



CITY COUNCIL SPECIAL MEETING

Friday, February 20, 2026 at 6:30 PM

AGENDA

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.

MEETING INFORMATION

CITY COUNCIL SPECIAL MEETING CITY HALL COUNCIL CHAMBERS / 5:30 p.m.

141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location: Zoom

Meeting ID: 920 483 0473; passcode: 99576

Or dial: 1(719)359-4580 or 1(253)205-0468

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

SPECIAL BUSINESS

- [1.](#) Resolution 2026-06: City Manager Contract for Jack Savo Jr

EXECUTIVE SESSION (for the purpose of discussing the employment contract for City Manager, Jack Savo Jr.)

DMC 2.09.050 Executive sessions.

A. The following subjects may be discussed in an executive session, from which the public is excluded:

2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;

- [2.](#) Resolution 2026-07: Shared Fisheries Business Tax for FY25

COUNCIL COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

Informational

[Lay Downs](#)

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2026-06

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE MAYOR
TO EXECUTE AN EMPLOYMENT CONTRACT WITH JACK SAVO JR. FOR THE
POSITION OF CITY MANAGER.**

WHEREAS, under Dillingham Municipal Code (DMC) Chapter 2.21, the City Manager is appointed by the City Council; and

WHEREAS, at its Special Meeting on February 10, 2026, the City Council approved a motion directing the Mayor to offer the position of City Manager to Jack Savo Jr. and to negotiate a contract for Council approval; and

WHEREAS, the Council finds that Jack Savo Jr. possesses the executive and administrative qualifications necessary to serve as City Manager and that it is in the best interests of the City of Dillingham to formalize his appointment by employment contract;

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

1. **Appointment.** Jack Savo Jr. is hereby appointed City Manager for the City of Dillingham pursuant to DMC Chapter 2.21, subject to the terms and conditions of the attached contract.
2. **Authorization.** The Mayor is hereby authorized to execute an employment contract with Jack Savo Jr. on behalf of the City of Dillingham, consistent with the terms negotiated and presented to the Council.
3. **Term and Conditions.** The employment relationship shall be governed by the executed contract and applicable provisions of DMC Chapter 2.21.
4. **Effective Date.** This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a duly constituted quorum of the Dillingham City Council on this ____ day of February, 2026.

ATTEST:

Abigail Flynn, City Clerk

Alice Ruby, Mayor

[SEAL]

EMPLOYMENT AGREEMENT

This Agreement is entered into this ____ day of February, 2026 by and between Jack Savo, Jr. (hereinafter "Manager") and the City of Dillingham, Box 889, Dillingham, AK 99576 (hereinafter "City").

1. Purpose. City agrees to employ Manager in the position of City Manager of the City of Dillingham, Alaska.

2. Term. The term hereof shall commence on February ____, 2026 and continue for three (3) years, subject to appropriation. Thereafter, the Agreement may be renewed upon such terms and conditions to which parties mutually agree.

3. Duties.

(A) The City Manager is the City's chief administrative officer and is responsible for fulfillment of the City Council's policy directives and enforcement of the Dillingham Municipal Code, incorporated into and made a part of this Agreement by reference, and other such duties as the City Council may require from time to time. The City Manager is also bound by the requirements of AS 29.20.500 which is also incorporated in this agreement by reference.

(B) Manager shall also comply with the procedures, standards, and directives now established or which may be established, from time to time, by the City.

(C) The employment provided for by this Agreement is full time and shall be the Manager's primary employment. The fair and impartial application of the employment duties is paramount, and in achieving such, Manager agrees not to direct or promote any other civic or employment activities, whether paid or volunteer, without first obtaining written permission from the City Council.

(D) The Manager's principal work location will be in the City offices in City Hall. This is not a remote work position.

4. Compensation.

(A) In consideration of Manager's performance under this Agreement, Manager shall be paid an annual salary of \$149,500 payable bi-weekly in equal installments.

(B) Any additional increases in compensation to Manager are dependent upon the results of an annual performance evaluation. Manager shall be responsible for notifying Council of the need for an evaluation reasonably close to

the anniversary date of this Agreement and for working with staff and Council to facilitate such evaluation.

(C) Manager shall not be entitled to overtime pay or compensatory time. Manager is expected to work the hours necessary to accomplish the goals and requirements of the position.

