



## **CITY COUNCIL REGULAR MEETING**

Thursday, April 02, 2026 at 7:00 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**

#### **AGENDA**

#### **CITY COUNCIL REGULAR MEETING**

CITY HALL COUNCIL CHAMBERS / 7:00 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 MINUTES**

[1.](#) February 10, 2026

February 20, 2026

March 12, 2026

#### **APPROVAL OF CONSENT AGENDA**

#### **APPROVAL OF AGENDA**

#### **STAFF REPORTS**

2. Strategic Plan Report

[3.](#) City Manager and Staff Reports

[4.](#) Standing Committee Reports

02/12/2026 Code Review Minutes

02/20/2026 Finance and Budget Minutes

(Other committees met, but are not standing committees according to City Code.)

Citizen Committee Appointments

**PUBLIC HEARINGS**

## 5. Public Hearings

- Ordinance No. 2026-03, An Ordinance Amending DMC 3.10.130 to Clarify Retention of Election Materials by Reference to the City's Adopted Records Retention Schedule
- Ordinance No. 2026-04, An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Chapter 2.09, City Council Meetings, and Applicable Provisions Governing All City Boards and Commissions, to Authorize the Use of Unanimous Consent for Actions of the City Council, Boards, and Commissions, with a Recorded Roll Call Vote Required When Unanimous Consent Is Not Achieved, Including When Members Participate Telephonically or by Videoconference

**CITIZEN'S COMMENTS** (Prior Notice or Agenda Items)**ORDINANCES AND RESOLUTIONS**

**6. (Adopt) O 2026-04** :An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Chapter 2.09, City Council Meetings, and Applicable Provisions Governing All City Boards and Commissions, to Authorize the Use of **Unanimous Consent** for Actions of the City Council, Boards, and Commissions, with a Recorded Roll Call Vote Required When Unanimous Consent Is Not Achieved, Including When Members Participate Telephonically or by Videoconference.

**7. (Adopt) O 2026-03**: An Ordinance Amending DMC 3.10.130 to Clarify **Retention of Election Materials** by Reference to the City's Adopted Records Retention Schedule.

**8. (Introduce) O 2026-02** : An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Section 1.16.010, Definitions, to Add a Definition for "Newspaper of General Circulation," "Public Notice," and "Published" or "Publication."

Set Date for Public Hearing for Next Month's Council Meeting (at least five days after newspaper publication)

**9. (Introduce) O 2026-0**: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

Set Date for Public Hearing for Next Month's Council Meeting (at least five days after newspaper publication)

**10. R 2026-11**: A Resolution of the Dillingham City Council to Declare a **Community Clean-up Event May 12–16, 2026**

**UNFINISHED BUSINESS**

- 11.** Executive Session Council Member Concern  
Legal council memo

**NEW BUSINESS**

- 12.** Council Packets and Communications

13. Set Date for Workshop and Special Council Meeting  
For Introduction of Ordinance for Budget Amendment 2  
April 16th?

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

**COUNCIL COMMENTS**

**MAYOR'S COMMENTS**

**ADJOURNMENT**

**INFORMATIONAL ITEMS**

**File Attachments for Item:**

1. February 10, 2026

February 20, 2026

March 12, 2026



## CITY COUNCIL SPECIAL MEETING

Tuesday, February 10, 2026 at 5:30 PM

### MINUTES

*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

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#### CALL TO ORDER

- Mayor Alice Ruby called the meeting to order at **5:30 p.m.**

#### ROLL CALL

##### Present:

- Jean Barrett
- Steven Carriere
- Curt Armstrong
- Kaleb Westfall
- Alice Ruby, Mayor

##### Arrived After Roll Call:

- Triston Chaney (arrived at 5:33 p.m.)
- Kevin McCambly (arrived at 5:35 p.m.)

##### Staff Present:

- Jack Savo Jr., Acting City Manager
- Abigail Flynn, City Clerk
- Anita Foran, Finance Director
- Tracy O'Malley, Police Chief

#### PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was recited.

#### APPROVAL OF AGENDA

**Motion:** Approve the agenda.

- Moved by: Steven Carriere
- Seconded by: Jean Barrett

**Vote:** Motion passed unanimously by voice vote.

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

- Dan Boyd asked whether council members who are out of town receive their meeting packets electronically.
- The Mayor responded that packets may be sent electronically; however, technical issues had prevented them from being opened.

### **SPECIAL BUSINESS**

#### 1. City Manager Selection

EXECUTIVE SESSION (for the purpose of discussing applicants to the position of City Manager)

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;

#### **A. Executive Session – City Manager Applicants**

**Motion:** Enter Executive Session pursuant to DMC 2.09.050(A)(2) for the purpose of discussing applicants for the position of City Manager.

- Moved (to go into and to come out of) by: Steven Carriere
- Seconded (to go into and to come out of) by: Jean Barrett

**Vote:** Motion carried unanimously by voice vote.

#### **Executive Session:**

- Began at 5:45 p.m.
- Ended at 6:52 p.m.

#### **B. Removal of Tabled Motion**

Following return from Executive Session, **Jack Savo Jr., Acting City Manager**, advised the Council that the motion under consideration was identical to a previously tabled motion and must first be removed from the table before action could be taken.

**Motion:** Remove the previously tabled motion from the table.

- Moved by: Steven Carriere
- Seconded by: Jean Barrett

**Vote:** Motion carried unanimously by voice vote.

### C. City Manager Appointment

**Motion as restated by the Mayor:** Direct the Mayor to offer the position of City Manager to **Jack Savo Jr.** and authorize the Mayor to negotiate a contract to bring back to the Council for approval.

**(Clerk's note:** this restatement does not match the original motion that stated "Motion to direct the Mayor to enter into negotiations with Jack Salvo Jr. for the position of City Manager.")

#### Conflict Disclosure:

- Councilmember Curt Armstrong disclosed that Jack Savo Jr. is his nephew.
- The Mayor determined that no financial conflict of interest existed.

#### Roll Call Vote:

- Triston Chaney – Yes
- Jean Barrett – Yes
- Steven Carriere – Yes
- Curt Armstrong – Yes
- Kaleb Westfall – Abstained
- Kevin McCambly – No

**Result:** Motion carried, 4 Yes, 1 No, 1 Abstention.

#### Motion Carried

### COUNCIL COMMENTS

- Appreciation was expressed to City staff and the Public Works crew for their response to a recent water issue and for their overall performance.
- Concern was raised regarding packet distribution, with a request for greater attention to detail in the future.

### MAYOR'S COMMENTS

- Mayor Ruby offered condolences to Councilmember Westfall on the loss of a family member.
- At the request of a council member, a moment of silence was observed in recognition of those lost and in support of Councilmember Westfall and his family.

### ADJOURNMENT

- The meeting adjourned at approximately **7:00 p.m.**

ATTEST:

\_\_\_\_\_  
Abigail Flynn, City Clerk  
[SEAL]

\_\_\_\_\_  
Date of Approval



## CITY COUNCIL SPECIAL MEETING

Friday, February 20, 2026 at 6:30 PM

### MINUTES

*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 / 6:30 p.m.

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

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#### CALL TO ORDER

- Mayor Alice Ruby called the meeting to order at 7:17 p.m. (Due to problems with the microphones, the meeting started late)

#### ROLL CALL

Present:

- Triston Chaney – Present
- Jean Barrett – Present (via Zoom)
- Steven Carriere – Present
- Curt Armstrong – Present
- Kevin McCambly – Arrived at 7:20 p.m. (via Zoom)
- Alice Ruby, Mayor – Present

Absent:

- Kaleb Westfall – Absent (unexcused)

Staff Present:

- Jack Savo Jr., Acting City Manager
- Abigail Flynn, City Clerk
- Anita (Finance)

Quorum established

#### PLEDGE OF ALLEGIANCE

- The Pledge of Allegiance was recited.

#### APPROVAL OF AGENDA

- Motion by Steven Carriere to approve the agenda.
- Second by Triston Chaney.

## Vote:

- Triston Chaney – Yes
- Jean Barrett – Yes
- Steven Carriere – Yes
- Curt Armstrong – Yes
- Kevin McCambly – Absent

Motion passed unanimously by members present.

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

- No citizens were present to address the Council.

**SPECIAL BUSINESS**

1. Resolution 2026-06: City Manager Contract for Jack Savo Jr

## Motion:

- Motion by Steven Carriere to approve Resolution 2026-06, accepting the City Manager contract for Jack Savo Jr.
- Second by Jean Barrett.

## Discussion:

- Mayor Ruby reported she worked with City Attorney Sam Severn to draft the contract in accordance with Council direction, ensuring total compensation did not exceed the authorized amount, inclusive of benefits.
- Benefits referenced are consistent with those provided under the City's personnel policy for full-time employees.
- The contract includes formal evaluation provisions requiring the City Manager to notify Council when evaluations are due. Any wage increases may be considered based on evaluation results; no automatic increases are included.
- Kevin McCambly stated he had not received follow-up responses regarding concerns he previously raised.
- Curt Armstrong disclosed that Jack Savo Jr. is his nephew and stated he does not have a financial interest in the contract. The Mayor determined no conflict of interest existed.
- Discussion occurred regarding the optional executive session listed on the agenda. No motion to enter executive session was made prior to the vote.

## Vote:

- |                         |                        |
|-------------------------|------------------------|
| • Triston Chaney – Yes  | • Curt Armstrong – Yes |
| • Jean Barrett – Yes    | • Kevin McCambly – No  |
| • Steven Carriere – Yes |                        |

Motion passed 4–1.

## Executive Session (Optional)

- Motion by Kevin McCambly to enter executive session.
- No second.
- Motion failed for lack of a second.

2. Resolution 2026-07: Shared Fisheries Business Tax for FY25

Motion:

- Motion by Triston Chaney to approve Resolution 2026-07.
- Second by Steven Carriere.

Discussion:

- Staff explained the resolution allows the City to accept Shared Fisheries Business Tax funds distributed by the State under the DCRA allocation formula.
- Without adoption of the resolution, the City would be unable to accept the funds without a budget amendment.
- The formula distributes 40% equally among eligible municipalities and 60% on a per capita basis, based on a longstanding agreement among Bristol Bay municipalities.
- An extension had been granted to February 28, 2026, for passage of the resolution.

Vote:

- Triston Chaney – Yes
- Jean Barrett – Yes
- Steven Carriere – Yes
- Curt Armstrong – Yes
- Kevin McCambly – Yes

Motion passed unanimously.

**COUNCIL COMMENTS**

Council members congratulated Jack Savo Jr. on his appointment and expressed support and confidence in the City’s direction moving forward. Concerns were also raised regarding hiring procedures, communication among Council members, Open Meetings Act considerations, and notification procedures for the special meeting. One council member asked for verbatim comments throughout the meeting.

**MAYOR’S COMMENTS**

- Mayor Ruby congratulated Jack Savo Jr. and expressed appreciation to Council members for their time and participation.

**ADJOURNMENT**

- Meeting adjourned at 7:38 p.m.

ATTEST:

\_\_\_\_\_  
 Abigail Flynn, City Clerk  
 [SEAL]

\_\_\_\_\_  
 Date of Approval



**6:15 PM: WORKSHOP ON AMBULANCE RATE STUDY,  
7:00 PM: SPECIAL CITY COUNCIL MEETING (AMEMDED)**

Thursday, March 12, 2026 at 7:00 PM

**MINUTES**

*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**

**AGENDA (Amendment 1)**

**CITY COUNCIL SPECIAL MEETING**

CITY HALL COUNCIL CHAMBERS / 7:00 p.m.

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

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**WORKSHOP ON AMBULANCE RATE STUDY AT 6:15 PM IN THE COUNCIL CHAMBERS**

The workshop started at 6:15 pm and was attended by Jean, Alice, curt, Jack, Kaleb, Kevin, Steve and City Clerk. Latecia Swift and Scott Runzo presented on behalf of EMS.

**Special Council Meeting:**

**CALL TO ORDER**

- Meeting called to order at 7:00 PM

**ROLL CALL**

**Present:**

- Alice Ruby, Mayor
- Steven Carriere (via Zoom)
- Curt Armstrong
- Kaleb Westfall
- Jean Barrett (via Zoom)
- Kevin McCambly (via Zoom; arrived in person at 7:02 PM)

**Absent:**

- Tristan Chaney (absent, unexcused; arrived later during Staff Reports at 8:00 pm)

**Quorum established**

**PLEDGE OF ALLEGIANCE**

- Conducted

**APPROVAL OF MINUTES**

## 1. Minutes

**Block Motion**

- Motion: Westfall moved to approve the February 5, February 10, and February 20, 2026 minutes as presented
- Second: McCambly

**Discussion:**

- Format of action minutes vs. verbatim records
- Inclusion and removal of clerk notes
- Abstention procedures and documentation
- Application of Robert's Rules of Order
- Consistency with prior meeting minutes
- Accuracy and completeness of record

**Motion to Call the Question**

- Motion: Carriere moved to call the question
- Second: Barrett

**Vote:**

- Yes: Barrett, Carriere
- No: Armstrong, Westfall, McCambly
- **Motion Failed**

**Vote on Original Block Motion****Vote:**

- Yes: Barrett, Carriere, Armstrong
- No: Westfall, McCambly
- **Motion Failed (3–2)**

**February 5, 2026 Regular Meeting**

- Motion: Westfall moved to approve the February 5, 2026 minutes
- Second: McCambly

**Corrections:**

- Typographical correction noted
- Replace "Snake" with "Snag"

**Vote:**

- Yes: McCambly, Westfall, Barrett, Armstrong, Carriere
- **Motion Carried:** Passed (5–0)
- **Minutes Approved**

**February 10, 2026 Special Meeting**

- Motion: Carriere moved to approve the February 10, 2026 minutes

- Second: Barrett

**Vote:**

- Yes: Carriere, Armstrong, Barrett
- No: McCambly, Westfall
- **Result:** Failed (3–2)

**February 20, 2026 Special Meeting**

- Motion: Carriere moved to approve the February 20, 2026 minutes
- Second: Barrett

**Vote:**

- Yes: Carriere, Armstrong, Barrett
- No: McCambly, Westfall
- **Result:** Failed (3–2)

**APPROVAL OF CONSENT AGENDA**

- none

**APPROVAL OF AGENDA**

- Motion: Carriere moved to approve the agenda
- Second: Barrett

**Vote:**

- Yes: Carriere, Armstrong, Westfall, McCambly, Barrett
- Result: Passed unanimously

**STAFF REPORTS**

2. Strategic Plan Report

City Manager and Staff Reports

- Department operations and staffing levels
- Strategic plan implementation
- Department operations and staffing levels
- Staffing and recruitment challenges
- Public safety activity (fire/EMS)
- Public works operations and maintenance
- Equipment and operational capacity
- Seasonal and operational readiness
- Snag Point erosion project and FEMA coordination
- Federal funding delays and status updates
- Grant funding and project coordination
- Senior Center transition and services
- Reports received

Standing Committee Reports

- Finance and Budget Committee report (January 21, 2026)

- Code Committee report (December 17, 2025)
- Ongoing committee activities

#### Citizen Committee Appointments

3. Open positions at this time: Library Advisory Board (2), Senior Advisory Committee (7), Friends of the Landfill (2)
  - Letter of interest: Nate Carlow
  - Motion: Westfall moved to appoint Nate Carlow to the Library Advisory Board
  - Second: Carriere
  - Vote: Unanimous
  - **Motion Carried**

#### PUBLIC HEARINGS

4. O 2026-01 Disposal of an interest in municipal real property by lease at 307 W Main St to AML (public hearing)
  - Public hearing opened and closed
  - No testimony

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

5. Davis request
  - Request regarding memorial property at Snag Point
  - No action taken

#### ORDINANCES AND RESOLUTIONS

6. O 2026-01: Disposal of an interest in municipal real property by lease at 307 W Main St to AML (adoption)
  - Motion: Westfall moved to adopt Ordinance 2026-01
  - Second: Carriere
  - Vote: Unanimous
  - **Motion Carried**
7. O 2026-02: DMC 4.20.020 & 4.30.100 Newspaper and Publication (introduction)
  - No action taken, (title of ordinance on agenda doesn't match attached document)
8. O 2026-03: DMC 2.01.100 Retention of Election Materials (introduction)
  - Motion: Westfall moved to introduce Ordinance 2026-03 and set a public hearing
  - Second: McCambly
  - Discussion: Scheduling of public hearing
  - Vote: Unanimous
  - **Result:** Motion carried
  - **Public Hearing Scheduled:** April 2026 Regular City Council Meeting
9. O 2026-04: DMC 2.09 Action by Unanimous consent (introduction)
  - Motion: Carriere moved to introduce Ordinance 2026-04 and set a public hearing

- Second: Barrett
- Discussion: Scheduling of public hearing

**Vote:**

- Yes: Chaney, Barrett, Carriere
- No: Armstrong, Westfall, McCambly
- Mayor Ruby: Yes
- **Result:** Motion carried (4–3)
- **Public Hearing Scheduled:** April 2026 Regular City Council Meeting

## 10. R 2026-05 AM: Increase Ambulance Fees (amended)

- Motion: Westfall moved to adopt Resolution 2026-05, as amended
- Second: Carriere
- Discussion:
  - Ambulance fee structure
  - Cost recovery and service funding
  - Impact on users and operations

**Vote:**

- Yes: Chaney, Barrett, Carriere, Armstrong
- No: Westfall, McCambly
- **Result:** Motion carried (4–2)

## 11. R 2026-08 (AM): Accepting the EPA Federal Appropriation for the landfill (Amended)

- Motion: Westfall moved to adopt Resolution 2026-08
- Second: Carriere
- Discussion:
  - Acceptance of EPA funding
  - Landfill project funding source

**Vote:**

- Yes: Chaney, Barrett, Carriere, Armstrong
- No: Westfall, McCambly
- **Motion carried** (4–2)

## 12. R 2026-09 (AM): Resolution authorizing the use of the EPA Federal Appropriation for the landfill (Amended)

**Main Motion:**

- Motion: Barrett moved to adopt Resolution 2026-09
- Second: Carriere
- Discussion:
  - Use of EPA funds for landfill-related projects
  - Landfill project needs and funding priorities
  - Financial obligations and long-term costs
  - Timing of expenditure decisions
  - Need for additional information prior to action

**Motion to Table:**

- Motion: McCambly moved to table
- Second: Westfall

**Vote on Motion to Table:**

- Yes: McCambly
- No: Barrett, Carriere, Armstrong, Westfall, Chaney
- **Result:** Motion failed

**Vote on Main Motion:**

- Yes: Carriere, Armstrong, Barrett, Chaney
- No: Westfall, McCambly
- **Result:** Motion carried (4–2)

## 13. R 2026-10: Set the dates for the Board of Equalization Meetings in 2026

- Motion: Westfall moved to adopt Resolution 2026-10
- Second: Carriere
- Discussion:
  - Scheduling of Board of Equalization meetings
  - Process for handling appeals
- Vote: Unanimous
- **Result:** Motion carried
- **Board of Equalization (Organizational) Meeting Date Set:** April 20, 2026 at 5:30 PM (prior to Finance & Budget Committee Meeting) (Other meetings to be held May 4<sup>th</sup> and 5<sup>th</sup>)

**UNFINISHED BUSINESS****NEW BUSINESS**

## 14. EXECUTIVE SESSION:

- Motion: Carriere moved to table entry into executive session
- Second: Barrett
- Discussion:
  - Whether to enter executive session
  - Timing of executive session

**Vote:**

- Yes: Chaney, Barrett, Carriere, Armstrong
- No: Westfall, McCambly
- **Result:** Motion carried (4–2)

Executive session. The following subjects may be discussed in an executive session, from which the public is excluded: Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion, and specifically a discussion with the Mayor regarding potentially breaching the confidentiality protections of a prior executive session topic. See A.S. 44.62.310(c)(2); DMC 2.09.050(A)(2).

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

- Public comment regarding EPA funding

**COUNCIL COMMENTS**

- Meeting packets and distribution
- Meeting notices and notification procedures
- Tabling of executive session
- Public discussion
- Appreciation and thanks to staff especially water department
- SWAMC

**MAYOR'S COMMENTS**

- SWAMC report
- Training opportunities at the University
- Thanks to volunteers for Beaver Round up and Local Business support for Beaver Round-up
- Moment of silence

**ADJOURNMENT** at 10:01 by the mayor

ATTEST:

\_\_\_\_\_

Abigail Flynn, City Clerk

[SEAL]

\_\_\_\_\_

Date of Approval

**File Attachments for Item:**

3. City Manager and Staff Reports

**Mayor**  
Alice Ruby

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

Tristan Chaney  
Jean Barret  
Steven Carriere  
Curt Armstrong  
Kaleb Westfall  
Kevin McCambly

## MEMORANDUM

**Date:03/26/2026**

**To: Dillingham City Council**

**From: Jack Savo Jr., City Manager**

**Subject: City Manager Monthly Report March 2026**

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**\*Special recognition this month to Lane Ito for his dedication to the library and the community of Dillingham.**

**\*We have been working towards a more cooperative environment in our City, "How can we help". We are not where we want to be in this area but we are closer today than we were yesterday.**

**\*Letter of Commendation Brandon Stephen**

**\*Letter of Commendation Sterling Bailey**

### **Upcoming Events:**

- April 15, 2026, Planning Commission 5:30PM
- April 09, 2026, Code Review Committee 5:30PM
- April 20, 2026, Finance and Budget 5:30PM
- April 02, 2026, Regular City Council Mtg 7:00PM
- June TBD, 2026, School Facility 5:30PM
- April 30, 2026, Friends of the Landfill, 10:00AM
- April 20, 2026, Board of Equalization, 5:30PM
- May 01-03, 2026 ARVO Veterinary Visit
- June 20,2026 Blessing of the Fleet

-Joint School Board and City Council Meeting occurred March 23, 2026, at 5:30PM in the School District Office. Superintendent Aguirre provided a briefing of the School Districts current financial situation along with a FY27 funding summary. City Manager Savo provided a briefing on the City's overall situation from FY25 actuals into FY27 predictions. Discussion was very candid about both entities' financial situations. Limited revenue resources and rising expenditure's both seemed to be the core budget challenges of both the City and School District. The City is currently helping the school with parking lot maintenance, snow removal, and advisory on facility maintenance. A MOU is being developed for FY27 by the Superintendent and the City Manager. This MOU will be a baseline for the continued cooperative effort to take care of our School and our City as a team. Once ready for consideration I will bring before the City Council.

