



## CITY COUNCIL REGULAR MEETING

Thursday, April 01, 2021 at 7:00 PM

### AGENDA

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.*

#### VIRTUAL MEETING INFORMATION

Attend by joining Zoom [www.zoom.us](http://www.zoom.us)  
<https://us02web.zoom.us/j/81584719355?pwd=VzRER1BjaHlmWmdaeXRKUDBUVmNvUT09>  
Meeting ID 815 8471 9355, participant #, passcode 492782; Or dial one of the numbers listed below:  
(346) 248-7799 or (669) 900-6833

#### WORKSHOP      FY21 BUDGET REVISION NO. 1      6:30 p.m.

#### CALL TO ORDER

#### ROLL CALL

#### APPROVAL OF MINUTES

- [1.](#) Adopt Minutes of March 4, 2021, Regular Council Meeting
- [2.](#) Adopt Minutes of March 9, 2021, Special Council Meeting

#### APPROVAL OF CONSENT AGENDA

#### APPROVAL OF AGENDA

#### STAFF REPORTS AND COMMITTEE REPORTS

- [3.](#) Staff Reports
- [4.](#) Committee Reports

#### PUBLIC HEARINGS

5. Ordinance 2021-02; An Ordinance of the Dillingham City Council Extending the Expiration Date of Ordinance 2020-22(S)

#### CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

#### ORDINANCES AND RESOLUTIONS

- [6.](#) Adopt Ordinance 2021-02; An Ordinance of the Dillingham City Council Extending the Expiration Date of Ordinance 2020-22(S)
- [7.](#) Introduce Ordinance 2021-03; An Ordinance of the Dillingham City Council Amending Section 8.16.010, and Section 8.16.020 to Reflect E911 Responsibilities

- [8.](#) Introduce Ordinance 2021-04; An Ordinance of the Dillingham City Council Amending Chapter 8.18 and Repealing 8.30.020 to Provide a Uniform Process for Reviewing Marijuana License Applications
- [9.](#) Introduce Ordinance 2021-05: An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2021 City of Dillingham Budget
- [10.](#) Adopt Resolution 2021-06; A Resolution of the Dillingham City Council Establishing the Level of Funding for the Dillingham City School District for the Fiscal Year Ending June 30, 2022
- [11.](#) Adopt Resolution 2021-07: A Resolution of the Dillingham City Council Approving a Long Term Encroachment For Nushagak Cooperative Across Seward Street for Future Supplemental Heat, Power, and Communication Work

### **UNFINISHED BUSINESS**

- [12.](#) City Manager Recruitment Update

- [13.](#) Citizen Committee Appointments

- Library Advisory Board, two seats.
- School Facility Committee, one seat.
- Senior Advisory Commission, two seats.
- Friends of the Landfill, two seats.
- Planning Commission, two seats.

Progress Report

### **NEW BUSINESS**

- [14.](#) Approve Action Memorandum 2021-04; Authorize the City Manager to collaborate with Nushagak Cooperative for a Community Clean-Up, May 14-16
- [15.](#) Adopt Action Memorandum 2021-05, Authorize the City to waive 2021 property tax force file fee for assessment returns filed with an appeal by April 1, 2021.

**CITIZEN'S DISCUSSION** (Open to the Public)

**COUNCIL COMMENTS**

**MAYOR'S COMMENTS**

**ADJOURNMENT**

**EXECUTIVE SESSION**

Personnel Matter

- [16.](#) Informational Items



## CITY COUNCIL REGULAR MEETING

Thursday, March 04, 2021 at 7:00 PM

### MINUTES

#### CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, March 4, 2021, via video and audio conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00 p.m.

#### ROLL CALL

Mayor Ruby was present.

Council members present and establishing a quorum (a quorum being four):

Andy Anderson	Curt Armstrong	Gregg Marxmiller
Chris Napoli	Aksel Buholm	Bill Rodawalt

#### APPROVAL OF MINUTES

1. Approve Minutes of February 4, 2021; Regular Council Meeting

MOTION: Andy Anderson moved and Chris Napoli seconded the motion to approve the minutes of February 4, 2021.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

#### APPROVAL OF CONSENT AGENDA

#### APPROVAL OF AGENDA

MOTION to approve the agenda made by Chris Napoli, Seconded by Gregg Marxmiller.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

#### STAFF AND COMMITTEE REPORTS

In addition to the written reports the following items were mentioned:

2. Department Staff Report

- Staff trainings were noted.
- The BOE members will be polled for a hearing date in April.

Mayor recommended Friends of the Landfill fee recommendations, and DMC 8.16 E911 be added to Code Review Committee List. Council had no objections.

3. Committee Reports

Code Review Committee:

No update. A meeting is scheduled for March 11, 2021.

Finance & Budget Committee:

Met Jan. 28, 2021, topics were audit status, and FY22 budget process to begin March 8<sup>th</sup>.

**PUBLIC HEARINGS** (limited to 3 minutes in duration)

4. Ordinance 2021-01; An Emergency Ordinance of the Dillingham City Council Extending Ordinance 2020-22(S), Authorizing the City Manager to Utilize the Emergency Operations Center to Promulgate and Enforce Regulation to Stop the Spread of COVID-19

Dan Dunaway: Spoke regarding the need to clarify inconsistencies, define the emergency, address vaccinations and recovered people, and state an end goal.

Kaleb Westfall: Expressed opposition to the Ordinance. Noted health officials have stated there is no way to stop the spread of COVID, rather focus on mitigation. Stated the need for definable and measurable goals.

Diane Folsom: Spoke in favor of the ordinance. Cited recent active cases and the need to protect all citizens.

Jack Savo: Expressed the need to allow students to participate in sports programs. Noting mitigation methods have proven effective in other locations. Requested the needs of ALL be considered.

**CITIZEN'S DISCUSSION** (Prior Notice or Agenda Items) (limited to 3 minutes in duration)

Dr. David Powers: Clarified information regarding the Hospital name, bed capacity, ventilators, and how breathing assistance for COVID is currently done.

Kaleb Westfall: Commented that doing away with emergency orders does not preclude citizens from taking the precautions they deem necessary for COVID protection.

Dan Dunaway: Spoke about challenges with participating via conference phone line. Noted other communities are relaxing COVID regulations.

Jack Savo: Stated that he didn't see the Facebook post with meeting notice until the day of the meeting which gave limited notice.

Gorden Isaacs: Noted the need for some protective measures. Commented the quarantine has a negative impact to businesses.

**ORDINANCES AND RESOLUTIONS**

5. Adopt **Ordinance 2021-01**; An Emergency Ordinance of the Dillingham City Council Extending Ordinance 2020-22(S), Authorizing the City Manager to Utilize the Emergency Operations Center to Promulgate and Enforce Regulations to Stop the Spread of COVID-19

MOTION: to adopt Ordinance 2021-01 made by Andy Anderson, Seconded by Bill Rodawalt.

- Explanation that this is a housekeeping item to bridge one day gap, O 2020-22(S) expires 3/31/2021, Council meets 4/1/2021.
- There is a need to consider the 'end game' at some point.
- Discussed how this ordinance relates to the Orders. Discussed whether to address quarantine modifications in the ordinance. Current ordinance established emergency is still in effect and assign responsibility of city response to City Manager. Emergency Orders set regulations. Council is notified of changes and can take action to rescind if they choose.
- Council cannot do business not listed on the agenda. Substantive changes to the ordinance are not in order.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

6. Introduce **Ordinance 2021-02**; An Ordinance of the Dillingham City Council Extending the Expiration Date of Ordinance 2020-22(S)

MOTION: to introduce Ordinance 2021-02 made by Gregg Marxmiller, Seconded by Andy Anderson.

MOTION: to amend Ordinance 2021-02 made by Gregg Marxmiller, Seconded by Chris Napoli. 6<sup>th</sup> WHEREAS, The health care facility in Dillingham is the Kananak Clinic / **Hospital** with a current capacity of 42 16 beds, 4 **and is a critical care unit. and no working ventilators**

VOTING on amendment: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

VOTING on main motion: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

## UNFINISHED BUSINESS

### 7. City Manager Recruitment Report

Four applications received to date and are still in screening. Recruitment is ongoing. Updates will continue as things progress.

### 8. Citizen Committee Appointments

- Library Advisory Board, two seats.
- School Facility Committee, one seat.
- Port Advisory Committee, one seat.
- Senior Advisory Commission, two seats.
- Friends of the Landfill, two seats.
- Planning Commission, two seats.

Per DMC Mayor Ruby declared the planning commission seat held by William Corbett vacant.

MOTION: to concur with Mayor Ruby's declaration made by Andy Anderson, seconded by Chris Napoli.

VOTING: Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

Mayor Ruby recommended Jason Lamson continue to serve on the planning commission.

MOTION: to concur with Mayor Ruby's recommendation made by Chris Napoli, seconded by Aksel Buholm.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

## Progress Report

- Dave Carlson House Property
- Territorial School

There was no Progress Report.

## NEW BUSINESS

### 9. Approve **Action Memorandum 2021-03**, Adopt Library Collection Development Policy.

MOTION to approve Action Memorandum 2021-03 made by Chris Napoli, seconded by Andy Anderson.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller

**CITIZEN'S DISCUSSION** (Open to the Public) (limited to 3 minutes in duration)

John Heyano: Thanked DCSD for helping get senior lunches out during the recent closure of the Senior Center. Spoke regarding the need for increased wages. Commented on the condition of snow removal.

Tiera Schroeder: Thanked Council for their diligence. Stated that a Homelessness task force is meeting twice a month and are working on short and long term solutions to the homelessness in Dillingham.

Kaleb Westfall: Spoke regarding the graph posted on Facebook showing COVID cases in the last 60 days. Inquired about the number of local hospitalizations.

Jack Savo: Spoke in favor of a city committee to address the homeless issue.

Casey Dschaak: Stated it is easier for normal users in a zoom meeting vs. a webinar. Spoke regarding links shared by city with offensive content. Encouraged Council to get rid of quarantine as soon as possible.

**COUNCIL COMMENTS**

Bill Rodawalt:

- Noted COVID fatigue. Consider looking at metrics to open things up, % of vaccinations important.
- Stated need to protect community. Citing many of recent cases due to lack of required quarantine.
- Commented there is a process in place to address changes and protect the community.
- Spoke in favor of a committee on homelessness.
- Thanked the public for comments, noting they are taken into consideration.

Chris Napoli:

- Stated appreciation for the emergency order process which allows for flexibility. Noting we have been diligent for a long time.
- Thanked DCSD for supplying lunches to senior citizens.
- Commented on the timing for a joint school board / city council meeting for budget appropriations.
- Noted the well-defined financial situation from the Finance Director.
- Suggested we consider using the private sector to facilitate snow removal.

Andy Anderson:

- Remarkd on the need for increased snow removal in the downtown area.

Gregg Marxmiller:

- Acknowledged gratitude to the local tribal groups for the land we live on.
- Thanked those that participated, noting it helps in decision making.
- Reported the next homeless task force meeting is Monday.
- Thanked Tiera and the Mayor, stating the importance of taking care of each other.
- Recommended we watch other communities that have relaxed measures for results.

Aksel Buholm:

- Noted the City has not shut down or limited business. Only put in place measures to protect all citizens.
- Stated the need to consider a date to end quarantine requirements.
- Commented the Council and Mayor do not supervise staff and the city has limited staff for some important things like snow removal.

Curt Armstrong:

- Noted snow removal has been slow this year and currently public works had some equipment down, and being worked on. Stated he is hopeful they will get ahead of the game.

**MAYOR'S COMMENTS**

- Thanked staff, noting many departments are currently short staffed.
- Apologized for being a bit short during the meeting.
- A moment of silence was observed for all those lost, family and citizens, since the last meeting.

**ADJOURNMENT**

Mayor Ruby adjourned the meeting at 8:28 p.m.

\_\_\_\_\_  
Mayor Alice Ruby

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

Approval Date: \_\_\_\_\_



**CITY COUNCIL SPECIAL MEETING**  
Tuesday, March 9, 2021 at 7:00 PM

**MINUTES**

**CALL TO ORDER**

A special meeting of the Dillingham City Council was held on Tuesday, March 9, 2021, via audio conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:05 p.m.

**ROLL CALL**

Mayor Ruby was present.

Council members present and establishing a quorum (a quorum being four):

- |               |                |                  |
|---------------|----------------|------------------|
| Andy Anderson | Curt Armstrong | Gregg Marxmiller |
| Aksel Buholm  | Bill Rodawalt  | Chris Napoli     |

**APPROVAL OF AGENDA**

MOTION to approve the agenda made by Bill Rodawalt, seconded by Curt Armstrong.

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Armstrong, Council Member Marxmiller

**CITIZEN’S DISCUSSION** (Prior Notice or Agenda Items)

There were no comments.

**SPECIAL BUSINESS**

1. Executive Session: Legal Matter

MOTION: Bill Rodawalt moved and Chris Napoli seconded the motion to enter into executive session to discuss a Legal Matter. [7:10 p.m.]

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Armstrong, Council Member Marxmiller

MOTION: Chris Napoli moved and Bill Rodawalt seconded the motion to exit executive session. [8:29 p.m.]

VOTING Yea: Council Member Buholm, Council Member Anderson, Council Member Rodawalt, Council Member Armstrong, Council Member Marxmiller

**COUNCIL COMMENTS**

There were no comments.

**MAYOR’S COMMENTS**

- Thanked the City Manager and city staff for their hard work.
- Noted appreciation for Council Members who extended thanks to Public Safety.



**ADJOURNMENT**

Mayor Ruby adjourned the meeting at 8:31 p.m.

\_\_\_\_\_  
Mayor Alice Ruby

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

**Mayor**  
Alice Ruby

**Interim City Manager**  
Gregg B. Brelsford



**Dillingham City Co**

Section . Item 3.

Chris Napoli  
Bill Rodawalt  
Aksel Buholm  
Curt Armstrong  
Andy Anderson  
Gregg Marxmiller

## MEMORANDUM

**Date:** March 24, 2021  
**To:** Mayor and City Council  
**From:** Gregg B. Brelsford, Interim City Manager  
**Subject:** Monthly Report for April 1, 2021 City Council Meeting

### 1. Commendation to Dillingham Police Department for Professionalism in Handling the Shooting Incident in Dillingham on February 18, 2021

As is well-known, there was a shooting incident in Dillingham on February 18, 2021. This is to commend to the Mayor and Council, and the Dillingham community, the exemplary degree of professionalism, teamwork, and dedication to the community's safety, shown by the leadership of the Dillingham Police Chief, and the quick, diligent, and resolute responsiveness of all of the officers, backed up by the full team as the department, in their safe, competent, and positive handling of the incident.

This is also to commend the officers of the Alaska State Troopers who assisted the Dillingham police in this incident. This included Troopers from Dillingham, King Salmon, and the Troopers' Special Emergency Reaction Team from Anchorage.

Many times, our police officers, and all law enforcement officers, risk their safety, and lives, in doing their duty to protect all of us who live in Dillingham, and elsewhere. The February 18 incident ended with no harm to any of the officers involved. The officers were fired upon during the incident so this positive outcome could easily have been much more tragic. In the highest possible terms, the City commends the Chief, the officers, and the members of the entire Police Department, for their conduct in the February shooting and dedication to the safety of the people of Dillingham, and its visitors.

### 2. Non-Discrimination and Harassment Training

Led by Kelsa, the City started to require on-line non-discrimination and harassment training for all current City employees in February 2021. All current city employees have now completed this training. We will be seeking a discount for this on our premiums with our insurance carrier.

### 3. American Rescue Plan of 2021 (ARP)

This is the Covid-19 stimulus bill signed by the President on March 11, 2021. This bill includes funding for municipalities. According to an AML spreadsheet of ARP funding for Alaskan municipalities,

Dillingham may get a total of about \$1,102,705, and this would be provided in two tranches. The amounts are provisional and estimated. We also do not yet know what strings will be attached to it. The City Lobbyist and Finance Director will be tracking this.

#### 4. Audit

Throughout February, the Interim Manager and Finance Director worked closely to move the audit closer to completion. The current target is to provide the City's work product to the auditors by April 1. On that schedule, the auditors are expected to provide the audit to the Council for review at its May 6, 2021.

#### 5. Covid-funding from the State of Alaska Approved

The State of Alaska accepted the City proposal prepared and filed by the EOC Manager for a COVID-19 Community program. It is designed to supplement existing Covid vaccine and testing programs in the City, with a specific focus on reaching hard-to-get individuals. These include people who cannot take time off of work to get a vaccine, people who may not have transportation to a vaccine site, and others. This will provide about \$102,000 for mobile testing and vaccination efforts, starting in about mid to late April.

#### 6. Public Works Department

- a. Former Public Works Director. As of March 10, 2021, Luke Moody was no longer employed by the City of Dillingham.
- b. Recruitment. The City is now recruiting for a new Director and Interim Director.
- c. Equipment Maintenance and Repair. Since March 10, I have discovered, among other things, a significant, long-term lapse in maintaining the Department's equipment. This will require a sustained and focused effort, and currently unknown amount of funding, to correct it. This month's report is to begin to identify the nature and scope of the maintenance issues with the PW equipment.

Here is a preliminary and rough overview (still a work-in-progress) of the Public Works fleet of 46 pieces of equipment and trucks, as of March 2021. This is equipment vital to the City's infrastructure, including road maintenance, snow removal, water and wastewater treatment, port operations, landfill operations, facilities maintenance and upkeep.

No financial information has yet been developed but it is likely numerous pieces will need to be replaced and others will need significant investment to restore them to operating condition. Additionally, further investment will need to be made in supplies, tools and manpower to maintain the equipment as needed.

- Seven are in good condition but need updated maintenance and service
- Ten are in fair condition and need maintenance
- Nine are in poor condition and need assessment to determine whether any further funds should be spent
- Ten are inoperable and need assessment to determine whether any further funds should be spent
- Four are unknown or cannot be located

- The average age of the fleet is 19 years.

Here is the result of a rough March 15 in-house preliminary assessment (which is ongoing), of some of the Department’s Caterpillar equipment. The City is retaining experts to do a professional assessment and recommend repairs.

#192	2014	Caterpillar	816F Compactor	Inoperable, water in fuel system, possibly from fuel caps being left off. Fuel system needs to be purged. Needs service and repairs.
#104	2012	Caterpillar	160M Grader	Inoperable; multiple steering faults, hydraulic and coolant leaks. Needs diagnostics, service and repairs.
#120	1998	Caterpillar	960F Loader	Inoperable; possible fuel injector problems. Needs diagnostics, service and repairs.
#188	2006	Caterpillar	Excavator 345CL	Operable, needs service and possibly repairs.
#119	1999	Caterpillar	D5M Dozer	Operable, needs service and possibly repairs.
#106	1998	Caterpillar	160H Grader	Operable; needs service and possibly repairs. Has 12,000 hours.

**7. City Lease of State Land at the Airport**

This is to supplement my report on this subject at the March 4, 2021 Council meeting. Since then, I’ve talked with the state leasing officer for this case. He said (i) we have paid for the lease through November 2021, (ii) we get no refund of any of that money by terminating the lease in advance and (iii) we have to remove the building from the land when we terminate the lease. Based on this, I told him we will keep the lease until it expires. Now, we have to find a use for the building, or sell it, or demolish it.

**8. Representing the City in regional, statewide and other zoom meetings**

I’m now plugged into a number of extra-cities zoom meetings with processors, health providers, the state EOC and health officials, regarding Covid-19 planning. Among other things, this include the State EOC Incident Commander and city managers from around the state all comparing notes on Covid-issues and plans in our communities.

**9. Covid-19 Matters**

- a. Vaccine supply in Dillingham for April. The PHN reports that Dillingham is currently expected to receive 500 vaccine doses in April: 200 Johnson and 300 Moderna.

- b. Percentage of Dillingham Fully Vaxed. By April 24, the fully-vaxed number of people in DLG about 1030 from ages 15 and older (1730 total) - this would be **59.5 %** of this DLG population. If you count those age 20 and older (1559 total) this would be **66%** by the end of April.
- c. Absence of Covid-quarantine calls to the Police Department. Between March 2020, the “start” of the Covid-era, and March 22, 2021, the Department conducted a total of 42 investigations.<sup>1</sup> In the five months between November 1, 2020, and March 17, 2021, the Department received 6 Covid quarantine calls from citizens, and **zero** calls February 25 and March 17 (most recent statistics).
- d. Public Service Announcements. Covid PSAs will be played by KDLG 2/day, 3 days/week. They were recorded by:

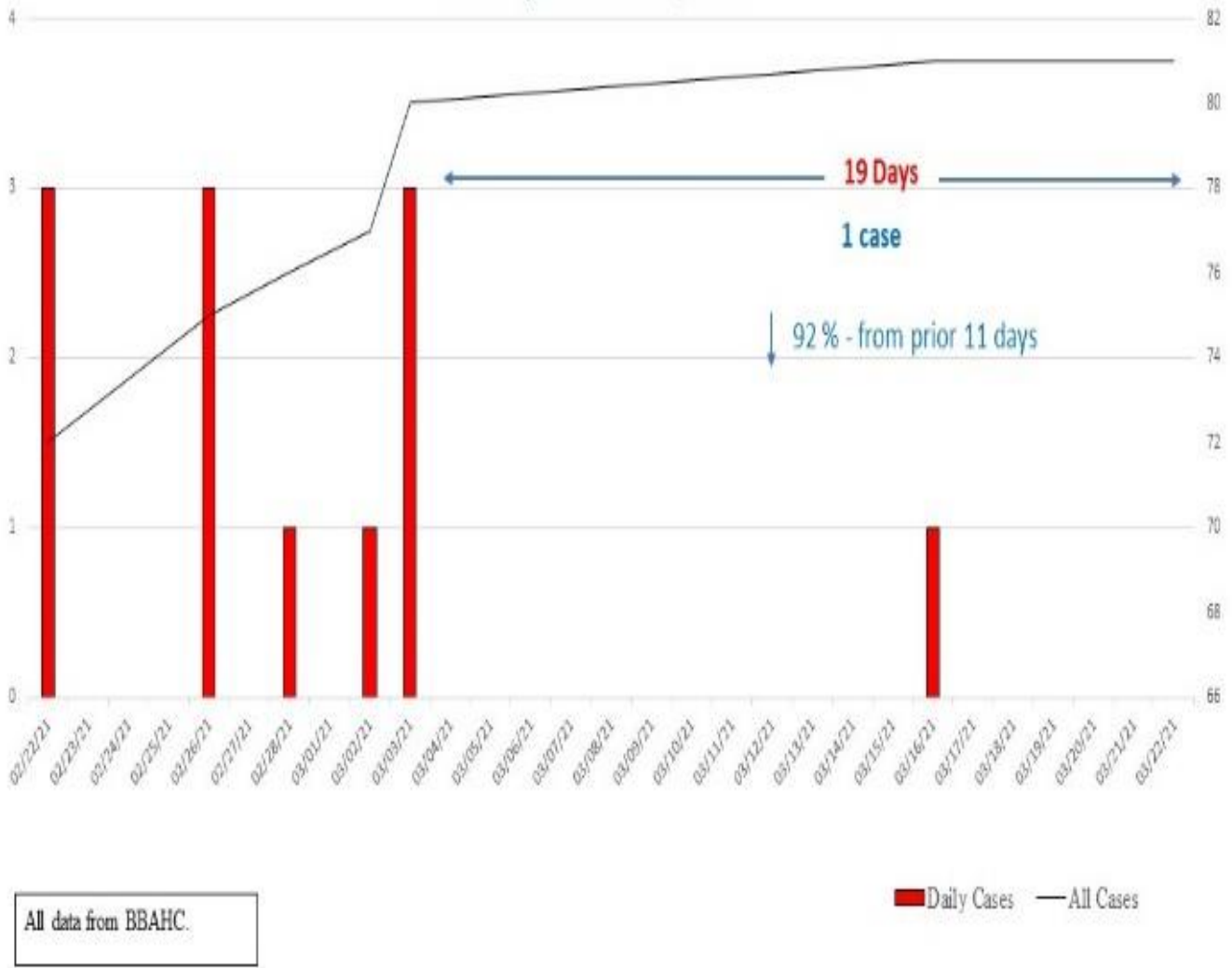
Alice Ruby  
 Chris Napoli  
 Bill Rodawalt  
 Richard Thompson  
 Jimmie G Arkanakyak, in Yupik  
 Ralph Anderson

Thank you.

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<sup>1</sup> These included: (a) Citations – 8, (b) Unfounded – 15, the Department concludes there was no violation, (c) Unprovable – 10, investigation did not result in probable cause to ethically issue a citation to the individual, (d) Education – 7, the individual was educated concerning the EO. Email communication to the Interim Manager from the City of Dillingham Chief of Police, dated February 17, 2021.

City of Dillingham, Alaska  
Covid-19 Daily & Cumulative Cases - 30 days  
February 22 - March 22, 2021



Thank you.



**MEMORANDUM**

**DATE:** March 23, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Kelsa Brandenburg, Executive Assistant/HR  
**SUBJECT:** March Department Staff Report

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**STAFF REPORT**

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**New Employees:**

Sarah Fuller – Assistant Librarian

**Resignations / Terminations / Layoffs:**

Luke Moody – Public Works Director  
Hannah Zimmerman – Special Projects Assistant  
Christopher Bott - Dispatcher

**Transfers:**

**Position Vacancies:**

City Manager  
Fire Department Coordinator  
Public Works Director  
Dock Assistant/Equipment Operator  
Heavy Equipment Operator  
Police Officer  
Dispatcher  
Senior Center Cook  
Executive Assistant/HR

# *City of Dillingham*

## House District 37 / Senate District S

~ 3/26/2021 ~

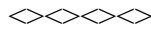
( Day 67 )

*32<sup>nd</sup> Alaska State Legislature ~ 1<sup>st</sup> Session*

**MARCH 2021 – LEGISLATIVE REPORT**

*Cliff Stone / City Lobbyist*

*~ Legislature likely to be in session beyond the Constitutional limit ~*



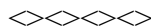
The headlines have said it all: “JUNEAU — A year after COVID-19 forced the Alaska Legislature to conclude the shortest state legislative session ever, lawmakers are now planning to work until the session’s constitutional limit and may seek a special session this summer.”

The Alaska Constitution limits sessions to 121 days, and lawmakers can vote to extend the session for another 10 days. A 90-day limit for legislative sessions was set in 2006 by the voters, but that vote lacks the necessary power over the constitution. A special session to deal with how the state spends more than \$1 billion in federal aid to Alaska becomes a real possibility. The governor could call lawmakers into that special session, or legislators could call their own, but doing so requires a two-thirds vote of the combined 60 members. The advantage of the Legislature calling themselves back is they get to set the agenda.

