



CITY COUNCIL REGULAR MEETING

Thursday, June 17, 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
<https://us02web.zoom.us/j/81505083629?pwd=clljSUg2SmFuaVZCNi9mZGpFcTJjUT09>
Meeting ID 815 0508 3629, participant #, passcode 239301
Or dial one of the numbers listed below:
(346)248-7799 or (669)900-6833

WORKSHOP 6:00 PM

FY2020 Audit

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) June 3, 2021, Regular Council Meeting Minutes

APPROVAL OF CONSENT AGENDA

- [2.](#) Adopt Resolution 2021-16; A Resolution of the Dillingham City Council Supporting the Airport Fence and Access Road

APPROVAL OF AGENDA

STAFF AND COMMITTEE REPORTS

- [3.](#) Manager Report
Minutes March 11, 2021 Code Review Committee

PUBLIC HEARINGS

4. Ordinance 2021-06; An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2022 City of Dillingham Budget

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

ORDINANCES AND RESOLUTIONS

- [5.](#) Adopt Resolution 2021-12; A Resolution of the Dillingham City Council Accepting the Year End Audit for the Fiscal Year Ending June 30, 2020

Link to FY20 Audit

https://www.dillinghamak.us/sites/default/files/fileattachments/finance/page/3351/dillingham_city_of_final_fs_2020.pdf

- [6.](#) Adopt Resolution 2021-14; A Resolution of the Dillingham City Council Accepting American Rescue Plan Act (ARPA) Funds
- [7.](#) Adopt Resolution 2021-15; A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Procurement Requirements to Purchase a Bobcat for the Landfill
- [8.](#) Adopt Ordinance 2021-06; An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2022 City of Dillingham Budget

UNFINISHED BUSINESS

NEW BUSINESS

CITIZEN'S DISCUSSION (Open to the Public)

COUNCIL COMMENTS

MAYOR'S COMMENTS

EXECUTIVE SESSION

- 9. Financial Matters

ADJOURNMENT



CITY COUNCIL REGULAR MEETING

Thursday, June 03, 2021 at 7:00 PM

MINUTES

CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, June 3, 2021, via video and audio conferencing, in Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:17 p.m. This meeting was preceded by a workshop on the FY22 Budget.

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	

Council members excused:

Bill Rodawalt

APPROVAL OF MINUTES

1. April 19, 2021, Special Council Meeting Minutes
2. April 27, 2021, Board of Equalization Hearing Minutes
3. May 13, 2021, Regular Council Meeting Minutes

MOTION: Chris Napoli moved and Andy Anderson, seconded the motion to approve the minutes of April 19, April 27, and May 13, 2021, in block.

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

APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION to approve the agenda made by Aksel Buholm, Seconded by Chris Napoli.

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

STAFF AND COMMITTEE REPORTS

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

4. Department Reports

There was no verbal report.

5. Committee Reports

Finance & Budget Committee:

- Work has been done on the FY2022 budget.

School Facility Committee:

- Major maintenance list reviewed. List to be included
- Transition in maintenance department noted.

Port Advisory Committee:

- List of proposed harbor/dock regulations for the 2021 fishing season reviewed.

Code Review Committee:

- Next scheduled meeting will be June 10, 2021.

PUBLIC HEARINGS

There was no public hearing.

CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

There were no comments.

ORDINANCES AND RESOLUTIONS

6. Adopt Resolution 2021-11; A Resolution of the Dillingham City Council Establishing the Rate of Levy of Tax, the Date Taxes are Due, and the Delinquent Dates for Calendar Year 2021, and Accepting the Certification of the Tax Roll

MOTION: to adopt Resolution 2021-11 made by Andy Anderson, seconded by Aksel Buholm.

MOTION: to amend #1 Now therefore it be resolved, rate of levy from 13 mils to 15 mils, seconded by Andy Anderson.