-MOU Committee meeting scheduled for Friday March 27, will brief City Council verbally at this council meeting as well as provide a narrative for public record.

-Required online training is in progress for all City of Dillingham staff, deadline for training completion is March 30. This will help with a substantial reduction in our insurance costs. Training is 73% complete and will be completed prior to the deadline.

-Dillingham Landfill Improvements project is underway.

-Gramma's House water damage cost assessment for fire suppression system pipe break is still being developed, we are waiting on our insurance. Insurance has conducted an inspection of the water damage, we are waiting on a report. This is being tracked closely by this office and we hope to have more information at the meeting May 7, 2026.

-Tribal Exemption for fee-simple property (DMC 4.15.030) is with Code Committee. We are closely tracking a couple on going court cases in Alaska pertaining to this very issue. We do not want to take up legal time and city funds to develop something that may or may not contradict State Statute or any court rulings. This is being closely monitored by staff and will remain a priority item. We are currently working on options and will bring to the Code Committee Meeting April 9, 2026.

-As authorized by resolution 2026-01 RFQ (Request for Qualifications) and criteria sheets are being reviewed for phase two of the new fire station. The RFQ is close to being published. Why an RFQ instead of a RFP (Request for Proposal)? An RFQ is appropriate when you already know what you need, which in our case is a fire hall design. Our primary concern is to select architectural or engineering firm that has demonstrated expertise, relevant project experience, and professional credentials to do the job well. As a reminder, City land ownership of the site has been verified. RFQ set to be posted April 29, 2026.

-BBHA Executive Director has reached out to discuss Gramma's house, we have a meeting scheduled for April 6. Will have a complete narrative of this meeting in the council packet May 7, 2026. At this meeting I will also address once again our desire to draft a MOU with BBHA that covers fire hydrant maintenance as well as the bike path along Lil Larry Road.

### **School Facilities Meeting, next meeting June TBD, 2026**

- The city is currently helping the school with parking lot maintenance, snow removal, and advisory on facility maintenance. A MOU is being developed for FY27 by the Superintendent and the City Manager. This MOU will be a baseline for the continued cooperative effort to take care of our School and our City as a team. Once ready for consideration I will bring it before the City Council.

-Refuse cost was discussed in detail as both of us are experiencing excessive cost in this budget line item. We will continue to discuss this in detail and determine if we can find savings in this line item.

-Other items discussed were rising energy, medical, transportation, and food costs.

-We have made a lot of progress in a short period of time, and I am excited to continue this!

-Working collaboratively with the school going forward will be a benefit to the community.

## Gramma's House

- Quiet Title Claim submitted as authorized by Resolution 2025-05. Once completed this will establish that the City of Dillingham holds clear and accurate record title.
- Quiet Title Claim filed January 05,2026, Judge took 3 weeks to sign the order.
- 60-day period starts at the time the order was signed, period should end March 28,2026
- If there is no intervention by another entity contesting the claim we will move for a summary judgment/default judgment immediately after the 60-day period ends.
- As of March 26, there have been no challenges. As stated, before the period should end March 28,2026.
- Gramma's House water damage cost assessment for fire suppression system pipe break is still being developed, we are waiting on our insurance. Insurance has conducted an inspection of the water damage, we are waiting for a report. This is being tracked closely by this office, and we hope to have more information at the meeting in May.

## RFP 2025-02 Airport Waterline Extension Update:

- Phase 1 Contract with RESPEC approved 11/06/2025
- Phase 1 In person Contract kick off 12/02 – 12/04/2025
- Design Analysis Report completed January 2026, keeping us on track to reach 35% design late May 2026.
- The current system requires upgrades to support expansion, such as additional wells, treatment, storage capacity, and monitoring.
- Estimated ROM (Rough Order of Magnitude) construction cost is \$17.5 Million, we must remember that this is a rough estimate cost at this time, we will have a more accurate estimate when we reach the 35% design phase.
- Next steps include complete 35% schematic design, conduct geotechnical sampling (34 borings planned for March 2026), environmental permitting with ADEC, FAA, and other agencies.
- Staff will pursue additional funding after reaching 35% design phase
- Waterline Extension is registered as a high priority project in the CIP and is also in the State's CAPSIS (Capital Project Submission and Information System) since 2024.
- Due to the identified need for a water storage tank at the boat harbor, additional water distribution system upgrades, and water treatment improvements, the scope of the Airport Water Line design has expanded; a change order of approximately \$130,000 is required to incorporate these elements, which remain within the overall design scope.
- Surveying delays caused by the harsh winter conditions have further impacted the project timeline; staff will bring additional details to the Council prior to formally requesting action on the change order.

## City Clerk:

- Council Funding Considerations (Future Budget Cycle) information provided to gauge interest in staff looking deeper into these two items as we are preparing the FY27 budget
    - Mayor Command, details in the complete City Clerks report
    - KDLG for public announcements such as Foreclosure ads, Local RFP and bid ads, Elections etc.
  - March 16, 2026 was the final day for property redemption.
    - The following properties remain on the foreclosure list:
      - Church of Christ - Braswell B LTR L
      - Estate of Charlie Franklin - Mission B1 L1
      - Estate of Julia Reed - USS 2732 Portion 1, B29 L2
      - Straley, Andrew - Nerka VII B6 L3
  - The 2025 foreclosure list is anticipated to go before Council in May.
  - One request was received on March 19, 2026; it pertained to police records.
  - Limited progress has been made to launch new website
  - Coordinating community clean up event
- Please see the complete report in the upcoming pages of your packet.

### Senior Center – Library:

- 31 service days available during this time. It closed for 2 days City of Dillingham holidays.
- Days opened when meals were served: 29, Total meals served 475, 185 congregate and 290 home delivered
- Days the van ran: 29, with 238 rides provided and 290 meals delivered.
- 2 rentals for events
- The volunteer van driver program has ensured that at home seniors are getting their lunches as well as rides to appointments.

- Library Stats for January 27, 2026 – February 14, 2026
- 613 Patron count 21 desktop computer usages
- 340 Wi-Fi sessions
- 4 Volunteer hours
- 239 total items checked during this reporting period.

- The library was open every scheduled day during this reporting period.
- Library Advisory Board set new hours for March, temporarily increasing the library open hours to 30 hours a week. April open hours are as follows due to staffing shortages:
  - Closed Sunday and Monday
  - Open Tuesday – Thursday 12:00pm – 4:00pm
  - Open Friday 10:00am – 6:00pm (story time at 10:30)
  - Open Saturday 10:00am – 3:00pm

-Both services are very important to our community and staff is making every effort possible to keep these two programs running smoothly to continue this community benefit.

-The need of these two programs continues to come down to adequate funding, which will be discussed in detail during the budget planning.

Please see complete report for additional exciting developments with these two departments!

### HR report:

Total Employees: 58

- 49 full time
- 4 part-time
- 4 on-call
- 1 Seasonal

Open Positions: 8

- 2 Police Officers
- 2 Heavy Equipment Operators
- 1 Fleet Mechanic
- 1 Dispatcher
- 1 Records Specialist
- 1 Assistant Finance Director

-Required online training is in progress for all City of Dillingham staff, deadline for training completion is March 30. This will help with a substantial reduction in our insurance costs. Training is 73% complete and will be completed prior to the deadline.

**Public Safety:**

- Public Outreach continues to be the focus with Chief O'Malley and Officers attending public events
- 5 dogs were taken into the shelter this month.
- When we have animals housed with us it requires ACO Romie to provide care for the animals 7 days per week. We currently have one volunteer at the Animal Shelter which helps tremendously.
- ACO's final portion of training in anchorage has yet to be scheduled.
- PSEA Public Safety Employees Association negotiations continue
  - Management goal is to obtain what is in the best interest of the City of Dillingham.
  - We have not heard back from the Union as of this report writing, however we will continue to work through this.
- Dispatch received a total of 135 calls during this last reporting period the breakdown is included in the Public Safety report following.
- Jail held 11 inmates during this reporting period
- Please see the complete report in the upcoming pages of your packet.

**Fire Department:**

- Total Fire Calls to date in 2026 = 4
- Total EMS calls to date in 2026 = 25
- Fire has completed all the required documents to retain our status as a registered fire department in the state of Alaska for 2026.
- Provided EMS service for the recent Sno Go races
- Fire and EMS are in the process of completing their rectification for the ability to be instructors of CPR
- Ambulance rates increased by resolution 2026-05 and are active as of March 13,2026.
- Fire /EMS Board Members
  - Fire Chief: Koolie Heyano
  - Assistant Fire Chief: Kevin Hardin
  - Medical Squad Director: JJ Larsen
  - Member at Large: Kim Larsen

**Planning:**

- Snag Point Erosion appropriation extension is still waiting for a determination from FEMA. We are confident that an extension will be granted. Once extension is granted, we are prepared to move forward with this project. We still have our weekly meetings with our state FEMA representatives; we are assured that this extension is fully supported by all entities involved and once the Department is opened back up we will see movement on this.
- Planning Commission held a meeting March 11<sup>th</sup>, they are in the process of developing the 2026-2032 Dillingham 2036 Comprehensive Plan is in the public review process, comment period deadline is March 31, 2026.
- CIP 2024-2029
- Below is the list of the top projects from the latest Capital Improvement Program. The CIP is reviewed annually, and new projects may be submitted for review and inclusion.

-1 Downtown Fire Hall Replacement. Estimated	\$14,018,000
-2 Water System Improvements. Phase IV PFAS	\$10,000,000
-3 Wastewater System Upgrades. Improvements beyond the Harbor	\$8,649,519
-4 Harbor Revetments and Breakwater/Emergency Bank Stabilization	\$1,659,000
-5 New Landfill Trash or Ash Cell	\$ 6,500,000
-6 Snag Point Erosion/Sewer Lagoon Bank Stabilization	\$4,800,000
-7 Replace one well at the Landfill for Ground Water Monitoring	\$89,500
-8 Repair Landfill Shop	\$1,300,000

Please see complete report for a detailed outline of the many things happening in our Planning Department.

**Public Works:**

- Public works crew strategy of cross training employees on equipment has proven effective and beneficial to the City and has aided in keeping the roads and facilities open throughout the winter.
- Progress has been made in implementation and population of our work and asset management software program. This is a program that will have constant implementation and updates. We hope to have this running in tandem with our existing systems NLT Spring 2026.
- Projects currently in progress are the Landfill Upgrade, Airport Waterline Extension, and an Energy Efficiency program through Alaska Municipal League (AML). Quotes are under EPA for review to ensure compliance with funding terms. We acquire quotes and engaging engineering services for the landfill to identify best practices given our location, scope, and needs. The Airport waterline is on course. A reoccurring meeting with Respec took place. Where we discussed analysis findings and potential next steps forward. Survey work will begin shortly.
- Please see the complete report in the upcoming pages of your packet.

**Finance:**

- January Statistics: as of date of report.
  - Cash Receipts: \$1,898,884.54
  - All Payments: \$1,228,336.14 (includes \$309,907.86 for 2 payrolls & 2supplements).
- February Statistics: as of date of report.
  - Cash Receipts: \$589,861.85
  - All Payments: \$883,117.24 (includes \$265,638.51 for 2 payrolls & 2supplements).
- Loan, Grants or Contract list has been established which also includes reporting status, this will give the staff the ability to monitor this effectively and efficiently. We want to be certain that the City is getting the best value.
- FY25 Audit – Auditors have scheduled the final report to be drafted by the end of April. No determinations have been made at this time.
- Past council question: What is the recommended reserve amount for the City of Dillingham? It is recommended to have 3 months of revenue to cover operational expenses. The recommended amount is an estimated \$3,500,000.00 and will cover payroll costs and basic operations for three months. This is based on a review of the last three years.
- Please see the complete report in the upcoming pages of your packet.

**Port:**

- Submitted application for BBEDC seasonal employee
- Work continues with PND to acquire all permits for PIDP Grant, title IX compliance paperwork completed, likely able to move forward with a “no impact” determination for Harbor project. Currently close out is estimated for Spring 2028.
- Work with PND Engineering to acquire all necessary permits for PIDP Grant
  - Expecting 35% design submittal in May
  - Likely able to move forward with “no impact” determination for Harbor project which, if it is made, should streamline the NEPA, NMFS, and USFW permitting
  - EA approximately 50% complete
  - Awaiting MARADs approval of scope modifications
  - Estimated NEPA completion August 2026
  - Current estimated project closeout: Spring 2028
- Updated project timeline included in Port Directors report
- Draft Grant Agreement expected soon

**Individual Department reports follow this, please read through and see the last month’s accomplishments.**

**Mayor**  
Alice Ruby

**Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

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

## MEMORANDUM

**Date: March 26, 2026**

**To: Mr. Sterling Bailey**

**From: City Manager's Office**

**Subject: Letter of Commendation**

---

Dear Mr. Bailey,

On behalf of the City of Dillingham, I would like to formally recognize and commend you for your exceptional leadership and dedication in responding to the significant water line break at Silver Bay's cookhouse.

During this incident, an estimated 754,768 gallons of water were lost. Your ability to quickly assess the situation, help coordinate response efforts, and persist through challenging conditions was critical to identifying and stopping the leak. Over more than forty-eight hours, you worked tirelessly often in the flow of frigid water and played a key role in coordinating additional support from Anchorage.

Your leadership, problem solving skills, and commitment to service were instrumental in preventing an impending water shortage emergency for our community. Your willingness to go above and beyond reflects great credit upon yourself and sets a strong example for other employees of the City of Dillingham.

In recognition of your outstanding service, the City of Dillingham is pleased to award you eight (8) hours of administrative leave.

Thank you for your continued dedication to maintaining safe and reliable infrastructure for our residents. Your efforts are deeply appreciated.

Sincerely,

Jack Savo Jr.  
City Manager

**Mayor**  
Alice Ruby

**Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

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

**MEMORANDUM**

**Date: March 26, 2026**

**To: Mr. Brandon Stephen**

**From: City Manager's Office**

**Subject: Letter of Commendation**

---

Dear Mr. Stephen,

On behalf of the City of Dillingham, I would like to formally recognize and commend you for your outstanding commitment and resilience in responding to the significant water line break at Silver Bay's cookhouse.

During this incident, an estimated 754,768 gallons of water were lost. Your hands-on work in locating and repairing the break under extremely difficult conditions was vital to the success of the operation. Over more than forty-eight hours, you worked continuously often standing in frigid flowing water demonstrating exceptional endurance and determination.

Your perseverance, technical skill, and dedication to protecting the community's water system directly contributed to preventing a potential water shortage emergency. Your efforts exemplify the high standards of service and professionalism we value in the City of Dillingham.

In recognition of your exceptional service, the City of Dillingham is pleased to award you eight (8) hours of administrative leave.

Thank you for your hard work and continued commitment to the residents of Dillingham.

Your contributions are sincerely appreciated.

Sincerely,

Jack Savo Jr.  
City Manager

**Mayor**  
Alice Ruby

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

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

## MEMORANDUM

**Date:** March 23, 2026 for the period beginning February 20  
**To:** Jack Savo Jr., City Manager  
**From:** Abigail Flynn, City Clerk  
**Subject:** Monthly Report for March

---

### Recognition:

- Thank you to Everyone who volunteered to make Beaver Round-Up happen this year.

### City Clerk Department Accomplishment and Opportunities Since the Last Report:

- **Staff Training Compliance:**

- All staff, with the exception of one employee, have completed required safety trainings on time.
- The remaining employee is expected to complete their training before the end of the month.

- **Meeting Preparation:**

- Significant time was spent preparing for an upcoming high volume of meetings.
- Most agendas and packets are completed.

- **Foreclosure Update:**

- March 16, 2026 was the final day for property redemption.
- The following properties remain on the foreclosure list:
  - Church of Christ - Braswell B LTR L
  - Estate of Charlie Franklin - Mission B1 L1
  - Estate of Julia Reed - USS 2732 Portion 1, B29 L2
  - Straley, Andrew - Nerka VII B6 L3
- The 2018-2022 foreclosure redemption period has concluded.
- The 2025 foreclosure list is anticipated to go before Council in May.
- Following legal filing, Council will consider a resolution to determine whether any properties will be retained by the City.

- **Personnel:**

- Records Specialist interviews are ongoing.

- **Assessment Notices & Appeals:**
  - Notices were advertised in three physical locations, on KDLG, and on both BBRSDA (Bristol Bay Regional Seafood Development Association) and City Facebook pages.
  - Public education on the appeals process has been shared.
  - Appeals are expected by mid-April (deadline: April 15).
  - Staff are prepared to process and forward appeals to the assessor efficiently.
  - The City remains on track for Board of Equalization (BOE) meetings.
  
- **ARVO Veterinary Visit:**
  - ARVO will bring eight volunteers to Dillingham May 1-3.
  - Coordination for lodging is underway. (Slight snag as the location chosen has no running water, currently)
  - Community members are encouraged to schedule pet care services. <https://www.akrvo.org/dillinghamtoqiak-may-2026.html>
  - Appreciation is extended to volunteers supporting this effort.
  
- **Public Records Requests:**
  - One request was received on March 19, 2026; it pertained to police records.
  - The requestor was directed to the Police Department, which maintains a separate records request process and required form with associated fees.
  - One request from a previous month was provided. This was information on Animal Shelter adoptions and transfers.
  - No new signed City Clerk records request forms have been received since the last report.
  - As a reminder, public records requests are available for public review via a signed public records request form.
  
- **Council Funding Consideration (Future Budget Cycle): Mayor Command**
  - Is the council interested in this service?
  - Mayor Command software for emergency management coordination
  - Estimated cost: \$795/month; \$4,800 one-time setup fee
  - Information: <https://www.fastcommand.com/docs/MayorCommand3.pdf>
  
- **Council Funding Consideration (Future Budget Cycle): KDLG**
  - See rate sheet from KDLG for the cost of public announcements. They would cost \$30 or \$35 per 30 or 60 second spot.
  - Do you want to budget for this in 2027 and set what types of ads would be required to air? Foreclosure ads, Local RFPs or Bids, Elections...
  
- **Website Update:**
  - Limited progress has been made.
  - Some departments have designated staff to begin review.

- All departments must complete updates prior to going live.
  - Staff has been advised that Adobe Photoshop may be needed for photo editing; this would require a new budget item.
- **Records Retention and Destruction:**
    - This project remains on hold until a new employee is hired and trained.
    - An ordinance to align City code with the previously adopted records retention schedule is before Council this month.
- **Elections:**
    - Election equipment was powered for its quarterly battery health maintenance.
    - The State has requested that the Clerk serve as chair for upcoming non-municipal elections. I would gladly give this honor to a member or members of the community if someone wants this honor in my place..
    - Community members interested in serving as chair or co-chair are encouraged to contact the Clerk.
- **Procurement / RFP:**
    - Assisted with the janitorial RFP; initial local notice has been distributed.
    - Community public notices have been submitted to KDLG (info@kdlg.org) for inclusion in the daily community announcements.
    - Additional outreach via City Facebook and radio is planned to maximize local participation.
- **Planning Support:**
    - Updated the Comprehensive Plan Survey on the City website at the Planning Directors request.
- **Community Coordination:**
    - Ongoing coordination efforts for the community clean-up event.
- **Events:**
    - Beaver Round-Up event application fees (\$25) were waived; costs will be covered under the in-kind budget line in the council's budget once the events forms are provided to the Clerk.
    - Blessing of the Fleet is scheduled for June 20; planning meetings will begin soon.
- **AML / Legislative:**
    - AML working group on property taxes provided the following:
    - School funding information (see pdf) and HB 291 (see link) regarding tax exemptions.
    - <https://www.akleg.gov/basis/Bill/Detail/34?Root=HB%20291>

- **Committee Open Positions:**
  - Library Advisory Committee, 1
  - Friends of the Landfill, 2
  - Senior Advisory committee, all of them
  
- **Alcohol Population LLC Count Update**
  - Dillingham Population is 2,059
  - Licenses allowed that are not REPL: 1
  - REPL licenses allowed by population: 2
  - Retail licenses allowed :1
  - Beverage dispensary allowed: 2
  - Package Store: 1
  - Restaurant/ Eating Place: 1
  - <https://www.commerce.alaska.gov/web/amco/OtherAlcoholResources>
  
- **General Operations:**
  - This reporting period has been heavily focused on meetings and administrative preparation. Budget revision and planning for the new budget is underway.

#### **Council Travel:**

- The travel and training budget is expected to be fully expended.
- Council members are asked to pay for parking using personal funds and submit receipts for reimbursement if funds remain available.
- Reimbursement of \$1,200 for AML travel (Triston) has been received and deposited.
- Clerk December travel reimbursements have been received and processed.

#### **Requests for the Council:**

- Approve the ordinance for Action by Unanimous Consent.
- Approve the ordinance regarding Retention of Election Materials.
- Introduce ordinances updating:
  - Definition of Newspaper
  - DMC 4.20.020 and 4.30.100 (Definition of Newspaper and Publication requirements)
  
- *Please see the Public Notice of Upcoming Meetings at the end of the packet.*

## Sample Scripts

Support for KDLG comes from the people of Grant Aviation. Friends, families and neighbors serving 68 communities throughout Western Alaska. Flight schedules and reservations online at flygrant.com.