Timelines for the annual budget are being set as public hearings have been held and are continuing. The coalition in the House envisions a vote on the draft budget on or about April 12<sup>th</sup>. Of course the Senate has been working on their own plan. As in any typical session, the difference to the budgets will be worked out in a joint conference committee.

Another elephant in the room is the Permanent Fund. The formula for the Permanent Fund Dividend (PFD) distribution has been the law of the land since 1982, but hasn’t been followed since 2016. The debate each year comes down to how much should be in the annual payout to Alaskans without hurting the earning power of the Permanent Fund itself and the fact that some of those proceeds are now mandated to fund the operating budget of Alaska. There are serious discussions from my sources that we could see a proposal to change the formula itself. In my estimation, it will take a special session to hammer out anything substantial in this regard. Bottom line: We have to find a solution to fix the structural deficit we are facing with our funding since our two savings accounts are gone. The last pot of money is the Earnings Reserve Account (ERA) of the Permanent Fund.

Meanwhile, the House Coalition is hanging tough with Rep. Geran Tarr an Anchorage Democrat joining to give them the 21 votes they need. The minority Republican caucus has 18 members with Rep. Sara Rasmussen, from Anchorage refusing to join either one.



### **BILLS OF INTEREST**

The following bills are highlighted as items of interest for your community. I will follow these more closely as the session proceeds. The House has introduced 144 bills to date and various resolutions. The latest count for the Senate is 110 bills and a variety of resolutions. See “Budget Bills” highlighted later in this report. As in the past, if you see a bill that you want tracked, I will be happy to do so and report accordingly. \* Indicates a bill added since my last report.

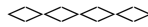


**HB 1** – Audit of CARES Act Funds  
**HB 4** – COVID-19 related  
**HB 37** – Income Tax, PF, and ERA  
**HB 55** – PERS related/Peace officers and Firefighters  
**HB 56** – Power Cost Equalization (PCE)

**HB 73 / SB 53** – PF Advisory Vote  
**HB 75 / SB 55** – Employer Contributions to PERS  
**HB 76** – Extending the COVID-19 Disaster Emergency

**SR 2** – COVID-19 Emergency Declaration  
**SB 6** – PERS/TRS Retirement Incentives  
**SB 37** – PERS/TRS Retirement Plans  
**SB 56** – Extending the COVID-19 Disaster Emergency  
\* **SJR 10** – Constitutional Amendment:

Be sure to check out the latest Legislative Updates from the Alaska Municipal League (AML). I try not to repeat any information that is presented there. It is an excellent source of the bills and topic matters that are important to towns and villages all across Alaska. If you haven't registered for Legislative Updates for AML Members meetings, you may be able to [use this link for Zoom](#); or dial in by calling +1 253 215 8782 - Meeting ID: 881 8150 7680 Passcode: 449972.



## **BUDGET BILLS 2021**

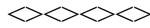
\* Indicates bills added since my last report. For a handy reference, below are the budget-type bills that have been introduced so far this year. They will be considered through out this first session. Currently many of these bills are being considered in the respective Finance Committees. Other bills have been assigned to various other committees. The finance subcommittee's work is in full swing. *Please note that HB 93 and its companion SB 74 as drafted by the governor, does not contain any monies for your breakwater or harbor projects. The only avenue to have these projects inserted into the bills for consideration is up to your representatives – Senator Hoffman and Rep. Edgmon.*

- **HB 68 / SB 48 – Supplemental Appropriations (FY21)**
- **HB 69 / SB 49 – FY22 Operating Budget**
- **HB 70 / SB 50 – FY22 Capital Budget with reappropriations and making supplemental appropriations**
- **HB 71 / SB 51 – FY22 Mental Health Budget**
- **HB 84 / SB 68 – FY22 Supplemental, Reappropriations, and Appropriations from the CBR**
- **HB 72 / SB 52 – Appropriation from the ERA for payment of the PFD**
- **HB 37 – Income Tax, PF Earnings Reserves**
- **HB 57 – CBR Sweep Provisions**
- **HB 67 – K-12 Appropriation for Academic Recovery from COVID-19**
- **HB 93 / SB 74 – G.O. Bonds: State Infrastructure Projects**
- **HJR 1 – Constitutional Amendment: Permanent Fund, POMV, and Earnings**
- **HJR 6 / SJR 5 – Constitutional Amendment: Budget Reserve Appropriation Limit**
- **HJR 7 / SJR 6 – Constitutional Amendment: Permanent Fund and PFD's**
- **HJR 8 / SJR 7 – Constitutional Amendment: State Tax Voter Approval**
- **HJR 10 – Constitutional Amendment: Permanent Fund and ERA**

- \* **SB 100** – State Income Tax
- \* **SB 102** – Amend Compact for a Balanced Budget

*Create Your Own Budget for the State of Alaska*

Commonwealth North has created an **online tool** that allows Alaskans to modify most aspects of Alaska’s budget, so revenues match up with expenses. As many of you know, Alaska is at a budget crossroads, and difficult decisions must be made to preserve essential services and ensure Alaska remains a vibrant and successful place to live, work and play. While the tool isn’t perfect, I think users will gain a deeper insight into our state budget and get an idea how budget cuts, taxes and investments in state services impact our bottom line. In case the link above doesn’t work: <https://www.akbudget.com/>



**COVID-19**

Although Alaska’s COVID-19 emergency expired on Feb. 14<sup>th</sup>, the House Coalition is pushing HB 76 to retroactively restore the state of emergency in Alaska and extend it until September. The governor sent Speaker Stutes a letter citing that he no longer believes a disaster declaration is necessary. The letter said the governor believes he needs legislation for just four things: vaccine distribution, accepting federal aid, permission to deliver healthcare by teleconference, and limited legal immunity for state workers delivering vaccines and treatments.

The Republican-led majority in the Senate is preparing to unveil what they call “disaster declaration lite,” a package of measures intended to address the problems identified by the governor and other state officials. It doesn’t include a broad state of emergency.

Right now, the chief difference between the two approaches is who’s in charge: Under the House strategy, the governor is empowered by the state’s disaster act to take unilateral action. In the Senate approach, the governor would have to request permission from the Legislature to take action beyond a narrow set of powers. State emergency manager Bryan Fisher indicated that they are waiting to see what the Legislature actually does.

Senator Peter Micciche asserted their plan is designed to give public health officials only the powers they have requested, plus a few more that local governments have sought. School districts, for example, would be allowed to spread federal aid across multiple years. Everyone however agrees that with the end of the “disaster declaration” this created problems for USDA’S Supplemental Nutrition Assistance Program (SNAP). As reported, without the declared disaster, Alaska is no longer eligible for \$8 million a month in federal aid for the program. This on the heels of the U.S. Dept. of Agriculture announcing a 15% increase in SNAP benefits through September as part of President Biden’s American Rescue Plan. That could mean more than \$100 per month for a household of four. As stated by many members of the House and Senate, their concern is an overreach of the governor’s authority by giving him these powers with emergency declarations, etc.

On March 8<sup>th</sup>, interim public health recommendations for fully vaccinated people from COVID-19 were released. This announcement along with others was passed along to the city. At least I hope I’ve kept up with relative information as its been promulgated. The following link will provide updated references for those fully vaccinated. Besides an overview of the situation, it attempts to explore all of the situations that people might find themselves in as they venture out of their “bubbles.”

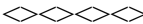
[https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html#anchor\\_1615143336158](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated-guidance.html#anchor_1615143336158)

The following state resources can be helpful for getting the vaccine. Use Alaska’s PrepMod website to book online or use the Vaccine Providers List to call the providers in your community directly. For scheduling or information about COVID-19 vaccine in Alaska: www.covidvax.alaska.gov If you need assistance to book your appointment, call Vaccine Scheduling Call Center at 907-646-3322.

A handy reference tool that everyone can access is the state’s “Vaccine Updates” signup at the following: <https://public.govdelivery.com/accounts/AKDHSS/signup/16046>

As I posted in the past few months, if you or anybody in the community suspects they’ve been a target of fraudulent information or requests regarding COVID-19 vaccines, they should **notify the Medicare Information Office at [hss.medicare@alaska.gov](mailto:hss.medicare@alaska.gov) via email or call 1-800-478-6065 immediately!**

**REMEMBER – COVID VACCINES are FREE.**

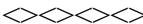


**GOVERNOR'S CORNER** <http://gov.alaska.gov>

***Handy phone numbers for Governor’s offices: Anchorage: 907-269-7450 and Juneau: 907-465-3500***

Several former legislators have passed away since my last report. Although I knew and worked with most of them, former Speaker of the House Gail Phillips was a good ally and a leader in so many ways. Former Speaker Mike Bradner also stands out. A non-assuming man, he understood the needs of rural Alaska and worked to educate others. I’ll miss both of them for their counsel and demeanor.

The governor also made several boards and commissions appointment during the past month. Of note for your area is the Wood-Tikchik State Management Council. Two individuals were reappointed to this body. Bruce Ilutsik of Aleknagik will serve now until June of 2024 as will Delores Larson of Kolignek.

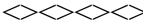


**IMPORTANT DATES**

**March 31<sup>st</sup> – 2021 PFD Filing Deadline**

**April 30<sup>th</sup> – 2021 First Lady’s Volunteer Award nominations close**

*Note: Because of the pandemic, it does not appear that U.S. Senators Lisa Murkowski and Dan Sullivan will deliver their yearly remarks before the Legislature to all Alaskans this year.*



**TESTIFYING**

If you are planning to testify on any particular bill or subject matter, check the committee calendar the day of or the day before the scheduled hearing as sometimes a bill is rescheduled or cancelled at the last minute. You should also be able to ascertain if they are even accepting public testimony on any particular day. If you can’t attend a hearing at your local LIO you can participate by using the following numbers.

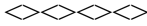
The **toll-free number** can only be used if you have had prior approval to call in from the appropriate committee chair. That number will be distributed upon your request and subsequent approval. **In Juneau the number is: (907) 463-5009.**

Go to: <http://www.akleg.gov/basis/start.asp> for a complete description of a bill that is up in committee. Fiscal notes and other documents that the legislative office has posted in regards to that particular bill should also be available. Type in the appropriate bill/resolution number in the space provided.

Remember – Bills that have already been heard or previous scheduled in committee can come back to that body without prior notification.

**Live on the Web** [ [www.360north.org](http://www.360north.org) ]

Most committee hearings can be seen and heard on Gavel Alaska/360 North on the web or look for Cable Channel-18 in Juneau. You can also access schedules, various programs, and online archives from the website above. *Note: With COVID-19 restrictions, Gavel Alaska may not be broadcasting as normal. You might have to go to the following website: [www.alaskalegislature.TV](http://www.alaskalegislature.TV)*



**WEBSITES OF INTEREST**

**! COVID-19 ~ Information ! / <https://covid19.alaska.gov>**

In Alaska, a COVID-19 Help Line has been set up at **211** or dial: 1-800-478-2221

**During the COVID-19 public health emergency, the Capitol is closed to the public. To reach your legislator, please find Senate contact information [here](#) and House of Representatives contact information [here](#). For the latest COVID-19 information, please visit the [Alaska Department of Health & Social Services](#).**

Schools can get more help at: [aksmartstart2020@alaska.gov](mailto:aksmartstart2020@alaska.gov)

\* U.S. REAL ID Compliant license – deadline extended to **October 1, 2021**.  
- <http://doa.alaska.gov/dmv/>

**Online Public Notices for Alaska** <https://aws.state.ak.us/OnlinePublicNotices/default.aspx>

**2021 Alaska Legislature Publications List** <http://akleg.gov/publications.php>

**2021 1<sup>st</sup> Session Staff Contacts** <http://akleg.gov/docs/pdf/Legislator-Staff-List.pdf>

**2021 Legislators by District** <http://akleg.gov/docs/pdf/Legislators-by-District.pdf>

**2021 House/Senate Committees** <http://akleg.gov/docs/pdf/commlist.pdf>

**2021 Senate Finance Subcommittee** <http://akleg.gov/docs/pdf/SFINSubcmte21.pdf>

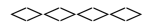
**2021 Legislature Photo Sheet** <http://akleg.gov/docs/pdf/Legislator-Photo-Sheet.pdf>

**Representative Bryce Edgmon: 907-465-4451 // Senator Lyman Hoffman: 907-465-4453**

**Congressional Delegation websites**  
<http://murkowski.senate.gov/public>      [www.sullivan.senate.gov](http://www.sullivan.senate.gov)      <http://donyoung.house.gov>

**DC Phone Nr**  
Murkowski: 202-224-6665      Sullivan: 202-224-3004      Young: 202-225-5765

**Anchorage Phone Nr**  
Murkowski: 907-271-3735      Sullivan: 907-271-5915      Young: 907-271-5978



~ End Report ~

*Enjoy your family and friends while staying safe and strong! ~ Cliff*



## MEMORANDUM

**DATE:** March 23, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Lori Goodell, City Clerk  
**SUBJECT:** Department Staff Report

### STAFF REPORT

**BOE:**

The City Assessor has been notified the BOE is scheduled for April 27, 5:30 p.m. Property assessment notices were mailed March 15<sup>th</sup>. The deadline for submitting an appeal is April 14<sup>th</sup>.

**AAMC/IIMC Training:**

The following course has been completed:

University of Wisconsin:

Introduction to Parliamentary Procedure: Dynamics of Leadership

Scheduled:

Oregon Association of Municipal Recorders

Mid-year academy; Built For The Storm, March 31 –April 1

Vermont Municipal Clerk

Virtual Athenian Leadership Dialogue, Rousey – My Fight/Your Fight, April 11

Maine Town & City Clerk Assoc.

Athenian Dialogue, Greenlights, April 21 – 22

The AAMC annual conference will be held the third week of November in Anchorage at the Hotel Captain Cook. If the budget allows for it, and travel is possible I will attend in person.

**Ordinances:**

There are four ordinances in the April 1<sup>st</sup> city council meeting packet.

*Ordinance 2021-02*; Introduced March 4<sup>th</sup>, public hearing scheduled April 1<sup>st</sup>. This ordinance extends the expiration date of Ordinance 2020-22(S)

*Ordinance 2021-03*; Update to DMC 8.16, Enhance 911 System

*Ordinance 2021-04*; Update to DMC 8.18 and 8.30, Review of Liquor License, and Marijuana Regulation

*Ordinance 2021-05*; FY21 Budget Revision

**STANDING ITEM(S):**

**Liquor & Marijuana License Renewals/Transfers/New Licenses.** (Indicate any licenses due to expire.) There are currently no licenses for review.

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**Commission/Board Seats Vacant.**

- Library Advisory Board, two seats.
- School Facility Committee, one seat.
- Senior Advisory Commission, two seats.
- Friends of the Landfill, two seats.
- Planning Commission, two seats.

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**Helpful Tips:**

*Robert's Rules of Order*, members should try to phrase their motions in such a way that he agrees with them. This is particularly important since the member who makes the motion is restricted from speaking against his motion during debate.

Unlike the maker of the motion, who should agree with the motion before making it, the person who seconds the motion doesn't have to agree with it – he must only believe the issue should be discussed and decided upon.

# Certificate of Achievement

## Lori Goodell

For successful completion of  
Creating a Culture of Ethics in a Small Community

Awarded on March 24<sup>th</sup> 2021



**Diligent**





UNIVERSITY OF WISCONSIN  
INDEPENDENT LEARNING

# CERTIFICATE OF COMPLETION



***Lori Goodell***



**has successfully completed**

*Introduction to Parliamentary Procedure:  
Dynamics of Leadership*



**Aaron M. Brower, Ph.D.  
Executive Director  
UW Extended Campus**

**03/15/2021**

**Date**



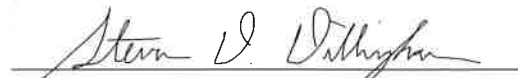
United States®  
**Census  
2020**

*Thank  
you*

THE U.S. CENSUS BUREAU HEREBY RECOGNIZES

**City of Dillingham**

as an invaluable member of the 2020 Census Community Partnership and Engagement Program. We appreciate the efforts you made in making the Partnership Program a success and helping achieve a successful 2020 Census.



Steven D. Dillingham  
Director U.S. Census Bureau





## MEMORANDUM

**DATE:** 23 March 2021  
**TO:** City Manager  
**FROM:** Richard Thompson, EOC Manager  
**SUBJECT:** Department Report

### STAFF REPORT

Inbound travel to Dillingham during the month of March rose over February with 338 forms submitted between 23 February 2021 (the last report date) and today. Multiple people are occasionally listed on the same form. Using the figure of 14.7% (rounded down to 14%) more travelers than forms submitted (calculated in February) an estimate of 385 travelers arriving in Dillingham via Alaska Air in March versus and estimated 250 travelers in February would be arrived at. It is unknown how many travelers arrived via other air carriers or where they came from.

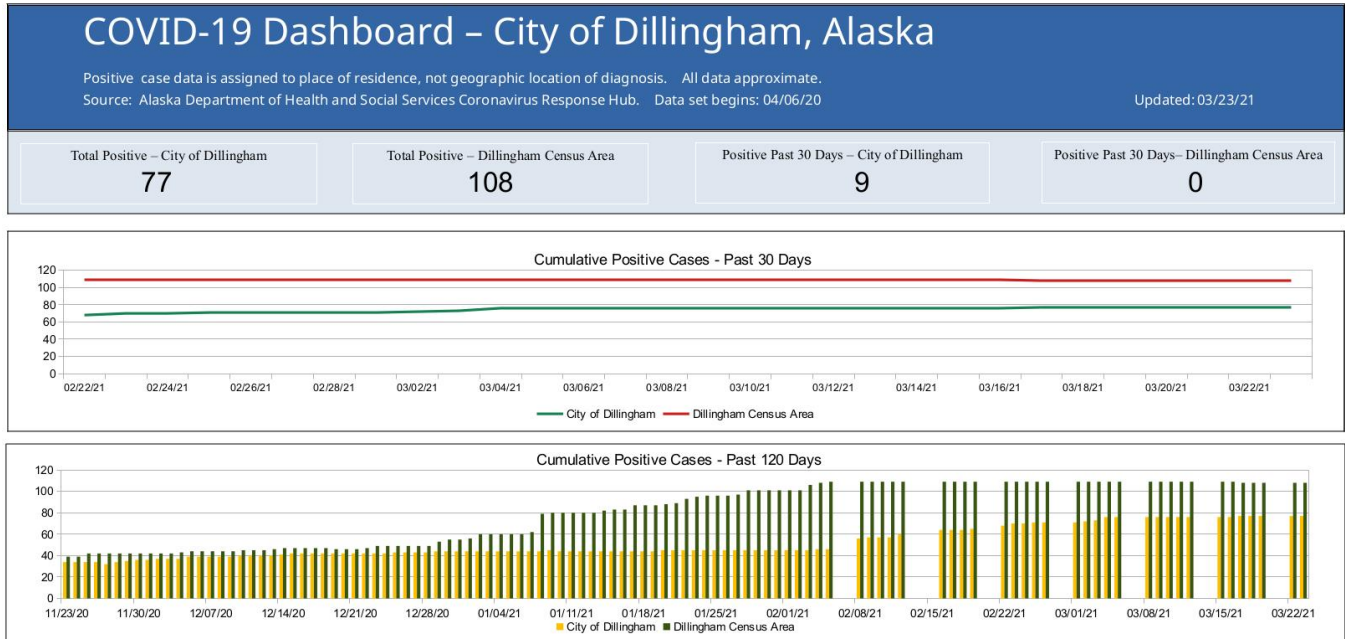
The EOC is seeking funding from the State of Alaska via a COVID Community Memorandum of Agreement to provide mobile testing and vaccination services to underserved, general and transient fisheries populations, as well as to impact vaccine hesitancy in the community. Through a series of purchased local radio and print (postal) advertisements, regularly scheduled each week, the project seeks to increase awareness of the utility of vaccination and provide testing. The communications will attempt to reach homebound, non-English speaking or ESL persons, wage earners with limited time off, and vaccine hesitant persons. The communications will advertise times and locations of testing and vaccine availability. Radio communications will be in both Yupik and English.

If granted the MOA will provide funds for scheduled and advertised access to testing and vaccination services at specific locations and times. Locations under consideration include the boat harbor, congregate housing and employment locations (with permission), City Hall, city schools and the airport. Testing would be accomplished via field utilization of Abbot BINAX card test which returns a result in approximately 15 minutes for screening and positive or undefined returns will result in the re-contact of the test taker and submission of a confirmatory test to one of two Abbott ID NOW devices located in Dillingham. Vaccination is expected to take place in the field. This will be dependent on the brand of vaccine allocated.

The application for approximately \$102,000.00, to operate during at least the first two months of the summer fisheries season of 2021, has been filed with the State and was accepted. Today I met via video conference with the State of Alaska, DHSS, and representatives overseeing the project regarding the application. No significant corrections were required and the MOA application appears to be on track toward acceptance and award on 31 March.

Also in March I had the opportunity to work with Finance Director Anita Fuller to create a skeleton budget for the EOC as part of both the Finance Department’s and the EOC’s goals for this year. This will be the first budget for the EOC.

The rise in positive COVID case numbers seen earlier in the month of March appears to have ended for now. The “Positive Past 30 Days – City of Dillingham” count is steadily dropping. Please get vaccinated when you have the opportunity and remember – the virus will be around for a long time to come, vaccination, re-vaccination when the time comes, and attention to hygiene are part of our lives for at least the near future.





## MEMORANDUM

**DATE:** March 23, 2021  
**TO:** City Manager  
**FROM:** Anita Fuller, Finance Director  
**SUBJECT:** Finance Department Staff Report

### STAFF REPORT

#### Statistics March:

Payroll run: 1 (2<sup>nd</sup> payroll in progress at time of report)  
 Cash Receipts: \$1,027,084.86  
 All Payments: \$ 878,316.80 (includes \$93,040.57 for 1 payroll)  
 CARES Funding Received: \$3,404,480.51  
 CARES Funding Spent: \$2,931,696.68  
 CARES Funding Encumbered: \$472,783.83

#### Important deadlines:

March 15: Property Tax Assessment Notice mailed out  
 April 15: Property tax appeals due from taxpayers  
 May 15: Allowable time for tax assessor to respond to appeals  
 15<sup>th</sup> of each month utility payments due; last day of month utility bills created and sent

Due to the global Pandemic the Finance office is closed to foot traffic. Staff were available to take payments by phone, mail and the drop box at the front door to support social distancing.

Calls from tax payers with questions are being received from the assessment notices mailed.

#### **Audit work progress**

Remaining audit items are:

- Capital Asset Schedule
- Capital project planning fund 7140
- JE required for apartment rented for contractors
- Budget Revision Support
- Landfill cell status

### Proposed Budget timeline

- April 1, 2021 Introduce FY21 Budget Revision
- By April 28, 2021 complete FY22 Budget review
- May 6, 2021 Adopt FY21 Budget Revision
- May 6, 2021 Introduce FY22 Budget
- June 3, 2021 Adopt FY22 Budget
- June 3, 2021 present resolution to set the mill rate

### February 2021 Revenue and Expense Narrative (66% target)

Sales tax reporting is lower than projected. Alcohol, transient and gaming taxes are reduced by 8-10%. Tobacco tax is still reporting higher and helping offset the other tax reports.

Real property tax will be adjusted during the FY21 budget revision by \$260,000. All other revenue areas are reporting strong.

Utility revenue is as expected. Landfill revenue continues to be high at 88% of the budgeted revenue. Port revenue is down and will require FY21 budget revisions. Senior Center revenue is greatly reduced due to COVID-19 causing the building closure. Although some revenue in the grants is delayed revenue continues to be consistent.

Transfers are high for the Senior Center and the Harbor as a result of reduced revenue

Expenditures are reflecting low in several areas as a result of CARES funding supporting budgeting emergency wages. This will assist the overall concern of reduced revenue that will impact our budget.

Both the debt services for the school bond and the ambulance reserve fund reflect high, but are expected and will even out by the end of the year.

Ongoing investigation is required to answer the concern for the high expenses of the Water Improvement capital project.

### Denied Service Notice Warning

On March 19, 2021 a 30 day notice was mailed out to all delinquent accounts that has a balance that is more than 30 days late and more than \$100 on utilities and accounts receivable. All current promissory note holders did not receive a notice. Those delinquencies not cured by April 19, 2021 will be placed on the Denied City Service list.

