

AGENDA
CITY OF VICTOR
REGULAR COUNCIL MEETING
JANUARY 20, 2022 – 6:00 P.M.
REMOTE AND IN-PERSON

The Victor City Council encourages and appreciates the community's interest in attending City Council meetings. Members of the public who are called to speak on an agenda item will be limited to a three-minute presentation.

- I. CONVENE REGULAR MEETING
PLEDGE OF ALLEGIANCE
INVOCATION
- II. ROLL CALL
- III. CONSENT CALENDAR: *(These items will be acted on as a whole, unless a specific item is called for discussion by a Council member or Mayor)*
 - A. Minutes of Regular City Council Meeting: December 9, 2021 ☒
 - B. Financial Statement: December, 2021 ☒
- IV. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA
- V. PUBLIC PRESENTATION: None
- VI. REPORTS
 - A. Mayor and Councilor Reports
 - B. Mainstreet – Kim Lottig
 - C. City Administrator – Richard Mann
 - D. City Clerk/Treasurer – Clark Eastin
- VII. PUBLIC COMMENT WITHOUT PRIOR APPOINTMENT
- VIII. PUBLIC HEARING: None
- IX. ORDINANCES AND RESOLUTIONS: None
- X. NEW BUSINESS
 - A. 2021 AUDIT ENGAGEMENT LETTER: Haynie & Company - \$15,100.00 ☒
 - B. SET 2022 POSTING PLACE, MEETING DATES & TIMES, APPOINTMENT OF OFFICERS AND APPOINTMENT TO BOARD/COMMISSIONS. ☒
- XI. ADJOURNMENT

***To access the work session and meeting remotely, go to www.cityofvictor.com home page, click on "Departments" tab located at the top of the home page, scroll down and click on "Mayor and City Council", and follow pop-up window instructions.**

WORKSESSION STARTING AT 5:00 P.M. PRIOR TO REGULAR COUNCIL MEETING

*Note: Any item on this agenda may be subject to a vote by City Council. Assistance for the hearing, visually, or physically impaired may be provided upon request. Please inquire at the office of the City Clerk, 1-719-689-2284, or to P. O. Box 86, Victor, CO 80860.
For persons with hearing impairments, please call RELAY COLORADO at 711 or 1-800-659-2656 and request "City of Victor at 719-689-2284."
The City of Victor supports efforts to affirmatively further fair housing.
THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.*

**MINUTES
CITY OF VICTOR
REGULAR COUNCIL MEETING
DECEMBER 9, 2021 – 6:00 P.M.
REMOTE AND IN-PERSON**

- I. CONVENE REGULAR MEETING:** Mayor Brandon Gray called the meeting to order at 6:00 p.m. and led the assembly to recite the Pledge of Allegiance followed by invocation by Councilor Connie Dodrill.
- II. ROLL CALL:** Present were Mayor Brandon Gray, Mayor Pro tem Buck Hakes, Councilors Mark Gregory, Barbara Manning and Connie Dodrill. Also, present were City Administrator, Richard Mann and City Clerk, Clark Eastin.
- III. CONSENT CALENDAR:** *(These items will be acted on as a whole, unless a specific item is called for discussion by a Council member or Mayor)*

A. Minutes of Regular City Council Meeting: November 18, 2021

B. Financial Statement: November, 2021

A motion by Mayor Pro tem Hakes to approve the Consent Calendar was seconded by Councilor Gregory. All were in favor and the motion carried.

- IV. ADDITIONS, DELETIONS OR CORRECTIONS TO AGENDA:** Mayor Pro tem Hakes indicated there is an addition under New Business: A purchase and sale agreement – Black Hills Colorado Electric, L.L.C.

V. PUBLIC PRESENTATION:

- A.** Andrew Gunning provided updates on Pikes Peak Area of Council Governments (PPACG), projects and ways for the City of Victor to engage with PPACG. A slide show packet was provided to Council which included information on transportation and senior services, list of PPACG members, environmental issues, grant administration, advocacy and collaboration within the organization and legislative committee. Mr. Gunning reported three priorities for 2022. They are senior affordable housing, wildfire mitigation, and funding support for greenhouse gas reductions. Mr. Gunning requested an official letter from the City stating who will represent the City of Victor. Jessica McMullin with (PPACG) explained the Community Advisory Committee (CAC). It is a citizen group, which the City of Victor has a seat, and currently has an open seat.
- B.** Ben Valentine with the Rocky Mountain Rambler reported a survey was completed and received a lot of positive feedback about the event. Mr. Valentine asked Council if there were any concerns, issues or complaints brought to their attention regarding prior events so they can make improvements. Mayor Pro tem Hakes asked for clarification on prior event and accommodations. Mr. Valentine detailed the 2021 event and potential improvements to the 2022 schedule regarding public safety, optimize participation and increase local revenue for the City. Mayor Gray indicated the City will support this event. The tentative dates for 2022 is September 17th – 19th. Mr. Valentine reported a concern from their participation survey and a proposed expansion of the liquor license boundary footprint. Mayor Pro tem Hakes stated the Gold Bowl and Plaza was the 2021 boundary and would need to speak with the state liquor board about a boundary expansion.