- Rate of levy has been unchanged for seventeen years.
- Need for new revenue is a common theme.
- State of Alaska revenue to communities continues to dwindle.
- FY22 budget showing a 1.7 million dollar deficit.
- No public outreach has been done.
- A more measured approach should be looked at.
- Financial and emotional impact to citizens noted.
- By code the mil rate is to be set by June 15th. Changes done after that date would need to be for the next year.

Motion to amend withdrawn, no objections.

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

VOTING: No: Council Member Napoli

Resolution passes by majority vote.

7. Introduce Ordinance 2021-06; An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2022 City of Dillingham Budget

MOTION: to introduce Ordinance 2021-06 made by Andy Anderson, seconded by Curt Armstrong.

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

UNFINISHED BUSINESS

8. Adopt Action Memorandum 2021-06; Authorize Task Order No. 8 to CRW Engineering for CIP Annual Process - FCI Assistance

MOTION: to adopt Action Memorandum 2021-06 made by Andy Anderson, seconded by Aksel Buholm.

- Review of the CIP requested.
- Noted it may be possible to do work local.
- Need to scrutinize need with budgetary concerns.

VOTING: No: Council Member Anderson, Council Member Napoli, Council Member Armstrong, Council Member Marxmiller, Council Member Buholm

Motion fails.

9. City Manager Search Update

Updated report in the council packet.

Citizen Committee Appointments

Library Advisory Board – 1 seat

School Facility Committee – 1 seat

Planning Commission – 1 seat

Friends of the Landfill – 2 seats

Senior Advisory Commission – 5 seats

No letters of interest received.

Progress Report

Dave Carlson House Property

Territorial School

There was no progress report.

NEW BUSINESS

There was no new business.

CITIZEN'S DISCUSSION (Open to the Public)

There were no comments.

COUNCIL COMMENTS**Andy Anderson:**

- Noted budgetary concerns and requested Resolution 2021-09, funds to update the comprehensive plan, be reconsidered as this is a non-priority issue.
- Requested the City Manager prepare an annual assessment of city services using the model from Unalaska. This is a living document that will outline projects and issues in every department.
- Mentioned Friends of the Landfill Resolution 2021-01 that recommends a change to the landfill hours. This will allow employees to have time off on the weekend.

Gregg Marxmiller:

- Stated frustration with the comprehensive plan not moving forward, understanding budgetary constraints.

Aksel Buholm:

- Commented on CDC guidelines and the possibility of opening city facilities up.
- Noted that BBAHC’s EOC has been disbanded.
- Spoke in favor of reevaluating the city’s operating plan before July 4th.

Chris Napoli:

- Stated he will be attending the next meeting at city hall.

MAYOR’S COMMENTS

- Noted the need to meet with the medical community prior to changing emergency orders. 40% of the population is still at risk. There is concern about taxing medical resources.
- Mentioned getting meetings / work done in June to allow no meetings in July per code.
- Stated the lobbyist is retiring and the contract ends in June. There is currently no plan for a replacement. The City Manager has state and federal connections.
- Commented Senator Murkowski will be in Dillingham tomorrow.
- A moment of silence was observed for those lost since the last meeting.

ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:06 p.m.

Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Date approved: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-16

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL SUPPORTING THE AIRPORT FENCE AND ACCESS ROAD

WHEREAS, The City of Dillingham is a 1st Class City incorporated city in Alaska; and

WHEREAS, The City of Dillingham is a recognized governing body in the City of Dillingham; and

WHEREAS, The Dillingham airport is a needed part of the local infrastructure that will serve both the social and economic needs of City of Dillingham; and

WHEREAS, The Dillingham airport fence is in need repairs and replacement due to displacement from frost heave; and

WHEREAS, The Dillingham airport fence becomes overtopped with snow, causing a safety and security risk; and

WHEREAS, The Dillingham airport fence is inaccessible for year-round maintenance; and

WHEREAS, The Dillingham airport would benefit from a maintenance access road to maintain the fence to ensure structural integrity and airport safety and security; and

WHEREAS, The State of Alaska Department of Transportation and Public Facilities is committed to work closely with the community of Dillingham to plan the airport project.