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of February 28, 2021**  
**Report does not reflect normal JE postings**

**Data Collected on:**  
**3/8/2021**

Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u> YTD	<u>02/28/20</u> YTD	<u>INC/(DEC)</u>
<b>General Fund Revenues</b>				
General Sales Tax	\$ 3,200,000	\$ 1,696,113	\$ 1,796,258	\$ (100,145)
General Sales Tax - Remote	-	83,643	0	
Alcohol Sales Tax	300,000	151,086	207,289	(56,203)
Transient Lodging Sales Tax	95,000	47,289	41,861	5,428
Gaming Sales Tax	80,000	37,492	38,060	(567)
Tobacco Excise Tax	340,000	210,636	196,763	13,873
Penalty & Interest - Sales Tax	15,000	13,213	11,957	1,256
Total Sales Tax	4,030,000	2,239,472	2,292,187	(136,358)
Real Property Tax	2,383,000	2,118,917	2,109,273	9,645
Personal Property Tax	519,000	508,047	516,484	(8,437)
Penalty & Interest - Property Tax	55,000	63,353	57,018	6,335
Total Property Taxes	2,957,000	2,690,318	2,682,775	7,543
Telephone Gross Receipts State Tax	65,000	65,065	-	65,065
Raw Fish Tax	620,000	474,820	772,264	(297,445)
Shared Fisheries	28,000	-	-	-
Community Sharing	-	75,783	108,732	(32,950)
Payment in Lieu of Taxes (PILT)	450,000	484,326	478,044	6,282
State Jail Contract	587,000	267,684	138,810	128,874
Ambulance Fees	60,000	17,341	22,681	(5,340)
Lease & Rental Income	35,000	9,290	11,570	(2,280)
Admin Overhead	219,676	128,000	133,666	(5,666)
PERS on Behalf	174,058	152,875	115,403	37,472
PERS Forfeiture Fund	95,000	66,401	63,831	2,570
Other Revenues	212,300	103,200	167,327	(64,127)
Total	2,546,034	1,844,783	2,012,327	(167,544)
<b>Total</b>	<b>\$ 9,533,034</b>	<b>\$ 6,774,573</b>	<b>\$ 6,987,288</b>	<b>\$ (296,358)</b>
<b>Special Revenue &amp; Other Funds Revenue</b>				
	9,629,315			
Water	228,744	150,227	158,520	(8,293)
Sewer	414,244	309,498	281,894	27,604
Landfill	243,675	215,627	158,445	57,183
Port - Dock	959,186	549,107	683,982	(134,875)
Port - Harbor	166,162	50,669	73,678	(23,009)
Asset Forfeiture Fund	-	18	11,804	(11,787)
E-911 Service	75,000	38,265	45,322	(7,057)
Senior Center (Non-Grant)	47,526	22,071	27,024	(4,953)
Senior Center (Grant)	131,000	74,467	32,521	41,946
Library (Grants)	83,302	53,310	53,381	(71)
Debt Service	50,000	53,742	313,497	(259,755)
Mary Carlson Estate	7,000	3,453	5,680	(2,226)
<b>Total</b>	<b>\$ 2,405,839</b>	<b>\$ 1,520,455</b>	<b>\$ 1,845,747</b>	<b>\$ (325,292)</b>

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of February 28, 2021**  
**Report does not reflect normal JE postings**

**Data Collected on:**  
**3/8/2021**

Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u> YTD	<u>02/28/20</u> YTD	<u>INC/(DEC)</u>
<b>Transfers</b>				
<i>From General Fund to Other Funds</i>				
Water	-	-	-	-
Landfill	482,609	86,271	251,688	(165,418)
Senior Center	130,894	100,750	86,348	14,401
Ambulance Reserve	60,000	60,000	60,000	-
Equipment Replacement	-	-	-	-
Capital Projects	71,000	373,987	76,405	297,582
Debt Service SRF Loans	68,000	-	-	-
Debt Service School Bond	1,061,550	854,433	578,878	275,555
Debt Service Firehall Bond	47,000	13,500	13,798	(298)
Debt Service Streets Bond	186,500	70,750	72,594	(1,844)
<i>From Dock Fund to Harbor Funds</i>				
Port - Harbor	59,226	75,632	61,249	14,383
Port - Harbor - Ice Machine	-	-	-	-
Port - Harbor - Bathhouse	13,000	7,343	7,866	(523)
<i>From Department to Department</i>				
Transfer from E911	51,000	25,500	-	25,500
<b>Total</b>	<b>\$ 2,230,779</b>	<b>\$ 1,668,165</b>	<b>\$ 1,208,827</b>	<b>\$ 459,338</b>
<b>Total Revenues &amp; Transfers</b>	<b>\$ 14,169,652</b>	<b>\$ 9,963,193</b>	<b>\$ 10,041,863</b>	<b>\$ (162,313)</b>

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of February 28, 2021**  
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Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u> <u>YTD</u>	<u>02/28/20</u> <u>YTD</u>	<u>INC/(DEC)</u>
<b>EXPENDITURES:</b>				
<b>General Fund Expenditures</b>				
City Council	\$ 37,700	\$ 21,581	\$ 21,776	\$ (195)
City Clerk	128,598	72,121	83,528	(11,408)
Administration	300,759	207,965	185,050	22,915
Finance	693,070	394,511	434,893	(40,383)
Legal	60,000	18,512	27,974	(9,462)
Insurance	261,057	176,999	137,574	39,425
Non-Departmental	101,100	76,988	88,208	(11,220)
Planning	248,934	123,104	75,187	47,917
Foreclosures	6,000	873	4,695	(3,822)
IT	189,303	48,086	102,224	(54,138)
Meeting Hall above Fire Station	800	474	1,573	(1,099)
Public Safety Administration	167,580	82,568	112,501	(29,933)
Dispatch	555,038	249,260	343,086	(93,826)
Patrol	945,270	402,233	501,037	(98,804)
Corrections	647,058	368,446	424,936	(56,490)
DMV	48,152	33,617	30,053	3,564
Animal Control Officer	107,201	68,867	67,508	1,358
Fire	352,918	101,827	178,990	(77,163)
EOC	0	16,648	0	16,648
Fire Department Checking	0	105	0	
Public Works Administration	219,326	120,188	141,294	(21,106)
Building and Grounds	305,780	148,456	186,219	(37,762)
Shop	526,440	311,825	236,547	75,278
Street	482,017	292,164	255,879	36,285
Library	115,893	76,208	77,284	(1,076)
City School	1,300,000	975,000	975,000	-
Transfers to Other Funds	2,107,553	1,559,690	1,184,785	374,905
<b>Total</b>	<b>\$ 9,907,547</b>	<b>\$ 5,948,317</b>	<b>\$ 5,877,802</b>	<b>\$ 70,409</b>
<b>Special Revenue Funds Expenditures</b>				
Water	256,964	136,492	150,766	(14,274)
Sewer	290,557	138,602	155,774	(17,172)
Landfill	726,284	301,898	495,196	(193,298)
Port - Dock	756,494	495,347	543,571	(48,225)
Port - Harbor	235,888	133,497	151,650	(18,152)
Asset Forfeiture Fund	-	-	-	-
E-911 Service	57,000	25,500	-	25,500
Senior Center (Non-Grant)	178,313	122,474	132,031	(9,557)
Senior Center (Grant)	131,107	98,960	85,876	13,085
Library (Grants)	83,302	55,752	53,692	2,060
Debt Service SRF Loans	68,000	-	-	-



**City of Dillingham**  
**Unaudited Revenues and Expenditures As of February 28, 2021**  
**Report does not reflect normal JE postings**

**Data Collected on:**  
**3/8/2021**

Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u>	<u>02/28/20</u>	<u>INC/(DEC)</u>
	<u>YTD</u>	<u>YTD</u>	<u>INC/(DEC)</u>	
Debt Service School Bond	1,061,550	908,175	892,375	15,800
Debt Service Firehall Bond	47,000	13,500	13,798	(298)
Debt Service Streets Bond	236,500	70,750	72,594	(1,844)
Ambulance Reserve Fund	285,000	261,715	14,617	247,099
Equipment Replacement	-	3,646	-	
Mary Carlson Estate	2,146	1,655	1,205	449
<b>Total</b>	<b>\$ 4,416,105</b>	<b>\$ 2,767,962</b>	<b>\$ 2,763,144</b>	<b>\$ 1,173</b>
	<b>\$ 14,323,652</b>	<b>\$ 8,716,280</b>	<b>\$ 8,640,946</b>	<b>\$ 71,582</b>
<b>Net Increase (Decrease) to Fund Balances</b>	<b>\$ (154,000)</b>	<b>\$ 1,246,913</b>	<b>\$ 1,400,917</b>	<b>\$ (233,896)</b>

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of February 28, 2021**  
**Report does not reflect normal JE postings**

**Data Collected on:**  
**3/8/2021**

Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u> <u>YTD</u>	<u>02/28/20</u> <u>YTD</u>	<u>INC/(DEC)</u>
<b>Grant &amp; Bond Revenues</b>				
Grants				
ANTHC-Lagoon	-	6,679	6,679	
State Public Safety	-	-	-	
CARES	96,281	2,844,435	-	
State MMG 28308-Water Imp	-	-	10,215	(10,215)
SRF Loan - Water	-	431,399	-	
SRF Loan - Landfill	-	2,922	-	
State CARES Public Safety	-	12,986	-	
State SART	-	800	-	800
Southern Region EMS	-	360	360	-
Curyung-Ice Machine	-	3,204	-	3,204
VEEP	-	50,000	-	50,000
Alaskan Leaders Fisheries PS Camera Repair	-	2,000	-	
BBEDC Intern Program	-	9,818	23,788	(13,970)
BBEDC Training Reimb	-	8,526	472	8,054
Bond Investment Income	-	1,378	26,618	(25,239)
Streets	2,386,959	2,672,973	-	2,672,973
FireHall	600,000	597,693	-	597,693
<b>Total</b>	<b>\$ 3,083,240</b>	<b>\$ 6,645,171</b>	<b>\$ 68,131</b>	<b>\$ 3,283,299</b>
<b>Grant &amp; Bond Expenditures</b>				
Grants				
ANTHC-Lagoon	-	11,457	-	11,457
State Public Safety	-	1,761	-	
CARES	96,281	2,371,651	-	2,371,651
State MMG 28308-Water Imp	-	699,200	265,687	433,513
SRF Loan - Water	-	431,399	-	431,399
SRF Loan - Landfill	-	35,536	-	35,536
State CARES Public Safety	-	12,986	-	12,986
State SART	-	1,600	2,400	(800)
Southern Region EMS	-	-	-	-
Curyung-Ice Machine	-	3,687	917	2,771
VEEP	-	50,000	-	50,000
Alaskan Leaders Fisheries PS Camera Repair	-	2,000	-	2,000
BBEDC Intern Program	-	8,222	22,765	(14,543)
BBEDC Training Reimb	-	-	1,898	(1,898)
Streets	2,386,959	2,672,973	-	2,672,973
FireHall	600,000	597,693	458	597,235
<b>Total</b>	<b>\$ 3,083,240</b>	<b>\$ 6,900,165</b>	<b>\$ 294,124</b>	<b>\$ 6,604,280</b>
	<b>\$ 6,166,480</b>	<b>\$ 13,545,336</b>	<b>\$ 362,255</b>	<b>\$ 9,887,579</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of February 28, 2021  
 Report does not reflect normal JE postings

Data Collected on:  
 3/8/2021

Section . Item 3.

	<u>Budget - FY21</u>	<u>02/28/21</u> <u>YTD</u>	<u>02/28/20</u> <u>YTD</u>	<u>INC/(DEC)</u>
<b><u>Capital Project Funds Revenues</u></b>				
<b>Total</b>	-	-	-	-
	\$ -	\$ -	\$ -	\$ -
<b><u>Capital Project Funds Expenditures</u></b>				
Public Safety Building	5,000	-	-	-
Streets	-	-	7,613	(7,613)
Water Improvements	-	373,987	113,866	260,121
Sewer Lagoon Relocation	50,000	-	11,809	(11,809)
Landfill Groundwater Well	16,000	-	-	-
Bingman-Harbor cleanup	-	-	129,703	(129,703)
<b>Total</b>	<b>\$ 71,000</b>	<b>\$ 373,987</b>	<b>\$ 262,990</b>	<b>\$ 110,997</b>
	<b>\$ 71,000</b>	<b>\$ 373,987</b>	<b>\$ 262,990</b>	<b>\$ 110,997</b>

	<b>Budget</b>	<b>Actual</b>
General Fund Revenue	\$ 9,533,034	\$ 6,774,573
Special Fund Revenue	\$ 2,405,839	\$ 1,520,455
Transfers In	\$ 2,230,779	\$ 1,668,165
Grant and Bond Revenue	\$ 3,083,240	\$ 6,645,171
CIP Revenue	\$ -	\$ -
	<b>\$ 17,252,892</b>	<b>\$ 16,608,364</b>
General Fund Expenditures	\$ 9,907,547	\$ 5,948,317
Special Fund Expenditures	\$ 4,416,105	\$ 2,767,962
Grant and Bond Expenditures	\$ 3,083,240	\$ 6,900,165
CIP Expenditures	\$ 71,000	\$ 373,987
	<b>\$ 17,477,892</b>	<b>\$ 15,990,431</b>
<b>Net Increase (Decrease) to Fund Bal</b>	<b>\$ (225,000)</b>	<b>\$ 617,933</b>



## MEMORANDUM

**DATE:** March 23, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Sonja Marx, Librarian  
**SUBJECT:** Department Report

### STAFF REPORT

Thankfully, we have continued to remain open to the public throughout this month. New materials (books and movies) have been made available for checkout. Our Friends of the Library events for "Love Your Library Month" have continued on into March. The drawings for the four gift bags, supplied by the FOL for lucky patrons in each age category, will be announced soon; but until then, patrons can continue to check out books and be entered into the drawings.

We have a new Assistant Librarian. Sarah Fuller started on March 10<sup>th</sup>. We are glad to have her on board and get her trained. The Dillingham City School District recently informed us they will no longer be funding a school librarian at the Dillingham Public Library beginning next school year as per our consortium library agreement. They are planning an onsite literacy area for their student body with a Library/Media Specialist. This will greatly impact us at the Dillingham Public Library as we have heavily relied on this extra staff person all these years. During this FY22 budget process with the city, we are looking at adding an additional part-time library position in order to meet the loss of these services.

The Library Advisory Board has been regularly meeting this year with additional work sessions in progress. They are currently working on revising the 5-year plan for the library. Seats A & C are currently open and Seat F will need to be re-appointed for the new school year.

#### Library Stat report February 23<sup>rd</sup> - March 22<sup>nd</sup>, 2021:

**Patron Visits: 219 Computer Use: 37 Wireless Use: 183 Story Hour: 0**  
**Other Visits (including Classes): 31 Museum Use: 0 Movies Shown: 0**  
**AWE Station Use: 0 Volunteer Hours Logged: 2**

**Library Advisory Board work session set for Wednesday, April 21<sup>st</sup>, 2021 at 5:30 pm in the library**

**Library Advisory Board regular meeting is scheduled for Wednesday, May 5<sup>th</sup>, 2021 at 5:30 pm.**



**MEMORANDUM**

**DATE:** March 24, 2021  
**TO:** Gregg Brelsford, Interim City Manager  
**FROM:** Cynthia Rogers, Director, Planning & Grants Management  
**SUBJECT:** Department Report

**STAFF REPORT**

**Planning Commission**

The next Planning Commission meeting has been tentatively set for April 7, at 5:30 pm.

**Permits**

- Land Use Permits – One permit is pending.
- Encroachment Permits – One permit is pending.

**DOT&PF Dillingham Downtown Streets Rehabilitation**

**Project No.: Z571800000/0001335**, DOT has issued a suspension of work until May 15, 2021.

**City Water Improvements Project**

Final water improvements under the DOT project footprint will be done spring of 2021.

**City Street Rehabilitation Project**

We have received the as-builts from the contractor, and have closed out the project as of March 9.

**Lake Road Fire Hall Addition Project**

The project is nearing partial substantial completion. The remainder of the work will be done in the spring.

**National Address Database (NAD) Published in February**

The City’s address points were included in Release 5 of the NAD. In addition to Dillingham, Release 5 includes Anchorage and the Boroughs of Haines, Matanuska-Susitna, and Yakutat. We are one of only 5 organizations that have data of good enough quality to submit, and the only city in the state able to submit and received higher accuracy scores than Anchorage, with only 6 records flagged for review and 99.5% were compliant.

**SWAMC Conference, March 4-5**

I attended the SWAMC conference, including sessions on Broadband and Economic Development.

**2016 Hazard Mitigation Plan (HMP) Update**

The Division of Homeland Security & Emergency Management, Department of Military and Veterans Affairs, is working to procure a contractor to assist in the update of our HMP, utilizing FEMA funding to fully cover the cost.



**FY19 Capital Improvement Project Priorities  
Progress Update March 2021**

**\*Special Project – Bingman Clean-Up** **\$300,000 (estimate)**

To address the clean-up of hazardous substances, a Phase II Environmental Site Assessment will be sought. EPA Brownfields Assessment Grant awards will be announced in spring 2021. Other funding avenues are being explored. The City anticipates completion of project phases within 5 years, to include assessment, clean-up, planning, development, and/or reuse of the site.

Construction: \$300,000 (estimate)

- Funding established by Council as the insurance settlement from fire.

Project Timeline:

- TBD – Pending Funding Identification

**\*Special Project – Emergency Communications System** **\$730,000 (estimate)**

An overall public safety emergency communications system package to support mission critical communications for the City of Dillingham. The system will consist of portable radios, companion equipment, and all software and hardware required to operate the portable radios. This includes furnishing, installing, programming, and testing radios, batteries, antennas, and software and hardware and will include support and maintenance services for year two through six. Discussion of equipment programming and implementation schedule is ongoing.

Project Timeline:

- TBD – Pending Equipment Delivery & Installation Scheduling (Completion NLT June 30, 2021)

**\*Special Project – Landfill Shop Replacement** **TBD (estimate)**

A fire destroyed the heated landfill shop building and several vehicles/equipment. The fire was discovered on January 4. With the fire investigation concluded, initial steps are being taken to plan for debris removal, assessment of the foundation condition, and design planning. An engineer's estimate and ITB can then be developed and solicitation released. APEI, the City's insurer, has indicated reimbursement will be at 125% of stated value (building and equipment), with a \$5,000 deductible. The total insurance settlement is not yet known.

Project Timeline:

- TBD – Pending the above

**#1 – Wastewater System Upgrades, Aeration** **\$922,331 (estimate)**

Currently working on development of the solicitation.

Design: \$89,891 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- ANTHC funding has been used for the design expenses.

Construction: \$832,440 (2021 estimate)

- City to develop RFP.
- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #3.
- ADEC SRF Loan Application for \$650,000 submitted on 1/29/2020.
- SFY20 Q2 Project Priority List indicates a potential subsidy of \$335,000.
- Loan Agreement received from ADEC SRF in the amount of \$650,000, with \$335,000 subsidy through loan forgiveness, 20 year term, 1.5%.
- Loan Agreement returned to ADEC SRF on 2/24/2021.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program; ANTHC Grant

Project Timeline:

- January 22, 65% Design
- March 22, 95% Design & ADEC review & permission to construct
- April 10, DEC approval to construct received
- May 3, 100% Design
- TBD, RFP Release, RFP scoring, evaluation, and recommendation for contract
- TBD, Construction begins; Project close out

**#2 – Public Safety Server Room Fire Protection****\$67,000 (estimate)**

Scheduling for system certification visit still pending availability of the subcontractor.

Construction: \$67,000 (estimate)

- RFP awarded to Wolverine Supply, Inc.
- E-911 Grant funding will be used for this project.

Project Timeline:

- December, 2018 Installation of Clean Agent System
- August, 2019 Air Sealing of Server Room
- TBD, GNW Fire Services air sealing and system certification; project close out

**#3 – Landfill Groundwater Monitoring Wells****\$432,095 (estimate)**

Substantial completion was achieved on February 26, 2020. Final pay request processed. Project will be closed out after receipt of final engineer's payment request. Bristol has provided DEC a response for 2-year quarterly sampling requirements and criteria that must be met for returning to semi-annual sampling.

Design: \$23,202 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- City funding will be used for the design costs.
- Cost overrun of \$5,404.00 due to project delay (originally \$17,798)

**Construction:** \$161,928 (estimate)

- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Non-Point Source Project Priority, Q3 prioritized #2.
- ADEC SRF Loan Application submitted March 12, 2019 for \$331,575.
- ADEC SRF Loan Re-Application submitted October 10, 2019 for \$366,897.03 (to reflect cost overrun).
- ADEC SRF Loan agreement in the amount of \$367,000 was signed on December 18, 2019, with a subsidy amount of \$137,610, and repayment amount of \$229,390 (1.5%, 20 year term).
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- RFP was developed by Bristol Engineering; Denali Drilling was only bidder for the project.
- Cost overrun of \$29,918.03 due to project delay (originally \$132,010).

**Additional Project Costs:** \$246,965 (estimate)

- Bristol Engineering has been contracted for these services at \$199,565.
  - Administration, \$298.
  - Construction Oversight, Sampling and Reporting, \$199,267.
- Cost Overruns due to project delay and longer spring construction duration:
  - Bristol Engineering (expected overage), \$47,400.

**Project Timeline:**

- October, 2018, Project Manual/Permit Set
- November, 2018, ADEC review and approval to construct
- January, RFP Release
- February, RFP scoring, evaluation, and recommendation for contract
- March, Contract awarded
- April, On-site evaluation determined construction should be delayed until fall
- January 2020, Construction NTP issued
- February 26, 2020, Substantial Completion
- January, 2021, Project (construction) close out
- February, 2022, Quarterly sampling requirement met

**#4 – Water System Improvements, Downtown Streets Support** **\$3.68M (estimate)**

Phase I is nearly complete, except for the water improvements under the DOT project footprint. Draft as-builts are being reviewed by the contractor. Expecting final pay request from the engineer soon.

**Design:** \$224,715 (estimate)

- CRW Engineering Group LLC has been contracted to complete the design for this project. Additionally, CRW is expected to handle ROW, easement, ADEC permitting, temporary construction permits, and construction administration for the City.
- City funding will be used for 30% of the design costs; MMG 28308 will be used for 70% of the design costs.

**Construction, Phase I (DOT Project Footprint & Downtown Core):** \$2,334,861.35 (estimate)

- CRW to develop RFP.
- ADEC SRF Loan Questionnaire submitted November 30, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #17.
- MMG 28308 will provide 70% up to approximately \$1.4M total cost, with 30% matching.
- ADEC SRF Loan Application for \$600,000 submitted 4/10/19, was approved on 8/27/19.



- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- Expected URSA billing (DOT Project Footprint) is estimated at \$364,515. This number may change based on project actuals.
- Apparent Low Bidder (Downtown Core): JJC Enterprises, \$1,622,734.
- Change Order 1 & Adjustments: \$340,943.85

Additional Project Costs: \$224,205 (estimate)

- CRW Engineering Group, LLC, Construction Support/Inspection/Materials Testing, \$224,205.
- Current billings of approximately \$125,000.

Construction, Phase II: \$1,350,939 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.

Construction, Phase III: \$1,158,600 (estimate)

- ADEC SRF Loan Questionnaire submitted on February 26, 2021.

Project Timeline (Phase I):

- January 9, 75% Design (All Phases)
- February 11, 100% Design for Phase I (DOT Footprint)
- February 27, 100% Design (All Phases)
- August, RFP Release; RFP scoring, evaluation, and recommendation for contract
- September 2019, Contract awarded; Construction begins May 18
- February 2021, Phase I Project close out (excludes URSA work under DOT footprint)

**#5 – Lake Road Fire Hall Addition**

**\$773,200 (estimate)**

LCG Lantech has been contracted for construction support and Dagen Nelson has rejoined us for inspection as the Special Projects Coordinator, with support from EMC Engineering for materials testing. Wolverine Supply, Inc. is now under contract and broke ground in early October 2020. Currently, a substantial completion review list has been generated and the contractor is working on addressing these items. Additional costs for a coiling door and structural support for the door, are being evaluated.

Design:

- LCG Lantech Inc. and RSA Engineering, Inc. have provided 100% design and specifications for this project.

Construction: \$744,000.00 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.

Additional Project Costs: \$29,200 (estimate)

- LCG Lantech, Inc. will be contracted for these services.
- City personnel may handle some tasks, others will be assigned to LCG Lantech via Task Orders.
- Permitting, Bid Assistance, and Construction Administration, \$12,000, T&M, NTE fee.
- Project Inspection, Contract Administration, \$17,200, T&M, NTE fee.

Project Timeline:

**City of Dillingham**

**Page 5 of 6**

*Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.*

- June, RFP Release
- July-August, RFP scoring, evaluation, and recommendation for contract, contract awarded
- October 2020, Construction begins
- June 2021, Project close out

#### **#6 – Harbor Float Replacement \$5.2M (estimate)**

This project is pending funding identification. Specific funding opportunities are being evaluated this month.

Design:

- PND Engineers, Inc. has provided 75% design for this project.
- Additional design funding needed to move design to 100%.

Construction: \$5.2M (estimate)

- The City is currently exploring funding options through federal appropriations.
- Funding alternatives are AKDOT&PF Harbor Facility Grant Program and USDA Public Works and Economic Development Facilities Program (Grants).
- City to develop RFP.

Project Timeline:

- TBD pending funding

#### **#7 – D Street & Seward Street Rehabilitation Project \$3,294,735.96**

The final as-builts have been received from the contractor. The project is closed out as of March 9.

Design: \$154,329

- PND Engineering, Inc. has been contracted to complete the design for this project.

Construction: \$2,909,203.96

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by PND.
- Apparent Low Bidder: JJC Enterprises, \$2,494,737; contracted for \$2,194,737
- Total value of CO to date, \$714,466.96

Additional Project Costs: \$231,203

- PND Engineering, Inc., Construction Support, \$88,568
- EMC Engineering, LLC, Inspection/Materials Testing, \$142,635

Project Timeline:

- April 30, 95% design, specifications and cost estimate
- June, RFP Release, bid deadline August 15
- August, RFP scoring, evaluation, and recommendation for contract
- September, Permitting finalized; Contract awarded
- May 2020, Construction NTP issued
- September 2020, Substantial completion
- March 2021, Project close out

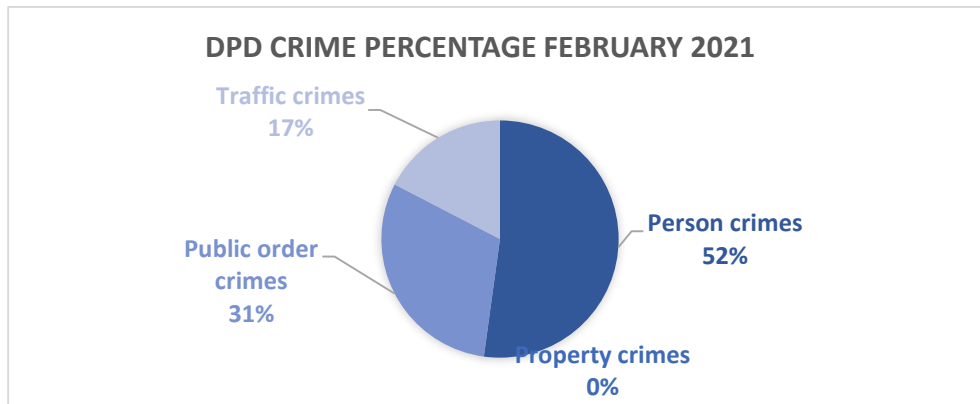


## MEMORANDUM

**DATE:** 3-23-2021  
**TO:** Interim-City Manager Gregg Brelsford  
**FROM:** Chief Daniel Pasquariello  
**SUBJECT:** Public Safety Department Report **APRIL 2021**

### STAFF REPORT

*Reporting dates 2/24/21 to 3/23/21*



### **PATROL**

*You have been seeing the above pie chart for a while now. I will explain what it means. Approximately 1 out of every 10 calls for service (10%) we respond to results in a reportable incident under the federal UCR/NIBRS guidelines. The other 90% of are calls for service are classified as logs only. The above chart breaks down the reportable incidents for the monthly reporting period into types of crimes classifications.*

Person crimes - crimes such as assault, sexual assault, child endangerment

Property crimes – crimes such as theft, vehicle theft, criminal mischief

Public order crimes – crimes such as violation of release conditions, alcohol offenses, drug offenses

Traffic crimes – crimes such as DUI, license violations, reckless driving

As the above metrics show this was a particularly violent month, with over half of our incidents involving person crimes. Examples of the persons crimes this month are:

3 stabbing assaults  
 2 strangulation assaults  
 1 head injury assault  
 1 sexual assault  
 Several other “simple” assaults

We have also been keeping the roads safe and arrested 3 persons for DUI. One of those persons was additionally charged with possession of heroin.