Support for KDLG comes from Bill's Tax Service. Bill will be in Dillingham February 10th through the 26th at the Bristol Inn, Room 108. Bill can be reached at 907-538-9733.

Support for the Bristol Bay Fisheries Report on KDLG comes from Deep Sea Fisheries Incorporated: working to provide top-quality Alaskan seafood with a commitment to sustainable sourcing. Serving Bristol Bay Salmon Fisherman with the Big Creek Fisheries shore plant since 2008. More at deepseafisheries.com.

## How It Works

Your underwriting announcement will be crafted to suit your marketing and public relations needs while complying with the Federal Communications Commission's (FCC) regulations applicable to non-commercial stations. The FCC mandates that underwriting announcements may not include qualitative, comparative, or promotional language. *Calls to action, pricing information and inducements to buy or sell are not allowed.* These regulations serve to protect the non-commercial content that public radio listener's value so highly. The special integrity of this relationship with our listeners extends to the underwriter as well by associating your business with the high quality programming on KDLG.

Underwriting Announcements may include the following information and not exceed 15 seconds:

- Business or organization name
- Location of business
- Duration of business
- Business phone number
- Web address
- A value-neutral description of the business and organization
- Trade names, products, or services that identify the underwriter
- An established non-promotional corporate slogan

## Our Underwriting Sponsors

B&C Fiberglass    Beaver Creek B&B    Bill's Tax Service    Bristol Bay Area Health Corporation    Bristol Bay Cellular    Bristol Bay Economic Development Corporation    Bristol Bay Native Corporation  
 Bristol Bay Permit Brokerage    Bristol Bay Regional Seafood Development Association    Bristol Bay Reserve    Bristol Inn    Choggiung Limited    Copper Whale Inn    Cummins Northwest    GCI    Icicle Seafoods    L & M Supplies    Matrix Marine    Nomar    Pacific Seafood Processors Association    Peter Pan Seafoods and PAF Marine    Silver Bay Seafoods    Trident Seafoods



KDL  
 G PO Box  
 670  
 Dillingham, AK 99876  
 Tel: 907.842.5281 Fax: 907.842.5645  
[development@kdlg.org](mailto:development@kdlg.org)

## Join Our Team?

Join our team, become an underwriter on KDLG-AM/FM. On-Air sponsorship (underwriting) with KDLG is a valuable investment that pays dividends in heightened awareness of your business building brand awareness and customer loyalty.

Since 1975, non-commercial KDLG has expanded and grown into the *leading* source of local news, weather, fishing news, storm warnings, NPR and APRN programs, and music in Southwestern Alaska. KDLG provides 24-hour programming covering a 64,200 square mile region reaching 8,000 year-round residents in 30 communities and 35,000 summer-time listeners, providing important and vital services to the Bristol Bay fishing fleet.

KDLG serves these communities: Aleknagik, Clarks Point, Dillingham, Egegik, Egegik Bay, Ekwok, Ekuk, Igiugig, Ivanoff Bay, King Salmon, Koliganek, Kvichak Bay, Levelock, Manakotak, Naknek, New Stuyahok, Nushagak, Pilot Point, Portage Creek, Port Heiden, South Naknek, Togiak, Togiak Bay, Twin Hills, Ugashik, Ugashik Bay and via repeater station, KNSA, to Unalakleet, St. Michael, Shaktoolik, and Stebbins.

## KDLG -Underwriting Rate Options

Announcements	Air Days	Duration	Cost
<b>260</b> (\$14.00/credit)	Monday – Friday, 6a-8p	1 year (52 weeks)	\$3640.00
<b>130</b> (\$15.00/credit)	Monday – Friday, 6a-8p	6 months (26 weeks)	\$1950.00
<b>65</b> (\$16.00/credit)	Monday – Friday, 6a-8p	3 months (13 weeks)	\$1040.00
<b>25 (minimum)</b> (\$18.00/credit)*	Monday – Friday, 6a-8p	Less than 3 months	\$450.00
<b>50 (minimum)</b>	Monday – Friday, 8p-6a (\$12.00/credit)* Saturday-Sunday, 6a-8p	Variable	\$600.00
*These packages can be custom built provided they satisfy minimum investment in KDLG with a maximum airing of 4 times per day.			
<b>30 (minimum)</b>	<b>PRIME PROGRAMMING</b>	Variable	\$600.00 (\$20.00/credit)

260

Annual

\$4680.00 (\$18.00/credit)

- Local Fisheries Report
- Marine Weather
- Morning Edition
- All Things Considered
- AK Dept. Fish and Game

**EPSA Costs** per credit      \$30/:30 seconds      \$35/:60 seconds

*Available for non-profits & tribal/government agencies*

**Senior Center Accomplishments and Opportunities for February 14, 2026 – March 15, 2026**

Days Open	29
Days Closed	2
COD Holidays	2
Meals Served	475
Congregate Meals	185
Home Delivery Meals	290
Rides Provided	238
Rentals for Events	2

**Acknowledgements**

- Nelda Savo continues to provide nutritious, high-quality meals for our elders, with monthly menus that offer a wide variety of options.
- Our elders contribute to a welcoming and positive environment at the Senior Center. Those receiving home-delivered meals have also been consistent in returning reusable containers, helping reduce costs and minimize waste.
- Erica Tweet continues to support operations each Friday by providing transportation services with the van.
- The BBAHC Injury Prevention Program, led by Fallon Gleason and Jared Miller, provided valuable instruction at the Senior Center on safe and accessible exercise, including options for individuals with balance challenges. Participants reported positive engagement, noting both the physical benefits of the sessions and their enjoyment of related activities such as BINGO.

**Staffing Update**

- Nelda Savo has successfully completed all eight required safety training courses.
- Rebecca Duke continues to support operations by delivering meals and providing transportation in the afternoons. She is also working to streamline data collection processes, which will improve reporting efficiency and help the Senior Center remain current with reporting requirements.

**Accomplishments**

- All required reporting to maintain the NTS grant has been completed and submitted.
- Reducing transportation services to three days per week has allowed the Librarian/Community Center Coordinator to focus on catching up on administrative

responsibilities. While elders are adjusting to the change, limited transportation continues to present challenges for completing errands. Transportation is still offered during daily meal deliveries, which provides some additional support.

- The workout room has been organized and is pending minor furniture rearrangement before it can be reopened for use.
- The BBAHC Injury Prevention Program has begun hosting BINGOcize sessions every Tuesday and Thursday at 10:00 AM for a ten-week period. Staff are considering adjusting the start time to 11:00 AM to better align with lunchtime and increase participation.

### **Grant Reporting**

- All “deliverables” required by the NTS grant have been submitted. The Senior Center is now current with all reporting requirements, ensuring continued eligibility for the grant for another year.

### **Needs Met**

- Erica Tweet continues to provide van transportation on Fridays, offering valuable support to both the Senior Center staff and elders.
- Activities for elders remain engaging and varied. BBNA hosted Elder BINGO during Beaver Round Up, and the BBAHC Injury Prevention Program is conducting BINGOcize sessions twice weekly.

### **Needs**

- Part-time driver to stabilize transportation services
- Ongoing volunteer recruitment
- Find community members who will serve on the Senior Center Advisory Commission and Friends of the Senior Center

# City of Dillingham - Senior Center

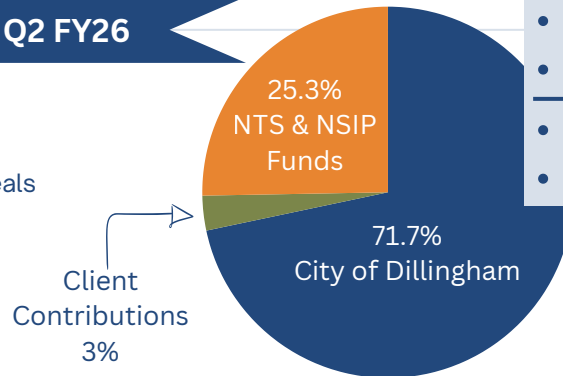
## Program Summary & Funding Needs

### Meals & Transportation - Q1 & Q2 FY26

 **1,730** Congregate Meals

 **1,874** Home Delivered Meals

 **1,043** Rides Provided



• Client Contributions	<b>\$5,178.56</b>
• City Support	<b>\$122,775.55</b>
• NSIP Funds	<b>\$2,134.00</b>
• NTS Funds	<b>\$41,173.30</b>

**NTS funds** are calculated per meal served. The rate was \$0.70 per meal in Q1, but dropped to \$0.28 in Q2 based on how the State distributes funding across regions.

**NSIP Funds** are lump sum and distributed by the state divided among the number of qualified entities. Must be spent on food. The Feds decide how much our State receives based on how many services we provided in the previous year.

### Volunteer Needs

- **Senior Advisory Commission** – Serve on the commission and help guide programs and services.
- **Friends of the Senior Center** – Join a dedicated group that supports center activities and fundraising.
- **Enrichment Activities** (Lead or assist with) ; Gardening (indoor or outdoor), Exercise programs for seniors, Native arts and crafts, Preparing traditional foods for elders without access to smokers, And more!
- **Congregate Meal Assistance** – Help with meal sign-in. This can easily fit into your lunch hour. Visit with our elders.
- **Special Events Support** – Assist in organizing celebrations for holidays, honoring community members who have passed, or practicing the preparation of traditional foods.

### Key Challenges

#### Under Staffed

- Staff are covering multiple roles, leading to burnout and reduced efficiency
- Inconsistent coverage impacts reliability and access for patrons
- Essential tasks are delayed due to insufficient staffing
- Unable to expand services or outreach due to staffing shortages

#### Supplies Depleted

- Supplies depleted due to staffing shortages
- Critical supplies running low with no capacity to restock
- Essential items unavailable due to funding and ordering limitations
- Ongoing supply depletion impacting daily operations

### Our Funding Needs

			
<b>Part-Time Van Driver</b>	<b>Full-Time Kitchen Manager</b>	<b>Bulk Food &amp; Supplies</b>	<b>Coordinate Food Donations</b>
<b>Affordable Transportation</b>	<b>Meal Preparation &amp; Cleaning</b>	<b>Reduce Costs</b>	<b>Support Sustainability</b>

## Library Accomplishments and Opportunities for February 15, 2026 to March 15, 2026

### Patron Visits – Total 547

Tue	Wed	Thu	Fri	Sat	Total
12 PM – 4 PM	12 PM – 4 PM	12 PM – 4 PM	10 AM – 6 PM	10 AM – 3 PM	
110	121	94	119	169	613

### Computer and WiFi

	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
WhoFi	37	68	66	57	63	38	11	340
Desktop Usage	-	0	5	7	7	2	-	21
AWE Station	-	-	-	-	-	-	-	-

### Items Checked out – Total 163

Item	Tue	Wed	Thu	Fri	Sat	Total
Battle of the Books	-	-	1	-	-	1
DVD	25	11	30	28	25	119
E-Reader	-	-	-	-	1	1
Graphic Novel	1	1	-	-	-	2
Holiday	-	-	-	-	1	1
Inter Library Loan	-	1	2	-	-	3
LINKED	-	1	1	-	-	2
New Books	-	1	1	-	-	2
Standard Item	8	13	26	13	22	82
<b>Total</b>	<b>37</b>	<b>30</b>	<b>70</b>	<b>44</b>	<b>58</b>	<b>239</b>

The library remained open on all scheduled days during this reporting period, with the exception of Friday, February 27, when it was closed in observance of the City of Dillingham's Beaver Roundup holiday.

### Acknowledgements

- Thank you to the Friends of the Library for hosting their Annual Dr. Seuss Birthday Party as part of Beaver Roundup festivities. Their efforts brought color and energy to the library through decorations, costumes, engaging activities, and creative story readings.
- Lane Ito continues to enhance the library's offerings by preparing new books for circulation, keeping the collection fresh and engaging.

- Special thanks to Steve Ito for volunteering and supporting operations during employee absences. He has staffed the Circulation Desk while Lane conducts Story Hour for young patrons.
- Thank you to LeeAnn Andrews for assisting with long-overdue book sorting in the entryway, helping maintain an organized and welcoming library environment.

### **Staffing Changes**

- Sonja Marx has returned from vacation and assumed her new role as Assistant Librarian.

### **Library Advisory Board News**

- The Library Advisory Board (LAB) has filled one of the open seats and continues to seek a candidate for the fifth seat.
- The next LAB meeting is scheduled for March 17 at 5:30 PM at the Public Library.

### **Friends of the Library Update**

- The Friends of the Library (FOL) continue to purchase books for the library in memory of Jenice Cox.
- The FOL announced the winners of the Library Card Design competition: first place – Rebecca Duke; second place – Amanda Rankin; tied for third – Trinity Luckhurst and Viktorie Johansen.
- The FOL's Beaver Roundup event drew a strong turnout, with many patrons enjoying the celebration of Dr. Seuss's birthday.

### **Accomplishments**

- Ongoing cleanup and organization continue at the library, with volunteers contributing approximately three hours to support these efforts. Progress is steady in maintaining a welcoming and organized environment.
- The library was fully staffed at the beginning of March, allowing extended hours on Tuesday, Wednesday, and Thursday until 5:30 PM.
- Signage, sign-in sheets, and data tracking forms are being updated and revised to improve efficiency and accessibility.
- Adjustments to the Senior Van schedule allowed the Librarian to open the library on Tuesday during the week of February 23. Despite a staffing challenge due to a cancelled flight, the staff member was able to work the remainder of the week, ensuring the library remained open.

### **Needs**

- The Library Advisory Board (LAB) continues to seek a candidate to fill one remaining open seat.

- Staffing shortages are anticipated for the month of April, and contingency plans are being reviewed to ensure continued library operations.

**Mayor**  
Alice Ruby

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

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

**MEMORANDUM**

**Date:** 3/18/26  
**To:** Jack Savo Jr., City Manager  
**From:** Tracy O'Malley, Chief of Police  
**Subject:** Monthly Report: March 2026

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**Patrol:**

We will have a new officer joining the department on 3/24/26. The Chief of Police of Chickaloon Police Department and members of her department will be conducting an active shooter training for DPD officers at the end of this month. They will also be conducting a presentation for the community on human trafficking at the Wellness Center on 3/29 from 4-5pm.

**Dispatch:**

We had a total of 135 calls between February 13, 2026 and March 13, 2026.

Burn Permits: 0  
Agency Assist: 4  
Suspicious Vehicle: 1  
Vehicle Accidents: 2  
Welfare Checks: 23  
EMS: 30  
Theft: 3  
Civil Standby: 3  
Motorist Assist: 4  
Premises Check: 9  
Disturbances: 34  
Traffic Stops: 4  
Assault (DV and Non DV): 3  
Trespass: 1  
Fire: 4  
Animal Call: 9  
Warrant Arrest: 1

**DMV:**

02 – Commercial D/L

24 – Driver License

15 – Identification Cards

05 – HC Permits (No Fee)

01 – Miscellaneous Fees

09 – Vehicle Registration

06 – Title / Lien

00 – Boat Registration

06 – Road Test

Customer Assist:

00 – License Services

06 – AK Written Test

**Corrections:**

Eleven inmates were held in the jail during the last month.

**Animal Control:**

Five dogs were taken into the shelter this month. ACO Romie will be traveling to Anchorage in the near future, (date yet to be determined), to complete the second half of training for euthanasia licensure.

We now have one volunteer at the animal shelter. The City is continuing to seek volunteers for the animal shelter.

**Mayor**

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



**MEMORANDUM**

**Date:** March 20th, 2026  
**To:** Jack Savo,  
**From:** Scott Runzo, Fire Department Coordinator  
**Subject:** Fire/EMS Report

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**Acknowledgements and Recognitions:**

**Fire/EMS Board Members**

- **Fire Chief:** Koolie Heyano
- **Assistant Fire Chief:** Kevin Hardin
- **Medical Squad Director:** JJ Larson
- **Member at-large:** Kim Larson

**Department Accomplishments:**

*Total Fire calls for 2026 – 4*

*Total EMS calls for 2026 – 25*

- Responded to 3 fire calls and two of them were smoke and flames showing. The crews did an incredible job for a very complex fire.
- Ambulance rates increase was approved by the council, and the new rates are active as of March 13<sup>th</sup>, 2026
- We have one new addition to the volunteer team as a medic.
- All the radios for both PD and Fire and rescue are up and running with no problems reported. Fire is working on an updated radio maintenance PMI contract and use policy for the city.
- RFQ for phase 3 and 4 infrastructures and design for the new fire hall will be posted the week of April 29<sup>th</sup>.

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## Projects – Progress, Public Engagement & Preparations

- Volunteer stipends will increase for running on fire and EMS calls started March 14th
- City building will be equipped with updated AEDs and first kits this quarter.
- EMS prevention has several events planned for the spring of 2026 with the first event being the sports games/events in town.
- Fire and EMS will be participating in three upcoming events: BBNA re-entry program planning, Health fair, and job fair all scheduled next week.
- Three-day fire training is scheduled for April 9<sup>th</sup>-11<sup>th</sup>. We have trainers coming from Fairbanks fire department to deliver the training.
- The CWPP (community wildland protection plan) is finished and ready to be signed. We will provide a copy to the council at the next meeting.
- Staff have submitted BBEDC grant applications for two medical positions for this summer.
- Fire is conducting Life and safety inspections for all city building
- Fire and EMS are developing a recruitment plan to address recent volunteer losses due to deaths, medical issues, and relocations. Additional volunteers are needed to help distribute the workload.
- Fire and EMS will be participating in an active shooter drill with DLG PD.
- EMS will be providing EMS services for the upcoming Snow Go races

### Public Feedback:

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- Great feedback on the recent response to fires

**Mayor**  
Alice Ruby

**Acting Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

Triston Chaney  
Jean Barrett  
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Kevin McCambly

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## MEMORANDUM TO COUNCIL

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**To:** Mayor and City Council Members  
**From:** Christopher Maines, Planning Director  
**Through:** Jack Savo Jr., Acting City Manager  
**Date:** March 24, 2026  
**Re:** April 2026 Report

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### **PLANNING COMMISSION:**

The Planning Commission held its meeting on March 11, 2026. The CIP list was updated to reflect current need and condition levels for each of the 31 submitted projects. The commissioners have been supplied with the grading sheets. After being independently scored I will compile the total scores and develop the priority list for submittal to the City Manager for his recommendations to the City Council and inclusion in the FY27 Budget. Additionally the planning commission was tasked with setting priorities and ideas to work on in the future. I found the information very compelling and put together a report for the commission, I am including it for the Council behind this report.

### **SNAG POINT EROSION APPROPRIATION:**

I have been working with City Manager Jack Savo Jr. on this project. FEMA is in the process of reviewing our extension request. We have maintained bi-weekly conferences with our State of Alaska Representative. Amidst the funding issues within the Department of Homeland Security, the change in leadership, and the prolonged shutdown, we have still received nothing but positive feedback about our eventual extension. I recently submitted a draft RFP to our State POC Rick Dembroski for internal review. Despite these hurdles we continue to remain vigilant and seek to move forward on this critical project.

### **DILLINGHAM 2036 COMPREHENSIVE PLAN:**

The public review process of the draft plan was posted on the city webpage as well as the City of Dillingham Facebook page. We met with Agnew::Beck on March 11, 2026, and decided to extend the commenting period until March 31, 2026. This required a no cost extension to the agreement and will incur no additional expenses. To date I have handed out over 120 physical copies, our Planning Commissioners have set up tables at AC and distributed materials to the public on three occasions. With the extension, we have also included a survey to supplement the comment form. The links were provided on the City webpage and our Facebook page. I have received mostly positive feedback. We will look to go over the comments at the April 15, 2026 Planning Commission meeting and I invite the Council to attend. I will also be reporting on the Comprehensive Plan at the Friends of the Landfill meeting on March 26, 2026 and possibly at the Health Fair if time allows.

**The Port of Dillingham:**

I recently met with Port Director Daniel Miller while he was in town. His departments have several projects in the upcoming CIP and I wanted to discuss priorities, future development, and current funding gaps. I aim to work with our Port Director to develop a plan to consolidate the plats at the Port, look for funding to repair the existing deficiencies, purchase heavy equipment, develop a better inflow and outflow system for traffic, and secure the port. I think all of these are achievable in the next few years, and what has been historically our largest revenue generator needs to be heavily invested in for the future health of our community and the city's finances.

