

Mayor
Alice Ruby

Manager
Robert J Mawson



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

MEMORANDUM

Date: March 28, 2023
To: Lori Goodell, Acting City Manager
From: Greta Hayden-Pless, Acting City Clerk
Subject: Monthly Report

Acknowledgements and Recognitions:

- Lori Goodell has gone above and beyond in the duties of Acting City Manager and is doing an incredible job wearing many hats. (Public Works Director, Harbor Master, Acting City Manager)
- Amazing job to Billy Noonkesser and the public works staff for their dedication to meeting road needs, regardless of staffing shortages, and often challenging demands.

Department Accomplishment and Opportunities:

- Sent official letter waiving the right to protest all liquor/marijuana license renewals and transfers to Alcohol & Marijuana Control Office.
- Coordinated with Nushagak Coop and Friends of the Landfill for planning the May community cleanup.
- Researched dumpster ordinances in other municipalities for Code Review Committee. Created two possible ordinance options for a jumping point.
- Completed onboarding for three employees.
- Used fabric glue to reassemble the torn and dismantled patches of carpet throughout City Hall to make it look more professional.
- Prepped for the Bristol Bay Job Fair and manned the table:
 - Created job postcards to increase interest.
 - Organized a raffle with the prize of a Dillingham sweatshirt.
 - We received 44 contact slips for summer employment interest and entrance into the raffle.
- Handed out 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.
- Received partially signed MOU between MEAL, BBHA, and COD. Sent to BBHA for signature, they are awaiting their attorney's approval before signing.
- Continuing to catalog the 3rd floor library; I am 3/4th of the way completed, with the exceptions of new additions.
- Coordinated and scheduled a joint meeting between the school board and the city council for March 27th.
- Assisted Finance to schedule upcoming LMJ visit and contract renewal.

Upcoming Calendar Items

04.06.2023 Regular City Council Meeting
04.13.2023 Code Review Committee Meeting
04.17.2023 Finance & Budget Committee Meeting
04.28.2023 Friends of the Landfill Meeting
05.04.2023 Regular City Council Meeting
05.18.2023 BOE Meeting / Hearing

Public Feedback:

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