Officer Farnsworth continues to work as part of the AST Anchorage Airport Interdiction Team (AAIT) task force. This JAG grant funded assignment causes him to be in Anchorage roughly 10 days a month causing our patrol staff level to be short one officer 30% of the time. However, this assignment is beneficial to the community. The below metrics show **the amount of drugs that were headed for Dillingham** that were seized this month by the AAIT task force:

Heroin	90 grams
Meth	90 grams
Suboxone	106 strips
Marijuana	½ pound
Hash	½ pound

2 persons charged with drug offenses

Officer Gardiner took web-based SART (sexual assault response team) training this month. This 40 hour training in sexual assault investigation was taught by the State of Alaska CDVSA.

The Chief met with Kakanak hospital COO and the director of the Behavioral Health center. The meeting concerned DPD and BH with coordinating a response to persons suffering mental health crisis. This is a topic that is becoming relevant in the media and at state/national levels throughout the USA. We have just started meeting but our plan is to develop a robust procedure where behavioral health counselors will respond to, or otherwise assist police with persons experiencing mental health crisis. This is so that persons can hopefully be peacefully taken into custody and transported to the emergency room to receive mental health care, without them getting harmed, or harming others.

The Chief has been attending Homeless shelter meetings hosted by Greg Marxmiller. These meetings are attended by numerous organizations and concerned citizens in the community. The meetings started because in the past we had allowed homeless persons to sleep in the DPD lobby, but with the coming of the COVID pandemic we had to shut our lobby to the homeless.

*Despite the momentum of the homeless meetings it became obvious that no permanent alternative shelter solution was going to come to fruition this winter. This month we had extremely low temperatures in Dillingham. So, pandemic or not, we decided to reopen our lobby to homeless persons so that they would have a warm place to sleep at night.*



*Front doors of police station with "Emergency Homeless Shelter" sign.*

## **DISPATCH**

Three members of the dispatch division attended online basic/advanced training this month on the APSIN (*Alaska Public Safety Information Network*) computer operation. For most of them the training was a useful refresher of knowledge they already possess.

We had a dispatcher resign this month. He worked for as a dispatcher for only 4 months and left his job to look after his newborn baby. The division is now at 80% staffing level.

## **CORRECTIONS**

The corrections division had a training this month where all procedures from prisoner intake to release, administrative tasks, everything was reviewed and explained. As with dispatch, for most this was a useful refresher of knowledge they already possess. This refresher of our established robust procedures will build morale in the division and help us maintain the continuous smooth operation of the jail.

The division attended a webinar put on by the court system to learn about their new “eFiling” system. The court is going paperless and all documents (*complaints/citations/etc.*) must now be submitted electronically.

We are finally getting some long requested and much needed maintenance done at our jail. The Harbormaster and Buildings and Grounds personnel installed an extremely robust security lock on cell 5. This cell is our secure cell where violent, mostly intoxicated or drugged, inmates are held. The door has been beaten so hard for so long that it was in danger of literally falling out of the wall. They did an excellent job fixing the door.



*Cell 5 door with new robust security locking system.*

We still have several long requested and much needed maintenance issues that need fixing like replacing torn off wall panels in cell 6, replacing a constantly backing up toilet in cell 2, and replacing a missing light fixture in cell 3. We hope that they can be repaired soon for the health and safety of our inmates.

## **ANIMAL CONTROL**

This month ACO Boyd hosted a rabies vaccination clinic. He usually holds the clinic during the Beaver Roundup festival. Since there was no BRU this year he was going to hold it on that Saturday anyway, but it would have conflicted with the BBAHC vaccination clinic. Instead he held it at the end of the month before the animals vaccine expired.

## **DMV**

Agent Pullon has switched to using the state DMV's "DocSys" system. This is so that he can scan and transfer documents to the DMV without have to mail them, saving submittal time and money. The state seems to be going paperless.

We are still not giving road tests to avoid having our agent be in a confined space with persons during this pandemic.

buzzword count  
metrics 2  
robust 4

Dillingham Police Activity 2021	Jan	Feb	March	April	May	June	July	August	Sept	October	Nov	Dec	2021 total	Division
Total Calls Dispatched	217	196	217											Dispatch
Disapatched to DPD	168	149	184											
Dispatched to Animal Control	26	21	9											
Dispatched to Fire/EMS	10	19	13											
Dispatched to AST	13	10	10											
Calls handled by DPD patrol	168	149	184											Patrol
Arrests by DPD (felony)	*	1	5											
Arrests by DPD (misdemeanor)	10	9	10											
T-47s by DPD	9	12	8											
Citations issued by DPD	13	5	3											
Incident reports by DPD	21	23	27											
Inmates held at jail	21	28	29											Corrections
Title 47s held at jail	9	12	8											
Animal impounds	8	6	3											Animal Control
Animals surrendered to shelter	*	*	*											
Animals returned to owners	7	5	3											
Animals adopted out	*	1	*											
Animials sent to other rescue groups	7	*	*											
Rabies/parvo shots	18	17	13											
Euthanasias	1	*	2											
Citations issued	*	*	1											
Driver's license/IDs issued	51	66	66											DMV
Titles/registrations	28	41	40											
Boat registrations	*	5	3											
CDLs	2	2	4											
Road tests	*	*	*											
Written tests	4	*	2											





**MEMORANDUM**

**DATE:** March 23, 2021  
**TO:** City Manager  
**FROM:** Ida R. Noonkesser, Director  
**SUBJECT:** Department Report

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**STAFF REPORT**

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During the month of February, the Senior Center served 515 home delivered meals to 43 individuals. We learned in a recent meeting that we will be reporting rides differently as assisted rides will now be recorded as part of the home delivered meals, when in the past we reported the delivery as a ride.

We are looking for a cook right now. We are taking applications now. In the meantime, I am preparing the meals so we can continue service to our elders.

I will be applying for the BBEDC Intern for summer help again this year. We have had good experiences with our interns in the past and interns were able to learn about food service and get their Food Handlers cards.

It has been a pretty slow spring so far, but we have been able to help the clinic here in Dillingham provide vaccines to many of our elders. I believe that we had fairly high participation.



## CODE REVIEW COMMITTEE MEETING

Thursday, January 28, 2021 at 6:30 PM

### MINUTES

#### CALL TO ORDER

Chairman Napoli called the meeting to order at 6:32 p.m.

#### ROLL CALL

##### PRESENT

Committee Member Aksel Buholm (Arrived at 6:40 p.m.)

Committee Member Alice Ruby

Chair Chris Napoli

Committee Member Gregg Marxmiller

Committee Member Lori Goodell

Committee Member Gregg Brelsford

#### APPROVAL OF MINUTES

1. Approve October 8, 2020 Code Review Committee Meeting Minutes

MOTION: Alice Ruby moved to approve the minutes of October 8, 2020.

VOTE: Approved by unanimous consent.

#### APPROVAL OF AGENDA

MOTION: Lori Goodell moved and Alice Ruby seconded the motion to approve the agenda.

VOTE: approved by unanimous consent.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

- The State of Alaska requirement of 240 operating hours was reviewed. This requirement has a waiver that can be applied for.
- The local sales tax reports only show if a business has had activity, it does not record operating hours.
- Noted a preference for a vendor to not 'sit' on a license and not use it.

MOTION: Gregg Marxmiller moved to recommend to City Council that we waive the right to protest both Windmill Grill, and Olsen's Liquor Store Liquor License Renewal, seconded by Alice Ruby, but acknowledge neither establishment operated in 2020.

2. Windmill Grille Liquor License Review

3. Olsen's Liquor Store License Review

VOTE: Yea: Committee Member Ruby, Chair Napoli, Committee Member Marxmiller, Committee Member Goodell

Voting Nay: Committee Member Buholm  
Voting Abstaining: Committee Member Brelsford

The motion passed by majority vote.

**PUBLIC COMMENT/COMMITTEE COMMENTS**

Alice Ruby: Noted a need to get back to regularly scheduled meetings. Stated she appreciates the monthly calendar of all city meetings.

Chris Napoli: Commented the committee had been meeting based on the workload.

Gregg Brelsford: Stated that he and his wife will arrive in Dillingham on February 1st.

It was determined the committee will resume regular meetings on the second Thursday every month at 7:00 p.m. according to the demands of the workload.

**ADJOURNMENT**

The meeting was adjourned a skooch before 7:00 p.m. (6:58 p.m.)



Chris Napoli, Chair

ATTEST:



Lori Goodell, City Clerk

Approval Date: March 11, 2021



## FINANCE AND BUDGET COMMITTEE

Monday, February 22, 2021 at 6:30 PM

### MINUTES

#### CALL TO ORDER

The Finance and Budget Committee met on Monday, February 22, 2021, via Zoom video conference call. Andy Anderson called the meeting to order at 6:32 p.m.

#### ROLL CALL

Committee members present and establishing a quorum (a quorum being four):

Curt Armstrong  
Alice Ruby

Gregg Brelsford  
Anita Fuller

Andy Anderson

Bill Rodawalt – excused

#### APPROVAL OF MINUTES

1. Approve minutes of October 21, November 10, and December 22, 2020.

**MOTION:** Anita Fuller moved and Alice Ruby seconded the motion to approve the minutes of October 21, November 10, and December 22, 2020 in block.

**VOTING** Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller  
Abstain: Gregg Brelsford

#### APPROVAL OF AGENDA

**MOTION:** Alice Ruby moved and Curt Armstrong seconded the motion to approve the agenda.

**VOTING** Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller, Gregg Brelsford

#### STAFF REPORTS

2. Financial Report 1.31.2021
  - Revenue; considering COVID impacts overall revenue is at expected levels.
  - Expenditures; overall status of expenditures is low due to CARES contra wages.
    - Adjustments will be made to expenditures due to the CARES Act date extension.
  - Accounting Department is currently fully staffed. However, due to COVID related needs many positions have been absent for extended times. Additionally, the workload in accounting indicates the need for an additional position to free up the Director and Assistant Director for regular job duties. A temporary position could be created, while a staffing plan is formalized for long term needs.
3. Audit progress
  - Audit was virtual in October. Audit support has been interrupted due to staffing shortages. Remaining requested audit items are being addressed, should be completed, and to the auditors in the next week.
4. Property Tax Status

- Assessor information for real property and personal property has been received and will be integrated for the process this year.
- MARS software will not be ready for final use this tax season.
- Preliminary assessments will be reviewed the first week of March.

## NEW BUSINESS

5. FY21 Budget Revision
  - Target date for completion, March 22, 2021.
6. FY22 Budget Schedule
  - Timeline of milestones was reviewed. Proposed schedule of weekly meetings for FY22 was presented. Poll committee for week of March 8<sup>th</sup> to hold first meeting.
7. CARES Funding as of 02/17/2021
  - CARES expenditures were reviewed.
  - The municipal CARES funding has been expended / encumbered at 100 %.
  - Restructure from contra wages to capture the emergency communication project will be done.
8. Impact of Federal prohibition on Foreclosure
  - This act prohibits foreclosure and eviction of federally funded singly family mortgages through March 31, 2021.
  - This could apply to all foreclosures to meet the federal obligation.
  - The city currently has two foreclosure actions in process. One has passed the redemption period. The City Attorney will be contacted for clarification.
9. Action Memorandum 2021-01 Progress
  - Five businesses that met the requirements were contacted regarding this city program.
    - Two have paid taxes current, one has not responded, two have contacted the city to participate in the promissory note program.

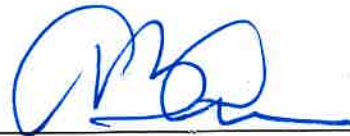
## PUBLIC/COMMITTEE COMMENT(S)

Aksel Buholm: presented the following items for budgeting consideration:

- Increase staffing wages, rewriting job descriptions.
- Dedicate funds to the capital improvement fund.
- Offer a stipend to city staff that are required to attend after hour's meetings.

## ADJOURNMENT

The meeting adjourned at 8:02 p.m.



Andy Anderson, Chair

ATTEST:



Lori Goodell, City Clerk

Approved: March 22, 2021

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2021-02**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL EXTENDING THE EXPIRATION DATE OF ORDINANCE 2020-22(S)**

WHEREAS, On November 5, 2020, the City Council passed Ordinance No. 2020-22(S), An Ordinance of the Dillingham City Council Authorizing the City Manager to Utilize the Emergency Operations Center to Promulgate and Enforce Regulations to Stop the Spread of COVID-19 in Accordance with the Recommendations in the City of Dillingham COVID-19 Mitigation Plan; and

WHEREAS, Ordinance 2020-22(S) as extended by Emergency Ordinance 2021-01 expires at 11:59 p.m. on April 1, 2021; and

WHEREAS, daily new infections in the State of Alaska continue to be in excess of 100, which designates the current statewide alert level at high; and

WHEREAS, It is anticipated that as many as ten thousand people from outside Dillingham will enter city boundaries via the airport or by water after May 1 and remain in the Dillingham area through the conclusion of the commercial and sport fishing seasons. These individuals will come from within Alaska, from other states on the west coast of the United States and from other countries where large numbers of confirmed cases of the COVID-19 virus are present; and

WHEREAS, The State of Alaska has a Public Health Center located in Dillingham with a staff of two, and supports health in the Dillingham Census Area, and

WHEREAS, The health care facility in Dillingham is the Kanakanak Clinic / Hospital with a current capacity of 16 beds, and is a critical care unit, and;

WHEREAS, The State of Alaska recently advised that communities with limited health care infrastructure should consider limitations on nonessential travel and that communities should consider protective measures to mitigate potential spread of the virus; and

WHEREAS, recent local increases in positive COVID-19 cases confirm a continuing need to maintain the EOC and Emergency Order process, and

WHEREAS, it is in the best interest of the City of Dillingham to continue to have emergency legislation in place to mitigate the impact of the COVID-19 pandemic.

NOW, THEREFORE, BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Declaration of Emergency.** The council declares that the coronavirus threat and impact remain a public health emergency.

**Section 3. Authority.** This ordinance is enacted pursuant to the general police powers of the City of Dillingham, and the City’s authority to regulate use of public facilities such as streets and highways and the Dillingham Port.

**Section 4. Effective Date.** This ordinance extends Ordinance No. 2020-22(S) in its entirety, to September 3, 2021 at 11:59 p.m. unless adjusted by action of the City Council.

PASSED and ADOPTED by the Dillingham City Council on April 1, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing:  
Adopted:

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2021-03**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING SECTION 8.16.010, AND SECTION 8.16.020 TO REFLECT E911 RESPONSIBILITES**

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Classification.** This is a code ordinance.

**Section 2. Amendment to Section 8.16.010.** Dillingham Municipal Code Section 8.16.010 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

**8.16.010 Enhanced 911 emergency reporting system.**

A. Any local exchange telephone company or wireless telephone company providing service within the city, ~~the area between Dillingham and Aleknagik, and Aleknagik~~ shall cooperate with the city of Dillingham in the establishment and operation of an enhanced 911 system to serve the entire city, ~~the area between Dillingham and Aleknagik, and Aleknagik.~~

B. The city council designates the entire city, ~~the area between Dillingham and Aleknagik, and Aleknagik~~ as the enhanced 911 service area for the City of Dillingham.

**Section 3. Amendment to Section 8.16.020.** Dillingham Municipal Code Section 8.16.020 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

**8.16.020 Definitions.**

In this chapter, unless the context indicates otherwise, the pertinent terms are defined as follows:

“911 service area” or “enhanced 911 service area” means the area within the city, ~~between Dillingham and Aleknagik, and Aleknagik~~ that has been designated to receive an enhanced 911 system under Section [8.16.010](#).



“City” means the City of Dillingham, ~~which will include the area between Dillingham and Aleknagik, and Aleknagik.~~

“Enhanced 911 equipment” means any equipment dedicated to the operation of, or use in, the establishment, operation or maintenance of an enhanced 911 system, including customer premises equipment, automatic number identification or automatic location identification controllers and display units, printers, cathode ray tubes, recorders, software and other essential communication equipment.

“Enhanced 911 system” or “system” means a telephone system consisting of network, database, and enhanced 911 equipment that uses the single three-digit number, 911, for reporting a police, fire, medical, or other emergency situation, and which enables the users of a public telephone system to reach a public safety answering point to report emergencies by dialing 911. An “enhanced 911 system” includes the personnel required to acquire, install, operate and maintain the system.

“Local exchange access line” means a telephone line that connects a local exchange service customer to the local exchange telephone company switching office and has the capability of reaching local public safety agencies, but does not include a line used by a carrier to provide interexchange services.

“Local exchange service” means the transmission of two-way interactive switched voice communications furnished by a local exchange telephone company including access to enhanced 911 systems.

“Local exchange telephone company” means a telephone utility certificated under AS [42.05](#) to provide local exchange service.

“Public safety answering point” means a twenty-four-hour local communication facility that receives 911 service calls and directly dispatches emergency response services or that relays calls to the appropriate public or private safety agency.

“Wireless telephone” means a telephone that is not a wireline telephone and includes cellular and mobile telephones; each wireless telephone number is considered to be a separate wireless telephone; service for wireless telephone customers who receive monthly or periodic bills sent to an address within a designated enhanced 911 service area.

**Section 4. Effective Date.** This ordinance is effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

[SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing:  
Adopted:

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2021-04

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING CHAPTER 8.18 AND REPEALING 8.30.020 TO PROVIDE A UNIFORM PROCESS FOR REVIEWING MARIJUANA LICENSE APPLICATIONS**

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Classification.** This is a code ordinance.

**Section 2. Amendment to Chapter 8.18 - Review of Liquor Licenses.** Dillingham Municipal Code Chapter 8.18 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

Chapter 8.18  
REVIEW OF LIQUOR **AND MARIJUANA** LICENSES

Sections:

- 8.18.010 Definitions.
- 8.18.020 Review of liquor license **and marijuana license** applications.
- 8.18.030 Consideration by council.
- 8.18.040 Local regulatory authority.**

**8.18.010 Definitions.**

When used in this chapter, the following words and phrases shall have the meanings set forth in this section:

~~“Board” means the Alaska Alcoholic Beverage Control.~~

**“Control office” means the State of Alaska Alcohol and Marijuana Control Office.**

**“License” means both liquor license and marijuana license unless otherwise specified or required by context.**

“License location” means the lot or parcel, and structure, where a licensed premises (**as defined in AS 04.21.080 and 3 AAC 306.990**) would be located pursuant to a liquor license application that is subject to review under this chapter.

~~“Licensed premises” is defined as provided in AS 04.21.080.~~

“Liquor license” means any of the licenses or permits described in AS 04.11.080.

**“Marijuana license” means any license or permit authorized or governed by AS Chapter 17.38.**

**8.18.020 Review of liquor license applications.**

A. Upon receiving notice from the ~~Board~~ **control office** of an application for the issuance, renewal, transfer of location or transfer to another person of a liquor license or marijuana license for a license location in the city, including without limitation an application to transfer a license to a license location in the city under AS 04.11.400(m) or 3 AAC 306.060, the city shall refer the application for review to the planning office, finance office and police department within three working days. Comments will be documented on the city's liquor license application review form.

1. Planning office ~~to assure~~ **shall determine** whether any structure, or use of land or a structure, including parking requirements, at the license location or proposed in the application conforms to Title 18;
2. Finance office ~~to shall~~ **shall** determine whether the business operated under the license is, or persons named on the application are, delinquent in the payment of any of the following:
  - a. Sales tax or penalty and interest on sales tax arising from the operation of the business conducted under the license;
  - b. Property taxes; penalties or interest on real or personal property applied to the business operated under the license;
  - c. Charges for a utility service provided for the benefit of the business conducted under the license;
  - d. Both state and city business license are current; and
3. Police department ~~to shall~~ **shall** determine whether, in the opinion of the chief of police, there has been an excessive number of convictions or arrests for unlawful activity at the license location, police reports of unlawful activity at the license location, or police dispatches to the license location.

B. New and transfer licenses will be scheduled for a public hearing before the city council. The planning office will be responsible for overseeing that the public is notified as follows:

1. The applicant shall post a public notice sign on or at the ~~subject property~~ **license location** describing the **license location** owner, applicant, request, and date of the public hearing. The sign shall be at least twenty-four inches in width by thirty-six inches in height, with lettering at least one inch in height. The sign shall be visible from the highest traveled public right-of-way adjacent to the ~~property~~ **license location**.
2. At least two weeks prior to the date of the scheduled public hearing, the city planner shall mail a public notice announcing the **license location** owner, applicant, request, location of the proposed use and date of the public hearing to all property owners within five hundred feet of the **license location** boundary; and
3. At least two weeks prior to the date of the scheduled public hearing, the city planner shall publish notice of the time and place of the hearing in the manner required by Section 2.08.020.

C. The liquor license application review form will be reviewed by the code review committee meeting for a recommendation to the city council.

**8.18.030 Consideration by council.**

If the council decides to protest the issuance, renewal or transfer of a license it shall state the basis of the protest and ~~must be sent~~ **shall deliver the protest** to the ~~Board~~ **control office** with a copy of the application review form. The protest must be received by the ~~Board~~ **control office** within sixty days of the city having received notice of the application.

**8.18.040 Local regulatory authority.**

**The city council is designated as the “local regulatory authority” as that term is used in AS Chapter 17.38 and any implementing legislation or rule-making.**

**Section 3. Repeal of 8.30.020.** Dillingham Municipal Code Section 8.30.020 is hereby repealed.

**Section 4. Effective Date.** This ordinance is effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on \_\_\_\_\_, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor [SEAL]

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

NON-CODE ORDINANCE

Introduced: April 1, 2021  
Public Hearing: May 6, 2021  
Enacted: May 6, 2021

CITY OF DILLINGHAM, ALASKA  
**ORDINANCE NO. 2021-05**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING THE BUDGET BY ADOPTING BUDGET AMENDMENT NO.1 AND APPROPRIATING FUNDS FOR THE FY2021 CITY OF DILLINGHAM BUDGET**

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY 2021 in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

WHEREAS, duly advertised public meetings were held and the City Council reviewed the budget amendment recommendations presented; and

WHEREAS, the City Council has set the rate of levy of property tax for the City of Dillingham for FY 2021 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles; and

WHEREAS, additional FY 2021 funds are available for appropriation by ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that:

1. The FY 2021 Operating Budget and Capital Improvement Budget Amendment No. 1 as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in Budget Amdendment No1 by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2021.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from fund to another and from one Capital Project to another by resolution.
4. The City Manager shall have the power to transfer funds from one line item to another within a fund and within a Capital Improvement Project.

BE IT ENACTED BY THE COUNCIL OF THE CITY OF DILLINGHAM that:

**Section 1. Classification.** This ordinance is a non-code ordinance.

**Section 2. Severability.** If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of the ordinance and the application to other persons or circumstances shall not be affected thereby.

**Section 3. Appropriation summary.** The total appropriation from the Treasury in Section 6 was a total of \$ 17,962,104 .

**Section 4. Revenues**

General Fund

Taxes

General Sales Taxes	3,200,000
Alcohol Sales Taxes	260,000
Transient Lodging Sales Taxes	85,000
Gaming Sales Tax	65,000
Tobacco Tax	370,000
Penalty & Interest – Sales Tax	20,000
Real Property Taxes	2,119,000
Personal Property Taxes	508,000
Penalty & Interest – Property Tax	65,000

Other Revenue

Telephone Gross State Tax	65,000
Raw Fish Tax	475,000
Shared Fisheries	9,000
Revenue Sharing (community support)	75,700
Payment in Lieu Taxes (PILT)	484,000
CARES Act Funding	0
Jail Contract Revenue	535,367
Ambulance Fees	40,000
Lease and Rental Income	35,000
Administrative Overhead	205,776
PERS on Behalf	174,058
PERS Forfeiture Fund	95,000
All Other Revenues	204,200

**Total General Fund Revenues**

**9,090,101**

Special Revenue & Other Funds Revenues

Water	228,744	
Waste Water	464,244	
Landfill	323,675	
Port – Dock	780,186	
Port – Harbor	142,762	
E-911	75,000	
Senior Center (Includes grants)	183,364	
Library Grants	82,052	
Debt Service	50,000	
Mary Carlson Estate	4,000	
CIP Revenue from Investments	2,000	
Bond Revenue	<u>3,500,000</u>	
<b>Total General Fund &amp; Special Revenues</b>		<b><u>5,836,027</u></b>
<b>TOTAL REVENUES</b>		<b><u>14,926,128</u></b>

**Section 5. Transfers**

Transfers from General Fund to Other Funds

Water	0	
Wastewater	0	
Landfill	314,584	
Senior Center	147,413	
Ambulance Replacement	40,000	
Equipment Replacement	0	
Capital Projects	377,000	
SRF Loans Payments	68,000	
Streets Bond Payment	186,500	
Firehall Bond Payment	47,000	
School Bond payment	<u>1,061,550</u>	
<b>Total Transfers from Gen. Fund</b>		<b>2,242,047</b>

Transfers from Dock Fund to Harbor Funds

Harbor Operations	78,786	
Ice Machine	0	
Bathhouse	<u>13,500</u>	
<b>Total Transfers from Dock Fund</b>		<b>92,286</b>

Transfers from Department to Department

From E-911 to Dispatch	<u>51,000</u>	
<b>Total Transfers between Departments</b>		<b><u>51,000</u></b>



**TOTAL TRANSFERS**  
**TOTAL REVENUES AND TRANSFERS**

**2,385,333**  
**17,311,461**

**Section 6. Appropriations.**

General Fund Government Operations

City Council	32,950
City Clerk	125,413
Administration	334,659
Finance	665,770
Legal	60,000
Insurance	277,057
Non-Departmental	112,700
Planning	243,934
Foreclosures	2,000
IT	189,303
Meeting Hall	800
PS Administration	140,580
PS Dispatch	443,738
PS Patrol	895,270
PS Corrections	627,058
PS DMV	48,152
PS Animal Control Officer	107,201
PS Fire Department	302,918
PS EOC	40,000
PW Administration	219,326
PW Buildings & Grounds	305,780
PW Shop	557,440
PW Streets	451,017
Library	111,144
City School District	1,300,000
Transfer Subsidy for Special Revenue	<u>2,242,047</u>

**Total General Fund Appropriations**

**9,836,257**

Special Revenue & Other Funds Appropriations

Water	214,964
Waste Water	256,057
Landfill	638,259
Port-Dock	756,494
Port-Harbor	217,048
Port Harbor – Ice Machine	4,000
Port Harbor – Bathhouse	14,000
E-911	51,000
Senior Center	330,777
Library Grants	82,052
Mary Carlson Estate	2,146
Ambulance Replacement Fund	267,000

Bond Projects	3,500,000	
Debt Service	1,413,050	
Equipment Replacement/Reserve	-0-	
Capital Project (Planning) Fund	<u>379,000</u>	
<b>Total Special Rev &amp; Other Appropriations</b>		<b><u>8,125,847</u></b>
<b>TOTAL APPROPRIATIONS</b>		<b><u><u>17,962,104</u></u></b>

<b>Total Revenues and Transfers</b>	<b>17,311,461</b>
<b>Total Appropriations</b>	<b><u>17,962,104</u></b>
<b>Net Increases (Decreases) to Fund Balance</b>	<b><u><u>(650,643)</u></u></b>

**Section 7. Fund Balance Explanation**

Ambulance Reserve Fund balance will be drawn down by \$225,000 for purchase of major equipment. Go Bond funds of \$270,000 will support the CIP Water Improvement expenditures. General Fund balance will be drawn down by \$155,643.

