



CITY CLERK REPORT

Reporting Period: February 24 to March 22, 2024

Prepared By: Aubrey Wegeleben

COMMUNITY

Started planning for 4th of July events, looking into adding a new main event, a standup paddle board race in the harbor. A liability waiver is being reviewed by legal.

HOUSING

Housing was utilized on three separate occasions during this period. Sent a lease to Michael Nemeth with the VPSO program.

CLERK

Submitted the annual Community Assistance Program Application (CAP) and Payment in Lieu of Taxes (PILT) Verification Form. Signed staff up for Alaska Public Entity Insurance (APEI) online training for the premium credit program application process. POFDs for council were in before the deadline. ANTHC will be assisting with the annual Consumer Confidence Report.

Completed various duties including sending update to code publishing, creating, and editing documents, personnel filing, communication with IT and IT assistance; Facebook updates, various meetings, provided support to staff, travel arrangements for Alpine electrician, and updates to local census.