5. Benefits.

(A) Manager has the standard medical and dental benefits as provided to other City employees, including coverage for spouse and dependents, and is a participant in the State Public Employee Retirement System, with those benefits associated with that program.

(B) Manager will receive compensation for holidays recognized and outlined in the City of Dillingham Personnel Policy Section 5.20.

(C) Manager will accrue thirty (30) days of leave annually.

(D) The City agrees to pay for Manager to attend the Alaska Municipal Management Association (AMMA) conference as budgeted funds allow.

(E) The City agrees to pay annual membership dues to AMMA. Upon request, City may pay for membership to other similar municipal professional associations for Manager as budgeted funds allow.

(F) The City will provide Manager with access to a city-owned vehicle for City business use and for which the City pays for gas and maintenance.

6. Termination. Due to the nature of the City Manager position in that it involves dealing on behalf of the City in various fields and the involvement of the City Manager in many different projects, it is agreed that the City's business can only succeed if Manager and the City Council enjoy a working relationship based on mutual respect, trust, and positive attitudes. It may, therefore, be impossible to quantify "poor performance" or "just cause" for termination given these complexities which often involve personality factors, as opposed to legal or contractual factors. It is, therefore, the intent of the parties to provide for termination by either Employer or Employee without resorting to any determination of cause or any necessary explanation. Consistent with DMC, 2.21.020, termination of the contract shall be as follows:

(A) Manager Termination of Contract. Manager may terminate this Agreement for any reason, or no stated reason, upon giving 60 days written notice to the City. City reserves the right to waive the 60-day written notice or any part of and allow the Manager to terminate their employment at any time following the resignation and

pay the Manager's usual rate of pay for any time worked and the cash value of their accrued leave.

(B) City termination of Contract. City may terminate this Agreement for any reason, or no stated reason. City will pay Manager, in one lump sum at the time of separation, two (2) months' severance pay at Manager's usual rate of pay and the cash value of their accrued leave. For purposes of PERS reporting, employment will end the date Employee is no longer actively working for the City and no additional work time will accrue for retirement purposes. Leave time accrual will end the day Manager is no longer actively working for the City.

(C) If Manager is terminated because of a misdemeanor conviction of a crime of moral turpitude or any felony conviction, City is not obligated to pay severance or associated benefits under this section.

(D) Termination by Disability. This Agreement shall terminate upon Manager's disability or illness that renders Manager unable to perform Manager's duties if the disability should continue past the approved time under the Family Medical Leave Act and related provisions of the Personnel Regulations. Manager thereafter is no longer entitled to any compensation provided herein.

7. General Business Expenses: City shall reimburse Manager for reasonable employment-related expenses including travel expenses and subscriptions, subject to appropriation. Reimbursement for expenditures on behalf of the City shall not be paid unless reimbursement is sought in accordance with standard City procedures, including receipts, vouchers, and supporting material.

8. Confidentiality. Manager recognizes that the City Manager receives and has access to information of a confidential nature. Manager agrees any confidential information obtained as a result of the City Manager position will be maintained as confidential to the extent authorized by law.

9. Indemnification. City shall defend and save harmless Manager consistent with DMC § 2.03.090.

10. Conflict of Interest. Manager agrees to be fair and impartial in all dealings and to avoid any actions which create a conflict of interest or the appearance of a conflict of interest, or which might reasonably be interpreted as affecting the impartiality of the position of City Manager. Manager will avoid any action which adversely affects or appears to affect Manager's ability to perform the duties of City Manager.

11. Applicability of City Personnel Regulations. The City of Dillingham Code of Ordinances, Personnel Regulations and duly adopted policies as they may exist from time to time govern this Agreement, provided, however, that the provisions of this Agreement

take precedence in any area specifically addressed by this Agreement. For example, the termination provisions provided herein prevail over any personnel regulations.

12. Miscellaneous Provisions.

(A) **Governing Law.** This Agreement shall be governed by and construed under the laws of the State of Alaska and is subject to all applicable City Code provisions of the City of Dillingham.

(B) **Jurisdiction.** In the event that any action or suit is brought to enforce this Agreement the parties agree to be subject to exclusive jurisdiction in the Superior Court of Alaska and agree that in any such action venue shall lie exclusively in the Third Judicial District.