**Section 8. Effective Date.** This Ordinance is effective upon passage.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 06,

SEAL

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2021-06

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ESTABLISHING THE LEVEL OF FUNDING FOR THE DILLINGHAM CITY SCHOOL DISTRICT FOR THE FISCAL YEAR ENDING JUNE 30, 2022**

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WHEREAS, Alaska Statute 14.14.060(c) provides that the Dillingham School Board ("School Board") shall submit the school budget for the following year by May 1 for approval of the total amount; and

WHEREAS, the Dillingham City Council ("City Council") shall determine the total amount of money to be made available from local sources for school purposes within 30 days after the School District presents the budget request to the City; and

WHEREAS, the School Board submitted a proposed FY 2022 Budget of \$9,535,582 which includes a request of \$1,500,000, filed at City Hall on March 16, 2021; and

WHEREAS, the City Council shall determine the total amount of money to be made available from local sources for School purposes and shall furnish the School Board with a statement of this sum on or before April 15, 2021; and

WHEREAS, AS 14.17.410(b)(2) requires a contribution from the City in the amount of the equivalent of a 2.65 mill tax levy on the full and true value of the taxable real and personal property as of January 1, 2020, (property values as of January 1 of the previous year from Alaska Taxable Report) which is calculated to be a local contribution in the amount of \$544,421; and

WHEREAS, the City Council wishes to allocate:

- 1) The minimum required amount to meet the City's legal obligation which is 2.65 mill equivalent to property tax or \$544,421 and
- 2) An additional \$500,000, or one-sixth of the six percent sales tax approved by the voters June 19, 2001, of which the intent was to allocate a portion of the six percent to education above that required by state law, subject to an annual appropriation by the City Council; and
- 3) An additional \$255,579 for a **total allocation** to the education operating budget for Fiscal Year ending June 30, 2021, of \$1.3 Million; and

WHEREAS, the actual amount to be appropriated for School District purposes will be made a part of the City's FY 2022 Budget;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council has determined regarding additional funds which may be available to the School District based upon State

funding of local governments and other information made available by this date, that the school appropriation be set at \$1.3 Million with \$1.2 Million for instruction and operating costs and \$100,000 for major maintenance for FY 2022.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on April 1, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

[SEAL]

\_\_\_\_\_  
Lori Goodell, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: April 1, 2021

FY2021 DCSD obligation

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
1000 7190 50 51 0000 0	DCSD Contributions		
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 3/24/2021	

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
DCSD Contributions	\$ 1,300,000.00			
<b>TOTAL OPERATING</b>	<b>\$ 1,300,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
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REVENUE	-			
---------	---	--	--	--

FUNDING

Real Property Tax	\$ 434,412.00			
Personal Property Tax	110,009.00			
Sales Tax	500,000.00			
General Fund	255,579.00			
<b>TOTAL FUNDING</b>	<b>\$ 1,300,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

Support for Resolution 2021-06

PREPARED BY: Anita Fuller

March 20, 2021

DEPARTMENT: Finance

APPROVED BY: \_\_\_\_\_

\_\_\_\_\_

# Dillingham City School District



## FY22 Approved Budget

**HELEN SMEATON, BOARD CHAIR**

**HEATHER SAVO, BOARD VICE-CHAIR**

**BERNINA VENUA, BOARD SECRETARY/TREASURER**

**JENNY BENNIS, BOARD MEMBER**

**KARL CLARK, BOARD MEMBER**

**DR. JASON JOHNSON, SUPERINTENDENT**

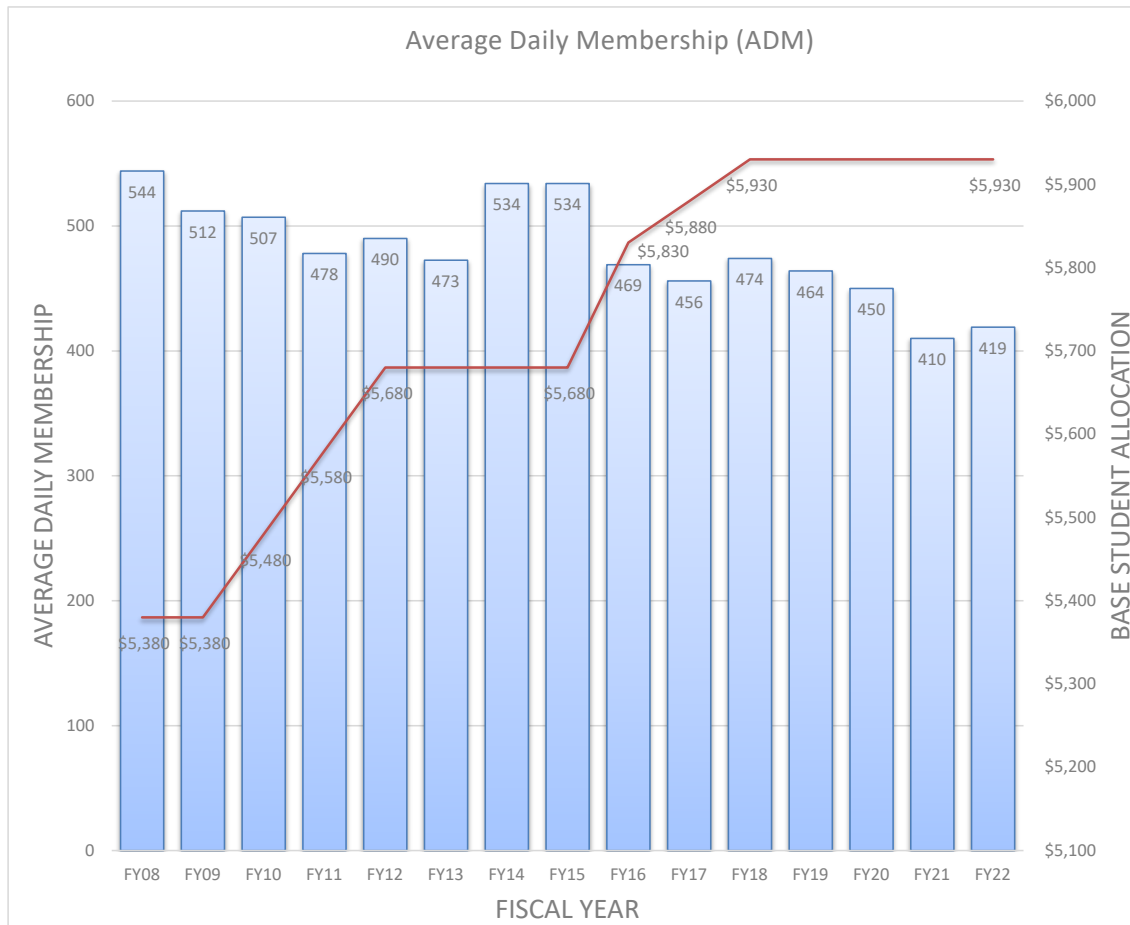
**SAWYER SANDS, STUDENT REPRESENTATIVE**

### OUR MISSION

As part of the community, the Dillingham City School District will promote and lead a safe, supportive and equitable learning environment.

### Dillingham City School District Enrollment History

														Total	Total		
<b>TOTALS</b>		PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	KG-12	PK-12
<b>Actual</b>	2021-2022	0	29	34	30	31	33	41	32	38	38	27	31	27	28	419	419
	2020-2021	0	31	30	31	33	41	31	35	35	27	28	28	27	33	410	410
	2019-2020	0	30	39	32	46	29	37	42	28	36	36	28	33	23	439	439
	2018-2019	5	38	30	48	30	40	48	29	35	33	30	34	24	41	460	465
	2017-2018	5	35	48	37	40	42	33	33	30	28	38	18	41	36	459	464
	2016-2017	7	47	37	43	40	33	32	32	27	36	16	38	36	50	467	474
	2015-2016	7	34	37	45	32	30	35	28	38	17	39	34	39	41	449	456
	2014-2015	6	39	44	32	28	35	32	41	19	44	29	41	31	48	463	469
	2013-2014	38	45	33	31	40	31	40	20	49	32	43	37	38	57	496	534
	2012-2013	56	37	33	39	32	40	24	47	34	39	36	34	34	49	478	534
	2011-2012	11	35	35	36	38	28	49	38	41	29	32	35	31	55	482	493
	2010-2011	9	38	36	36	30	43	40	41	28	33	62	32	42	20	481	490
	2009-2010	3	35	34	28	42	35	35	27	31	37	51	42	34	44	475	478
	2008-2009	5	33	31	41	46	40	29	33	37	38	49	41	37	47	502	507
	2007-2008	8	31	43	42	39	32	37	36	38	27	51	50	35	39	500	508
	2006-2007	8	46	44	39	35	39	39	38	35	38	46	49	43	45	536	544
	2005-2006	7	50	39	41	41	46	37	30	37	41	54	50	51	28	545	552



## DILLINGHAM CITY SCHOOL DISTRICT

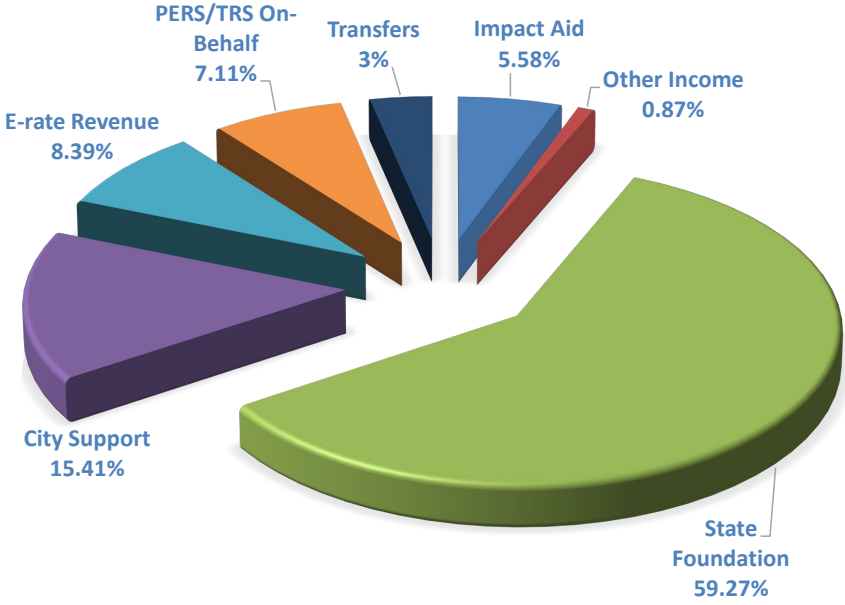
## Revenue Budget

## FY 2022 Budget

	FY 2021 <u>Final</u>	FY 2022 <u>Projected</u>	<u>Change</u>
<i>Student Count/Intensives</i>	410+17	419+16	+9-1
<i>Base Student Allocation (BSA)</i>	5,930	5,930	
<b>FUND 100: School Operating</b>			
City Appropriation	\$ 1,300,000	\$ 1,500,000	\$ 200,000
			\$ -
State of Alaska Foundation	5,946,044	5,770,100	\$ (175,944)
Other State Revenue:			\$ -
TRS On-Behalf	573,129	600,637	\$ 27,508
PERS On-Behalf	81,091	91,230	\$ 10,139
Impact Aid	543,334	543,334	\$ -
E-Rate - Federal	798,055	798,055	\$ 0
E-Rate - State	18,725	18,725	\$ (0)
Other Revenue	85,000	85,000	\$ -
Fund Balance	-	128,501	\$ 128,501
FUND TOTAL	9,345,378	9,535,582	\$ 190,204
			\$ -
<b>TOTAL GENERAL FUND REVENUE</b>	<b><u>\$ 9,345,378</u></b>	<b><u>\$ 9,535,582</u></b>	<b>\$ 190,204</b>



**DILLINGHAM CITY SCHOOLS  
REVENUES BY SOURCE  
FY 2022**



**DILLINGHAM CITY SCHOOL DISTRICT**  
**Expenditure Summary by Department**  
**FY 2022 BUDGET**

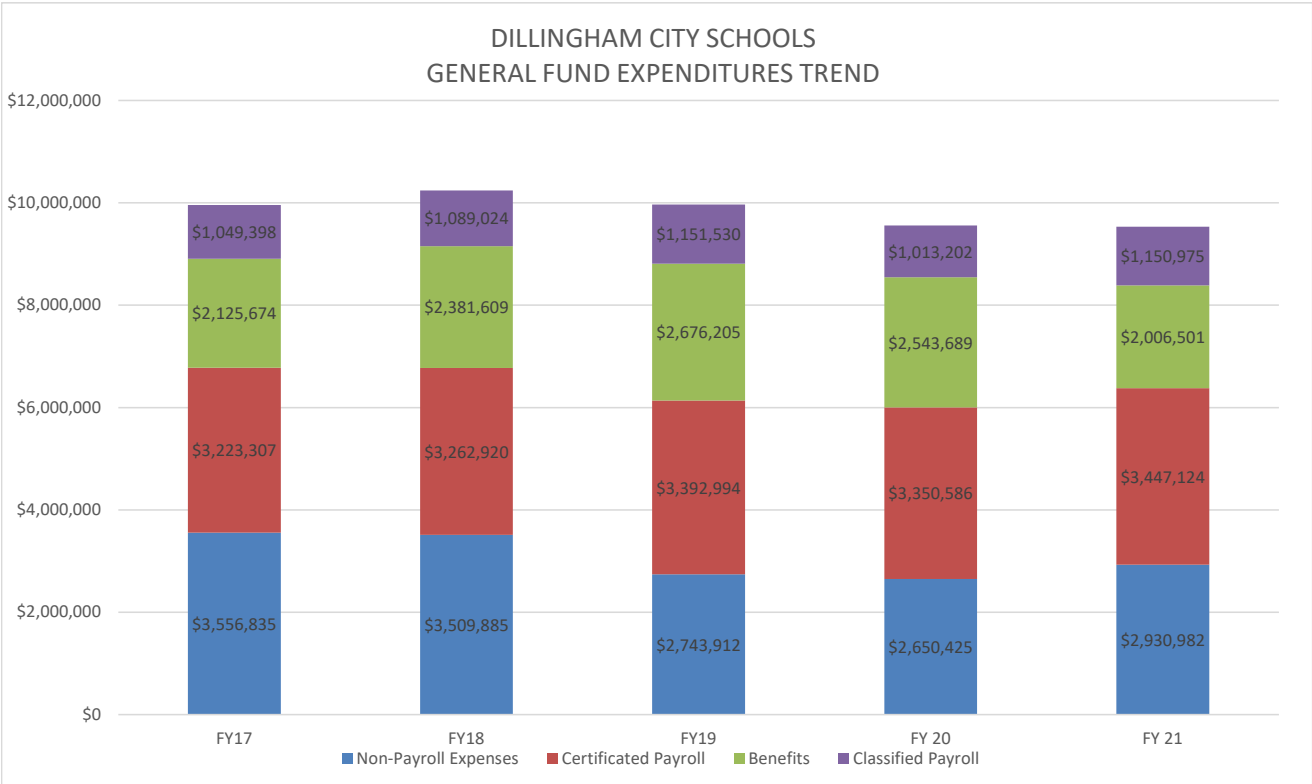
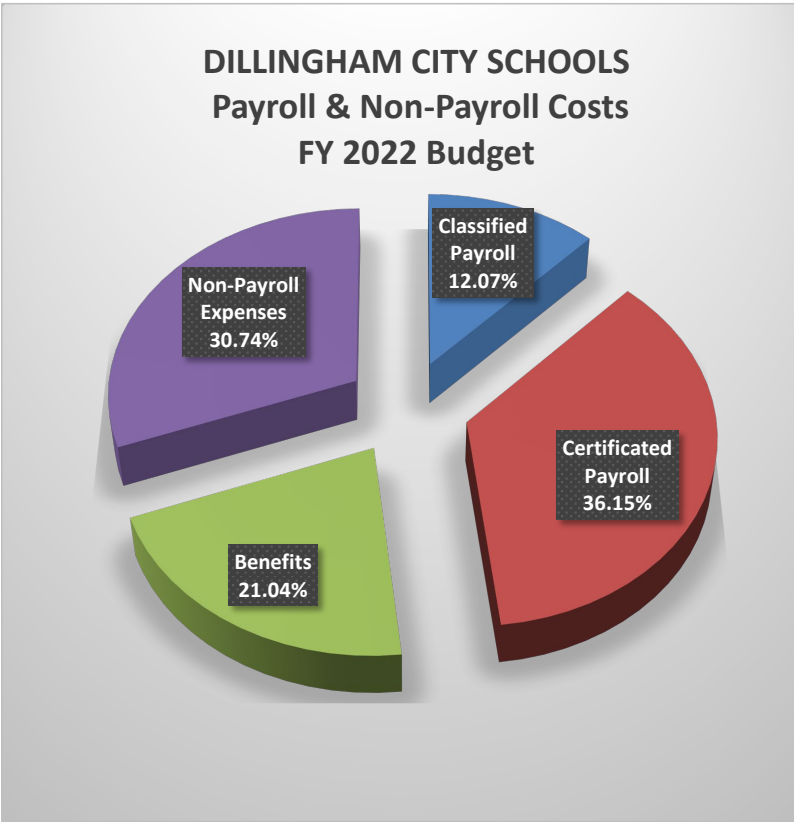
Loc/Function	Department	FY 2021 Final	FY 2022 1st Proposed	Change Increase (Decrease)
099 100	DW Instructional Support	\$ 49,012	\$ 66,012	\$ 17,000
099 130	DW Gifted & Talented	\$ 3,000	\$ 3,000	\$ -
099 220	DW Special Education Support Svcs	\$ 234,106	\$ 249,418	\$ 15,312
099 350	DW Instructional Support	\$ 55,450	\$ 50,000	\$ (5,450)
099 360	DW Instructional Related Technology	\$ 964,013	\$ 961,013	\$ (3,000)
099 511	School Board	\$ 51,024	\$ 64,024	\$ 13,000
099 512	Superintendent's Office	\$ 254,008	\$ 285,023	\$ 31,015
099 550	District Admin Support-Fiscal Services	\$ 135,600	\$ 128,600	\$ (7,000)
099 551	Business Office	\$ 310,465	\$ 340,737	\$ 30,272
099 553	Personnel Office	\$ 96,966	\$ 137,796	\$ 40,830
099 560	DW Technology Administration	\$ 147,745	\$ 154,182	\$ 6,436
099 605	DW Maintenance/Janitorial	\$ 1,324,465	\$ 1,169,345	\$ (155,120)
099 700	DW Student Activities (State Comp.)	\$ 25,000	\$ 50,000	\$ 25,000
099 900	Transfers - Food Service	\$ -	\$ -	\$ -
099 900	Transfers - Student Activities	\$ 336,022	\$ 353,000	\$ 16,978
099 900	Transfers - Student Transportation	\$ -	\$ -	\$ -
099 900	Increase General Fund Balance	\$ -	\$ -	\$ -
032	Elementary School	\$ 2,806,330	\$ 2,695,034	\$ (111,296)
015	High/Middle School	\$ 2,454,933	\$ 2,828,400	\$ 373,467
005	Alternative Program	\$ 97,239	\$ -	\$ (97,239)
<b>Totals</b>		<b><u>\$ 9,345,378</u></b>	<b><u>\$ 9,535,582</u></b>	<b><u>\$ 190,204</u></b>

\*DW = District Wide

## DILLINGHAM CITY SCHOOL DISTRICT

## FY 2022 BUDGET

<u>Function</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Increase (Decrease)</u>	<u>Percent FY 2022 Total</u>
Instruction:				
100 Regular Instruction	\$ 3,498,340	\$ 3,482,196	(16,144)	36.52%
130 Gifted & Talented	3,000	3,000	-	0.03%
150 Bilingual/Bicultural	105,935	106,522	587	1.12%
160 Vocational Instruction	65,562	71,554	5,992	0.75%
200 Special Education	1,074,174	1,236,995	162,821	12.97%
220 Special Ed Support Svcs	234,106	249,418	15,312	2.62%
320 Guidance	148,303	150,857	2,554	1.58%
350 Instructional Support	55,450	50,000	(5,450)	0.52%
352 Library	110,869	112,432	1,563	1.18%
360 Instructional Related Technology	964,013	961,013	(3,000)	10.08%
<b>Sub Total Instruction</b>	<b>\$ 6,259,752</b>	<b>\$ 6,423,986</b>	<b>164,234</b>	<b>67.37%</b>
400 School Administration	298,044	309,002	10,958	3.24%
450 School Admin Support	106,288	119,888	13,600	1.26%
511 School Board	51,024	64,024	13,000	0.67%
512 Superintendent's Office	254,008	285,023	31,015	2.99%
550 District Admin Support	135,600	128,600	(7,000)	1.35%
551 Business Office	310,465	340,737	30,272	3.57%
553 Personnel Office	96,966	137,796	40,830	1.45%
560 Administrative Technology Services	147,745	154,182	6,436	1.62%
605 Maintenance & Operations	1,324,465	1,169,345	(155,120)	12.26%
700 Student Activities	25,000	50,000	25,000	0.52%
<b>Sub Total Admin/M&amp;O</b>	<b>\$ 2,749,605</b>	<b>\$ 2,758,597</b>	<b>8,992</b>	<b>28.93%</b>
900 Transfers				
900..550 Transfer to General Fund	-	-	-	0.00%
900..552 Transfer to Food Services	-	-	-	0.00%
900..554 Transfer to Student Activities	336,022	353,000	16,978	3.70%
900..554 Transfer to Student Transportation	-	-	-	0.00%
<b>Sub Total Transfers</b>	<b>\$ 336,022</b>	<b>\$ 353,000</b>	<b>16,978</b>	<b>3.70%</b>
<b>TOTAL GENERAL FUND EXPENSES</b>	<b>\$ 9,345,378</b>	<b>\$ 9,535,582</b>	<b>190,204</b>	<b>100.00%</b>



**Dillingham City School District**



**District-Wide Support**

**District-Wide Support**  
FY 2022 BUDGET

**Location 099**  
**Functions 100, 140, 220, 350, 360, 560**

			<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change Increase (Decrease)</u>
<u>Location</u>	<u>099</u>	<u>District-Wide</u>			
Function	100	Instructional Support	49,012	66,012	17,000
	130	Gifted & Talented Instruction	3,000	3,000	-
	140	Instructional Support - Correspondence	-	-	-
	220	Special Education Support Svcs	234,106	249,418	15,312
	350	Instructional Support	55,450	50,000	(5,450)
	360	Instructional Related Technology	964,013	961,013	(3,000)
	560	Administrative Technology Services	147,745	154,182	6,437
	700	Student Activities	<u>25,000</u>	<u>50,000</u>	25,000
		<b>TOTAL</b>	<u><b>1,478,326</b></u>	<u><b>1,533,624</b></u>	<u><b>55,298</b></u>

2.65 FTE Certified Positions

## Dillingham City School District

## FY 2022 BUDGET

## District-wide Instruction &amp; Other Support

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b><u>Instructional Support</u></b>				
100.099.100.	420	Staff Travel	-	2,000
100.099.100.	440	Other Purchased Services Powerschool Fees	24,012	24,012
100.099.100.	450	Supplies & Materials Paper and Toner DW	10,000	10,000
100.099.100.	491	Dues & Fees College Credits	15,000	30,000
<b>Total</b>	<b>100</b>	<b>Regular Instruction</b>	<b>49,012</b>	<b>66,012</b>
<b><u>Gifted &amp; Talented</u></b>				
100.099.130.	450	Supplies & Materials	3,000	3,000
<b>Total</b>	<b>130</b>	<b>Gifted &amp; Talented Instruction</b>	<b>3,000</b>	<b>3,000</b>
<b><u>Correspondence Program</u></b>				
100.099.140.	313	Director	-	-
100.099.140.	315	Teacher	-	-
100.099.140.	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)	-	-
100.099.140.	450	Supplies & Materials	-	-
<b>Total</b>	<b>190</b>	<b>Home School Correspondence</b>	<b>-</b>	<b>-</b>
<b><u>Special Education Support Services</u></b>				
100.099.220.	314	Direct/Coord/Manager 1.0 FTE	96,261	98,500
100.099.220.	318	Certificated Specialist .8 fte (.2 Title VIB)	52,077	54,000
100.099.220.	324	Support Staff	15,343	-
100.099.220.	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)	37,566	46,605
100.099.220.	366	TRS On-behalf	26,567	27,313
100.099.220.	410	Professional & Technical	4,500	2,500
100.099.220.	420	Staff Travel	-	4,000
100.099.220.	433	Communications	635	-
100.099.220.	440	Other Purchased Services IEP Prgms	4,000	4,000
100.099.220.	450	Supplies & Materials	10,000	10,000
100.099.220.	491	Dues & Fees Annual SPED Conf Regis	2,500	2,500
<b>Total</b>	<b>220</b>	<b>Special Education Support Services</b>	<b>249,449</b>	<b>249,418</b>