VI. REPORTS

- A. Mayor and Councilor Reports:** Mayor Gray reported Richard Mann, City Council and Deb Downs have put together a tight budget for 2022 with no extras. If additional funds are needed, a budget resolution would need to be passed to bring in more funds. Councilor Manning reported CCV School District will be going on winter break beginning December 10th and returning on January 4th. Councilor Dodrill reported there will be a parade in Victor, Friday December 10th and craft fairs in Cripple Creek on Saturday December 11th.
- B. Public Works – Kurt Yeater:** None
- C. Mainstreet – Kim Lottig:** Mayor Pro tem Hakes spoke on Kim Lottig's behalf in regards to the Black Hills Energy building the City acquired. Ideas for the building include Pikes Peak small business development center, outdoor gear, fishing licensing and bicycle mechanic. Mayor Pro tem Hakes recommended Council discuss and decide how Main Street should pursue.
- D. Building Department – Vera Pratt:** None
- E. City Administrator – Richard Mann:** None
- F. City Clerk/Treasurer – Clark Eastin:** None

VII. PUBLIC COMMENT WITHOUT PRIOR APPOINTMENT:

Julie Keith at 323 S. 4th St. recommended the Rocky Mountain Rambler be held more than one day to help out local businesses.

Adam Zimmerli at the Black Monarch Hotel expressed his support of this event and would like to see the starting line on Main St. in Victor as well as camping in town to keep participants in town to support local businesses. Mr. Zimmerli stated the local events are really important for the off-season as they bring people to Victor in the summer time and end up coming back during the winter months. Mr. Zimmerli also suggested the City sponsor some events.

Richard Mann suggested the City look into allowing the Gold Bowl as a possible camping location for the Rocky Mountain Rambler event.

VIII. PUBLIC HEARING

A. 2022 BUDGET - Mayor Brandon Gray opened a public hearing. Richard Mann discussed the 2022 budget with a revenue of \$4,056,682 and total expenditures of \$4,094,870. No public comment. No comments from Council. Mayor Gray closed the public hearing. All were in favor to adopt the 2022 budget.

II. ORDINANCES AND RESOLUTIONS

- A. RESOLUTION NO. 2021-12-09.01 – A RESOLUTION SUMMARIZING EXPENDITUES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE CITY OF VICTOR, TELLER COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2022 AND ENDING ON THE LAST DAY OF DECEMBER, 2022:** Richard Mann presented the resolution. A motion by Councilor Dodrill to adopt resolution No. 2021-12-09.01, a resolution summarizing expenditures and revenues for each fund and adoption a budget for the City of Victor, Teller County, Colorado, for the calendar year beginning on the first day of January, 2022 and ending on the last day of December, 2022, was seconded by Councilor Manning. All were in favor and the motion carried.
- B. RESOLUTION NO. 2021-12-09.02 – A RESOLUTION LEVYING GENERAL PROPERTY TAXES FOR THE YEAR 2022, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE CITY OF VICTOR, TELLER COUNTY, COLORADO, FOR THE 2022 BUDGET YEAR:** Richard Mann requested to certify to the Teller County Commissioners the annual mil levy at 14.758. A motion by Councilor Manning to adopt resolution No. 2021-12-09.02, a resolution levying general property taxes for the year 2021, to help defray the costs of government for the City of Victor, Teller County, Colorado, for the 2022 budget year, was seconded by Councilor Dodrill. All were in favor and the motion carried.
- C. RESOLUTION 2021-12-09.03 – A RESOLUTION APPROPRIATING SUMS OF MONEY TO VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH FOR THE CITY OF VICTOR, TELLER COUNTY, COLORADO, FOR THE 2022 BUDGET YEAR:** Richard Mann presented the resolution. A motion by Councilor Gregory to adopt resolution No. 2021-12-09.03, a resolution appropriating sums of money to various funds and spending agencies, in the amount and for the purpose as set forth for the City of Victor, Teller County, Colorado, for the 2022 budget year, was seconded by Mayor Pro tem Hakes. All were in favor and the motion carried.
- D. RESOLUTION NO. 2021-12-09.04 - A RESOLUTION TO SECURE ADDITONAL LOAN FROM THE STATE OF COLORADO WATER CONSERVATION BOARD (CWCB) FOR THE VICTOR RESERVOIR #2 DAM REHABILITATION PROJECT:** Richard Mann presented the resolution. A motion by Councilor Dodrill to adopt resolution No. 2021-12-09.04, a resolution to secure additional loan from the state of Colorado Water Conservancy Board (CWCB) for the Victor reservoir #2 dam rehabilitation project, seconded by Councilor Gregory. All were in favor and the motion carried.

