



MEMORANDUM

DATE: September 19, 2024
TO: City Council
FROM: Brooks Chandler, Interim City Manager
SUBJECT: *Manager's Report For 9/23/2024 Council Meeting*

This is being written on Thursday afternoon. There will probably be an oral update at the meeting.

First- thank you for this opportunity to return to service on behalf of residents of Nome. This will be a rewarding experience for me and hopefully a productive one for the community.

Priorities- When I got off the plane Monday my first priority was finding a permanent city manager. Three and a half days in there is a second “first” priority. Negotiation of a collective bargaining agreement between the City and the City of Nome Employees Association (APEA Local# 6141). This is an initial “top 2” list subject to Council input.

CBA- I hope to report orally on a proposed schedule but as of this writing have yet to coordinate with bargaining unit representatives. Step one on management side is formation of the management bargaining team. Union negotiations are not conducted in public. Council can expect executive session and special meeting requests as needed. Council and ASEA approval of a new CBA by the last council meeting in December should be a mutual goal.

City Manager Search- Council earlier directed using an executive search company. I prepared an RFP and have asked the HR Director to send it to 7 firms. Notice will also be advertised in the Nome Nugget on Thursday. The due date for responses is October 16. While we wait for responses I recommend the City also initiate its own recruitment through posting and advertising of the position locally, with AML and ICMA. Step 1 in that process is a review of the job description which dates from 2015 and is in your packet. Council should begin thinking about salary. The advertised minimum salary will be based on the initial contract for Mr. Steckman and will be DOE.



City Hall HVAC- The Contractor believes it will be possible to begin moving furniture and equipment into City Hall the week of October 14. The substantial completion inspection has been scheduled for November 4. Coordination of the move in will be a bit of a dance. Stay tuned for details.

Kawerak Lease of Monofill Building- Next step is development of the legal description to include in the lease agreement. Once the agreement is finalized it will be brought to Council for approval by ordinance. Current target date is for final approval of the ordinance by either the second October or first November council meeting.

Towing Contract- A request for bids for winter towing of vehicles in public rights of way has been advertised.

Fee Schedule Update- Targeting bringing an updated (i.e. increased) fee schedule to Council at the first council meeting in October.