



# MEMO

Date: July 8, 2025  
To: Nome Common Council  
From: Dan Grimmer, City Clerk  
Subject: FY25 Q4 Report

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## **Professional Development I & II**

Clerk Grimmer and Deputy Clerk Soske attended the annual clerks training in Tacoma Washington this year. This ongoing education contributes towards becoming a certified municipal clerk. The networking and education provided help with a wide variety of skill sets used in the clerks office which include: records retention, management, parliamentary procedures, HR Onboarding, self-care, collaboration and Crisis Communications and Emergency Preparedness.

## **Staffing**

The Clerk's office has an opening for a Deputy City Clerk that it is looking to fill. The position will remain open until filled. The position is listed at a range 14.

## **Board of Equalization**

There were 54 appeals this year for Assessments that were sent out. All but 14 properties were settled before the Board of Equalization meetings were held.

## **Tax Season**

2025 Tax Bills were effectively sent out June 30<sup>th</sup>. The Clerk's staff has been busy preparing, taking payments and communicating with individual owners and tax agencies to get information to them that will help with issuing payments.

Dan Grimmer  
City Clerk