

PUBLIC
NOTICES

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City of Portal
Council Proceedings

Meeting date: December 2, 2025
Unapproved Minutes

A regular meeting of the Portal City Council was held at the Community Center in Portal, ND on December 2, 2025. The meeting was called to order at 5:18 pm by Mayor Lisa Smith. Members of the City Council present were Kenneth Evenson, Tamara Rudland, Lorie Fitchner over phone and Auditor Kaydee Smith. Members absent were Dustin Degenstein. Citizens present Patrick Samson, Nate Schneider, and Deputy Nelson.

Deputy Nelson says the contract for 2026 is the same as it was in 2025. Mayor Smith stepped down to meet quorum. Motion was made by T. Rudland, and seconded by L. Fitchner to approve the Police Service Contract 2026 for \$4,800.00 from the Burke County Sheriff's Department.

Motion was made by T. Rudland, and seconded by L. Fitchner to approve the minutes from the November 4, 2025 meeting. All in favor, motion carried.

Motion was made by L. Fitchner, and seconded by T. Rudland to approve the financials as presented. All in favor, motion carried.

K. Evenson joined the meeting at 5:30 pm. L. Smith took back her position as Mayor.

Patrick gave updates about change orders and pay applications for CDBG projects. For the CDBG Gas Project: Motion was made by T. Rudland, and seconded by K. Evenson to authorize Mayor Lisa Smith to sign the Contract Change Order No. 4. All in favor motion carried. Motion was made by K. Evenson, and seconded by T. Rudland to authorize Mayor Lisa Smith to sign the Contract Change Order No. 5. All in favor motion carried. Motion made by T. Rudland, and seconded by K. Evenson to approve pay application 4 in the amount of \$126,437.92 to NPL Construction Co. All in favor, motion carried. For the CDBG Sewer Project: Motion made by T. Rudland, and seconded by L. Fitchner to approve pay application 4 in the amount of \$55,946.40 to Municipal Pipe Tool Co. All in favor, motion carried. Motion made by T. Rudland, and seconded by K. Evenson to approve pay application 5-FINAL in the amount of \$27,169.53 to Municipal Pipe Tool Co. All in favor, motion carried.

Motion was made by T. Rudland, and seconded by K. Evenson to approve the Retail Liquor License for Rosie's Cantina for January 1, 2026 – December 31, 2026. All in favor, motion carried.

Motion was made by K. Evenson, and seconded by L. Fitchner to approve Auditor Smith a \$250.00 Christmas

bonus. All in favor, motion carried.

L. Fitchner and Deputy Nelson left the meeting at 5:41 pm.

The burn permit for landfill has been sent it.

N. Schneider asked council about purchasing lots 7-11, Block 2, Metsger's FA. Discussion was tabled until January meeting when more council members are present.

Council is still reviewing the Land Use Planning and Zoning Ordinance.

A letter from S. Larson was discussed.

The council discussed the 90-day delinquency notices, a reminder notice will be put on residents' doors.

January 6, 2026 at the Community Center in Portal, ND at 5:15 pm is next regular meeting.

Mayor Smith stepped down to meet quorum.

Motion was made by T. Rudland, and seconded K. Evenson to adjourn the meeting 5:55 pm. All in favor, motion carried.

Bills: Nov: EFTPS \$768.12, Dacotah Bank 10.00, Dacotah Credit Card 818.09, SaskEnergy 2018.91, Fasken 870.21.

Dec: Ackerman \$561.34, BC Sheriff 400.00, Circle Sanitation 342.00, First District Health 30.00, Jerry's Transfer 24.00, Livingston 134.45, Morellis 62.40, MDU (Utilities) 1888.62, ND Dept. of Environmental 218.30, NCC 204.66, ND Pump & Lift 16490.00, NLE 2350.00, One Call 23.40

Special Grant Fund: NPL Construction \$126,437.92, Municipal Pipe Tool 55,946.40, 27,169.53.

Kaydee Smith, City Auditor
December 10, 2025

City of Flaxton
Council Proceedings

Approved Minutes
November 4, 2025

The regular City Council meeting was called to order by Mayor Kalmbach @ 7:30 p.m. Present were council members Justin Adamietz, Dan Snyder and Jeremy Ragle by conference call, Public Works Director, Barb Cron and City Auditor, Amy Ones.