**City of Dillingham Land Disposal for Development:**

I was recently invited to participate in the Code Committees meeting on March 10, 2026, to discuss: **AMENDING CHAPTER 5.30 OF THE DILLINGHAM MUNICIPAL CODE RELATING TO DISPOSAL OF MUNICIPAL PROPERTY TO PROMOTE HOUSING DEVELOPMENT.**

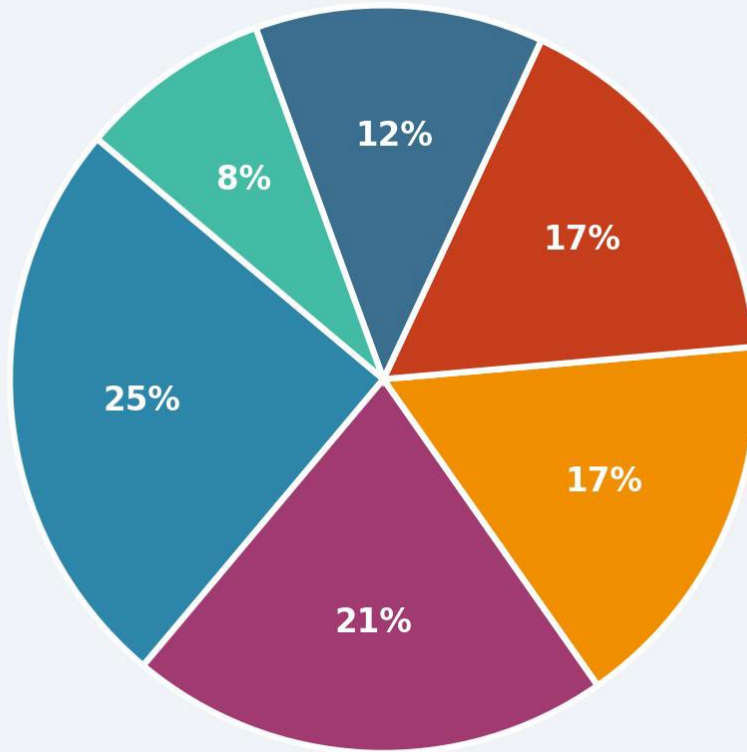
The ordinance as drafted primarily addresses multi-unit development projects by professional developers, with requirements (performance bonds of 25-40% of project costs, commercial liability insurance, professional engineering plans, quarterly reporting) that would be prohibitively burdensome for individual families wanting to build their own homes on city land. Section F creates a parallel "individual homebuilder track" that maintains accountability while scaling requirements appropriately: families would provide 20% earnest money instead of formal performance bonds, submit basic site sketches instead of engineered plans, provide annual rather than quarterly updates, and meet a simplified 36-month construction timeline (12 months to obtain permit, 18 months to break ground, 36 months to complete and occupy). The program includes a 2-year owner-occupancy requirement, preference points for local residents and essential workers (teachers, healthcare, public safety), and allows up to 70% land price reductions for income-qualified purchasers, with a 10-lot annual cap to ensure manageable program administration.

This addition is critical because Dillingham's housing shortage affects both families seeking to build their own homes and the need for larger subdivision development—these are complementary rather than competing approaches. Without this provision, the ordinance would only serve professional developers and could inadvertently exclude the teacher, healthcare worker, or skilled tradesperson who has the ability and desire to build their own home but cannot meet commercial development requirements. The individual track provides flexibility for the City Council to address housing needs through whichever approach fits the specific property and community need: dispose of a 20-acre parcel to a developer for 45 homes, or make individual lots available to local families—or both simultaneously on different parcels.

These timelines are merely a reference and are subject to change at the Committees and Councils' discretion. I look forward to future meetings and eventual adoption by our City, as we can provide what our municipality has been wanting for decades.

**Attachment A: Planning Commission Priorities**

**City of Dillingham · Planning Commission  
Member-Submitted Priorities by Category — March 2026**



Recreation & Parks (6 initiatives)	Housing & Downtown (4 initiatives)
Community & Cultural Spaces (5 initiatives)	Quality of Life & Seniors (3 initiatives)
Harbor & Economic Dev. (4 initiatives)	Infrastructure & Resilience (2 initiatives)

**Introduction**

As part of the Planning Commission's ongoing work to identify community priorities and guide the City of Dillingham's long-range planning efforts, members were asked to submit up to five projects, initiatives, or plans they believe deserve attention in the coming years. The responses reflect a broad and thoughtful cross-section of community values, from outdoor recreation and cultural preservation to economic development, housing, and quality of life. This document compiles all submitted responses into a unified narrative, organized by theme, to serve as a working reference for the Commission and as an attachment to the Chair's report.

## I. Recreation, Parks & Outdoor Infrastructure

A recurring theme across member submissions is the desire to invest in Dillingham's outdoor recreational assets. Several members highlighted the need for a dedicated Recreation Center, a year-round facility that could serve youth, adults, and families across a range of activities. Complementing this is interest in developing and better maintaining the City's Hiking Trail Systems, which represent an underutilized natural asset with strong potential to support both resident wellness and visitor experience.

Members also called for improved lighting along City roads and extending that infrastructure all the way to the end of the Bike Path, addressing a genuine safety concern and making the trail more usable through more of the year. Along similar lines, there is interest in supplementing the existing bike trail with workout stations, additional trash receptacles, and park benches, amenities that would elevate the trail from a simple path to a genuine recreation corridor.

To coordinate and sustain these efforts, one member proposed the formal creation of a Parks and Recreation Committee. This body would oversee a range of parks-related initiatives including community covered spaces, hiking trail maintenance, dumpster and waste management in park areas, and the softball field. The committee model would help ensure these projects receive sustained attention rather than being addressed on an ad hoc basis.

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## II. Community & Cultural Gathering Spaces

Multiple members identified the absence of adequate indoor and multipurpose gathering space as a significant gap in Dillingham's infrastructure. The most frequently mentioned priority in this category is a Community Center, a space that could host meetings, events, youth programming, and community-wide activities throughout the year. One member suggested launching this effort with a community-wide open house or town hall meeting, at which residents could weigh in on what the center should look like, how to bring community stakeholders together (including the Bristol Bay communities), and what role the City should play in the project. From that foundation, an elected steering committee could be formed to carry the initiative forward.

Closely related is the call for an Indoor Youth Center capable of accommodating a variety of activities including sports, and a Multipurpose Convention Center designed to host a wide range of events year-round. These facilities would fill a real need for structured, climate-appropriate space in a community where weather significantly shapes what is possible.

Members also expressed strong support for the Qassiq Traditional Men's House Center, a project with deep cultural significance for Dillingham's Yup'ik community. This initiative reflects the Commission's recognition that planning for the future must be grounded in the community's cultural identity and heritage.

Rounding out this category is the North Harbor Food Court and Park concept, which envisions the harbor area as not just a working port, but a vibrant public gathering space that supports local vendors, recreation, and community life.

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### **III. Harbor Development & Economic Diversification**

The harbor area appears prominently across member submissions as a site of major opportunity. A comprehensive Plan for the Harbor and Bingman Land was identified as a top priority, and members envision this planning process as a vehicle for transforming an underutilized asset into an economic and community resource.

One concrete revenue-generating idea is the development of Boat Storage and Lot Rental facilities in the Harbor area. With Dillingham's strong commercial and subsistence fishing culture, demand for boat storage is real and ongoing and formalizing this as a City-managed income stream could provide meaningful revenue with relatively modest upfront investment.

More broadly, members emphasized the importance of establishing Solid Income Streams for the City, with the Fish Tax specifically named as a mechanism worth examining and optimizing. As a major commercial fishing port in Bristol Bay, Dillingham has an economic foundation in the seafood industry that should be reflected in the City's revenue strategy. Developing and diversifying those streams, rather than depending on grants alone, was a clear priority for the Commission.

One additional infrastructure note: a Sand Purchasing System was identified as a needed improvement, likely related to road maintenance and winter safety operations. Formalizing how the City acquires and manages this resource reflects an interest in operational efficiency and cost management.

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### **IV. Housing, Property Management & Downtown Revitalization**

Several members expressed concern about Dillingham's housing stock and the state of properties within City limits. One member raised specific questions about Carlson Park — including the history of the property's donation process and what contractual obligations the City may carry. Given the City's already full plate of capital projects, this member suggested the City consider putting the property on the market to allow a private buyer the opportunity to demolish or renovate the structure for residential use. The broader sentiment: there are already enough deteriorating properties in town, and every opportunity to convert one into functional housing should be explored.

This connects directly to another priority: adapting and more actively enforcing City regulations around burned-down or condemned structures within City limits. Rather than expanding the City's footprint outward, members favor policies that incentivize the rehabilitation of existing

abandoned properties — supporting families and businesses that have the means and interest to flip or restore them. This approach prioritizes density, sustainability, and the revitalization of existing neighborhoods.

A related and ambitious vision shared by one member is a revamped Dillingham downtown, a defined community square or downtown corridor with space for local businesses, gathering, and civic activity. This would likely involve strategic acquisition of private properties, and members expressed interest in learning more about the administration's long-term vision for the downtown space.

A formal Housing Plan was also named as a top-five priority, reflecting the reality that housing availability and affordability remain persistent challenges in Dillingham, as they do across rural Alaska. A coordinated plan would help the City take a proactive approach rather than simply responding to individual pressures as they arise.

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## **V. Quality of Life: Seniors, Library & Social Services**

Preserving and enhancing Dillingham's quality of life infrastructure, particularly for its most vulnerable residents, was a consistent thread across member input. Members specifically named a cluster of interrelated assets: the Senior Center, the Library, Grandma's House, the UAF Cooperative Extension presence, community volunteers, Public Works support, and existing recreational areas. Taken together, these represent the social fabric of the community, and members are unified in their desire to protect and strengthen it.

Senior Center Phase II was named as a specific capital priority, reflecting ongoing work to expand and improve services for Dillingham's senior population. Given the City's remote location and the importance of local services for residents who may have limited mobility or access to outside resources, investment in senior infrastructure is both a practical necessity and a statement of community values.

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## **VI. Infrastructure & Environmental Resilience**

One member flagged Bank Stabilization as a priority, a concern that reflects the environmental realities facing Dillingham and many Southwest Alaska communities, where coastal and riverbank erosion poses long-term risks to property, infrastructure, and safety. This is an area where coordination between the City, tribal entities, state agencies, and federal partners will likely be essential.

The Ice Rink Roof was also identified as a needed improvement, both for extending the usable season of an existing recreational asset and for protecting the infrastructure investment already in place.

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**Closing Observations**

The collective input from Planning Commission members reveals a community that is thinking carefully about its future, balancing immediate infrastructure needs with longer-term questions about identity, economy, and sustainability. Recurring priorities across multiple members include: the need for a Community Center, strategic use of harbor land, a proactive housing strategy, and investment in recreation and parks. There is also a shared appreciation for the importance of cultural heritage, reflected in support for the Qassiq Traditional Men's House and in the respect, members expressed for the perspectives of long-time Dillingham residents and those connected to the land.

**Mayor**  
Alice Ruby

**Acting City Manager**  
Jack Savo, Jr.



**Dillingham City Co**

Section . Item 3.

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

## MEMORANDUM

**Date:** March 20, 2026  
**To:** Jack Savo, Jr., City Manager  
**From:** Phil Baumgartner, Public Works Director  
**Subject:** Monthly report

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I would like to begin by reiterating my desire to recognize and recommend commendations to Sterling Bailey and Brandon Stephen, our Water/Wastewater Operators, for their extraordinary efforts responding to the water line breakage at Silver Bay's cookhouse. Over seven hundred fifty-five thousand, 754,768, gallons leaked out. These gentlemen spent more than forty-eight hours and called in resources from Anchorage searching for and repairing the line. They worked a substantial amount of time in the flow of frigid water repairing this leak. Their efforts saved the city from an impending water shortage emergency. Sterling Bailey and Brandon Stephen went beyond in identifying and repairing the broken line.

Additionally, these gentlemen have acquired certificates in their fields and are taking an additional course to maintain safe and compliant infrastructure operations.

Our School Facilities Committee meets March 24, where we will continue to evaluate and build a collaborative plan to ensure our assets are in good repair and ready for use now and into the future.

With the Council's acceptance of the EPA appropriation for the Landfill Upgrade and adoption of resolution (2026-08), the administration has begun working with the program manager to approve and execute eligible expenditures.

With the arrival of "spring" weather, came reports of residents' water service lines freezing. Public Works have spent considerable amount of equipment hours and labor, aiding with thawing these lines. We purchased a new piece of equipment specifically for this purpose. And it is in use by a resident as of authoring this report.

With the break in snow, we have been able to tend to other aspects of the comm. Such as cutting down ice on the roads, preventative maintenance, cleaning and organizing facilities. We have been acquiring specifications and quotes for replacement or addition of assets for Landfill and City at large.

Projects currently in progress are the Landfill Upgrade, Airport Waterline Extension, and an Energy Efficiency program through Alaska Municipal League (AML). Quotes are under EPA for review to ensure compliance with funding terms. We acquire quotes and engaging engineering services for the landfill to identify best practices given our location, scope, and needs. The Airport waterline is on course. A reoccurring meeting with Respec took place. Where we discussed analysis findings and potential next steps forward. Survey work will begin shortly.

The city is a subrecipient of a grant AML received directed to improve energy efficiency. An energy auditor evaluated city hall, public safety, and senior center buildings. The recommendations of their findings align with tasks currently under review for Building & Grounds. Indications are, this program will help us accomplish larger maintenance items and provide energy cost savings.

The insurance company inspected grandma's house water damage. We are standing by for their findings. A contractor for the public safety HVAC system is slated to repair hardware and update software to improve working conditions and provide cost savings.

#### Accomplishments:

Training underway/completed, Landfill improvement underway, Lock & Doors report received, City Hall HVAC design, Energy Audits back & developing plan. Document retention and disposal are ongoing. Vehicle and equipment retention/replacement scheduling continues.

#### Upcoming Activities/Events:

Asset Management training, Snag Point Erosion RFP, year-to-date budget review, research of water/wastewater metering systems, Landfill improvement planning & purchasing, coordination and procurement, assessments for spring barge order.

Respectfully,

*Phil Baumgartner*

Phil Baumgartner  
Public Works Director

**Mayor**  
Alice Ruby

**Acting Manager**  
Jack Savo Jr



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

**MEMORANDUM**

**Date:** 03/25/2026

**To:** Jack Savo, City Manager

**From:** Anita Foran, Finance Director

**Subject:** Council Report 04/02/2026

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**Council Considerations/Recommendations:**

Review of DMC 4.16 definition of physical presence for a business license has been sent to code committee.

Review of Sales Tax DMC 4.20.050 T. Definition of tax cap has been sent to code committee.

Past council question: What is the recommended reserve amount for the City of Dillingham? It is recommended to have 3 months of revenue to cover operational expenses. The recommended amount is an estimated \$3,500,000.00 and will cover payroll costs and basic operations for three months. This is based on a review of the last three years.

What is meant by supplement payrolls? The Department of Labor requires an employee to receive payment 3 days after the last day of employment.

Supplement payrolls can be a result of this requirement or can be a correction if/when an error occurs that requires the employee to have further pay.

**Department Accomplishment and Opportunities:**

January Statistics: as of date of report.

Cash Receipts: \$1,898,884.54

All Payments: \$1,228,336.14 (includes \$ 309,907.86 for 2 payrolls & 2 supplements).

February Statistics: as of date of report.

Cash Receipts: \$589,861.85

All Payments: \$883,117.24 (includes \$ 265,638.51 for 2 payrolls & 2 supplements)

Cash Vest (Three+One) has been awarded a 90 score to investment improvements made by the City of Dillingham. Investments have improved and has returned better than expected. The mechanism is in place for future improvements that can be recognized as early as May.

282 business licenses have been received, processed and sent out as of 02/28/2026

### **Audit Update:**

FY25 Audit –Auditors have scheduled the final report to be drafted by the end of April. No determinations have been made at this time.

### **Department staffing:**

Assistant Finance Director – Revenue Cycling Manager position is advertised to be filled.

### **Property Tax:**

2026 assessment notices were delivered before March 15, 2026. Appeals have a deadline of April 15, 2026.

### **Collections:**

2018-2022 Foreclosure (3DI-24-00061CI) one-year redemption period has closed. There are 4 remaining properties on this list.

2020-2024 Foreclosure (3DI-25-00062CI) properties have until July 24, 2026, before the redemption period is closed. There are 17 remaining properties on this list.

2025 Foreclosure list is in final review. Collections letters will go out April 2, 2026.

### **Grants:**

#### Grant Updates

- NTS grant for Sr Center continuation application has been started for \$56,000.
- Library E-Rate for internet services is being renewed for the best rate.
- IMLS (Library) grant has been applied for an additional year for \$10,000.
- PLA (Library) grant has been applied for an additional year for \$7,000.
- Jail contract from State of Alaska application is in process for FY27.

### **Budget:**

FY26 Budget amendment 2 is in process.

FY27-FY29 creation has begun with staff and management.

#### **Internal Controls:**

- Review of the document is on hold during budget review.

#### **Other News:**

- Landfill credit card payment capabilities are up and running.
- APRA insurance renewal process has begun for general liabilities.
- Janitorial RFP has been posted.

#### **Upcoming Calendar Items:**

- 15<sup>th</sup> of each month utility payments due; on the last day of month utility bills are sent.
- Property tax assessment returns have been mailed as 03/15/2026. Appeals to the assessed values are due by 04/15/2026.

#### **Revenue and Expense Report – February 2026:**

- Target percentage for February activity is 67%. Explanations provided in this report are for those items below 47% and above 87%. These are unaudited items and will have adjustments as the audit work is completed.
- Fund balance is a decrease of \$1,770,009.
- General fund revenue is a healthy 70%.
- Gaming Sales tax returns are higher than expected and can be added to the budget revision.
- Sales tax penalties and interest are at 42%, review of reporting done in March will increase that percentage.
- Payments of property tax are recorded at 103% & 105%. Actual amount received is 95% for real property and 82% for personal property.
- Property tax penalty and interest reflect penalties assessed to the unpaid 2025 taxes.
- Community Sharing and PILT have been received in full for the year.
- Lease and Rental income will be low until the end of the fiscal year when an annual lease payment is received from one of the vendors.
- Administrative overhead is reduced in all areas due to reduced spending in special revenue funds.
- PERS Forfeiture funds have returned higher than expected.

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City of Dillingham

Page 3 of 5

*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.*

- All other payments currently are as expected based on the receiving history of the revenue.

#### *Special Revenues & Other Funds Revenue*

- Dock Revenue is 35% and will not rise much until May when the main barges arrive.
- Harbor revenue is at 40% and will not rise much until April when Harbor fees are received.
- Senior Center grant is delayed until the remaining deliverables are received.
- Library grants are at 29% due to delay in receiving the Curyung funds for the IMLS grant received in March and due to method chosen to record the E-Rate grant.
- Bond Reimbursement from the State is expected at the end of March.
- The investments for the Mary Carlson Estate have returned less than expected.
- These delays are impacting on the 43% revenue for this section.

#### *Transfers*

- Transfers to the landfill have been reduced due to reduced spending that is expected to happen in the final quarter.
- Equipment replacement of \$2,805 reflects expenses for the K-9 unit requested in FY25 but received in FY26. The \$111,000 budget is for the annual payment for the grader loan. The grader is expected to arrive in the summer of 2026.
- Debt Service payments have been paid out as expected.
- Transfer for the school bond now reflects the State reimbursement expected to arrive in March.
- Transfers from Dock to Harbor have not happened due to Dock revenue being less than expenditures.
- Transfers from Wastewater to Water have been made to balance the account.

#### *General Fund Expenditures*

- City council expenditures are low due to reduced spending for a lobbyist.
- Foreclosure expenditures will increase as the foreclosure process continues.
- K-9 Unit and the Fire Department donation have not had any expenditure.
- Shop & streets expenditures are low due to an open staff position.
- Repairs to Grandma's house are reflected in January. The purpose of the building is still in debate.

- General fund expenditures are at 58% as expected.

#### *Special Revenues & Other Funds Expenditures*

- Water and Wastewater are low due to the not having purchased major equipment. Purchases are pending the budget revision.
- Dock expenditures are low due to normal timing of operation. Maintenance expenditures have not been utilized at this time.
- Asset forfeiture funds have not been spent. No expenditure has been planned at this time.
- Library grant expenditures
- Ambulance reserve fund expenditures are low due to a refund in an expense from FY25.
- Debt services expenses are on time as expected.
- Equipment replacement expenditures reflect K-9 expenditures that arrived late.
- Average expenditures are at 57%.

#### *Grant and Bond Revenues/Expenditures*

- EPA Landfill grant and the Snagpoint erosion grant. No expenses at this time.
- Remaining grants are in the beginning stages of the projects.

#### *Capital Project Revenues/Expenditures*

- None at this time.

City of Dillingham  
 Unaudited Revenues and Expenditures As of

February 28, 2026

Data Collected on:  
 3/24/2026

Section . Item 3.