100.099.220. 420 Staff Travel - 4,000

**Instructional Support**

100.099.350. 440 Other Purchased Services 5,450 -

100.099.350. 450 Supplies & Materials 5,000 5,000

100.099.350. 471 Textbooks DW Textbook Adoption 45,000 45,000

**Total 350 Instructional Support 55,450 50,000**

**Instructional Related Technology**

100.099.360. 410 Professional & Technical Network/Website Maintenance 6,000 3,000

100.099.360. 433 Communications Internet Service 888,013 888,013

100.099.360. 440 Other Purchased Services 15,000 15,000

100.099.360. 443 Equipment Repair & Maint 10,000 10,000

100.099.360. 450 Supplies & Materials 25,000 25,000

100.099.360. 478 Inventoried Equipment - -

100.099.360. 510 Technology - hardware 20,000 20,000

**Total 360 Instructional Technology 964,013 961,013**

**Administrative Technology Services**

100.099.560. 314 Direct/Coord/Mgr .85 FTE (.15 Title 1A) 83,391 89,250

100.099.560. 360 Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS) 47,419 43,947

100.099.560. 366 TRS On-behalf 14,935 15,985

100.099.560. 420 Staff Travel Training 2,000 5,000

**Total 560 Admin Technology 147,745 154,182**

**Student Activities**

100.099.700. 425 Student Travel Expenses for State Competition 25,000 50,000

**Total 700 Student Activities 25,000 50,000**

**Total 099 District-Wide Instruction 1,493,669 1,533,624**

**Dillingham City  
School District**



**District Administration**

FY 2022

**Location 099**

**Functions 511, 512, 550, 551, 553**

	<u>FY 2021 Final</u>	<u>FY 2022 1st Revised</u>	<u>Change Increase (Decrease)</u>
<u>Location 099 District-Wide</u>			
Function 511 School Board	51,024	64,024	13,000
512 Office of Superintendent	254,008	285,023	31,015
550 Administrative Fiscal Support	135,600	128,600	(7,000)
551 Business Office	310,465	340,737	30,272
553 Personnel	<u>96,966</u>	<u>137,796</u>	<u>40,830</u>
<b>TOTAL</b>	<b><u>848,063</u></b>	<b><u>956,180</u></b>	<b><u>108,117</u></b>

2 FTE Certificated Position  
3.00 FTE Classified Positions



## Dillingham City School District

## FY 2022 BUDGET

School Board  
Location 099 - Function 511

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b>School Board</b>				
100.099.511.	410 Professional & Technical	AASB Strategic Plng	16,764	16,764
100.099.511.	420 Travel & Per Diem		-	12,000
100.099.511.	425 Student Travel		-	1,000
100.099.511.	440 Other Purchased Services	AASB Policy Update Service	2,460	2,460
100.099.511.	450 Supplies & Materials		25,000	25,000
100.099.511.	491 Other Expenses	AASB Annual Dues & Fees	6,800	6,800
<b>Total 511 School Board</b>			<b>51,024</b>	<b>64,024</b>
<b>Office of the Superintendent</b>				
100.099.512.	311 Superintendent	1.0 FTE	150,000	154,125
100.099.512.	360 Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		49,958	72,609
100.099.512.	366 TRS On-behalf		26,865	27,604
100.099.512.	420 Travel & Per Diem		12,000	12,000
100.099.512.	433 Communications		1,260	1,260
100.099.512.	440 Other Purchased Services		12,000	12,000
100.099.512.	450 Supplies & Materials		3,500	3,500
100.099.512.	491 Dues & Fees		1,925	1,925
<b>Total 512 Office of the Superintendent</b>			<b>257,508</b>	<b>285,023</b>
<b>District Administration Support</b>				
100.099.550.	412 Auditing & Accounting Services	Required Annual Audit	40,000	40,000
100.099.550.	414 Legal Services		20,000	20,000
100.099.550.	433 Telephone, Postage & Advertising		7,000	7,000
100.099.550.	440 Other Purchased Services	Maint. of Copiers	20,000	13,000

100.099.550.	443	Equipment Repair		2,000	2,000
100.099.550.	445	Insurance Premiums	General Liability, E&O, Travel	31,100	31,100
100.099.550.	450	Supplies & Materials	Mail Supplies, Paper, Toner	5,000	5,000
100.099.550.	491	Other Expenses	Annual WF Account Fee, FICA Admin	10,500	10,500
<b>Total 550 District Administration Support - Fiscal Svcs</b>				<b>135,600</b>	<b>128,600</b>
<b><u>Business Office</u></b>					
100.099.551.	321	Non-Certified Direct/Coord/Mananger	2.0 FTE	160,188	167,220
100.099.551.	324	Support Staff	1.0 FTE	50,794	55,000
100.099.551.	360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		139,591	150,631
100.099.551.	367	PERS On-behalf		18,672	19,666
100.099.551.	410	Professional Services		3,000	3,000
100.099.551.	420	Staff Travel	3 Annual Conf	6,000	6,000
100.099.551.	440	Other Purchased Services	Annual Software Fee	7,500	14,500
100.099.551.	450	Supplies & Materials	Check Stock, W2, 1099 forms	4,000	4,000
100.099.551.	495	Indirect Charges	Grant Admin Recovery	(79,280)	(79,280)
<b>Total 551 Business Office</b>				<b>310,465</b>	<b>340,737</b>
<b><u>Personnel Office</u></b>					
100.099.553.	318	Certified Manager	1 FTE	60,987	91,000
100.099.553.	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		11,056	16,498
100.099.553.	366	TRS On-behalf		10,926	16,298
100.099.553.	420	Staff Travel		3,000	3,000
100.099.553.	440	Other Purchased Services		2,000	2,000
100.099.553.	450	Supplies & Materials		4,000	4,000
100.099.553.	491	Dues & Fees	(ATP Job Fair)	5,000	5,000
<b>Total 553 Personnel Office</b>				<b>96,969</b>	<b>137,796</b>
<b>Total 099 District-Wide Administration</b>				<b>851,566</b>	<b>956,180</b>

**Dillingham City School District**



**Maintenance/Janitorial**

FY 2022 BUDGET

**Location 099  
Function 605**

	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change Increase (Decrease)</u>
<u>Location 099 District-Wide</u>			
Function 605 Maintenance/Janitorial	<u>1,324,465</u>	<u>1,169,345</u>	<u>(155,120)</u>
<b>TOTAL</b>	<b><u>1,324,465</u></b>	<b><u>1,169,345</u></b>	<b><u>(155,120)</u></b>


5.5 FTE Classified Positions


## FY 2022

Maintenance/Janitorial  
Location 099

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b><u>Maintenance/Janitorial</u></b>				
100.099.605. 321	Dir/Coord/Mgr	1.0 FTE Director	89,328	92,006
100.099.605. 325	Custodial/Maintenance	.5 Expeditor (.5 bus driver) 2.0 Cust., 2 Maint	273,800	229,503
100.099.605. 328	Temporary Hire		24,600	6,000
100.099.605. 329	Substitutes		5,000	5,000
100.099.605. 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		144,850	125,132
100.099.605. 367	PERS On-behalf		32,137	28,454
100.099.605. 410	Professional Services		2,000	500
100.099.605. 420	Staff Travel		2,500	2,500
100.099.605. 430	Utilities/Snow Removal		15,000	15,000
100.099.605. 431	Water/Sewer		10,000	10,000
100.099.605. 432	Garbage Service		22,000	22,000
100.099.605. 436	Electricity		300,000	250,000
100.099.605. 438	Fuel/Supplemental Heat		110,000	100,000
100.099.605. 440	Other Purchased Services		70,000	60,000
100.099.605. 443	Equipment Repair		7,000	7,000
100.099.605. 444	Building Repair		25,000	25,000
100.099.605. 445	Insurance	(Property & Auto)	85,000	85,000
100.099.605. 452	Maintenance Supplies		95,000	95,000
100.099.605. 456	Transportation Supplies		2,000	2,000
100.099.605. 465	Gasoline		4,000	4,000
100.099.605. 478	Inventoried Equipment		5,000	5,000
100.099.605. 491	Dues & Fees		250	250
<b>Total 605</b>	<b>Maintenance/Janitorial</b>		<b>1,324,465</b>	<b>1,169,345</b>

Dillingham City  
School District





Transfers

FY 2022

Location 099 - Function 900

	FY 2021 Final	FY 2022 1st Proposed	Change Increase (Decrease)
<u>Location 099 District-Wide - Fund Transfers</u>			
Function 900			
550 General Fund Balance	-	-	-
552 Food Service Transfer	-	-	-
554 Student Activities	336,022	353,000	16,978
555 Student Transportation Trai	-	-	-
<b>TOTAL</b>	<b>336,022</b>	<b>353,000</b>	<b>16,978</b>

Dillingham City School District

FY 2022 BUDGET

Transfers  
Location 099

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Revised</u>
<b><u>General Fund</u></b>				
100.099.900.	550	To increase General Fund balance	-	-
<b><u>Food Service</u></b>				
100.099.900.	552	Food Service Transfer	-	-
<b><u>Student Activities</u></b>				
100.099.900.	554	Student Activities Transfer	336,022	353,000
<b><u>Student Transportation</u></b>				
100.099.900.	555	Student Transportation Transfer	-	-
<b>Total</b>	<b>900</b>	<b>Transfers</b>	<b><u>336,022</u></b>	<b><u>353,000</u></b>

**Dillingham City  
School District**



**Elementary School**

FY 2022 BUDGET

**Location 032**

**Elementary School**

			<u>FY 2021 Final</u>	<u>FY 2022 1st Revision</u>	<u>Change Increase (Decrease)</u>
<u>Location 032 Elementary School</u>					
Function	100	Regular Instruction	1,755,300	1,702,419	(52,881)
	150	Bilingual/Bicultural	33,079	33,257	178
	200	Special Education	648,572	577,433	(71,139)
	320	Guidance Services	74,278	74,646	368
	352	Library Services	91,356	91,792	436
	400	School Administration	150,401	155,343	4,942
	450	School Administration Support	53,344	60,144	6,800
		<b>TOTAL</b>	<u><b>2,806,330</b></u>	<u><b>2,695,034</b></u>	<u><b>(111,296)</b></u>

1 FTE CERTIFIED ADMIN  
19.75 FTE CERTIFIED  
8.25 CLASSIFIED FTE

## Dillingham City School District

## FY 2022 BUDGET

## Location 032 Elementary School

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b><u>Regular Instruction</u></b>				
100.032.100..	315	Certificated Teachers 16 FTE	1,052,636	1,054,159
100.032.100..	329	Substitutes 120 Days	10,070	10,070
100.032.100..	360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)	426,567	369,390
100.032.100..	366	TRS On-behalf	188,527	188,800
100.032.100..	420	Staff Travel	-	5,000
100.032.100..	443	Equipment Repair	7,500	5,000
100.032.100..	450	Supplies & Materials Classroom Supplies	70,000	70,000
<b>Total</b>	<b>100</b>	<b>Regular Instruction</b>	<b><u>1,755,300</u></b>	<b><u>1,702,419</u></b>
<b><u>Bilingual Instruction</u></b>				
100.032.150..	322	Non Cert .5 FTE Class M Cert. (.5 Sped Aid)	18,106	18,409
100.032.150..	329	Substitutes 15 Days	1,875	1,875
100.032.150..	360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)	11,496	11,344
100.032.150..	367	PERS On-behalf	1,602	1,629
<b>Total</b>	<b>150</b>	<b>Bilingual Instruction</b>	<b><u>33,079</u></b>	<b><u>33,257</u></b>
<b><u>Special Education</u></b>				
100.032.200..	313	Certificated Specialist 1 FTE	45,724	-
100.032.200..	315	Certificated Teachers 3 FTE	184,590	195,894
100.032.200..	323	Support Staff 7.5 FTE (.5 Bilingual)	155,031	200,891



<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>
100.032.200.. 329	Substitutes	40 Days	5,000	5,000
100.032.200.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		199,258	118,785
100.032.200.. 366	TRS On-behalf		41,249	35,085
100.032.200.. 367	PERS On-behalf		13,720	17,779
100.032.200.. 450	Supplies & Materials		4,000	4,000
<b>Total 200</b>	<b>Special Education</b>		<b><u>648,572</u></b>	<b><u>577,433</u></b>
<b><u>Counseling</u></b>				
100.032.320.. 318	Certificated Specialist	.75 FTE (.25 CARES)	48,667	49,217
100.032.320.. 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		16,895	16,614
100.032.320.. 366	TRS On-behalf		8,716	8,815
<b>Total 320</b>	<b>Counseling</b>		<b><u>74,278</u></b>	<b><u>74,646</u></b>
<b><u>Library Services</u></b>				
100.032.352.. 324	Support Staff	1 FTE	38,320	39,760
100.032.352.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		47,225	46,093
100.032.352.. 367	PERS On-behalf		3,391	3,519
100.032.352.. 450	Supplies & Materials	Battle of the Books	1,900	1,900
100.032.352.. 491	Dues & Fees	Battle of Books	520	520
<b>Total 352</b>	<b>Library Services</b>		<b><u>91,356</u></b>	<b><u>91,792</u></b>
<b><u>School Administration</u></b>				
100.032.400.. 313	Certificated Principal	1.0 FTE	103,573	105,000
100.032.400.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		18,778	19,037
100.032.400.. 366	TRS On-behalf		18,550	18,806
100.032.400.. 420	Staff Travel	Fall Principal Conference	-	3,000
100.032.400.. 433	Communications	Basic & Long Distance	5,000	5,000
100.032.400.. 450	Supplies & Materials		3,000	3,000
100.032.400.. 491	Dues & Fees	ACSA Dues - Principals	1,500	1,500
<b>Total 400</b>	<b>School Administration</b>		<b><u>150,401</u></b>	<b><u>155,343</u></b>

<b>Account Code</b>	<b>Description</b>	<b>Comments</b>	<b>FY 2021 Final</b>	<b>FY 2022 1st Proposed</b>	
<b><u>School Administration Support</u></b>					
100.032.450..	324	Support Staff	1.0 FTE	33,424	38,192
100.032.450..	329	Substitutes	15 Days	1,875	1,875
100.032.450..	360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		13,687	15,297
100.032.450..	367	PERS On-behalf		2,958	3,380
100.032.450..	450	Supplies & Materials		1,400	1,400
<b>Total</b>	<b>450</b>	<b>School Administration Support</b>		<b><u>53,344</u></b>	<b><u>60,144</u></b>
<b>Total</b>	<b>032</b>	<b>Elementary School</b>		<b><u>2,806,330</u></b>	<b><u>2,695,034</u></b>

**Dillingham City School District**



**Middle School**

**Middle/High School**

FY 2022 BUDGET

**Location 015**

	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change Increase (Decrease)</u>
<u>Location</u> <u>015</u> <u>Middle/High School</u>			
100 Regular Instruction	1,668,497	1,713,765	45,268
150 Bilingual/Bicultural	72,856	73,265	409
160 Vocational	65,562	71,554	5,992
200 Special Education	353,893	659,561	305,668
320 Guidance Services	74,025	76,211	2,186
352 Library Services	19,513	20,640	1,127
400 School Administration	147,643	153,659	6,016
450 School Administration Support	52,944	59,744	6,800
<b>TOTAL</b>	<b><u>2,454,933</u></b>	<b><u>2,828,400</u></b>	<b><u>373,467</u></b>

1 FTE CERTIFIED ADMIN  
 19.93 FTE CERTIFIED STAFF  
 10.50 FTE CLASSIFIED STAFF

## Dillingham City School District

## FY 2022 BUDGET

## Location 015 Middle/High School

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b>Regular Instruction</b>				
100.015.100.. 315	Certificated Teacher	16.23 FTE	1,007,524	1,040,467
100.015.100.. 329	Substitutes	120 Days	10,070	10,070
100.015.100.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		426,655	426,580
100.015.100.. 366	TRS On-behalf		180,448	186,348
100.015.100.. 410	Professional Services	Inservice Training	800	800
100.015.100.. 420	Staff Travel		-	5,500
100.015.100.. 440	Other Purchased Services		2,000	2,000
100.015.100.. 443	Equipment Repair		-	2,000
100.015.100.. 450	Supplies & Material		40,000	40,000
<b>Total 100</b>	<b>Regular Instruction</b>		<b><u>1,667,497</u></b>	<b><u>1,713,765</u></b>
<b>Vocational Instruction</b>				
100.015.160.. 322	Voc ed Teacher	1.0 FTE Class M Cert.	34,306	39,025
100.015.160.. 329	Substitutes		1,500	1,500
100.015.160.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		6,220	7,075
100.015.160.. 366	PERS On-behalf		3,036	3,454
100.015.160.. 443	Equipment Repair		500	500
100.015.160.. 450	Supplies & Materials		20,000	20,000

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>
<b>Total 160</b>	<b>Vocational Instruction</b>		<b><u>65,562</u></b>	<b><u>71,554</u></b>
<b><u>Bilingual/Bicultural</u></b>				
100.015.150..	322 Non-Cert Specialist	1 FTE Class M	39,206	39,811
100.015.150..	329 Substitutes	15 Days	1,875	1,875
100.015.150..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		24,003	23,699
100.015.150..	366 TRS On-behalf		7,022	7,130
100.015.150..	450 Supplies & Materials		750	750
<b>Total 150</b>	<b>Bilingual/Bicultural</b>		<b><u>72,856</u></b>	<b><u>73,265</u></b>
<b><u>Special Education</u></b>				
100.015.200..	314 Director/Coord/Manager		45,724	-
100.015.200..	315 Certificated Teacher	3 FTE	95,707	201,723
100.015.200..	323 Classroom Aides	7.00 FTE	78,958	186,966
100.015.200..	329 Substitutes	40 Days	5,000	5,000
100.015.200..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		92,186	209,197
100.015.200..	366 TRS On-behalf		25,330	36,129
100.015.200..	367 PERS On-behalf		6,988	16,546
100.015.200..	450 Supplies & Materials		4,000	4,000
<b>Total 200</b>	<b>Special Education</b>		<b><u>353,893</u></b>	<b><u>659,561</u></b>
<b><u>Guidance</u></b>				
100.015.320..	318 Certificated Specialist	.7 FTE(.25 CARES, .05 Title IC)	46,615	47,069
100.015.320..	316 Extra Duty		2,000	2,000
100.015.320..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		15,561	15,712
100.015.320..	366 TRS On-behalf		8,349	8,430
100.015.320..	420 Staff Travel		-	1,500
100.015.320..	450 Supplies & Materials		1,500	1,500
<b>Total 320</b>	<b>Guidance</b>		<b><u>74,025</u></b>	<b><u>76,211</u></b>

**Library Services**

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>
100.015.352..	315 Certified Teacher	.5 FTE (.5 FTE Title IA Funds)	-	28,819
100.015.352..	324 Classroom Aide		12,985	-
100.015.352..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		1,528	15,479
100.015.352..	366 TRS On-behalf		-	5,161
100.015.352..	440 Other Purchased Services		5,000	-
<b>Total</b>	<b>352 Library Services</b>		<b>19,513</b>	<b>20,640</b>
<b><u>School Administration</u></b>				
100.015.400..	313 Certificated Principal	1 FTE	97,283	99,500
100.015.400..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		17,637	18,039
100.015.400..	366 TRS On-behalf		17,423	17,820
100.015.400..	410 Professional Services		300	300
100.015.400..	420 Staff Travel	1 Annual Conference	-	3,000
100.015.400..	433 Communications	Basic Service & Long Distance	11,500	11,500
100.015.400..	450 Supplies & Materials		3,500	3,500
<b>Total</b>	<b>400 School Administration</b>		<b>147,643</b>	<b>153,659</b>
<b><u>School Administration Support</u></b>				
100.015.450..	324 Support Staff	1.0 FTE	33,424	38,192
100.015.450..	329 Substitutes	15 Days	1,875	1,875
100.015.450..	360 Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		13,687	15,297
100.015.450..	367 PERS On-behalf		2,958	3,380
100.015.450..	450 Supplies & Materials	Office Supplies	1,000	1,000
<b>Total</b>	<b>450 School Administration Support</b>		<b>52,944</b>	<b>59,744</b>
<b>Total</b>	<b>015 Middle/High School</b>		<b>2,453,933</b>	<b>2,828,400</b>

**Dillingham City  
School District**



**Alternative  
High School**

Program

FY 2022 BUDGET

Location 005

		<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change Increase (Decrease)</u>
<u>Location</u>	<u>005</u>	<u>Alternative Program</u>		
Function	100	25,531	-	(25,531)
	200	71,708	-	(71,708)
<b>TOTAL</b>		<u><b>97,239</b></u>	<u><b>-</b></u>	<u><b>(97,239)</b></u>

Dillingham City School District

FY 2022 BUDGET

Location 005 Alternative Program

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>
<b><u>Regular Instruction</u></b>				
100.005.100.. 315	Certificated Teacher		16,448	-
100.005.100.. 329	Substitutes		-	-
100.005.100.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		5,137	-
100.005.100.. 366	TRS On-behalf		2,946	-
100.005.100.. 450	Supplies & Materials	Classroom Supplies	1,000	-
<b>Total 100</b>	<b>Regular Instruction</b>		<b><u>25,531</u></b>	<b><u>-</u></b>
<b><u>Special Education Instruction</u></b>				
100.005.200.. 323	Classroom Aides		26,240	-
100.005.200.. 329	Substitutes		-	-
100.005.200.. 360	Benefits (ESC, W/C, FICA, HEALTH,TRS, PERS)		43,146	-
100.005.200.. 367	PERS On-behalf		2,322	-
<b>Total 200</b>	<b>Special Education Instruction</b>		<b><u>71,708</u></b>	<b><u>-</u></b>
100.005.400.. 433	Communications	Myfax Account	-	-
<b>Total 005</b>	<b>Alternative Program</b>		<b><u>97,239</u></b>	<b><u>-</u></b>



**Dillingham City  
School District**



# Transportation

FY 2022 BUDGET

Location 099

		<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change</u>
<u>Location 099</u>	<u>District-Wide</u>			
Function 760	Pupil Transportation	<u>552,257</u>	<u>559,986</u>	<u>7,729</u>
	<b>TOTAL</b>	<b><u>552,257</u></b>	<b><u>559,986</u></b>	<b><u>7,729</u></b>

.50 FTE Driver &.20 Bus Aide

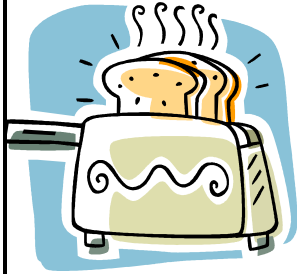
## Dillingham City School District

FY 2022 BUDGET

### Transportation Location 099

Account Code	Description	Comments	FY 2021 Final	FY 2022 Proposed
<b>Transportation</b>				
205.099.760. 327	Non-Certificated Support Staff	.5 Driver	19,218	26,318
205.099.760. 323	Aide	.2 Bus Aide	5,000	5,000
205.099.760. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		13,558	13,558
205.099.760. 367	PERS On-behalf		2,143	2,772
205.099.760. 440	Other Purchased Se Contracted Transportation		499,338	499,338
205.099.760. 443	Equipment Repair	Sped Bus Maintenance	7,500	7,500
205.099.760. 465	Gasoline	Fuel for Sped Bus	5,500	5,500
<b>Total 760</b>	<b>Transportation</b>		<b>552,257</b>	<b>559,986</b>

**Dillingham City  
School District**



# Food Service

FY 2022

Location 099  
Function 790

		<u>FY 2021 Final</u>	<u>FY 2022 1st Proposed</u>	<u>Change</u>
<u>Location 099</u>	<u>District-Wide</u>			
Function 790	Food Service	<u>500,624</u>	<u>505,699</u>	<u>5,075</u>
	<b>TOTAL</b>	<b><u>500,624</u></b>	<b><u>505,699</u></b>	<b><u>5,075</u></b>

1 Classified Food Manager/Cook  
1 Classified Cook & 1 PT Cook's helper  
.20 Classified Support Staff

# Dillingham City School District

## FY 2022 BUDGET

### Food Service Location 099

Account Code	Description	Comments	FY 2021 Final	FY 2022 1st Proposed
<b><u>Food Service</u></b>				
255.099.790.. 321	Non-Cert Manager	1.0 Manager/cook	41,647	43,500
255.099.790.. 324	Cook	2 FTE Cook	60,103	64,084
255.099.790.. 329	Substitutes		4,000	4,000
255.099.790.. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		104,489	103,214
255.099.790.. 367	PERS On-behalf		9,005	9,521
255.099.790.. 420	Travel	Annual Conference	4,050	4,050
255.099.790.. 440	Other Purchased S	Freezer/Cooler Repair	1,500	1,500
255.099.790.. 450	Supplies	Paper products	10,800	10,800
255.099.790.. 459	Food		250,000	250,000
255.099.790.. 478	Inventoried Equipn	Under \$5,000	15,000	15,000
255.099.790.. 491	Dues & Fees	Dues - Food Worker Card	30	30
<b>Total 790</b>	<b>Food Service</b>		<b>500,624</b>	<b>505,699</b>

## CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2021-07****A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A LONG TERM ENCROACHMENT FOR NUSHAGAK COOPERATIVE ACROSS SEWARD STREET FOR FUTURE SUPPLEMENTAL HEAT, POWER, AND COMMUNICATION WORK**

WHEREAS, Nushagak Cooperative has installed conduit across a City Right-of-Way on Seward Street for the purpose of future supplemental heat, power, and communication work; and

WHEREAS, the Dillingham Planning Commission is required to make a recommendation to the city council for long term encroachments and for excavation and construction in city rights-of-way and city property per DMC 12.08.020 (C) and DMC 12.08.070; and

WHEREAS, per Resolution 2021-01 the Dillingham Planning Commission recommends approval of this long term encroachment; and

WHEREAS, DMC 12.08 requires City Council and Planning Commission approval for any object belonging to a private owner other than the municipality that is placed in streets, public rights-of-way or other property dedicated to a public use for longer than one year; and

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the long term encroachment authorizing conduit installation for future expansion purposes with the following conditions:

- That Nushagak Cooperative notify the City of Dillingham Administration, Public Works Department, and the Public Safety Department 48 hours in advance of any work on public lands or in the public right-of-way.
- Nushagak Cooperative is required to receive permission to disturb the road surface after a moratorium of five years, during which no construction would take place unless in an emergency and with permission, with the road surface restored to prior condition or better.
- The long-term encroachment permit be limited to a 50 year term, commencing on 7/1/2021 through 7/1/2070.
- Nushagak Cooperative has provided documentation in the form of as-builts or GPS coordinates, or other reliable information, of the actual location of the installation.

PASSED and ADOPTED by the Dillingham City Council April 1, 2021.