The meeting began with the Pledge of Allegiance.

There was no public comment.

Motion J. Adamietz, second J. Ragle to approve the October 7, 2025 regular council meeting minutes as presented. All in favor, motion carried.

Motion J. Ragle, second J. Adamietz to approve the financial report and bills as presented. All in favor, motion carried. Overdue utility accounts and bulk water activity were reviewed.

Contractor's Application for Payment (CAP) #2 from Asphalt Preservation Company, Inc. in the amount of \$6,076.68 and Contractor's Application for Payment (CAP) #3 in the amount of \$2,067.69 for the Railway St. chip sealing project were reviewed. Motion J. Adamietz, second D. Snyder to approve as presented and to authorize Mayor Kalmbach to sign.

Sean Weeks representing Ackerman Estvold was absent from the meeting, therefore there was no engineering report presented.

B. Cron presented the Public Works report. Total hours worked for the month of October were 80.00. Tasks completed include the following: mowing, weed & branch trimming, patching potholes, cleaned Bobcat & city shop, discharged lagoon & completed curb stop service requests.

A new curb stop extension was installed for Parcel #07510000 and the curb stop was shut off at the property owner's request.

The Burke County 2025 property foreclosure list due to non-payment of property taxes and/or special assessments and 2025 "Notice of Annual Sale" were reviewed. No action taken.

Guidelines for the "Rural Catalyst" grant program administered thru the ND Department of Commerce were reviewed. Discussion was held on applying for funding for clean up & abatement costs related to Parcel #07615001 (a.k.a. Flaxton School Gymnasium Property). The property is currently listed on the 2025 Burke County Foreclosure list and will be acquired by Burke County if not sold at the annual sale on November 18, 2025. Mayor Kalmbach will attend the Burke County Commission meeting on November 18th to discuss partnering with the City of Flaxton to rectify the safety concerns and possible demolition of the building. Auditor Ones indicated that an asbestos inspection will need to be completed and estimates from area contractors should be obtained if the project moves forward. Motion J. Adamietz, second D. Snyder to approve applying for funding thru the "Rural Catalyst" grant program contingent on the foreclosure of the property. All in favor, motion carried.

Meeting adjourned at 8:10 p.m.

Next meeting Tuesday, December 2, 2025 @ 7:30 p.m. at the Flaxton City Hall.

Approved Bills: October Payroll \$3,278.10, US Treasury 952.00, Brosz Engineering 180.00, Burke County 8,144.37, Circle Sanitation 614.75, Dacotah Bank 5.00, FDHU 30.00, MDU 1,160.03, NCC 197.26, Vision West 400.00, Visa 584.98.

Amy Ones, City Auditor
Publication Date: December 10, 2025

City of Lignite
Council Proceedings

Regular Meeting
December 1, 2025
Unofficial Minutes

Meeting called to order by Mayor L. Granrud. Present CP W. Rick, CVP J. Ruby, Council members K. Termine, N. Sandberg, Maintenance Superintendent J. Ehlike, and Auditor Knutson. Guest Sheriff Nick Throntveit.

• Motion to approve previous months minutes by K. Termine, second by W. Rick. All in favor, motion carried.

• Motion to approve November 20th Special meeting by K. Termine, second by N. Sandberg. All in favor, motion carried.

• Motion to approve previous month's financials as presented by W. Rick, second by K. Termine. All in favor, motion carried.

• Motion to approve 2026 contract with the Burke County Sheriff Dept. by W. Rick, second by N. Sandberg. All in favor, motion carried.

• Motion to approve the following bills by W. Rick, second by J. Ruby. All in favor, motion carried.

• LVFD water sales reviewed. Sheriff Throntveit left the meeting.

Maintenance report: Water samples have been taken and sent in and the park and Main St. have been decorated for Christmas. Jory attended training in both Surrey and Williston.

J. Ruby entered the meeting.

The landfill is closed for the season, the roll-off dumpster has been removed until spring, and a burn permit for the landfill has been applied for. Equipment is continuing to be serviced and new edges for the snow pusher will be ordered. Solotek will be contacted to help Jory set up water tower warning notices for his phone. The scissor lift the City agreed to purchase was sold but one a year newer with less hours is available and the company offered it to the City at the same price. Jory passed his tests and has received his Commercial Applicators license. Motion to grant pay increase to Jory Ehlike by K. Termine, second by J. Ruby. All in favor, motion carried. Discussion on Toolcat's vs JD Tractor vs skid steer.