	02/28/26			02/28/25		Uncollected	% Adj
	Budget - FY26	YTD	Percent	YTD	INC/(DEC)		
<b>General Fund Revenues</b>							
General Sales Tax	\$ 3,500,000	\$ 1,686,390	48%	\$ 2,349,119	\$ (662,730)	(3,128.20)	48%
General Sales Tax - Remote	650,000	347,521	53%	343,182	4,339		53%
Alcohol Sales Tax	280,000	169,538	61%	165,491	4,048		61%
Transient Lodging Sales Tax	125,000	89,603	72%	90,623	(1,020)	-	72%
Gaming Sales Tax	15,000	14,732	98%	5,576	9,156		98%
Tobacco Excise Tax	280,000	132,184	47%	166,665	(34,481)		47%
Marijuana Excise Tax	90,000	57,394	64%	60,653	(3,259)		64%
Business License	17,000	14,100	83%	13,600	500		83%
Penalty & Interest - Sales Tax	17,000	7,215	42%	5,564	1,651	(178.57)	41%
<b>Total Sales Tax</b>	<b>4,974,000</b>	<b>2,518,677</b>	<b>51%</b>	<b>3,200,473</b>	<b>(681,796)</b>		<b>51%</b>
Real Property Tax	2,600,000	2,674,143	103%	2,537,996	136,148	(198,271.07)	95%
Personal Property Tax	700,000	733,429	105%	1,127,619	(394,191)	(161,579.27)	82%
Penalty & Interest - Property Tax	130,000	115,781	89%	150,783	(35,002)		89%
<b>Total Property Taxes</b>	<b>3,430,000</b>	<b>3,523,353</b>	<b>103%</b>	<b>3,816,398</b>	<b>(293,046)</b>		<b>92%</b>
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	150,000	-	0%	147,328	(147,328)		0%
Raw Fish Tax	20,000	-	0%	-	-		0%
Community Sharing	83,543	84,143	101%	-	84,143		0%
Payment in Lieu of Taxes (PILT)	540,000	540,299	100%	537,418	2,881		100%
State Jail Contract	584,764	438,573	75%	271,828	166,745		75%
Motor Vehicle Tax	25,000	14,583	58%	12,231	2,352		58%
Ambulance Fees	60,000	37,059	62%	18,411	18,648		62%
Lease & Rental Income	35,000	7,470	21%	7,380	90		21%
Admin Overhead	200,105	87,675	44%	86,235	1,440		44%
PERS on Behalf	275,799	171,422	62%	122,097	49,325		62%
PERS Forfeiture Fund	25,000	24,403	98%	33,400	(8,997)		98%
Other Revenues	299,200	141,553	47%	236,694	(95,141)	(9,073.39)	44%
<b>Total</b>	<b>2,368,411</b>	<b>1,547,181</b>	<b>65%</b>	<b>1,473,023</b>	<b>74,158</b>		<b>65%</b>
<b>Total</b>	<b>\$ 10,772,411</b>	<b>\$ 7,589,210</b>	<b>70%</b>	<b>\$ 8,489,894</b>	<b>\$ (900,684)</b>		<b>67%</b>
<b>Special Revenue &amp; Other Funds Revenue</b>							
Water	232,800	160,329	69%	154,141	6,188	(20,798.42)	60%
Sewer	463,300	303,947	66%	273,127	30,821	(28,077.86)	60%
Landfill	331,100	214,755	65%	244,867	(30,112)	(3,533.95)	64%
Port - Dock	755,740	264,008	35%	506,984	(242,977)	(279.26)	35%
Port - Harbor	187,130	74,400	40%	36,337	38,063	(12,590.00)	33%
Asset Forfeiture Fund	500	257	51%	440	(183)		0%
E-911 Service	67,000	42,248	63%	43,614	(1,366)		63%

City of Dillingham  
 Unaudited Revenues and Expenditures As of

February 28, 2026

Data Collected on:  
 3/24/2026

Section . Item 3.

	<u>Budget - FY26</u>	<u>02/28/26</u> YTD	Percent	<u>02/28/25</u> YTD	INC/(DEC)	
Public Safety Reward	-	-	0%	-	-	
Senior Center (Non-Grant)	52,100	27,084	52%	15,073	12,011	52%
Senior Center (Grant)	50,486	38,755	77%	39,064	(309)	77%
Library (Grants)	66,727	19,264	29%	23,241	(3,977)	29%
Debt Service - Bond Investments	80,000	56,236	70%	73,728	(17,492)	70%
Debt Service - SOA Revenue	514,000	-	0%	683,388	(683,388)	0%
Debt Services - Streets Refund	-	-		(22,882)	22,882	
Mary Carlson Estate	21,000	6,155	29%	13,307	(7,152)	29%
Ambulance Rental	-	-	0%	4,800	(4,800)	
<b>Total</b>	<b>\$ 2,821,883</b>	<b>\$ 1,207,438</b>	<b>43%</b>	<b>\$ 2,089,229</b>	<b>\$ (881,791)</b>	<b>40%</b>

**Transfers**

<i>From General Fund to Other Funds</i>						
Water	-	-		-	-	
Landfill	594,000	269,942	45%	440,751	(170,809)	
Senior Center	227,855	158,824	70%	223,219	(64,395)	
Ambulance Reserve	50,000	29,647	59%	14,729	14,919	
Equipment Replacement	111,000	2,805	0%	237,795	(234,990)	
Capital Projects (Fund 7140)	-	-	0%	128,006	(128,006)	
Landfill Closure (Fund 7150)	25,000	16,664	67%	16,668	(4)	
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)	
Debt Service Streets Bond	156,000	1,764	1%	9,611	(7,847)	
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)	
Debt Service School Bond	550,750	514,125	93%	302,987	211,138	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	301,580	-	0%	56,047	(56,047)	
Port - Harbor - Ice Machine	-	255	0%	-	255	
Port - Harbor - Bathhouse	8,920	-	0%	-	-	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	42,248	63%	51,309	-	
Transfer from Carlson Estate to Library	4,000	2,668	67%	2,668	-	
Transfer from Wastewater to Water	-	23,108	0%	-	-	
<b>Total</b>	<b>\$ 2,194,116</b>	<b>\$ 1,124,061</b>	<b>51%</b>	<b>\$ 1,546,750</b>	<b>\$ (436,736)</b>	
<b>Total Revenues &amp; Transfers</b>	<b>\$ 15,788,410</b>	<b>\$ 9,920,709</b>	<b>63%</b>	<b>\$ 12,125,873</b>	<b>\$ (2,219,211)</b>	

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of**

**February 28, 2026**

**Data Collected on:**  
**3/24/2026**

Section . Item 3.

	<u>Budget - FY26</u>	<u>02/28/26</u>		<u>02/28/25</u>	
		<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>
<b>EXPENDITURES:</b>					
<b>General Fund Expenditures</b>					
City Council	\$ 121,550	\$ 55,109	45%	\$ 49,024	\$ 6,085
City Clerk	318,600	186,867	59%	203,159	(16,292)
Administration	472,550	311,184	66%	255,071	56,113
Finance	1,547,940	909,792	59%	895,215	14,577
Legal	100,000	77,989	78%	91,689	(13,700)
Insurance	375,000	209,127	56%	271,254	(62,127)
Planning	297,000	162,595	55%	150,986	11,609
Foreclosures	20,000	6,382	32%	6,546	(164)
IT	372,500	185,301	50%	278,341	(93,041)
Public Safety Administration	448,850	257,542	57%	240,797	16,745
Dispatch	842,850	530,016	63%	513,096	16,919
Patrol	1,571,700	838,405	53%	751,231	87,174
Corrections	820,045	543,125	66%	478,501	64,624
DMV	92,150	56,838	62%	54,166	2,672
Animal Control Officer	88,350	57,836	65%	82,510	(24,674)
K-9 Unit	2,000	0	0%	5,087	(5,087)
Fire	604,500	362,798	60%	417,913	(55,115)
Fire Department Donation	10,000	0	0%	1,141	(1,141)
Public Works Administration	473,700	259,784	55%	262,570	(2,786)
Building and Grounds	976,800	553,500	57%	574,654	(21,154)
Shop	610,600	188,174	31%	239,580	(51,407)
Street	626,100	223,478	36%	310,949	(87,471)
Library	186,875	110,665	59%	158,598	(47,933)
Grandma's House	90,900	30,645	34%	33,738	
City School	1,702,000	1,275,431	75%	1,275,434	(3)
Transfers to Other Funds	1,787,616	1,039,118	58%	1,420,104	(380,986)
<b>Total</b>	<b>\$ 14,560,176</b>	<b>\$ 8,431,701</b>	<b>58%</b>	<b>\$ 9,021,355</b>	<b>\$ (586,561)</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of

February 28, 2026

Data Collected on:  
 3/24/2026

Section . Item 3.

	<u>Budget - FY26</u>	<u>02/28/26</u>	<u>Percent</u>	<u>02/28/25</u>	<u>INC/(DEC)</u>
		<u>YTD</u>		<u>YTD</u>	
<b><u>Special Revenue Funds Expenditures</u></b>					
Water	483,400	184,008	38%	122,012	61,996
Sewer	484,400	220,853	46%	186,960	33,893
Landfill	936,400	484,697	52%	664,804	(180,107)
Port - Dock	1,085,546	354,283	33%	499,002	(144,720)
Port - Harbor	498,330	243,069	49%	195,842	47,227
Asset Forfeiture Fund	25,000	-	0%	-	-
E-911 Service	67,000	42,248	63%	124,361	(82,113)
Public Safety Reward	-	-	0%	-	-
Senior Center (Non-Grant)	279,955	184,406	66%	236,816	(52,410)
Senior Center (Grant)	50,486	42,978	85%	44,860	(1,882)
Library (Grants)	66,727	26,182	39%	23,843	2,339
Mary Carlson Estate	6,255	4,010	64%	4,573	(564)
Ambulance Reserve Fund	15,000	4,600	31%	3,800	800
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)
Debt Service School Bond	1,064,750	1,014,125	95%	986,375	27,750
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)
Debt Service Streets Bond	236,000	58,000	25%	60,750	(2,750)
Equipment Replacement	111,000	2,805	0%	237,775	(234,970)
<b>Total</b>	<b>\$ 5,508,260</b>	<b>\$ 2,928,274</b>	<b>53%</b>	<b>\$ 3,454,734</b>	<b>\$ (526,460)</b>
	<b>\$ 20,068,436</b>	<b>\$ 11,359,976</b>	<b>57%</b>	<b>\$ 12,476,090</b>	<b>\$ (1,113,021)</b>
<b>Net Increase (Decrease) to Fund Balances</b>	<b>\$ (4,280,026)</b>	<b>\$ (1,439,267)</b>		<b>\$ (350,216)</b>	<b>\$ (1,106,190)</b>

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of**

**February 28, 2026**

**Data Collected on:**  
**3/24/2026**

Section . Item 3.

	<u>Budget - FY26</u>	<u>02/28/26</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/25</u> <u>YTD</u>	<u>INC/(DEC)</u>
<b>Grant &amp; Bond Revenues</b>					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-		1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-		(93,719)	93,719
SRF Loan - Landfill	200,000	-	0%	-	-
State Jail Medical	-	10,469	0%	-	10,469
Legislative Grant Harbor	757,500	128,987	17%	-	128,987
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		36,217	(36,217)
Curyung-Ice Machine	6,000	(767)	-13%	-	(767)
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	8,225	11%	15,412	(7,187)
BBEDC Training Reimb	-	20,894		4,375	16,519
BBNC Training Reimb	-	-		-	-
<b>Total</b>	<b>\$ 8,128,787</b>	<b>\$ 167,809</b>	<b>2%</b>	<b>\$ 1,714,480</b>	<b>\$ (1,546,671)</b>

<b>Grant &amp; Bond Expenditures</b>					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-		1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-		576,281	(576,281)
SRF Loan - Landfill	200,000	80,599	40%	-	80,599
State Jail Medical	-	1,390		-	1,390
Legislative Grant Harbor	757,500	385,650	51%	-	385,650
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		10,882	(10,882)
Curyung-Ice Machine	6,000	1,793	0%	2,585	(792)
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	8,225	11%	15,412	(7,187)
BBEDC Training Reimb	-	20,894		4,375	16,519
BBNC Training Reimb	-	-		-	-
<b>Total</b>	<b>\$ 8,128,787</b>	<b>\$ 498,551</b>	<b>6%</b>	<b>\$ 2,361,730</b>	<b>\$ (1,863,179)</b>
	<b>\$ -</b>	<b>\$ (330,742)</b>		<b>\$ (647,250)</b>	<b>\$ (3,409,850)</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of

February 28, 2026

Data Collected on:  
 3/24/2026

Section . Item 3.

**Capital Project Funds Revenues**

Harbor Mayor Sale Revenue

**Total**

<u>Budget - FY26</u>	<u>02/28/26</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/25</u> <u>YTD</u>	<u>INC/(DEC)</u>
-	-		-	-
<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>

**Capital Project Funds Expenditures**

Public Safety Building  
 Water Improvements  
 WasteWater Improvements  
 Snagpoint Erosion  
 Sewer Lagoon Aeration  
 Other Lift Station  
 Fire Dept Water Damage Repair  
 Landfill Closure (7150)  
 Landfill Shop Fire  
 Landfill Groundwater Well  
 Harbor cleanup

**Total**

<u>Budget - FY26</u>	<u>02/28/26</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/25</u> <u>YTD</u>	<u>INC/(DEC)</u>
-	-		-	-
-	-		-	-
-	-		-	-
-	-		101,006	(101,006)
-	-		-	-
-	-		27,000	-
-	-		-	-
-	-		-	-
-	-		-	-
-	-		-	-
<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>	<b>\$ 128,006</b>	<b>\$ (101,006)</b>
<b>\$ -</b>	<b>\$ -</b>		<b>\$ (128,006)</b>	<b>\$ 101,006</b>

	<b>Budget</b>	<b>Actual</b>
General Fund Revenue	\$ 10,772,411	\$ 7,589,210
Special Fund Revenue	\$ 2,821,883	\$ 1,207,438
Transfers In	\$ 2,194,116	\$ 1,124,061
Grant and Bond Revenue	\$ 8,128,787	\$ 167,809
CIP Revenue	\$ -	\$ -
	<b>\$ 23,917,197</b>	<b>\$ 10,088,518</b>

General Fund Expenditures	\$ 14,560,176	\$ 8,431,701
Special Fund Expenditures	\$ 5,508,260	\$ 2,928,274
Grant and Bond Expenditures	\$ 8,128,787	\$ 498,551
CIP Expenditures	\$ -	\$ -
	<b>\$ 28,197,223</b>	<b>\$ 11,858,527</b>

<b>Net Increase (Decrease) to Fund Bal</b>	<b>\$ (4,280,026)</b>	<b>\$ (1,770,009)</b>
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**Mayor**  
Alice Ruby

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 3.

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

## MEMORANDUM

**Date:** 03/20/26  
**To:** Jack Savo Jr., City Manager  
**From:** Daniel Miller, Port Director  
**Subject:** Monthly Report: March 2026

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### Upcoming Events:

- 3/23: Safety committee meeting
- 4/9: Monthly meeting with MARAD and PND

### Projects – Progress and Public Impacts:

- Title VI compliance
- Online employee training
- Application for BBEDC seasonal employee
- Work with PND Engineering to acquire all necessary permits for PIDP Grant
  - Expecting 35% design submittal in May
  - Likely able to move forward with “no impact” determination for Harbor project which, if made, should streamline the NEPA, NMFS, and USFW permitting
  - EA approximately 50% complete
  - Awaiting MARADs approval of scope modifications
  - Estimated NEPA completion August 2026
  - Current estimated project closeout: Spring 2028
- Work with Nushagak Coop. and Public Works to restore harbor lights and extend primary power
- Work with PW Director and Planning Director to improve security and efficiency at Dock facilities
- Develop plan for more efficient/effective enforcement
- Work with PW Director and CRW to restore Dock lighting
- Exploring options for Harbor breakwater
- Negotiate a lease agreement with Alaska Marine Lines for Dock Warehouse
- Develop a plan for improved Kanakanak Beach Access maintenance

**Completed Projects:**

- Application for energy efficiency grant
- 3/17: Monthly Meeting w/ MARAD and PND
  - Expecting draft grant agreement soon
- 2/23: Safety Committee Meeting
- 2/24: Alaska Clean Harbors Advisory Committee meeting
- Ordinance 2026-01 approved by City Council
- Presentation on Harbor project for Port Committee meeting
- Develop draft lease agreement for port warehouse
- Develop draft Harbor Operations manual
- 3/19: Conducted Port Advisory Committee Meeting

**Public Feedback:**

- Repair cold storage for ice machine
- Restore harbor lights
- Repair/Replace docks

**File Attachments for Item:**

4. Standing Committee Reports

02/12/2026 Code Review Minutes

02/20/2026 Finance and Budget Minutes

(Other committees met, but are not standing committees according to City Code.)



## CODE REVIEW COMMITTEE MEETING

Thursday, February 12, 2026 at 5:30 PM

### MINUTES

*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

CODE REVIEW COMMITTEE MEETING  
CITY HALL COUNCIL CHAMBERS

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

- Chair Steven Carriere called the meeting to order at 5:32 p.m.

#### ROLL CALL

##### Present:

- Steven Carriere, Chair
- Alice Ruby, Mayor
- Jack Savo Jr., Acting City Manager
- Abigail Flynn, City Clerk

##### Absent: Unexcused

- Kevin McCambly
- Kaleb Westfall

##### Late Arrival:

- Triston Chaney – Arrived at 5:58 p.m.

A quorum was established.

#### APPROVAL OF MINUTES

1. Code Committee Minutes from 12/17/2025 -approved

Approved by unanimous consent with no objection.

#### APPROVAL OF AGENDA

**Motion:**

- Alice made the Motion to approve the agenda.
- Jack Seconded.

**Vote:**

- Motion passed unanimously.

**UNFINISHED BUSINESS**

## 2. Tribal Fee Simple Update - non-actionable

- No change.
- Committee discussed maintaining communication with tribal partners and inviting participation when the matter is ready for formal discussion.
- Item remains pending state legislative and court outcomes.
- No action taken.

## 3. Draft Ordinance to Define "Newspaper"

**Motion:**

- Motion by Alice Ruby to forward the draft ordinance amending the definition of "newspaper" to the City Council for introduction.
- Second by Jack Savo Jr.

**Vote:**

- Motion passed unanimously.

**NEW BUSINESS**

## 4. Draft Ordinance DMC 3.10.130 Preservation of Election Materials

**Motion:**

- Motion by Alice Ruby to forward draft ordinance to legal for review and, upon approval, present to City Council.
- Second by Jack Savo Jr.

**Vote:**

- Motion passed unanimously.

5. Draft Ordinance for Decisions by Unanimous Consent

Motion:

- Motion by Jack Savo Jr. to forward draft ordinance to legal for review and, upon approval, present to City Council.
- Second by Alice Ruby.

Vote:

- Motion passed unanimously.

6. Draft Ordinance Chapter 5.30 Disposal of Municipal Property to Promote Housing

Action:

- Item to remain on agenda for further review.
- No motion made.

7. Next Meeting Date- may need to change due to council meeting change

Scheduled for March 10, 2026 at 5:30 p.m.

**PUBLIC COMMENT/COMMITTEE COMMENTS**

none

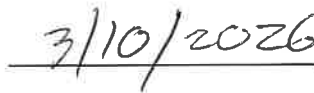
**ADJOURNMENT**

- Meeting adjourned at 6:30 p.m.

ATTEST



Abigail Flynn, City Clerk



Approval Date

(SEAL)



**SPECIAL FINANCE AND BUDGET COMMITTEE MEETING AT 5:30 PM**

Friday, February 20, 2026 at 5:30 PM

**MINUTES**

*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**

**SPECIAL FINANCE & BUDGET COMMITTEE MEETING CITY HALL COUNCIL CHAMBERS**

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

This meeting was also 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

**CALLED TO ORDER** by the chair at 5:32.

**ROLL CALL**

**Members Present:**

- Curt Armstrong (Chair)
- Alice Ruby
- Jean Barrett (Zoom)
- Anita Foran, Finance Director
- Jack Savo Jr., Acting City Manager

**Members Absent:**

- Kaleb Westfall (*not excused*)
- Steve Carriere (*excused*)

**Staff Present:**

- Abigail Flynn, City Clerk

Quorum Established.

**APPROVAL OF MINUTES**

Minutes from 1/21/2026

- Motion: Foran
- Second: Carriere
- No corrections
- **Action:** January 21, 2026 minutes approved

**APPROVAL OF AGENDA**

- Motion: Carriere
- Second: Ruby

Dillingham AK Special Finance and Budget Committee Meeting at 5:30 PM- Amendment 2 February 20, 2026

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- Vote: Unanimous
- **Action:** Agenda approved

**STAFF REPORTS**

- Finance and budget report received
- December and January revenue and expense reports reviewed

**UNFINISHED BUSINESS**

1. Fish Tax
  - Direction to coordinate informational presentation
  - Future discussion to include stakeholders

**NEW BUSINESS**

**1. Senior Center Budget and Funding Needs**

- Direction to proceed with budget adjustments and bring forward amendments

**2. Recommendations to code committee**

**A. Business License Code Update (DMC 4.16.010)**

- Motion: Ruby
- Second: Barrett
- Vote: Unanimous
- **Action:** Recommend draft ordinance to Code Committee

**B. Tax Cap Exemption (DMC 4.20.050(T))**

- Direction for further research and Code Committee review

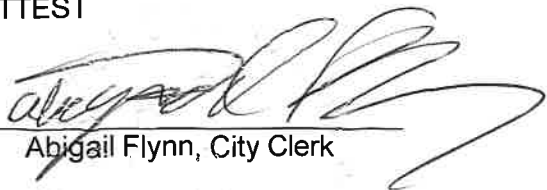
**3. Follow up on Workshop on Discussion of Taxation, Annexation, and Borough Formation**

- Direction for continued information gathering

**PUBLIC/COMMITTEE COMMENT(S)** -none

**ADJOURNMENT** at 6:30 pm

ATTEST

  
Abigail Flynn, City Clerk

03/26/26  
Approval Date

**File Attachments for Item:**

**6. (Adopt) O 2026-04** :An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Chapter 2.09, City Council Meetings, and Applicable Provisions Governing All City Boards and Commissions, to Authorize the Use of **Unanimous Consent** for Actions of the City Council, Boards, and Commissions, with a Recorded Roll Call Vote Required When Unanimous Consent Is Not Achieved, Including When Members Participate Telephonically or by Videoconference.