NOW THEREFORE BE IT RESOLVED THAT the City of Dillingham fully supports the State of Alaska's efforts to replace the airport fence and construct a maintenance access road at the Dillingham airport.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 17, 2021.

ATTEST:

Alice Ruby, Mayor
[SEAL]

Lori Goodell, City Clerk

June 11, 2021

Manager's Report to Council

From: Chris Hladick, Interim City Manager

Week of June 7.

1. **Senator Murkowski:** I had a phone call with the Senator to go over our projects in the harbor. I let her know our first priority is the replacement of the floats and utility extensions and secondarily the Outer Breakwater which is a Corps of Engineers project.
2. **Cash Flow Statement:** Anita Fuller is working on a cash flow statement for the council to answer the question of whether or not we can expend \$2M out of General Fund Balance in the coming year. The last two months have been negative and we have burned through \$500,000 in cash. This means more money is going out the door than coming in in revenue. More on this issue by council time.
3. **Vehicle Asset Files:** There are no asset files for the vehicle. The landfill Bobcat was insured for \$20,000 but as you will see a new one will cost \$70,000. I am now suspect that all our assets are undervalued and were done so purposefully to save money on insurance. We will be reviewing everything with a fine tooth comb.
4. **ARP funding:** As you are probably aware the America Recovery Plan funding is held up due to a State requirement that the Legislature approve the disbursement. You have a resolution in your packet that is worded to empower me to accept the funds and execute any documents necessary. I believe this is a more prudent method for the resolution otherwise we will have to wait for the final number from the legislature and then have a hurry up council meeting to approve.
5. **State of Alaska Airport lease for fire department:** As you know we have an addition near completion for the Lake Road Fire Station. Our lease for Airport building expired May 26. I asked for and was granted an extension to the end of August. We will need to clean out the building at the Airport no later than the end of August.
6. **State of Alaska down town rehab project:** The Water and Sewer department does not have the blue prints they would like to have for down town services within the ADOT project. The contractor is finding appurtenances not on the plans. The good news is when they are done we will know where everything is. We should guard that information like its gold.
7. **Landfill:** You may have seen the PSA's regarding the landfill hours of operation, fish disposal area available, and incinerator firing back up, we are asking people to separate. And we got good news regarding the burned down shop building. An engineer has looked at the concrete and says it can be used again. This is great news. Now we need to remove the insulated panels and have the steel superstructure evaluated.

8. **Lagoon Aeration Project:** We are moving ahead with an RFP on the project. This project will be funded by an ADEC SRF loan which includes some forgiveness for the city's portion. I believe the council has seen this project before but let me know if you would like further information.
9. **Covid EO:** I will be meeting with Richard Thompson early next week to draft an EO with regard to Covid. Virus cases are on a downward trend and we need to discuss how to ramp down the EOC, which I propose to close down on June 30, 2021. There will more than likely be tasks that need to continue, the details we will be working out. So far things are looking good. And we can always ramp up our response if there is a break out of cases as seen recently in Ketchikan. Richard continues to process travel forms.



CODE REVIEW COMMITTEE MEETING

Thursday, March 11, 2021 at 7:00 PM

MINUTES

CALL TO ORDER

Chairman Napoli called the meeting to order at 7:02 p.m.

ROLL CALL

PRESENT

Committee Member Aksel Buholm

Committee Member Alice Ruby

Chair Chris Napoli

Committee Member Gregg Marxmiller

Committee Member Lori Goodell

Committee Member Gregg Brelsford

APPROVAL OF MINUTES

1. Approve Minutes of January 28, 2021.

MOTION: Alice Ruby moved, Lori Goodell seconded the motion to approve the minutes of January 28, 2021.