Auditor's report: All monthly reports have been done. There have been complaints about dogs being loose, the Auditor will send a letter to the owners. The City received reimbursement for the second ND Forestry grant. The drug and alcohol testing application with the NDLC has been updated for 2026. The Govcard on line payment program is not compatible with the version of QB that the City is using. The Auditor will continue to work on resolving the issue.

Old business: The auditor will check on putting a correction to the ordinances on the June ballot. An estimate for a new boiler for the Legion building was reviewed.

New business: Motion by W. Rick, second by N. Sandberg to grant a Christmas bonus to make up for the difference for the first 9 months that the .40 cent pay increase was not in place to the Auditor. K. Termine, nay, J. Ruby nay. Mayor Granrud stepped down to break tie, aye. Motion carried.

Correspondence: SB 2027 Floodplain Ordinance.

Motion to adjourn by J. Ruby, second by K. Termine. All in favor, motion carried.

Next meeting January 5, 2026 7:00 pm

Bills for November 2025: Burke County Sheriff \$400.00; Burke Divide Electric 23.00; Burke County Tribune 125.33; City Sales Tax 9245.26; Core & Main 231.20; Ehlike, Jory 50.00; Fed 941 3198.58; First District Health 30.00, 135.00; Hawkins 266.39; Kemper 4628.32; Knutson, Lisa 50.00; Lignite Oil 275.78; McGee Law 180.00; MDU 1823.25; NCC Ray 280.85; NDRW 50.00; Payroll 1878.30, 138.53, 1690.38, 1836.10, 1878.32, 1647.60; RDO 619.02; Sewer Passbook 2610.00; The Computer Store 128.00, 128.00; VISA 1430.05; Agri Industries 1816.20.

Lisa Knutson, City Auditor
December 10, 2025

Official Proceedings
of the Board
of Burke County
Commissioners

November 18, 2025

1. OPENING & ROLL CALL

The Board met in regular session on Tuesday, November 18, 2025 at the Burke County Courthouse, Bowbells ND beginning with a Planning & Zoning meeting at 8:00 a.m. Planning & Zoning Chairman Rick Owings & County Commissioner Shannon Holter presiding. Also present were Sandy Raines, Ted Hawbaker, Mark Enget, Jason Wettstein, Planning & Zoning Administrator Jill Edwards & Auditor Amie Vandegrift. Chairman Jarret Van Berkom, State's Attorney Amber Fiesel & Lyann Olson joined for the County Commissioners portion of the meeting.

Chairman Van Berkom called the County Commission meeting to order at 9:18 a.m.

2. BUSINESS

A. MINUTES

Motion by Comm. Holter, second by Comm. Owings to approve the regular meeting of November 4, 2025. Upon roll call, all present voted yes. Motion carried.

B. BILLS

Motion by Comm. Holter, second by Comm. Owings to approve the bills list and that the County Auditor be instructed to pay the bills out of the proper funds. Upon roll call, all present voted yes. Motion carried.

GENERAL

County Employees \$78,152.52
TOTAL \$78,152.52

COUNTY AGENT

County Employees \$3,301.68
TOTAL \$3,301.68

VETERAN'S SERVICE OFFICER

County Employees \$1,198.79
TOTAL \$1,198.79

911

County Employees \$244.89
TOTAL \$244.89
GRAND TOTAL \$82,897.88

ROAD & BRIDGE

Brosz Engineering, Inc. \$1,260.00
Burke County Treasurer60.00
Butler Machinery Company 201.85
City of Columbus43.33
City of Lignite 139.00
City of Powers Lake 68.75
Dakota Truck and
Farm Service 2,100.00
Farmers Union Oil Company.25,000.00
Farmers Union Oil Company..6,284.67
Lawson Products, Inc. 139.96
Lignite Oil Company 25,000.00
Lignite Oil Company10,123.51
Menards- Minot 124.26
Midstates Wireless1,002.60
Montana-Dakota Utilities Co. 72.96
NDACO 165.00
NDLTAP 50.00
North Country Mercantile
& Equipment LLC 276.20
Northwest Communications.....132.85
Northwest Communications.....507.19
Overhead Door
Company of Minot 290.00
RDO Equipment Co.....2,190.25
Verizon Wireless.....131.53
Westlie Crossroads
Truck Center 830.31
TOTAL \$76,194.22

