



CITY MANAGER REPORT

Reporting Period: September 30 – October 28, 2022

Prepared By: Phillip A. Zavadil, City Manager

Date: October 28, 2022

ARMY CORPS HARBOR MAINTENANCE PROJECT IN 2024

The US Army Corps of Engineers is working on a 2024 maintenance project for the Saint Paul Harbor. The anticipated funding for the operations and maintenance effort is \$13,500,000. The scope of work includes:

- Maintenance dredging in the outer entrance channel (-30 feet MLLW)
- Main breakwater armor stone repairs
- Adding stone to the reef offshore of the main breakwater
- Placing scour protection at the toes of the main and detach breakwaters
- Survey work necessary during construction.

PERSONNEL

City Clerk

Aubrey Wegeleben started the City Clerk position on October 10, 2022. I conducted onboarding with Aubrey, which included showing her various City systems, processes, operations, and functions. We also had a series of virtual meet and greets meetings with City legal counsels, engineers, and consultants.

Director of Public Safety/Chief of Police

Michael Castro submitted his resignation as Director of Public Safety/Chief of Police on October 15, 2022. The City accepted his resignation.

Public Works Director

Based on the financial situation the City faces in calendar year 2023, I rescinded the Public Works Director position offer to Tony Walker.

Meeting with Sergeant Carter

On October 17, 2022, I met with Sergeant Carter to review plans and structure for public safety considering Castro's resignation and when to meet with the public safety staff.



Meeting with Public Safety Staff

On October 18, 2022, met with the public safety staff to inform them of Castro’s resignation, review the department’s mission and goals, and to inform them that Sergeant Carter will be in charge of the day to day business of the department and that I will serve as acting Director of Public Safety and provide administrative support to Sergeant Carter.

All Staff Meeting

On October 27, 2022, we met with all the City staff to review and discuss the financial situation the City faces in 2023 due to no crab season

INSURANCE CLAIM ON FIRE STATION ROOF

I am still working with APEI on a schedule for an insurance adjuster and building inspector to come out to inspect the roof to come up with a plan for the repair or replacement of the roof.

APEI ANNUAL AND BOARD MEETING

On October 25, 2022, I participated virtually in the Alaska Public Entity Insurance annual meeting.

October 28, 2022, I participated virtually in the fall Alaska Public Entity Insurance board meeting. With the recent hurricanes we will likely see increases in insurance premiums in the coming year.

AGREEMENTS/CONTRACTS/GRANTS

VSW Lift Station Replacement

October 20-24, 2022, Kuna Engineering was on site to conduct surveys for the replacement of the sewer lift stations. On October 21, 2022 Daniel Nicolas with Kuna and I participated in a KUHB show to inform the community about this project. Project construction is scheduled to begin in summer of next year.

EDA Small Boat Harbor Utilities

On October 5, 2022, Lynn Sterbenz and I participated in a grant kick off meeting with Tobey Clark from the EDA to review the grant requirements for the EDA grant the City received to bring utilities into the Small Boat Harbor.

I have been working on a Request for Proposals document for consultant to provide, architectural, design, and construction management services for this project. I expect to have the RFP for this work open for bidding by mid-November 2022.

See Project/Grant Specialist report for more information on grants.