



Marissa Medford

City Administrator Report

May/June 2024

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City of Saxman Council:

Having weekly meetings (at minimum) with Cynna Gubatayao, Peter Amylon, and Amy Briggs from the Ketchikan Gateway Borough regarding the Alaska Housing Finance Corporation (AHFC) Last Frontier Housing Initiative (LFHI) Grant. The Ketchikan Gateway Borough is assisting the City of Saxman by providing administrative support for this project.

There was a Pre-Proposal Site Visit on May 22, 2024 at 2:00pm for any potential bidders to take a look at the five proposed lots. Two potential bidders showed up for the site visit. Amy Briggs and Morgan Barry from KGB helped me to facilitate the site visit.

- Request for Proposals (RFP) with Ketchikan Gateway Borough closed on June 11, 2024 at 3:00pm.
- Proposal Review Team (PRT) met on June 13, 2024 at 2:00pm. PRT included Morgan Barry, Cynna Gubatayao, Frank Maloney, and myself. Amy Briggs facilitated the meeting and bidder interviews.
- Notice of Intent to Award (NOITA) issued on June 14, 2024.

We received two proposals—Dawson Construction and Marble Construction—for the affordable housing development project (AHFC LFHI Grant). After the PRT meeting and interviews were conducted, I issued the Notice of Intent to Award on the behalf of the City of Saxman. Dawson Construction won the bid for the project. Dawson's plan is to construct three (3) 2-bedroom units fourplexes and one (1) 2-bedroom units duplex utilizing three of our lots. Appeal period ends today at 5:00pm. Now that we have issued the NOITA, we can move forward with the contract for the Project Management Service contract. Andy Petroni of AHFC notified me this morning that we are the first community to complete their RFP and they are very excited to see construction begin.

Capital Title and Escrow ran the Title Reports for all lots that will be utilized for the AHFC LFHI Grant. Nothing has been filed in error on any of the lots.

Alpine Real Estate is working on Brokers Opinion of Value report for all lots that will be utilized for the AHFC LFHI Grant. This will ensure we have an accurate land value to submit for our match requirement. Will be reaching out to update him on the three lots that were selected for development.

GT Landy Surveying, LLC flagged all property lines for Lot 2 Block 3 of USS 1652 located at 2707 Bear Clan for site development.

Accounting meetings to discuss:

- Teuscher Walpole's scope of work—will continue to evolve as we clearly define roles and responsibilities and train staff.
- Ongoing Elgee Rehfeld FY23 audit.
- Budget for FY25.
- Submitted FY25 Community Assistance Program (CAP) application.
- SLFRF Treasury Portal Access.

Renewed City of Saxman Aetna Health Insurance for FY25.

There was another water emergency in early/mid-June where \$14,650 was spent on emergency water deliveries for the 802 tank. With the water emergency in mid-March that puts us at about \$27,000 in emergency water deliveries in the past three months.

Norman Natkong Jr. has completed the wings for the Eagle Pole and has been paid out in full for this contract.

Submitted pictures of the completed Rock Oysterman Pole to KGB so they could initiate the transfer of the funds for the final milestone payment for Jon Rowan. Funds were scheduled to be transferred on June 18, 2024.

LC Refrigeration will be dropping off the Ice Machine that OVS ordered with their grant funds to the SCC kitchen by the end of the week.

Completed the State of Alaska Fire Marshall corrections at SCC with assistance from Public Works. Corrections were reviewed and approved.

Met with Steve Rydeen, Fire Chief and Ruben Duran, Borough Manager to discuss the Fire and EMS services contract. I was able to negotiate the payment structure. For FY25, instead of owing the \$84,320 we will owe \$50,000. This will allow us the necessary time to look into how our fees are structured and make necessary adjustments.

Met with Erin Traudt from Ketchikan Wellness Coalition to discuss the tentative date for the Alaska Blanket Exercise (ABE) in partnership with ANTHC. I have attached information regarding the ABE from ANTHC below. Erin emailed the flyer for the Introduction to the Prevention Core Competencies for Prevention Professionals 3-day training conducted by The National Indian Education Association at the Ted Ferry Civic Center from July 30-August 1, 2024. We will distribute the flyer so people can start signing up. We also tentatively discussed a drug take back event in Saxman. Still working on solidifying the date for that event.

Met with Joan Travostino twice to review the Three Bears Lease and discuss potential upcoming projects (PIDP Grant, KAPA, etc). We are working on scheduling another meeting to include SEC to discuss the impact of the PIDP Grant.

Discovered discrepancies in tourism headcount fees from 2023 and beginning of 2024. I have remedied the situation for now and have the correct amounts being billed out from May 2024 and going forward, but this is something that will need to be reviewed by Council for the future.



*M. Medford*

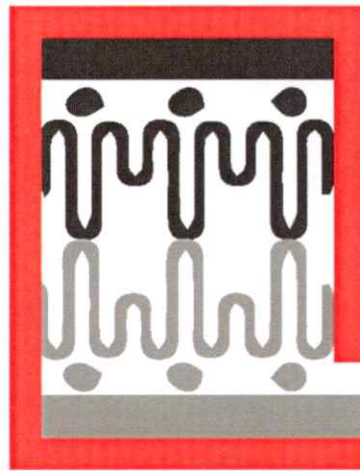
Marissa Medford

City Administrator

June 24, 2024

### **Alaska Blanket Exercise**

*A participatory history lesson that fosters truth, understanding, respect and reconciliation among Indigenous and non-Indigenous peoples.*



## **Alaska Blanket Exercise**

Truth, understanding, respect, and reconciliation

The Alaska Blanket Exercise program is a participatory history lesson – developed in collaboration with Alaska Native Elders, knowledge keepers and educators – that fosters truth, understanding, respect, and reconciliation among Indigenous and non-Indigenous peoples.

### **Alaska Blanket Exercise**

[akblanketexercise@anthc.org](mailto:akblanketexercise@anthc.org)

Through an experiential learning activity, participants will walk on blankets representing the land and into the role of Alaska Native people by reading scrolls and carrying cards which ultimately determine their outcome as they literally ‘walk’ through situations that include pre-contact, colonization and resistance. This exercise was adapted from a best practice exercise use by Indigenous people in Canada.

#### *Learning Objectives*

1. Participants will gain knowledge and understanding of Alaska Native history, since time immemorial.
2. Participants will develop an understanding of the impacts of intergenerational trauma on Alaska Native people.
3. Participants will develop an awareness of and gain an understanding of what they can do in their own lives and communities to break cycles of intergenerational trauma.