GENERAL

Arabella Roering\$56.00
Brandy Zepp 384.00
Gabrielle Zepp 180.00
Griffin Nelson 90.00
Jarret Van Berkom 298.20
Marchell Ganskop 262.50
Arcasearch LLC 8,330.00
Burke Divide
Electric Cooperative 5.25
Computer Express Inc. 1,090.00
Dacotah Bank914.78
Farmers Union Oil Company ..2,733.33
FP Mailing Solutions..... 144.62
Gaffaney's of Minot Inc. 540.62
Gustafson Septic Service Inc .. 518.00
Information Technology
Department..... 1,405.95
Lignite Oil Company 457.80
Minot's Finest
Collison Center.....19,428.15
Morelli's Distributing, Inc..... 97.60
Northern Sheriff's Association ...125.00
NDACO 1,215.00
Northwest Communications..... 730.79
Northwest Communications..... 179.70
Pro Tech Integrations LLC 5,470.50
Radisson Hotel Bismarck 227.00
The Country Store 37.98
Thomson Reuters- West..... 218.74
Tyler Technologies, Inc..... 8,385.14
Verizon Wireless..... 543.06
Vestis460.13
TOTAL \$54,589.84

COUNTY AGENT

Stephanie A. Black \$7.35
LCBC75.00
Northwest Communications..... 40.54
TOTAL \$122.89

DISTRICT HEALTH

First District Health Unit.... \$16,505.75
TOTAL \$16,505.75

HAZARDOUS CHEMICAL

Midstates Wireless \$4,921.50
TOTAL \$4,921.50

STATE ARPA

Hight Construction, LLC ... \$12,622.50
TOTAL \$12,622.50

VETERAN SERVICE OFFICER

Northwest Communications..... \$48.88
Verizon Wireless.....\$42.57
TOTAL \$91.45

WEED CONTROL

Burke County Auditor..... \$235.00
TOTAL \$235.00
GRAND TOTAL \$165,283.15

3. APPOINTMENT SCHEDULED

Jill Edwards, Planning & Zoning Administrator, met with the board.

A motion by Comm. Holter, second by Comm. Owings to approve a building permit for a 16x34 house addition in Keller Twp. for Jay Altringer. Upon roll call, all present voted yes. Motion carried. A motion by Comm. Holter, second by Comm. Owings to approve a building permit for a 24x28 garage in Keller Twp. for Jay Altringer. Upon roll call, all present voted yes. Motion carried. Jill reported the Planning & Zoning had a public hearing on the TUP ordinance and no one appeared.

Spencer Goodman, County Road Supervisor, met with the board. Spencer was expecting a quote from

Dakota Fence this week for fixing the guardrail on King's hill. Other topics of discussion were repairs done on the payloador, salt sand was delivered in Bowbells & Powers Lake, parts ordered for the track skid steer, rip rap ready for Nate on the drain project, blades are still going, forestry head going out next week, CR 1 RR crossing closure, winterizing equipment not needed, 4 employees going to snow plow training, supervisor training in January, the right of way on the Coal Mine Rd. and the speed limit signs in Powers lake on CR 7. A motion by Comm. Holter, second by Comm. Owings to set the speed limit for trucks to 20 mph on CR 7 within the City of Powers Lake. Upon roll call, all present voted yes. Motion carried. Discussion was held on the drain project. The original plan is not going to work due to elevation issues. It was decided to install a 500 gal tank with a pump float, alarm 2 foot manhole riser for access. It would be even with the ground so you can mow over it. All agreed.

The meeting was recessed to conduct the annual sale of tax delinquent properties. No bids were made and the meeting resumed.

Shawn Kalmbach, Flaxton City Mayor, met with the board.

The city would like to apply for a Rural Catalyst Grant to clean up a hazardous property the county now owns. If approved the grant would act as the city's contribution to the project. The Commissioners were all in support of working with the city to clean up the property.

Jason Mayfield, Wold Engineering, met with the board.

