



# CITY OF ADAK, ALASKA

## MEMORANDUM

Date: September 14, 2021  
To: Mayor Spitler and City Council  
From: Layton J. Lockett, City Manager  
RE: Manager's Report

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### General Administration

A considerable amount of human resource activities required a significant amount of administration's attention over the past month. The Administration has worked closely with the City Attorney in all action items and is also working to improve HR capabilities internally. We have subscribed to a software solution called HRBamboo to consolidate HR functions to provide immediate capabilities to the City. Whether we commit to this specific software, long term has yet to be determined, however this solution provides Administration with the quickest deployment capability. We will use this for all HR functions, including time keeping, records and training certifications and leave management to name a few. We will continue to conduct payroll in house and integrate with our existing infrastructure as allowable.

We are in process with GovDeals to list the surplus equipment, however this has become delayed due to the immediate urgency of HR matters that we needed to devote attention towards. As soon as possible equipment will be listed after finalizing the necessary agreements.

Our website is undergoing testing to ensure that it meets our requirements. A number of additional functions are being shown to us and will be activated as we gain expertise. Launch of the website will occur by the end of October. This will also integrate our domain management so we will use adak-ak.gov for all functions again.

A significant amount of effort has also been put into assisting the Aleut Corporation regarding the former Public Works building. The Corporation has put considerable effort into advancing the demolition of the building and our legal team has been quite valuable in assisting with ensuring we conduct the proper steps so that this project can move quickly.

### Legislative

I met with staff from SWAMC regarding potential American Recovery Rescue Plan grants the City may have a high chance of being awarded if an application is submitted. At this time we anticipate putting in applications for final design and construction plan set for the Hydroelectric portion of the feasibility study, conducted in 2012, as well as a fully funded wind study that can be conducted. If we can request construction funding we will attempt to request funds for that as well.

We also anticipate being able to request funds for the Emergency Evacuation/Tsunami Shelter. We would seek to obtain sufficient funding to renovate the interior so that we have a massive shelter in a safe location. This is generally a project that wouldn't be eligible for funding, but may under this program.

We have had initial discussions with Alaska DOT to see if we can submit a funding request for an air terminal replacement. Our terminal, although technically functional, is not appropriate for security measures for the 21<sup>st</sup> century, much less any COVID protocols. We continue to have contradictory issues between FAA/TSA/Fire Marshall & DOT with less and less alternative solutions.

### Fisheries

The draft for final review for the BSAI Pacific Cod Trawl Catcher Vessel Cooperative Program was released on the 3<sup>rd</sup>. This action will set the amount of Pacific cod, from the federal fishery that will impact our community from this point on. A considerable amount of effort from myself, ACDC and its newest consultant, as well as

stakeholders, is being brought together to ensure the community's concerns and needs are being incorporated. This effort will be a capstone of over 10 years of work by stakeholders and will determine the future operations of fish processing in the community.

#### Alaska Municipal League

We have participated in a number of activities with the Alaska Municipal League and affiliated organizations. In preparation of the November conference, in where part of the meeting is devoted to voting on the policy statements and resolutions, the draft is sent to all members. The draft policy statement is in the packet and it would be incredibly helpful to know what the Council's intent of support or non-support is so that Adak can be an effective voting member of the League.

We recently participated in the quarterly review of the Remote Sellers Tax Commission. Adak is seeing increased remittances based on some larger entity filings which we did not expect. To some degree we do not anticipate amending our tax projects just yet, as two entities representing significant amounts, are being researched to ensure it applies to Adak. If not then these revenues will need to be refunded and would be result in amended projects being incorrect.