



CITY OF UTQIAGVIK

"Farthest North Incorporated City"

MEMORANDUM

TO: City of Utqiagvik Council
FROM: Asisaun Toovak, Mayor
DATE: June 11, 2024
SUBJECT: Monthly Report

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

Administration

❖ Administration met with:

- We continue to meet with FNBA on the 28th to continue efforts on current and future investments.
- We meet with our attorneys to address the sales & use tax issue. Recommendations is to updated this ordinance vs a temporary suspension. To update we need to list we need to address what we want to tax or not tax in chapter 4.12.
- We met with Kuna on the 10th and they are almost done with the redesign of the Piuraagvik bathrooms. We will be shovel ready by the end of July, if we raise the funds for it. Thanks to the council for requesting EIAP funds of \$481,551. We continue to find grants or opportunity to raise funds for the redesign.
- Weekly meetings with Tribn on audits and grants.
- Weekly meetings with Maintenance, SYP, and CUC

❖ Positions we filled/Opened:

- Temporary Recreation Technician (2)
- Clean-up Crew (5)
- Summer Youth Program (5)

❖ City Clerks

- 156 Business Licenses, 122 completed, 34 still in process
- 5 Public Notices
- 4 Burial Permits
- 8 Summer Scholarships, 7 have been approved
- Assisted with Taxicab commission meeting



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Finance

- ❖ Analyzed GL accounts for possible fixed asset additions and/or deletions
- ❖ Ran GL detail for individual expense accounts
- ❖ Identified 24 specific transactions that could be eligible for capitalization and communicated those transactions to the Finance Director
- ❖ Created and saved the workpaper to identify those transactions and saved the workpaper on the City's Finance Drive
- ❖ Reviewed the outstanding audit pending list for FY20, particularly for TRIBN responsibilities
- ❖ Working with ICE Services IT and TechGN to reacquire Allen's software for Distribution Center.

Grants

- ❖ **NSB Health Equity Grant (\$10,000)**
 - Initial grant application for purchase of 200 meal packages was declined. Will rescope for purchase of equipment for expanding dry, refrigeration and freezer space.
- ❖ **NPRA GRANTS**
 - Status of 216 Playgrounds not awarded yet. New project developments. Need to meet and address this separately, as the grant as not formally approved and is still in draft.
- ❖ **COU Recreation Programs:**
 - Program planning for new recreational programs x 5 at former SKW gravel site. Brainstorming and draft developments underway.
- ❖ **Arctic Housing presentation requested for Arctic Mayoral meeting in Brussels**
 - Coordinate with team. Concept development. Presentation draft preparation.
- ❖ **ConocoPhillips Grants**
 - Reporting needed. We have identified the format and some photos. Will discuss the outdate reports with CP staff and submit the reports in June.
- ❖ **COU-BUECI Collaborative Projects**
 - **COU-BUECI MOU:** Final drafts being negotiated between legal partners.
 - **COU Resolution Adopting the Utqiagvik Power Grid as Critical Infrastructure:** Drafted and submitted for review by COU legal representative.
 - **Potential COU-BUECI Projects (updated monthly):**
 - **Switchgear Replacement:** ICAS and BUECI submitted CIPM project was reviewed by the CIPM PRC March 22nd very positively with no concerns.
 - **CNG station renovation:** BUECI seeks to replace its failing CNG station, used to fuel BUECI vehicles. at 1/3 of the cost to run. Option for the City to convert its vehicle fleet to this cheaper and more environmentally friendly and local fuel, and to inspire other entities to do the following.
 - **Transformer recycling,** NPRA funding would be eligible for planning the recycling activities. Subsequently, if the transformers can be listed as an environmental hazard, they could be transported to a recycling facility, if and when they are shown to directly impinge on the interests or plans of the COU.



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- **Nunavak Bay Subdivision Development Master Plan:** Combining NPRA road funding with BUECI natural gas pipeline, water and sewer utilities development. A Housing Master Plan is the first step to developing the Nunavak Bay Subdivision (Plat No. 91-18).

❖ Other Projects

- **Playground RFP**
 - Meeting with Mayor Asisaun Toovak regarding playground RFP.
 - Base Mapping with aerial photography.
 - Playground exhibits for RFP.
 - Meeting with NW Playground Equipment.
 - Review Municipality of Anchorage playground projects for pricing. Site visit to new Muni playgrounds.
- **SKW Gravel Pit**
 - Meeting with MX Track Builders for proposed multi-use track.
 - Multi-use track layout.
 - Small boat harbor research.
- **Cemetery Management Project**
 - Ongoing. Currently configuring data and grid for spatial overlay.
 - Draft Operations and Maintenance Manual “COU Cemetery Operations” is in the works.
 - Digitizing all visual gravesites from high resolution NOAA imagery. Preparing for field/site visit for as-built data collection and identification of Tribal/SHPO/THPO assets.
 - Open Discussion about COU/NVB Requirements to have cemetery access.
- **Land Use Project**
 - Geospatial data layers are being created. Working with NSB to receive updated spatial data and respective layers.
 - Ongoing Database Management for visual implementation.
- **Material Source Quarry – Data Collection and Preparation**
 - (2021 NOAA Lidar/DEM/Ortho Imagery) for gravel pit is completed. Now working with the Engineering Department in unison with the Cemetery project to develop conceptual exhibits for discussion.