VOTE: Approved by unanimous consent.

APPROVAL OF AGENDA

MOTION: Gregg Marxmiller moved, Alice Ruby seconded the motion to approve the agenda as presented.

VOTE: approved by unanimous consent.

UNFINISHED BUSINESS

2. Task List

The Code Review Task List was reviewed and updated.

- Sales tax exemption, lease, to be researched and evaluated at the next meeting.
- Review personal v commercial use of fishing vessels to be removed.
- Sales tax code update has been completed, remove item.
- Casual/isolated sales to remain on list. Will reassess information after a 'normal' year to see if this is still an issue.

3. Evaluate DMC 8.18 and 8.30

MOTION: Alice Ruby moved, Gregg Marxmiller seconded the motion to move the ordinance forward to the city council and recommend to adopt.

Control Office definition will be updated to reflect Alcohol & Marijuana Control Office.

VOTE: Approved by unanimous consent.

NEW BUSINESS

4. DMC 8.16, Enhanced 911 System

City boundaries are defined in Dillingham Municipal Code, Title 1.

MOTION: Alice Ruby moved, Gregg Marxmiller seconded the motion to forward the ordinance to city council and recommend to adopt.

VOTE: Approved by unanimous consent.

5. Friends of the Landfill – Paul Liedberg presentation

- Friends of the Landfill Committee will finalize a formal proposal regarding an electronics fee schedule.
 - Environmental Health programs will be taken into consideration.
 - Commercial v individual use to be specified, (larger items v small items).
 - Tribal entities maybe able to provide help with funding.
 - Consideration for businesses that experience items left in their dumpsters discussed.

PUBLIC COMMENT/COMMITTEE COMMENTS

Gregg Brelsford: Stated the Public Works Director is no longer with the City of Dillingham.

Chris Napoli: Thanked all for their good work, noting items were cleared off the task list.

ADJOURNMENT

The meeting was adjourned at 7:48 p.m.



Chris Napoli, Chair

ATTEST:



Lori Goodell, City Clerk

Approval Date: June 10, 2021

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-12

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING THE YEAR END AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2020

WHEREAS, the Dillingham Municipal Code Section 4.04.050 calls for an “Independent Annual Audit”; and

WHEREAS, the City Council appointed Altman, Rogers and Co. to audit the FY2020 financial statements; and

WHEREAS, Altman, Rogers and Co. audited the financial statements for the fiscal year ending June 30, 2020, and rendered the opinion that the financial statements present fairly, in all material respects, the respective financial position, changes in financial position, and respective budgetary comparison of the City of Dillingham; and

WHEREAS, Monica Langel of Altman, Rogers and Co. reviewed the Basic Financial Statements, Supplementary Information and Single Audit Reports at a Workshop of the City Council held on June 3, 2021, attending by way of teleconference; and

WHEREAS, the City Council intends to formally accept the FY2020 audited financial statements by this action;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the work of Altman, Rogers and Co., and the audited financial statements for the fiscal year ending June 30, 2020 be accepted.

PASSED and ADOPTED by the Dillingham City Council on June 17, 2021.

Alice Ruby, Mayor

[SEAL]

ATTEST:

Lori Goodell, City Clerk

CITY OF DILLINGHAM, ALASKA

Letter to the Governing Board

Year Ended June 30, 2020

CITY OF DILLINGHAM, ALASKA

Letter to the Governing Board

Year Ended June 30, 2020

June 3, 2021

Honorable Mayor and Members of the City Council
City of Dillingham, Alaska
Dillingham, Alaska

We have audited the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Dillingham, Alaska for the year ended June 30, 2020 and the related notes to the financial statements which collectively comprise the City of Dillingham, Alaska's basic financial statement. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards, the Uniform Guidance*, and the *State of Alaska Audit Guide and Compliance Supplement for State Single Audits*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 5, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies and Transactions

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Dillingham are described in Note I to the financial statements. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

All opinion units:

Management's estimate of the collectability of accounts receivable is based on historical collections. We evaluated the key factors and assumptions used to develop the estimate of collectability of accounts receivable in determining that it is reasonable in relation to the financial statements taken as a whole.

