



# CITY OF UTQIAGVIK

*"Farthest North Incorporated City"*

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## MEMORANDUM

**TO:** City of Utqiagvik Council  
**FROM:** Asisaun Toovak, Mayor  
**DATE:** September 21, 2023  
**SUBJECT** Monthly Report

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The Mayor's Monthly report is broken down by: Administration, Operations, Finance, and DMV & Taxi Cab Commission.

### Administration

- ❖ Administration meet with:
  - Monthly:
    - Barrow Hockey & Curling Association
  - Weekly:
    - Maintenance
    - Operations
    - DMV
    - Finance
    - Directors
    - SeaWall with USACEs & NSB
  - Attorneys regarding IT, Leases, litigations, Seawall
  - Tribn regarding Audits, NPRA grants, land leases, and Cemeteries
- ❖ We continue to update/create the following leases: Our Ordinance's state that in order to present the council with a lease it needs to be at "Fair Market Value." We have been working with Tribn and Wolgemuth Reality to assist us in our unique commercial lands the City owns.
  - Java
  - 57
  - GCI
  - Sushi
  - PolyShore
- ❖ Positions we filled/Opened:
  - Election Staff
  - Rec Aids



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- Distribution Clerk - Unfilled
- ❖ Administration attended the Alaska Oil and Gas Forum in Anchorage. We meet with ConocoPhillips, Arctic Slope Community Foundation, and many others where we can benefit for the city of Utqiagvik.
- ❖ The Alaska Municipal League (AML) came to Utqiagvik and did a Video Interview on what it's like to be a rural Mayor in Alaska. This will be presented at the Annual AML Conference followed by a Q&A.
- ❖ I met with the US Department of Energy where we had a fluid conversation about global warming and the effects in the arctic and where we are successful and where want to see change.
- ❖ AFLAC came to the City and was available to our staff for more information and opportunity to learn more and where it can benefit our employees. Department of Retirement and Benefits will also be coming to the City of Utqiagvik in November.
- ❖ Arctic Insights & Solutions LLC has started the NPR-A working group up again.
- ❖ We took the opportunity to meet with Michal Conor, US Assistant Secretary of the Army for Civil Works about the SeaWall.
- ❖ UIC Completed 3 land surveys for the City. The land between middle and 3<sup>rd</sup> lagoon, the land near Bakers Construction, and our gravesite at Emiksoun.
- ❖ The Clerks:
  - 4 Burial Permits
  - Total of 164 Business Licenses
  - 6 public notices
  - Cemetery Project Complete – This was a good learning lesson for our team in what we need to accomplish for next year and the things we need to complete before next year. We are working with Tribn and NSB Planning to build more road ways within the Emiksoun Cemetery. We've completed the Inventory for the Emiksoun Cemetery.
  - Ballots have been ordered. Machine keys from Dominion Voting have been programmed. We are accepting absentee ballots from now until October 2, 2023. We have already received mail-out requests and send them out. We are starting to go to the home bound voters for their absentee votes.
  - Clerk Patkotak and Clerk Lambrecht have applied to be Notary Publics and sent the application and fees.
  - All fall scholarships were sent out for the students. We have not yet received any spring scholarships applications.

## **Finance**

- ❖ Please see attached reports
- ❖ Audits have been this week with Altman & Rogers. Tribn and City have been working to get everything they need to complete 2020, 2021, and 2022.



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- ❖ Our grants admin with Tribn has been working on the following grant applications:
  - NPRA – getting current on all grant files with the State of Alaska and getting reimbursement
  - Preparing for the upcoming NPRA grant cycles
  - Creating all necessary files and permission for future COU grant development such as sam.gov; grants.gov; org charts and recent audits, recent indirect cost rate agreements, constitution, code of ordinances and so on.
  - NSB Health Equity Grant (\$20,000) is for under development, for Arctic Special Olympics program.

## **Operations**

- ❖ Recreation
  - There was a great turn out for the softball coed tournament the City and ASNA put on. The tournament was held August 3 – 5, 2023. There was a total of 10 teams that participated and are listed below.
    - Ilisaġvik College
    - Fire Department
    - Sullies
    - Team Adobo
    - CBBC Thunder
    - Ollies
    - Alaska Airlines
    - Beginners
    - ASNA
    - Barrow's Finest

Congratulations to team Sullies for taking first place. Second place was Barrow's Finest and third Beginners.

Here is a list of players that made All Tourney

Romelito Nobleza, Somsri Greenspan.

Lynette Hepa, Feao Vanipola.

Trey Adams, Kylene Burnell.

Ralph Bucatcat, Phyliss Bucatcat.

Darryl Serino, Sarah Tuai.

Jim Roy Evikana and his family on behalf of Jerrica.



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Mese Unutoa, Aiga Unutoa.

Joshua Thomas, Shelbi Matthews.

Julia Lange, David Smith.

Eben Brower, Jenilee Donovan.

- Zumba continues to have classes Tuesday and Thursday from 5:30 PM to 6:30 PM in the Aerobics room. Contact Melissa Bynum for more Information.

## Facility Use:

- Piuraagvik
  - 0 – Private Events
  - 1,608 Customers
- Roller Rink
  - 7 – Private Events
  - 272 Customers
- Youth Center
  - 3 – Private Events
  - 522 Customers

We are currently in the planning stages for future community activities. For more information, you can email [recreation@utqiagvik.us](mailto:recreation@utqiagvik.us) or call us at 907-852-5211.

## ❖ Maintenance

- We have been busy with building inspections and continue to conduct preventative maintenance in all the facilities.
- The Visitor Center updates have been completed and is ready for use. We have ordered the new shop lights and are expecting them in the next week or so. The cement has been ordered and we are awaiting delivery to complete the install of the swing set at the Browerville playground.

## ❖ Distribution

- Distribution continues to operate at capacity. Unfortunately, our software is still down, so we don't have any numbers to report on. At the next Council meeting we will provide the numbers for July, August and September. We do apologize for the inconvenience.
- We would like to let the community know, cargo remains backed up and we are doing our best to notify when an order comes in.
- Our current hours of Operation are Monday, 3:00pm – 5:00pm, Wednesday 3:00pm – 5:00pm, and Fridays from 3:00pm – 6:00pm.



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## DMV & Taxi

### ❖ DMV

- Driver's License - 44
- Identification Cards - 55
- Instructional Permits - 13
- General Knowledge Tests – 32
- Alcohol Awareness Tests - 2

### ❖ Taxi

- We have had no interest in the two open seats
- Simplified the TaxiCab tests from 75 questions to 50

Tavra!