

Administrator's Report
February 17, 2021
Reporting on January

City Council:

Training for Finance Clerk and Deputy Clerk was ongoing. Diane was able to take a Finance Clerk course offered through RUBA the beginning of February. Crystal is signed up to take a City Clerk course in March.

There were no water incidents during January.

The Mayor and Water Plant Operator have worked out a system to keep the streets of Saxman clear and safe.

With the several windstorms in January we lost the Wings to another totem pole. The search for a solution is ongoing.

The Clerks office is attempting to purge files that are expired as to the Records Retention Schedule down at Seaport. There is a lot of old files and it has been cold, dark and dusty. We are making slow progress.

Work with the Master Planners continues.

The audit is complete with no findings from the auditor.

Thank you for your time.

Respectfully,

Lori Richmond

City Administrator/City Clerk