Government-wide opinion unit:

Management's uses estimates to calculate the liability for the closure of the landfill and post closure costs. These estimates are based on engineering surveys. We evaluated the key factors and assumptions used to develop the estimation of the liability for the closure of the landfill and any post closure costs to determine its reasonableness in relation to the financial statements taken as a whole.

Management's estimate of the useful lives and depreciation is based on the expected life of an asset. We evaluated the key factors and assumptions used to develop the useful lives and depreciation expense in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimates of the City's proportionate share of the collective net pension and OPEB liabilities and assets and related deferred outflows and inflows of resources are based on information furnished by the State of Alaska and actuarial reports generated during the audit of the Public Employees' Retirement System. The amortization of these deferrals is based on guidance provided by the Governmental Accounting Standards Board. We evaluated the key factors and assumptions used to develop the estimates of the City's proportionate share of the collective net pension liability and deferred outflows and inflows of resources and related amortization in determining that it is reasonable in relation to the financial statements as a whole.

Financial Statement Disclosures

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The following material misstatements were detected as a result of audit procedures and were corrected by management:

- \$17,305 to reduce accounts payable and expenditures.
- \$55,531 to book transfers between the State of Alaska loan program fund and a capital project fund in order to reflect prior year expenditures that were covered by the loan program.
- \$365,820 to increase a State cost reimbursable grant revenue and receivables. (4424)
- \$212,874 to decrease a State cost reimbursable grant revenue and receivables. (4450)
- \$1,108,199 to decrease a State cost reimbursable grant revenue and receivables. (3822)
- \$92,807 to adjust forfeitures.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 3, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the City’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Accounting Assistance

As part of our engagement, we drafted the basic financial statements of the City from the City’s accounting records; however, management of the City was involved in the drafting process and retains responsibility for the basic financial statements.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Internal Control Matters

See the Financial Statements, Compliance Section for definition and descriptions of deficiencies, significant deficiencies, material weaknesses and any reported findings.

Major Issues Discussed with Management Prior to Retention

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Supplementary Information Accompanying the Financial Statements

We applied certain limited procedures to the Public Employees’ Retirement System schedules and Debt Service Fund Budgetary Comparison Schedule, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on Schedule of State Financial Assistance, Schedule of Expenditures of Federal Awards, and combining statements, schedules, and other information described as additional supplementary information in the table of contents, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of City Council and management of the City of Dillingham, Alaska and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Altman, Rogers & Co.

Anchorage, Alaska

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-14

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

WHEREAS, the City of Dillingham is a first class city and a subdivision of the State of Alaska, and an eligible recipient of ARPA funds; and

WHEREAS, on March 19, 2020, under Resolution 2020-11, the City declared a public health disaster emergency due to the Coronavirus Disease 2019 (COVID-19) pandemic; and

WHEREAS, in order to respond to the COVID-19 pandemic, the City has had to expend significant resources; and

WHEREAS, the threat of the spread of COVID-19 in Dillingham has significantly affected City residents, businesses, and community organizations; and

WHEREAS, the City accepts all funds applicable for the benefit of the City of Dillingham by the State of Alaska pursuant to ARPA; and

WHEREAS, the City wishes to provide the above-described funds for the City of Dillingham and its residents, businesses, and organizations directly affected by the COVID-19 pandemic.