Jason informed the Commissioners that Mayo Construction was the lowest bidder on project SC-SRF-0700(005) by about \$500,000 which should decrease the federal aid. Discussion was held on submitting another SRF application for chip sealing CR 5 & 7. Chip seal for 9.25 miles is roughly \$420,000, Design & Construction. It's an 80/20 match plus 10% engineering. The Commissioners all agreed to apply for the project. They decided to add chip sealing to the boat ramp at Smishek Lake.

RESOLUTION

WHEREAS, the bid in the amount of \$2,421,626.48 from Mayo Construction Company Inc. received in the bid opening of November 14, 2025 for Project SC-SRF-0700(005) was the low bid received.

WHEREAS, this bid is considered reasonable.

NOW THEREFORE, be it resolved by the Board of County Commissioners of BURKE County will award to Mayo Construction Company Inc. the contract for Project SC-SRF-0700(005) and hereby authorizes the Chairman of the Board to sign said contract.

It is further understood that the County shall reimburse the North Dakota Department of Transportation for any payments made under this contract, which are not collectible from the Federal Highway Administration.

A motion by Comm. Holter, second by Comm. Owings to authorize the chairman to sign the resolution and accept Mayo Constructions bid. Upon roll call, all present voted yes. Motion carried.

Tracy Stover, Courthouse Maintenance, met with the board.

Ralph's Plumbing will be getting back to her regarding the commercial dehumidifier. The company that does the maintenance on the elevator should be coming up next month. She presented a quote from H.A. Thompson to have the camera inspection on the leaks in the pipe found when Ralph's smoked the lines. The commissioners all agreed to have the inspection done. Discussion was held on the project change with old roof drain lines. The Chairman will be in contact with Next Level Excavating. She also reported Hight Construction was making progress.

Barry Jager, DES/911/Grant Writer, met with the board.

All radios have been updated. He was able to come up with 2 radios for the county shop and 2 for Burke Central School District. The county shop camera system has been updated. The Sheriff's Office reported a couple cameras were down around the courthouse. The system is 10 years old and Barry suggested an update. With the update the Sheriff will be able to monitor the cameras offsite. The Burke County's Hazardous Mitigation plan has been put on hold by the state due to about 3 other county plans expiring and needing to be addressed first. Barry reported new requirements in applying for the EMPG grant and does not feel it's worth the time in applying for it because funds are not guaranteed and they have become less over time. Discussion was held on what Barry's plans were with his retirement. Barry would like to retire on the Emergency Manager side and continue with the grant writer/911 position. He has no set date at this point. He would like to finish up on a few projects first. The Commissioners agreed to skip applying this year and possibly reapply next year.

4. DISCUSSION

A motion by Comm. Holter, second by Comm. Owings to authorize the Chairman to sign a County Deed for LOTS 10-15, BLOCK 10, OT LARSON VILLAGE; LOTS 5-10, BLOCK 11, OT LARSON VILLAGE; LOTS 16 & 17, BLOCK 10, OT, LARSON VILLAGE & LOT 9, AUDITOR'S PLAT OF GOV'T. LOT 4 LESS EASE SECTION6-162-91 to Amber Nygard and Charles Nelson. Upon roll call, all present voted yes. Motion carried.

A motion by Comm. Holter, second by Comm. Owings to authorize the Chairman to sign a County Deed for SW 100' OF LOT 2, BLOCK 37, SHIPAM'S, BOWBELLS CITY to Jeffrey Rolle and Natasha Sivertson. Upon roll call, all present voted yes. Motion carried.

A motion by Comm. Holter, second by Comm. Owings to approve the 2026 Holiday closures. Upon roll call, all present voted yes. Motion carried.

A flyer for participation in a survey from First District Health was handed out and discussed. The Auditor presented a

letter from First District Health regarding a notice to remove a nuisance building in Larson Village.

Due to health reasons Comm. Owings gave his resignation effective December 31, 2025. A notice for applications will go out in next week's paper. Applications for the position will be due December 19th and the Commissioners will hold a Special Meeting December 30th to pay any last-minute bills and hold interviews.

Chairman Van Berkom reported a notice he received of a public hearing on an application for a certificate of site compatibility for a 100-megawatt battery energy storage system in Burke County. The hearing is scheduled for December 19th at 10 am at the Bowbells Memorial Hall.