❖ All ConocoPhillips Cybergrants

Project Title	Application Date	Budget	Award	Status
2024-03-20 2024 Piuraagiaqta Potluck Supplemental Food	03/20/2024	\$7,500	\$7,500	Pending
2024 Support for Little Dribblers Basketball League	12/15/2023	\$63,000	\$5,000	Approved
2023 Piuraagiaqta Potluck Supplemental Food	03/21/2023	\$7,500	\$7,500	Approved
2022 Piuraagiaqta	03/23/2022	\$7,500	\$7,500	Pending
2021 Spring Festival	04/23/2021	\$2,500	\$2,500	Pending



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2021 New Scoreboard for Piuraagvik	07/16/2020	\$13,300	\$13,300	Pending
2021 Little Dribblers Program	07/15/2020	\$86,220	\$40,000	Pending
2021 New Bleachers for Piuraagvik	07/15/2020	\$42,985	\$42,985	Pending
2021 New Lighting for Piuraagvik	07/14/2020	\$17,500	\$17,500	Pending
2019 Additional Funds for Gym Floor Completion	07/15/2019	\$68,700	\$68,700	Approved
2020 New Lighting for Roller Rink	07/15/2019	\$32,100	\$32,000	Pending
2020 Hockey Building Upgrades	07/15/2019	\$69,000	\$69,000	Pending
2018-2019 New Year's Celebration Fireworks	12/10/2018	\$35,000	\$5,000	Approved
2019 Replacement of Gym Floor	07/16/2018	\$130,000	\$130,000	Approved
2019 New Bobcat for Upkeep of the Cemeteries in Utqiagvik	07/16/2018	\$40,000	\$0	Rejected
2018 Men and Women's Basketball Tournament	03/21/2018	\$1,500	\$1,500	Approved
2017-2018 New Year's Celebration Fireworks	10/27/2017	\$30,079	\$5,000	Approved
2016-2017 New Year's Celebration Fireworks	11/02/2016	\$30,079	\$5,000	Approved
2016 New Year's Celebration	12/23/2015	\$1,000	\$1,000	Approved
2015 New Year's Celebration	12/03/2014	\$2,000	\$2,000	Approved
2015 Little Dribblers Program	11/24/2014	\$6,629	\$1,000	Approved
2013 Easter Egg Hunt	03/05/2013	\$350	\$350	Approved
2010 Eben Hopson Memorial Walk/Run/Bike	08/10/2010	\$500	\$500	Approved
Tagiugmiut Dance Group - 2009 AFN Convention	10/02/2009	\$500	\$500	Approved
Piuraagiaqta 2009 Spring Festival	03/27/2009	\$500	\$500	Approved
Barrow Dancers	10/10/2008	\$500	\$500	Approved
Nuvukmiut Dance Group	10/08/2008	\$500	\$500	Approved
50th Anniversary Celebration	05/20/2008	\$5,000	\$5,000	Approved
Community East Egg Hunt	02/14/2008	\$0	\$0	Rejected
Senior Program Support	12/19/2006	\$500	\$500	Approved
Holiday Celebration	11/21/2006	\$0	\$0	Rejected
Holiday Stockings	12/16/2005	\$250	\$250	Approved
Eben Hopson Sr. Memorial Scholarships	09/14/2005	\$5,000	\$5,000	Approved
2005 Cultural Fair	08/10/2005	\$2,000	\$2,000	Approved
Piuraagiaqta 2005 Spring Festival	04/01/2005	\$0	\$0	Rejected
Little Dribblers Inter-Village Tournament	03/11/2005	\$0	\$0	Rejected
Anaktaqtitchirit Committee/Christmas Games	11/17/2004	\$500	\$500	Approved
Anaktaqtitchirit Committee/Independence Day Games	06/25/2004	\$1,000	\$1,000	Approved
DARE Program	2001	\$0	\$0	Approved
DARE Program	2000	\$0	\$0	Approved
DARE Program	04/26/1999	\$2,500	\$2,500	Approved
Community Summer Jobs Program	03/31/1998	\$2,500	\$2,500	Approved
Eben Hopson, Sr. Memorial Scholarship Fund	08/13/1997	\$500	\$500	Approved
Total		\$709,192	\$479,085	