(C) **Entire Agreement.** This Agreement contains the entire agreement of the parties and supersedes all prior negotiations. No other agreement, statement or promise made by or to any party, or any employee, officer, or agenda of any party, which is not contained in this Agreement shall be binding or valid.

(D) **Partial Invalidity.** If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions shall remain in force and effect and in no way be affected, impaired, or invalidated.

(E) **Amendment.** This Agreement may be amended only by a written document executed by the parties hereto.

13. Manager's Certification. Manager hereby certifies that he has received a copy of this Employment Agreement and the City Personnel Policies. He further certifies that he understands this Agreement, has been given a reasonable amount of time to review this Agreement, and that it fairly represents the agreement reached between the parties.

DATED this ___ day of February, 2026.

CITY OF DILLINGHAM

BY: _____
ALICE RUBY
Mayor

Jack Savo, Jr.

ATTEST

City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2026-07

A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY26 SHARED FISHERIES BUSINESS TAX PROGRAM IN FMA 5 (BRISTOL BAY AREA)

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY26 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2024 from fisheries business activities; and

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and

WHEREAS, The Dillingham City Council proposes to use an alternative allocation method for allocation of the FY26 funding available within the FMA 5: Bristol Bay Area in agreement with all other municipalities in this area participating in the FY26 Shared Fisheries Business Tax Program.

BE IT RESOLVED:

Section 1. The Dillingham City Council hereby certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2024 fisheries business activity in FMA 5: Bristol Bay Area:

Section 2. The allocation method shall be as follows:

- (a) Forty percent (40%) of the allocation shall be divided equally...
- (b) All shares remaining, sixty percent (60%) shall be distributed on a per capita basis...
- (c) For purposes of calculating the Lake and Peninsula Borough population is reduced by the population of the Cities of Newhalen, Nondalton, Pilot Point & Egegik

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on _____, 2026.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

Manager
Jack Savo Jr.



Dillingham City Co

Section . Item 2.

Triston Chaney
Jean Barrett
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Anita Foran, Finance Director
Through: Jack Savo Jr, City Manager
Date: February 18, 2026
Re: Resolution 2026-07 Shared Fisheries

SUMMARY: The State of Alaska Department of Commerce, Community and Economic Development has a Shared Fisheries Business Tax Program created in 1990 to help municipalities impacted by the effects of the rapidly expanding offshore fish processing industry. A previously existing fish tax sharing program (commonly referred to as the Raw Fish Tax Program), administered by the Department of Revenue, shares back to municipalities half of the state fisheries business tax collected from fish processors operating inside municipal boundaries. The Department's program extends tax sharing to include a sharing of fish taxes collected outside of municipal boundaries, primarily from floating processors. Applications are mailed to each eligible applicant by November 15 of each year and must be returned by February 15. Shared Fisheries Business Tax and Fishery Resource Landing Tax payments are issued in March of each fiscal year.

PREVIOUS ACTION: City of Dillingham accepted the program last year with resolution 2024-50 .

BACKGROUND: City of Dillingham has participated in this program for many years if not since the beginning of the program in 1990. Revenue received has ranged from \$18,000 to \$700,000 based on the revenue received in the program and based on the calculation method that has been adopted.

DISCUSSION: The FY2026 budget was set for \$150,000 for this program. Staff has secured an extension for February 28, 2026 to submit the application.

ALTERNATIVES: Budget revision will be required and revenue is not accepted.

FINANCIAL IMPLICATIONS: There is no increase or decrease to the fund balance for fiscal year 2026 as a result of accepting this action.; it simply reactivates the budget authority to use the grant funds we've already been awarded. See fiscal note.

LEGAL: Currently there are no legal responsibilities to this resolution for the city of Dillingham.

STAFF RECOMMENDATION: Passing this resolution will allow the city accept the funds already budgeted to the General Fund.

PROPOSED MOTION: I move to adopt RESOLUTION NO. 2026-07, A Resolution of the Dillingham City Council Authorizing the acceptance of the alternative allocation method for the FY26 Shared Fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 5: Bristol Bay Area.

PROPOSED ALTERNATE MOTION: There is no alternate motion recommended.

CITY MANAGER COMMENTS: City Manager recommends approval of Resolution 2026-07.

ATTACHMENTS: email requesting acceptance and website support of the program.