CODE ORDINANCE

Introduced: March 12, 2026  
Public Hearing: April 2, 2026  
Adopted: \_\_\_\_\_

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2026-04**

**AN ORDINANCE OF THE CITY OF DILLINGHAM, ALASKA, AMENDING DILLINGHAM MUNICIPAL CODE CHAPTER 2.09, CITY COUNCIL MEETINGS, AND APPLICABLE PROVISIONS GOVERNING ALL CITY BOARDS AND COMMISSIONS, TO AUTHORIZE THE USE OF UNANIMOUS CONSENT FOR ACTIONS OF THE CITY COUNCIL, BOARDS, AND COMMISSIONS, WITH A RECORDED ROLL CALL VOTE REQUIRED WHEN UNANIMOUS CONSENT IS NOT ACHIEVED, INCLUDING WHEN MEMBERS PARTICIPATE TELEPHONICALLY OR BY VIDEOCONFERENCE.**

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WHEREAS, Dillingham Municipal Code Chapter 2.09 governs the conduct of City Council meetings and voting procedures, including the manner in which actions are taken and recorded; and

WHEREAS, DMC § 2.09.160 requires ordinances, resolutions, and substantive motions to be decided by recorded roll call vote when a vote is taken; and

WHEREAS, the City Council desires to promote efficient, collaborative, and orderly meetings by authorizing the use of unanimous consent, at the discretion of the presiding officer or the body, on actions of the council, including ordinances, resolutions, motions, appropriations, contracts, and other matters within the council’s authority, including when one or more members participate remotely by telephone or videoconference; and

WHEREAS, unanimous consent is a recognized parliamentary procedure that permits action to be taken without a roll call vote when no member objects, while preserving the requirement for a recorded roll call vote whenever unanimous consent is not achieved; and

WHEREAS, for purposes of this ordinance, substantive actions are those actions that establish policy, adopt ordinances or resolutions, appropriate or expend funds, approve contracts, or otherwise take final action affecting the legal rights, duties, or obligations of the City, a board, a commission, or the public; and

WHEREAS, the City Council finds it appropriate to authorize the use of unanimous consent equally by the City Council and all city boards and commissions, including when one or more members participate remotely by telephone or videoconference, unless otherwise expressly provided by law or ordinance; and

WHEREAS, the City Council further finds that this ordinance does not conflict with DMC § 2.76.060 or other provisions governing boards and commissions that require roll call votes for substantive actions, as those requirements remain in full force and effect

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

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

**Section 2. Amendment to DMC Chapter 2.09, City Council Meetings.**

DMC 2.09.160, Voting, is hereby repealed and reenacted to read as follows [new language underlined and emboldened and deleted text displayed in strikeout font]:

...

2.09.160 Voting.

**A. Except as otherwise provided in this section, every ordinance, resolution, or substantive motion of the council shall be decided by a recorded roll call vote.**

**B. Every member who is present and eligible to vote shall vote unless the member states a conflict of interest or other legal basis for abstention as required by law.**

**C. Unanimous consent authorized. Except as otherwise required by law, the presiding officer or the council may seek unanimous consent for any action of the council, including ordinances, resolutions, motions, appropriations, contracts, and other matters within the council’s authority. The presiding officer shall clearly state the proposed action and ask whether there is any objection. If no objection is stated by any member participating, whether in person or remotely, the action is approved by unanimous consent and shall be recorded in the minutes as approved by unanimous consent. If any objection is stated, or if a member participating remotely is unable to hear the proceedings or be heard when recognized, the council shall proceed by motion and a recorded roll call vote in accordance with this section.**

**D. Boards and commissions. Unless otherwise expressly provided in this code or required by law, boards and commissions of the City of Dillingham may use the unanimous consent procedure described in subsection C of this section when conducting meetings, including when one or more members participate by telephone or videoconference.**

...

**Section 3. Severability.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance shall not be affected.

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

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

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 6.

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

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## MEMORANDUM TO COUNCIL

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**To:** Mayor and City Council Members  
**From:** Abigail Flynn, City Clerk's Department  
**Through:** Jack Savo Jr, City Manager  
**Date:** March 4<sup>th</sup>, 2026  
**Re:** Ordinance 2026-04, Unanimous Consent

---

**SUMMARY:** Staff requests Council authorization to introduce an ordinance amending DMC 2.09.160 to authorize the use of unanimous consent for Council, board, and commission actions.

The amendment allows action without roll call when no member objects. If objection occurs, a recorded roll call vote is required.

Council action is needed to introduce the ordinance and set a public hearing.

### **PREVIOUS COUNCIL ACTION:**

- DMC 2.09.160 currently requires recorded roll call votes for ordinances, resolutions, and substantive motions.
- The Code Committee recommended forwarding this ordinance following discussion on February 12, 2026

**BACKGROUND:** Currently, all substantive actions require roll call votes. During Code Committee discussion, members expressed interest in allowing unanimous consent as a parliamentary tool to streamline meetings.

The ordinance:

- Authorizes unanimous consent when no member objects
- Requires roll call if any objection is stated
- Applies to Council, boards, and commissions
- Permits use during remote participation

### **DISCUSSION:**

#### **1. Efficiency**

Reduces time spent on uncontested roll calls.

#### **2. Transparency**

If objection occurs, a roll call vote is still required.

### 3. Parliamentary Clarity

Establishes a clear procedure rather than informal practice.

### 4. Remote Participation

Explicitly addresses telephonic and videoconference participation.

#### **ALTERNATIVES:**

1. Maintain current roll call requirement for all actions.
2. Allow unanimous consent only for non-substantive matters.

#### **FINANCIAL IMPLICATIONS:**

none

**There are no anticipated negative financial impacts.**

**LEGAL:** The ordinance maintains compliance with open meetings law and preserves recorded voting when required. Our legal team has reviewed this ordinance and made small changes. The version that you see here has their approval.

**STAFF RECOMMENDATION:** Introduce Ordinance 2026-05 and schedule for public hearing.

#### **PROPOSED MOTION:**

“I move to introduce Ordinance No. 2026-04 amending DMC 2.09 regarding voting procedures.”

“I move to schedule a public hearing for Ordinance No. 2026-04 on [insert date], 2026.”

**ATTACHMENTS:** Draft Ordinance 2026-04

**File Attachments for Item:**

**7. (Adopt) O 2026-03:** An Ordinance Amending DMC 3.10.130 to Clarify **Retention of Election Materials** by Reference to the City's Adopted Records Retention Schedule.

CODE ORDINANCE

Introduced: March 12, 2026  
Public Hearing: April 2, 2026  
Adopted: \_\_\_\_\_

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2026-03**

**AN ORDINANCE AMENDING DMC 3.10.130 TO CLARIFY RETENTION OF ELECTION MATERIALS BY REFERENCE TO THE CITY'S ADOPTED RECORDS RETENTION SCHEDULE.**

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WHEREAS, Alaska Statute 40.21 and DMC 2.01.100 require municipalities to adopt a records retention and disposal schedule; and

WHEREAS, The Dillingham City Council adopted the State of Alaska Local Government Model General Administrative Records Retention Schedule by Resolution No. 2018-02, directing the City Clerk to manage City records in accordance with that schedule; and

WHEREAS, DMC 3.10.130 currently requires voted ballots to be retained for one year after an election, which predates adoption of the State of Alaska records retention schedule and conflicts with the retention periods set out in the adopted schedule; and

WHEREAS, The Dillingham City Council may in the future elect to adopt an updated State of Alaska records retention schedule or to adopt a City-specific records retention schedule by resolution; and

WHEREAS, It is in the best interest of the City to ensure flexibility while maintaining consistency between the Dillingham Municipal Code and the records retention schedule formally adopted by the City Council;

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

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

**Section 2. Amendment to Section 3.10.130, Preservation of Election Materials.** is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

**3.10.130 Preservation of election materials.**

The clerk shall preserve all precinct election certificates, petitions, and registers, all voted ballots filed for ~~one year after the election~~ **the period required under the records retention schedule adopted by the Dillingham City Council by resolution.**

All declarations of candidacy shall be preserved until ~~the term for which declarations were filed expires~~ **the retention period specified in the adopted records retention schedule.**

These election materials may be destroyed after their retention period has lapsed unless an application for a recount has been filed and not completed, or unless their destruction is stayed by an order of the court.

Certificates of the canvass committee are to be preserved as permanent records (Ord. 86-\_\_\_, § \_\_\_, 1986.) **unless otherwise provided in the adopted records retention schedule.**

**Section 3. Severability.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance shall not be affected.

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

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

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 7.

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

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## MEMORANDUM TO COUNCIL

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**To:** Mayor and City Council Members  
**From:** Abigail Flynn, City Clerk's Department  
**Through:** Jack Savo Jr, City Manager  
**Date:** March 4, 2026  
**Re:** Ordinance 2026-03, Election material retention requirements

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**SUMMARY:** Staff requests Council authorization to introduce a draft ordinance amending DMC 3.10.130 to align election material retention requirements with the records retention schedule formally adopted by Council resolution.

The amendment removes the fixed one-year ballot retention requirement and instead references the City's adopted records retention schedule. This ensures consistency between City Code and the State of Alaska Local Government Model General Administrative Records Retention Schedule currently in effect.

Council action is needed to introduce the ordinance for first reading and schedule a public hearing.

### **PREVIOUS COUNCIL ACTION:**

- Resolution No. 2018-02 adopted the State of Alaska Local Government Model General Administrative Records Retention Schedule.
- No amendments have been made to DMC 3.10.130 since its original adoption in 1986.
- The Code Committee recommended forwarding this ordinance to Council following review on February 12, 2026

### **BACKGROUND:**

DMC 3.10.130 currently requires voted ballots to be retained for one year after an election.

This provision predates the Council's formal adoption of a comprehensive records retention schedule. The adopted schedule establishes different retention periods for election materials, creating inconsistency between Code and policy.

This ordinance:

- Updates DMC 3.10.130 to reference the retention schedule adopted by resolution
- Provides flexibility if Council adopts a revised or updated schedule in the future
- Maintains compliance with AS 40.21 and municipal records requirements

**DISCUSSION:** The proposed amendment to DMC 3.10.130 aims to achieve four

objectives:

**1. Consistency with Adopted Policy**

The City already follows the Council-approved retention schedule. This amendment ensures the Code reflects current practice.

**2. Flexibility for Future Updates**

If Council adopts a revised retention schedule, the Code will automatically align without requiring further ordinance amendments.

**3. Risk Reduction**

Maintaining records longer than necessary increases storage costs and legal exposure. Destroying records too early creates compliance risk. This amendment reduces ambiguity.

**4. Administrative Clarity**

The Clerk’s office has identified materials eligible for destruction under the adopted schedule. This ordinance ensures Code consistency moving forward.

**ALTERNATIVES:**

- 1. Leave the Code unchanged (continued inconsistency).
- 2. Amend Code to match a fixed retention period (reduces flexibility).

**FINANCIAL IMPLICATIONS:**

No direct fiscal impact.  
Administrative efficiency and storage cost management are improved.

**LEGAL:**

The amendment aligns Code with AS 40.21 and the adopted municipal retention schedule. No conflicts with state election statutes were identified. Our legal team reviewed this ordinance draft and recommended it, as it is written.

**STAFF RECOMMENDATION:**

Staff recommends that Council introduce Ordinance 2026-03 for first reading and schedule it for public hearing.

**PROPOSED MOTION:**

“I move to introduce Ordinance No. 2026-03, amending DMC 3.10.130 regarding retention of election materials.”

“I move to schedule a public hearing for Ordinance No. 2026-03 on [insert date], 2026.”

**Proposed motion after the public hearing is held, if this process goes ahead,**

City of Dillingham

*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.*

"I move to adopt Ordinance No. 2026-03"

**ATTACHMENTS:** Ordinance 2026-03

**File Attachments for Item:**

**8. (Introduce) O 2026-02** : An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Section 1.16.010, Definitions, to Add a Definition for “Newspaper of General Circulation,” “Public Notice,” and “Published” or “Publication.”

Set Date for Public Hearing for Next Month's Council Meeting (at least five days after newspaper publication)

CODE ORDINANCE

Introduced: \_\_\_\_\_  
Public Hearing: \_\_\_\_\_  
Adopted: \_\_\_\_\_

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2026-02**

**AN ORDINANCE OF THE CITY OF DILLINGHAM, ALASKA, AMENDING DILLINGHAM MUNICIPAL CODE SECTION 1.16.010, DEFINITIONS, TO ADD A DEFINITION FOR “NEWSPAPER OF GENERAL CIRCULATION”, “PUBLIC NOTICE” AND “PUBLISHED” OR “PUBLICATION”.**

WHEREAS, The Dillingham Municipal Code requires publication of certain notices in a “newspaper of general circulation”; and

WHEREAS, State law does not define the term “newspaper of general circulation”; and

WHEREAS, The City Council finds it appropriate to clarify and define the term consistent with modern publication practices and other Alaska municipalities, including Kenai Peninsula Borough;

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

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

**Section 2. Amendment to Section 1.16.010, Definitions,** is hereby amended to read as follows [new language underlined and emboldened and deleted text displayed in ~~strike-out font~~]:

**1.16.010 Definitions**

...

Except as otherwise specifically defined in this code or indicated by the context, words used in the code or ordinances of the city shall have their ordinary dictionary meanings.

"By law"

denotes applicable federal law, the Constitution of the United States of America, the constitution of the state of Alaska, statutes and regulations of the state of Alaska, applicable common law and the Dillingham Municipal Code;

"City"

means the city of Dillingham, Alaska;

"Code"

means the Dillingham Municipal Code;

"Majority"

means a simple majority;

**"Newspaper of general circulation"**

- 1. Is published in newspaper format; and**
- 2. Is distributed in print at least twice a week for at least 50 weeks each year within the Dillingham census area, excluding a period when publication is interrupted by a labor dispute or by a natural disaster or other casualty that the publisher cannot control; and**
- 3. Has a total paid circulation or paid distribution of at least 500 copies or 10 percent of the total population of the Dillingham census area, whichever is less; and**
- 4. Holds a second-class mailing permit from the United States Postal Service;**
- 5. Is not published primarily to distribute advertising; and**
- 6. Is not intended primarily for a particular professional or occupational group.**

**"Person"**

includes corporations, companies, partnerships, firms, associations, organizations, business trusts and societies, and natural persons;

**"Personal property"**

means tangible property other than real property, such as goods and stock in trade, machinery and equipment, furniture and fixtures, motor vehicles, boats, vessels and aircraft;

**"Property"**

means real and personal property;

**"Public Notice."**

**Means notice provided in accordance with the publication requirements of this Code. In addition to required publication or posting requirements, the City may provide supplemental notice by posting on the City's official website, official City social media accounts, electronic mailing lists, local radio or by other methods reasonably calculated to inform the public. The failure to provide supplemental notice does not invalidate an otherwise properly noticed action.**

**"Published" or "Publication"**

**Means appearing at least once in a newspaper of general circulation. If there is no newspaper of general circulation, publication means posting the notice in at least three public places within the City for a minimum of five days. This definition is intended to be consistent with AS 29.71.800, as amended.**

**"Real property"**

means land and improvements and all possessory rights and privileges appurtenant to the property, and includes personal property affixed to the land or improvements; and

**"State"**

means the state of Alaska.

(Ord. 86-7 § 1, 1986; Ord. 84-8, 1984; Ord. 77-5 § 2 (part), 1977)

...

**Section 3. Conforming References**

**Any reference in the Dillingham Municipal Code to "publish," "publication," or "public notice" shall be interpreted consistent with DMC 1.16.010 unless otherwise specifically provided.**

**Section 4. Severability.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance shall not be affected.

**Section 5. Effective Date.** This ordinance is effective upon adoption.

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

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Abigail Flynn, City Clerk

Introduction

**Mayor**  
Alice Ruby

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 8.

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

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## MEMORANDUM TO COUNCIL

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**To:** Mayor and City Council Members  
**From:** Abigail Flynn, City Clerk's Department  
**Through:** Jack Savo Jr, City Manager  
**Date:** March 4, 2026  
**Re:** Ordinance 2026-02 – Amendments to DMC 1.16.010 Definitions  
(Newspaper, Public Notice, Publication)

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**SUMMARY:** Staff is requesting Council authorization to introduce an ordinance amending Dillingham Municipal Code (DMC) Section 1.16.010, Definitions, to clarify the meaning of “newspaper of general circulation,” “public notice,” and “published” or “publication.”

The proposed ordinance establishes clear definitions consistent with state law and current publication practices used by other Alaska municipalities. It also recognizes the City's ability to provide supplemental public notice through additional communication channels such as the City website, official social media, electronic mailing lists, or local radio.

Council action is needed to introduce the ordinance and schedule it for public hearing.

### **PREVIOUS COUNCIL ACTION:**

At prior Code Review Committee meetings, members discussed the challenges associated with the City's current notice publication requirements and the lack of a clear definition of “newspaper of general circulation” within the Dillingham Municipal Code.

During committee discussions, members noted that other Alaska municipalities have updated their codes to modernize publication requirements while maintaining compliance with Alaska Statutes. The committee recommended forwarding a draft ordinance to Council for consideration.

### **BACKGROUND:**

Several sections of the Dillingham Municipal Code require legal notices or other public information to be published in a “newspaper of general circulation.” However, the Code currently does not define that term.

State law also does not provide a specific definition of “newspaper of general circulation,” which has created uncertainty in determining whether a publication meets the intended requirements.

Additionally, the availability and publication schedules of newspapers serving the Dillingham area have created operational challenges for providing timely public notice. For example, committee discussions noted that newspaper publication schedules can delay notices for multiple weeks depending on submission deadlines and publication frequency.

To address these issues, staff reviewed approaches used by other Alaska municipalities and drafted a definition modeled after language used by the Kenai Peninsula Borough and other jurisdictions.

**DISCUSSION:** The proposed amendment to DMC 1.16.010 provides three key clarifications.

**1. Establishes a Definition for “Newspaper of General Circulation.”**

The ordinance defines a newspaper of general circulation as a publication that:

- is published in newspaper format;
- is distributed in print at least twice per week for at least 50 weeks per year within the Dillingham Census Area;
- maintains a paid circulation or distribution threshold;
- holds a second-class mailing permit; and
- is not primarily an advertising publication or directed toward a specific professional audience.

These criteria provide objective standards to determine whether a publication satisfies legal notice requirements.

**2. Defines “Public Notice.”**

The ordinance clarifies that public notice must comply with the publication requirements contained in the Code. It also allows the City to provide supplemental notice through additional communication channels such as:

- the City’s official website
- official City social media accounts
- electronic mailing lists
- local radio announcements
- other reasonable methods to inform the public

Failure to provide supplemental notice does not invalidate an otherwise properly noticed action. If the council would like to direct specific forms of supplemental notice be used for certain listed types of notices, a resolution can be developed for that purpose. Setting supplemental communication channels does not have to be made at the Ordinance level. Making these decisions for supplemental communications at the Resolution level will allow future flexibility when new methods become available and old methods are no longer available.

**3. Clarifies the Meaning of “Published” or “Publication.”**

The ordinance states that publication means appearing at least once in a newspaper of general circulation. If no such newspaper exists, notice may be posted in at least three public places within the City for a minimum of five days, consistent with Alaska Statute AS 29.71.800.

During committee discussions, members noted that expanding communication methods will improve the City’s ability to share information with residents while maintaining required legal publication standards.

**ALTERNATIVES:**

1. Introduce the ordinance as presented and schedule it for public hearing.
2. Amend the draft ordinance prior to introduction.
3. Decline to introduce the ordinance and retain the current Code language.

**FINANCIAL IMPLICATIONS:**

Adoption of the ordinance is not expected to create additional costs.

Clarifying publication requirements may reduce administrative delays associated with legal notices and improve the City’s ability to communicate information through existing platforms such as the City website and social media

**There are no anticipated negative financial impacts.**

**LEGAL:** The ordinance aligns with Alaska Statute AS 29.71.800 regarding publication requirements and maintains existing legal notice procedures when a qualifying newspaper is available.

The proposed changes clarify definitions rather than altering substantive legal notice requirements. Our legal team has made small changes to this ordinance to align it with State and legal requirements.

**No legal concerns have been identified.**

**STAFF RECOMMENDATION:** Staff recommends that the Council introduce Ordinance No. 2026-02 and schedule it for public hearing.

**PROPOSED MOTION:**

“I move to introduce Ordinance No. 2026-02, an ordinance of the Dillingham City Council amending Dillingham Municipal Code Section 1.16.010 to add definitions for ‘newspaper of general circulation,’ ‘public notice,’ and ‘published’ or ‘publication.’”

“I move to schedule a public hearing for Ordinance No. 2026-02 to be held on [insert date], 2026.”

**Proposed motion following the public hearing, if adopted:**

“I move to adopt Ordinance No. 2026-02 amending Dillingham Municipal Code Section 1.16.010 to clarify publication and public notice requirements.”

**ATTACHMENTS:** Ordinance 2026-02

**File Attachments for Item:**

**9. (Introduce) O 2026-0:** An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

Set Date for Public Hearing for Next Month's Council Meeting (at least five days after newspaper publication)

CODE ORDINANCE

Introduced: \_\_\_\_\_  
Public Hearing: \_\_\_\_\_  
Adopted: \_\_\_\_\_

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2026-05**

**AN ORDINANCE OF THE CITY OF DILLINGHAM, ALASKA, AMENDING DILLINGHAM MUNICIPAL CODE SECTIONS 2.08.020 AND 2.12.050 TO REMOVE DUPLICATIVE PUBLICATION DEFINITIONS AND TO CROSS-REFERENCE DMC 1.16.010.**

WHEREAS, the City Council has introduced Ordinance 2026-02 amending DMC 1.16.010 to establish citywide definitions of "Published," "Publication," and "Public Notice"; and

WHEREAS, certain sections of the Dillingham Municipal Code contain separate or duplicative publication language; and

WHEREAS, the City Council finds it appropriate to eliminate inconsistent or redundant definitions and to ensure uniform interpretation of publication requirements throughout the Code;

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

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

**Section 2. Amendment to DMC 2.08.020 – Public Notice of Meetings,** is hereby amended to read as follows [new language underlined and emboldened and deleted text displayed in ~~strike out font~~]:

**2.08.020 Publication of meeting notices.**

...

For the purpose of giving notice of regular and special meetings, reasonable public notice is given **(1)** if a statement containing the date, time and place of the meeting is published not less than twenty-four hours before the time of the meeting ~~in a newspaper of general circulation published within the city or not less than twenty-four hours before the time of the meeting by posting the statement in a minimum of three public places within the city;~~ **or (2)** by announcement of the meeting twenty-four hours before the time of the meeting on radio or television stations within the city with an affidavit of broadcasting given by the radio or television stations. If the meeting is a special meeting, then the above statement shall also contain the expected subjects of discussion, but the failure to list a subject shall not invalidate any action taken at the special meeting.

