On recommendation of City Treasurer Peet, **MOTION** by Councilmember Steffek, **SECONDED** by Councilmember Ray to approve moving the pay range for Administrative Clerk II from pay range 31 to pay range 32 effective May 1, 2017. **ALL AYES.**

On recommendation of the Alturas Planning Commission at their April 12, 2017 meeting, **MOTION** by Councilmember Irvin, **SECONDED** by Councilmember Nelson to approve the Site Plan and formal location off of Nagle St. for the proposed Skate Park, and approval that the project location may shift a little to the south if needed and approve by the Director of Public Works. **ALL AYES.**

MOTION by Councilmember Irvin, **SECONDED** by Councilmember Nelson to set the deposit fee for an Administrative Permit relating to Temporary Outdoor Sales Areas/Farmers Market as set forth in the City Zoning Ordinance section 28.34.070 C.1.e at \$150, and authorize the payment to be made after July 1st as approved by the City Treasurer. **ALL AYES.**

MOTION by Councilmember Steffek, **SECONDED** by Councilmember Irvin to approve the annual Memorandum of Understanding (MOU) regarding the use of City Ball Fields between the City of Alturas and Modoc joint Unified School District. **ALL AYES.**

Agenda item #10 regarding a pre-qualification procedures policy is tabled at this time.

MOTION by Councilmember Irvin, **SECONDED** by Councilmember Nelson to approve the consent agenda as follows: a) Approve minutes of March 14 & 21, 2017 meetings; b) Approve City warrants for March 2017 in the amount of \$212,424.63; c) Adopt **Resolution #2017-14** removing inactive water & sewer accounts in the amount of \$1,007.62. **ALL AYES.**

COUNCIL/STAFF REPORTS: Fire Marshal Hunter reports progress is being made on the demolition on the Fire Barn ceiling and roof; about two weeks away from the trusses going on.

Planning Commissioner Hall reports the Commission met last week and approved/made recommendation to the City Council for their approval on the proposed Skate Park site plan and location; also, the approval for the layout plan for the Rotary Ball Fields was postponed for two more weeks to give time to work out a final design.

Police Chief Cullins reports there was a death at the Essex Motel this past Sunday, and was reported by the Redding news as a possible homicide due to an assault that happened a couple days prior. A city officer attended the autopsy today, and the preliminary findings were that the assault was not the cause of death.

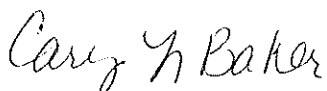
City Treasurer Peet reports the City will be having a gas tax audit starting May 1st, which could last up to two weeks.

DPW Picotte reports the City Hall exterior light fixtures need to be replaced because the bulbs are no longer available; need to conduct employee training on the new vacuum truck; and the new jet A truck is at the Airport but it still needs to have the gauges certified.

Councilmember Steffek reports he gave a presentation on the Alturas Pool project to Rotary last week; attended the Planning Commission meeting on April 12th; enjoyed the City sponsored Fire Department dinner; and Fire Marshal Hunter gave him a tour of the Fire Barn progress.

With no further business to come before Council, meeting adjourned at 3:34 p.m. to return in regular session on Tuesday, May 16, 2017 at 2:00 p.m., City Hall.

Respectfully,



Cary L. Baker
City Clerk