Discussion was held on the change of project plans on the roof drain and all commissioners decided to accept the change and continue work.

The Board adjourned at 12:39 p.m. to meet again in regular session December 2, 2025 at 8:00 a.m.

Minutes read and approved this 2nd day of December 2025.

Jarret Van Berkom
Chairman, Burke County Board
of Commissioners

Amie Vandegrift
Burke County Auditor
December 10, 2025

City of Powers Lake
Council Proceedings

Regular Meeting

Unapproved Proceedings

The Powers Lake City Council met in regular session on December 2, 2025 at 6:00 pm. Council members present were: Griesbach, Parslow and Holmen. Also present were Chris with Ackerman-Estvold, Chief Leighton, Ronald Peters, Dustin Olson, Chantell Westling, Brianna Dennis, Kenny MacDonald, and the auditor.

Pledge of Allegiance was recited at 6:00 pm.

Mayor Enget called the meeting to order; called for public comment. A written comment was reviewed from Jason Skar regarding his encounter with Chief Leighton.

Ackerman-Estvold gave the engineering report.

Motion by Holmen, seconded by Griesbach approve the November 4 meeting minutes. Motion carried.

Auditor: Motion by Parslow, seconded by Holmen to approve the November fund balance statement as presented. Motion carried.

Landfill/Bldg Permits: Landfill has been burnt.

Streets/Legion Hall: The furnace at Legion has been giving trouble. Griesbach had Triple A come in a repair it. MDU has been alerted about street light out on Main St. Thank you to Moen for having the streets sanded.

Water: Generator at the well house has been set along with LP tank. Waiting on Rudolph Electric to come back and hook up.

Police report for November: calls for service-28; accidents-2; total stops-16; citations-1; written warnings-13; verbal warnings-17; admin-8; assist PL ambulance-2; school checks-8+; door checks-4; phone calls-115. Leighton will be assisting with the Santa Vendor Show in Bowbells, December 6 as a fundraiser for Burke County Christmas with Deputies event. Holmen stated he's heard a few positive comments, including a business manager in town of Leighton service. Westling gave public comment in appreciation of Leighton patrolling the school zone and being the police presence in Powers Lake.

Mayor: Discussion was held on the trapper coming out and trapping beavers in the area. Parade of Light was well attended. Thank you to community club for organizing that event.

Old Business: Holmen has spoken to a different electrician on the cameras. Hegstad Subdivision is being reviewed. The city is on Fargo Glass's list for having the automatic door openers installed.

New Business: Motion by Holmen, seconded by Griesbach to approve a ham/turkey gift certificate to Prairie Pride Foods for employees as a holiday thank you. Roll call vote resulted in ayes unanimous.

Holmen will work with John Kulstad on getting the ice-skating rink on the lake ready once the ice is thick enough.

Motion by Holmen, seconded by Parslow to pay the following bills: Acme Tools \$3375.00, Adobe 20.99, Amazon 30.98, Burke County Register of Deeds 40.00, Burke County Tribune 112.88, Cenex 3775.38, Circle Sanitation 87,773.25, Country Store 131.61, Edwards Service 1693.24, First District Health 30.00, Hawkins 1028.26, H&H Coating 4450.00, ITD 103.40, John's Sand & Gravel 2650.00, MDU 2983.48, Modern Marketing 1212.66, NCC 579.73, ND League Cities 90.00, ND Sewage Pump & Liftstation 800.00, ND Surplus Property 150.00, One Call Concepts 6.00, Radar Shop 302.00, Rocky Mtn Pntl Solutions 281.24, Uniform Center 45.98, Verizon 99.93, Liz Beavers 456.58, Patrick Leighton 4430.43, Kenny MacDonald (city) 3044.39, Kenny MacDonald (watershed) 122.82, Jennifer Titus 2674.65, NDPERS (retirement) 1418.87, NDPERS (Def Comp) 750.00, IRS payroll taxes 2958.17. Roll call vote resulted in ayes unanimous.

Next meeting is Wednesday, January 7 at 6 pm.

Motion by Holmen, seconded by Griesbach to adjourn at 6:32 pm. Motion carried.

Kari Enget, Mayor
Jennifer Titus, City Auditor
December 10, 2025