**The term "published" has the meaning set forth in DMC 1.16.010.**

**(Ord. 86-8 § 1, 1986; Ord. 84-8, 1984; Ord. 77-5 § 2 (part), 1977)**

...

**2.12.050-Presentation and Hearing of Ordinances**

A proposed ordinance may be presented for consideration only by a member or committee of the council, the mayor or the city manager at any regular or special meeting of the council. Ordinances may be introduced by reading the title only and shall be read in full only when requested by a majority of the council or unless otherwise provided by law. Upon presentation, a proposed ordinance shall be rejected, deferred, reworded, or accepted as introduced by a majority vote of the council. After acceptance the council shall publish the proposed ordinance and a notice setting out the time and place for a public hearing on the proposed ordinance. The public hearing of a proposed ordinance shall follow publication by at least five days; it may be held at a regular or special council meeting. At the public hearing, copies of the proposed ordinance must be made available to the public or must be read in full. All interested persons shall have an opportunity to be heard.

After the hearing, the council shall consider the proposed ordinance and may adopt it **with or** without amendment. The council shall print and make available copies of adopted ordinances.

~~As used in this section, the term "publish" means that the proposed ordinance and notice of hearing shall be posted in three public places, to be determined by the city clerk, for at least five days, as well as published in full or by summary once in a paper of general circulation distributed in the city. Within three business days following enactment, the ordinance shall be posted in full in three public places within the city.~~

**For purposes of this section, "publication" and "public notice" shall have the meanings set forth in DMC 1.16.010.**

...

**Section 3. Conforming Interpretation**

Any reference in Titles 2, 3, 4, 8, 17, 18, or elsewhere in the Dillingham Municipal Code to "publish," "publication," or "public notice" shall be interpreted consistent with DMC 1.16.010 unless limited by state law or unless a specific section expressly provides otherwise.

**Section 4. Severability.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance shall not be affected.

**Section 5. Effective Date.** This ordinance is effective upon adoption.

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

**City Manager**  
Jack Savo Jr.



**Dillingham City Co**

Section . Item 9.

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

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## MEMORANDUM TO COUNCIL

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**To:** City Council  
**From:** Abigail Flynn, City Clerk’s Department  
**Through:** Jack Savo Jr, City Manager  
**Date:** March 5, 2026  
**Re:** Ordinance 2026-05 DMC 2.08.020 and 2.12.050 published, publication, public notice

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**SUMMARY:** This Ordinance is supportive of Ordinance 2026-02 and will allow it to be implemented. Staff requests Council authorization to introduce this ordinance amending Dillingham Municipal Code (DMC) Sections **2.08.020** and **2.12.050** to remove duplicative publication definitions and instead reference the citywide definitions adopted in **DMC 1.16.010**.

The proposed amendment eliminates redundant language and ensures that the terms “**published**,” “**publication**,” and “**public notice**” are interpreted consistently throughout the Dillingham Municipal Code.

Council action is needed to introduce the ordinance for consideration and schedule a public hearing.

**PREVIOUS COUNCIL ACTION:** Being considered for introduction at the April 2<sup>nd</sup>, 2026 Council meeting **Ordinance 2026-02** amending **DMC 1.16.010** to establish citywide definitions for the terms “Published,” “Publication,” and “Public Notice.” If Ordinance 2026-02 ultimately does not pass, we would recommend no action on this ordinance on the day set for the public hearing and adoption. This supplemental Ordinance will only work if Ordinance 2026-02 is adopted with it.

These definitions if adopted will clarify publication requirements and modernize notice procedures throughout the Code.

The proposed ordinance implements conforming amendments to ensure that other sections of the Code reference the new definitions.

**BACKGROUND:** Several sections of the Dillingham Municipal Code currently contain their own definitions or descriptions of how publication must occur. Over time, this has created duplicative language and the potential for inconsistent interpretation.

The ordinance updates the following sections:

**DMC 2.08.020 – Public Notice of Meetings**

The amendment clarifies that the term “published” has the meaning defined in **DMC 1.16.010**, ensuring that meeting notices follow the standardized definition adopted by Council.

**DMC 2.12.050 – Presentation and Hearing of Ordinances**

The amendment removes the section’s internal definition of publication and instead directs readers to the definitions contained in **DMC 1.16.010**.

These changes ensure that publication requirements across the Code rely on a single set of definitions.

**DISCUSSION:** The proposed amendments are intended to accomplish three objectives:

**1. Eliminate Redundant Code Language**

Several Code sections currently define publication requirements independently. Consolidating these definitions into one section improves readability and reduces the need to update multiple sections in the future.

**2. Promote Consistency Across the Municipal Code**

Using a single definition for publication and public notice ensures that the same interpretation applies throughout Titles 2, 3, 4, 8, 17, 18, and other sections of the Code.

**3. Improve Code Maintenance**

Centralizing definitions in **DMC 1.16.010** allows future updates to publication requirements to be made in one location rather than across numerous Code sections.

These changes are technical in nature and do not alter the Council’s authority, the public hearing process, or existing requirements for providing public notice.

**ALTERNATIVES:** Leave the Code unchanged and continue maintaining multiple publication definitions across different Code sections.

**FINANCIAL IMPLICATIONS:**

There are **no anticipated financial impacts** associated with the proposed ordinance.

**LEGAL:** The amendment is a conforming change intended to improve Code clarity and consistency. No legal concerns have been identified by our legal team.

**STAFF RECOMMENDATION:** Staff recommends that the Council introduce **Ordinance 2026-05** amending **DMC 2.08.020 and 2.12.050** regarding publication and public notice definitions and schedule the ordinance for public hearing.

**PROPOSED MOTION:**

“I move to send to the council for introduction, Ordinance No. 2026-05, an ordinance amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 regarding public notice and publication.”

**ATTACHMENTS:** Ordinance 2026-05

**File Attachments for Item:**

**10. R 2026-11:** A Resolution of the Dillingham City Council to Declare a **Community Clean-up Event May 12–16, 2026**

## CITY OF DILLINGHAM, ALASKA

## RESOLUTION NO. 2026-11

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO DECLARE A  
COMMUNITY CLEANUP EVENT MAY 12th-16th, 2026**

**WHEREAS**, the City of Dillingham recognizes the importance of maintaining a clean and healthy environment for its residents; and

**WHEREAS**, the Community Cleanup is an annual event traditionally scheduled in the month of May to engage local volunteers, businesses, and civic leaders in a coordinated effort to remove litter and beautify public spaces; and

**WHEREAS**, the 2026 Community Cleanup is scheduled for May 12th-16th, 2026, running from Tuesday through Saturday to accommodate the landfill closure on Sundays; and

**WHEREAS**, City workers will collect ALPAR (Alaskans for Litter Prevention and Recycling) yellow bags from along major roadways, including Kakanak Road and Lake Aleknagik Road, and collected trash from roadways and public areas will be accepted at the landfill only in ALPAR bags; and

**WHEREAS**, the Community Cleanup has successfully removed thousands of pounds of litter from public spaces, roadways, and shorelines, contributing to the beautification and environmental responsibility of Dillingham; and

**WHEREAS**, free brush dumping will be available at the landfill May 12<sup>th</sup>-16<sup>th</sup>, 2026 to reduce the wildland fire danger to the community; and

**WHEREAS**, ALPAR bags will be available for community members at City Hall 8:00 am to 5:00 pm on weekdays, The Tribal Building from 8:00 am to 4:30 pm on weekdays, and the Public Library during open hours; and

**WHEREAS**, the City Manager recommends approval of participation in the Community Cleanup event;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Dillingham authorizes the City Manager to collaborate with Nushagak Cooperative to facilitate and promote the 2026 Community Cleanup event; and

**BE IT FURTHER RESOLVED** that the City of Dillingham encourages all residents, businesses, and organizations to participate in this effort to enhance the community's environment and quality of life.

**PASSED and ADOPTED** by a duly constituted quorum of the Dillingham City Council  
on April 2nd, 2026.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Abigail Flynn, Acting City Clerk

March 25, 2026

Mayor and City Council Members:

On behalf of the Dillingham Friends of the Landfill, I would encourage support for Resolution 2026-11 declaring a community cleanup event in May. This long-running annual event has become a staple of spring in Dillingham. Community members, businesses, and organizations take pride in cleaning up roadsides and other public areas prior to the summer season when we are on display for many visitors from far and wide. As a community that ties its association so closely to the natural environment, it also provides an opportunity to stop refuse from making its way into streams, lakes and the general landscape. This cleanup event provides another opportunity for the community to come together for a common goal. Please provide your support for this resolution.

Paul Liedberg  
Chair, Friends of the Landfill

City of Dillingham  
Fiscal Note

Agenda Date: April 3, 2026

CY2026 Clean Up Day

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 9015 10 13 0000 0	Admin In-Kind		
TO ACCOUNT:	VERIFIED BY: Anita Foran	Date: 3/18/2026	

EXPENDITURES

OPERATING	FY26	FY27	FY28	FY29
Admin In-Kind	\$ 1,500.00			
<b>TOTAL OPERATING</b>	<b>\$ 1,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General Fund	\$ 1,500.00			
<b>TOTAL FUNDING</b>	<b>\$ 1,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

Support for Resolution 2026-11

General Funding will be expensed, revenue will be recorded to the landfill in-kind revenue.

PREPARED BY: Anita Foran AF

March 18, 2026

DEPARTMENT: Finance

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

**File Attachments for Item:**

11. Executive Session Council Member Concern

Legal council memo

**MEMORANDUM**

**TO:** Mayor and City Council  
**FROM:** Sam Severin and Robert Palmer, City Attorneys  
**RE:** Inquiry of Mayor regarding executive session confidentiality  
**DATE:** March 9, 2026

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You asked for guidance to outline some options regarding a concern that the Mayor potentially discussing substantive information from an executive session.

**Basic Executive Session Confidentiality Rule**

The City adopted Robert’s Rules of Order (RRO), DMC 2.09.090(A), which provides the basic executive session confidentiality rule: "The general rule is that anything that occurs in executive session may not be divulged to nonmembers (except any entitled to attend)." RRO 9.26 (12th Ed.). "A member of a society can be punished under disciplinary procedure if [he or she] violates the secrecy of an executive session." RRO 9.27 (12th Ed.). See *also* DMC 2.04.030(E) and DMC 2.04.020 (definition of “confidential or privileged information”). However, to comply with the Open Meetings Act, any Council action must occur in public, which means the executive session confidentiality rule is not absolute and that an executive session topic may only be confidential for a period of time. AS 44.62.310(b).

**Basic Options for the Council**

The Mayor and the Council have a number of options:

- 1) The Council can investigate the topic. DMC 2.04.040(C). An investigation could be relatively informal, consisting of a few phone calls to determine what was stated.
- 2) If a violation of the executive session confidentiality rule occurred, then DMC 2.04.040 provides a formal process if discipline is considered:
  - a) The Mayor could agree with the finding or challenge the finding.
  - b) The Council could vote to discipline (i.e. censure).
- 3) The Council could choose to use this topic as a training opportunity.
- 4) Council members could also just discuss this topic at a Council meeting.
- 5) The Council could do nothing.

A Council member and the Mayor brought the issue to our attention. Because the Mayor is the subject of the concern, the Council is in the best position to evaluate its time, costs, and need as it considers further action.

**File Attachments for Item:**

12. Council Packets and Communications

**Please Fill this out and Give it to the Mayor or Clerk  
Packets and Communications**

Name: \_\_\_\_\_

**Ways to notify me to expect a packet or for polling for a meeting date or other things.**

Phone Number 1: \_\_\_\_\_

Phone Number 2: \_\_\_\_\_

Alternate email if the City email isn't working: \_\_\_\_\_

<b>Choose one location for packet:</b>	
<input type="checkbox"/>	I will pick it up at City Hall during business hours when notified it is ready.
<input type="checkbox"/>	I will pick it up at the Police Station outside of City Hall business hours when notified it is ready.
<input type="checkbox"/>	I would like it delivered to my home address at the following address: _____
<input type="checkbox"/>	I would like it delivered to my place of employment at the following address: _____
<input type="checkbox"/>	I would like only an electronic copy, sent to this email address: _____ If I ask the Clerk to provide a paper copy at my seat on the day of meetings, it wil be provided for all meetings.
<input type="checkbox"/>	I will download my packet from the City Website. If I ask the Clerk to provide a paper copy at my seat on the day of meetings, it wil be provided for all meetings.
<input type="checkbox"/>	(Circle one)I would like to be issued a <b>laptop</b> or <b>notebook</b> or <b>iPad</b> for electronic delivery of packets and not receive paper packets except at my seat at the council table on the day of the meeting as backup in case the device stops working.

<input type="checkbox"/>	In addition to my above choice, I am asking the Clerk to provide a paper copy of all packets and leave them at my seat at the council table before each meeting.
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**File Attachments for Item:**

**INFORMATIONAL ITEMS**

CITY OF DILLINGHAM, ALASKA

**Proclamation 2026-01**

**Month of the Military Child: April 2026**

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WHEREAS, military children play an important role in supporting the strength and readiness of our nation's armed forces; and

WHEREAS, children of service members face unique challenges, including frequent moves, family separations, and the absence of loved ones during deployments; and

WHEREAS, these children demonstrate resilience, strength, and adaptability in the face of these challenges; and

WHEREAS, the State of Alaska is home to thousands of military-connected youth, including those whose parents serve in the Alaska National Guard; and

WHEREAS, the Alaska National Guard Child and Youth Program works to support military youth through camps, leadership opportunities, and community engagement; and

WHEREAS, communities across the nation recognize April as the Month of the Military Child and observe Purple Up Day on April 9 to show support and appreciation for military children;

NOW, THEREFORE, I, Alice Ruby, Mayor of the City of Dillingham, do hereby proclaim April 2026 as the Month of the Military Child in the City of Dillingham, and encourage all residents to recognize and honor the sacrifices and contributions of military children.

I further encourage community members to participate in Purple Up Day on April 9, 2026, by wearing purple as a visible sign of support for military youth.



\_\_\_\_\_  
Alice Ruby, Mayor  
City of Dillingham

\_\_\_\_\_  
3/23/26

Date

[SEAL]



Alaska National Guard Child & Youth Program  
49000 Army Guard Road  
Suite D-101  
JBER, AK 99505

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March 5, 2026

City of Dillingham  
Attn: Mayor Alice Ruby  
PO Box 889  
Dillingham, AK 99576

Dear Mayor Ruby,

We are Molly McBride and William Russell, President and Co-President of the Alaska National Guard Child & Youth Program (AKNG CYP) Youth Council. We are reaching out to you today to request that you show your support for military kids by making a public announcement proclaiming April as the Month of the Military Child, and ask you to participate in **Purple Up Day!** on April 9, 2026, which is a day dedicated to supporting Military Youth throughout the United States and Territories.

This year, our Youth Council is composed of 14 dedicated members who strive to be an active member of their community. Current members hail from Anchorage, Wasilla, Eagle River, and Fort Greely, and serve as a voice for military youth across Alaska. We host both overnight and day camps, leadership retreats, special activities and events throughout the state, ensuring support to and connection between National Guard youth and families.

Our parents are National Guard service members and have been deployed multiple times over the years. We have grown up with the AKNG CYP and it has become a second home to us. Attending camps, making new friends with other National Guard youth, and learning lifelong resiliency skills have been the highlights of our childhood summers. As we've grown, so has our desire to help others in similar situations to ourselves. We've become leaders within the program, allowing us to share our passion and experiences with other National Guard youth.

According to Military One Source data from 2024, there are 3,221 Army and Air National Guard Service Members in Alaska, 48% of whom have children. In FY24, a total of 1,316 youth ages 6-18 attended our camps and events.

National Guard children often struggle to find kids who relate to their unique situation, seeing that most Guard families live off base and are disconnected from provided resources and their military communities. This can create a feeling of isolation that is detrimental to youth. National Guard youth deserve to be recognized because of the myriad of unseen sacrifices they make for their parents to serve this country.

This April, we ask you to help support military youth across the state by making a proclamation declaring your support for Month of Military Child (MOMC). On April 9th, groups and communities throughout the state and country are encouraged to take part in **Purple Up Day!** by wearing or displaying purple. The goal is for military kids to see that they are supported and loved by their local and state-wide communities.



Alaska National Guard Child & Youth Program  
49000 Army Guard Road  
Suite D-101  
JBER, AK 99505

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Attached is a flyer promoting **Purple Up Day!** Please consider taking part in this annual display of support. Your support matters!

This link provides more information on Month of the Military Child:  
<https://www.dodea.edu/dodeaCelebrates/Military-Child-Month.cfm>

For more information about the AKNG CYP, please contact our Lead Coordinator, Suzie Mauro at [suzanne.m.mauro.ctr@army.mil](mailto:suzanne.m.mauro.ctr@army.mil) or 907-428-6243.

Thank you for your time and consideration,

Molly McBride  
President, AKNG CYP Youth Council

William Russell  
Vice President, AKNG CYP Youth Council

# Purple Up Day

**April 9, 2026**

**Wear purple on April 9<sup>th</sup>  
to show support for our  
military kids!**

There are over **17,000 kids** in Alaska  
whose parents serve in either  
Active Duty or the National Guard!





## **SCHOOL FACILITIES COMMITTEE MEETING**

Tuesday, January 27, 2026 at 5:30 PM

### **MINUTES**

*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**

SCHOOL FACILITIES COMMITTEE MEETING

CITY HALL COUNCIL CHAMBERS

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

Zoom call-in instructions used for all public meetings:

Zoom call-in: 1-719-359-4580, Meeting ID: 920 - 483 - 0473, Passcode: 99576

Phone access is more stable than video access. If the Zoom meeting freezes or drops, video access will be limited.

#### **CALL TO ORDER**

Chair Alice Ruby called the meeting to order at **5:32 PM**.

**ROLL CALL – all present, quorum established.**

#### **Members Present (quorum established):**

- Alice Ruby, Mayor & Chair
- Steve Carriere, City Council
- Kevin McCambly, School Board
- Heather Savo, School Board President
- Travis Roenfanz, Appointed Citizen
- Chris Aguirre, Superintendent
- Andrew Berkoski, School Facilities Manager
- Phil Baumgartner, Public Works Director
- Jack Savo Jr., Acting City Manager

#### **Staff Present:**

- Abigail Flynn, City Clerk

#### **APPROVAL OF MINUTES**

- 09/04/2025 minutes approved without corrections.

#### **APPROVAL OF AGENDA**

- **Motion:** Steve Carriere

- **Second:** Chris Aguirre
- **Vote:** Unanimous
- **Action:** Agenda approved.

## STAFF REPORTS

- School Facility Report received

## UNFINISHED BUSINESS

### Previous Items

#### a. Snow Removal

- The Superintendent thanked the City of Dillingham for assistance during the recent major snow event, which allowed school activities and a large community tournament to proceed safely.
- Discussion held regarding:
  - City capacity and staffing limitations.
  - Use of published city equipment rental rates for transparency and in-kind valuation.
  - Importance of documenting city contributions for school funding match purposes.
- **Consensus:** Explore a flexible written agreement (MOA) outlining snow removal assistance based on available resources, without overcommitting city capacity.

#### b. Parking Lot Maintenance

- The Public Works Director presented estimated in-kind costs and service frequencies for grading and snow removal based on city equipment rates.
- Committee discussed seasonal usage patterns and long-term deterioration of school parking lots.
- **Direction:** Continue staff-level discussions on:
  - Near-term maintenance planning.
  - Long-term capital solutions and potential cost-sharing strategies.

#### c. Fuel and Fuel Oil

- Discussion held regarding bulk fuel purchasing and the City's existing RFP process.
- Consideration given to joint city–school purchasing to stabilize fuel costs and reduce volatility.
- **Direction:** City Manager and Superintendent to explore feasibility of coordinated fuel procurement.

#### d. Garbage Removal

- The Superintendent reported a significant increase in school garbage costs (from approximately \$60,000 budgeted to ~\$144,000 invoiced).
- Alternatives discussed, including operational changes and potential collaboration with the City.
- **Direction:** Schedule follow-up discussions between City administration, Public Works, and School District staff to evaluate options and impacts.

## 1. Annual Inspection Update

### A. Structural Concerns – MS/HS Science Wing

- The school Facilities Manager reported a growing crack observed in the high school science wing, identified during a recent State inspection.
- State inspector recommended evaluation by a structural engineer.
- **Action/Direction:** Explore piggybacking on the City's existing engineering contracts to obtain a scoped structural assessment.

### B. Capital & Maintenance Projects

- **HVAC Air Handler:**
  - Replacement covered by insurance following prior committee suggestion.
  - Installation scheduled during spring break; project timeline reviewed.
- **Fire Suppression System (Elementary School):**
  - Three major valves identified as failing.
  - Replacement underway; Fire Watch implemented during work.
  - Expected to resolve inspection deficiencies.

## 2. School Priorities/ Funding Expectations

- Proposal made to hold a **joint City Council–School Board meeting** to discuss:
- Funding expectations for the upcoming year.
- State and federal funding outlook.
- Suggestion to invite Representative Bryce Edgmon to provide a legislative update.
- **Consensus:** Joint meeting supported; staff to coordinate scheduling.

## 3. Legislative Priorities (capital and policy).

- Committee discussed the need for shared understanding of education-related legislation (capital and policy).
- Alaska Beacon article referenced as a potential discussion tool.
- **Direction:** Include legislative priorities as an agenda item at the proposed joint meeting.