❖ All Current NPRA Grants

Grant #	Title	Awarded	Expended	Remaining
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<u>19-NPRA-13</u>	Repair of the City of Utqiagvik’s Shop Subfloor and BCI Support	\$160,000	\$0	\$160,000
<u>19-NPRA-15</u>	Purchase New John Deere Loader	\$400,000	\$394,189	\$5,811
<u>19-NPRA-16</u>	Purchase New Tent for Existing Hockey Facility	\$147,690	\$128,646	\$19,044
<u>20-NPRA-07</u>	Purchase of Heating System for Admin Bldg. and Piuraagvik	\$1,660,000	\$543,535	\$1,116,465
<u>20-NPRA-08</u>	Local Government Operations	\$785,000	\$666,408	\$118,592
<u>22-NPRA-16</u>	Installation of New LED Lights for Roller Rink	\$39,300	\$31,480	\$7,820
<u>22-NPRA-17</u>	Local Government Operations	\$2,584,108	\$0	\$2,584,108
<u>22-NPRA-18</u>	Purchase of Duramats and Pins for Cemeteries	\$124,915	\$0	\$124,915
<u>22-NPRA-19</u>	Purchase of a New Auger	\$950,000	\$0	\$950,000
<u>22-NPRA-20</u>	Purchase of New Light Towers	\$67,724	\$0	\$67,724
<u>22-NPRA-235</u>	All City Facilities Fire Alarm System Upgrades	\$430,209	\$0	\$430,209
<u>22-NPRA-238</u>	Local Government Operations	\$3,000,000	\$0	\$3,000,000
<u>22-NPRA-344</u>	Community Kitchen	\$250,000	\$0	\$250,000
23-NPRA-216	? Project File Requested from NPRA	\$807,500	\$0	\$807,500
<u>23-NPRA-X1</u>	Local Government Operations	\$3,000,000	\$0	\$3,000,000
24-NPRA-X2	Piuraagvik Redesign and Expansion *SUBMITTED 2024-03	\$16,315,000		

Operations

❖ Recreation

○ Piuraagvik

- 1762 Customers
- Preparations for the softball field are underway, City Maintenance removed a lot of snow on the field and minor adjustments will be made on the fencing.
- Clean-up Crew (CUC) and Summer Youth Program (SYP) supervisors and employees have been selected and they’re looking forward to a busy summer of work.
- SYP employees completed their First Aid/CPR training/ Child development and Care at the Tuzzy Library on May 23-24, 2024. Congratulations to SYP for completing the course.
- Pete has been training the SYP on how to belay for the rock-climbing wall. The training started on May 29th and will be completed by May 31st.
- The Rock-Climbing wall has been serviced by City Maintenance and the Recreation Staff completed the inventory on the rock-climbing equipment. Rock-climbing waivers will need to be signed for both adults and minors before using the rock-wall. Hours of operation are Monday – Friday 7:00 AM – 6:30 PM and 12:00 PM – 3:30 PM on Saturdays and Sundays.

○ Aerobics Room

- Eric Fanene – Step Class schedule are Mondays & Wednesdays 5:30pm – 6:30pm
- Melissa Bynum – Zumba Class schedule are Tuesdays and Thursdays 5:30pm – 6:30pm



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- Youth Center
 - 8 private events in May
 - 178 customers
 - Starting June 1st, 2024, the Youth Center will no longer hold any private events so the Youth of Utqiagvik will have the facility occupied Monday through Saturday.
 - All activities at Youth Center are being occupied by the kids. The Summer hours of operations will be Monday – Friday 4:00 PM – 11:00 pm and 2:30 pm – 11:00 pm on Saturday.
- Pool Hall
 - The opening of the Pool Hall approaches, final preparations are in full swing to ensure a memorable experience for all visitors. The activities at Pool Hall are designed to cater diverse interests to the community of Utqiagvik. The Pool table are meticulously arranged for both casual play and competitive matches. A dedicated area for Ping Pong enthusiasts promises fast-paced excitement. The bumper pool section adds a unique twist for those seeking a different kind of challenge. Strategically placed TVs throughout the hall will broadcast live sports, allowing patrons to enjoy their favorite games while engaging in their preferred activities. Every detail is being fine-tuned to create a welcoming and dynamic atmosphere for all who walk through the doors.
 - Soft Open was on Wednesday
- ❖ Maintenance
 - Snow removal at Bingo Hall, Roller Rink, City Garage and the new/old Grave sites
 - Maintenance work completed on City vehicles
 - Assisted and tended to the freeze-ups at Bingo Hall and Youth Center
 - Guided CUC on projects to clear the connex and storage buildings
 - Guided CUC on cleaning qamuns
- ❖ Distribution
 - Distribution continues normal operations. We are looking at a few types of software programs that will assist in our reporting and maintenance of inventory.

DMV & Taxi

- ❖ DMV
 - Driver’s License – 18
 - Identification Cards – 18
 - Instructional Permits – 3
 - General Knowledge Tests – 23
 - Disability Parking Permits – 3
 - Commercial Driver’s License – 10
 - Vehicle Title – 13
 - Vehicle Registrations – 10



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- ❖ New employee was hired and training will begin soon.

- ❖ Taxi
 - Meet with Administration to work on the completion of the taxicab transfer and created new forms for current and future transfers
 - Taxicab commission meeting met on May 30th. Next meeting will be July 13th at 3pm in the City Chambers.

Tavra!