



# CITY OF UTQIAGVIK

*"Farthest North Incorporated City"*

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## MEMORANDUM

**TO:** City of Utqiagvik Council  
**FROM:** Asisaun Toovak, Mayor  
**DATE:** October 19, 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 met with:
  - Arctic Urban & Regional Cooperation with the European Union
  - Iļisaġvik Student Council on the upcoming Haunted House
  - Hopson Middle School Student body on the importance of Voting
  - Dorsey & Whitney on the attached ground leases and IT Contracts
  - Utqiagvik Zoning Commission
  - Tribn and COU Finance Office
  - NPR-A working Group
  - UI Trading in program with AML/S3 Management Group
  - Barrow Hockey Curling Association on Tuupiqpak damages
- ❖ Positions we filled/Opened:
  - Administrative Assistant for Finance – Filled
  - Custodian/Expeditor – Open
  - Rec Aids open/filled
  - Visitor Center Guide
- ❖ We continue to negotiate the SeaWall perpetual lease with the NSB.
- ❖ We continue to investigate and work on an imposed tax from outside vendors taxing our community members a 3% sales tax. Our sales or use tax is not set up as simple as a 3% sales tax and is much more complicated. Our council will need to review chapter 4.20 Sales Tax.
- ❖ The Clerks and I have had an interested party to petition the current 8.15 Alcohol Delivery Site to a package store license (Municipal operated Liquor store).
- ❖ Clerks:
  - Cemeteries – Received 3 burial permits



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- Business Licenses – Received 168 business license applications and all are completed for the year of 2023. New application has been uploaded to the City website and we have already received 2 business license applications for the new year, 2024.
- Public Notices – Posted 5 public notices around town, emailed to KBRW, posted to the City website and social media.
- Elections – Went well with no spoiled ballots. Thank you to the judges.

## Finance

- ❖ We continue to find and upload sample documents needed for the Audits.
- ❖ We are working on a soft open of November 15, 2023 of the new Utqiagvik Visitor Center. We have the Maps and Merchandise orders and should be here soon. We are also working on getting the building connected.
- ❖ Please see attached budget report and gaming report

## Operations

- ❖ Recreation
- ❖ 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
  - 1,992 Customers with 0 private events
  - While our contractors were here looking into the flooring issues at Piuraagvik, they found additional damage. This additional damage included mold and water damage that spread underneath the floors.
  - We are at 100% on the design phase of the expansion and will be submitting reviews to the State Fire Marshals office for review.
  - In late September, we were able to apply tar to the roof to stop the leaking issues that were identified during the summer
- Roller Rink
  - 177 Customers with 12 private events
- Youth Center
  - 475 Customers with 5 private events
- ❖ Maintenance

We have been busy with building inspections and continue to conduct preventative maintenance in all the facilities. The new lighting for the shop has been installed and there is a significant difference in lighting. With winter here we are currently ensuring all facilities are ready.



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## ❖ Distribution

- Distribution continues to operate Monday, Wednesday, and Fridays.
- Our system is still down, we hope to have it operational soon to provide reports on sales.

## DMV & Taxi

### ❖ DMV

- Driver's License – 34
- Identification Cards – 37
- Instructional Permits – 21
- General Knowledge Tests – 25
- Alcohol Awareness Tests – 2
- Disability Parking Permits – 2

### ❖ Taxi

- Nothing at this time

Tavra!