## 4. Schedule Next Meeting (usually the third Wednesday in March).

- Next regular School Facilities Committee meeting anticipated for **March 2026**.
- **Action:** Clerk to poll members for availability; potential to hold meeting at the school facility.


## PUBLIC/COMMITTEE COMMENT(S)

- Committee members expressed appreciation for the collaborative tone and productivity of the meeting, noting it as one of the most substantive City–School Facilities Committee discussions to date.
- Several members emphasized the importance of continued partnership between the City of Dillingham and the School District, particularly where shared resources can improve outcomes for students and the broader community.
- Comments highlighted the value of documenting in-kind city contributions to the school district for funding and accountability purposes.
- Members encouraged follow-through on discussed next steps, including staff-level coordination, joint meetings, and written summaries to governing bodies to ensure momentum is maintained.

**ADJOURNMENT**

- Meeting adjourned at **7:24 PM**.

ATTEST:

  
\_\_\_\_\_  
Abigail Flynn, City Clerk

[SEAL]

03/24/2026  
\_\_\_\_\_  
Date of Approval



## AUGUST 2025 PORT OF DILLINGHAM ADVISORY COMMITTEE MEETING

Wednesday, September 24, 2025 at 6:00 PM

### MINUTES

*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.*

#### 1. Call to Order & Roll Call

- **Present:** Steven Carriere, Dan Dunaway, Cole Schlagel, Reed Tennyson, Alice Ruby
- **Absent/Excused:** Robin Samuelsen
- **Arrived Late:** Robert Heyano, Kevin McCambly

#### 2. Approval of Minutes

- **Minutes Considered:** August 5, 2025 meeting
- **Motion:** Steven Carriere
- **Second:** Dan Dunaway
- **Action:** No discussion or amendments or objections offered; minutes approved

#### 3. Approval of Agenda

- **Motion:** Steven Carriere
- **Second:** Dan Dunaway
- **Action:** No discussion, amendments or objections; agenda approved

#### 4. Unfinished Business

##### New Terminal Tariff Review

**Presenter:** Port Director Danny Miller

**Guest:** David Arnold, International Association of Maritime and Port Executives (via Zoom)

##### Key Points:

- Transition of the Port of Dillingham from an operating port to a landlord port
- Implementation of terminal use charges

- Financial impacts
- Throughput charges
- Benchmarking with Bristol Bay Borough
- Proposed rate changes
- **Motion to recommend that City Council adopt new tariff:** Steven Carriere
- **Second:** Dan Dunaway
- **Discussion:** Alice Ruby, Dan Dunaway:
  - Rate increases should be gradual but consistent
  - Happy with the protection for the city
  - Do not expect perfection and recognizing that things will likely come up that need fixing
- **Action:** No amendments or objections, passed and carried

## 5. New Business

### Update: Harbor Potable Water Quality

#### Key Points

- Following concerns raised at August meeting, water samples were collected
- Samples from bulkhead and south ramp tested negative for contaminants
- East ramp tested positive for trace amounts of coliform bacteria
- Contaminated hose was removed
- Plan for regular testing of potable water
- Backflow prevention devices planned to be installed Spring 2026

### Update: Harbor Lights

#### Key Points

- Kevin McCambly provided some background on the issue
- Discussed possible routes for power lines
- Kevin McCambly mentioned that upon completion, from meter base on will be customer owned (future services are paid for by the City)
- Possible savings to set 4-inch conduit for potential future use
- Brief discussion of potential concerns about disturbing USACE property
- Clarification was provided considering potential impact on PAF property (fenceline)

### **Follow-up: Coast Guard Inspection Report**

#### **Key Points**

- Port Director provided copy of inspection report
- Explanation of our unique situation in remote Alaska and the inconsistencies with inspection requirements
- Port Director contacted Petty officer in charge of facility inspections for Alaska, they agreed to remove two deficiencies from the report
- Clarified the process that is followed if deficiencies are not addressed
- Clarified that there is no current impact on insurance or federal funding

### **Follow-Up Citation Enforcement**

#### **Key Points**

- Committee reviewed enforcement responsibility
- Port Director has authority to issue citations, revoke harbor privileges, and enforce rules
- Development of a simplified municipal citation form was proposed

### **Discussion: Port Security Cameras**

#### **Key Points**

- Port Director expressed need for purchasing and installing security cameras for many reasons
- Discussion of former security cameras in the port
- Discussion of potential grants available for purchasing cameras or other security projects
- Recommendation to reach out to funding and regulatory agencies, other Alaskan harbors, and Richard Thompson
- Port Director mentioned potential of working with Alaska Marine Exchange for weather camera

## **6. Public Comments**

- No Public Comments

## **7. Committee Comments**

- Reed Tennyson: Question and subsequent discussion concerning future use of Bingman property including planned environmental assessments, and the public process of making the property usable

- Reed Tennyson: Question and subsequent discussion about future of property next to animal control
- Recommendation to include "Citizens Comments" at the beginning of future committee meetings

**8. Mayor's Comments**

Expressed desire to encourage working with local boat storage companies

**9. Adjournment**

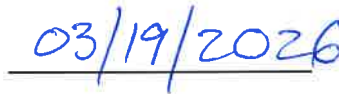
- Meeting was Adjourned at 8:57pm

**10. Next Meeting**

- No specific date determined however proposed February or March 2026

ATTEST:

DATE APPROVED:



Abigail Flynn, Acting City Clerk

[SEAL]



March 24, 2026

Dear Finance Committee Members,

*I am writing on behalf of the City of Dillingham to urge your support for three critical state investments that directly affect communities across Alaska: Community Assistance, School Bond Debt Reimbursement, and Community Jails.*

*These programs are not optional extras for local governments. They are core state-local partnerships that help communities provide basic public services, maintain essential school and public infrastructure, and meet public safety needs.*

*Community Assistance provides flexible support that we rely on for essential services such as public safety, roads, utilities, emergency response, and other local government operations. For many municipalities, these funds help fill the gap between rising costs and limited local revenue options. The recapitalization of Community Assistance to \$90 million will help stabilize local budgets and reduce pressure on taxpayers. There's \$60 million in the fund right now, so the 1/3 distribution in July will be \$20 million. To fully ensure the \$30 million distribution in July, we'd ask you to add \$10 million to the FY27 budget to top off the July 2026 distribution, to allow municipalities like ours to meet the needs of our community. At the same time, fully capitalizing the Fund for FY27 ensures this isn't a question next year.*

*School Bond Debt Reimbursement is vital. Local governments have stepped up to finance school construction and major maintenance projects – during a period of time when State funding has been met about 15% of need – with the understanding that the state would remain a reliable partner in reimbursing eligible costs. Honoring that commitment helps communities maintain safe and functional schools, protects local taxpayers, and gives municipalities confidence to address infrastructure needs responsibly. Full funding of School Bond Debt Reimbursement at \$41 million (currently budgeted at \$31 million) is essential. The current budget anticipates 75% funding, which will severely impact local government budgets, often resulting in higher taxes, reduced services, or delayed maintenance, including of school facilities. It exacerbates the pressure on the school construction and major maintenance program. The State's commitment to reimburse existing school bond debt is essential for the fiscal stability of local governments and the well-being of Alaska's communities.*

*Finally, Community Jails are another essential component of Alaska's public safety system. In many parts of the state, community jails provide critical capacity and local support that help State law enforcement, State courts, and communities function effectively. Without adequate funding, these jails are in danger of closing. This would decrease Alaska's public safety, not because local governments or police departments aren't committed to doing what they can, but*

*there are simply limitations to who they can hold, where, and for how long, without releasing a detainee in a State-driven system. Without adequate state support, municipalities are left to absorb costs for a system that serves broader state public safety responsibilities. Please fund community jails to the full amount: \$14.5 million.*

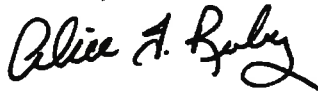
*In conclusion, we respectfully ask that you support funding and policy decisions that:*

- Strengthen Community Assistance
- Honor commitments to School Bond Debt Reimbursement
- Provide sustainable support for Community Jails

*These investments help communities remain viable, protect local taxpayers, and strengthen public safety and public infrastructure statewide.*

*Thank you for your service and for your attention to these important issues. I would welcome the opportunity to discuss how these programs affect Dillingham specifically.*

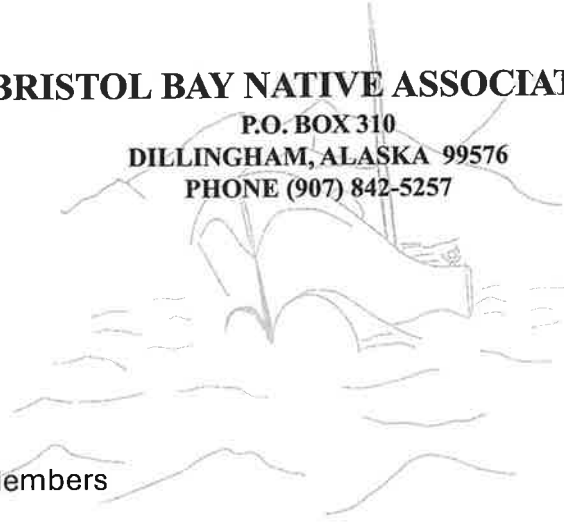
*Sincerely,*



Alice Ruby  
Mayor

# BRISTOL BAY NATIVE ASSOCIATION

P.O. BOX 310  
DILLINGHAM, ALASKA 99576  
PHONE (907) 842-5257



Tribal Councils  
Served by BBNA:

- Aleknagik
- Chignik Bay
- Chignik Lagoon
- Chignik Lake
- Clarks Point
- Curyung
- Egegik
- Ekuk
- Ekwok
- Igiugig
- Iliamna
- Ivanof Bay
- Kanatak
- King Salmon
- Kokhanok
- Koliganek
- Levelock
- Manokotak
- Naknek
- New Stuyahok
- Newhalen
- Nondalton
- Pedro Bay
- Perryville
- Pilot Point
- Port Heiden
- Portage Creek
- South Naknek
- Togiak
- Twin Hills
- Ugashik

2/24/2026

To: School Board Members

I'm reaching out again to talk about BBNA's Head Start program competing for students with the DCSD pre-k program. As you know from my letter last year (included here in case you're new to the SB), Head Start has had successful collaborations in the past with DCSD in providing pre-school services, and successful current collaborations in providing services to children with special needs. Head Start is a widely respected, research based, federally funded program designed to help children and their families prepare for the K-12 system. What makes Head Start different is that not only do we provide a classroom experience for students, but we are also working with families, to ensure they have what they need to thrive.

Head Start also understands that for students to learn, they must be healthy. Head Start requires hearing, vision and developmental screenings within the first 45 days of starting the program, within 90 days, all students must complete a physical and dental exams. Meals are cooked here on sight from scratch, and the nutrition regulations are even more strict than the school lunch program requirements. Head Start also has a bus with built-in-age-appropriate safety restraints. The bus always has an aide to help students get buckled in properly, we also pick up students either at their homes or as close to them as possible.

BBNA's Head Start program is funded to serve 80 students (16 in each of 5 classrooms, 2 in Dillingham, the others in the villages), and we receive \$1,807,130.00 to provide Head Start services. That works out to \$22,589 per student per year. We are currently serving 71 students, the loss of those 9 slots could lead to a loss of \$203,302 to the program, which would cause the closure of at least one classroom. This under enrollment is due in part to students enrolled in DCSD's pre-k program.

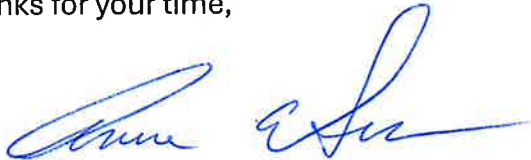
Dillingham doesn't have enough students to merit 2 pre-school programs, current census data indicates approximately 26 pre-k students for the fall. We have identified 15 of them, between our waitlist and current students in the 3-year-old classroom. Additionally, as you all know very well, staffing has become increasingly difficult since COVID. It just makes sense for us to work together to build a strong program, rather

than struggling to keep 2 programs up and running. I realize that DCSD wants to have a full day, full week program and I would be open to that if we can staff it appropriately and still meet the Head Start Performance Standards.

We live in a community with minimal resources, and we want the same thing, for our students to be ready for Kindergarten and reading on level by third grade. The only way to pull this off is to have a strong pre-k program which prioritizes qualified teachers and wraparound family support services. This is something we can do if we work together!

Please don't hesitate to reach out if you have questions or need clarification. I'm also available to come to a work session to talk about Head Start services or participate in planning sessions.

Thanks for your time,



Anne Shade

Bristol Bay Native Association

Child Development Department Director

# BRISTOL BAY NATIVE ASSOCIATION

P.O. BOX 310  
DILLINGHAM, ALASKA 99576  
PHONE (907) 842-5257



3/14/2025

To: DCSD School Board Members,

Tribal Councils  
Served by BBNA:

Aleknagik  
Chignik Bay  
Chignik Lagoon  
Chignik Lake  
Clarks Point  
Curyung  
Egegik  
Ekuk  
Ekwok  
Igiugig  
Iliamna  
Ivanof Bay  
Kanatak  
King Salmon  
Kokhanok  
Koliganek  
Levelock  
Manokotak  
Naknek  
New Stuyahok  
Newhalen  
Nondalton  
Pedro Bay  
Perryville  
Pilot Point  
Port Heiden  
Portage Creek  
South Naknek  
Togiak  
Twin Hills  
Ugashik

I wanted to take a moment to update you on the current situation of the BBNA Head Start program and make you aware of the impact of your approval to open a competing pre-k program in Dillingham. My concern is that with two competing programs operating in our small community, the Head Start program will either lose funding or lose one of the two Dillingham Head Start classrooms, neither of which will be beneficial to students or families in our community. I clearly want to avoid that outcome, and I hope you agree.

BBNA has had a long history of collaboration with DCSD, starting with the grant funded state licensed Infant Toddler Learning Center (ITLC), which opened in the Family Resource Center back in 2003. That program was designed to give High School aged parents some practical hands-on parenting skills while having access to full day childcare for their children. This allowed students to complete their High School diploma and gain job experience simultaneously. After the grant to DCSD ended, BBNA picked up management and oversight of the infant toddler room, then expanded over the years to include a pre-school classroom and eventually, after school care. As an additional bonus, Maximum Achievement Program students had paid workplace assignments in the childcare and Head Start classrooms for many years.

In 2012, BBNA and DCSD launched a collaborative pre-k program. For two years, there were certified teachers from DCSD placed in (back then) all three Head Start classrooms, BBNA paid a portion of the teacher's salaries provided two teacher's aides in each classroom, and bus and meal services. These students arrived to kindergarten with solid pre-k skills, and are now high school juniors and sophomores, most of whom are excelling academically. This was such a positive experience that BBNA created the same model in our three SWRSD sites starting in 2018.

One of Head Start's approximately 2000 requirements, is that all teachers must have a minimum of an AA and be working towards a BA. The district collaborations have helped us meet that requirement since BBNA lacks the ability to recruit certified teachers or access the state Teacher Retirement System.

Since the pandemic, Head Start programs across the nation have struggled to keep classrooms staffed and maintain full enrollment, and BBNA is no different and has struggled to maintain full enrollment. In May of 2023, BBNA received a letter from the Office of Head Start stating that we had 1 year to come into compliance by being fully enrolled or lose nearly \$600,000 in funding (approximately 1/3 of our HS grant). We managed to meet the requirements by May of 2024 and the threat was lifted.

Over the summer of 2022, I learned of DCSD's plan to open their own pre-school program under the PACE grant, via Facebook. I contacted Superintendent Brower and explained that there weren't enough students to fully enroll both programs. I gave her a brief history of the collaborations over the years and explained that we can provide better services for students and families if we work together, similarly to BBNA's current existing collaboration with SWRSD and to the previous pre-k collaboration with DCSD back in 2012. At that point DCSD started the process of amending the PACE to work collaboratively with BBNA rather than start their own program. DCSD had a teacher in place shortly after the 22-23 school year started but, she decided that Dillingham wasn't a good fit for her. Liz Clark finished out the 2022-2023 school year as the DCSD Head Start teacher and continued the through the 23-24 school year.

For the 24-25 school year, DCSD moved Liz to a position in the elementary school. DCSD had wanted to have full day/ full week pre-k services, so in the grant, they committed 2 full-time certified teachers and 2 full-time aides, but it quickly became apparent that neither DCSD nor BBNA could recruit enough staff to make that plan a reality. We started the 24-25 school year with one DCSD Teacher, one DCSD Aide, and 2 BBNA Aides, enough to provide part day full week services to students. Early after the start of the school year, both the DCSD Aide and one of the BBNA aides decided to seek other employment. BBNA provided a rotation of substitutes while we searched for a permanent replacement for the BBNA aide. DCSD did not provide another aide nor any subs.

The situation escalated when the DCSD teacher mentioned that she was being kicked and punched by the students. At that point, (10/3/24), to ensure the safety of the teacher and students in the classroom, I immediately reached out to DCSD requesting a replacement aide or at least a regular substitute.

I expected a quick response but heard nothing from DCSD until BBNA's interim CEO received a letter from on 10/22/24 stating DCSD's intent to cancel the current MOA and move their current teacher to elementary school to start their own pre-k program. I was never contacted by anyone at DCSD after I sent the email requesting additional DCSD staff.

In November 2024, Kate Berkoski stepped in to teach while we were recruiting for a new teacher. She has committed to finish out the school year as the teacher, however, she is Head Start's Education and Disabilities Manager, so this is not a viable long-term solution.

The DCSD pre-k program opened in January of 2025, and 7 students moved from Head Start to DCSD's program, this put BBNA again into an under-enrollment situation. The loss of \$600,000 of federal funding would result in the closure of at least 2 of BBNA's 5 Head Start classrooms. To avoid closure, loss of funds and staff layoffs, we are in conversation with Bristol Bay Borough School District to open a program in Naknek. Sadly, this will require the closure of one of the two Dillingham Head Start classrooms.

Once slots are moved from a community, it is unlikely that they will ever return. It is clearly better to reduce services in one community, to save classrooms in other communities. It is better still if local entities can work together to provide comprehensive quality services for our children and families.

Looking ahead, when the PACE funding ends, DCSD will need to figure out a way to provide pre-k services for students no longer able to enroll in Head Start. Dillingham currently has 11 students for the kindergarten class starting fall of 2025. For the 2025-2026 school year, our data shows 32 pre-k students. Census data and our database show as many as 36 pre-k students for the 26-27 school year. The PACE grant ends on 9/30/26, so I sincerely hope that DCSD has a plan to seek additional funding to continue pre-k services after that date.

This is a complex issue with a lot of moving parts, and merits further discussion for clarity.

Please don't hesitate to contact me if you have any questions or if you want to set up a time to discuss this further.

Thank you,



Anne Shade

Bristol Bay Native Association

Child Development Department Director

**Fw: DVFD Response**

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**From:** William Chaney <wchaney@nushagak.coop>  
**Sent:** Friday, March 13, 2026 4:48 PM  
**To:** Alice Ruby <alice.ruby@dillinghamak.us>  
**Cc:** Angela Lopez <alopez@nushagak.coop>  
**Subject:** DVFD Response

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Good afternoon Mayor Ruby,  
I just wanted to share some pictures and thank the City of Dillingham's once more for services provided by the DVFD and EMS. Yet again our community members stopped what they were doing to help those in need.

I got to witness a response today \_\_\_\_\_, and it was all thanks to the City of Dillingham and the volunteers that dedicate their time for others.

It is an incredibly valuable service the City of Dillingham's provides, one that takes many to make happen and I want to make sure they realize it is appreciated, thank you to all the DVFD/EMS volunteers and City staff.













Sent from my iPhone

# Public Notice of Upcoming Meetings

Committee	Dates of meetings	Place	Time
<b>Regular Council Meetings</b> (every first Thursday of the month)	4/2/2026, 05/07/2026, (two regular meetings in June by code) 06/04/2026 & 06/18/2026	City Hall	7:00 PM
<b>Workshop and Special Council Meeting</b>	April 16th?	City Hall	5:30 PM
<b>Planning Commission</b> (every second Wednesday)	<del>04/08/2026</del> , 04/15/2026, 05/13/2026, 06/10/2026	City Hall	5:30 PM
<b>Code Review Committee</b> (Every Second Thursday except in October and July)	4/9/2026, 05/14/2026, 06/11/2026	City Hall	5:30 PM
<b>Finance and Budget</b> (every 3rd Monday)	04/06/2026, 4/20/2026 (after BOE), 05/18/2026, 06/15/2026 (may need multiple meetings)	City Hall	5:30 PM
<b>Port Advisory</b> (Spring and Fall)	late May or Early June	City Hall	6:00 PM
<b>School Facility</b> (3rd Wednesday in September, January and March, 2nd Wednesday in June)	First week in June	School Board Room	5:30 PM
<b>MOU - Quarterly</b>		City Hall	
<b>Library Advisory Board</b>		Library	5:30 PM
<b>Friends of the Landfill</b> , Every last Thursday of the month	3/26/2026, 04/30/2026, 05/28/2026	City Hall	10:00 AM
Public Outreach Committee	TBD		
<b>Board of Equalization</b>	Organizational meeting end of April on 04/20/2026, & two more May 4 & 5	City Hall	5:30 PM
<b>Joint Meeting or Workshop of School Board and City Council</b>	Third week in April	School Board Room	5:30 PM

Friends of the Library	5/6/2026	library	4:30 PM
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**Holidays: March 30, May 25, June 19, July 4, Sept 7, Oct 12**

The Clerk can't host any meeting May 15-22

date of printing is: 3/27/2026

\* Dates and times subject to change based on the availability of the committee members. Please call 907-842 5212 to confirm meeting details closer to the dates or see the City Webpage.