

TO: Mayor Gardner
City Council Members

FROM: Jordan Keeler
City Administrator

DATE: November 7, 2019

SUBJ: Monthly Report for November 2019



Here is a summary of the items that I have working on the past month:

- Glen and I met with DOT+PF on the staffing issue for the Part 139 operations. DOT+PF says they are committed to providing staffing 6 days a week.
- Devoted a significant amount of time to the annexation issue including meeting with Local Boundary Commission staffers and getting some valuable feedback from their perspectives. A memo is presented for your consideration later in the packet.
- Continued work with AML on the online sales tax. The loose ends are being wrapped up and a framework with boilerplate language for municipalities should be finalized at AML. At some point, if the council wishes, the City will have to adopt some new language for the code that explicitly includes online sales tax and authorizes the City to join the taxation authority.
- Participated in teleconference and document creation/review for the Alaska Municipal Management Association as part of AML activities.
- The City will be receiving \$158k in the Department of Revenue Shared Fisheries Business tax; this is almost \$115k less than the \$275k we had budgeted. A 42% drop is significant since this revenue goes to the general fund and can be spent on as-needed basis. There's no appealing this as it's based on a formula using tax receipts during the past fiscal year. The State also expects the DCEED Shared Landing Tax will also be lower than expected – right now we have \$42k budgeted.
- Met with John Lyons at TDX regarding some near-term work and long term plans. One issue he raised is the poor state of several connections to homes as well as the infrastructure in the trailer court. He raised the issue of liability of maintaining the connections as well as pedestal ownership. He was clear that this will continue to be an issue moving forward and will continue to deteriorate.
- Funds from the 2016 pink salmon disaster declaration for the City are currently caught in a turf war between the Pacific States Fisheries Management Council and the Small Business Administration. No progress has been made since late August, nor is there a timeline to get the funds.
- AEB will be hosting their annual planning session in Anchorage on the 10th and 11th of December, which coincides with our scheduled meeting on the 11th. I attended last year and represented the City along with other residents and interested parties. I would like to attend this year, but the date of the meeting is at your discretion and I will gladly be in Sand Point if requested.

**City Administrator
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