

Mayor
Alice Ruby

Manager
Robert Mawson



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

MEMORANDUM

Date: January 6, 2023
To: Robert Mawson, City Manager
From: Lori Goodell, City Clerk
Subject: Monthly Report

Acknowledgements and Recognitions:

- Kelsa Brandenburg and Greta Heyden-Pless did an outstanding job organizing the City Christmas Party. It was well attended, and all who were present had a marvelous time.
- Kudos to Anita Fuller, Finance Director for continuing to think 'outside-the-box' in looking for creative solutions to employment needs.
- Well done to Billy Noonkesser and his crew at public works for constant vigilance regarding road demands, regardless of staffing shortages, and often difficult perceptions.

Department Accomplishment and Opportunities:

- Attended the AAMC annual 2022 conference. During the training on records a Clerk spoke regarding her experience doing a total redo for their records retention schedule. Subsequent to that training, additional information has been acquired and items appropriate to the City's retention will be worked into the update.
- Assisted Finance with updates to the sales tax reporting forms and customer letter templates.
- Helped with onboarding one employee.
- Worked with Kelsa to begin updating onboarding templates and policy.
- Notified by Lobbyist Chris Hladick the City of Dillingham received \$5 million for shoreline protection for the sewer lagoon. This is part of the \$500 million designated funding package Senator Lisa Murkowski was instrumental in acquiring for the State of Alaska.

Projects – Progress and Public Impacts:

- Completed the six continuing education safety courses assigned through the APEI LocalGovU portal.
- Checked with Public Works regarding personnel and equipment for snow removal efforts.

- Received renewal notice from the State for two retail marijuana stores. Next steps for the city; complete the internal license review, send to the Code Review Committee, forward to the Council. As the local governing body, the City has 60 days to protest the applications.

Upcoming Calendar Items:

- 01.12.2023 Regular City Council Meeting
- 01.16.2023 Finance & Budget Committee Meeting
- 02.02.2023 Regular City Council Meeting
- 02.09.2023 Code Review Committee Meeting
- 02.20.2023 Finance & Budget Committee Meeting

Public Feedback:

- Received several positive comments, and two complaints regarding the condition of roads and snow removal.