

City Clerk/Deputy Finance Director
Staff Report
February 8, 2007

Code Update:

Ordinances 858-946 were sent to Code Publishing on January 22, 2007. They have advised that the cost for the update is estimated to be \$3,600. After the code is update, copies will be available in print and on CD. We will need to decide how many printed supplements will be required. The MRSC site will be update and we will also update the City Web site. Code Publishing has advised that the supplement should be completed the week of February 19th barring any questions on the ordinances. We will be providing CDs of the revised code for all Council Members. Printed copies are available upon request.

The records management project for archiving the minutes, ordinances and resolutions is almost complete. The minutes from 1905-1945 were missed in the copy process and will have to be re-sent to Olympia. The disk is available for copying at City Hall and has been provided to Ryan Spott to post on the City web site. This will complete Phase I of this project. The next step will be to send the older records to the State Archive for preservation.

Finance:

Staff is working on the 2006 Annual Report and January 2007 financial report. There are still a few "bugs" to work out in the Springbrook implementation but for the most part, the program is working well and the concerns of the State Auditor are being addressed.