NOW THEREFORE BE IT RESOLVED, the Dillingham City Council accepts ARPA Funds in the amount of \$569,000 and authorizes its City Manager to execute any applicable DCCED grant agreement to expend funds consistent with ARPA requirements and any applicable grant agreements.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 17, 2021.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2021-15

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PROCUREMENT REQUIREMENTS TO PURCHASE A BOBCAT FOR THE LANDFILL

WHEREAS, for regular operations the landfill utilizes a bobcat loader; and

WHEREAS, on January 3, 2021 the City of Dillingham's Landfill experienced a fire; and

WHEREAS, the landfill bobcat was destroyed in the fire and needs to be replaced for continued efficient landfill operations; and

WHEREAS, the City of Dillingham received insurance coverage for the loader; and

WHEREAS, the cost of a loader will exceed the amount received from the insurance company; and

WHEREAS, it has been determined that a new loader coming from Anchorage is available from one source; and

WHEREAS, if a new loader is purchased the City is asking to waive the purchasing restrictions based on the criteria outlined in DMC 4.30.130, Exemptions A. 3, To supplies, materials, equipment or contractual services which can only be furnished by a single dealer, or which have a uniform published price, and Exemption; and

WHEREAS, quotes for a used loader are being gathered; and

WHEREAS, if a used loader is purchased the City is asking to waive the purchasing restrictions based on the criteria outlined in DMC 4.30.130, Exemptions B. 5. The purchase involves used heavy equipment.

NOW, THEREFORE, BE IT RESOLVED the Dillingham City Council waives the purchasing restrictions as stated above to purchase a bobcat loader in an amount not to exceed \$70,000;

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 17, 2021.

ATTEST:

Alice Ruby, Mayor
[SEAL]

Lori Goodell, City Clerk

City of Dillingham
Fiscal Note

Agenda Date: June 17, 2021

Purchase of bobcat loader to replace equipment destroyed in landfill shop fire

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$70,000		FUNDING SOURCE City of Dillingham	
FROM ACCOUNT 2200 7620 30 81 0000 0 Landfill - Major Equipment		Project	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	6/11/2021

EXPENDITURES

OPERATING	FY21	FY22	FY23	FY24
2200 7620 30 81 0000 0		\$ 70,000.00		
TOTAL OPERATING	\$ -	\$ 70,000.00	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

Special Revenue Fund		\$ 50,000.00		
(Not Budgeted)				
Insurance Proceeds		20,000.00		
(Not Budgeted)				
TOTAL FUNDING	\$ -	\$ 70,000.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

PREPARED BY: Anita Fuller

June 11, 2021

DEPARTMENT: Finance

APPROVED BY: _____

NON-CODE ORDINANCE

Introduced: June 3, 2021

Public Hearing Scheduled for: June 17, 2021

Enacted: June 17, 2021

CITY OF DILLINGHAM, ALASKA
ORDINANCE NO. 2021-06

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE FY 2022 CITY OF DILLINGHAM BUDGET

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY22 to the City Council in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

WHEREAS, duly advertised public workshops 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 2022 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles. The City Council should have the power to transfer appropriated monies from one General Government Fund or Special Revenue Fund to another and from one Capital Project to another by resolution and the City Manager should have the power to transfer funds from one line item object to another object code within a fund and within a Capital Improvement Project; and

WHEREAS, additional FY 2022 funds are available for appropriation by ordinance;

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

1. The FY 2022 Operating Budget and Capital Improvement Budget as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2022.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from one 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 object code 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 \$ 16,666,865 .

Section 4. Revenues

General Fund

Taxes	
General Sales Taxes	2,500,000
Remote Sales Taxes	500,000
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	2,097,413
Personal Property Taxes	482,872
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)	460,000
Jail Contract Revenue	535,367
Ambulance Fees	55,000
Lease and Rental Income	35,000
Administrative Overhead	220,625
PERS on Behalf	231,326
PERS Forfeiture Fund	67,033
All Other Revenues	202,200

Total General Fund Revenues

8,876,536

Special Revenue & Other Funds Revenues

Water	233,224
Waste Water	464,124
Landfill	270,429
Port – Dock	735,042
Port – Harbor	170,580
Asset Forfeiture	2,000
E-911	65,000

