

TO: Mayor Gardner
City Council Members

FROM: Jordan Keeler
City Administrator

DATE: August 8, 2018

SUBJ: Monthly Report for August 2018



Here is a brief list of items I have been working on since the last report.

CLINIC CONTRACT

- After several more rounds back and forth, EATS is ready to sign the contract for the new clinic lease. Both parties must sign it and then EATS will submit the lease to IHS for approval.

AIRPORT

- DOT+PF continues to work towards an October certification as originally scheduled. FAA will be out for a site visit, likely in mid-September. Please see the attached memo of for details and the landing fee information

ANTHC

- Progress is continuing on the sewer outfall line, including some on-the-fly changes based on the condition of the old outfall lines, at least the parts that did not wash away. I had a productive meeting with their staff; they think the Sanitation Facilities Report from March 2017 could very well be used as leverage to obtain funding that originates from the EPA via ANTHC. Their staff will be in Sand Point this week to follow up on the outfall line and take a look at the items in the report.

SALES TAX REVENUE

- Revenue from sales tax has steadily declined the past 5 fiscal years. I do not have a clear sense of the cause or causes of the decline, but there are at least two avenues to explore. First, there is the option to pursue sales tax on online purchases and I have included a memo that explores this in more details. Secondly, the city could perform a sales tax audit. This was done a few years ago and it may be time to perform one again. This, of course, would cost money but has the potential to pay for itself through increased collections.

AUDIT

- Irina will be in Sand Point this week to assist with audit prep for the FY 2018 audit. Given the history of clean audits, I do not foresee any issues arising. BDO will again be the auditing firm. If the city wishes to change auditing firms, now would be the time to issue the RFP for services for the FY 19 audit.

OTHER ITEMS

- Met with/spoke with various state officials, attended the emergency Board of Fish meeting, wrote various letters of support, attended AEB meeting, finalized some insurance matters, and other mundane tasks.