 Outlook

Notification from DCRA Grants: You are Requested to Review an Opportunity #AN-SFT-001

From No Reply DCRA Grants Admin <dcragrants.no.reply@reisystems.com>

Date Mon 1/5/2026 4:33 PM

To Anita Foran <finance@dillinghamak.us>



Dear, Anita Foran

This email is to notify that, you are requested to Review the Opportunity #FY26 Shared Fisheries Business Tax Program Which is has been created for the program PG-SFT-0001.

Opportunity Details:

Opportunity Title: FY26 Shared Fisheries Business Tax Program

Opportunity Type: Directed

FOA Release Date: 1/5/2026

Associated Program Name: PG-SFT-0001

FMA:

Provision:

Kindly click [here](#) to login into DCRA Grant and start reviewing the program details.

Please do not reply to this system-generated email. You may contact the DCRA Grants Support Team at CAA@Alaska.Gov if you have any questions or need assistance with this task.

Thank you,
DCRA Grants and Funding

Informational

From: Kaitlyn Conway <Kaitlyn@akml.org>
Sent: Friday, February 13, 2026 11:18 AM
To: Nils Andreassen <nils@akml.org>
Cc: Alicia Hughes-Skandijs <Alicia@akml.org>; Sarah King <sarahk@akml.org>
Subject: ACoM Training: Meeting Hero 201

Mayors,

We scheduling trainings as requested, following our discussion at the beginning of the month on continuing education for elected officials and staff. Our first training will be Meeting Hero 201: Hard Meetings Clinic, Executive Session limitations, handling hostile questions, and managing public comments. This is open to all elected officials and staff. Please feel free to forward this meeting invitation to your councils, assemblies, and support staff.

Training Topic: Meeting Hero 201: Hard Meetings Clinic, Executive Session limitations, handling hostile questions, and managing public comments
When: Monday, February 23rd at 1 p.m.
Who: Elected Officials and Staff
Where: [Join Teams here](#) or dial in by phone: +1 (917) 765-8543 with access code: 133166484#

An agenda will be sent soon.

Thank you!

Kaitlyn Conway, MPA
Intergovernmental Affairs Manager
Alaska Municipal League
(907) 586-1325 x228
"Strengthening Alaska Municipalities"



Lay Downs

The following document was provided to the council at the meeting and was available to the public via printed copy at the meeting.

Mayor
Alice Ruby

Manager
Jack Savo Jr.



Dillingham City Council
Triston Chaney
Jean Barrett
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Anita Foran, Finance Director
Through: Jack Savo Jr, City Manager
Date: February 18, 2026
Re: Resolution 2026-07 FY26 Shared Fisheries Business Tax

SUMMARY: The State of Alaska Department of Commerce, Community and Economic Development has a Shared Fisheries Business Tax Program created in 1990 to help municipalities impacted by the effects of the rapidly expanding offshore fish processing industry. A previously existing fish tax sharing program (commonly referred to as the Raw Fish Tax Program), administered by the Department of Revenue, shares back to municipalities half of the state fisheries business tax collected from fish processors operating inside municipal boundaries. The Department's program extends tax sharing to include a sharing of fish taxes collected outside of municipal boundaries, primarily from floating processors. Applications are mailed to each eligible applicant by November 15 of each year and must be returned by February 15. Shared Fisheries Business Tax and Fishery Resource Landing Tax payments are issued in March of each fiscal year.

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DISCUSSION: The FY2026 budget was set for \$150,000 for this program. Staff has secured an extension for February 28, 2026, to submit the application.

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FINANCIAL IMPLICATIONS: There is no increase or decrease to the fund balance for fiscal year 2026 as a result of accepting this action; it simply reactivates the budget authority to use the grant funds we've already been awarded. See the fiscal note.

LEGAL: Currently there are no legal responsibilities to this resolution for the city of Dillingham.

STAFF RECOMMENDATION: Passing this resolution will allow the city to accept the funds already budgeted to the General Fund.

PROPOSED MOTION: I move to adopt RESOLUTION NO. 2026-07, A Resolution of the Dillingham City Council Authorizing the acceptance of the alternative allocation method for the FY26 Shared Fisheries business tax program in FMA 5: Bristol Bay Area.

PROPOSED ALTERNATE MOTION: There is no alternate motion recommended.

CITY MANAGER COMMENTS: City Manager recommends approval of Resolution 2026-07.

ATTACHMENTS: email requesting acceptance and website support for the program.