

Mayor
Alice Ruby

Manager
Robert J Mawson



Dillingham City Council
Kimberly Johnson
Michael Bennett
Aksel Buholm
Curt Armstrong
Kaleb Westfall
Perry Abrams

MEMORANDUM

Date: April 20, 2023
To: Lori Goodell, Acting City Manager
From: Greta Hayden-Pless, Acting City Clerk
Subject: Monthly Report

Acknowledgements and Recognitions:

- Everybody at the city has been doing incredible work, often going above and beyond working in multiple positions to keep up with short staff.

Department Accomplishment and Opportunities:

- Submitted 1st Quarter Employer of Lobbyist Report
- Coordinated with Nushagak Coop, and Friends of the Landfill for planning the May community cleanup. Also Coordinating with Curyung Tribal Council and US Fish and Wildlife for possible partners and additional assistance.
- Researched dumpster ordinances in other municipalities for Code Review Committee. Created two possible ordinance options for a jumping point.
- Extensively researched and developed draft of updated Seafood Processor Excise Tax to present at next Finance and Budget meeting.
 - Alaska fish and game
 - Municipalities codes and state ordinances
 - Organized a meeting with Peter Pan to discuss resolution and gain insight.
- Created a resolution of support for the proposed Base Student Allocation.
 - Worked with Representative Edgmon's Office for review.
- Prepared special council meeting for April 17th.
- Processed property appeal forms and submitted them to the city assessor.
- Aided with librarian and new library assistant hire for required safety trainings.
- Finished handing out all employee appreciation gifts to individual departments with Kelsa and Lori.
- Completing assigned work as both the Acting City Clerk and Administrative Services Assistant.

Projects – Progress and Public Impacts:

- Maintained and updated running master lists for facilities needs and equipment and supplies requests from all departments.
 - Used to establish the tasks for LMJ site visit.
 - Used to create job list for Raven Electric
- Received partially signed MOU between MEAL, BBHA, and COD. Sent to BBHA for signature, they are awaiting their attorney's approval before signing.
- Assisted Finance to with LMJ contract renewal and required needs for the city.
 - Prioritized project lists for necessary projects needed.

Upcoming Calendar Items

05.09.2023 Assessor Arrive in Dillingham
05.11.2023 Code Review Committee
05.15.2023 Finance & Budget Committee Meeting
05.18.2023 BOE Meeting / Hearing
05.25.2023-05.27.2023 Community Clean Up

Public Feedback:

- Received several positive comments about public works.
- Received one grievance letter regarding DCPD.