\_\_\_\_\_  
Alice Ruby, Mayor

ATTEST:

[SEAL]

\_\_\_\_\_  
Lori Goodell, City Clerk

**RESOLUTION 2021-01  
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION**

**Supporting a long term encroachment permit for Nushagak Cooperative across Seward Street for future supplemental heat, power, and communication**

WHEREAS, Nushagak Cooperative has installed conduit across a City Right-of-Way on Seward Street for the purpose of future supplemental heat, power and communication; and

WHEREAS, Nushagak is submitting the required LTE permit now to rectify the situation; and

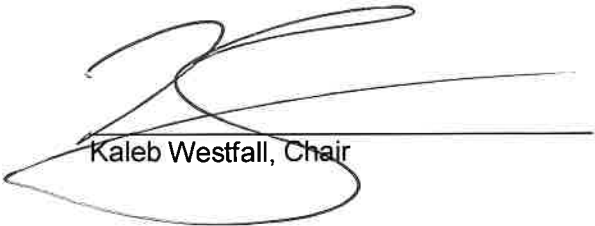
WHEREAS, there is no objection to the installation that has been completed; and

WHEREAS, the Dillingham Planning Commission is required to make a recommendation to the city council for long term encroachments and for excavation and construction in city rights-of-way and city property per DMC 12.08.020 (C) and DMC 12.08.070;

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, recommends the City Council approve Long Term Encroachment permit 2021-01 which authorizes the conduit installation across Seward Street for future expansion purposes:

- That Nushagak Cooperative notify the City of Dillingham Administration, Public Works Department, and the Public Safety Department 48 hours in advance of any work on public lands or in the public rights of way;
- That Nushagak Cooperative does not need to restore the public land or public right of way to its former condition or better after completing the conduit installation, as this installation was done in conjunction with the City’s Street Rehabilitation project; and
- The Nushagak Cooperative is required to receive permission to disturb the road surface after a moratorium of five years, during which no construction would take place unless in an emergency and with permission, with the road surface restored to prior condition or better; and
- The long-term encroachment permit be limited to a 50 year term, commencing on 7/1/2020 through 7/1/2070; and
- That Nushagak Cooperative has provided documentation in the form of as-builts or GPS coordinates, or other reliable information, of the actual location of the installation.

ADOPTED by the Dillingham Planning Commission on this 9<sup>th</sup> day of March, 2021.



Kaleb Westfall, Chair



Cynthia Rogers, Planning Director



Encroachment Permit Application  
City of Dillingham  
PO Box 889, Dillingham, Alaska 99576

Application received: 03 / 01 / 21

Fee Paid \$: \$75.00

Applicant Name: Nushagak Coop

Phone Number: 842-5251

Owner's Name: (C.O.A. property) Nushagak Coop conduit

Mailing Address: P.O. Box 350

City, State, Zip Code: DLG, AK 99576

Phone Number: 842-5251 Fax: \_\_\_\_\_

Email: Wchaney@Nushagak.Coop

Property Location/Description: Seward St see attached for lot/long

Basis for encroachment permit request: Future Supplemental Heat, Power, & Comm. possibilities

Other special conditions: \_\_\_\_\_

Short Term Permit  Long Term Permit  Period requested: from 07/01 /2020 to 07/01 /~~21~~<sup>20</sup>

Provide all requested information above and attach appropriate as-built survey. You must include the \$75.00 non-refundable encroachment permit fee with your application to be processed.

*Information included in this permit application is, to the best of my knowledge, true and complete. I acknowledge and will comply with the requirements set forth by this encroachment permit. I acknowledge that this permit does not grant approval to any other federal, state, or city permits that may be required.*

Applicant's signature: William Chaney Date: 2-23-21

Landowner's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To Be Completed By City:**

<u>Gregg B. Brelsford, Interim City Manager</u> <small>Gregg B. Brelsford, Interim City Manager (Mar 23, 2021 10:24 AKST)</small>	Mar 23, 2021
City Manager	Date
<u>Cynthia Rogers</u> <small>Cynthia Rogers (Mar 2, 2021 11:30:08 AKST)</small>	Mar 2, 2021
Planning Director	Date
Public Works Director	Date

Action Taken by City:  Approved  Denied  Incomplete, return to applicant



Conduit crossing for future

Coordinates  
1552971.842596  
1841940.190204  
2-12" pipes, 2 4" PVC,  
and 2 2" Pvc conduits

Coordinates  
1553034.741508  
1841940.048205



**City of Dillingham**  
PO Box 889  
Dillingham, AK 99576  
Main (907) 842-5211

3/02/2021

RECEIPT # **84430**  
Amount  
Received

<u>Cust #</u>	<u>Received From:</u>	<u>Payment Type</u>	<u>Check #</u>	
100610	Nushagak Cooperative	Visa / MC		75.00

**Description:**

Encroachment Permit 3/1/21

1000 4140 10 18 0000 0 Land Use Permits	75.00
---	-------

P.O. BOX 190694  
ANCHORAGE, AK 99519  
[WWW.TIMPEARSON.NET](http://WWW.TIMPEARSON.NET)

PHONE: (907) 952-3498  
SKYPE: TIMPEARSONAK  
[TIMPEARSONAK@GMAIL.COM](mailto:TIMPEARSONAK@GMAIL.COM)

## MEMO

DATE: March 22, 2021

TO: **Mayor Alice Ruby and Council members: Chris Napoli, Bill Rodawalt, Aksel Buholm, Curt Armstrong, Andy Anderson, Gregg Marxmiller**  
City of Dillingham  
[mayor@dillinghamak.us](mailto:mayor@dillinghamak.us)

FROM: **Tim Pearson**  
Pearson Consulting [timpearsonak@gmail.com](mailto:timpearsonak@gmail.com) (907) 952-3498 c

RE: **City Manager Search – update as of March 22, 2021**

---

### 1. update:

I am looking throughout Alaska as well as nationally for people who have Alaska experience or transferable skills.

### 2. key metrics as of 3/22/21 @ 8:00 PM

**Finalists: 0**

**Current Applications: 6**

**Municipal manager experience: 2**

--Foley, Lee M.  
--Meszaros, Scott W.

**Municipal senior staff experience: 1**

--Hassan, Abul\*

**For-profit experience: 1**

--Zartarian, Robert

**Non-profit experience: 2**

--Brubaker, Daniel A. (Andy)  
--Johnson, Kevin\*

\*Attached are only the two new applications since the February 24 update since you already have the other applications.

**DISCUSSION:**

**re: search**

I continue networking with individuals about the opportunity. I am looking throughout Southwest Alaska, Alaska, and the U.S.

**re: current applications as of 3/22/21 – 6**

**For those who have Municipal Manager experience:** I notified them that that an Interim City Manager was hired. I let them know that the search is underway and that their resumes are being kept on hand. These are:

**Municipal manager experience: 2**

- Foley, Lee M.
- Meszaros, Scott W.

**For those who have Municipal Senior Staff experience:** I notified him that that an Interim City Manager was hired. I let him know that the search is underway and that his resume is being kept on hand. This is:

**Municipal manager experience: 1**

- Hassan, Abul

**For those who have no Municipal experience, but perhaps transferable skills:** I notified them that that an Interim City Manager was hired. I let them know that the search is underway and that their resumes are being kept on hand. These are:

**For-profit experience: 1**

- Zartarian, Robert

**Not-for-profit experience: 2**

- Brubaker, Daniel A. (Andy)
- Johnson, Kevin

**My desire:**

--to keep to keep Council members and applicants informed of the search status

**other notes:**

We are advertising a starting salary of \$130,000+ DOE & excellent benefits including: PERS, 100% healthcare, deferred compensation.

At least two other municipalities in Alaska are also looking for Municipal Managers:

- City of Seward
- Haines Borough

The Bristol Bay Borough Manager search was successfully completed after an eleven month search. James Wilson started on March 8, 2021.

City of Dillingham

City Manager Applicant List 2021

--current applications received as of March 22, 2021  
version 1.0

<i>Last Name</i>	<i>First Name MI</i>	<i>City</i>	<i>State</i>	<i>Zip</i>	<i>Last/Relevant Position</i>	<i>Last/Relevant Employer</i>	<i>City Manager</i>	<i>Resume</i>	<i>150 word Statement</i>	<i>comments</i>	
							<i>(# municipalities)</i>				
<b>Applicants -- municipal manager experience</b>											
1	Foley	Lee	M.	Philippines		City Manager	City of Bethel, AK	1	x	136	AK cities: Bethel
2	Meszaros	Scott	W.	Seward	AK 99664	City Manager	City of Seward, AK	2	x	33	AK cities: Seward // other: Meeker, CO
<b>Applicants -- Municipal Senior Department Head experience</b>											
3	Hassan	Abul		Reno	NV	Dir., Dept. of Public Transportation	Municipality of Anchorage	0	x	148	AK cities: Anchorage // other: Head, Motor Vehicles, City & County of Honolulu; Chief of Transportation; Chief of Transportation, Prince George's County, MD
<b>Applicants -- for profit experience</b>											
4	Zartarian	Robert		Cooper Landing	AK 99572	Project Manager ESS	Pogo Mine, AK	0	x	106	General Manager, Alpine Inn Motel, Cooper Landing
<b>Applicants -- nonprofit senior experience (transferable skills)</b>											
5	Brubaker	Daniel	A.	Rarvenel	SC 29470	Executive Director	Red Cross of Albany, GA	0	x	136	responded to: 4 hurricanes, 3 tornadoes, 1 flood / 19 counties of SW GA
6	Johnson	Kevin	P.	Dillingham	AK 99576	Maintenance Manager	BBAHC	0	x	0	

file: DLG\_City\_of\_Dillingham\_City\_Manager\_applicants\_SUMMARY\_2021\_March\_22\_report.xlsx



# ABUL

Cell: (443) 883-6697

Email: ahassan1@gmail.com

## WORK EXPERIENCE

### General Manager – Keolis, Reno NV (2019 > Present)

Served as a consultant for the bid process which included serving as the proposed GM if award was successful. Post contract award facilitated start-up from cradle to implementation which included management of the start-up budget, retaining 99% of incumbent operators, and, hiring an entire new management team in a 90-day period. Post start-up the GM has served to facilitate Keolis' ability to maintain its 8% profit margin on a \$267 million 10-year contract. Maintain an AFR rating of 0.5% or lower, an OTP of 90% or higher, and excellent client relations.

### Administrator – DMV Oahu, Hawai'i (2018 > 2019)

Served as the head of the Department of Motor Vehicles for the City & County of Honolulu. Tenure oversaw the statewide implementation of mobile kiosks for registration renewal, opening of a \$35 million capital project that introduced the CDL office, introduction of 3rd party CDL testing, revision of the Real ID Act, and countless other statewide legislative policies.

### Director – Anchorage Public Transit (2014 > 2018)

Through an executive appointment by the Mayor of Anchorage and subsequent confirmation by the City Assembly [orchestrated a turn-around](#) of the largest mass transit system in Alaska by aligning services to economic development during a recession. The shift to a frequency model led to avoidance of massive fiscal cuts to the organization while providing a net increase in value to the public whereby corridors with transit service are areas where people can Live, Work, and Play. My primary duties in this role are to innovate, advocate, educate, and incorporate transit solutions towards efficient city building. P&L of \$35 million, fleet of 200, with oversight of over 200 personnel, reporting to the Anchorage Assembly (6 districts w/ 11 members).

### Chief of Transit - (2011 > 2014)

Managed a \$45 million local system and provided oversight to an additional \$220 million from the County to Washington Metro Transit Area Authority (WMATA). Provided direct input to the design of the [Purple Line](#), [65% design of the National Harbor Casino](#), and created the first ever [local bus service to Southern Prince Georges](#).

### Capital Projects Manager - (2007 > 2011)

Hired as the youngest project manager in Maryland Motor Vehicle's history. Tenure oversaw the successful on-schedule implementation of a queuing system across 24 branch wide offices, a \$20 million upgrade to vehicle emissions inspection program statewide, and a BI platform for data qualification. All projects were delivered on time, within scope, and under budget per PMP guidelines from cradle to grave.

## EDUCATION

### University of Maryland Baltimore County (2000 > 2004)

- Management Science & Information Systems, B.A.
- English (Communications & Technology), B.A.

### University of Baltimore (2006 > 2008)

- Public Administration (Project Management Core), M.A.

## ABOUT ME

I am a career professional with humble beginnings that has allowed me to work through the management hierarchy of multi-million dollar organizations in order to become an executive that provides leadership through servitude.

I am a team oriented inclusive problem solver with dozens of news articles to my name proving my ability across multiple coasts (DC, Alaska, Hawaii, and Nevada).

I am presently seeking my next challenge and opportunity.

## TRAITS

Risk Taker ● ● ● ●

Innovative ● ● ● ●

Problem Solver ● ● ● ●

KPI Driven ● ● ● ●

Team Builder ● ● ● ●

# Abul Hassan

## Executive Leadership

Result-driven goal oriented professional with proven and tested skills in directing full cycles for complex, multi-agency, multi-million dollar operations and initiatives. With nearly two decades of information technology, transportation, and **executive management** experience. Bringing to the table a proven record for delivering innovative value based solutions through sound management, team building, and the ability to sell organizational visions as a core foundations of economic prosperity and efficient city building.

### Core Competencies:

- Risk Management ♦ Cost Reduction ♦ Client Relations ♦ Negotiations ♦ Quality Assurance
- Transit Planning ♦ Performance Management ♦ Staff Training ♦ Team Building ♦
- Project Management ♦ Fostering Relationships ♦ Media Savvy
- Startup Experience ♦ RFP creation ♦ Six Sigma ♦ P&L

## PROFESSIONAL EXPERIENCE

Keolis Transit America (KTA) 2019 — Present  
**General Manager, Washoe RTC – Reno, NV**

The General Manager is responsible for KTA being awarded a ten (10) year \$275 million contract with Washoe County Regional Transportation Commission (RTC). Job tasks include full project implementation of a citywide transit system with 26 routes and a fleet size of 100 vehicles. The GM is responsible for assuring all KPI requirements to the client ranging from on-time performance to AFR assurances to customer experience index management. With an 8% margin of profit to KTA the GM must balance quality service to the client while maintaining profitability for KTA. The GM has oversight of 7 senior department managers and oversees a total union and non-unionized staff of 300 full time positions.

### SELECTED ACCOMPLISHMENTS:

- **Successfully lead a startup** transition from MV Transportation to Keolis
- **Successfully maintained a 10% EBITDA** which is 2% over bid model
- **Successful in developing client relation(s)** across multiple tier(s) to include support from the local assembly members
- **Successful in avoiding LDs** through relationship management
- **Successful in managing various KPIs**
- **Successful in managing media expectations** around various events and news story’s
- **Successfully built inroads to local community** through participation in charities

City & County of Honolulu 2018 — 2019  
**Administrator, Motor Vehicle Licensing & Permitting**

As the Administrator for the Oahu Motor Vehicle Administration I served in a unique position where state statutory authority was given to the Island of Oahu by the State of Hawai’i. With oversight of a regulatory agency my position was tasked with creating, modifying, interpreting, and implementing laws governing driver’s licenses, motor vehicle registration, and other shared mobility trends (bicycles, tncs, mopeds, etc.,).

With an annual revenue intake exceeding \$300 million my position oversaw six island wide branch-offices, 180 full-time positions, and operational tasks ranging from but not limited to the

# Abul Hassan

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issuance of driver’s licenses, motor vehicle registration, certification of annual safety check stations, car dealership programs, CDL certification, oversight of abandoned vehicles, and regulatory authority over the operational aspect of TNC’s such as Uber/Lyft.

SELECTED ACCOMPLISHMENTS:

- **Successful implementation of DMV Kiosk** the first of its kind in Hawaii that allowed the general public to remotely renew their vehicle registration
- **Successful completion of multi-million dollar capital** project to open a stand-alone Commercial Driver License (CDL) office on the Island of Oahu. Project included site acquisition, implementation logistics, and public outreach.
- **Successful policy introduction at State Legislature** related to fee increases, oversight of TNCs, and, implementation of the federal Real ID Act.

Municipality of Anchorage, Alaska  
**Director, Dept. of Public Transportation**

2015 — 2018

The Director of Public Transportation oversees three brand products; People Mover (Fixed Route), AnchorRIDES (ADA + Call Center Services), and RideShare. With direct oversight of senior managers and indirect oversight of over 200 personnel the Director sets the agency goals for the largest mass transportation organization within the State of Alaska with nearly \$6 million in revenues of which \$4 million is point of sale transactions, \$10 million in grants, \$22 million in taxes and an additional variable influx of \$5-10 million in referendum allocation for capital project(s).

Under my leadership the Public Transportation system in Anchorage managed to successfully obtain political buy-in as a means of converting this publically funded system into performing like a business entity. Of the thousands of agencies in the US the fixed route brand known as People Mover is among **less than a dozen** in the nation to have gone to a frequency based model from a route alignment standpoint. Subsequent results demonstrate my leadership ability to obtain political, local, and internal buy-in toward the success of what public transportation needs in the 21<sup>st</sup> century – innovation. This single word has now enabled this very agency to focus on integration of on-demand mobility as the next foray into updating transportation to meet head on the challenges presented by TNCs, nationwide decrease in ridership, and the impact to social equity in the absence of change.

SELECTED ACCOMPLISHMENTS:

- **Successfully negotiation w/ Teamsters Local 959** by enabling the union to sign a managed competition waiver in order to lower service costs during recession
- **Successful in building Public Private Partnership (PPP)** with an enterprise utility named Solid Waste Services in order to bring the first ever Electric Bus to Anchorage, Alaska and numerous service agreement(s) in order to reduce operational cost
- **Successful in lobbying for legislation** that favors funding to the organization
- **Successful in obtaining** millions in “new money,” by obtaining competitive award from federal grants
- **Successful in implementing** multi-million dollar engineering design and construction projects (facility rehab, infrastructure, and roadway) utilizing FHWA, FTA, and local funds
- **Successful in cost reduction** through negotiation and lowering of cost by contracted service provider (MV Transportation Inc.,)

# Abul Hassan

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Municipality of Anchorage, Alaska  
**Manager of Operations, Dept. of Public Transportation**

2014 — 2015

Providing direction to the largest transit organization within the State of Alaska this position sets the priorities for a direct staff of 110 individuals to include unionized bus operators, dispatchers, and supervisor.

The main focus of this position was to provide day to day management to all employees and functions of the Department of Transportation’s operations section known as “*People Mover*,” to which is allocated 60% of the departmental budget and is the most visible public transportation service in the State of Alaska.

**SELECTED ACCOMPLISHMENTS:**

- **Successfully fostered a healthy relationship** with the **Teamsters Local 959** whereby creating an environment of mutual respect where common goals are achieved.
- **Successful in developing driver morale** thereby shedding the ‘glass wall,’ division between bus operators and management.
- **Successful in creating additional positions** in the bus operator category through a clear statistical demonstration of overtime cost reduction by hiring FTE equivalents.
- **Successful in reducing absenteeism** among bus operators through cooperation and relationship building with employee relations to outline stricter policies on call-outs.
- **Successful in effectively building relationships** with internal and external stakeholders as a means of accomplishing mutual and competing tasks.

Prince George’s County, Maryland  
**Chief of Transportation**

2011 — 2014

Serving as the Transportation Chief for the Office of Transportation under the **Department of Public Works**; tasked with responsibility over the Planning, Finance, ParaTransit Operations, and Fixed Route Operations. The Transit Chief played a lead role in contract oversight as the fixed-route portion was operated by TransDev North America. All departments and contract operations combined, this position directly oversees roughly 100 employees and a transportation agency operating budget of \$30 million with a fleet size of 180 total vehicles.

Position also serves an oversight and advisory role whereby providing oversight of Washington Metro Area Transit Authority (WMATA) services within the confines of greater Prince George’s County. The latter translates to management and oversight of an additional supplementary State budget varying between \$200 million and \$300 million depending on jurisdictional subsidy contribution by the Maryland Department of Transportation (MDOT).

**SELECTED ACCOMPLISHMENTS:**

- **Successful procurement, negotiation, and contract to NextBus** in an effort to streamline operating vendor accountability on OTP and various other KPIs.
- **Reduced excess costs** through attainment and internalization of tasks such as National Transit Database (NTD) yearly surveys, general customer surveys, and marketing.
- **Began route evaluations** to determine appropriate headways and adherences for a variety of routes including the preservation of WMATA service lines within County borders for future Transit Oriented Development (TOD).



# Abul Hassan

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- **Successful grant application** for bi-county sub-urban JARC and CMAQ fund appropriation for countywide sidewalk/pedestrian improvement.
- **Successful completion of joint** study with MWCOG and MNCPPC related to the establishment of a county transit-way system with priority corridor routing.
- **Successful outreach** to county council members whereby procuring additional funds from MPO to expand operations in suburban areas of the County.
- **Successful route and service level planning** with implementation of 3 primary routes within a 1 year span. The total allocated cost for the three routes was the equivalent of \$2 million in revenue service hours.
- **Effectively managed** conflict through fostering of relationships.

University of Maryland  
**Transit Operations Manager**

2007 — 2012

Managed a workforce of up to 150 unionized full-time and student employees who work as bus drivers, support staff, maintenance, and trainers. The fleet consists of over 60 vehicles including transit buses, cut-away vans, and luxury motor coaches. Directly supervised unionized full-time and student drivers and support staff. Responsible for the operations of the Shuttle-UM transit service which operates 24/7 providing paratransit, demand response, charter, and over 75,000 annual service hours of fixed route service. Responsible for assistance with policy creation, implementation and enforcement, compliance with collective bargaining agreements, shift-pick, route scheduling, route planning, dispatching, training, and customer service.

SELECTED ACCOMPLISHMENTS:

- **Successfully oversaw ridership increase to 2.5 million customers**
- **Met budget KPI by reducing overtime usage as a measure of financial goals**
- **Successful in negotiating labor reduction during recession period**
- **Performed beta testing on new fleet units** to ensure safety and regulatory compliance with federal regulations and consumer policies.
- **Performed beta testing on 1<sup>st</sup> generation AVL** for fleet to ensure accuracy of in-house data and to ensure consistency and accuracy of data provided to the public

Motor Vehicle Administration  
**Senior Project Manager**

2007 — 2011

Selected to lead and deliver a multi-agency project to update the Vehicle Emissions Inspection Program (VEIP) as mandated by the EPA. Developed an RFP, lead the contract awarding process, and successfully implement a multi-million dollar contract without any legislative scrutiny. Per the MVA Administrator, *“VEIP is probably the biggest project the agency has seen in two decades in terms of its complexity and budget.”*

SELECTED ACCOMPLISHMENTS:

- **Led groups from various agencies to successful project launch**, steering several departments into production roll-out. Worked jointly with stakeholders to address business and technical issues over an array of internal and external projects.
- **Adopted an agile project methodology** in order to deliver projects within the triple scope (on-time, within budget, and within scope).

# Abul Hassan

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- **Created and oversaw team building activities** that included focus groups as a measure of addressing various technical issues in relation to the overall system design and approval processes.
  - **Leveraged negotiation and communication skills** to guide contractor towards achieving project success.
  - **Successfully drafted a multitude of RFP, RFR, and RFI**
- \* PRIOR RESEARCH ANALYST EXPERIENCE WITH MARYLAND MVA, 2003 — 2005
- Statistical analyst for the agency dealing with State STATS
- \* PRIOR INFO TECH. EXPERIENCE WITH UNIVERSITY OF MD, 2003 — 2005
- Integrated TCP/IP network for the Department of Political Science
  - Oversaw a multitude of projects
- \* PRIOR MOTOR COACH EXPERIENCE WITH GLOBE GROUND 2002 — 2003
- Transit bus driver for fixed airport routes
- \* PRIOR MOTOR COACH EXPERIENCE WITH SHUTTLE-UM 2000 — 2003
- Transit bus driver for evening service routes and paratransit
- \*\*Started driving buses (full-time) in order to put myself through college with a graduation date of 2004**

## TECHNICAL SKILLS

### HARDWARE & NETWORKING:

- IBM compatibles: Pentium and Clones, Mac (iMac, power PC), Network Interface Cards, Hubs, and Routers.
- TCP/IP, LAN/WAN, VPN, SQL Server, MS Site Server

### OPERATING SYSTEMS:

- Microsoft Windows (NT 4.0, 3.1, 95, 98, 2000, ME, XP, VISTA, and Windows 7/10). Linux Operating Systems, Unix, Android SDK, and DOS.

### LANGUAGES:

- HTML, SQL, and XML

### APPLICATIONS:

- **MS Project**, SAP ERP, Visio, MS Office Suites, Crystal Reports, PeopleSoft, Adobe Indesign, Dream Weave, MS Publisher, NextBus, Sched21, Trapeze, AVAIL products, HASTUS, Optibus, and various other FMIS.

## EDUCATION

**English (Communications & Technology Track), Bachelors (2004)**

University of Maryland, Baltimore County

**Management Science & Information Systems, Bachelors (2004)**

University of Maryland, Baltimore County

**Public Administration, Masters (2008)**

University of Baltimore



Tim Pearson <timpearsonak@gmail.com>

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**City Manager: City of Dillingham**

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**A Hassan** <ahassan1@gmail.com>  
To: timpearsonak@gmail.com

Fri, Feb 26, 2021 at 10:45 AM

Dear Tim,

I hope my email finds you well. Please find my resume attached and per your request I was able to manage 148 words:

-----  
**Statement**

In Anchorage as the head for the Public Transportation Department I was faced with Alaska's challenge: Recession.

At my disposal was instituting layoffs, cutting services, and reducing costs. I thought outside the box, secured federal loans to increase service. This led to the largest network change in agency history and increased employment by 22 FTEs.

In Reno, NV during the pandemic the option for everyone was the same, "reduce services by 60%, shut down, furlough staff, and use emergency funds to keep people home." I bucked the trend, our location was the sole location under Keolis Transit America's worldwide portfolio to keep its doors open at 100% providing critical and essential services to the public. Through innovation, determination, and dedication we mitigated covid-19 challenges. YTD count of positive infections sat at roughly 6% out of a workforce 300 strong; the lowest rate of any employer in Reno, NV.

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Sincerely,  
Abul Hassan

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 **Combined Resume.pdf**  
329K



## PROFESSIONAL SUMMARY

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Highly skilled Maintenance Manager able to perform work of each trade satisfactorily. Verify work conformance with specifications, code requirements, and best industry practices. Expertise in troubleshooting equipment and systems, as well as training subordinates on complex repairs. Willing to learn more.