Senior Center (Includes grants)	185,746	
Library Grants	100,379	
Debt Service	30,000	
Mary Carlson Estate	4,000	
Bond Revenue	0	
Total General Fund & Special Revenues	2,260,524	2,260,524

Project Revenue		
ANTHC	155,777	
Curyung - Ice Machine	2,000	
BBEDC Intern	133,193	
SOA SRF Loan - Lagoon Aeration	670,000	
SOA SRF Loan - Waterfront	88,125	
SOA SRF Loan - W/S Rate Study	60,000	
SOA SRF Loan - Wastewater Plan	70,000	
SOA SRF Loan - Landfill	59,621	
Insruance Proceeds - Landfill Shop	350,000	
Total General Fund & Special Revenues	1,588,716	1,588,716
TOTAL REVENUES		12,725,776

Section 5. Transfers

Transfers from General Fund to Other Funds		
Water	19,731	
Wastewater	0	
Landfill	386,117	
Harbor	0	
Senior Center	167,689	
Ambulance Replacement	49,500	
Equipment Replacement	0	
Capital Projects	140,981	
SRF Loans Payments	47,400	
Streets Bond Payment	206,750	
Firehall Bond Payment	46,000	
School Bond payment	1,066,250	
Total Transfers from Gen. Fund	2,130,418	2,130,418

Transfers from Dock Fund to Harbor Funds		
Harbor Operations	47,736	
Ice Machine	0	
Bathhouse	14,000	
Total Transfers from Dock Fund	61,736	61,736

Transfers from Department to Department		
From E-911 to Dispatch	55,468	
Total Transfers between Departments		55,468
TOTAL TRANSFERS		<u>2,247,622</u>
TOTAL REVENUES AND TRANSFERS		<u><u>14,973,398</u></u>

Section 6. Appropriations.

General Fund Government Operations

City Council	45,330	
City Clerk	134,861	
Administration	492,228	
Finance	742,817	
Legal	60,000	
Insurance	262,000	
Non-Departmental	103,800	
Planning	274,666	
Foreclosures	6,000	
IT	217,385	
Meeting Hall	800	
PS Administration	187,644	
PS Dispatch	554,688	
PS Patrol	1,030,286	
PS Corrections	715,440	
PS DMV	55,797	
PS Animal Control Officer	113,140	
PS Fire Department	368,277	
PS Volunteer Fire Donation	15,000	
PS EOC	52,107	
PW Administration	393,788	
PW Buildings & Grounds	312,217	
PW Shop	479,165	
PW Streets	456,939	
Library	155,802	
City School District	1,300,000	
Transfer Subsidy for Special Revenue	2,130,418	
Total General Fund Appropriations		10,660,595

Special Revenue & Other Funds Appropriations

Water	252,955
Waste Water	291,200
Landfill	656,546
Port-Dock	735,042
Port-Harbor	237,822
Port Harbor – Ice Machine	5,200
Port Harbor – Bathhouse	14,500
E-911	55,468
Senior Center	353,435

Library Grants	100,379	
BBEDC Intern Grants	133,193	
Mary Carlson Estate	2,146	
Ambulance Replacement Fund	10,000	
Bond Projects	0	
Debt Service	1,396,400	
Equipment Replacement/Reserve	-0-	
Capital Project (Planning) Fund	1,761,984	
Total Special Rev & Other Appropriations	6,006,270	
TOTAL APPROPRIATIONS		16,666,865

Total Revenues and Transfers	14,973,398	
Total Appropriations	16,666,865	
Net Increases (Decreases) to Fund Balance	(1,693,467)	

Section 7. Fund Balance Explanation

\$23,206 will be drawn down from the Harbor fund balance
 \$167,480 is from Harbor fire insurance proceeds received in FY19

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 17, 2021.

SEAL

 Alice Ruby, Mayor

ATTEST:

 Lori Goodell, City Clerk