



Date: October 9, 2024
From: Dan Grimmer, City Clerk
To: Nome Common Council
Subject: FY25 Q1 Quarterly Reports

- Property Tax Payments 1st Half- The City Clerk's Office receives tax payments for Real Property taxes which has the 1st half due by July 31st. There was good collaboration with our team processing payments up to the deadline. We was able to minimize extra time needed to finish processing payments and it only took 1 extra hour.
- Property Tax Payments 2nd Half- upcoming 2nd half of taxes are due by October 31st. Our staff has been receiving inquiries and have sent information to numerous tax payers already with the hopes that it will minimize the amount of last minute payments. We are planning on sending out tax reminders to the public to help as a reminder of the upcoming due date.
- Financial Audit- The Clerks Office has been steadily working on their part of the financial audits and have time planned to dedicate to get the bulk of the work done before the due date.
- Search for Deputy City Clerk- We are still accepting applications and have this position listed. We are working with HR to find qualified candidates.
- Training on Applications and Registrations in LocalGov – On October 9th we attended a training for LocalGov that covered applications and registrations for the sales tax software.
- 2024 Municipal Election – The Clerk's Office had a successful election that was conducted on October 1st. The election judges were cheerful and helpful and we all learned a lot about this process together. Congratulations to all the candidates that ran for office and for their willingness to serve in their positions.
- Upcoming 2024 AML/AAMC Conference in December- There is an upcoming Alaska Municipal League/ Alaska Association of Municipal Clerks conference the second week of December. The City Clerk is planning on attending to further his education and training towards becoming a Certified Municipal Clerk.

Dan Grimmer
City Clerk