## SKILLS

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- Employee training For CPI, and other trainings related to Maintenance Department for Hospital.
- Contractor oversight on big projects that the Corporation qualifies for.
- Preventive maintenance-implemented a new PM and Work order system for Hospital. WorX hub dude solution's. Went form Cogz to Worx hub.
- Continuous improvement and working with the Projects department identifying deficiencies. Sit on MIRAC board"Maintenance Improvement Reallocation Committee as a back up voting member. Also identify BEMAR back log of Maintenance and improvement projects, so that we can put together a project that resolves the diffidence.
- Worked with CMS and Joint Commission surveyors to conduct a thrall survey for Hospital facilities.
- Closed out findings from CMS and Joint Commission, to help get accreditation for Hospital Facilities
- Maintenance recordkeeping
- Team supervision
- Staff scheduling
- Inspect completed work
- Develop policies
- Improve employee performance
- Coordinate work
- Resolve grievances
- Train workers

## EXPERIENCE

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**Maintenance Manager, Bristol Bay Area Health Preparation**, Oct 2016 - Current,  
Dillingham , Alaska  
Emergency Management Institute FEMA ICS 100 HC, ICS 200 HC, ICS 700b

ICS 800c.

Certified instructor for Nonviolent Crisis intervention instructor ID # 1557996.

Class 5 fork lift classification training.

Refrigeration Technician Universal Technician as required by 40, CFR part 82 subpart E. OSHA 000020652 Construction Safety & Health.

Siemens Building Technologies Building Automation APOGEE Advanced Operations, Also working on implementing new building automation system DISAGO.

Safety Presentation on the proper storage and handling cylinders, proper use of regulators and the safe use of oxygen. AIR LIQUIDE.

NFPA 101 Life Safety Code, NFPA 99 Standards for Healthcare.

Emergency Response Operations Awareness, NIEHS 304.

First Aid CPR AED renewal date 05-2021

- Oversaw work of technical maintenance staff, contractors, and subcontractors maintaining Hospital system's.
- Prepared and administered annual maintenance budget of 514,214 dollars with good expense control and planning abilities.
- Maintained records and documentation of equipment and manpower usage and reviewed regularly to spot important trends.
- Worked with production planning staff to coordinate preventive maintenance around critical timelines.
- Inspected equipment regularly to identify current and potential maintenance needs, as well as ideal upgrades and performance modifications.
- Supervised activities of construction contractors handling HVAC, carpentry, and other skilled work.
- Monitored worker safety and kept operations in line with OSHA requirements and local regulations.
- Hired and trained knowledgeable employees to improve overall team performance.
- Responded to emergency calls by being on-call 24/7 and assembling emergency work crews.
- Identified mechanical and electrical problems with thorough inspections and tests, and developed project scopes for repairs.

**Remote Maintenance Worker , Bristol Bay Area Health Corporation , Aug 2006 - Oct 2016, Dillingham, Ala**

- Maintained and updated files and records to support efficient Village based water/sewer plant operations.
- Worked with Village Tribal administration on training of operators for that village's infrastructure.
- Reviewed activities regularly to identify opportunities for improvement.
- Followed established guidelines and procedures.
- Travel to all 28 villages to see and understand how operations work in bush Alaska. Water and Sewer operations for each village BBAHC has a clinic in.
- Managed daily tasks consistently and sought out opportunities to go beyond requirements and support business targets.
- Completed assigned tasks with little or no supervision.
- Handled issues such as loss of water PSI below 20 psi in water system, cleaning an

shock chlorinating of water holding tanks.

## EDUCATION

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HVAC/R Tech., HVAC/R

May 2003

**AVTEC** - Seward

- Graduated with honors.

Refrigeration Technician Universal Technician.

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**Fwd: Library Board**

1 message

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**Alice Ruby** <alice.ruby@dillinghamak.us>  
To: Lori Goodell <lori.goodell@dillinghamak.us>

Tue, Mar 9, 2021 at 6:58 PM

I replied to her but forgot to cc you. I told her that I was going to forward this to you to include in the next packet.

----- Forwarded message -----

From: **Ruschelle Lutes** <rlutes@dlgsd.org>  
Date: Tue, Mar 9, 2021 at 2:41 PM  
Subject: Library Board  
To: <mayor@dillinghamak.us>

Good Afternoon Mayor Alice Ruby,  
My name is Shelly Lutes and I am a teacher at the Dillingham Middle High School. This is my second year teaching here; I am passionate about books and reading. I would love to be a part of the Dillingham Library Board and be a positive part of such an essential organization.  
Thank you,  
Shelly Lutes  
(907) 843-2542

--  
**Alice Ruby, Mayor**  
**City of Dillingham**

Virus-free. [www.avg.com](http://www.avg.com)





Action Memorandum No. 2021-04

Summary Statement continued:

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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST: [SEAL]

\_\_\_\_\_  
City Clerk

Route to	Department Head	Date
	Finance Director	
	Public Works Director	
X	City Clerk	



Action Memorandum No. 2021-05

Summary Statement continued:

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PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council  
on April 1, 2021.

\_\_\_\_\_  
Mayor

ATTEST: [SEAL]

\_\_\_\_\_  
City Clerk

Route to	Department Head	Date
X	Finance Director	
X	City Clerk	

City of Dillingham  
Fiscal Note

Agenda Date: April 1, 2021

Force File Fee second chance for 2021 personal property tax

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
FROM ACCOUNT		City of Dillingham	
1000 4051 10 00 0000 0	Property Tax P&I	Project	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 3/24/2021	

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
<b>TOTAL OPERATING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

Property Tax P&I	\$ (23,700.00)			
<b>TOTAL FUNDING</b>	<b>\$ (23,700.00)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

Force File 1 count of 34 at \$100 each = \$3,400

Force File 2 count of 19 at \$250 each = \$4,750

Force File 3 count of 52 at \$400 each = \$20,800

If every assessment return is received and changed to a late fee the \$28,950 can be reduced to 5,250

PREPARED BY: Anita Fuller

March 24, 2021

DEPARTMENT: Finance

APPROVED BY: \_\_\_\_\_

**4.15.100 Violations, penalties, and interest.**

A. Any person who fails to file a personal/business property assessment tax return in person or postmarked on or before the first business day in February shall be assessed a late penalty of fifty dollars.

B. If the city is required to initiate a force filing on a person's personal/business property assessment return not received before the first business day in March, the following penalties will be imposed in addition to the penalty required by the previous subsection:

1. First year, the force filing fee is one hundred dollars;
2. Second consecutive year, the force filing fee is two hundred fifty dollars; and
3. Third and every consecutive year thereafter, the force filing fee is four hundred dollars and an on-site audit shall be scheduled.

C. A penalty of ten percent of the property tax due by the dates established in Section 4.15.160(C) shall be added to all delinquent taxes, and interest of six percent per year shall accrue on unpaid taxes, not including penalty from the date due until paid in full.

D. Filing a false statement in an attempt to evade taxation is unlawful and shall result in a fine in an amount not to exceed three hundred dollars in addition to payment of all taxes and fees owed. (Ord. 15-19 § 4, 2015.)



Lori Goodell <cityclerk@dillinghamak.us>

# SWAMC Conference and Annual Meeting - Report

1 message

Alice Ruby <alice.ruby@dillinghamak.us>

Fri, Mar 5, 2021 at 4:40 PM

To: Lori Goodell <lori.goodell@dillinghamak.us>, City Manager <manager@dillinghamak.us>

Hi Lori:

Can you include this in the next council packet please - in the information section will be fine.

\*\*\*\*\*

The SWAMC Conference and annual meeting was held March 4-5. It was excellent despite being all virtual via Zoom. They contracted with Information Insights for all of the technical support and they did a great job, even broke the group into separate "rooms" for sub-region caucuses and then transported us back into the group session seamlessly. Alaska Airlines also participated with some software that was new to me to entertain the group with prize drawings (participants had to log into a specific site and answer random questions).

The topics and speakers were great and SWAMC plans to post all (or as many as they are technically able) to their website at some point in the next few weeks. Here is the program <https://swamc.org/wp-content/uploads/2021/03/Conference-Program-2021.pdf>

Five resolutions were adopted by the membership:

FY21-01 A RESOLUTION BY THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE MEMBERSHIP SUPPORTING THE RESTORATION OF FY21 SOUTHCOAST REGION HIGHWAYS AND AVIATION FUNDING DECREMENT AND RETENTION OF RURAL AIRPORTS AND MAINTENANCE BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES (DOT&PF)

FY21-02 A RESOLUTION BY THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE MEMBERSHIP REQUESTING THE ALASKA LEGISLATURE AND GOVERNOR TO ADEQUATELY FUND THE ALASKA DEPARTMENT OF FISH & GAME (ADF&G) BUDGET AND PARTICULARLY THE DIVISION OF COMMERCIAL FISHERIES

FY21-03 A RESOLUTION BY THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE BOARD OF DIRECTORS TO PRESERVE THE POWER COST EQUALIZATION ENDOWMENT FUND FOR ITS INTENDED PURPOSE OF ASSISTING ALASKANS AND ALASKAN COMMUNITIES WITH THE HIGH COST OF ELECTRICITY

FY21-04 A RESOLUTION BY THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE MEMBERSHIP SUPPORTING THE FUNDING OF THE ALASKA MARINE HIGHWAY SYSTEM OPERATING BUDGET AT SUSTAINABLE LEVELS UNTIL REFORM RECOMMENDATIONS ARE ENACTED AND MAINTAINING FUNDING FOR REPLACEMENT OF THE M/V TUSTUMENA

FY21-05 A RESOLUTION BY THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE MEMBERSHIP SUPPORTING A PROGRESSIVE GRADUATED STATEWIDE INCOME TAX AS PART OF A SUSTAINABLE BUDGET FOR THE STATE OF ALASKA

The elections for board seats resulted in the re-election of Mary Swain to one of the Bristol Bay municipal seats and me (representing BBEDC) to the Bristol Bay associate seat. Myra Olson holds the other Bristol Bay municipal seat and her term was not expiring so she remains on the board. Joe Sullivan and Glen Gardiner were elected to the At Large seats on the Board. Both have served on the board previously. The Board will hold a post-conference meeting on March 8 for election of officers and it is the Aleutian/Pribilof region's turn to hold the seat of President.

The 2022 meeting dates were established as March 3-4, 2022 and planned to be held at the Captain Cook

Section . Item 16.

--  
***Alice Ruby, Mayor  
City of Dillingham***

3-11-21

Dan Dunaway Dillingham, 843-3030

My comments and information to the City of Dillingham to adjust ordinances responding to the COVID virus including emergency order 1.1. In order of preference:

**1) Eliminate the city quarantine and travel form requirements now.**

2) If #1 above is not adopted: Develop clear standards using measurable statistics and data to assess COVID virus threat in Dillingham and Census area. If at all possible seek medical advisement to describe clearly what are the COVID concern levels: high, medium and low, in clear hard numbers and terms.

- The City adopted Ordinance 2020-22(S) in November 2020.

**Section 3. Authorization of Emergency Authority,**

B. The City Manager, through consultation with the EOC and public health expert, shall implement metrics for determining when to increase or decrease required mitigation measures. The metrics should be communicated to the public.

**Has the City developed a list or protocol as directed in 2020-022(s)?**

**Is it published and if so where is it?**

**Has the city made use of it to evaluate our current situation?**

3) If #1 above is not adopted, review city access regulations for the PAF Boat Yard and regulatory pressures on the yard operator for the commercial season. New rules should be put in place as soon as possible to allow the industry to gear up. Regulations should be relaxed or eliminated and should refer to City COVID threat level standards (#2). The city should consider known data, likely threats (or lack) of spread in the normal operation of the yard.

4) If option 1 is not adopted: Review city access and use regulations for City facilities, the Boat Harbor and boat ramps. I am particularly concerned for the subsistence, commercial, sport, and hunting seasons. Any regulation should refer to COVID threat level standards adopted by the City (#2); consider known data on likely threats (or lack) of spread in the normal operation of the facilities.

5) Open Dillingham to day tourism and business. The quarantine restrictions make it unnecessarily hard for lodges, some guides and especially tourists to come to town to do business. I question the necessity of quarantine restrictions given what we know today. The quarantine is truly an obstacle to business and our community economy.

6) Restore in-person City Council meetings ASAP. Hold them in a school gym if needed.

Suggested Dashboard if the city feels the need to continue to maintain one.

Emergency standards / metrics



- weekly CDC risk level - adjust for small populations
  - local infection levels per day or week, increasing or decreasing
  - incidence of community spread
  - infection rate statewide, increasing or decreasing.
  - average number of infections requiring hospitalizations or medevac.
  - proportion of population vaccinated .local and state wide
  - average number of hospital beds available locally
  - average number of ICU beds available in Anchorage.
-

Dunaway 3-10-21

**Suggested Dash board for Dillingham City**

3/10/2021

Data presented is Dillingham Census area unless otherwise noted.

Resident plus non resident

<b>Dillingham</b>			<b>Statewide</b>	
Official State Risk level	per ADN		?	
Southwest Ak 3-10	LOW <5/100K			
	<b>Daily</b>	<b>To Date</b>	<b>Daily</b>	<b>To Date</b>
<b>Cases Resident only</b>	0	185	150	57,304
<b>Current Hospitalization census area</b>	0	5	37	1,301
<b>Deaths</b>	0	1	0	301
<b>Available Beds</b>				
	Kanakanak	?? 16	AK ICU	31
<b>Recoveries</b>				
<b>Vaccinations full date (3-8)</b>		779		122,823 (3-10)
<b>Vaccination % of eligible population as of date (3-9)</b>		49.90%		16.90%

Including the daily time line and cumulative for cases for DIg and census area might be still be useful.

March 11, 2021 Dan Dunaway

**Questions for Dillingham Leadership to consider in developing any ongoing COVID Ordinances**

Below are a number of questions I request the mayor council and manger to review and THEN consider what the status of Dillingham should be regarding covid protective measures. I hope you take the time to answer every one possible including seeking information from the medical sources.

- How many of the 76 ( or 109) cases EVER detected here became significantly sick?
- What proportion of the 76/109 cases here were due to community spread vs travel from outside the area?
- Have the few "accidents" ( October, early Feb) been quickly and effectively addressed?
- Has Kanakanak admitted any COVID patients since March 2020?
- How many people have been hospitalized for COVID at Kanakanak?
- Are there any current COVID patients in Kanakanak?
- What has been the observed survival rate among local residents who contracted COVID?
- Is Kanakanak Hospital overwhelmed; how many beds on average are occupied for all uses?
- Do Dillingham and King Salmon have good medevac capacity?
- Are current commercial flights to Anchorage limited or disrupted?
- How many local COVID patients have been transported or medevaced to another community for treatment since last March?
- Are Anchorage Hospitals currently overwhelmed? How many are in treatment ANTHC?
- What is the current 7 day average ICU availability statewide?
- What is the typical occupancy level of hospital ICUs for sustainable operations (COVID or no COVID)?
- Did Bristol Bay suffer ANY infections (community spread) last summer (thru September 15) from the thousands of people in the commercial fishery and tourists who came to the region?
- Has the city leadership recently sought advice from epidemiological specialists - what was that advice and when was it last provided or requested?
- Do we have 49.9+ of our age 20+ population vaccinated (~32% of entire population)?
- How many of our population have fully recovered from COVID and hence carry some measure of immunity for 90 days to possibly 8 months?
- What is the evidence regarding current vaccinations resisting the Covid variants?
- The hospital has 4 COVID quality ventilators even tho current practice is to avoid their use. Since July, what other critical equipment has the hospital acquired to be more prepared?
- What is the current knowledge on the persistence / “infectiveness” of the virus in out door conditions and surfaces?
- Do the medical experts consider surface contacts a significant threat in locations like the boat harbor or boat yard?
- Are our schools open and running with a new plan to address potential cases?
- How many school staff have become sickened from school?
- How many of the local and potentially highest exposed grocery store, post office, and hardware store employees contracted or sustained significant illness in the last year?
- How many local air taxi pilots have contracted Covid ?

- IN THE LAST FEW CITY MEETINGS, HAVE ANY OF THE MEDICALLY TRAINED PARTICIPANTS EXPRESSED ALARM AT THE CURRENT CONDITIONS OR RECOMMENDED MORE STRINGENT RESTRICTIONS?
- Why is the lead spokes-person for the hospital a NON medically trained person who typically has very limited information available at council meetings? Who provides the data and guidance to the spokesperson; are they doctors or epidemiologists or otherwise medically trained?
- Does the hospital have official criteria for what constitutes an emergency? What are they?
- Can someone explain how we are still in an emergency versus a condition better described as heightened alert and readiness?
- How much money in Federal and State COVID aid has come into local agencies in the last year? Are there applications for more funds currently in the works? For how much?
- How much fish tax did the City collect last year? How much sales tax? How much bed tax? How do those levels compare to the previous 4 year averages?

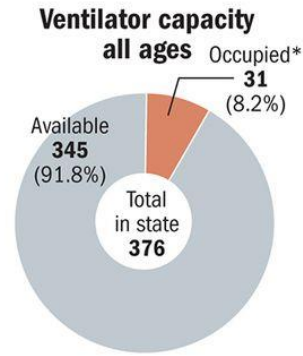
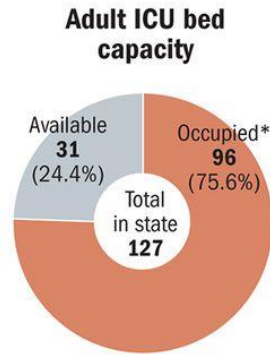
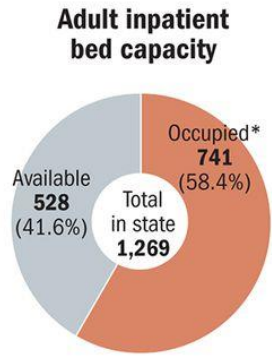
I would like to see the answers posted line by line please.

From Anchorage Daily News, March 11, 2021

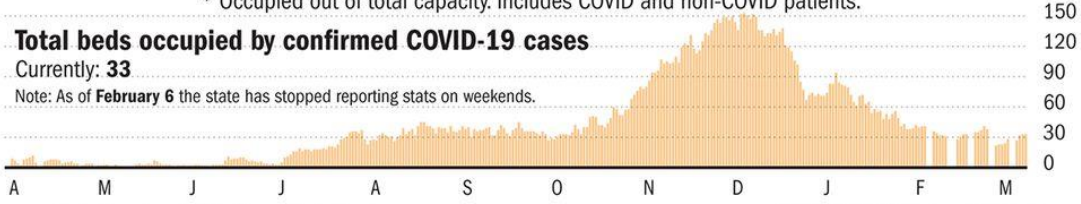
### Status of hospital resources in Alaska

As of noon  
Thursday, March 11

Total that have been hospitalized with COVID-19, does not include those currently hospitalized: **1,272**



\* Occupied out of total capacity. Includes COVID and non-COVID patients.



Source: Alaska Department of Health and Social Services

KEVIN POWELL / Anchorage Daily News

I welcome any questions or comments or opportunities to discuss this further.

You may contact me by phone or email

Thank you

Dan Dunaway

843-3030

dlgdunaway@gmail.com



# UNITED FISHERMEN OF ALASKA

Mailing Address: PO Box 20229, Juneau AK 99802-0229  
Physical Address: 410 Calhoun Ave Ste 101, Juneau AK 99801  
Phone: (907)586-2820 Email: ufa@ufa-fish.org  
Website: www.ufafish.org



March 10, 2021

Mayor Alice Ruby  
PO Box 889  
Dillingham, AK 99576

Dear Mayor Ruby,

My name is Frances Leach and I am the Executive Director of the United Fishermen of Alaska (UFA) in Juneau. I am writing to inquire if the City of Dillingham might be interested in joining UFA as a community supporting member. UFA is the largest statewide commercial fishing trade association, representing 37 commercial fishing organizations from fisheries throughout the state and its offshore waters. Our mission is to promote and protect the common interests of Alaska's commercial fishing industry as a vital component of Alaska's social and economic well-being. UFA's strength is a direct function of the breadth of our member groups that comprise our Board of Directors. We would welcome community supporting members such as the City of Dillingham that are not currently UFA members to join and support the economic benefits provided the State and local businesses by the commercial fishing industry.

Supporting community membership costs \$300 a year. Community supporting members have the communities web link included on UFA site (pasted below). You can see the list of communities and businesses that are members of UFA right now represent a broad spectrum of the fishing community. Each supporting community member also receives a membership certificate and UFA decals that can be displayed in public places to demonstrate your support of the commercial fishing industry. We know from experience that such support is much appreciated by our hundreds of permit holders and crew who live throughout the State.

I very much appreciate your time and consideration. If you'd like to discuss this letter further I would be happy to do so at your convenience. My number is 586-2820.

<http://www.ufafish.org/member-organizations/business-members/>

Sincerely,

Frances H. Leach  
Executive Director

#### MEMBER ORGANIZATIONS

- Alaska Bering Sea Crabbers • Alaska Longline Fishermen's Association • Alaska Scallop Association • Alaska Trollers Association
- Alaska Whitefish Trawlers Association • Area M Seiners Association • At-sea Processors Association • Bristol Bay Fishermen's Association
- Bristol Bay Regional Seafood Development Association • Bristol Bay Reserve • Cape Barnabas, Inc. • Concerned Area "M" Fishermen
- Cook Inlet Aquaculture Association • Cordova District Fishermen United • Douglas Island Pink and Chum • Freezer Longline Coalition • Fishing Vessel Owners Assn
- Groundfish Forum • Kenai Peninsula Fishermen's Association • Kodiak Crab Alliance Cooperative • Kodiak Regional Aquaculture Association • Kodiak Seiners
- Association • North Pacific Fisheries Association • Northern Southeast Regional Aquaculture Association • Northwest Setnetters Association • Petersburg Vessel Owner
- Association • Prince William Sound Aquaculture Corporation • Purse Seine Vessel Owner Association • Seafood Producers Cooperative • Southeast Alaska Herring
- Conservation Alliance • Southeast Alaska Fisherman's Alliance • Southeast Alaska Regional Dive Fisheries Association • Southeast Alaska Seiners
- Southern Southeast Regional Aquaculture Association • United Catcher Boats • United Southeast Alaska Gillnetters
- Valdez Fisheries Development Association

# Dillingham Census Area



United Fishermen of Alaska  
PO Box 20229  
Juneau, AK 99802-0229  
Phone 907.586.2820  
ufa@ufafish.org  
www.ufafish.org

## 2018 Commercial Fishing and Seafood Processing Facts

### JOBS - FISHING

#### Permit holders, Crew and Vessels:

Commercial fishing permit holders: 604<sup>1</sup>  
Total permits owned: **734<sup>1</sup>**  
Permit holders who fished: **417<sup>1</sup>**  
Commercial crewmember license holders: **672<sup>2</sup>**  
Permit holders who fished plus crew: **1,089<sup>1,2</sup>**  
Percentage of local population who fished: **21.9%<sup>1,2,4</sup>**  
Vessels home ported: 380<sup>3</sup> Vessels owned: **334<sup>3</sup>**

**Each of these individual small and family businesses represents investment, employment, and income in the Dillingham Census Area.**

### INCOME

Estimated **ex-vessel income** by Dillingham Census Area-based fishermen: **\$33.4 million<sup>1</sup>**  
Earnings generated from commercial fishing circulated in the local economy through property and sales taxes; purchases, utilities, repair and maintenance, and other services. **Virtually every business in the Dillingham Census Area benefits from commercial fishing dollars.**

### JOBS – PROCESSING

Seafood processing jobs in Dillingham CA: **1,409<sup>5</sup>**  
Processing wages: **\$14.6 million<sup>5</sup>**  
Number of processing facilities (2014): **7<sup>4</sup>**

### LEGISLATIVE DISTRICT

The Dillingham Census Area is in House District 37, Senate District S.

### ...AND MORE JOBS

In addition to direct harvester and processor workers, fisheries related jobs include fuel, accountants, consultants, air and water travel, hardware and marine repair and supply businesses, advocacy and marketing organizations, air cargo crew, freight agents, and scientists.

**Government related jobs include** Alaska Department of Fish and Game • Fish and Wildlife Protection/Alaska Department of Public Safety • Docks and Harbors • Alaska State Troopers • United States Coast Guard • University of Alaska School of Fisheries• Alaska Sea Grant Marine Advisory program, and more.

### REVENUE to the State and Community through Fishery Taxes ...

FY 2018 shared taxes – **Dillingham Census Area communities collectively received \$780,460 in fisheries business and landing taxes** through the municipal tax-sharing program from Dillingham Census Area fisheries landings and businesses.<sup>6</sup> The State of Alaska received a like amount. In addition, Togiak received \$32,598 in municipal fisheries taxes.<sup>7</sup>

***Dillingham Census Area includes the communities of Aleknagik, Clark’s Point, Dillingham, Ekwok, Koliganek, Manokotak, New Stuyahok, Togiak, and Twin Hills.***

#### Footnotes - Sources:

1. Commercial fishing permit activity and estimated harvest and earnings by permit holder are from the Alaska Commercial Fishery Entry Commission (CFEC) at [https://www.cfec.state.ak.us/fishery\\_statistics/earnings.htm](https://www.cfec.state.ak.us/fishery_statistics/earnings.htm) (does not include confidential data).
2. Crew numbers are from Alaska Department of Fish and Game commercial crew license list, and are the number of full year adult resident license holders who list their address in a given community. [http://www.adfg.alaska.gov/index.cfm?adfg=license\\_licensefile](http://www.adfg.alaska.gov/index.cfm?adfg=license_licensefile)
3. Vessel numbers are from CFEC database data found online at <https://www.cfec.state.ak.us/plook/#downloads> and are a count of commercial fishing licensed vessels that list home port or ownership in a given community.
4. Number of processing facilities, and population data used to calculate the percentage of residents who fished, are from the Alaska Department of Commerce, Community, and Economic Development (DCCED) Community Database: <https://www.commerce.alaska.gov/dcra/DCRAExternal>.
5. Processor employment and wage data is from the Alaska Department of Labor at <http://live.laborstats.alaska.gov/seafood/seafoodstatewide.cfm>.
6. Revenue figures are from the Alaska Department of Revenue Shared Taxes report: <http://www.tax.alaska.gov/programs/sourcebook/index.aspx>.
7. Local taxes from DCCED are from Table 2 of the Alaska Taxable database, found here: <https://www.commerce.alaska.gov/dcra/dcrarepoext/Pages/AlaskaTaxableDatabase.aspx>