

CITY ADMINISTRATOR'S REPORT FEBRUARY WORK SESSION

CIP

The state CIP items are an action item for new business. However, the CIP Plan still needs to be approved. **I am looking for direction** to set another CIP Plan work session or other direction for the CIP Plan.

LIBRARIAN POSITION DESCRIPTION

Attached is a new Position Description for each of the Librarians. The changes include using the title "Director" for each position. The purpose of adding "Director" to the title is to provide additional opportunities for training and funding for training. Some training opportunities that the Librarians would like to participate in require Director level positions. In addition, some funding opportunities for training also are for Director level positions.

The other changes are highlighted and include a Continuing Education section and an amendment to Required Minimum Qualifications that includes "college degree desired." These additions come from the City of Craig's Library Director position description.

Pursuant to CY14-24, Recruitment, Selection, and Hiring of Regular Position Employees, I am asking for a motion to approve the new Position Descriptions.

BEACH CRMA AGREEMENT

Attached are the edits to the Agreement as directed at the January 28 work session. **I am asking for a motion to forward the amendment to ADNR and request to amend.**

INCREASE IN THE PRICE OF GRAVEL FROM \$4.00CY to \$6.00CY

At the February 10, 2019 General Meeting, the Council discussed increasing the price of gravel at the City's pits from \$2.00cy to \$7.00cy. After public comment, and discussion by the Council, the price was set at \$4.00cy. The price change was an attempt to address current and future operations of the gravel pits, primarily to better serve the community with increased road maintenance.

However, additional road maintenance beyond the current funding availability suggests consideration of increasing the gravel costs. For the FY21 budget the City is forecasting 5,500cy of gravel being sold. At \$4.00cy the City would receive \$22,000; at \$6.00cy the City would receive \$33,000.

The additional revenue could be used for the following purposes:

- operations of the gravel pits if a new extraction process is established
- increased road improvements
- offsetting existing road maintenance costs
- replenishing the roads AMLIP account

Would the Council like to discuss this issue at the February General Meeting? If so, I will notify the existing gravel contractors that the proposal will be discussed at the February General Meeting.

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STRATEGIC PLAN

The next Strategic Plan work session needs a date. Would February 11 (Tue) at 5:30 work?



PARKING AT OLD TANK FARM

I spoke with Michael Schuler with ADOT&PF about the potential of using the old Tank Farm for parking. It is ADOT's position that if we are outside of the 50ft ROW from the centerline of Dock Road that we wouldn't need any permits. However, I believe we will be within the ROW and would need to access the parking from Dock Road. Consequently, once we have a determination of whether we want to pursue the area for parking, I will put a package together and propose the project to ADOT. **Does the Council want me to pursue the old Tank Farm site for parking?**

DOING BUSINESS IN GUSTAVUS

The work session to discuss changes to Title 4 pertaining to the requirement for a City business license and the collection and payment of sales tax is scheduled for February 5th at 5:30.

ROOKERY & GVA

The Rookery and GVA will be presenting budget requests and mid-year expense and progress report. GVA will also present its Marketing Plan. The deadline for submission is February 1, staff will send out to the Council upon receipt.

FERRY TERMINAL CLOSURE

REMINDER: The ferry terminal will be closed from March 3 – May 31, 2020 for work to improve the facility. **Note:** If the ferry is late coming out of the mandatory layup and misses the March 3 closure date there will not be another opportunity until the terminal work is complete.