III. NEW BUSINESS:

A. PURCHASE AND SALES AGREEMENT – Black Hills Colorado Electric, L.L.C. - \$15,000.00

Mr. Mann presented the agreement. The land is for upgrades and expansion to the wastewater treatment plant. A motion by Councilor Manning to accept the purchase and sales agreement with Black Hills Colorado Electric, L.L.C. in the amount of \$15,000.00, was seconded by Mayor Pro tem Hakes. All were in favor and the motion carried.

IV. ADJOURNMENT: Meeting adjourned at 7:05 p.m.


ATTEST:


Brandon Gray, Mayor

Clark Eastin, City Clerk/Treasurer



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Littleton, CO 80120

 303-734-4800

 303-795-3356

 www.HaynieCPAs.com

October 27, 2021

City Council
City of Victor, Colorado
500 Victor Avenue
PO Box 86
Victor, CO 80860

We are pleased to confirm our understanding of the services we are to provide the City of Victor, Colorado (the City) for the year ended December 31, 2021.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of the City as of and for the year ended December 31, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Local Highway Finance Report



The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to

those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Improper revenue recognition due to fraud
- Management override of controls

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Victor, Colorado's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of the City of Victor, Colorado in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period

presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Haynie & Company and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Colorado or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Haynie & Company personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the State of Colorado or its designee. The State of Colorado or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

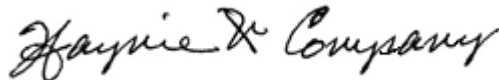
We expect to begin our audit on a mutually agreed upon date and to issue our report no later than July 31, 2022. Ty Holman is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services, including expenses, will not exceed \$15,100. If a Single Audit is required, we will provide an addendum to this agreement and the fee for these additional services will be \$4,000. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be

deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the City of Victor's financial statements. Our report will be addressed to the City Council of the City of Victor. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.



Haynie & Company

RESPONSE:

This letter correctly sets forth the understanding of the City of Victor, Colorado.

By: _____

Title: _____

Date: _____

CITY OF VICTOR

REGULAR AND SPECIAL COUNCIL MEETINGS, COURT DATES AND CITY HALL CLOSURES

2022

JANUARY		
3		City Hall Closed for New Year's Day
17		City Hall Closed for Martin Luther King Day
20	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
24	3:00 P.M.	Municipal Court
FEBRUARY		
17	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
21		City Hall Closed for President's Day
MARCH		
21	3:00 P.M.	Municipal Court
17	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
APRIL		
21	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
MAY		
16	3:00 P.M.	Municipal Court
19	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
30		City Hall Closed for Memorial Day
JUNE		
16	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
21-24		CML Annual Conference
JULY		
4		City Hall Closed for Independence Day
11	3:00 P.M.	Municipal Court
21	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
AUGUST		
18	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
SEPTEMBER		
5		City Hall Closed for Labor Day
15	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
19	3:00 P.M.	Municipal Court
OCTOBER		
10		City Hall Closed for Columbus Day
20	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
NOVEMBER		
11		City Hall Closed for Veteran's Day
14	3:00 P.M.	Municipal Court
17	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
24-26		City Hall Closed for Thanksgiving
DECEMBER		
8	5:00 P.M.	City Council Worksession
	6:00 P.M.	City Council Meeting
26		City Hall Closed for Christmas

City Council Meetings, Worksessions & Municipal Court are open to the public and held on the 2nd Floor, Victor City Hall, 500 Victor Avenue. NOTE: Please review this often as Council meetings and Municipal Court proceedings may be cancelled. Special meetings are posted at least 24 hours in advance.
PLEASE CHECK SCHEDULES POSTED AT CITY HALL FOR MOST CURRENT SCHEDULE AS MEETING DATES AND TIMES ARE SUBJECT TO CHANGE.

**Annual Notices and Appointments/Re-appointments
2022**

1. **Posting Place:** City Hall Exterior Kiosk and City of Victor website

2. **Meeting Dates and Times:** Generally, 3rd Thursdays of each month unless otherwise posted (Approve Clerk's annual meeting schedule for posting).

3. **Appointment of Officers:**
 - a. **Mayor Pro-tem:** _____
 - b. **Fire Chief:** Chief Ryan Haines
 - c. **Municipal Judge:** Debra Eiland
 - d. **City Attorney:** Jefferson Parker of Hoffmann, Parker, Wilson and Carberry, P.C.

4. **Appointments to Boards and Commissions**
 - a. **PPACG:** Mayor Gray, _____ (Alternate)
 - b. **Gold Belt Tour Scenic and Historic Byway:** _____