

Administrator's Report
June 16th 2021
Reporting on May

City Council:

I have taken over the duties of the Grant Manager. This includes applying for new grants as well as managing the current grants. The CPV Grant for the Oyster Pole is still awaiting a carving contract. There was a trip to the Sealaska log lot to choose logs for donation by Sealaska. USFS has found \$100,000.00 to grant the tribe that will in turn be given to the City for execution. That is awaiting granting documents. The boat launch is in pre-construction engineering and the plan will be submitted for approval once finished. I have applied for \$115,000.00 from the SBA for the Shuttered Operators Venue grant. I am awaiting a decision. I am currently in the middle of applying for 4 other Federal grants.

The totems are continuing to show wear and weathering and currently we have 3 totems to be repaired and 2 to be replaced. Although there are a lot of conversations about the need of the restoration, action is difficult between lack of carvers, lack of logs and lack of funds. This continues to be a problem with no obvious solutions.

The office has received calls from independent tour operators asking if the park would be open and what the fees would be. After consulting with the Mayor we decided that since there is no stability in the cruise ship schedule we would waive registration fees. To keep from having to hire a part time worker we are asking the independents to use the honor system in dropping off tour slips.

Ketchikan Outdoors continues to violate the terms of it's lease and are often late on their payments. The financial decision has been made to not renew their lease. Staff is actively looking for new renters for the warehouse.

Crystal has unfortunately left to accept a full-time position at KPU. Loosing good employees to jobs that pay more and offer more benefits is one of the biggest challenges for the city. I can offer non-monetary incentives but with the cost of housing so high it is still difficult to keep employees without offering a competitive wage. Her position is posted as Receptionist as Deputy Clerk is a promoted position.

The Mayor, Water Plant Operator and I took a small water plant certification class and took a test. All 3 of us passed which means the city now qualifies for 5 more points on our best practices score.

As the vaccinated rate continues to climb in Ketchikan the chance of the city needing to return to a higher risk level continues to decrease. The policy group considers when and how to step down the response of the EOC and pivot to recovery operations.

Specifically, I would like to thank the counsel for their continued support. The staff appreciates the Council thanking us for our service and are proud to be of service. While Diane and I attempt to cover the responsibilities left by Crystal we ask for your patience and understanding.

Thank you for your time.

Respectfully,

Lori Richmond

City Administrator/City Clerk