



MEMORANDUM

DATE: October 24, 2024

TO: City Council

FROM: Brooks Chandler, Interim City Manager

SUBJECT: *Manager's Report For 10/28/2024 Council Meeting*

It is hard to believe it has been more than a month since I returned to Nome.

CBA- The initial bargaining session is scheduled for this Wednesday. I will have input for the City Council in executive session.

City Manager Search- Solicitations were sent to 10 firms. 3 responded. We will discuss qualifications and an administration recommendation in executive session and request Council action in public following the executive session. The job has been posted on the website and listed with AML. We held off listing with ICMA to avoid duplicating an expense likely to be incurred by the executive search firm. The executive search firm will want to engage with Council and the Human Resources Director in developing their recruitment materials. Mainly to answer the question- "what are the qualities you are looking for"? Cynthia Gray and I would like some indication of the extent to which the Council wants to be involved in the front end of the recruitment process.

City Hall HVAC- City staff indicated a preference to not return to City Hall until the project is complete. This should happen the week of November 18. The substantial completion inspection remains scheduled for November 4.

Kawerak Lease of Monofill Building- The survey to develop the legal description has been included. Kawerak should have the revised the lease agreement in hand by the Council meeting. I anticipate the public notice process beginning by the end of the month. Target date for approval by ordinance has slipped to the second November or first December council meeting.



Towing Contract- No responses were received to the invitation to bid for towing services. We will attempt direct solicitation of this work.

Fee Schedule Update- This is before Council for action.

Janitorial Services- An RFP was advertised for cleaning at the Public Safety Building, the Rec Center and the Port office. Responses are due October 24.

Cape Nome- A proposed MOU with Bering Straits Native Corporation for use of some of the tidelands at the Cape Nome Jetty was prepared. Whether this goes forward is impacted by the lack of an award for the Arctic Deep Draft Port project.

Hazard Mitigation Plan Update- I met with Chair Vaden and Vice-Chair Kosto who reminded me that the 2017 Hazard Mitigation Plan (on the City web site under the Planning Commission tab) is overdue for an update. After looking at a FEMA website I confirmed these plans are required to be updated every 5 years. But I am not concerned the lack of an update would jeopardize disaster relief funding should another Merbok arrive in Nome. According to FEMA:

FEMA requires state, local, tribal and territorial governments to have approved and adopted hazard mitigation plans to be eligible for certain types of **non-emergency disaster assistance, including funding for mitigation projects.** Jurisdictions must update their hazard mitigation plans and resubmit them for FEMA approval every five years to remain eligible.

Chair Vaden helpfully offered to provide administration with grant funding information for plan updates.

Emergency Operations Plan Update- This is also needed and a report identifying changes was done by Katmai Solutions in March. Finding grant funding for this work also makes sense.

Building Code Compliance- I will be working with the building inspector and Chief Crockett to implement existing enforcement procedures in hopes of increasing compliance. The resolution authorizing suit that is before Council is not the preferred method to achieve compliance but administration does recommend approval.

Police Department Shoulder Patch- As part of the modernization, accreditation and general improvement process for Nome PD the City will be updating the uniform shoulder patch. This will involve solicitation of graphic art professionals. I hope to have the design selected before the end of the year.

Alaska Blanket Exercise- Norton Sound Health Corporation Behavioral Services invited City employees to participate in a cultural awareness program on October 29. Myself, the museum director and two police department employees are planning to attend. In addition to broadening my own perspective I will



be evaluating this program for future regular use by the Nome Police Department as part of employee training.

Priorities- City manager search and completion of CBA negotiations remain my top priorities. Figuring out second tier priorities is a significant challenge. Two secondary priorities are completion of the Police Department accreditation process and completion of the Kawerak Lease. I understand Council's interest in adding a public relations component to improve communications with the people served by the City and will be devoting time to this effort. Longer term I am hoping to make gradual improvements in management of the City's most vital and important resource- the individuals who provide daily services to the people who live in Nome and visit our community.